

**City Council Meeting**  
**Tuesday, August 11, 2020**

**Minutes**

**WORK SESSION**

Mayor Fournier was absent due to an employment conflict; Mayor Pro Tempore Gotovac called the Work Session to order at 7:15 pm.

**PRESENT**

Councilmember Linda Gotovac  
Councilmember John O'Callahan  
Councilmember Jason Lawton  
Councilmember Rachel Davidson

**ABSENT**

Councilmember Dave Watterson

1. The Transportation Improvement Board has issued its 2020 "Call for Projects" and Ms. Carol Ruiz, Gibbs & Olson, proposes that the City's #2 priority as indicated in our recently adopted 6-Year Street Plan would make an excellent candidate for a Small City Arterial Program Grant.

Her proposed project would widen the road to provide a 10 ft lane and 4 ft shoulder on the east side, and a 12-foot lane with curb, gutter and sidewalk on the west side. The project will also add catch basins on the east side and an infiltration ditch on the west side to remove runoff from the surface and keep it from running onto private residences. To address any conflict at the intersection of Ritter St. with 4th Ave. and Park Ave., 100 ft of 6 in concrete barrier curb is proposed to be installed from Park Ave. to approximately 50 ft north of 4th Ave., creating a right-in/right-out scenario for vehicles turning off of 4th Ave. onto Ritter St.

Additionally, the City would (using Water Capital Improvement Funds) replace the water mains along the length of the project and (as part of a PSE Schedule 74 grant project) "underground" the electrical distribution lines along the length of the project area.

When completed, the Administration is of the opinion that the "finished product" will serve as an example of how the City can restore infrastructure by leveraging various funding sources.

The SCAP grant total would be \$622,245.00, of which the City would contribute \$31,107.00 (exclusive of water main replacement and undergrounding of electrical lines).

Mayor Pro Tempore Gotovac explained the details of the grant request and C/T Millard showed a graphic of the project area and an illustration of the proposed roadway design.

2. Four months into the COVID-19 pandemic, the number of delinquent utility accounts is on the rise. The Administration has identified three City of Tenino utility account holders whose recent

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arrears appear, more likely than not, to be due to the adverse economical affect of the government-mandated response. These account holders do not qualify for a City of Tenino COVID-19 relief grant because their income has not been reduced to the level of the Federal Poverty Guidelines, but that has been reduced enough to force those account holders to make some difficult choices.

Accordingly, the Administration asks the Council to render a finding in the case of the three identified account holders that their arrears would not have occurred absent the COVID-19 pandemic and, therefore, are to be forgiven and reimbursement sought under the CARES Act as a legitimate COVID-19 expense incurred by the City.

Mayor Pro Tempore Gotovac introduced the topic and C/T Millard explained he was attempting to get a sense of the Council's desires about attempting to pro-actively assist the City's utility customers when it appears from the City's records that a customer may be having a COVID-19 related challenge.

### **CALL TO ORDER**

Mayor Pro Tempore Gotovac called the meeting to order at 7:30 p.m.

#### **PRESENT**

Councilmember Linda Gotovac as Mayor Pro Tem

Councilmember John O'Callahan

Councilmember Jason Lawton

Councilmember Rachel Davidson

#### **ABSENT**

Councilmember Dave Watterson

### **AGENDA APPROVAL**

3. Agenda for the August 11, 2020, Regular Meeting of the Tenino City Council.

**Recommended action:** Move to approve the agenda as presented.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton to approve the agenda as presented.

Voting Yea: Councilmember O'Callahan, Councilmember Lawton, Councilmember Davidson.

Motion carries 3/0.

### **APPROVAL OF MINUTES**

4. Minutes of the July 28, 2020 Regular Meeting of the Tenino City Council

**Recommended Action:** Move to approve the minutes of the July 28, 2020 Regular Meeting of the Tenino City Council as presented.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton to approve the minutes of the July 28, 2020 Regular Meeting of the Tenino City Council as presented.

Voting Yea: Councilmember O'Callahan, Councilmember Lawton, Councilmember Davidson.

Motion carries 3/0.

#### **CONSENT CALENDAR**

5. Payroll EFT's in the amount of 66,975.25 and Claims Checks #29258 through #29283, and other EFT's in the amount of \$28,681.82 for a Grand Total of \$95,657.07

**Recommended action:** Move to approve EFT's and Vouchers as presented.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton to approve the Consent Calendar consisting of Payroll EFT's in the amount of 66,975.25 and Claims Checks #29258 through #29283, and other EFT's in the amount of \$28,681.82 for a Grand Total of \$95,657.07.

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

Motion carries 3/0.

6. Liquor and Cannabis Licenses:

New Licenses: Whitewood Cider

Renewals: Nine Dragons

**Recommended action:** Move to approve the LCB applications as presented.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton to approve the Liquor and Cannabis Licenses as presented.

Voting Yea: Councilmember O'Callahan, Councilmember Lawton, Councilmember Davidson.

Motion carries 3/0.

#### **EXECUTIVE SESSION**

None

#### **PRESENTATIONS**

None

#### **PUBLIC COMMENTS**

None

#### **PUBLIC HEARING**

None

#### **PROCLAMATIONS**

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None

#### **OLD BUSINESS**

7. Chief Swain has negotiated a proposed Interlocal Agreement with the Lewis County Sheriff's Office for the "Use of Jail Facilities" as an additional option available for the Tenino Police Department.

This agreement has been reviewed by City Attorney Hughes whose only caution is that we budget an appropriate amount for inmate medical care in the upcoming budget.

**Recommended action:** Move to authorize Mayor Fournier to enter into an Interlocal Agreement with the Lewis County Sheriff's Office for the Use of Jail Facilities.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton to approve Mayor Fournier to enter into an Interlocal Agreement with the Lewis County Sheriff's Office for the Use of Jail Facilities.

Voting Yea: Councilmember O'Callahan, Councilmember Lawton, Councilmember Davidson.

Motion carries 3/0.

#### **NEW BUSINESS**

8. The SCAP Grant application for Ritter Street must include a funding commitment in the amount of \$31,107.00 as the matching component.

**Recommended action:** Move to approve the commitment of \$31,107.00 in fiscal year 2021 as matching funds for the Ritter Street SCAP Grant proposal.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Davidson to approve the commitment of \$31,107.00 in fiscal year 2021 as matching funds for the Ritter Street SCAP Grant proposal.

Voting Yea: Councilmember O'Callahan, Councilmember Lawton, Councilmember Davidson.

Motion carries 3/0.

9. Some utility customers have been adversely affected by the COVID-19 emergency such that they have been unable to pay all, or a significant portion, of their City water and sewer utility bills. These individuals have not been reduced to the level of the Federal Poverty Guidelines, and so do not qualify for a City of Tenino COVID-19 Relief Grant.

**Recommended action:** Move to find that the inability to pay any portion of a City utility account is detrimental to the health and welfare of the Citizens of Tenino and injures the City as a whole. Further move to forgive the utility arrearages for those customers who can prove their inability to pay any portion of their City utility account due either to COVID-19 or to the government-mandated response thereto, but who do not qualify for a City of Tenino COVID-19 Relief Grant. Move also to confer the authority for making future such decisions regarding individual account holders to the Clerk/Treasurer.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton to approve to forgive the utility arrearages for those customers who can prove their inability to pay any portion of their City utility account due either to COVID-19 or to the government-mandated response thereto, but who do not qualify for a City of Tenino COVID-19 Relief Grant. Move also to confer the authority for making future such decisions regarding individual account holders to the Clerk/Treasurer.

Voting Yea: Councilmember O'Callahan, Councilmember Lawton, Councilmember Davidson.

Motion carries 3/0.

## RESOLUTIONS

None

## ORDINANCES

None

## REPORTS

**Library:** Linda reported they still remain closed to the public pending cleaning issues resolution.

**Museum:** Councilmember O'Callahan reported they are open on the weekends and are starting to do more posting on their website and facebook.

**ARCH:** Mayor Pro-Tem Gotovac invited the public to apply for the opening on this Commission. The application is on the City's website.

10. 1) Chamber of Commerce
- 2) Economic Development Council (EDC)
- 3) Experience Olympia & Beyond (VCB)
- 4) Fire District
- 5) Library
- 6) Museum

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11. 1) ARCH Commission: Mayor Pro-Tem Gotovac invited the public to apply for the opening on this Commission. The application is on the City's website.
- 2) Civil Service Commission
- 3) Planning Commission

- 4) Facade Improvement Grant Review Committee
  - 5) Finance Committee
  - 6) Public Safety Committee
12. 1) Chief of Police
- 2) Director of Public Works
  - 3) City Planner / Building Official
  - 4) City Attorney
  - 5) Clerk/Treasurer: C/T Millard provided a written report.
  - 6) Mayor
13. 1) Bucoda/Tenino Healthy Action Team (BTHAT)
- 2) Community Investment Partnership (CIP)
  - 3) Solid Waste Advisory Board
  - 4) TCOMM/911
  - 5) Tenino School Board: Councilmember Davidson reported the school has decided school will not be opening face to face until maybe January. It will all be remote learning. The Middle School sports are going strong. She will not have another report until January 2021.
  - 6) Thurston Regional Planning Council (TRPC)
  - 7) South Thurston Economic Development Initiative (STEDI)
  - 8) Transportation Policy Board

## **PUBLIC COMMENTS 2**

**George Sharp:** Mr. Sharp informed the Council and public that the Thurston Strong Micro Business Grants and Childcare Provider Grants are available through the Thurston Economic Development Council, and that Personal Protective Equipment is still being distributed at no cost at their business offices in Lacey.

## **ANNOUNCEMENTS**

14. The Association of Washington Cities' Center for Quality Communities has issued an appeal for scholarship donations. Please see the attached flyer for details.

## **ADJOURNMENT**

Meeting adjourned at 7:47 pm.