



**CITY OF ILWACO
CITY COUNCIL MEETING
Monday November 9, 2015**

A. Call to Order

1. Mayor Cassinelli called the meeting to order at 6:02pm.

B. Flag Salute

1. The Pledge of Allegiance was recited.

C. Roll Call

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

D. Approval of Agenda

1. **ACTION: Motion to approve agenda with the addition of discussion item #6 CREST SOW – Source Water Protection Grant Writing. (Karnofski/Forner) 5 Ayes 0 Nays 0 Abstain.**

E. Approval of Consent Agenda

1. Including Checks 38344 to 38349 + Electronic totaling \$28,666.95 and Checks: 38352 to 38395 totaling \$62,274.36 for a grand total of \$90,941.31.
ACTION: Motion to approve the consent agenda. (Chambreau/Marshall) 5 Ayes 0 Nays 0 Abstain.

F. Reports

1. Staff Reports

i. Fire Chief Report

Fire Chief Williams attended the Port of Ilwaco meeting to try and explain the Interlocal again, also that the Ilwaco Fire Dept. will be assisting the Long Beach dept. in the next couple months.

ii. Treasurer Report

Continuing to work on the budget and that the City should expect to be receiving STPR funds from the county in December.

iii. Parks and Recreation

Councilmember Karnofski reported that there is a Parks and Recreation meeting tomorrow at 6pm at the Fire Hall.

2. Council Reports

- i.** Councilmember Jensen reported that he has been working with the Port and the Fire Chief to try and reach an agreement on the amount of the Interlocal Agreement.
- ii.** Councilmember Karnofski reminded everyone that there is a Parks and Recreation meeting tomorrow at 6pm at the Fire Hall. She also wanted to thank all of those who volunteer and donate during the Holiday season. She mentioned a couple of clothing and food drives and drop-off locations.
- iii.** Councilmember Marshall mentioned that he had been working with the Treasurer to accurately display the reserve funds in the budget as well as working on the short lived assets list. This is something that he hopes to continue to work on with the operators. He also attended the DOH meeting and met with the Mayor and the City Planner.
- iv.** Councilmember Chambreau also attended the DOH meeting, the last in a long series of meetings.
- v.** Councilmember Forner also attended the DOH meeting, he wanted to thank the city crew and mayor for working so hard on the projects presented in that meeting.

3. Mayor's Report

- i.** Mayor Cassinelli attended the American Legion dinner, the DOH meeting, South EDC, PCOG and the WRIA meetings.
- ii.** He also announced that PACEMA has been awarded money to develop COOP/COG plans. This would be so that each municipality could still operate out of another location if a natural disaster were occur. The Mayor was seeking the approval of Council to support this action.

G. Comments of Citizens and Guests Present

- 1.** None

H. Public Hearing

1. Comprehensive Plan

Mayor Cassinelli closed the regular meeting at 6:15 p.m. and opened the Public Hearing on the comprehensive plan. Mayor Cassinelli explained the procedures and then called for any public comments on the comprehensive plan. Ryan Crater made a comments regarding the comprehensive plan, he thought that the document was good, but not great. He would support the document with consideration made to the fact that a piece of land was annexed into the City but never given a land use designation. He would like the council to review this and follow his recommendation to incorporate the land use designation. Councilmember Marshall also made comments, which he would like to see section 1.12 removed from the "Policies of Residential Districts" and possibly adopt the

federal regulations stating that only “new” manufactured homes are allowed in residential districts.

Mayor Cassinelli announced that this public hearing will continue into the next scheduled meeting on November 23rd, where the planner will be present.

2. Capital Facilities 6 Year Plan

Mayor Cassinelli closed the regular meeting at 6:33 p.m. and opened the Public Hearing on the capital facilities 6 year plan. Mayor Cassinelli explained the procedures and then called for any public comments on the capital facilities 6 year plan. Treasurer Smith explained that both Nancy Lockett, City Engineer and Dave McKee, Public Works Director had reviewed and approved the plan. No further comments were made. Mayor Cassinelli closed the public hearing and reopened the regular meeting at 6:34 p.m.

3. 2016 Property Tax Levy

Mayor Cassinelli closed the regular meeting at 6:35 p.m. and opened the Public Hearing on the 2016 property tax levy. Mayor Cassinelli explained the procedures and then called for any public comments on the 2016 property tax levy. Councilmember Marshall commented that the amount of the 2016 proposed levy was \$2087. No further comments were made. Mayor Cassinelli closed the public hearing and reopened the regular meeting at 6:36 p.m.

I. Business

1. Ordinance Establishing 2016 Property Tax Levy and Certification

1. ACTION: Motion to adopt the ordinance establishing the property tax rate for the 2016 budget. (Chambreau/Forner) 5 Ayes 0 Nays 0 Abstain

2. ACTION: Motion to authorize the city treasurer to certify the 2016 levy not to exceed \$211,600 to the Pacific County legislative authority. (Chambreau/Karnofski) 5 Ayes 0 Nays 0 Abstain

2. CREST SOW – Source Water Protection Grant Writing

ACTION: Motion to authorize the Mayor to enter into the Scope of Work with CREST for Source Water Protection Grant Writing (Forner/Karnofski) 4 Ayes 1 Nays (Marshall) 0 Abstain

J. Discussion

1. Ordinance Establishing 2016 Property Tax Levy and Certification

Mayor Cassinelli presented the 2016 Property Tax Levy information.

ACTION: Move to business at this meeting. (Marshall/Chambreau) 5 Ayes 0 Nays 0 Abstain

2. Ordinance Establishing the 2016 Pay Table

Mayor Cassinelli presented this item stating that the ordinance hadn’t changed from the 2015 pay scale.

ACTION: Move to business at the next meeting.

3. Resolution Updating the Six-Year Capital Facilities Plan

Mayor Cassinelli presented this item.

ACTION: Move to business at the next meeting.

4. Legislative Public Hearings – Addendum to Ilwaco City Council Rules of Procedure

Councilmember Marshall presented this item stating that he felt there should be tighter regulations surrounding legislative hearings and what is provided to the Council/public. Councilmember Karnofski asked what specifically he would like to see changed. Councilmember Marshall responded with the fact that he would like to be more informed and have materials provided both to the public and the council, along with a brief introduction to the hearing. Discussion continued around this topic and it was summarized with the fact that City staff will announce public hearings in more locations and will also advertise that public hearing materials are available at City Hall the Thursday prior to the Council meeting.

ACTION: None.

5. Contract Cancellation with Abeco and Letter of Agreement to Solutions YES, LLC
Mayor Cassinelli presented this item stating that city hall has had a difficult time retaining high quality prints with the services from Abeco. Solutions YES is offering a higher level of service for the same price. There was discussion on whether or not the contract with Abeco was even valid, the council requested more details such as print count, price per print, etc.

ACTION: Motion to move this item to business at this meeting (Karnofski/Forner).
More discussion continued prior to the vote, it was decided that the Council wanted more information before moving forward. **Motions were withdrawn (Karnofski/Forner)**

6. **CREST SOW – Source Water Protection Grant Writing**

Mayor Cassinelli explained that Garrett from CREST had performed this work pro bono and submitted a grant application that the Council approved back in October. The Mayor had requested that Garrett submit a scope of work to the Council for payment of his work.

**ACTION: Motion to move this business at this meeting (Forner/Chambreau) 4 Ayes
1 Nays (Marshall) 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*
8. Contract with Office 365 for Email Services – *Karnofski*
9. Contract Cancellation, Abeco & Letter of Agreement, Solutions Yes, LLC – *Cassinelli*

L. Motion to adjourn the meeting (Forner) Mayor Cassinelli adjourned the meeting at 7:40 p.m.

Mike Cassinelli, Mayor

Ariel Smith, Treasurer