

**City Council Meeting
Tuesday, May 14, 2019**

Minutes

WORK SESSION

1. Mr. Tom Johnson, Account Executive for GovPayNet, will remotely demonstrate the Web Bill Pay capabilities of GovPayNet.
2. Ms. Krystle Ramos, CPS, will present their proposal for web bill pay services.
3. During the last Regular Meeting, C/T Millard was directed to attempt to harmonize the language of the proposed handbook to fit better with exigencies that might exist should there be a change in City Leadership.

C/T Millard has proposed changes to Chapter 1, Chapter 4, and Chapter 8 in an attempt to address the Council's concerns.

Additional discussion held on the changes.

CALL TO ORDER

Convened at 7:30 pm by Mayor Fournier

PRESENT

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

AGENDA APPROVAL

Motion made by Councilmember O'Callahan, Seconded by Councilmember Watterson to move the report section of the Museum to presentations.

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton, Councilmember Davidson Motion carries 5/0

APPROVAL OF MINUTES

4. Minutes of the Regular City Council Meeting conducted April 9, 2019.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton to approve the minutes of the regular meeting held 4/9/19.

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Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton, Councilmember Davidson. Motion carries 5/0.

CONSENT CALENDAR

5. Vouchers

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton to approve the consent calendars for 4/23/2019 and 5/14/19.

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton, Councilmember Davidson. Motion carries 5/0.

6. New Applications: Adam Craig Foundation (Special Events)

Renewals: Mill Lane Winery

Motion made by Councilmember O'Callahan, Seconded by Councilmember Watterson to approve the special occasion permit for the Adam Craig Foundation and to hold the Mill Lane Winery until they are caught up with their B&O taxes filing and purchase a business license for 2019.

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton, Councilmember Davidson. Motion carries 5/0.

EXECUTIVE SESSION

PRESENTATIONS

7. Mr. Duane Waltz, State Auditor's Office, will present the latest Financial Intelligence Tool from the SAO's office.

Mr. Waltz provided information to Council and audience on the Financial Intelligence Tool from the State Auditor's Office.

8. Ms. Mari Evans, Sourth Thurston County Historical Society, will present their concept for a renewal of the old Honor Roll on the site of the current, dilapidated, Centennial Plaza.

This item was added by the Council during Agenda Approval by motion properly made, seconded, and voted upon.

Mari Evans gave a presentation regarding the bell tower completion, as well as the Honor Wall update. A lengthy discussion followed along with the Frank Hicks from the VFW.

PUBLIC COMMENTS

None

PUBLIC HEARING

None

PROCLAMATIONS

9. Councilmember O'Callahan wishes the City issue a Proclamation making May Arts Education Month here in Tenino.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton to proclaim May as the Arts Education Month.

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton, Councilmember Davidson. Motion carries 5/0.

OLD BUSINESS

10. Ordinance 902 would adopt the proposed Verizon Franchise Agreement to become effective upon expiration of the current agreement in June of 2020.

The Ordinance has been approved by the City Attorney.

Recommended Action: Move to approve as the first reading of Ordinance 902.

Tabled to next meeting.

11. The Legislature approved \$85 million for this year's RCO-WWRP grant program. The fund would have needed \$130 million in order for Tenino's project to be fully funded. However, it is still possible for the City to receive partial or full funding **IF** cities higher on the list drop off for any reason.

In order to remain on the list, the City must certify our willingness to commit our own matching funds in support of the project; in this case, \$198,644.00. If only partially funded, however, the City's match share increases in an amount equal to the decrement in RCO grant dollars.

As of April 30, 2019, were we to execute the existing budget with 100% accuracy, there would be \$293,010.00 in the Municipal Capital Improvement Fund on December 31, 2019. If the \$198,644.00 is certified to RCO, \$94,366 would remain unrestricted in that fund.

Recommended Action: Move to approve the certification of \$198,644.00 to the RCO-WWRP program in support of the Tenino City Park Core project, if that project is fully-funded by the RCO.

Motion made by Councilmember Watterson, Seconded by Councilmember Gotovac to approve the certification.

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton, Councilmember Davidson. Motion carries 5/0.

NEW BUSINESS

12. Tenino VFW Post 5878 requests a waiver of fees and deposits regarding their planned Memorial Day ceremony to be held in the Tenino City Park (specifically at the new Veteran's Memorial)

on either Sunday, May 26, Monday, May 27, or both, from approximately 1:00 pm until the ceremony is complete.

Recommended action: Move to approve the waiver of fees and deposits for the VFW Memorial Day Ceremony in the month of May, 2019.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Watterson to waive all fees.

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton, Councilmember Davidson. Motion carries 5/0.

13. The City's Annual Financial Report for 2018 is in Final Draft form. C/T Millard will review the report with the City Council; no action required. The report is due to the State Auditor's Office not later than May 30, 2019

Tabled to next meeting.

RESOLUTIONS

14. Resolution 2019-01 would adopt the "City Official Handbook" as the replacement for the current City of Tenino Personnel Policy Manual and any prior editions, revisions, or amendments.

<http://www.ncsl.org/research/labor-and-employment/at-will-employment-overview.aspx>

Recommended action: Move to adopt Resolution 2019-01 with an effective date of June 1, 2019.

Tabled to the next meeting.

ORDINANCES

15. Proposed Ordinance 898 would amend the Tenino Municipal Code to include a Special Events Permit Process.

Recommended action: Move to accept as the second reading and to adopt Ordinance 898 as written.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Gotovac to accept as the 2nd reading and adoption.

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton, Councilmember Davidson. Motion carries 5/0.

16. Ordinance 901 would make various minor changes throughout Title 6 of the Tenino Municipal Code. These modifications range from clarifying that DOR will only issue a General Business License on behalf of the City, to procedures for obtaining a duplicate license and posting instructions.

Recommended Action: Move to accept as the second reading and adopt Ordinance 901 as written.

Motion made by Councilmember O'Callahan, Seconded by Councilmember Gotovac to accept as the 2nd reading and adoption.

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton, Councilmember Davidson. Motion carries 5/0.

REPORTS

17. 1) Civil Service Commission
 - 2) Park Commission
 - 3) Planning Commission
 - 4) Facade Improvement Grant Review Committee
 - 5) Finance Committee
 - 6) Public Safety Committee
18. 1) Bucoda/Tenino Healthy Action Team (BTHAT)
 - 2) Community Investment Partnership (CIP)
 - 3) Solid Waste Advisory Board
 - 4) TCOMM/911
 - 5) Tenino School Board
 - 6) Thurston Regional PLanning Council (TRPC)
 - 7) South Thurston Economic Development Initiative (STEDI)
 - 7) Transportation Policy Board
19. 1) Chief of Police
 - 2) Director of Public Works
 - 3) City Planner / Building Official
 - 4) City Attorney
 - 5) Clerk/Treasurer
 - 6) Mayor
20. 1) Chamber of Commerce
 - 2) Economic Development Council (EDC)
 - 3) Experience Olympia & Beyond (VCB)
 - 4) Fire District

5) Library - Nicloe Thode to speak regarding proposals from the Library.

6) Museum - Mari Evans to speak regarding the Centennial Flag Pavilion

Nicole Thode provided pictures and a written request from the library for some roof repairs as faucet leak.

PUBLIC COMMENTS 2

None

ADJOURNMENT

Adjourned at 9:00 pm.