

ELMA CITY COUNCIL MEETING  
APRIL 6, 2015  
6:00 P.M.

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE:**

Dave Osgood called the April 6, 2015 Elma City Council Meeting to order. All present stood for the Pledge of Allegiance.

**ROLL CALL:**

Diana Easton called roll with Attorney Dan Glenn, Dave Osgood, Pat Miller, Charlie Butterfield and Debbie Thurman present.

**MOTION TO EXCUSE:**

**Motion made by Pat Miller and seconded by Charlie Butterfield to excuse Tom Boling and David Blackett from the Elma City Council meeting. All Council members present voted in favor. Motion carried.**

**CONSENT CALENDAR:**

Councilperson Thurman requested a correction to the March 16, 2015 Council meeting minutes to reflect that Council members approved an "Amendment" with G.H.C Jail not a "contract".  
**Motion made by Charlie Butterfield and seconded by Pat Miller to approve the Consent Calendar. All Council members present voted in favor. Motion carried.**

**AN ORDINANCE REGARDING ASTOUND COMMUNICATIONS FRANCHISE:**

Attorney Glenn commented on the draft ordinance regarding Astound Communications franchise agreement. Council members had no issues with the draft ordinance. **Motion made by Debbie Thurman and seconded by Pat Miller to adopt Ordinance #1140 regarding a franchise agreement with Astound Communications. Diana Easton called roll with Debbie Thurman, Charlie Butterfield and Pat Miller voting in favor. Motion carried.**

**AN ORDINANCE REGARDING SEWER CONNECTIONS:**

Council members discussed a draft ordinance regarding sewer connections. Council members decided to allow time for review before taking action on this issue.

**PRESENTATION BY KAYLA DUNLAP-PORT OF GRAYS HARBOR-PUBLIC AFFAIRS MANAGER:**

Kayla Dunlap, Public Affairs Manager for the Port of Grays Harbor and Alyssa Shay, with the Satsop Business Park, gave a presentation/slide show to Council members regarding the operations of both entities.

**AUTO RESPONSE AGREEMENT WITH G.H. FIRE DIST. #5:**

Council members discussed a draft Automatic Aid Agreement between the City of Elma and Fire District #5. **Motion made by Pat Miller and seconded by Charlie Butterfield to allow the Mayor to sign the Automatic Aid Agreement with Fire District #5. All Council members present voted in favor. Motion carried.**

**AUTHORIZATION FOR E. MAIN STREET WATER MAIN UPGRADE –  
ENGINEERING SERVICES:**

Jim Starks requested authorization from Council members to allow Gibbs and Olsen to move forward with the design phase of the E. Main Street Water Main Upgrade project. **Motion made by Charlie Butterfield and seconded by Pat Miller to allow the Mayor to sign an agreement with Gibbs and Olsen to move forward with the design phase of the E. Main Street Water Main Upgrade project. All Council members present voted in favor. Motion carried.**

**CHEHALIS TRIBAL JAIL CONTRACT:**

Attorney Glenn commented that he has put in a request for a Chehalis Tribal Jail Agreement specific to Elma, and he hasn't received one back.

**AUTHORIZE VISION PLAN 1 – GOV. RATE HOSTING OF E-MAIL FOR ALL CITY  
EMPLOYEES:**

Diana Easton requested that Council members authorize Plan 1 from Vision Municipal Solutions regarding a governmental rate for email services for all City employees. Debbie Thurman requested a breakdown on the total cost and also where the funds will be expended before taking action.

**STAFF REPORT/ SUSAN SCHULTZ:**

Chief Schultz commented on the Police Department Activity Report for March, 2015 that she provided to Council members.

**COUNCIL REPORT/ PAT MILLER:**

Pat Miller commented on a Fire Department meeting he attended. He stated the Fire Department would like to see the funds received from the sale of Engine #8804 to the City of Cosmopolis be put in a Reserve Fund for the future purchase of a fire engine. Councilperson Miller also thanked the Police Department for doing the community policing.

**COUNCIL REPORT/ CHARLIE BUTTERFIELD:**

Charlie Butterfield thanked Chief Schultz for the Police report.

**COUNCIL REPORT/ DEBBIE THURMAN:**

Debbie Thurman also thanked Chief Schultz for the report.

**MAYOR'S REPORT/ DAVE OSGOOD:**

Mayor Osgood introduced the idea and commented that he would like to see the City check into an 'auto dialer robo caller' system to alert citizens by phone of utility reminders and shut off dates instead of sending out paper notices. Council members discussed this type of system and Diana Easton is going to check with Vision software to see if they offer this service.

**MEETING ADJOURNED:**

**Motion made by Pat Miller and seconded by Charlie Butterfield to adjourn the Elma City Council meeting. All Council members present voted in favor. Motion carried.**



David C. Osgood - Mayor



Diana Easton - Clerk-Treasurer