

**Roy City Council Study Session
Roy City Hall
December 12, 2011**

Reviewed information distributed, current vouchers. Informal discussion regarding tonight's agenda items. Council welcomed Council Member Bourne back from his absence due to illness. He had reviewed his mail for that period and noted that the portion of the debt paid down that was for the water department booster pump and corrosion control was recommended, and was not the result of unwise actions. Mayor Yates agreed that it would have been better to separate the two types of debt but that it does show an impact on overcoming the City's financial difficulties.

There was discussion of Resolution 695. AV Capture All had given us the system and services at no charge in exchange for beta testing and being an example for their marketing purposes, and we have been fortunate that this continued for a couple of years. Last year, after the 2011 budget was finalized, they asked for a contract, which was not in the budget and not possible. The City took the video aspect off line due to lack of capacity of the equipment. The 2011 budget included money to upgrade the equipment, but the clerk-treasurer's computer required an unplanned replacement, and only \$400 is left in the 2011 budget for the upgrade. Mayor Yates talked with Chad Swanson and conveyed that we appreciate the service but cannot commit to these costs as large cities can. It is a wonderful system, and they have been great to us. AV Capture All is offering a 3-year plan, with the first year including part of the cost of equipment upgrade, because they want us to use the video, and no further price increase following the third year. This was not included in the 2012 budget. We do need audio recording for both court and council. As an alternative, the City could save our own audio to a website for approximately \$30 per month for bandwidth. Council Member Bourne noted that the 4-channel feature that is part of the current system, which is expensive, was donated to us by the county when they switched to another method. It was unknown if the feature is required for the court transcriber; it would be helpful transcribing a trial when more than one person was speaking at once, since the other channels could be turned off.

**ROY CITY COUNCIL REGULAR MEETING
Roy City Hall
December 12, 2011**

1) CALL TO ORDER: Mayor Karen Yates called the meeting of the Roy City Council to order at 7:31 p.m. on December 12, 2011.

a) Pledge of Allegiance

b) Roll Call: Present: Council Members Bill Llewellyn, Pamela Raczykowski, Ray Bourne, Michelle Walker, Leon Garrison and Mayor Karen Yates. City Attorney Cathy Parker, Planning Commission Member Dick Roush and City Clerk-Treasurer Debra Dearing were also present.

2) APPROVAL OF MINUTES:

a) Council Member Llewellyn made a motion to approve the minutes of the November 28, 2011 regular council meeting. Council Member Raczykowski seconded the motion, which passed unanimously.

3) CONSENT CALENDAR:

a) Approval of Vouchers: Council Member Llewellyn made a motion to approve Payroll Vouchers #E1891 and E29401-E29411 for a total of \$7,767.58 and Claims

Vouchers #E1890, E1909, 29399-29400 and 29412-29434 for a total of \$17,245.55. Council Member Garrison seconded the motion, which passed unanimously.

b) Treasurer's Report – Council Member Llewellyn made a motion to approve the November 2011 Treasurer's Report. Council Member Bourne seconded the motion, which passed unanimously.

4) CITIZEN'S REQUEST TO BE HEARD: None.

5) PUBLIC HEARINGS: None.

6) MILITARY UPDATE: None.

7) ORDINANCES:

ORDINANCE NO. 863

AN ORDINANCE OF THE CITY OF ROY, PIERCE COUNTY, WASHINGTON, AMENDING TITLE 11, LAND DEVELOPMENT CODE TABLE OF CONTENTS, CHAPTER 11, ZONING DISTRICTS, MAPS AND BOUNDARIES TO ADD A NEW PIPELINE CONSULTATION ZONE, AND ADDING A NEW CHAPTER 39, PIPELINE CONSULTATION ZONE, TO ESTABLISH A CONSULTATION ZONE FOR PERMITS FOR DESIGNATED ACTIVITIES WITHIN 660 FEET OF HAZARDOUS LIQUID OR NATURAL GAS TRANSMISSION PIPELINES. **Third reading.**

City Attorney Parker read the title of Ordinance No. 863. Council Member Bourne made a motion to adopt Ordinance No. 863. Council Member Walker seconded the motion. There was no discussion. The motion passed unanimously.

ORDINANCE NO. 864

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROY, PIERCE COUNTY, WASHINGTON, AMENDING TITLE 1, ADMINISTRATION, CHAPTER 1, ROY CITY CODE, SECTION 3, AMENDMENTS, TO CLARIFY THE MEANING OF THE TERM "SUBSECTION" FOR PURPOSES OF ADOPTING CHANGES TO THE CODE BY ORDINANCE. **Third reading.**

City Attorney Parker read the title of Ordinance No. 864. Council Member Llewellyn made a motion to adopt Ordinance No. 864. Council Member Bourne seconded the motion. Council Member Raczkyowski corrected a misread word. The motion passed unanimously.

ORDINANCE NO. 865

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROY, PIERCE COUNTY, WASHINGTON, AMENDING TITLE 2, BOARDS & COMMISSIONS, CHAPTER 1, PLANNING COMMISSION, SECTION 3, MEMBERSHIP, SUBSECTION A, MEMBERSHIP REGULATIONS, AND SUBSECTION C, FILLING VACANCY, TO ELIMINATE TERM LIMITS AND TO CLARIFY THE TREATMENT OF UNEXPIRED TERMS. **Second reading.**

City Attorney Parker read the title of Ordinance No. 865. There was no discussion.

8) RESOLUTIONS:

RESOLUTION NO. 694

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROY, PIERCE COUNTY, WASHINGTON, DECLARING CERTAIN EQUIPMENT AS SURPLUS; AND DIRECTING

DISPOSAL OF SAID EQUIPMENT; AND DIRECTING ANY FUNDS RECEIVED THROUGH SALVAGING/DISPOSAL TO THE GENERAL FUND.

City Attorney Parker read the title of Resolution No. 694. Council Member Llewellyn made a motion to adopt Resolution No. 694. Council Member Bourne seconded the motion. There was no discussion. The motion passed unanimously.

RESOLUTION NO. 695

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROY, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO SIGN AND ENTER INTO A SUBSCRIPTION AGREEMENT WITH AV CAPTURE ALL INC.

City Attorney Parker read the title of Resolution No. 695. Council Member Bourne made a motion to table Resolution No. 695 to the next regularly scheduled meeting. Council Member Llewellyn seconded the motion. There was no discussion. The motion passed unanimously.

9) NEW BUSINESS:

a) Playground equipment. Mayor Yates reported that Sue Erb at Roy Elementary School helped the City to be approved to receive the school's playground equipment that is being replaced. After the first of the year, their attorney will draw up an interlocal agreement and a hold harmless agreement. We must remove it between the end of school June 14, 2012, and June 30, 2012. Council Member Bourne noted that when this equipment was donated to the school, it was cut at ground level and had to be extended with poles. We will have to cut the extension above the sleeve and hire a certified welder to re-sleeve it. It is bolted and clamped together with shear pins and anti-theft connections. The project will also require pouring concrete and will be major work.

b) December meetings. There was discussion about whether the work session and the December 27 meeting would be needed. The only known reason for meeting December 27 is to approve vouchers. The city clerk-treasurer is already authorized to pay regular monthly bills prior to voucher approval. There was discussion about what is dictated by ordinance or resolution for expenditures, and the historical reasons and practices. City Attorney Parker noted that since no ordinance governing the requirement was found, council could suspend by a motion the policy that requires prior approval of expenditures. There was further discussion about whether or not there should be a meeting December 27. Council Member Raczynski made a motion and then withdrew it to hold the December 27 meeting. Council Member Bourne stated that as a matter of record, the next scheduled meeting is December 27 due to the federal holiday. Council Member Llewellyn made a motion to cancel the regularly scheduled work session in December. Council Member Bourne seconded the motion, which passed unanimously.

c) Heating system. Dick's Heating advised that the outside unit serving the north side of the building had a leak that appears to be in the coil, although they could not be certain without an expensive nitrogen test. They do not replace coils; the quote for a new dry unit was \$4564 plus tax. The clerk-treasurer checked with the vendors that had quoted new systems earlier in the year; one was the same price as then, and the other did not return her call. This proposal is less expensive than either. She also analyzed the 2011 budget and believes this expenditure can be absorbed. There was discussion about the general functioning of the units. Council Member Bourne asked if this was the total price for the new unit to work, and the clerk-treasurer agreed to verify that it was all-inclusive. Council Member Raczynski made a motion to approve

the Dick's Heating and Air Conditioning bill of \$4564 plus tax. Council Member Bourne seconded the motion, which passed unanimously.

d) Mayor Yates reported that an April volunteer appreciation event is needed and that the City Clerk-Treasurer and the Court Clerk Administrator have been assigned to a committee to plan it. She asked for two more volunteers from council, and Council Members Raczykowski and Walker volunteered.

10) OLD BUSINESS:

a) Cable franchise commission. Mayor Yates reported that it has not met.

b) School zone lights. Mayor Yates noted that wet weather is hindering the installation of the system and that Public Works Superintendent Possien will need assistance to install it.

11) REPORTS:

a) Mayor – Mayor Yates reported that she had a wonderful meeting with Col. Katers, the new commander of the Triple Nickel. She is looking forward to working with him; he is approachable and available. He is excited about being here. He wants to walk the park, see the long-term plan for the park, and learn how they can help accomplish it. He can justify assigning soldiers to do training that involves breaking the ground, which will come about with the playground equipment donation. The City will support the June return of the 14th Engineer Brigade by collecting donations of toiletries and other welcoming items for the single soldiers' barracks rooms. We can publicize it in water bills and newspaper.

She reported that the police chief oral board did not result in finding a suitable candidate. In November we received Pedro Rosario's resignation, so we will regroup and relist the position without the USERRA caveat.

b) Council –

Public Safety & Emergency Management – Council Member William Llewellyn had no report.

Economic Development & Library – Council Member Raczykowski had no report. Council Member Bourne asked about the Bar & Grill; Mayor Yates replied that the new owners are having issues, but it is still in process.

Water System – Mayor Yates noted that CenturyLink was in town one morning, and their work affected the telemetry signal and caused the pumps to work full-bore, and water was overflowing. Public Works Superintendent Possien stopped it.

Legislative Action – Council Member Walker had no report.

Streets & Park – Council Member Garrison reported that the lights in the park and over the basketball court are repaired. Roads and streets are the same.

c) Commissions – Planning Commission Member Dick Roush reported that he would check with Jeff Boers to see if the new SMP package has been received from AHBL; otherwise, there is no need to hold the December meeting. We are on schedule for deadlines. He will ask when the public hearing can be held so that we can publish it. In the new year, the City needs to pull the comprehensive, street and park plans to look over with regard to grant applications.

d) Committees –

Finance Committee – City Clerk-Treasurer Dearinger had no report.

Community Day – Council Member William Llewellyn reported that they would kick into high gear in January.

Roy Grange – Mayor Yates noted that there will be enough members to re-establish it.

12) BUILDING PERMITS: None.

13) ANNOUNCEMENTS: Mayor Yates reported that Don Perry sent an invitation for everyone to the Salmon Homecoming in the park January 14, 2012, 10:00 a.m. to 1:00 p.m. Gray & Osborne sent the City a holiday card and made a donation to Northwest Harvest in thanks.

14) OTHER MATTERS FOR COUNCIL CONSIDERATION: Council Member Llewellyn made a motion to suspend the policy for the City of Roy for the month of December 2011 to cancel the final meeting of the year and allow the City Clerk-Treasurer to pay all required bills without additional council approval. Council Member Walker seconded the motion. There was no further discussion. The motion passed unanimously.

15) Executive Session pursuant to RCW 42.30.100(1)(i) to discuss with legal counsel representing the agency potential litigation to which the agency is likely to become a party and which public knowledge regarding the discussion is likely to result in an adverse legal and/or financial consequence to the agency. The Council adjourned to Executive Session for ten minutes at 8:32 p.m.

16) ADJOURNMENT: Mayor Yates reconvened the meeting. Council Member Bourne made a motion to adjourn the council meeting. Council Member Raczykowski seconded the motion, which passed unanimously at 8:44 p.m.

_____, City Clerk-Treasurer
Debra Dearing

ATTEST: _____, Mayor
Karen E. Yates