

CITY OF STANWOOD
Regular Meeting of the City Council
Thursday, September 24, 2020 – 7:00 p.m.
Zoom Online Meeting & Telephone
MINUTES

1. Call to Order

Mayor Elizabeth Callaghan called the meeting to order at 7:00 p.m.

2. Roll Call

Deputy Clerk Sara Robinson called the roll with the following Councilmembers present: Rob Johnson, Diane White, Darren Robb, Timothy Pearce, Steve Shepro, Sid Roberts and Judy Williams. The meeting was quorate.

Also present: Public Works Director Kevin Hushagen, Community Development Director Patricia Love, Attorney Brett Vinson, Fire Chief John Cermak, Police Chief Rob Martin, City Administrator Jennifer Ferguson, Deputy Clerk Sara Robinson and Human Resources Manager Pat Adams.

3. Approval of the Agenda

Motion by Councilmember Pearce, second by Councilmember Roberts to approve the agenda. Motion carried unanimously.

4. Citizen Comments

Due to the COVID 19 pandemic, the City Council removed the public comment item on the council agendas. This item is now being added back. The public was invited to submit comments via the city website.

The City did not receive any public comment submissions.

5. Consent Agenda

- a. Approve Vouchers and Payroll Checks
- b. Approve September 10, 2020 City Council Regular Meeting Minutes

Motion by Councilmember White, Second by Councilmember Shepro, to approve the Consent Agenda items a thru d. Motion carried unanimously.

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7. New Business

a. Schenk Packing Co. Intention of Annexation

The issue is whether or not to accept the 10% petition and to allow for the circulation of a 60% petition to annex of approximately 9.03 acres into the City of Stanwood and is located 8204 and 8328 - 288th Street NW between Pioneer Highway to the west and 80th Avenue to the east.

The City has received a request from John Lenz to annex approximately 9.03 acres into the City on July 21, 2020; their application became complete on August 17, 2020. The annexation consists of two parcels located at 8204 and 8328 - 288th Street NW between Pioneer Highway to the west and 80th Avenue to the east.

The most frequently used method of annexing territory in Optional Municipal Code cities such as Stanwood is by petition of the owners of at least 60 percent of the property value in the area, computed according to the assessed valuation of the property in the proposed annexation area for general taxation purposes.

This process begins by the applicant submitting a 10% petition, commonly referred to as Notice of Intent to Annex, consisting of signatures representing not less than 10 percent of the assessed value of the property value in the proposed annexation area. The City has received a sufficient petition from John Lenz meeting this requirement.

Once a sufficient 10% petition is received, state law requires a meeting with the petitioner by the City Council to consider the request of the applicant to annex into the City. Under state law the Council will need to consider three key items as the annexation is considered: Whether the city will accept, reject, or geographically modify the proposed annexation; Whether it will require the simultaneous adoption of a comprehensive plan; and Whether it will require the assumption of all or any portion of existing city indebtedness by the area to be annexed.

The decision of the Council whether to "accept" the proposed annexation is entirely within the Council's discretion. By accepting the proposed annexation, the council is not committing itself to ultimately annex the territory proposed when a sufficient petition is presented to it. The decision to accept merely allows the annexation to go forward procedurally by authorizing the applicant to circulate a petition seeking to secure the necessary 60% of assessed value consenting to annex of the property proposed for annexation. If the Council rejects the proposed annexation, the initiating parties have no right of appeal.

Since this area is located in the City's Urban Growth Area (UGA), the City can accept this application and begin to process it.

Schenk Packing Co. Inc., is a meat packing plant that was established in 1974 that sells and exports beef products. Steve and John Lenz of Schenk Packing have submitted an annexation application to the City of Stanwood as they are interested in connecting to the City's sewer system. In order to connect to sewer, they must annex into the City. Their desire to connect to public sewer is twofold: 1) the Department of Ecology's requirements are becoming onerous making compliance more difficult, and 2) they would like to add a second shift to their existing operations.

The annexation request is next reviewed by and accepted by the City Council and must also be approved by the Snohomish County Boundary Review Board. Acceptance of the 10% Petition Resolution is the first step in the annexation process and does not obligate the City or the petitioners to finalize the annexation: it allows the study and annexation evaluation process to begin.

The councilmembers discussed concerns with this project. It was suggested that a Traffic Impact Study, Sewer Capacity Evaluation and Odor Review are all completed as part of the study and analysis prior to moving forward. Love will make this request.

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Motion by Councilmember Pearce second by Councilmember Williams authorize the Mayor to sign:
1) resolution 2020-11 to allow for the circulation of a 60% petition for the Schenk annexation and
2) the pre-annexation agreement requiring Schenk Packing Co. Inc, to connect to public sewer as part of the proposed annexation along with any minor amendments as may be necessary that does not change the intent of the agreement.

Councilmember Johnson – No, Councilmember White – Yes, Councilmember Robb- Yes, Councilmember Pearce – Yes, Councilmember Shepro – Abstain, Councilmember Roberts – Yes, Councilmember Williams – Yes

Motion passes

5 Yes - 1 No- 1 Abstain

b. Confirm the Mayor's Appointment to Planning Commission

Mayor Callaghan presented for Council consideration and confirmation of the appointment of Monae Birkhofer to the Stanwood Planning Commission. The Planning Commission currently has two vacant positions. One vacancy was created because Darren Robb, who was serving as a planning commissioner and was appointed to the City Council on September 10, 2020.

Motion by Councilmember Pearce, second by Councilmember White to appoint Monae Birkhofer to the Stanwood Planning Commission, Position 2, for a term ending December 31, 2022.

Councilmember Johnson – Yes, Councilmember White – Yes, Councilmember Robb- Yes, Councilmember Pearce – Yes, Councilmember Shepro – Yes, Councilmember Roberts – Yes, Councilmember Williams – Yes

Motion carried unanimously.

c. Selection of Stanwood Councilmember for Community Transit Small City Board Nominee

The purpose of this item is to nominate a Councilmember to represent the City of Stanwood on the Community Transit Board as a small city representative, if selected by the Community Transit Board.

Community Transit (CT) has a vacancy for a small city representative to serve on its Board of Directors. The CT Board will be selecting a new board member at its October 19, 2020 board meeting. Small cities who wish to nominate a city representative may do so; however, the CT Board will elect from those communities who present a nominee. Historically, the Stanwood Mayor served as the CT small cities board representative. Mayor Callaghan would like to have a current Councilmember serve as the City nominee for this important role and representation on the transit board.

Councilmember Roberts volunteered for the nomination.

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7. Citizen Closing Comments – Removed via motion at the 3-26-2020 Meeting

8. Reports of Officers and Committees

a. Mayor's Report –

Mayor Callaghan reported that she and Jennifer met with Nate Nehring the Snohomish County Councilmember and an Island County Commissioners to discuss Broadband needs. The conversations have been very encouraging.

There is an online state survey on the City Website that we would like to encourage citizens to participate in. This will help on State and Federal levels to show what the needs of our community are.

The Farmers Market is winding down. Would like to remind you to support your local farmers before the Market ends for the year.

b. City Administrator's Report-

City Administrator Ferguson introduced the new Human Resources Manager, Pat Adams. Pat gave an overview of her experience and skills. She has hit the ground running by starting out with some important job recruitments. Welcome to the team Pat!

The City received additional CARES Act funds. There has been an extension of timing for funds spending as well as additional funds granted. The City will plan to distribute the funds to the Community Resource Center, City staff technology upgrades and a second round of business grants. Staff has been very busy preparing the 2021-2022 Biennial Budget for presentation at the October 8 City Council Workshop.

Director Soundbites -

Community Development Director, Patricia Love is excited to report that staff has been working with JA Brennan about updating the Church Creek Park Masterplan. This will guide us through the next 20 years for improvements and restoration at the park. Will be doing some edits and bringing it to council in the next few months.

Would like to point out that the flood berm trail was paved. We are working with a local landscape architect on some planting and ground covering. Transpo group and WSDOT are doing streetlight data which will help us understand data and traffic flow on SR 532.

Public Works Director, Kevin Hushagen gave an update on the current projects happening around the City. With the change of weather staff are focusing on the drainage system including brush removal.

Police Chief Rob Martin noted that things are moving along. Staff is eager to get the Police Station ready to open when we get the go ahead from the governor.

Fire Chief John Cermak wanted to thank the community and all of the service partners for all of the assistance with the 9-11 Memorial. The event went very well. Thank you for all of your support.

Jennifer noted that there are still some local events coming in the future. Lights of Christmas will be having a drive through viewing. Glass Quest 2021 also in the works and is being planned. Both will be conducted as safely as possible. We look forward to getting back to normal here in Stanwood.

c. Councilmember Reports and Questions-

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Councilmember Johnson shared that there is a video of the 9-11 Memorial on the North County Fire website. Highly recommends everyone logging in and watching it. He also questioned what the City's position is on Halloween. Ferguson noted that the guidance for Halloween is coming from the Governor's office and will be posted on the City Website when it is received.

Councilmember Williams stated that the Stanwood Chamber is also working on a drive through type of holiday celebration for the City as well. Stay tuned for that information.

Councilmember Shepro wanted to thank Public Works for taking such great care of our city.

Councilmember Robb wanted to thank Jennifer Ferguson and everyone at City Hall for the warm welcome. He is happy to be a part of the City Council.

Councilmember Roberts wanted to welcome Councilmember Robb, Monea Birkhofer and Pat Adams. Shout out to Chief Martin and his team. Sid noted that he witnessed an interaction between a Police Officer and a Citizen which impressed him. Great job!

9. Adjourn

Mayor Callaghan adjourned the meeting at 8:15 pm.

CITY OF STANWOOD

ATTEST:

Elizabeth Callaghan

Elizabeth Callaghan (Dec 6, 2020 09:40 PST)

Elizabeth Callaghan, Mayor

Jennifer Ferguson

Jennifer Ferguson (Dec 6, 2020 18:16 PST)

Jennifer Ferguson, City Clerk