

March 11, 2013

The SPECIAL Meeting of the Woodland City Council was held on the above date at the Woodland City Hall, Council Chambers, 100 Davidson Avenue, Woodland WA. The meeting was called to order by Mayor Grover Laseke at 7:00 p.m.

Present: Councilmember John Burke
Councilmember Susan Humbyrd
Councilmember Benjamin Fredricks
Councilmember Al Swindell
Councilmember Marshall Allen
Councilmember Scott Perry

Absent: Councilmember Marilee McCall (excused)

Also Present: Clerk-Treasurer Mari Ripp
Public Works Director Bart Stepp

WORKSHOP:

1) Fluoridation

Bart Stepp, Public Works Director presented information on water fluoridation. Ashley Schang presented information on effects of fluoridation in water and spoke against it.

Items discussed included a possible survey in utility bills, on the website or by phone. This was referred to the Public Works Committee to make a recommendation and bring back to council.

2) Horseshoe Lake Park & Irrigation

The Council discussed funding and revenues, expenses to operate and maintain parks, the requirements to maintain the current parks, cost of irrigation, 2013 budget cuts in staffing and watering in the park. The council brainstormed on ideas to help parks such as adopt-a-parks, volunteers, cost cutting measures, what revenue is needed to keep irrigating parks in 2013 (an additional \$80k), contracting out park maintenance, what is in the future and what capital needs are coming up, the new Scott Hill Park. It was suggested to solicit comments from the public and to send out a press release and/or flyer about parks, maintenance, expenses, budget, etc. and that the council wants input from the public on parks, level of service and what are people willing to pay for.

3) Hiring freeze

Mayor Laseke brought the item up for discussion and Mari Ripp, Clerk-Treasurer presented information on vacant positions, positions that are anticipated to be replaced or hiring done in 2013 which included the Community Development Planner, Seasonal Park Laborers (2), Police Chief and the Clerk I-part time. A temp has been filling this position since January. It was vacant from August to December 2012, but work from this position was piling up, so a temp was hired until the position could be advertised. The new position will include a stronger emphasis on accounting and accounts payable which is the beginning of the cross training implementation in the Clerk-Treasurer Department. The current temp position entails more than records management and a detailed description of duties was presented to the council, as well as the new revised job description.

Discussion ensued in regards to the Fire Department contract with CCFR and if the Clerk's duties have decreased 25% from this merger. Clerk-Treasurer Ripp provided information on what changes were expected in duties. Some duties that actually are increasing are contract management for cost allocation, accounts payable and receivable, archiving of the files the Fire Dept. that are in City Hall, FEMA Fire Grant and close-out, Claims management, monitoring budget for the fire dept., payroll transition and union matters, etc.

Mayor Laseke stated that if any budget amendments are needed, this would be reported to the committees and the council and a recommendation made for council consideration. If it was determined that the Mayor thought a hiring freeze was in order, or if any layoff was needed, he would report that. The item from February 19th council action came out of the blue, no one asked for any information and there was no committee recommendation. Mayor Laseke stated it will be set for the March 18th council agenda for further council discussion or action if desired.

- 4) Retreat set for Saturday, March 16, 2013 8:00 a.m. to 12:00 p.m. at the Port meeting room
- 5) Pending Workshop Items List – will be on the March 18, 2013 council agenda to set dates and prioritize.
- 6) Multi-Family Development Standards – this was introduced by Councilmember Perry and was set for discussion at the March 18th Joint Planning Commission meeting.
- 7) Police Station Ground Breaking Ceremony is set for Saturday, April 13th at 11:00 a.m. Invites and a Press Release will be sent.
- 8) The City Employee/Volunteer Recognition Picnic will be held on Wednesday, August 28th at Horseshoe Lake Park

ADJOURNMENT

The meeting was adjourned at 8:31 p.m.

Grover B. Laseke, Mayor

Minutes approved: March 18, 2013

Attest:

Mari E. Ripp, Clerk-Treasurer

These minutes are not a verbatim record of the proceedings.