



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 Steve Moon
Council Member Scott Vydra
Mayor Pro Tem Michael Wallin
Council Member MaryAlice Wallis

Wednesday, December 19, 2018

5:00 PM

2nd Floor, City Hall

NOTICE IS HEREBY GIVEN, in accordance with RCW Chapter 42.30, that the City Council of the City of Longview, Washington, will conduct a special meeting in the Longview City Hall Council Chamber, 1525 Broadway, Longview, on Wednesday, December 19th, at 5:00 p.m. The topics of discussion follow. Final disposition shall be taken on no other matter.

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 5:07 p.m.

2. INVOCATION*/FLAG SALUTE

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

3. ROLL CALL

Present: 7 - Mayor Don Jensen, Council Member Botero, Mayor Pro Tem Wallin, Council Member Vydra, Council Member Wallis, Council Member Makinster and Council Member Moon

STAFF PRESENT

City Manager Kurt Sacha; Assistant City Attorney Sean Kelly; City Clerk Kaylee Cody; Public Works Director Jeff Cameron; Community & Economic Development Director John Brickey; Parks & Recreation Director Jen Wills; Interim Fire Chief Jim Kambeitz; Police Chief Jim Duscha; Human Resources Director Chris Smith; IT Director Todd Dodgin; Library Director Chris Skaugset; and Engineering Coordinator Steve Haubner.

4. APPROVAL OF MINUTES[18-5726](#)**SPECIAL COUNCIL MEETING MINUTES, DECEMBER 6, 2018
SPECIAL COUNCIL MEETING MINUTES, DECEMBER 12, 2018**

Attachments: [12.6.2018 Special Meeting Minutes for Approval](#)
 [12.12.2018 Special Meeting Minutes for Approval](#)

On a motion duly made and passed, the reading of the minutes, 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.

5. CHANGES TO THE AGENDA**6. PRESENTATIONS & AWARDS**[18-5730](#)**PROCLAMATION: HONORING JUDGE ED PUTKA ON HIS
RETIREMENT****STAFF CONTACT: Maureen Wingler, Executive Office**

Mayor Jensen presented the proclamation to retiring Judge Ed Putka.

[18-5723](#)**SOLUTIONS TO STORMWATER POLLUTION 2019 CALENDAR
PRESENTATION**

Engineering Coordinator Steve Haubner provided a presentation.

7. CONSTITUENTS' COMMENTS (Thirty Minutes)

Dave Fine of Longview addressed Council regarding complete streets and active transportation.

Bill Josh of Longview addressed Council regarding economic development.

Sariah Weber of Longview addressed Council regarding the library budget.

Donna Cameron of Kelso addressed Council regarding the library budget.

Ray Vantongerren of Longview addressed Council to wish them a Merry Christmas.

Han Schaufus of Longview addressed Council regarding the library budget.

Shelly Jacobs of Longview addressed Council regarding the library budget.

Spencer Boudreau of Longview addressed Council regarding economic development.

8. FOLLOW-UP TO PAST CONSTITUENTS' COMMENTS

9. **PUBLIC HEARINGS**10. **BOARD & COMMISSION RECOMMENDATIONS**11. **ORDINANCES & RESOLUTIONS**[18-5727](#)**ORDINANCE NO. 3392: ADOPTING 2019-2020 BIENNIAL BUDGET****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Continue effective financial management

CITY ATTORNEY REVIEW: REQUIRED**SUMMARY STATEMENT:**

This ordinance depicts the revenues and appropriations as presented in the 2019-2020 Biennial Budget and formally adopts the 2019-2020 Biennial Budget.

RECOMMENDED ACTION:

Motion to adopt Ordinance No. 3392.

STAFF CONTACT:

Kurt Sacha, City Manager

Attachments: [ORDINANCE NO. 3392 - 2019-2020 Biennial Budget\(2\).pdf](#)

Bill Josh of Longview addressed Council regarding the budget.

George Brajcich of Longview addressed Council regarding the budget.

Gloria Sanders of Longview addressed Council regarding the library budget.

A motion was made by Council Member Moon, seconded by Council Member Makinster, to adopt Ordinance No. 3392. The motion carried by the following vote:

Ayes: 6 - Mayor Don Jensen, Council Member Botero, Mayor Pro Tem Wallin, Council Member Vydra, Council Member Wallis and Council Member Moon

Nays: 1 - Council Member Makinster

[OR 18 3393](#)**ORDINANCE NO. 3393: AN ORDINANCE SETTING A PUBLIC HEARING DATE AND DESCRIBING THE BOUNDARIES FOR THE PROPOSED WEST LONGVIEW ANNEXATION****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Council Initiative: Strengthen economic conditions & create new opportunities

CITY ATTORNEY REVIEW: Required**SUMMARY STATEMENT:**

Earlier this year the City Council decided to undergo an annexation process for approximately 237 acres of land along the Ocean Beach Highway corridor between 40th and 52nd Avenues. The annexation method chosen by the council is by "Annexation of territory served by fire districts - interlocal agreement process" (RCW 35A.14.480). Cowlitz County and Cowlitz 2 Fire and Rescue have agreed to enter into the interlocal agreement process. Per the RCW requirements, Ordinance No.3393 sets a date for a public hearing and describes the annexation area.

Before the hearing date, the following will need to be done:

- A public outreach process must be conducted
- An interlocal agreement must be approved by the City Council, Cowlitz County Board of County Commissioners and the Cowlitz 2 Fire & Rescue Board of Commissioners
- The Planning Commission will need to hold a public hearing and then make a recommendation regarding zoning for the area

The attached ordinance gives a proposed hearing date of February 28, 2019. A map of the annexation area is provided as Exhibit A.

RECOMMENDED ACTION:

Motion to adopt Ordinance No. 3393

STAFF CONTACT:

Steve Langdon, Planning Manager
Jim McNamara, City Attorney

Attachments: [Ordinance No. 3393](#)
 [Exhibit A - Map](#)

Community and Economic Development Director John Brickey presented a map showing the boundaries of the proposed annexation.

Wayne Howarth of Longview addressed Council in opposition to the proposed annexation.

Bill Josh of Longview addressed Council in support of the proposed annexation.

A motion was made by Council Member Ken Botero, seconded by Council Member Scott Vydra, to adopt Ordinance No. 3393. The motion passed unanimously.

12. MAYOR'S REPORT**13. COUNCILMEMBERS' REPORTS**

Council Member Botero spoke regarding the Columbia Theatre.

*Council Member Wallin spoke regarding recent meetings he represented Council at:
Southwest Washington Economic Development District
Southwest Washington Regional Transportation Planning Organization.*

Council Member Moon spoke to praise the Longview School District for recent awards.

14. 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.

[18-5725](#)

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 DECEMBER 2018 ACCOUNTS PAYABLE: \$2,508,571.14,
checks no. 9785-10239**

SECOND HALF NOVEMBER 2018 PAYROLL:

\$89,210.08, checks no. 78-98
\$718,069.45, direct deposits
\$940,296.67, wire transfers
\$1,747,576.20 Total

STAFF CONTACT:

Kaylee Cody, City Clerk
John Baldwin, Fiscal Analyst
Chresta Larson, Human Resources Specialist

Final accounts payable: \$2,508,571.14, checks no. 9785-10239

[18-5728](#)

**ORDINANCE 3391: AMENDING THE 2017-2018 BIENNIAL BUDGET
(SECOND READING)**

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Continue effective financial management.

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

The subject ordinance has been prepared to amend the 2017-2018 biennial budget to authorize expenditures unforeseen at the time the 2017-2018 biennial budget was adopted. These amendments affect the General Fund,

Economic Development Fund, Public Safety Fund, 2007 LTGO Fund, Building Replacement Fund, Equipment Rental Fund and Unemployment Compensation Fund in the 2017-2018 biennial budget.

Budget amendment ordinances require two readings before the Council. This evening's reading represents the second reading of Ordinance No. 3391.

RECOMMENDED ACTION:

Motion to adopt Ordinance No. 3391.

STAFF CONTACT:

Kurt Sacha, City Manager

Attachments: [ORDINANCE NO 3391](#)

[18-5721](#)

BID REVIEW - 32ND SEWER AVENUE PUMP STATION REPLACEMENT

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Provide sustainable water quality & environmental infrastructure

SUMMARY STATEMENT:

The project includes demolition of the existing sewer pump station and construction of a new pump station at 2725 32nd Avenue.

On December 4, 2018, three bids were received as follows:

\$528,772.22 - Nutter Corporation, Vancouver, WA
\$585,686.88 - Stettler Supply Company, Salem, OR
\$644,037.10 - 2KG Contractors, Inc. Portland, OR

\$560,000.00 - Engineer's Estimate

All bids received were determined to be regular and responsive.

FINANCIAL SUMMARY:

This project is funded by the Sewer construction fund.

RECOMMENDED ACTION:

Motion to accept the low bid and award a contract to Nutter Corporation in the amount of \$528,772.22

STAFF CONTACT:

John Axford, Project Engineer

[PROJ #107](#)

PROJECT COMPLETION - 24TH / 25TH ALLEY WATER & SEWER MAIN REPLACEMENT

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Provide sustainable water quality & environmental infrastructure

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

The 24th/25th Alley Water & Sewer Main Replacement project has been completed in accordance with the plans and specifications under Contract No. 18-021-W/S/D entered into between the City of Longview and Nutter Corporation. The City Council must accept the project as complete before final contract closeout can be accomplished.

RECOMMENDED ACTION:

Motion to accept as complete the 24th/25th Alley Water & Sewer Main Replacement project.

STAFF CONTACT:

Craig Bozarth, City Engineer

[18-5724](#)

RESOLUTION 2285: SURPLUS PROPERTY**COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Continue effective financial management

CITY ATTORNEY REVIEW: REQUIRED**SUMMARY STATEMENT:**

The equipment identified in Exhibit "A" of the attached resolution has been determined by staff to be no longer needed. Before these items can be sold, traded-in, or otherwise disposed of, they must be declared surplus. This resolution will declare these items surplus and authorize the City Manager to sell or otherwise dispose of it.

RECOMMENDED ACTION:

Adopt the resolution declaring the equipment identified in Exhibit "A" surplus and authorize the City Manager to sell or dispose of it in the most advantageous manner.

Attachments: [Resolution No. 2285](#)

[RS 18 2286](#)

**RESOLUTION NO. 2286 - SET PUBLIC HEARING TO CONSIDER
PROPERTY EXCHANGE WITH CONSOLIDATED DIKING
IMPROVEMENT DISTRICT NO. 1****COUNCIL STRATEGIC INITIATIVE ADDRESSED:**

Continue effective financial management

SUMMARY STATEMENT:

The City of Longview and Consolidated Diking Improvement District No. 1 (CDID) desire to exchange a portion of the City's abandoned West Longview Lagoons Sewer Treatment Plant property for a portion of CDID property adjacent to the City's abandoned Fishers Lane Water Treatment Plant, to

provide for increased flexibility and expanded use of each parties' property. Access and maintenance easements will also be granted to CDID at the Lagoon site to ensure future access to their Ditch 10, and at the Fishers Lane site to ensure future access to the Cowlitz River levee. Attached are drawings showing the proposed property transfers and easements.

In accordance with RCW 35.94.040, the City must conduct a public hearing prior to conveying the City's public sewer utility property at the abandoned West Longview Lagoons Sewer Treatment Plant site. Resolution No. 2286 will set the public hearing on this matter for the regular city council meeting on January 10, 2019.

RECOMMENDED ACTION:

Motion to adopt Resolution No. 2286.

STAFF CONTACT:

Jeff Cameron, Public Works Director

Attachments: [Resolution 2286 - Set Public Hearing Lagoons Property Exchange](#)
 [CDID Prop Exchange Exhibit A - Lagoons](#)
 [CDID Prop Exchange Exhibit B - Fishers Ln](#)

[18-5700](#)

APPOINTMENT OF JUDGES FOR LONGVIEW MUNICIPAL COURT

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Enhance public safety and emergency response.

CITY ATTORNEY REVIEW: N/A

SUMMARY STATEMENT:

Pursuant to LMC 2.60.020 "the mayor of the city shall appoint a part-time municipal judge or judges as provided in RCW 3.46.060, subject to confirmation by the city council." Cowlitz County District Court has requested approval of Judges Debra L. Burchett, John A. Hays and M. Jamie Imboden as part-time judges for the Longview Municipal Court.

RECOMMENDED ACTION:

Motion to confirm approval of Judges Debra L. Burchett, John A. Hays and M. Jamie Imboden for the Longview Municipal Court for 2019.

Attachments: [Cowlitz Co. District Court Appointment of Court Judges.pdf](#)

[PC 2018-1](#)
[12/19/18](#)

MT. SOLO ESTATES PRELIMINARY PLAT APPLICATION - SET DATE TO CONSIDER PLANNING COMMISSION'S RECOMMENDATION

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Council Initiative: Preserve and enhance neighborhoods

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

Hinton Development Corporation has applied for preliminary plat approval for a subdivision titled Mt. Solo Estates Phases 1-3. This proposed 92 lot subdivision will be developed in three phases on approximately 30 acres. The first phase will develop 14 lots. The property is located in west Longview and will connect two existing subdivisions of single family homes located between Willow Grove Connection Rd (State Route 432) and Mt. Solo Rd. between the 1900 and 2100 blocks of Branch Creek Drive.

On December 12, 2018, the Longview Planning Commission held a public hearing on the Preliminary Plat application. Following the public hearing, the Planning Commission voted unanimously to recommend approval of the preliminary plat subject to 17 conditions. The recommended approval conditions and finding of fact are given in an attached memorandum.

Per Longview Municipal Code (LMC) the Planning Commission's recommendation needs to be forwarded to the City Council within 14 days of the Planning Commission vote. Upon receipt of the recommendation, the City Council is required to set the date for the public meeting where it shall consider the recommendations of the planning commission. Staff is recommending that the City Council consider the recommendation at their January 10, 2019 regular meeting.

The approval of a preliminary plat application is a quasi-judicial decision. As such, council members should not discuss the application outside of a public meeting. If a council member has had a discussion regarding the application, or has received information regarding the application outside the scope of the City Council meeting, it should be revealed when considering the application at the public meeting.

RECOMMENDED ACTION:

Motion to consider the Planning Commission's recommendation at the Council's January 10, 2019 regular meeting.

STAFF CONTACT:

Adam Trimble, Planner

Attachments: [Planning Commission recommendation](#)

15. CITY MANAGER'S REPORT

[18-5722](#)

**AMENDMENT TO ENGINEERING SERVICES CONTRACT WITH
KITTELSON AND ASSOCIATES FOR SR 432 / CALIFORNIA WAY
INTERSECTION IMPROVEMENTS PROJECT**

COUNCIL INITIATIVE ADDRESSED:

Improve transportation systems

CITY ATTORNEY REVIEW: YES**SUMMARY STATEMENT:**

The Cowlitz-Wahkiakum Council of Governments, in cooperation with Longview and other local agencies, completed the *SR 432 Highway Improvement & Rail Realignment Study* (Study) in September 2014. The Study identified Tier 1, Tier 2, and Market-driven improvement projects to mitigate current and future congestion impacts on the local street network, emergency responders, and travel reliability through the corridor.

The SR 423 / California Way Intersection Improvements project is identified as a Tier 2 project in the Study. The City was awarded a \$5.3 million federal grant for intersection modifications and improvements to reduce congestion. On June 14, 2018, the City Council authorized a contract with Kittelson and Associates to design the improvements.

The project design was broken into two phases. Design Phase 1 included the following tasks:

- Preliminary engineering and traffic analysis
- Stakeholder interviews and public involvement to review preliminary designs
- Initiate environmental review and permitting
- Alternative analysis to determine a preferred design

Design Phase 1 has been completed with the preferred improvements including the following features (a drawing of the preferred improvements is attached):

- Realign the SR 432 curve between California Way and the railroad crossing to improve horizontal curve geometry
- Widen the lanes along SR 432 between approximately California Way and south of the railroad tracks
- Acquire right-of-way as required to complete these improvements
- Provide more efficient signal operations and timing at the SR 432/California Way and SR 432/East Industrial Way intersections, including upgrading the signal equipment.

With the preferred improvements identified, final design must be completed in a timely manner to meet the grant deadlines. The proposed contract amendment will authorize Design Phase 2, including the following tasks:

- Final design
- Complete environmental review and permitting
- Right-of-way acquisition
- Design support during bidding

FINANCIAL SUMMARY:

The proposed contract amendment amount is \$400,992, which will be paid by

the \$5.3 million federal grant for the project. No local match is required.

RECOMMENDED ACTION:

Motion authorizing the City Manager to execute the contract amendment with Kittelson and Associates.

Attachments: [SR432-California-Way-Preferred-Concept](#)
[SR432-California Phase 2 Scope of Work](#)

A motion was made by Council Member Chet Makinster, seconded by Council Member Scott Vydra, to authorize the City Manager to execute the contract amendment with Kittelson and Associates. The motion passed unanimously.

[18-5731](#)

**TERMINATION OF INTERLOCAL AGREEMENT FOR OPERATION,
MAINTENANCE, AND PARTICIPATION IN COWLITZ COUNTY
COMMUNICATIONS CENTER EFFECTIVE JANUARY 1, 2019,
ASSUMPTION OF COMMUNICATION DUTIES BY COWLITZ 911**

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Enhance public safety and emergency response
Continue effective financial management

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

Currently, Cowlitz County, Washington, the Cities of Longview, Kelso, Castle Rock, Kalama and Woodland, Cowlitz County Rural Fire Districts 1, 3, 5 and 6, and Cowlitz 2 Fire and Rescue are parties to an interlocal agreement for 911 communications services.

On March 13, 2018, the Cowlitz County Board of Commissioners adopted Cowlitz County Ordinance 18-014 which created the Cowlitz County 911 Public Authority ("Cowlitz 911"), an independent legal entity exclusively responsible for its own debts, obligations, and liabilities, and approved an initial charter. Effective January 1, 2019, Cowlitz 911 will assume all duties of the Cowlitz County Communications Center.

As such, participants of the interlocal agreement with Cowlitz County have been asked to take formal action that terminates the existing agreement for 911 communication services effective January 1, 2019.

RECOMMENDED ACTION:

Motion to adopt the Interlocal Agreement for Termination of Operation, Maintenance, and Participation with Cowlitz County Communications Center effective January 1, 2019.

STAFF CONTACT: Kurt Sacha, City Manager

Attachments: [Termination of ILA for Communication Services \(2018 12\)](#)

A motion was made by Council Member Chet Makinster, seconded by Council

Member Steve Moon, to adopt the Interlocal Agreement for Termination of Operation, Maintenance, and Participation with Cowlitz County Communications Center effective January 1, 2019. The motion passed unanimously.

[18-5732](#)

SERVICE LEVEL AGREEMENT FOR EMERGENCY COMMUNICATIONS AND DISPATCH SERVICES

COUNCIL STRATEGIC INITIATIVE ADDRESSED:

Enhance public safety and emergency response
Continue effective financial management

CITY ATTORNEY REVIEW: REQUIRED

SUMMARY STATEMENT:

The attached Service Level Agreement for Emergency Communications and Dispatch Services with Cowlitz 911 provides for Customer twenty-four (24) hour enhanced emergency 911 communications including call receiving, monitoring and emergency dispatching service for Customer's citizens, visitors and responders. This agreement calls for the City of Longview to be a party to the agreement for 911 emergency communication services.

The agreement with Cowlitz 911 shall continue in perpetuity until such time as Cowlitz 911 is dissolved or the City of Longview terminates the agreement. The City of Longview may terminate this Agreement upon at least one (1) year's written notice to Cowlitz 911, effective December 31 of the year following the notice of termination.

The 2019 and 2020 annual adjusted fees for emergency communication services with Cowlitz 911 shall remain as they currently are for 2018. Fees for the current year 2018 are as follows-

| | |
|--------|-----------|
| Fire | \$207,178 |
| Police | \$489,334 |

RECOMMENDED ACTION:

Motion to adopt the Service Level Agreement for Emergency Communications and Dispatch Services.

STAFF CONTACT: Kurt Sacha, City Manager

Attachments: [Cowlitz 911 Service Level Agreement \(2018 12\)](#)

A motion was made by Council Member Chet Makinster, seconded by Council Member MaryAlice Wallis, to adopt the Service Level Agreement for Emergency Communications and Dispatch Services. The motion passed unanimously.

16. MISCELLANEOUS

[18-5729](#)**EXECUTIVE SESSION: COLLECTIVE BARGAINING DISCUSSION**

The Council entered an executive session at 6:29 p.m. to discuss collective bargaining. The executive session ended at 7:09 p.m.

17. ADJOURNMENT

The meeting was adjourned at 7:09 p.m. The next scheduled meeting of the Council is January 10, 2019.

*Kaylee L. Cody
City Clerk*

*Approved: _____
Mayor*

*** 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, JANUARY 10, 2019 - 7:00 P.M.

THURSDAY, JANUARY 24, 2019 - 7:00 P.M.

NEXT SPECIAL COUNCIL MEETINGS:

THURSDAY, JANUARY 10, 2019 - 6:00 P.M. FEDERAL LEGISLATIVE AGENDA