



# City of Longview

1525 Broadway  
Longview, WA 98632  
www.ci.longview.wa.us

## Minutes - Final

### City Council

**Mayor Don Jensen**  
**Council Member Ken Botero**  
**Council Member Chet Makinster**  
**Council Member Mary Jane Melink**  
**Council Member Steve Moon**  
**Council Member Scott Vydra**  
**Mayor Pro Tem Michael Wallin**

---

Thursday, October 12, 2017

7:00 PM

2nd Floor, City Hall

---

**The City Hall is accessible for persons with disabilities. Special equipment to assist the hearing impaired is also available. Please contact the City Executive Offices at 360.442.5004 48 hours in advance if you require special accommodations to attend the meeting.**

1. **CALL TO ORDER**

*Mayor Jensen called the meeting to order at 6:57 p.m.*

2. **INVOCATION\*/FLAG SALUTE**

*After a moment of silent reflection, the flag salute was recited.*

3. **ROLL CALL**

**Present:** 6 - Mayor Don Jensen, Council Member Botero, Council Member Makinster, Council Member Melink, Mayor Pro Tem Wallin and Council Member Vydra  
**Excused:** 1 - Council Member Moon

### **STAFF PRESENT**

*City Manager Dave Campbell; Assistant City Attorney Heidi Thompson; City Clerk Kaylee Cody; Assistant City Manager/Finance Director Kurt Sacha; Community & Economic Development Director John Brickey; Public Works Director Jeff Cameron; Information Technology Director Todd Dodgin; Police Chief Jim Duscha; Library Director Chris Skaugset; Fire Chief Phil Jurmu; Planner Adam Trimble; Risk & Safety Manager Brian Loos; Stormwater Manager Steve Haubner; Parks Maintenance Manager Curt Nedved; and Engineer Ivona Kininworth.*

4. **APPROVAL OF MINUTES**

*On a motion duly made and passed, the reading of the minutes of the regular Council meeting held September 28, 2017, copies of which had been submitted to the Mayor and members of the City Council, was waived and the minutes were approved as if read.*

[17-5122](#)**COUNCIL MINUTES, SEPTEMBER 28, 2017****Attachments:** [9.28.2017 Minutes for Approval](#)**5. CHANGES TO THE AGENDA****6. PRESENTATIONS & AWARDS**[17-5119](#)**COWLITZ CLEAN WATERS “SOLUTIONS TO STORMWATER POLLUTION” CALENDAR CONTEST****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Provide sustainable water quality & environmental infrastructure  
Address quality of place issues

**CITY ATTORNEY REVIEW:** N/A**SUMMARY STATEMENT:**

In 2016, the City entered into an interlocal agreement with the City of Kelso, Cowlitz County and the Consolidated Diking Improvement District #1 (CDID #1) to develop and implement a collaborative regional stormwater public education and outreach program to meet the requirements for education and awareness activities under each participant's NPDES municipal stormwater permit.

Under the moniker of Cowlitz Clean Waters, the City has been participating with Kelso, the County, CDID #1 and other local partners to develop a regional education campaign, a website, and program activities.

The first project of Cowlitz Clean Waters is a student calendar contest focused on how we can all prevent stormwater pollution to keep our local waters clean. Middle school students from public, private and home schools are encouraged to submit either artwork or a haiku/short poem on stormwater pollution and ways to prevent it. Twelve winning art entries as well as twelve poems will be selected for a 2018 Cowlitz Clean Waters “Solutions to Stormwater Pollution” Calendar. These calendars will be published and then distributed free of charge as part of the regional stormwater pollution education program.

Attached is the calendar contest flyer that was distributed to public and private schools in Longview and throughout Cowlitz County, as well as about 40 known home schooling parents. The contest entry form and rules are available at [www.cowlitzcleanwaters.org/contest](http://www.cowlitzcleanwaters.org/contest) . Copies of the entry form and rules are also attached.

**FINANCIAL SUMMARY:**

Funds to sponsor this contest are shared through the interlocal agreement. The City's portion of the project is funded by the stormwater utility.

**RECOMMENDED ACTION:**

No action needed.

**STAFF CONTACT:**

Steve Haubner, Stormwater Manager

**Attachments:**     [2018 Calendar Contest Flyer](#)  
                                 [Calendar Contest Rules](#)

*Stormwater Manager Steve Haubner provided a presentation.*

[17-5093](#)

**PROCLAMATION: DOMESTIC VIOLENCE ACTION MONTH - OCTOBER 2017**

**RECIPIENT:** JILL MATHEWS, DOMESTIC VIOLENCE ADVOCATE & CASE MANAGER

**STAFF CONTACT:** Maureen Wingler, Executive Office

**Attachments:**     [Domestic Violence Action Month - October 2017.pdf](#)

*Mayor Jensen presented the proclamation to Jill Matthews, Case Manager for the Longview Emergency Support Shelter.*

[17-5114](#)

**PROCLAMATION: KEEPING THE LIGHTS ON AFTER SCHOOL - OCT. 26, 2017**

**RECIPIENT:** KIM HOGUE, PROGRM DIRECTOR OF YOUTH & FAMILY LINK

**STAFF CONTACT:** Maureen Wingler, Executive Office

**Attachments:**     [Lights on After School - Oct 26 2017.pdf](#)

*Mayor Jensen presented a proclamation to Kim Hogue of Longview Youth & Family Link.*

**7. CONSTITUENTS' COMMENTS (Thirty Minutes)**

*Dianne Dick of Longview addressed Council to express her opposition to the proposed sale of Mint Farm land to be used for a fertilizer plant.*

*Chris Turner of Longview addressed Council to express her opposition to the proposed sale of Mint Farm land to be used for a fertilizer plant.*

*Megan Ritchie of Longview addressed Council regarding National Coming Out Day and the prevalence of domestic violence.*

*Bill Josh of Longview addressed Council regarding economic development.*

**7. A****FOLLOW-UP TO PAST CONSTITUENTS' COMMENTS**

**8. PUBLIC HEARINGS****9. BOARD & COMMISSION RECOMMENDATIONS**[17-5117](#)**HISTORIC PRESERVATION COMMISSION RECOMMENDATION ON RA LONG PARK****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Address Quality of Place Issues

**CITY ATTORNEY REVIEW: N/A****SUMMARY STATEMENT:**

The Historic Preservation Commission has provided a motion in support of Option 2 for the RA Long Park central plaza and has identified significant design elements to be replaced and preserved.

**RECOMMENDED ACTION:**

Discussion and direction to Staff.

**STAFF CONTACT:**

Adam Trimble, Planner

**Attachments:**[Memo re HPC motion on RA Long Park Master Plan changes](#)[RA Long Park Presentation 10-12-17 final](#)

*Public Works Director Jeff Cameron and Planner Adam Trimble presented staff reports.*

**A motion was made by Mayor Pro Tem Wallin, seconded by Council Member Vydra, to advance the agenda to the next item (ordinances and resolutions) and not take any further action on this topic . The motion failed by the following vote:**

**Ayes - Mayor Pro Tem Wallin and Council Member Chet Makinster**

**Nayes - Council Member Botero; Council Member Melink; and Council Member Vydra**

**A motion was made by Council Member Melink, seconded by Council Member Vydra, to move forward with the proposed electrical projects. The motion was intended to include upgrading electrical service to the park, additional outlets, and restoring existing lighting. The motion failed by the following vote:**

**Ayes - Council Member Melink and Council Member Vydra**

**Nayes - Mayor Pro Tem Wallin; Council Member Botero; and Council Member Makinster**

**10. ORDINANCES & RESOLUTIONS**

[17-5118](#)

**ORDINANCE NO. 3359 CONCERNING RECORDING OF PROPERTIES LISTED ON THE CITY'S REGISTER OF HISTORIC PLACES AND APPOINTMENT OF MEMBERS OF THE HISTORIC PRESERVATION COMMISSION**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Preserve and enhance neighborhoods

**CITY ATTORNEY REVIEW: REQUIRED**

**SUMMARY STATEMENT:**

Ordinance will amend Title 16.12 Longview Historic Preservation Ordinance, to require properties listed on the Longview Register of Historic Places to have notice of such listing recorded with the County Auditor. The proposal received the full support of the Longview Historic Preservation Commission and has been prepared after direction from the City Council. The ordinance will change the appointment of members of the Longview Historic Preservation Commission from appointment by City Manager to appointment by the City Council.

**RECOMMENDED ACTION:**

Motion to adopt Ordinance No. 3359

**STAFF CONTACT:**

John Brickey, Community & Economic Development Director

**Attachments:**     [ORDINANCE NO. 3359 Historic Preservation Commission](#)

A motion was made by Mayor Pro Tem Michael Wallin, seconded by Council Member Scott Vydra, to adopt Ordinance No. 3359. The motion passed unanimously.

[17-5125](#)

**RESOLUTION NO. 2242 - SISTER CITY POLICY**

**CITY ATTORNEY REVIEW: REQUIRED**

**SUMMARY STATEMENT:**

Sister City relationships carry out a fundamental governmental purpose by providing social, cultural, educational, and economic opportunities and experiences for the citizens of the City of Longview. The attached resolution formally establishes a Sister City policy.

**RECOMMENDED ACTION:**

Motion to approve Resolution No. 2242 establishing a Sister City policy for the City of Longview.

**STAFF CONTACT:**

Kurt Sacha, Asst. City Manager/Finance Director

**Attachments:**     [Resolution-Sister City -final](#)

A motion was made by Council Member Chet Makinster, seconded by Mayor Pro Tem Michael Wallin, to adopt Resolution No. 2242. The motion passed unanimously.

**11.    MAYOR'S REPORT AND COUNCILMEMBERS' REPORTS**

**11. A                    MAYOR'S REPORT**

**11. B                    COUNCILMEMBERS' REPORTS**

*Council Member Botero requested an update on the status of the Washington Way Bridge repairs, as he noticed cracking. Public Works Director Jeff Cameron responded that the engineering department will revisit the site to inspect the cracking; the recent grinding, blasting and finishing does tend to emphasize existing cracks.*

**12.    CONSENT CALENDAR**

*There being no items the Council wished removed from the Consent Calendar, a motion was duly made and passed approving the items on the Consent Calendar as though acted on individually.*

**17-5124**

**APPROVAL OF CLAIMS**

Based upon the authentication and certification of claims and demands against the city, prepared and signed by the City's auditing officer, and in full reliance thereon, it is moved and seconded as shown in the minutes of this meeting that the following vouchers/warrants are approved for payment:

**FIRST HALF OCTOBER 2017 ACCOUNTS PAYABLE: \$1,218,415.13**

**SECOND HALF SEPTEMBER 2017 PAYROLL:**

\$77,249.63, checks no. 207142-207161

\$677,931.63, direct deposits

\$906,181.65, wire transfers

\$1,661,362.89 Total

**STAFF CONTACT:**

Kaylee Cody, City Clerk

John Baldwin, Fiscal Analyst

Jackie Rodgers, Human Resources Specialist

**17-5123**

**LIABILITY CLAIMS/LAWSUITS**

The claim(s)/lawsuit(s) listed below was/were received by the City. Where applicable, the claim(s)/lawsuit(s) have been/are being researched and/or reviewed by Washington Cities Insurance Authority (WCIA). The claim(s)/lawsuit(s) status is/are as follows:

**NEW:**

Wendy Yan, DOI: 02/05/2017. Claimant alleges that city owned trees were not properly maintained, resulting in a tree branch falling on her vehicle after snow had accumulated on the branch.

Lance Herlocker, DOI: 6/23/2017. Claimant alleges that a city owned sidewalk was not properly maintained, resulting in injuries caused by a trip-and-fall.

Stacey Millikan, DOI: 9/20/2017. Claimant alleges that city police officer was at fault in a collision on Washington Way that damaged her vehicle.

**DENIED:**

Cassandra Saverchenko, DOI: 8/3/2017. Claimant alleges costs incurred to repair vehicle's tire caused by a pothole in the intersection of Washington Way and 30th Avenue.

**SETTLED:**

Erica Hudson, DOI: 9/26/2016. Claimant alleges injuries caused by trip-and-fall over broken sidewalk.

Mark III Logging, DOI: 8/14/2017. Claimant alleges costs incurred related to sewer.

Charles Bond, DOI: 7/1/2017. Claimant alleges damage to sprinkler system caused by city staff.

**TENDERED**

Barbara Whitaker, DOI: 7/4/2017. Claimant alleges the city was negligent and did not repair a hazardous path in Lake Sacajawea Path, resulting in a trip-and-fall and expenses incurred related to the injuries sustained. This claim was tendered to the Go Fourth Festival's event insurance because the incident occurred during the Go Fourth Festival.

**STAFF CONTACT:**

Kaylee Cody, City Clerk  
Brian Loos, Risk & Safety Manager

[PROJ #99](#)

**PROJECT COMPLETION - DOWNTOWN CORRIDOR IMPROVEMENTS  
PHASE 3**

**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Strengthen economic conditions and create new opportunities  
Improve transportation systems

**CITY ATTORNEY REVIEW: N/A**

**SUMMARY STATEMENT:**

The Downtown Corridor Improvements Phase 3 project has been completed in accordance with the plans and specifications under Contract No. 17-2642B-D entered into between the City of Longview and Advanced Excavating Specialists LLC. The City Council must accept the project as complete before final contract closeout can be accomplished.

**RECOMMENDED ACTION:**

Motion to accept as complete the Downtown Corridor Improvements Phase 3 project.

**STAFF CONTACT:**

Amy Blain, Project Engineer

[17-5116](#)

**SET PUBLIC HEARING: PROPOSED REVENUE SOURCES FOR THE 2018 GENERAL FUND BUDGET****COUNCIL INITIATIVE ADDRESSED:**

Continue effective financial management.

**CITY ATTORNEY REVIEW:** N/A

**SUMMARY STATEMENT:**

RCW 84.55.120 requires cities that collect regular property tax levies to hold a public hearing on the revenue sources for the following year's current expense budget. The hearing must include consideration of possible increases in the property tax revenues and shall be held prior to the time that the City levies the taxes or makes the request to have the taxes levied. Adoption of the 2018 property tax levy and Ad Valorem Tax Ordinance has been scheduled for November 16, 2017.

**RECOMMENDED ACTION:**

Motion to set public hearing on 2018 proposed current expense budget revenue sources for November 2, 2017.

**STAFF CONTACT:**

Kurt Sacha, Finance Director and Assistant City Manager

**13. CITY MANAGER'S REPORT**

[17-5115](#)

**PACIFIC COAST FERTILIZER SEPA APPLICATION****COUNCIL STRATEGIC INITIATIVES ADDRESSED:**

Council Initiative: Provide sustainable water quality & environmental infrastructure, Strengthen economic conditions & create new opportunities, Address quality of place issues

**CITY ATTORNEY REVIEW:** N/A

**SUMMARY STATEMENT:**

Pacific Coast Fertilizer, LLC has started the permitting process to construct and operate a facility to process natural gas in the manufacture of anhydrous



ammonia. The facility would store the product on-site and transfer and load the product for shipping via tanker trucks and via marine vessels. The proposed site is within the Mint Farm Industrial park and is approximately 61 acres in size. The site is bounded by Prudential Boulevard, Crocker Avenue, Hoehne Avenue and Weber Avenue. The marine loading facility would be constructed at the existing Nippon Dynawave salt dock. The dock is within Cowlitz County jurisdiction.

The project is subject to State Environmental Policy Act (SEPA) review. The applicant has asked the City to make a "determination of significance" which means an environmental impact statement (EIS) would need to be prepared. City staff is reviewing the materials submitted by Pacific Coast Fertilizer and intends to make a SEPA threshold determination this month.

Although the City Council is not directly involved in the SEPA review process, city staff will periodically update the council on the environmental review/application process including public information and outreach. This purpose of this agenda item is to provide the council with the initial update.

**RECOMMENDED ACTION:**

No action needed

**STAFF CONTACT:**

John Brickey, Community Development Director

*Community and Economic Development Director John Brickey presented a staff report.*

[17-5120](#)

**COMMUNITY PARAMEDICINE PILOT PROGRAM/PERSONAL PROTECTIVE EQUIPMENT**

**COUNCIL INITIATIVE ADDRESSED:**

Enhance Public Safety & Emergency Response

**CITY ATTORNEY REVIEW: N/A**

**SUMMARY STATEMENT:**

A. Over the last few years, the fire chief has met with a number of stakeholders regarding pre-hospital Emergency Medical Service care programs. As a result of some of those discussions, Kaiser Permanente approached the Fire Chief and proposed using fire department resources to provide post-discharge checkups of Kaiser patients who would benefit from in-home visits.

Between the dates of October 16 and December 31, 2017, Kaiser will work with Longview Fire staff in scheduling in-home visits of identified patients. During this time, Longview Fire staff will assemble results of the benefits, challenges and opportunities of this program. Throughout the pilot and immediately following, Kaiser and Longview Fire staff will assess and evaluate

the effects for our community and the potential impacts in decreasing emergency medical responses, as emergent events through 911 and the current service delivery model.

Budget impacts are expected to be minimal.

B. Self-contained Breathing Apparatus (SCBA) is a crucial component of a firefighter's personal protective equipment ensemble. Three years ago, as our existing SCBA became more and more maintenance-intensive, we had a few occasions when the equipment failed on the fire ground. Fortunately, no firefighters were injured due to that failure. Simultaneously, having recognized the safety issues with our existing SCBA, staff applied for the Federal Emergency Management Agency's (FEMA) Assistance to Firefighters Grant (AFG) to replace this equipment. During one cycle the Longview Fire Department took the lead on a regional grant and most recently we applied for a local grant request to replace this crucial safety equipment.

Two years ago, while we were applying for grant funding to replace SCBA, we became aware of an opportunity through an online marketplace that a vendor was selling SCBA that was two generations (or two model years) newer than our existing SCBA. The cost was 10% of purchasing new and according to the vendor of the SCBA would meet all of the safety requirements, if serviced prior to being put into service. Subsequently, we acquired this SCBA.

Earlier this year, we became aware that the "bridge" SCBA that we had purchased is not in compliance with WAC 296-305-04001, which states, *"Firefighter's self-contained breathing apparatus (SCBA) shall, at a minimum, meet the requirements of the 1997 edition of NFPA 1981, Standard on Open-Circuit Self-Contained Breathing Apparatus for Fire Fighters. Equipment purchased after the effective date of this rule must meet the 2007 edition of NFPA 1981, Standard on Open-Circuit Self-Contained Breathing Apparatus for Emergency Services.* The effective date of this rule was on January 1, 2014, and we had purchased our current SCBA in early 2016.

Last week, FEMA notified us that our most recent SCBA grant application had not been selected for funding during this AFG cycle. As a result of that notification and the recent discovery that the current SCBA is not in compliance with state regulations, the existing SCBA needs to be replaced as soon as possible. The cost of replacement is approximately \$222,000. In addition to the SCBA replacement issue, we have also become aware that per WAC 296-305-02002, replacement of structural firefighter clothing must be per manufacturers' specifications, which is 10 years from date of manufacture. In order to become compliant with that rule, the fire department needs to purchase 30 sets of firefighting structural clothing ensembles which would ensure that all spare and frontline PPE clothing is less than 10 years old. The cost of purchasing 30 sets of structural firefighting clothing is approximately \$73,000.

**RECOMMENDED ACTION:**

A. This is for informational purposes only.

B. Motion to direct the City Manager to pursue an immediate purchase of new

SCBA and Structural Firefighting Clothing for the cost of \$295,000 from the General Fund.

**STAFF CONTACT:**

Phil Jurmu, Fire Chief

*Fire Chief Phil Jurmu presented a staff report.*

A motion was made by Council Member Chet Makinster, seconded by Council Member Mary Jane Melink, to direct the City Manager to pursue an immediate purchase of new SCBA and Structural Firefighting Clothing for the cost of \$295,000 from the General Fund. The motion passed unanimously.

A motion was made by Council Member Ken Botero, seconded by Council Member Scott Vydra, to direct the City Manager and Finance Director to look into the issue that was raised by Council regarding the depreciation fund for the fire department. The motion passed unanimously.

**14. MISCELLANEOUS**

*The following item(s) were presented for Council's information. No Council action was taken or required.*

[17-5111](#)

**WASHINGTON STATE LIQUOR AND CANNABIS BOARD REQUESTS**

**Attachments:**

[Assumption Liq & Wine 9-17.pdf](#)

[LL Assumption Happy House.pdf](#)

[LL Assumption Silver Star.pdf](#)

[MJ App-Heavenly Buds change of officers.msg.pdf](#)

**15. ADJOURNMENT**

*Mayor Jensen adjourned the meeting at 8:49 p.m.*

**\* Any invocation that may be offered at the Council meeting shall be the voluntary offering of a private citizen, to and for the benefit of the Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the Council, and the Council does not endorse the religious beliefs or views of this, or any other speaker.**

**NEXT REGULAR COUNCIL MEETINGS:**

**THURSDAY, OCTOBER 26, 2017 - 7:00 P.M.**

**NEXT SPECIAL COUNCIL MEETINGS:**

**NOVEMBER REGULAR MEETINGS RESCHEDULED TO ACCOMMODATE  
THANKSGIVING HOLIDAY**

**THURSDAY, NOVEMBER 2, 2017 - 7:00 P.M.**

**THURSDAY, NOVEMBER 16, 2017 - 7:00 P.M.**

**NEXT COUNCIL WORKSHOPS:**

**THURSDAY, OCTOBER 26, 2017 - 6:00 P.M. KLTV PROGRAM REVIEW**

**THURSDAY, NOVEMBER 2, 2017 - 6:00 P.M. REVIEW OF ORDER OF  
BUSINESS AND PROCEDURES FOR COUNCIL MEETINGS, INCLUDING  
CONSTITUENTS' COMMENTS**