

**City Council Meeting
Tuesday, November 08, 2022**

Minutes

WORK SESSION

1. Budget Workshop

Budget Workshop, Review and discussion on Revenues. Discussion and review of Expenditures. 4% Payroll increase for all employees. Lots more work to be done on budget.

Currently City of Tenino has 3 FTO, 1 SRO, and a Police Chief. SRO Contract went from 19k- 50k.

PARCS we are hoping to make a full time position and create a public works clerk part time then PARC the remaining time.

Code Enforcement is now under Public Safety, Code Enforcement has moved over to the police department. Councilmember Ocallahan recommends editing the job description to reflect changes.

City of Tenino now has 15 Full Time Employees.

Recommended Action: None, Discussion only

CALL TO ORDER

Mayor Fournier convened the regular Council Meeting at 7:30 pm with

PRESENT

Councilmember Elaine Klamn
Councilmember John O'Callahan
Councilmember Jason Lawton

ABSENT

Councilmember Linda Gotovac
Councilmember Rachel Davidson

AGENDA APPROVAL

2. Agenda for the Regular Meeting of the 11/8/22.

Recommended Action: Motion to approve the agenda as presented.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Klamn.

Voting Yea: Councilmember Klamn, Councilmember O'Callahan, Councilmember Lawton

Motion passes 3/0

APPROVAL OF MINUTES

November 08, 2022

3. Meeting Minutes for 10/25/2022

Recommended Action: Motion to approve 10/25/2022 meeting minutes as presented

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton.

Voting Yea: Councilmember Klamn, Councilmember O'Callahan, Councilmember Lawton

Motion Passes 3/0

CONSENT CALENDAR

4. Consent Calendar consisting of October 26, 2022 through November 8, 2022:

Payroll EFT's in the amount of \$29,036.77

Claims Checks #30974 through #31003 and EFT's in the amount of \$161,108.47

for a grand total of \$190,145.24

Liquor Cannabis License: None

Recommended Action: Move to approve the consent calendar as presented.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton.

Voting Yea: Councilmember Klamn, Councilmember O'Callahan, Councilmember Lawton

Motion passes 3/0

EXECUTIVE SESSION

PRESENTATIONS

PUBLIC COMMENTS

PUBLIC HEARING

5. State law provides that each municipality hold two Public Hearings prior to budget adoption in order to provide the opportunity for input by the Public. Tonight's hearing will focus primarily upon revenues.

Recommended action: Move to accept the Administration's recommendations on budget revenues as presented.

Interim C/T Scharber explained the rationale for how each line of the budget was developed and asked the Council to consider each budget line and challenge the Administration to defend each entry they have questions about. No public comment was received. Motion to adopt Revenue budget for 2023.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton.

Voting Yea: Councilmember Klamn, Councilmember O'Callahan, Councilmember Lawton

Motion Passes 3/0

6. Thurston County has provided the Assessed Valuation and Property Tax Worksheet for the purpose of calculating and the Ad Valorem Property Tax for fiscal year 2022. The City will hold two Public hearings as required by RCW 84.55 on November 8th and 22nd and is required to pass a resolution adopting the 2023 property tax by November 30, 2022

Recommended action: Move to adopt an Ad Valorem Tax Levy using Highest Lawful Levy Procedures that would result in a total increase of \$8,647.16

Interim C/T Scharber explained the Ad Valorem tax computations.. No public comment was received. Council had no comments.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton.
Voting Yea: Councilmember Klamn, Councilmember O'Callahan, Councilmember Lawton

Motion Passes 3/0

PROCLAMATIONS

OLD BUSINESS

7. Preliminary Plat approval for Tenino Agricultural Park, a request to subdivide a city-owned 20.07-acre parcel zoned Public/Semi-Public into five lots, 1 housing the existing wastewater treatment plant and 4 for future development. Also included are tracts for storm drainage and shared access/parking.

Recommended Action: Approve Preliminary Plat PSD2022-0001 for a 5-lot subdivision, based upon finding that the request meets all applicable standards set forth in the Tenino Municipal Code

City Planner Dan Penrose Presented.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton.
Voting Yea: Councilmember Klamn, Councilmember O'Callahan, Councilmember Lawton

Motion Passes 3/0

NEW BUSINESS

RESOLUTIONS

8. Proposed Resolution 2022-06 would establish the Ad Valorem Tax Levy for 2023. This Resolution would authorize the collection of \$320,006.34 representing a dollar increase of \$8,647.16 over last year's levy, which is 1.3% increase in property tax revenues and represents the highest lawful levy the City may impose absent a voter-approved levy lid lift.

Recommended Action: Review and Approve Ad Valorem Tax Levy first public hearing.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton.
Voting Yea: Councilmember Klamn, Councilmember O'Callahan, Councilmember Lawton

Motion Passes 3/0

ORDINANCES

9. Ordinance 924 Second Reading

An Ordinance of the City of Tenino amending chapter 2.80, Arts, Recreation, Culture, and History (ARCH) Commission.

Recommended Action: Review and approve second reading of Ordinance 924

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton.

Voting Yea: Councilmember Klamn, Councilmember O'Callahan, Councilmember Lawton

Motion Passes 3/0

REPORTS

10. 1) Chamber of Commerce

2) Economic Development Council (EDC)

3) South Thurston Economic Development Initiative (STEDI)

4) ARCH Commission

5) Experience Olympia & Beyond (VCB)

6) Fire District #12

7) Library

8) Museum

9) Tenino Community Service Center

1) Chamber of Commerce

On November 16th they will hold a social at the Kodiak Room beginning at 6:00 pm. Nov 25-27th will be the Holiday Craft Fair at the Kodiak Room from 10-5 pm each day. December 2nd will be the Christmas Tree lighting as well as the Chamber's annual dinner and auction at the Eagles afterwards.

2) Economic Development Council (EDC)

Business Expo December 1 at Great Wolf Lodge.

3) South Thurston Economic Development Initiative (STEDI)

4) ARCH Commission

He will send an update after the meeting. The next meeting will be 11/17/2022 in the Council Chambers beginning at 4:00 pm

5) Experience Olympia & Beyond (VCB)

6) Fire District #12

7) Library

All Libraries in Thurston County have partnered with the Auditors office for voter assistance program. Assisting gwt voters registered and assisting printing ballots and are a place to drop off ballots as well. The expanded access hours (EAH) project which will allow people to access the library 7-10am & 5-8pm is closer to being implemented here in Tenino. Doors have been wired and cameras installed. Hoping to get people signed up and going in early 2023. Continue to offer in person programs for all ages and encourage visiting their website for more info.

8) Museum

9) Tenino Community Service Center

11. 1) Civil Service Commission

2) Façade Improvement Grant Review Committee

3) Finance Committee

4) Planning Commission

5) Public Safety Committee

12. 1) Chief of Police

2) Director of Public Works

3) City Planner

4) Code Enforcement/Building Inspector

5) PARC Specialist

6) City Attorney

7) Clerk/Treasurer

8) Mayor

1) Chief of Police

SRO: Officer lee has completed the WA State certification course and is now recognized as a field training officer (FTO) The grant/req for charitable funds (approx.\$78,000.00) from the Nisqually Indian Tribe is in the review process at the tribe, we hope to hear something by mid-December. Code Enf: code enforcement is now operating out of the P.D. Rene is scheduled for his final class which will grant him access to the criminal justice data base so he can perform his duties. Other: Officer Backus has officially started his FTO program. 1st phase is with Officer McLelland, then he will move on to Officer Lee.

2) Director of Public Works

WWTP, No Major issues, Looking at upgrades on the SCADA Alarm System for next year. New Playground Toys are in, still waiting on concrete bids to come back. We will be filling potholes this week and clearing storm drains. Replacing filter media in the tanks at the wells this month. Ritter Street project, waterline and the 4 connections are done. NW Cascade is working on concrete curbs and sidewalks, and top course gravel for asphalt. Sussex Ave waterline started Nov. 2, they will be installing water main.

3) City Planner

4) Code Enforcement/Building Inspector

5) PARC Specialist

6) City Attorney

7) Clerk/Treasurer

8) Mayor

13. 1) Bucoda/Tenino Healthy Action Team (BTHAT)

2) Solid Waste Advisory Board

3) TCOMM/911

4) Tenino School Board

5) Thurston Regional Planning Council (TRPC)

6) Transportation Policy Board

7) Legislature

PUBLIC COMMENTS 2

ANNOUNCEMENTS

ADJOURNMENT

Mayor Fournier Adjourned Meeting at 7:50pm

November 08, 2022