

**City of DuPont
Regular City Council Meeting
January 22, 2008
7:00 p.m.**

Call To Order: Mayor Jenkins called the meeting to order at 7:00 p.m.

Roll Call: Those present were Mayor Jenkins and Councilmembers Coffey, Crouse, Ehrenreich, Pottorff, Westman, and Wilcox. Councilmember Trotter was excused.

Staff Present: Those present were, City Administrator McDonald, City Attorney Beckwith, City Clerk Larsen, Community Development Director Darling, and Public Works Director Zahn. Assistant City Administrator Schauer and Fire Chief Jensen were excused.

City Administrator McDonald introduced Interim Police Chief Ron Goodpaster, and Acting Fire Chief Bob Merritt.

Pledge: Councilmember Crouse led the flag salute.

Proclamation: Janine Adams Branch Supervisor for the DuPont Library provided background information on the Pierce County Reads Proclamation. City Clerk Larsen read the Proclamation into the record.

Recognition of Leaders:

Mayor Jenkins presented certificates to Master Sergeant Burnett of the 593rd Sustainment Brigade and Captain Jackson of the 6th Military Police Group in recognition and appreciation for the assistance in bringing the Plymouth Locomotive home to DuPont.

Approval of Agenda:

Councilmember Wilcox moved item 8d, Contract for Interim Police Chief to New Business and Mayor Jenkins moved item 14b, Resolution forming a Marketing Committee to Discussion Items. A motion was made and seconded to approve the agenda as amended. Westman/Crouse 6/0 motion carried.

Public Comment:

Cara Mitchell (2221 McDonald Ave) provided an update on obtaining partial funding for the train canopy project and requested support in Olympia.

Approval of Consent Agenda Items:

- Regular City Council/Park Agency Joint Meeting Minutes – December 3, 2007;
- Regular City Council Meeting Minutes – January 8, 2007;
- Claim Vouchers List – January 22, 2008 (D. Schauer);
- Amendments to the G&O Contract for GIS Conversions (P. Zahn).

A motion was made and seconded to approve the consent agenda items a, b, c, and e.. Pottorff/Crouse 6/0 motion carried.

Discussion:

Update on Skate Park Site Analysis

Public Works Director Zahn stated that Gray and Osborne is still working on the actual analysis and that it is not yet complete. He stated that City Engineer Dominic Miller is in attendance to answer any questions.

Councilmember Westman inquired about the status.

Public Works Director Zahn stated that there are impacts from both sites relating to grading, road widening and tree retention. The City Engineers will be providing calculations and present a clear report possibly by the next meeting.

Councilmember Wilcox inquired about the timeline and recommended presented the study to the Parks Agency first and then the Council.

Mayor Jenkins recommended a joint meeting in March to discuss the study.

Councilmember Pottorff suggested that it may be helpful to visit the sites.

Public Works Director Zahn recommended a site visit take place after the scope of work is complete.

Resolution Forming a Marketing Committee

City Administrator McDonald stated that the Resolution was created as a result of the Visitor Readiness/Branding Report. He stated that the report outlines a management group and that the intent of the Resolution is to make it clear that the business community is the lead and the City is a partner.

Mayor Jenkins recommended moving the Resolution to the February 12th meeting to allow the DuPont Business Association (DBA) to make recommendations. She stated that it would also allow an opportunity to invite the community as it will be a televised meeting.

Council discussed a possible need for paid staff in the future to involve the City more in the process, the difference between the Lodging Tax Committee and the Marketing Committee, buy in from the DBA, and city policy.

Mayor's Report:

- Provided information on the proposed Operation Welcome Home Campaign;
- Informed Council that the staff report format has changed;
- Requested Council volunteers to represent the city at the Puget Sound Regional Council and Pierce County Regional Council Meetings. Councilmember Wilcox and Coffey volunteered;
- Informed Council that we must stay with the 7 member Council until we reach a population of 10,000;
- Fire Service Task Force held a good meeting on January 17th. The meeting scheduled for January 31st has been cancelled and the next meeting is scheduled for February 7th.

City Administrator's Report:

- City Administrator McDonald will be calling Council to discuss retreat dates and topics;
- A management retreat will be held in February.

Councilmember Ehrenreich inquired as to whether or not the new Councilmembers will be on board before the retreat.

City Administrator McDonald stated that due to the timing of the Council vacancy process most likely the new members would not be on board before this retreat and suggested holding another retreat once the new members are on board.

Councilmember Pottorff encouraged any new Councilmembers to attend a retreat.

Councilmember Wilcox inquired about a work release program and process to notify the public.

City Administrator McDonald stated that we are looking into a program such as this to provide man power for our City parks. He stated that such programs are low risk with supervision and the philosophy that non violent crime offenders would give back to their community.

Councilmember Reports:

Councilmember Wilcox reported on the Historical Video project with Rainier Media Center and the Historical Society, his attendance at the Discovery Village opening on Ft. Lewis on behalf of the City, and the new statue of Chloe Clark due in 2009.

Councilmember Coffey reported on the change of command ceremony she attended on Ft. Lewis on behalf of the City.

Councilmember Westman stated that he would be attending the Martin Luther King Jr. Ceremony on January 23rd sponsored by Ft. Lewis on behalf of the City.

Councilmember Pottorff reported on a school project her son completed on the History of DuPont.

New Business:

Hoffman Hill Division 4 Phase 4 Final Plat

Community Development Director Darling provided background information on the proposed plat and recommended approval.

A motion was made and seconded to approve the Hoffman Hill Division 4 Phase 4 Final Plat and related documents.

Councilmember Coffey inquired about a possible infestation of trees in the plat and the amount of bonds required.

Community Development Director Darling stated that no infestation has been identified and that the fallen wood would be maintained for habitats and kept under management.

Coffey/Pottorff 6/0 motion carried.

Interim Police Chief Contract

A motion was made and seconded to approve a contract for an interim Police Chief.

Councilmember Wilcox inquired about the process of choosing an interim Chief and expressed concern with City Administrator McDonald and Ron Goodpaster having previously known each other.

City Administrator McDonald stated that Mr. Goodpaster was recommended by Washington Association of Sheriffs and Police Chiefs (WASPC) and that it is merely a coincidence that he and Mr. Goodpaster worked together briefly in 1984. He stated that the role of the interim Chief

is to provide leadership through positive experience for former Police Chief Pohl and the Police Department, and develop goals and a 6-month plan for Pohl.

Wilcox/Crouse 6/0 motion carried.

Public/Council Comment:

Doug Bonner (Quadrant Corporation) thanked the City for their efforts on the conclusion of the Hoffman Hill Final Plat.

Councilmember Westman expressed concern with the scheduling and Council vacancy process stating that it would be advantageous to provide The Clipper with the information now.

Councilmember Ehrenreich inquired about the residency requirement.

City Administrator McDonald stated that interested candidates for the open Council seats should submit a letter of interest and resume. He stated that candidates must be residents of DuPont for at least 1 year.

Council concurred to open the application process until the end of February, hold interviews in March, and make the appointments by April.

Councilmember Ehrenreich stated that when going to the Legislature for funding on the train canopy that we will need to have a specific proposal.

Councilmember Wilcox inquired about the process for approval of the claim vouchers.

City Administrator McDonald stated that any Councilmember who has questions on the claims can call City staff for answers.

City Clerk Larsen added that in the past when a Council meeting has been cancelled the claims are approved by e-mail due to the timing of payroll, accounts payable, and bills due by the end of the budget cycle.

Councilmembers Pottorff and Crouse thanked the staff and Council for their respect stating that it was a privilege to serve DuPont.

Mayor Jenkins thanked both Councilmembers for their service.

Executive Session:

Mayor Jenkins recessed the meeting at 8:15 p.m. for 15 minutes to discuss potential litigation. At 8:30 p.m. the executive session was extended for an additional 10 minutes. Mayor Jenkins reconvened the meeting at 8:41 p.m. No action was taken.

Adjournment:

A motion was made and seconded to adjourn the meeting. Pottorff/Crouse 6/0 motion carried. The meeting was adjourned at 8:41 p.m.

City of DuPont:

Tamara Jenkins, Mayor

Attest:

Erin Larsen CMC, City Clerk