



**CITY OF ILWACO
CITY COUNCIL MEETING
Monday September 14, 2015**

A. Call to Order

1. Mayor Cassinelli called the meeting to order at 6:03pm.

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 as presented (Karnofski/Chambreau) 5 Ayes 0 Nays 0 Abstain.**

E. Approval of Consent Agenda

1. Including Checks 38164 to 38170 + Electronic totaling \$33,091.57 and Checks: 38171 to 38230 totaling \$169,886.97 for a grand total of \$202,978.54.
ACTION: Motion to approve the consent agenda. (Marshall/Forner). 5 Ayes 0 Nays 0 Abstain.

F. Reports

1. Staff Reports

- i. Police Chief Report**
Rod Run went well, no one was put in Jail!
- ii. Fire Chief Report**
The Ilwaco fire warning siren still not working correctly.
- iii. Treasurer's Report**
Reported on the lost water and the current turbidity.

2. Commission Reports

- i. Parks and Recreation Commission**
Councilmember Karnofski reported that the donations continue to come in and she believes that they stood around \$33,000 in cash and labor donations so far. She encouraged everyone to keep spreading the word.

3. Council Reports

- i. Councilmember Karnofski had attended multiple meetings to represent Parks & Rec and present the City Park Transformation.
- ii. Councilmember Marshall wanted to bring the Council's attention to Resolution 2006-01 which discussed water quality. He wanted to make sure that this was being upheld and he wanted the water supervisor to review and possibly make recommendations. He also reported on the side sewer situation within the City of Ilwaco and that City Hall had compiled an initial list.
- iii. Councilmember Chambreau attended a personnel meeting with Councilmember Marshall and the Mayor.

4. Mayor's Report

- i. Mayor Cassinelli took this time to apologize to the Council and City staff for putting them in any compromising situation. He also stated that he attended the South EDC meeting, personnel meeting, and wanted to remind Council of the Port/City meeting on September 22nd at 5:00pm.

G. Comments of Citizens and Guests Present

1. Gail Moore wanted to clarify a portion of her statement that she made at the last Council meeting. She wanted to make it clear that the staff mentioned in her presentation was not the current City staff.

H. Business

1. Ordinance Defining the Duties of the City Clerk and City Treasurer

ACTION: Motion to adopt the ordinance separating the administrative positions of City Clerk and City Treasurer and assigning the appropriate duties to each.

(Marshall/Karnofski) After the motion was made there was discussion to why these two position had to be defined in the code, it was pointed out that they are defined by RCW. Councilmember Jensen some revision made to the ordinance, therefore Councilmember Marshall amended his motion to include the revisions **ACTION: Motion to adopt the ordinance separating the administrative positions of City Clerk and City Treasurer and assigning the appropriate duties to each subject to the modifications presented.**
(Marshall/Karnofski) 5 Ayes 0 Nays 0 Abstain

1. Weyerhaeuser Right of Way Timber Purchase

ACTION: Motion to approve the Mayor to accept the offer from Weyerhaeuser Columbia Timberlands LLC to purchase 17 loads of merchantable right-of-way timber from the City of Ilwaco. (Marshall/Chambreau) 5 Ayes 0 Nays 0 Abstain

I. Discussion

2. Sewer Conservation Loan Program

Councilmember Karnofski presented this item and explained to the Council how this would work, the pros and cons of the program. She asked for feedback, Councilmember Marshall made it clear that he would like to see defined terms of the program prior to

moving forward. Councilmember Karnofski is going to gather more information, provide possible terms and come back to Council at a later date.

ACTION: No motion at this time.

3. Contract with Office 365 for Email Services

Councilmember Karnofski and Treasurer Smith helped present this item. Explaining the need for a new email server, email boxes versus forwarders for transparency purposes. The cost for plan 1 vs plan 2 was discussed as the only difference was access to the eDiscovery application, which makes searching extremely effective.

ACTION: Move to business at the next meeting with a quote for all email boxes to be on Plan 2.

4. Ordinance Establishing Procedures for Billing Errors

Council discussed the time period that should reflect the back billing, the point of discovery or the time in which the error was actually made. Discussion ensued on this topic and more research was going to be done.

ACTION: None taken at this meeting.

5. Weyerhaeuser Right of Way Timber Purchase

The Mayor presented this item, he spoke to Weyerhaeuser and confirmed that this price is representative of the terms in the letter that they provided. Conversation continued on who else would haul the logs, whether or not that would be cost effective.

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

6. Interlocal Agreement with the Port of Ilwaco for Fire Protection Services

Councilmember Jensen expressed concern over this agreement as he didn't think that the price was a fair representation of the liability at the Port. Fire Chief Williams concurred and made note of some changes he would like to see. Discussion ensued over the dollar amount placed on an area for fire protection. This item will be discussed at the next Port/City meeting.

ACTION: None taken at this meeting.

J. Future Discussion/Agendas

1. Termination Process – Employee Policy - *Karnofski*
2. Amendment to Duties of Council – *Karnofski*
3. Ordinance Establishing Conditional Use Permit Extensions – *Cassinelli*
4. Ordinance Amending Home Occupation Criteria – *Cassinelli*
5. Comp Plan Update – *City Clerk*
6. Neighborhood Preservation Ordinance - *Cassinelli*
7. Ordinance Amending Title 8 – Health and Safety – *Cassinelli*
8. Amendment of the Critical Areas Ordinance No. 614 – *Cassinelli*
9. Fence Height - *Jensen*

K. Motion to adjourn the meeting (Chambreau) Mayor Cassinelli adjourned the meeting at 7:56 p.m.

Mike Cassinelli, Mayor

Ariel Smith, Treasurer