

November 25, 2013

The SPECIAL Workshop meeting of the Woodland City Council was held on the above date at the Woodland Community Center, 782 Park Street, Woodland WA. The meeting was called to order by Mayor Grover Laseke at 7:00 p.m.

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

Absent: None

Also Present: Clerk-Treasurer Mari Ripp
City Attorney Bill Eling
Community Development Planner Amanda Smeller
Public Works Director Bart Stepp

WORKSHOP:

**indicates Item will be set for Action at next regular council meeting*

Mayor

A. Memo: Clerk-Treasurer Office Efficiency Study resolution

At the last workshop there was some discussion. If the council wishes to speak. Councilmember Perry moved to move this item to end of tonight's agenda. Councilmember McCall seconded the motion. Consensus.

B. Prothman Report Update #2 discussion

These are tied together and consensus it to move this to the end of the agenda.

C. Salary Study-Exempts

Mayor sent out the salary study to the council last week and he will discuss it at the workshop meeting on 12/9. The Mayor emailed it to the council as a separate item.

D. Legislative Priorities

Mayor stated that this needs to be discussed tonight so they council can be adopt it at the next council meeting. Looking for council input or discussion. Attorney Eling prepared some comments to add and distributed them on 1) Marijuana Collective Gardens 2) Public Safety 3) Public Records.

X-Police Chief Hiring process. The Mayor updated the council on the process. The committee went through the applications. Follow- questions are being sent to the preliminary 11 candidates and preliminary background checks will be conducted as well.

X-Fire Department / CCFR. The Mayor will be meeting on various issues with Chief Mason this week.

Clerk-Treasurer

E. Financial Report-October 31, 2013

Clerk-Treasurer Mari Ripp presented the report to the council.

F. CT Update

Update on 2013 Goals & Priorities of Personnel Committee.

Mayor distributed changes to the Personnel Policy that were created by the sub-committee.

G. *Bid award for paper products & supplies

The Clerk-Treasurer is compiling the results of the bids and this is continued to the next meeting.

H. *Get Bold Events – Blooms to Brews, April 12, 2014 request for time change to allow alcohol at the park

Clerk-Treasurer asked for council direction for this item. Attorney Eling stated that the ordinance would need to be changed. This is referred to the City Attorney to add some exception language and have it for council consideration at a future meeting.

I. *Renewal of CWCOG Kaiser Insurance for 2014

J. *Renewal of Polestar COBRA Administrator Contract 2014

K. *Appointment of Municipal Court Judges

Police

L. Police Report

- Chief hiring. Discussion.
- Next council meeting will be held at the new council chambers/police station on December 2, 2013. Need to plan a ribbon cutting and open house, possibly on December 9, 2013.

Public Works

M. PW Update

- Scott Avenue Reconnection project
- December 10th Open House 5:30 p.m. to 7:30 p.m.
- Received notice of two TIB grant awards 1) SR503 & Scott Intersection sidewalks and 2) overlay at Park & Buckeye
- Dec 16th action items - Contracts for Scott & 503 and Safe Routes to School Projects

Planning

N. Report

- Building permit and Plan Review fees received from Woodland School District
- This amendment will be distributed at the next council budget workshop
- Gateway rezone application is in progress and forwarded to Planning Commission

**WORKSHOP:
2014 Budget**

1. Council discussion

- Mayor stated that there are some changes to the documents and they will be distributed at the next budget workshop. Mayor asked for council input before any updates are distributed again.
- List of questions were distributed by Councilmember Fredricks this afternoon. Mayor Laseke stated that responses can be given to these at the next meeting. Due to the holidays there is a short week.
- Enhancements.
 - a. Council supports the staff enhancements in Public Works Department. Need to take care of the staff and support them as they are doing a good job. Public Works Enhancement #1. It was clarified as to who is doing the clerk work. It was requested to add the enhancement it to the budget.
 - b. Water system report and cost allocation plan
 - c. Comprehensive Plan Update \$50,000 for 2014
 - d. Building Official increased hours
- Cost Allocation plan
- Cost of Living Adjustments
- Discussion on if there can be action at the December 9, 2013 council meeting and advertise it that way. The alternative is to have 1st Reading at the December 2, 2013 meeting. The ordinance can still be changed after 1st Reading. Attorney Eling commented on 1st Reading and Final Reading. Discussion followed.

2. Ordinance No. 1287

- a. First Reading – November 18, 2013 Vote: 3-3 Tie
- b. First Reading – December 2, 2013
- c. Final Reading – December 16, 2013

Continued from above:

Item A: Memo: Clerk-Treasurer office efficiency study

Item B: Prothman Report update report by Mayor (Final)

ADJOURNMENT

Councilmember Burke moved to adjourn the meeting. Councilmember Allen seconded the motion. The meeting was adjourned at 8:57 p.m.

Yes: Burke, McCall, Humbyrd, Fredricks, Swindell, Allen, Perry No: None Abstain: None. (7-0)

M/S/C

Grover B. Laseke, Mayor

Minutes approved: December 2, 2013

Attest:

Mari E. Ripp, Clerk-Treasurer

These minutes are not a verbatim record of the proceedings.