



**CITY COUNCIL
MEETING MINUTES
DECEMBER 2, 2020
7:00 PM**

1. CALL TO ORDER (Via Go-To-Meeting)

Mayor ProTem Straughn called the City Council Meeting to order at 7:00 PM.

2. FLAG SALUTE

Mayor ProTem Straughn led the Council, Staff and Audience in the Pledge of Allegiance to the Flag.

3. ROLL CALL

City Council

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

City Staff

City Clerk Darla Reese
City Manager Brent Kirk
Finance Director Jeff Balentine

Consultants

Thomas Graafstra - Weed, Graafstra & Assoc.
Police Chief Tom Dalton - S.C.S.O.
Warren Perkins – Gray & Osborne, Inc.

4. CONSENT AGENDA

- A. AB 163-2020 Approval of November 18, 2020 Minutes**
- B. AB 164-2020 Approval of December 2, 2020 Claim Checks #411090 through #411116 totaling \$40,301.16**
- C. AB 165-2020 Approval of November 1, 2020 through November 15, 2020 payroll, check #27353 and Eleven EFT's totaling \$35,404.87**

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

5. STAFF REPORTS

Consultant Police Chief Dalton introduced new Law Enforcement Secretary, Cynthia Jurado, to the Council and staff. He also gave an update on recent crime concerning the School fields.

Finance Director Balentine gave an update on a Key Bank system error that is holding up finalizing the monthly bank reconciliation.

City Manager Kirk gave a Public Works update which included the following items:

- TIB Grant update – did not receive funding
- Police Department modular building update

Consultant Police Chief Dalton also updated the Council in a solution provided to help with parking problems from an individual who has five vehicles.

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

No one online chose to speak during this portion of the meeting.

7. NEW BUSINESS

A. AB 166-2020 Public Hearing – 7:10 PM, or soon thereafter

For consideration of Ordinance No. 992-2020, an interim regulation and moratoria, the adoption of findings of fact, and its ratification, revision 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 entered the following exhibits into the record:

Exhibit 1 – Public Hearing Notice dated November 20, 2020, 1 page

Exhibit 2 – Verification of Public Hearing Posting, dated November 20, 2020, 1 page

Exhibit 3 – Ordinance No. 992-2020, 12 pages

Exhibit 4 – Resolution 2020-13, 4 pages

City Manager Kirk discussed the following items:

- Stated this is the continuation of the sewer moratorium (previous six-month intervals)
- Has an upcoming meeting with State Legislators Carolyn Eslick, Robert Sutherland and Keith Waggoner and our lobbyist regarding options for funding a portion of the costs for the Wastewater Treatment Plant Upgrade (twenty million dollars)
 - (Ten million of the dollars) related to the Department of Ecology study and costs on the Pilchuck River
- City sewer fund (reserves)
- Grants for updates
- Growth in City (current plats & developments)

Mayor ProTem Straughn opened the public testimony portion of the Public Hearing.

No one online chose to comment and nothing was received by the City Clerk prior to the Public Hearing.

Mayor ProTem Straughn closed the public testimony portion of the Public Hearing.

Councilmember Hogan moved to close the Public Hearing. Councilmember Straughn seconded. Motion carried.

Councilmember FitzGerald moved to reaffirm and ratify adoption of Ordinance No. 992-2020, an interim ordinance of the city of Granite Falls, Washington, adopting a six-month moratorium on filing with and processing by the City of applications for development activities requiring connection to the City's sewer system and amending GFMC 19.04.090 restricting concurrency determinations and sewer connections within the City for a minimum of six months, with exceptions; declaring an emergency; providing for severability; and establishing an effective date. Councilmember Glenn seconded. Motion carried.

Councilmember FitzGerald moved to approve Resolution 2020-13, a resolution of the City of Granite Falls, Washington, adopting findings of fact in support of the interim regulation and moratoria enacted by Ordinance 992-2020, relating to filing with and processing by the City of applications for development activities requiring connection to the City's sewer system and amending GFMC 19.04.090 restricting concurrency determinations and sewer connections within the City for a minimum of six months. Councilmember Hogan seconded.

City Engineer Perkins commented - Section 7 – top line page 2 – commercial zone – did City want to add CBD in sentence?

City Attorney Graafstra replied staff will add an "s" to zones to cover the intent of all commercial zones.

Motion carried.

**B. AB 167-2020 Public Hearing – 7:20 PM, or soon thereafter
For consideration of the 2021 Budget**

Councilmember Glenn moved to open the Public Hearing. Councilmember FitzGerald seconded. Motion carried.

City Clerk Reese submitted the following exhibits into the record:

Exhibit 1 – Public Hearing Notice dated November 13th and 20th, 2020, 1 page

Exhibit 2 – Verification of Public Hearing Posting, dated November 13, 2020, 1 page

Exhibit 3 – Ordinance No. 999-2020, 3 pages

Exhibit 4 – Proposed 2021 Budget Detail, 36 pages

Finance Director Balentine discussed the budget and shared 3 slides which discussed:

- Budget review dates and items reviewed at that meeting
- Budget highlights
- Proposed 2021 budget motion & budget information

City Manager Kirk pointed out the beginning cash balance and expenditures in the General Fund does include the City's beginning cash balance of approximately two million dollars.

Mayor ProTem Straughn opened the public testimony portion of the Public Hearing.

No one online chose to comment and nothing was received by the City Clerk prior to the Public Hearing.

Mayor ProTem Straughn closed the public testimony portion of the Public Hearing.

Councilmember Hogan moved to close the Public Hearing. Councilmember Glenn seconded. Motion carried.

Councilmember Hogan moved to adopt Ordinance No. 999-2020, an Ordinance of the City of Granite Falls, Washington, adopting the 2021 Annual budget providing estimated revenues and appropriated expenditures for the operation of the City. Councilmember Glenn seconded. Motion carried.

C. AB 168-2020 Consideration of Interlocal Agreement between the Snohomish County Health District and the City of Granite Falls for per capita contribution for Health District services

Mayor ProTem Straughn pointed out he has a conflict of interest on this item.

Councilmember Straughn moved to have Councilmember FitzGerald act as Mayor ProTem for item 7C. Councilmember Hogan seconded. Motion carried.

Councilmember Glenn moved to approve the Interlocal Agreement between Snohomish County Health District and the City of Granite Falls for per capita contribution for health services and authorize the Mayor to sign. Councilmember Hogan seconded. Motion carried.

D. AB 169-2020 Consideration of Adoption of Ordinance No. 995-2020 creating the position of Deputy or Assistant City Manager

Councilmember FitzGerald moved to adopt Ordinance No. 995-2020 authorizing a qualified administrative officer's title to include the designation of "Deputy City Manager" or "Assistant City Manager" and authorize Mayor to sign. Councilmember Glenn seconded. Motion carried.

Councilmember FitzGerald moved to excuse Councilmember Hartman due to illness. Councilmember Hogan seconded. Motion carried.

E. AB 170-2020 Consideration of Approval of 2021 City Attorney Agreement with Weed, Graafstra & Associates, Inc. for Legal Services

Councilmember Glenn moved to approve 2021 City Attorney Agreement between the City of Granite Falls and Weed, Graafstra and Associates, Inc. and authorize the City Manager to sign. Councilmember Hogan seconded. Motion carried.

8. CURRENT BUSINESS

There were no Current Business items for the Agenda.

9. MAYOR'S COMMENTS

Mayor Hartman was absent from tonight's meeting.

10. COUNCIL COMMENTS

Councilmember Straughn had the following requests:

- Asked to have an Executive Session added to the next meeting to discuss the performance of a public employee.
- He asked City Attorney Graafstra to check into and report back to the Council regarding the City Manager contract. He pointed out a conflict in paragraph 4 of the original contract is an allowance for automatically adjusted cost of living adjustment. In the last addendum that was approved last year, there is a phrase that states "shall receive annual salary for calendar year 2020 and subsequent years unless modified or amended." And another phrase which also states "remaining terms to the extent not inconsistent with this amendment #3 are affirmed."
- He asked City Attorney Graafstra to review and let Council know which statement is correct.

Councilmember Hogan mentioned this Saturday, the Fire Department (including herself) will be shopping for the Christmas House.

Councilmember Glenn had no comments.

Councilmember FitzGerald discussed the following items:

- Tonight's School Board Meeting
 - Giving trees and food drive = collected over \$14,000.00
 - Annual retreat meeting
 - Upgrades grant
 - STEM
 - Food class upgrades
 - Tech for Crossroads and the Middle School
- Mentioned his availability to City Manager Kirk to attend upcoming meeting with Representative Carolyn Eslick
- Possible Salary Study or Salary Commission Review of staff and Council salaries

11. CITY MANAGER

City Manager Kirk discussed the following items:

- Thanked Chamber of Commerce for community decorations
- Email from City Administrator of City of Arlington regarding COVID vaccinations
- Final Plat approvals of Trinity and Highland Sunrise Estates
 - Bring Council final plat approvals
- December 9th – last diversity training at 7PM

12. ADJOURNMENT

Mayor ProTem Straughn adjourned the meeting.

City Clerk Darla Reese, MMC

Mayor Matthew Hartman