



**CITY COUNCIL  
MEETING MINUTES  
MAY 2, 2018  
7:00 PM**

**1. CALL TO ORDER**

**Mayor Hartman** called the City Council Meeting to order at 7:00 PM.

**2. FLAG SALUTE**

**Mayor Hartman** led the Council, Staff and Audience in the Pledge of Allegiance to the Flag.

**3. ROLL CALL**

City Council

Mayor Matt Hartman	Present
Steven Glenn	Present
Tom FitzGerald	Absent
Erin Hogan	Present
Bruce Straughn	Present

City Staff

City Clerk Darla Reese
City Manager Brent Kirk
<u>Consultants</u>
Emily Guildner - Weed, Graafstra & Assoc.
Christopher Ferreira – S.C.S.O.
Jeff Balentine – Belenus Solutions, LLC
Warren Perkins – Gray & Osborne, Inc.

**Councilmember Straughn** moved to excuse Councilmember FitzGerald due to delays in returning from out of state travel. Councilmember Hogan seconded. Motion carried.

**4. CONSENT AGENDA**

- A. AB 059-2018 Approval of March 21, 2018 Minutes
- B. AB 060-2018 Approval of April 4, 2018 Minutes
- C. AB 061-2018 Approval of April 11, 2018 Minutes
- D. AB 062-2018 Approval of April 18, 2018 Minutes
- E. AB 063-2018 Approval of May 2, 2018 Claims, Checks #407689 through #407712 and Two EFT's totaling \$31,275.61
- F. AB 064-2018 Approval of Payroll from April 1, 2018 to April 15, 2018 Checks #27114 through #27116 and Ten EFT's totaling \$32,670.27

**Councilmember Glenn** moved to approve the Consent Agenda. Councilmember Hogan seconded. Motion carried.

## 5. STAFF REPORTS

**Councilmember Straughn** asked about business license costs to obtain a business license in the city.

**Consultant Chief Ferreira** discussed the following items:

- SERS funding/costs were discussed at last chief's meeting
- Department heads and City met today on finalizing the Emergency Operations Center Manual
- Pilchuck Foundation putting together a Community Emergency Response Team (CERT)

**City Manager Kirk** discussed the following items:

- Snohomish County Cities dinner – May 17<sup>th</sup> Lynnwood Convention Center
- Snohomish County Sheriff's Contract is up at the end of the year – working on new agreement
- LID projects Kentucky/Union (sidewalks) – agreement finalized with DOE
  - Hoping to have design done by the end of the month to go out to bid
- Asbestos abatement done on church – May 15<sup>th</sup>
- Cascade & Galena St. project –
  - Will go down Galena with a water main then may go over to Stanley
  - Sidewalks will be done later
  - Possible trees to be removed
- Suncrest Farms Phase 2 – pushing hard for completion
- Introduced our new financial consultant, Jeff Balentine of Belenus Solutions

**Consultant Treasurer Jeff Balentine** introduced himself to the City Council.

## 7. NEW BUSINESS

### D. AB 068-2018 Consideration of Adoption of Ordinance No. 946-2018, Budget Amendment #1

**Councilmember Straughn** moved to adopt Ordinance No. 946-2018, Budget Amendment #1. Councilmember Glenn seconded. Motion carried.

\*Public comment portion of the agenda was halted due to the start of the public hearing. It will resume after the hearing.

**A. AB 065-2018 Public Hearing – 7:15 PM**

**For consideration of Ordinance No. 945-2018, an interim regulation and moratoria, the adoption of findings of fact, and its ratification, revisions or repeal, all as required by RCW 35A.63.220 and RCW 36.70A.390**

**Councilmember Glenn** moved to open the public hearing. Councilmember Hogan seconded. Motion carried.

**City Clerk Reese** submitted the following exhibits into the record:

Exhibit 1 – Public Hearing Notice, dated April 20, 2018, 1 page

Exhibit 2 – Verification of Public Hearing Posting, dated April 20, 2018, 1 page

Exhibit 3 – Affidavit of Publication from the Everett Daily Herald, dated April 20, 2018, 2 pages

Exhibit 4 – Ordinance No. 945-2018, 12 pages

**City Manager Kirk** discussed the following items:

- Temporary sewer moratorium passed at last meeting due to issues at the wastewater treatment plant
- Project availability (hook-ups)
- Letter of sewer availability & confusion concerns for developers
- Wastewater Facilities Plan & cost estimates to improve the facility
  - Redundancy issues – one oxidation ditch
  - Capacity issues
  - Environmental issues – Pilchuck River
- The moratorium was temporarily put in place pending clear guidelines to move forward
- Wastewater Treatment Plant upgrade is estimated at approximately 14 million dollars
  - Have received a public works trust fund loan for \$500,000 for the design
  - Move forward on design and get involved with the building and development community to obtain grant funding, and look at options
  - Additional projects in the pipeline to help possibly pay for the upgrade

**Councilmember Straughn** asked about an estimate on total design costs.

**City Manager Kirk & Consultant Engineer Perkins** replied approximately one million dollars +.

**Mayor Hartman** declared the public testimony portion of the project as open.

**Aaron Metcalf, Owner of Belmark**

Mr. Metcalf spoke about his proposed project (66 apartment units) located between Burn Road and the highway between the two round-a-bouts and is in opposition to the moratorium as it affects his project.

**Mayor Hartman** declared the public testimony portion of the project as closed.

**City Manager Kirk** discussed concurrency determinations, ERUs reserved, I & I studies and ways to look at generating more capacity.

**Council** discussion ensued.

**Councilmember Straughn** moved to close the public hearing. Councilmember Hogan seconded. Motion carried.

## **6. PUBLIC COMMENTS/RECOGNITION OF VISITORS-NON-ACTION ITEMS**

No one from the audience signed up or chose to comment during this portion of the meeting.

## **7. NEW BUSINESS**

### **B. AB 066-2018 Consideration of Approval of purchase for 2018 PWD water metering devices.**

**Councilmember Glenn** moved approve the 2018 public works water meter purchase, from the lowest responsive bidder General Pacific, in an amount not to exceed \$69,945.63 including sales tax. Councilmember Straughn seconded. Motion carried.

### **C. AB 067-2018 Train Property - Consideration of Approval of a Boundary Line Adjustment and sale of a portion of property with a Utility Easement to satisfy a fence/property line dispute and authorization for City Manager to sign all necessary closing documents.**

**Councilmember Hogan** moved to approve Boundary Line Adjustment, sale of property as delineated, and settlement agreement with Jose More for a portion of the Train lot property and authorize City Manager to sign. Councilmember Glenn seconded. Motion carried.

### **E. AB 069-2018 Consideration of Approval of Notice of Intent to Award Letter for Civic Center Project to Sabyr Construction.**

**Councilmember Glenn** moved to approve Notice of Intent to Award letter to Sabyr Construction and authorize City Manager to sign. Councilmember Hogan seconded. Motion carried.

## **8. CURRENT BUSINESS**

### **A. AB 052-2018 Consideration of Approval of Purchase of Property for future Public Works Facility and Authorization for City Manager to sign closing documents.**

**Councilmember Straughn** moved to approve the purchase of the property located at 408 Prospect Ave. at the price of \$425,000.00 + closing costs with authorization for the City Manager to sign all closing documents, deliver funds to close escrow, and sign lease on behalf of the City as approved by legal counsel for current tenants to remain in the house on a month to month basis until the City decides to demolish the structures on site. Councilmember Glenn seconded. Motion carried.

## 9. MAYOR'S COMMENTS

**Mayor Hartman** will be out of town the week of the 14<sup>th</sup> so will miss the meeting of May 16<sup>th</sup> and will miss the May 17<sup>th</sup> SCC Dinner.

## 10. COUNCIL COMMENTS

**Councilmember Glenn** saw the advertisement of upcoming viewing of the movie shot in the city to be shown at the high school. He also commented on Councilmember FitzGerald's report on the school budget shortage and teacher layoffs. He announced starting next month the Boy Scouts will be adding girls to the program and in February they will be adding girls to the troop programs in scouting (all girl troops).

**Councilmember Hogan** asked about construction notifications for road closures.

**Councilmember Straughn** asked about construction locates on Anderson, AWC conference next month – he is unable to attend but urged others to go if they can make it.

## 11. CITY MANAGER

**City Manager Kirk** talked about the upcoming AWC Conference.

**Mayor Hartman** asked about the dais in the new city hall.

## 12. ADJOURNMENT

**Mayor Hartman** adjourned the meeting.

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City Clerk Darla Reese, MMC

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Mayor Matthew Hartman