



**CITY OF ILWACO
CITY COUNCIL MEETING
Monday, December 12, 2011**

A. Call to Order

Mayor Cassinelli called the meeting to order at 6:00 p.m.

B. Flag Salute

The Pledge of Allegiance was recited.

C. Oath of Office

The Oath of Office was recited by all new and existing council members and the mayor.

D. Roll Call

Present: Mayor Cassinelli and Councilmembers Jensen, Mulinix, Marshall and Forner.
Position 4 vacant.

E. Approval of Agenda

Mayor Cassinelli requested a Business item be added to appoint a new member to the Planning Commission. Councilmember Marshall requested a discussion item be added to fill Position 4 vacated by Butch Smith.

ACTION: Motion to approve agenda with addition of Business Item #3 and Discussion Item #4 (Jensen/Marshall). 4 Ayes 0 Nays 0 Abstain.

F. Approval of Consent Agenda

Including Checks 33697 to 33703 + Electronic totaling \$29,777.88 and Checks 33709 to 33756 + Electronic totaling \$82,679.94.

ACTION: Motion to approve the consent agenda (Marshall/Jensen). 4 Ayes 0 Nays 0 Abstain.

G. Reports

1. Staff Reports

- a. Police Chief Flint Wright presented a written report for November 2011.
- b. Deputy City Clerk PJ Kezele presented a written report for November 2011, and commented on the lost water report.

1. Council Reports

- a. Councilmember Mulinix spoke about the repair work that was done by students to the viewing dock at Black Lake.
- b. Councilmember Forner apologized for his absence at the last meeting due to car trouble.

2. Mayor's Report

Mayor Cassinelli reminded the audience that there is no meeting on December 26 due to the legal holiday. He spoke about a recent meeting with State Parks regarding their water/sewer fees and about residential bills to be sent monthly starting in March 2012. He also mentioned the city's holiday lights look good, and he hopes to light the Ilwaco Community Building next year.

G. Comments of Citizens and Guests present:

1. Gail Moore, citizen, asked about how the fire hydrant fee and stormwater fee would be billed with the monthly bills. The clerk responded that the fire hydrant fee is based on a percentage of the water bill and that the stormwater fee was set as a monthly fee.
2. Tim Kezele, Lake Street resident, asked about the commercial trailer on Lake Street by the fire museum. Mayor Cassinelli stated the fire chief was working on moving it.

H. Public Hearing: Flood Damage Prevention Ordinance

Mayor Cassinelli opening the public hearing at 6:19 p.m. There was no public testimony. Mayor Cassinelli closed the public hearing at 6:20 p.m.

I. Business

1. Ordinance for 2012 Budget

Mayor Cassinelli presented the item.

ACTION: Motion to adopt the proposed ordinance establishing the 2012 budget for the City of Ilwaco (Jensen/Forner). Roll call vote. 4 Ayes 0 Nays 0 Abstain.

2. Cross-Connection agreement

Mayor Cassinelli presented the item.

ACTION: Motion to authorize the mayor to enter into a contract for cross-connection services with Backflow Management Inc. (Marshall/Jensen). 4 Ayes 0 Nays 0 Abstain.

3. Appoint new member to the Planning Commission

Mayor Cassinelli proposed Ryan Crater as the new member of the Planning Commission for Seat 5. Ryan Crater introduced himself.

ACTION: Motion to confirm the mayor's appointment of Ryan Crater to Seat 5 of the Planning Commission (Mulinix/Marshall). 4 Ayes 0 Nays 0 Abstain.

4. TIB Sidewalk Maintenance Program Grant Agreement

ACTION: Motion to authorize the mayor to execute the documents necessary to accept the Washington State TIB contribution of \$57,902 for the FY 2013 Sidewalk Maintenance Program, Multiple Locations (TIB 2-W-969(002)-1), and requiring city matching funds of \$3,048 (Jensen/Forner). Roll call vote. 4 Ayes 0 Nays 0 Abstain.

5. Promotion for City Clerk

ACTION: Motion to approve the mayor's recommended promotion of PJ Kezele to City Clerk Grade 8 Step 3 on the 2012 pay scale effective January 1, 2012 (Marshall/Jensen). Roll call vote. 4 Ayes 0 Nays 0 Abstain.

J. Discussion

1. Conditional use fee waiver request for Gary Wirkkala, 111 First Av.

City Planner Bancke handed out copies of the Ilwaco and City of Long Beach municipal code regarding conditional uses, and a copy of the Kick Stand Koffee business license that was closed in 2007. Mr. Wirkkala spoke about his request. Various citizens spoke in support of the request. Discussion ensued.

ACTION: The council agreed the city would send Mr. Wirkkala copies of the briefing materials that were provided to the Planning Commission and City Council and the documents from the original conditional use request from 2003. Mr. Wirkkala agreed to review the documents and provide a letter to the Planning Commission and City Council stating what specifically he is requesting.

2. Flood Damage Prevention Ordinance

Mayor Cassinelli presented the item. City Planner Bancke recommended adopting the model ordinance as written by MRSC in conjunction with FEMA and the Washington State Department of Ecology. Discussion ensued.

ACTION: Councilmember Marshall to provide suggested changes and clerk send to the Planning Commission for recommendation at their next regular meeting. The city's attorney and MRSC to also review changes to ensure ordinance still meets the criteria for National Flood Insurance Program.

3. TIB Sidewalk Maintenance Program Grant Agreement

Mayor Cassinelli presented the item.

ACTION: Motion to move to business (Marshall/Fornier). 4 Ayes 0 Nays 0 Abstain.

4. Council vacancy Position #4

Councilmember Marshall requested the council vacancy be published as per the City Council Rules of Procedure.

ACTION: Clerk to publish and post council vacancy through the newspaper, post office, email, city website and Facebook. Council agreed to set the application deadline for Noon, January 4, 2012.

5. Promotion for City Clerk

ACTION: Motion to move to business (Marshall/Fornier). 4 Ayes 0 Nays 0 Abstain.

K. Executive Session

Mayor Cassinelli announced a 10-minute Executive Session to discuss personnel matters at 7:50 p.m. No decisions were made during the session. The regular meeting resumed at 8:00 p.m.

L. Future Discussion

1. Amended Procedures Ordinance—*City Planner*
2. Backflow Ordinance—*Water/Sewer Committee*

M. Adjournment

ACTION: Motion to adjourn the meeting (Jensen/Smith). Mayor Cassinelli adjourned the meeting at 8:05 p.m.

Mike Cassinelli, Mayor

PJ Kezele, Deputy City Clerk