



**CITY OF ILWACO
CITY COUNCIL MEETING
Monday, March 28, 2016**

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

D. Approval of Agenda

1. **ACTION: Motion to approve the agenda as presented. (Karnofski/Forner) 5 Ayes 0 Nays 0 Abstain.**

E. Approval of Consent Agenda

1. Including Checks 38750 to 38751 + Electronic totaling \$17,633.31, Checks: 38752, 38781 totaling \$153,329.88 for a grand total of \$170,963.19.

ACTION: Motion to approve the consent agenda with amendment to Item B, Checks 38752 to 38781 totaling 513,329.88 for a Grant Total of \$530,963.19 shall read Item B, Checks 38752 to 38781 totaling 153,329.88 for a Grand Total of \$170,963.19. (Jensen/Forner) 5 Ayes 0 Nays 0 Abstain.

F. Reports

1. Staff Reports

i. Police Chief

No department report.

ii. City Clerk Report

The 24th Annual Black Lake Fishing Derby will be held April 30th and we are up to 65 kids registered which is about half of last year's total. The City Park Renovation fund on Go Fund Me received another \$250 contribution. The 2015 Annual Water Quality Report is complete and will be sent out with the April billing.

iii. Parks and Recreation Commission

The RFQ for Architect/Engineering Services for the City Park Renovation has been advertised. Parks Chair Nick Haldeman hosted an education tour of Black Lake which was attended by 8 guests. Peninsula Poverty Response (PPR) will be

attending the upcoming Parks and Rec Meeting on April 12th to discuss the future of the Ilwaco Triathlon.

2. Council Reports

- i.** Councilmember Karnofski, along with Police Chief Wright and HIS student Eddie Hillard presented information on the Wellspring Community Network. A copy of the power point is available at City Hall. The Youth Action Klub (YAK) presented it's Logic Model and Action Plan for underage drug use and prevention.
- ii.** Councilmember Forner attended the Community Fishing Association (CFA) meeting presented by the Port of Ilwaco.

3. Mayor's Report

- i.** Mayor Cassinelli attended the CFA meeting presented by the Port of Ilwaco. He also attended the PCOG-EDC meeting and secured WA-CERT assistance with loan repayment for the Ilwaco Community Building and the Ilwaco Fire Hall beginning in 2022.

G. Comments of Citizens and Guests Present

1. None

H. Business

1. Purchase of New City Hall Server – Software and Hardware

Cost for the new server would be budgeted from all funds; 35% from general, 25% from water, 25% from waste water, and 15% from storm water.

ACTION: I move to approve the mayor to accept the quote from iFocus to purchase a new server for city hall. (Forner/Karnofski) 5 Ayes 0 Nays 0 Abstain.

2. Service Agreement with Archaeological Services LLC

Cost is less than budgeted for, so this is a savings in the overall cost of the project. Discussion regarding the Small Works Roster, and responsibilities of the city and the contractor if cultural artifacts are detected.

ACTION: I move to approve the mayor to enter into an agreement with Archaeological Services LLC for a cultural resources survey for the Transform City Park project. (Chambreau/Karnofski) 5 Ayes 0 Nays 0 Abstain.

3. Interlocal Agreement for Ilwaco City Park Renovation Project

A grammar correction was noted under Item 3, second line, second word “the” can be stricken from the agreement.

ACTION: I move to authorize the mayor to execute the “Interlocal Agreement for Ilwaco City Park Revocation Project” between the City of Ilwaco and the Port of Ilwaco. (Karnofski/Jensen) 5 Ayes 0 Nays 0 Abstain.

I. Discussion

1. Ilwaco Cemetery Assistance

In order for the Mutual Aid Agreement to be exercised, Pacific County will need to request emergency assistance for the slide at the Ilwaco Cemetery. It has been

determined that at this time, the Ilwaco Cemetery Board has not asked for assistance from Pacific County and until assistance is requested there is no action for the City of Ilwaco to take. It seems that this Mutual Aid Agreement would be the proper instrument to use if the situation arises. Citizen Gail Moore asked if the city was doing anything about the neighboring property to the cemetery and the continuing dirt movement onto that property. The land owner would need to contact Pacific County and request assistance since they are within the county jurisdiction.

ACTION: None taken.

2. Purchase of New City Hall Server – Software and Hardware

Mayor Cassinelli recapped the list of what the server is used by City Hall for. Also, the timeline for recent failures, cost to City Hall in lost time and data, and the potential for an imminent failure of the entire system. The computer warranty with HP will expire this year and cannot be renewed. Both hard drives to the existing server have already been replaced and continue to show signs of failure.

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

3. Service Agreement with Archaeological Services LLC

A cultural resources survey is required prior to beginning work on the City Park Renovation project.

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

4. Interlocal Agreement for Ilwaco City Park Renovation Project

The Port of Ilwaco requests the City to enter into an interlocal agreement for monetary and staff contributions to the city park project. In exchange for the \$25,000 contribution, the Port requests a plaque on the picnic facility denoting their involvement.

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

J. Future Discussion/Agendas

1. Contract for Building Inspector Services - *Cassinelli*
2. Proposal and Contract for Professional Engineering Services, Sahalee Water and Sewer Improvements - *Cassinelli*
3. PACCOM Memorandum of Understanding for Receipt and Expenditures of Funds from Proposition #1– *Cassinelli*
4. Annual WTP and WWTP Internal Audits – *Chambreau*
5. Short Term Vacation Rentals – *City Planner*
6. Update to Critical Areas Ordinance - *Cassinelli*
7. Comprehensive Plan Amendment – *Cassinelli*
8. Neighborhood Preservation Ordinance – *Cassinelli*
9. Ordinance Amending Title 8 – Health and Safety – *Cassinelli*

K. Motion to adjourn the meeting (Jensen) Mayor Cassinelli adjourned the meeting at 6:56 p.m.

Mike Cassinelli, Mayor

Holly Beller, City Clerk