



**CITY OF ILWACO
CITY COUNCIL MEETING
Monday November 23, 2015 - Edited**

A. Call to Order

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

B. Flag Salute

1. The Pledge of Allegiance was recited.

C. Roll Call

1. Present: Mayor Cassinelli and Councilmembers Jensen, Marshall, Chambreau, and Forner. Absent Councilmember Karnofski.

D. Approval of Agenda

1. **ACTION: Motion to approve agenda. (Chambreau/Jensen) 3 Ayes 1 Nays 0 Abstain.**

E. Approval of Consent Agenda

1. Including Checks 38396 to 38397 + Electronic totaling \$14,998.08 and Checks: 38398 to 38427 totaling \$102,308.97 for a grand total of \$117,307.05.
ACTION: Motion to approve the consent agenda. (Marshall/Chambreau) 4 Ayes 0 Nays 0 Abstain.

F. Reports

1. Staff Reports

- i. **Fire Chief Report**
No report.
- ii. **City Planner**
Provided the monthly planning report.
- iii. **Treasurer Report**
2016 Budget Message.

2. Council Reports

- i. Councilmember Jensen attended the Port meeting regarding the Interlocal Agreement.
- ii. Councilmember Marshall attended the committee meeting with Mark Scott regarding GIS proposal. Pointed out that meeting the vision and intent statements in the comp plan would require significant economic development (however to be done).

- iii. Councilmember Chambreau attended the budget workshop.
- iv. Councilmember Forner attended the Port/City meeting.

3. Mayor's Report

- i. Mayor Cassinelli attended the budget workshop and PACCOM meetings.

G. Comments of Citizens and Guests Present

- 1. Bruce Peterson spoke in favor of allowing short term vacation rentals in the commercial zoning.

H. Public Hearing

ACTION: Motion to move Discussion Item 4 (Comprehensive Plan) to follow the Comprehensive Plan Public Hearing and Discussion Item 3 (Budget) to follow the 2016 Budget Public Hearing. (Marshall/Jensen) 4 Ayes 0 Nays 0 Abstain

1. Comprehensive Plan – Public Hearing

Mayor Cassinelli closed the regular meeting and opened the Public Hearing on the Comprehensive Plan update at 6:13 p.m. Matt Buchanan, City Planner presented the Staff Report. Mayor Cassinelli called for public comment, of which there was none. The Public Hearing was closed at 6:26 p.m.

- i. **City of Ilwaco Comprehensive Plan Adoption– Discussion**

City Clerk will send council a digital copy of the plan so that they may provide edits to the Clerk/Planner by December 2, 2015.

ACTION: Move to business at next meeting.

2. 2016 Budget – Public Hearing

Mayor Cassinelli closed the regular meeting and opened the Public Hearing on the Budget at 6:59 p.m. Mayor Cassinelli read the Budget Message and called for public comment, of which there was none. The Public Hearing was closed at 7:00 p.m.

- i. **Ordinance Adopting the budget for the City of Ilwaco 2016 – Discussion**

Councilmember Marshall discussed showing reserves in the briefing material.

ACTION: Move to business at this meeting. (Chambreau/Forner) 4 Ayes 0 Nays 0 Abstain

I. Business

1. Ordinance adopting the budget for the City of Ilwaco for 2016

ACTION: I move to adopt the proposed ordinance establishing the 2016 budget for the City of Ilwaco. (Chambreau/Jensen) Roll Call Vote:

Jensen/Marshall/Chambreau/Forner Aye, Karnofski Absent

2. Ordinance Establishing the 2016 Pay Table

ACTION: I move to adopt the ordinance establishing the 2016 Pay Table. (Jensen/Forner) Roll Call Vote: Jensen/Marshall/Chambreau/Forner Aye, Karnofski Absent

3. Contract Cancellation, Abeco & Letter of Agreement, Solutions Yes, LLC

ACTION: I move to authorize the Mayor to cancel the current Maintenance Agreement with Abeco Office Systems. (Marshall/Chambreau) 4 Ayes 0 Nays 0 Abstain

ACTION: I move to authorize the Mayor to enter into an Agreement for Equipment Support with Solutions YES, LLC. (Marshall/Chambreau) 4 Ayes 0 Nays 0 Abstain

4. Contract with Office 365 for Email Services

ACTION: I move to approve the Mayor to enter into an agreement with Microsoft Exchange Online Plan for email services. (Marshall/Chambreau) 4 Ayes 0 Nays 0 Abstain

5. Insurance Renewal

ACTION: I move to authorize the mayor to renew the city's insurance coverage with CIAW for the annual renewal period beginning December 1, 2015 financed through IPFS, with broker services provided by Propel Insurance subject to being paid in full as appropriate. (Marshall/Chambreau) 4 Ayes 0 Nays 0 Abstain

J. Discussion

1. Addendum to Ilwaco City Council Rules of Procedure

Council was provided with the corrected copy of the Rules of Procedure.

ACTION: Confirmed the conclusion of the previous meeting to improve the process and council briefing materials regarding public hearings and "to see how it goes" without new rule making.

2. Contract Cancellation, Abeco & Letter of Agreement, Solutions Yes, LLC

ACTION: Move to business at this meeting. (Marshall/Fornier) 4 Ayes 0 Nays 0 Abstain

3. Resolution Amending the Fee Schedule for the 2016 Utility Rates and Connection Charges

Council discussed the charge to 20,000cuft and above, would like more information on this and on the charge for Fire Sprinklers.

ACTION: None taken at this meeting.

4. Contract with Office 365 for Email Services

ACTION: Move to business at this meeting. (Marshall/Chambreau) 4 Ayes 0 Nays 0 Abstain

5. Interlocal Agreement Port of Ilwaco for Fire Protection Services

Councilmember Jensen presented the item. Port of Ilwaco Commissioners have a final meeting on the 7th of December at 10:00 a.m. to discuss.

ACTION: None taken at this meeting.

6. Insurance Renewal

Councilmember Chambreau presented the item. Discussion over payment in full vs. financing and paying interest charges.

ACTION: Move to business at this meeting. (Chambreau/Marshall) 4 Ayes 0 Nays 0 Abstain

K. Future Discussion/Agendas

1. Sewer Conservation Loan Program – *Karnofski*
2. Personnel Policy – Termination Process – *Jensen/Karnofski*
3. Neighborhood Preservation Ordinance – *Cassinelli*
4. Ordinance Amending Title 8 – Health and Safety – *Cassinelli*
5. Ordinance Amending Critical Areas – *Cassinelli*
6. Fence Height – *Jensen*
7. Ordinance Establishing Conditional Use Permit Extensions – *Cassinelli*

L. Motion to adjourn the meeting (Chambreau) Mayor Cassinelli adjourned the meeting at 8:01 p.m.

Mike Cassinelli, Mayor

Holly Beller, City Clerk