

CITY OF STANWOOD
Regular Meeting of the City Council
Thursday, November 23, 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: Community Development Director Patricia Love, Public Works Director Kevin Hushagen, Attorney Brett Vinson, Fire Chief John Cermak, Police Chief Rob Martin, City Administrator Jennifer Ferguson and Deputy Clerk Sara Robinson.

3. Approval of the Agenda

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

4. Citizen Comments

The City did not receive written comments or any citizens who would like to verbally address the Mayor and City Council. Citizens who wished to speak verbally, were required registered on the City Website by 9:00 am today, must be visible on camera and identify them-self with name and address.

5. Committee Reports

- a. Community Development Committee Meeting Minutes – October 15, 2020

6. Consent Agenda

- a. Approve Vouchers and Payroll Checks
- b. Approve November 12, 2020 Regular Meeting Minutes
- c. Authorize the Mayor to accept Viking Way Project – Phase 2 PRSC Grant Funds

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

Stanwood City Council Meeting Minutes – November 23, 2020

7. Public Hearing

The public was invited to submit written public comments or by registering to speak via the City website.

The City Clerk did not receive any Public Comment written submissions or registrations to speak.

a. 2020-2021 Biennial Budget

- i. Receive public comment on the proposed Ordinance
- ii. Second Reading and Final Adoption of Ordinance 1489 with Exhibit A 2021-2022 Biennial Budget

City Administrator, Jennifer Ferguson explained to council that the purpose of this agenda item is for the second reading and final adoption of Ordinance 1489 and to conduct a public hearing on the proposed 2021-2022 Biennial Budget, which is required by State Law, Ch, 35A.34 RCW. The City Council will consider the second reading and adoption of Ordinance 1489.

The first reading was presented and discussed during a Public Hearing held at the November 12, 2020 Regular City Council Meeting.

The Mayor opened the Public Hearing at 7:02 pm.

With there being no requests for public comment the Mayor Closed the Public Hearing at 7:03 pm.

Council discussed the proposed Ordinance.

Motion by Councilmember Johnson, second by Councilmember White to approve the first readings and adoption of Ordinance 1489 with exhibit A for adoption of the 2021-2022 biennial budget.

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

Motion carried unanimously.

8. New Business

a. Snohomish County Public Utility District (PUD) Easement Request

Community Development Director, Patricia Love presented this item for Council consideration and granting of an easement to Snohomish County Public Utility District (PUD) for the purpose of installing an underground feeder vault on the SW corner of the Fox Hill Estates detention pond. As part of the Twin City Substation project, PUD is requesting a non-exclusive 45' x 20' easement from the City on the SW corner of the Fox Hill Estates detention pond to install (2) Feeder vaults, conduit and underground cable to

Stanwood City Council Meeting Minutes – November 23, 2020

feed the existing and new overhead lines that will be fed from the new Twin City Substation. The vaults will be fed via underground lines entering and exiting the easement in the public right of way. An appraisal has been prepared indicating an easement value of \$1,000.00 which PUD will pay if Council approves the easement. The Council discussed the proposed easement.

Motion by Councilmember Johnson, second by Councilmember White to authorize the mayor to sign the Snohomish County Public Utility District (PUD) easement for the purpose of installing an underground feeder vault on the southwest corner of the Fox Hill Estates detention pond subject to:

- *Payment of the assessed value of the property;*
- *PUD obtains all necessary construction permits;*
- *Final design shall avoid conflicts with city utilities;*
- *Pavement and restoration of the detention pond drive isle; and*
- *Minimizing closures of the pedestrian walkway along pioneer highway.*

Motion carried unanimously.

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

10. Reports of Officers and Committees

a. Mayor's Report –

Mayor Callaghan wanted to let the Council know that they should be expecting an email from the State Auditors. The audit team may reach out to you for your information. When the audit is finished the City will get an exit audit presented at the Council meeting. Also a reminder about the Council Committee Selection forms. This weekend is Small Business Saturday. Please support our local stores.

b. City Administrator's Report-

Jennifer Ferguson wanted to tag on about the Council Committee Selection forms. We hope to have the submissions reviewed and on the agenda for the December meeting. Also please provide comments about the 2021 meeting dates so we can also set those at the December meeting.

Director Sound bites-

Fire Chief John Cermak reported that the COVID numbers are still high in Snohomish County. The Fire Department is doing a drive-by Santa and are collecting toys and food for the Christmas House.

Patricia Love was happy to report that the major project of automating the permit system is finally complete and is up and working. We are all happy to see it functioning.

Kevin Hushagen added that there is a lot going on in Public Works. They interviewed today for the open Supervisor position. The City was awarded a major TIB grant recently – Great work Shawn.

Police Chief Rob Martin wanted to let everyone know that the porch package thieves are out again. There has only been one so far in Stanwood, but it is that time of year.

Stanwood City Council Meeting Minutes – November 23, 2020

Ferguson also noted that the City is waiting on round 3 of the CARES act funds from the State. There were only a couple of eligible businesses the first round, so we are pushing it out again on the City Website. We will hope to receive more funds to be granted.

The Christmas decorations are at City Hall. Staff has been fluffing garland and putting together wreaths. They will be handed off to the Public Works staff for installation next week. We really look forward to decorating the community.

c. Councilmember Reports and Questions-

Councilmember Pearce asked the question- Are the lights on Viking Way are turned on yet? Shawn Smith replied noting that the schedule keeps getting pushed out but we are told they are ready and just need the go ahead from PUD.

Councilmember Shepro inquired about the traffic cones at the intersection on 72nd Ave NW near McDonalds. Smith said that they are still doing some channelization and we have been told it will be complete next week, but that schedule is unknown at this time.

Councilmember Roberts pointed out that the Council Rules state that the Council Committees will be set in January of the New Year. Is setting them in December out of compliance?

The council discussed this matter. The committees will be set in January the selections are being done now so that we can hit the ground running in January.

12. Adjourn

Mayor Callaghan adjourned the meeting at 7:30 pm.

CITY OF STANWOOD

ATTEST:

Elizabeth Callaghan

Elizabeth Callaghan (Dec 11, 2020 16:05 PST)

Elizabeth Callaghan, Mayor

Jennifer Ferguson

Jennifer Ferguson (Dec 11, 2020 16:10 PST)

Jennifer Ferguson, City Clerk