

**City Council Meeting**  
**Tuesday, February 25, 2020**

**Minutes**

**WORK SESSION**

Mayor Fournier opened the work session at 6:30 pm

**PRESENT**

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

1. The Administration wishes to introduce the newest member of "Team Tenino" to the City Council. Ms. Jen Scharber assumed the duties of Utility/Admin Clerk on February 18, 2020.

C/T Millard introduced the Cities new Utility/Admin Clerk Jen Scharber who started on 2/18/2020.

2. Mr. Paul Brewster will present information to the City Council about possible sources of funding for streets.

Mr. Brewster presented info on funding for streets. 2 grant programs we are eligible for. Applications are online for these grants.

3. Mr. Paul Brewster, Thurston Regional Planning Council, will present the recently updated Regional Transportation Plan.

Mr. Brewster presented the recently updated Regional Transportation Plan.

4. Washington State Department of Archaeology and Historic Preservation offers a path to achieve the City's goals in regard to Historic Preservation by offering tax incentives to property owners who comply with certain Historic Preservation guidelines.

The first step in making these incentives available to property owners is the adoption of an Historic Preservation Ordinance. The attached "model" ordinance will form the basis of the Administration's proposal for adoption and is being provided for the Council's information and review as there are choices that may be made during the drafting of the ordinance. In broad, general terms, the options can be categorized as "permissive" or "mandatory" and the Administration is requesting the Council to review the model ordinance and provide comments as to the choices to be made.

Mayor Fournier requested the Council members to read the ordinance when they can and bring forth their comments toward this.

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5. Looking forward, the Administration believes that the current Position Description for the Director of Public Works does not accurately state the requirements for Licensing and Certification, which therefore deprives the City of otherwise qualified candidates for the position.

Attached for your review are the current Position Description and a "Track Changes" version for a proposed revision.

page 5 of the application has the changes requested by Admin with Council's approval.

#### **CALL TO ORDER**

Mayor Fournier called the meeting to order at 7:30 pm

#### **PRESENT**

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

Councilmember Davidson is absent.

#### **AGENDA APPROVAL**

Motion made by Councilmember O'Callahan, Seconded by Councilmember Lawton to approve the agenda. Councilmember Watterson moved to amend the agenda to add under New Business: Electrical charging stations for discussion. Motion made by Councilmember O'Callahan, seconded by Councilmember Gotovac to add the discussion of electrical charging stations.

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton

Motion passes.

#### **APPROVAL OF MINUTES**

6. Minutes of the February 11, 2020, Regular Meeting of the Tenino City Council.

**Recommended action:** Move to approve the minutes of the February 11, 2020, Regular Meeting of the Tenino City Council as presented.

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

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton

Motion passes.

## **CONSENT CALENDAR**

Motion made by Councilmember O'Callahan, Seconded by Councilmember Watterson to approve the consent calendar for the 2/25/2020 meeting.

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton

Motion by Councilmember O'Callahan, seconded by Councilmember Watterson to excuse Councilmember Davidson from tonight's meeting.

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton.

Payroll EFT's in the amount of \$28,275.22, Claims Checks #28915 through #28939 in the amount of \$17,819.63 (Claims Check #28915 is voided due to clerical error) for a Grand Total of \$46,094.85.

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

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton

Motion passes.

8. New Licenses: None

Renewals: None

## **EXECUTIVE SESSION**

### **PRESENTATIONS**

9. TRL Executive Director Heywood will address the Council to inform them of the many new resources being made available through the Tenino Branch Library in partnership with the Pacific Mountain Workforce Development Council.

Cheryl Heywood will be back on 4/14/20 to share more information within the Library.

### **PUBLIC COMMENTS**

Donna Wilson 118 McArthur St N: The citizens in the community do not know everyone on the Council or the Mayor or Clerk Treasurer and requests everyone to go out and sign everyone's hands.

Kimi and Shawn with MayFaire will be coming back to town this year. They will be here on the agenda on March 10, 2020.

### **PUBLIC HEARING**

### **PROCLAMATIONS**

### **OLD BUSINESS**

### **NEW BUSINESS**

10. During the development of the 2020 budget, Council agreed that the City should increase the amount of sales tax charged within the City Limits in an effort to increase revenues for both the general fund, and for Public Safety purposes.

The Administration has targeted the August 4, 2020 Primary Election as the soonest time we can have a Resolution to put a sales tax increase on the ballot, the attached draft Resolution is provided for your review and comment.

Motion made to set the August 4th date as a target date for the primary election by Councilmember Watterson, Seconded by Councilmember Gotovac

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton

Motion passes.

11. The Administration proposes to amend the Position Description for the Public Works Director so that the field of available applicants would be expanded by allowing the selection of someone who did not possess current licenses or certification, but giving them 36 months to become licensed or certified.

**Recommended action:** Move to approve the amended Position Description for the Director of Public Works as presented.

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

Voting Yea: Councilmember Gotovac, Councilmember Watterson, Councilmember O'Callahan, Councilmember Lawton

Motion passes.

Councilmember Watterson explained the grant option for car charging stations.

## RESOLUTIONS

## ORDINANCES

## REPORTS

12. 1) Tenino Chamber of Commerce
- 2) Thurston Economic Development Council (EDC)
- 3) Experience Olympia & Beyond  
(VCB) Monthly <https://marketing.experienceolympia.com/acton/rif/40506/s-0041-2002/-/l-0009:101/q-000b/showPreparedMessage?sid=TV2:isUGh9Dqw>
- 4) South Thurston Fire & EMS (District #12)
- 5) Tenino Branch, Timberland Regional Library
- 6) Tenino Depot Museum

Chamber of Commerce: Councilmember O'Callahan stated they discussed the HGTV presentation.

EDC: None

STF & EMS: Councilmember O'Callahan reported that Chief Schaffner has been approved. Training needed at the Fire Department.

T90 Library: Linda reported on late breaking news as their office space getting a makeover. They will be hosting a Family Con day at the Library in May. They will be having family story time tomorrow.

Museum: Councilmember O'Callahan reported they are planning a rotating display of the arts.

13. 1) ARCH Commission

2) Civil Service Commission

3) Planning Commission

4) Facade Improvement Grant Review Committee

5) Finance Committee

6) Public Safety Committee

Planning Commission: Met this month with training from TRPC

Finance Committee: C/T Millard to set up a meeting.

14. 1) Chief of Police

2) Director of Public Works

3) City Planner / Building Official

4) City Attorney

5) Clerk/Treasurer

6) Mayor

Clerk/Treasurer: C/T Millard provided a written report.

Mayor: Caboose is being worked on. Recommends council go down and introduce themselves as Don is really into the remodeling of the caboose. On Friday, Evening Magazine came down and did an episode on the programs in the Museum and various things regarding same. He has been corresponding with Legislature. HGTV is an exciting adventure.

15. 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)
- 8) Transportation Policy Board

CIP: Councilmember Watterson reported they will be doing their annual call for projects soon.

Solid Waste: Councilmember Watterson reported they discussed the 5 year solid waste plan that they are 2 years behind on.

TRPC: Councilmember Watterson reported they held their election of new officers.

STEDI: Councilmember O'Callahan reported they discussed the following, National night out, Evening Magazine, Experience Olympia and Beyond. Their Ambassador program is a \$49.00 annual fee.

## **PUBLIC COMMENTS 2**

None

## **ANNOUNCEMENTS**

Councilmember O'Callahan reported that August 4th will be National Night Out.

## **ADJOURNMENT**

Mayor Fournier adjourned the meeting at 8:29 pm.