



CITY COUNCIL REGULAR MEETING MINUTES
Monday, June 17, 2013 at 7:00 p.m.
Camas City Hall, 616 NE 4th Avenue

I. CALL TO ORDER

Mayor Scott Higgins called the meeting to order at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Present: Greg Anderson, Don Chaney, Linda Dietzman, Tim Hazen, Steve Hogan, and Shannon Turk

Excused: Melissa Smith

Staff: Jerry Acheson, James Carothers, Leisha Copsey, Sherry Coulter, Sarah Fox, Jennifer Gorsuch, Eric Levison, Shawn MacPherson, Nina Regor and Nick Swinhart

Press: Heather Acheson, Camas-Washougal Post Record

IV. PUBLIC COMMENTS

There were no comments from the public.

V. CONSENT AGENDA

- A.** Approve the minutes of the June 3, 2013, Camas City Council Meeting and the Work Session minutes of June 3, 2012.

[City Council Meeting Minutes of June 3, 2013](#) 

[City Council Workshop Minutes of June 3, 2013](#) 

- B.** Approve claim checks 117410-117577 in the amount of \$1,797,699.54.

- C.** Authorize the write-off of the May 2013 Emergency Medical Services (EMS) billings in the amount of \$55,203.99. This is the monthly uncollectible balance of Medicare and Medicaid accounts that are not collectable after receiving payments from Medicare, Medicaid and secondary insurance. Also authorize the write-off of \$398.73 for two EMS accounts in which the patients are deceased with no estates. (submitted by Pam O'Brien)

- D. Authorize the write-off of \$120.00 on three parking tickets including late fees, as the owners are deceased with no estate or are bankrupt per Columbia Collector's Inc. (submitted by Pam O'Brien)
- E. Authorize the write-off of \$940.41 on four utility accounts in which the debt was discharged by bankruptcy. (submitted by Pam O'Brien)
- F. Approve Pay Estimate No. 1 for Project SS-579A 2013 NW Leadbetter and Grass Valley Park Wetland Maintenance to Sound Native Plants, Inc., in the amount of \$2,537.44. The pay estimate is for work completed in April/May, 2013. (submitted by Anita Ashton)

[Pay Estimate No. 1](#) 

- G. Authorize Bid Award for Project P-887 Camas Municipal Center Lobby Flooring Replacement to the responsive low bidder, Cedar Mill Construction Company, LLC, in the amount of \$6,168.46. This project will replace the carpet, entry tile and base trim in the City Hall lobby. This item is under the 2013 budgeted amount of \$10,000. (submitted by Eric Levison)

[Bid Tab for Project P-887](#) 

- H. Authorize Bid Award for Project WS-709B Boulder 2013 Timber Sale to the responsive high bidder, Chilton Logging, Inc., in the amount of \$286,683.91 contingent on securing the road easement with Longview Timberlands. The award of this contract provides for the sale of merchantable timber from Phase 1 of the Boulder Creek and Jones Creek Watershed Forest Management Plan. (submitted by Eric Levison) (item added back to agenda - June 17, 2013)

[Bid Tab for Project WS-709B](#) 

It was moved by Greg Anderson, seconded by Linda Dietzman to approve the Consent Agenda. The motion carried unanimously.

NOTE: Any item on the Consent Agenda may be removed from the Consent Agenda for general discussion or action.

VI. NON-AGENDA ITEMS

A. Staff

There were no comments from staff.

B. Council

Dietzman attended the Camas High School graduation and stated that she was impressed with how smoothly the event went.

VII. MAYOR

A. Announcements

Mayor Higgins informed Council that he spoke with a delegation of Polish middle school students this morning that are visiting from Camas' sister city Zabierzow.

Mayor reminded everyone that the second annual softball game with the City of Washougal will take place this Friday at Fallen Leaf Lake Softball Field. The game will begin at 5:30 p.m.

VIII. COMMUNITY DEVELOPMENT

A. Public Hearing - 2013 Comprehensive Plan Amendment (File No. CPA13-01) Daley, MacKay and MacDonald

Details: The City of Camas reviews its comprehensive plan once a year. An application for a proposed change or amendment to the comprehensive plan and map must be submitted together with the applicable fee by January 31st. The City received one application (File No. CPA13-01), and has carried forward two proposals from the 2012 annual review as requested by City Council. The applicants, Dennis W. Daley, Douglas MacDonald (Trustee of the MacDonald Clark County Living Trust), and Dan MacKay (Manager of MacKay Family Clark County Properties, LLC), propose an amendment to the comprehensive plan and zoning maps for approximately 28.19 combined acres that are designated and zoned "Light Industrial / Business Park" (LI/BP). The properties are located north of NW 18th Avenue and west of NW Brady Road specifically, parcels numbered 125623-000, 125193-000, and 125185-000. The proposed amendment is to change the designation to "Industrial" and the associated zoning to "Business Park". A public hearing for the proposed amendments was held before Planning Commission on May 21st at 7:00 p.m. The Planning Commission recommends approval.

Department/Presenter: Sarah Fox, Sr. Planner

[CPA13-01 Staff Report](#) 

[CPA13-01 Application Materials](#) 

Mayor opened the public hearing at 7:09 p.m.

The following members of the public gave testimony: Attorney Randy Printz, 805 Broadway Street, Ste. 1000, Vancouver.

Mayor closed the public hearing for file number CPA13-01 at 7:21 p.m., as there was no further public testimony.

Deliberations took place and the final decision was deferred by Council in order to be included for consideration with other proposed amendments as part of the annual comprehensive plan amendment process later in the year.

B. [Resolution No. 1272 Revising and Extending the Comprehensive Six \(6\) Year Street Plan](#)

Details: The Six-Year Transportation Improvement Program, also known as the six-year street plan, is to be updated by municipal agencies annually per Revised Code of Washington (RCW) 35.77.010. This year's updates capture the projects from the 2012 Transportation Impact Fee Update List as well as changes to the Capital Facilities Plan List adopted in conjunction with the 2013 budget.

Department/Presenter: James Carothers, Engineering Manager

[Resolution No. 1272](#) 

[Six Year Street Priorities Map](#) 

[Six Year Transportation Improvement Program](#) 

[2013 Appendices](#) 

It was moved by Linda Dietzman, seconded by Greg Anderson that Resolution No. 1272 be read by title only. The motion carried unanimously.

It was moved by Linda Dietzman, seconded by Steve Hogan that Resolution No. 1272 be adopted. The motion carried unanimously.

C. [Resolution No. 1273 Adopting a NE Woodburn Drive School Speed Zone](#)

Details: The Camas School District (CSD) intends to open the doors to Woodburn Elementary School for the 2013/2014 school season. In 2011, CSD requested that the City adopt a school speed zone for this school. This CSD request with the coinciding traffic engineering memo and map are attached. Camas staff brings this request forward now, as the school is about to open and Woodburn Drive is now public right-of-way. Camas staff concurs with the findings of the engineering memo.

Department/Presenter: James Carothers, Engineering Manager

[Resolution No. 1273](#) 

[School Speed Zone Memorandum](#) 

Carothers clarified questions that were asked by Council during the June 3, 2013, Council Workshop related to school speed zones.

It was moved by Greg Anderson, seconded by Steve Hogan that Resolution No. 1273 be read by title only. The motion carried unanimously.

It was moved by Linda Dietzman, seconded by Tim Hazen that Resolution No. 1273 be adopted. The motion carried unanimously.

IX. PUBLIC WORKS

A. Bid Award for Project S-576A Asphalt Repair

Details: Project S-576A provides for asphalt and road base repair at various locations throughout the City. The apparent low bidder, Michael Green Construction, submitted an old version of the E-Verify Memorandum of Understanding (MOU) with the bid. On the official bid tabulation, staff labeled the bid as non-responsive for not including the electronic signature sheet. The attached staff report provides additional information to support staff's recommendation. The staff report has been reviewed by the City Attorney. Michael Green submitted a letter and supporting documentation requesting that his bid be declared responsive (see staff report). This is a budgeted item as part of the annual pavement restoration program.

Department/Presenter: Eric Levison, Public Works Director

[Bid Tab for Project S-576A](#) 

[Staff Report](#) 

It was moved by Linda Dietzman, seconded by Steve Hogan to declare the E-Verify MOU submittal as a minor irregularity and award the bid to Michael Green Construction, Inc., in the amount of \$22,795.75. The motion carried unanimously.

B. Ordinance No. 2676 Authorizing the Execution of the Financing Contract for the Construction of Lacamas Lake Lodge

Details: This ordinance authorizes the City to enter into a local financing lease with the State of Washington Local Option Capital Asset Lending Program in the amount of \$1,850,000 plus related financing costs. The four attachments (annex 1-4) are included as informational only. These documents will be prepared by the state after the ordinance is passed and returned to the City for signature. This item has been discussed at numerous workshops and Council meetings. The annual loan payments for a 15 year loan will be approximately \$160,000. Park Impact Fees and/or Real Estate Excise Tax (REET) will be committed to repay this loan.

Department/Presenter: Eric Levison, Public Works Director; Nina Regor, City Administrator; and Jerry Acheson, Parks & Recreation Manager

[Ordinance No. 2676 \(revised - attachment posted June 14, 2013\)](#) 

[Financing Documents](#) 

It was moved by Shannon Turk, seconded by Linda Dietzman that Ordinance No. 2676 be read by title only. The motion carried unanimously.

It was moved by Shannon Turk, seconded by Greg Anderson that Ordinance No. 2676 be adopted and published according to law. The motion carried unanimously.

C. [Bid Award for Project P-862 Lacamas Lake Lodge](#)

Details: Bids were received and opened for this project on Monday, May 13, 2013. The responsive low bidder was JWC Construction, with a bid of \$1,813,478.88. The award of this contract provides for the construction of the Lacamas Lake Lodge which includes the boat dock and irrigation. The Engineer's estimate for the project is \$1,787,201.64. Financing for this project is provided by a loan through the Washington State Local Option Capital Asset Lending Program, and \$350,000 from the Friends of the Community Center. The annual debt service is estimated at \$160,000 to be paid by the Parks Impact Fee account.

Department/Presenter: Eric Levison, Public Works Director; Nina Regor, City Administrator; and Jerry Acheson, Parks & Recreation Manager

[Bid Tab for Project P-862](#) 

It was moved by Shannon Turk, seconded by Greg Anderson to award the bid for Project P-862 to JWC Construction in the amount of \$1,813,478.88. The motion carried unanimously.

X. HUMAN RESOURCES

A. [Resolution No. 1274 Adding a Flexible Spending Account as a Voluntary Benefit for Eligible City Employees](#)

Details: The resolution will allow implementation of a flexible spending account for all City employees. Council was previously briefed on this topic at this evening's workshop and in a closed session.

Department/Presenter: Jennifer Gorsuch, Human Resources Director

[Resolution No. 1274](#) 

It was moved by Linda Dietzman, seconded by Tim Hazen that Resolution No. 1274 be read by title only. The motion carried unanimously.

It was moved by Linda Dietzman, seconded by Tim Hazen that Resolution No. 1274 be adopted. The motion carried unanimously.

B. [Resolution No. 1275 Revising the City of Camas Salary Schedule for the Non-Represented Position of Operations Supervisor-Wastewater](#)

Details: The salary schedule for this position is being revised to be aligned with both internal and external comparator. Council was previously briefed on this topic at this evening's workshop.

Department/Presenter: Jennifer Gorsuch, Human Resources Director

[Resolution No. 1275](#) 

It was moved by Shannon Turk, seconded by Steve Hogan that Resolution No. 1275 be read by title only. The motion carried unanimously.

It was moved by Shannon Turk, seconded by Steve Hogan that Resolution No. 1275 be adopted. The motion carried unanimously.

XI. FIRE DEPARTMENT

A. Ambulance Purchase

Details: As part of the recent Emergency Medical Services (EMS) levy passage in Camas, a new ambulance purchase was programmed in to the financial projections for 2013. This money is currently identified and available in the budget. At the June 3, 2013, Council Workshop, we presented the suggestion to use the state loan program for financing as was discussed with Council during the budget preparation process. The other suggestion at the June 3, 2013, Council Workshop was to "piggyback," as allowed by state law, on a recent ambulance bid obtained by North Country EMS. This would allow the City to take advantage of better pricing and a shorter timeline for production. The City Administrator and the Fire Chief were present to answer questions.

Department/Presenter: Nick Swinhart, Fire Chief

[Ambulance Documents](#) 

It was moved by Greg Anderson, seconded by Steve Hogan to approve the ambulance purchase and authorize the Mayor to sign the necessary documents to complete the purchase. The motion carried unanimously.

XII. ADJOURNMENT

The meeting adjourned at 7:54 p.m.

NOTE: The City of Camas welcomes and encourages the participation of all of its citizens in the public meeting process. A special effort will be made to ensure that a person with special needs has the opportunity to participate. For more information, please call 360.834.6864.

Quick Preview of Agenda and Supporting Documents

[Council Agenda with Supporting Documents](#) 

Mayor

City Clerk