



## **CITY COUNCIL WORKSHOP MEETING MINUTES**

**Monday, February 04, 2013, at 4:30 p.m.**

**Camas City Hall, 616 NE 4<sup>th</sup> Avenue**

### **I. CALL TO ORDER**

Mayor Scott Higgins called the meeting to order at 4:30 p.m.

### **II. ROLL CALL**

Present: Greg Anderson, Don Chaney, Tim Hazen, Steve Hogan, Melissa Smith and Shannon Turk

Excused: Linda Dietzman

Staff: Phil Bourquin, James Carothers, Jan Coppola, Leisha Copsey, Joan Durgin, Cliff Free, Jennifer Gorsuch, Jim Hodges, Mitch Lackey, Eric Levison, Nina Regor and Ron Schumacher

Press: Heather Acheson, Camas-Washougal Post Record

### **III. PUBLIC COMMENTS**

Marsha Rose, 432 NE 38th Avenue, Camas, commented on the City's mandatory garbage service. Levison acknowledged her concerns and noted that possible solutions will be offered for Council's consideration at the February 19<sup>th</sup> Council Workshop Meeting. Rose also noted safety concerns on SR-500 just outside of the city limits.

### **IV. SPECIAL PRESENTATIONS**

*Mayor Higgins stated that the Clark County Commission Special Presentation on Aging will be rescheduled to the March 4th Council Workshop.*

#### **A. Clark County Commission on Aging**

Details: A short update will be given on the Commission's 2013 work plan

Department/Presenter: Lisa Rasmussen, Vice-Chair of the Clark County Commission on Aging

[Commission on Aging Current Projects and Contacts](#)

[Commission on Aging Brochure](#)

**V. COMMUNITY DEVELOPMENT DEPARTMENT**

**A. 2013 Community Development Work Plan and Priorities**

Details: Each year the Community Development Department establishes a work plan that is reviewed with Council. The purpose of the work plan is to communicate and establish priorities of the department for the coming year.

Department/Presenter: Phil Bourquin, Community Development Director

[2013 Active Projects Map](#)

[2013 Planning Work Plan](#)

[2013 Engineering Work Plan](#)

[2013 Building Work Plan](#)

The 2013 Community Development Work Plan was reviewed and discussed.

**B. [Change Order No. 1 for Project SS-571 Cedar Street Storm Sewer Realignment](#)**

Details: Council awarded this project to Civil Works NW, Inc., at the December 3, 2012, Council Meeting for \$56,165.80. Work on the project is now complete. This change order includes the following: 1) Force account work required to relay pipe across NE 6<sup>th</sup> Avenue due to a grade conflict in the amount of \$4,254.30; and 2) Credit for deletion of Bid Item No. 12 for 30 cubic yards of solid rock excavation at \$150 per yard equaling \$4,500.00. This change order is in the amount of a credit of \$266.34 including sales tax.

Department/Presenter: James Carothers, Engineering Manager

This item will be submitted for Council's consideration on the February 19, 2013, Consent Agenda.

**C. [Contract Extension for Project WS-720A 2013 STEP/STEF Tank Pumping](#)**

Details: The City's existing contract for annual STEP/STEF Tank Pumping with AAA Septic Service, Inc., (AAA Septic) allows for a contract extension to occur provided that both parties (The City of Camas and AAA Septic) mutually agree to such extension, subject to an adjustment of unit costs equal to the Portland Consumer Price Index (CPI) for the most recent 12 month period. The relevant CPI is plus 2.5 percent. Operations staff has indicated satisfactory results with the City's current contractor, AAA Septic. AAA Septic has indicated that they would like to perform the City's STEP/STEF Tank Pumping in 2013. The City has \$60,000 allocated for this work in the adopted 2013 Budget.

Department/Presenter: James Carothers, Engineering Manager

This item will be submitted for Council's consideration on the February 19, 2013, Consent Agenda.

**D. Miscellaneous and Updates**

Details: Updates on Miscellaneous or emergent items

Department/Presenter: Phil Bourquin, Community Development Director

There were no updates on miscellaneous or emergent items.

**VI. PUBLIC WORKS DEPARTMENT**

**A. Professional Services Contract with Gray and Osborne for Sewer Odor Control Study**

Details: This contract provides for the analytical assessment of data gathered in 2012. The study will provide recommendations for the lowest cost, most effective treatment option to control odor and corrosion issues associated with hydrogen sulfide for a cost not to exceed \$39,670.

Department/Presenter: Eric Levison, Public Works Director

**Proposal for Wastewater Collection System Odor Control**

This item will be submitted for Council's consideration on the February 19, 2013, Consent Agenda.

**B. Hills at Round Lake (HARL) Regional Infrastructure Reimbursement**

Details: The first phase of the HARL development is nearing completion on a number of regional facility installations including the Crown Road Water Line and Booster Station, 12" waterline upsize, Crown Road Sewer, Basin VI Sewer Pump Station and force main, and portions of Route J on the Transportation Impact Fee (TIF) Plan. The developer will be submitting invoices, System Development Charge and TIF credit voucher requests along with a Development Agreement for Council consideration.

Department/Presenter: Eric Levison, Public Works Director

**Staff Report concerning the Hills at Round Lake**

These items will be submitted for Council consideration on upcoming agendas.

**C. Miscellaneous and Updates**

Details: Updates on Miscellaneous or emergent items

Department/Presenter: Eric Levison, Public Works Director

There were no updates on miscellaneous or emergent items.

**VII. HUMAN RESOURCES**

**A. Staffing Update**

Details: There have been recent employee departures in the City which need to be refilled. These positions were presented to City Council.

Department/Presenter: Jennifer Gorsuch, Human Resources Director

Council did not voice any objections to the positions being refilled.

**VIII. CITY ADMINISTRATION**

**A. Miscellaneous and Scheduling**

Details: Updates on Miscellaneous or scheduling items

Department/Presenter: Nina Regor, City Administrator

Regor commented about her first week on the job and stated that she has started the transcription of the Strengths, Weakness, Opportunities and Threats (SWOT) analysis and is scheduling the department SWOT analysis. The results will be presented to Council at a future meeting.

**IX. MAYOR**

**A. Camas-Washougal Economic Development Association (CWEDA) Update**

Details: A brief update was given about CWEDA's benchmarks and activities for 2012.

Department/Presenter: Mayor Scott Higgins

[CWEDA's Impact Report](#)

**X. COUNCIL COMMENTS AND REPORTS**

Mayor commented on the fire at the Crestline Elementary School in Vancouver and on the recent newspaper articles regarding economic development. He commended the Camas School District's offer of one of its schools as a temporary location.

Hogan commented on Georgia Pacific's Community Advisory Committee meeting that he will be attending and noted that February's First Friday Event was very enjoyable.

Chaney and Anderson attended and commented about the Regional Fire Authority (RFA) meeting. Anderson gave an overview of the meeting. A brief discussion followed.

Anderson stated that there is an upcoming C-Tran meeting.

Turk will be attending a Community Center Development Committee (CCDC) meeting and a Library Board of Trustees meeting.

Smith commented on the upcoming Regional Transportation Committee (RTC) meeting.

**XI. PUBLIC COMMENTS**

Ken Hadley, 4011 F Circle, Washougal, commented on the RFA meeting.

**XII. ADJOURNMENT**

The meeting adjourned at 5:29 p.m.

**NOTE: The City of Camas welcomes and encourages the participation of all of its citizens in the public meeting process. A special effort will be made to ensure that persons with special needs have opportunities to participate. For more information, please call 360.834.6864.**

**Quick Preview of Agenda and Supporting Documents - Posted on January 30, 2013**

[Workshop Agenda with Supporting Documents](#) 

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Mayor

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City Clerk