



CITY COUNCIL REGULAR MEETING AGENDA
Monday, September 21, 2015, 7:00 PM
City Municipal Center, 616 NE 4th Avenue

NOTE: There are two public comment periods included on the agenda. Anyone wishing to address the City Council may come forward when invited; please state your name and address. Public comments are typically limited to three minutes, and written comments may be submitted to the City Clerk. Special instructions for public comments will be provided at the meeting if a public hearing or quasi-judicial matter is scheduled on the agenda.

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. PUBLIC COMMENTS

V. CONSENT AGENDA

- A. Approve the minutes of the September 8, 2015 Camas City Council Meeting and the Workshop minutes of September 8, 2015.

 [September 8, 2015 Camas City Council Regular Minutes - Draft](#)

[September 8, 2015 Camas City Council Workshop Minutes - Draft](#)


- B. Approve claim checks as approved by the Finance Committee.


- C. Authorize Pay Estimate No. 4 to AAA Septic Service for Project WS-748 2015 STEP/STEF Tank Pumping in the amount of \$6,200.38 for work through August 31, 2015. This project provides for on-going pumping of STEP and STEF tanks throughout Camas and is funded by the Water/Sewer Fund. (Submitted by James Carothers)


 [Septic Tank Pumping Pay Estimate](#)


- D. Authorize the Mayor to sign Change Order No. 2 for required additional work on Project WS-756 NW 6th Avenue Water and Storm Sewer Project to RC Northwest Incorporated in the credit amount to the City of \$5,487.76 and two additional working days to the contractor. This change order corrects an error that was presented on the draft change order on the September 8, 2015 Council Workshop agenda. Schedule B bid item No. 13 was erroneously shown as being removed from the contract. There is no change to the original bid quantity for this item. (Submitted by James Carothers)


 [NW 6th Water and Storm Change Order 2](#)

- E. Authorize Pay Estimate No. 3 Final to RC Northwest, Inc. for Project WS-756 NW 6th Avenue Water and Storm Sewer Project in the amount of \$2,932.09 for work through August 3, 2015, and accept project as complete. This project is funded by the General Obligation Bond. (Submitted by James Carothers)
 [NW 6th Water and Storm Pay Estimate 3](#)

- F. Authorize the Mayor to sign Change Order No. 1 for required additional work on Project WS-714 STEP Sewer Transmission Main Project to McDonald Excavating, Incorporated in the amount of \$13,354.68 and two additional working days. (Submitted by James Carothers)
 [Sewer Main Change Order 1](#)

- G. Authorize Pay Estimate No. 2 to McDonald Excavating, Inc. for Project WS-714 STEP Sewer Transmission Main in the amount of \$312,323.52 for work through August 31, 2015. (Submitted by James Carothers)
 [Sewer Main Pay Estimate 2](#)

- H. Authorize the Mayor to sign Change Order No. 1 for required additional work on Project WS-709C Slow Sand Water Treatment Plant Project to Rotschy, Incorporated in the amount of \$40,673.99. (Submitted by James Carothers)
 [Water Treatment Plant Change Order 1](#)

- I. Authorize Pay Estimate No. 3 to Rotschy, Inc. for Project WS-709C Slow Sand Water Treatment Plant in the amount of \$389,172.09 for work through August 31, 2015. (Submitted by James Carothers)
 [Water Treatment Plant Pay Estimate 3](#)

NOTE: Any item on the Consent Agenda may be removed from the Consent Agenda for general discussion or action.

VI. NON-AGENDA ITEMS

- A. Staff
- B. Council

VII. MAYOR

- A. Announcements
- B. Law Enforcement Appreciation Day 2015 Proclamation
 [Law Enforcement Appreciation Day September 21, 2015](#)

VIII. MEETING ITEMS

- A. Resolution No. 15-012 Revising the Job Description for the Non-represented Position of Executive Assistant to City Administrator
Details: The Executive Assistant job description and title are being revised effective October 1, 2015. The new title of the position will be Human Resources Assistant. This resolution will create the changes for that position. The salary scale for the position is not changing.
Presenter: Jennifer Gorsuch, Administrative Services Director
Recommended Action: Staff recommends Council move to adopt Resolution No. 15-012.

 [Resolution 15-012](#)

[Exhibit A Human Resources Assistant job description](#)

[Exhibit B salary scale](#)

- B. Resolution No. 15-013 Revising the Position Description for the Non-represented Position of Administrative Assistant
Details: The Administrative Assistant job description and title are being revised effective October 1, 2015. The new title of the position will be Administrative Assistant/Deputy City Clerk. This resolution will create the changes for that position. The salary scale for the position is not changing.
Presenter: Jennifer Gorsuch, Administrative Services Director
Recommended Action: Staff recommends Council move to adopt Resolution No. 15-013.

 [Resolution 15-013](#)

[Exhibit A Administrative Assistant/Deputy City Clerk job description](#)

[Exhibit B salary scale](#)

- C. Ordinance No. 15-015 Amending Chapter 8.58 of the Camas Municipal Code (CMC) for Fireworks Sales and Discharge
Details: Amendments to CMC 8.58 to allow discharge of fireworks on July 3rd from 9:00 am to 11:00 pm and July 4th from 9:00 am to 12:00 am. Council approved the amendments at a public hearing on September 8, 2015.
Presenter: Nick Swinhart, Fire Chief
Recommended Action: Staff recommends that Council move to adopt Ordinance No. 15-015.

 [Ordinance No. 15-015](#)

IX. PUBLIC COMMENTS

X. ADJOURNMENT

NOTE: The City of Camas welcomes and encourages the participation of all of its citizens in the public meeting process. A special effort will be made to ensure that a person with special needs has the opportunity to participate. For more information, please call 360.834.6864.