

CITY OF STANWOOD
Regular Meeting of the City Council
Thursday, May 10, 2018 – 7:00 p.m.
Stanwood Camano School District Administration Board Room
MINUTES

1. Call to Order and Pledge of Allegiance

Mayor Kelley called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

2. Roll Call

Deputy Clerk Erica Schorn called the roll with the following Councilmembers present: Rob Johnson, Elizabeth Callaghan, Timothy Pearce, Larry Sather, and Judy Williams. The meeting was quorate.

Motion by Councilmember Sather, second by Councilmember Callaghan, to excuse Councilmembers White and Ryer. Motion carried unanimously.

Also present: City Administrator Ryan Larsen, Finance Director David Hammond, Public Works Director Kevin Hushagen, Police Chief Norm Link, City Attorney Grant Weed, and Deputy Clerk Erica Schorn.

3. Approval of the Agenda

Motion by Councilmember Sather, second by Councilmember Callaghan, to approve the agenda.

Motion by Councilmember Johnson, second by Councilmember Sather, to amend the agenda by removing Item 9a Ordinance 1456 - Retail Marijuana Rules, First Reading, and ask staff to include a provision to limit the number of marijuana stores to one rather than two. Motion carried unanimously.

Motion by Councilmember Sather, Second by Councilmember Callaghan, to approve the agenda as amended. Motion carried unanimously.

4. Presentations

- a. Proclamation – Kids to Park Day May 19, 2018

The mayor read a proclamation proclaiming May 19, 2018 as Kids to Park Day.

5. Citizen Comments

The mayor commented that because Item 9a was removed, council would not be hearing public comment on the marijuana topic tonight. He encouraged anyone with comments to send them via email or submit them in writing to City Hall.

There were no citizen comments.

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6. Staff Reports

- a. Planning Commission Minutes – March 26, 2018
- b. Deputy Clerk Temporary Hire

7. Committee Reports

- a. Finance
- b. Public Safety

8. Consent Agenda

- a. Approve Vouchers and Payroll Checks
- b. Approve April 26, 2018 Regular Meeting Minutes
- c. Special Event Permit with City Contribution – Stanwood Camano Arts Festival
- d. Special Event Permit with City Contribution – Twin City Idler's Car Show
- e. Special Event Permit – Stanwood Lacrosse Invitational

Motion by Councilmember Sather, second by Councilmember Johnson, to approve the consent agenda items a through e. Motion carried unanimously.

9. Old Business

- a. Ordinance 1456 – Retail Marijuana Rules, First Reading – **Removed by vote of council**

10. New Business

- a. Vehicle and Equipment Replacement Schedules and Annual Reserve Fund Requirements

Finance Director David Hammond asked council to authorize annual contributions to the City's vehicle and equipment replacement funds to annualize the cost of purchasing vehicles and equipment. He went over the financial impact on a fund by fund basis. The Finance Committee reviewed this item at their April 26th meeting and recommended moving it forward.

Councilmember Johnson asked the Finance Director to elaborate on past practices or lack of practices reserving funds for vehicle and equipment replacement.

Finance Director stated that during the recession we backed off our reserve contributions, and now that the economy has improved we can begin contributions again.

Councilmember Callaghan asked if we have a plan to add on to our current fleet.

Finance Director stated we do not currently have plans to increase the current fleet size.

Councilmember Johnson stated that even though the numbers seem big initially, this is what the City needs to plan for.

Councilmember Sather stated this is a responsible way for city government to act by planning to replace the equipment and vehicles we currently have.

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Motion by Councilmember Sather, second by Councilmember Johnson, to authorize inclusion of 2018 vehicle and equipment replacement costs in Ordinance 1457 amending the 2017-2018 budget, and direct staff to include annual vehicle and equipment costs in future budgets. Motion carried unanimously.

b. Ordinance 1457 – Amending 2017-2018 Budget, First Reading

Finance Director David Hammond stated that the primary purpose of the budget amendment is to true up cash balances, and to take care of some housekeeping items. This is a building block for the development of the next biennial budget. He went through budgeted revenues and appropriations for each fund.

Councilmember Johnson thanked the Finance Director for his perseverance on getting the FEMA reimbursement money.

Motion by Councilmember Sather, second by Councilmember Callaghan, to approve first reading of Ordinance 1457 amending the 2017-18 budget as presented. Motion carried unanimously.

c. Authorize the mayor to sign contract with RH2 for professional consulting services for calculation of impervious surface in support of Drainage Utility rate study

Finance Director David Hammond presented an agreement with RH2 in support of the drainage utility rate study. Some efforts were made to calculate a sample of residential properties' impervious surface in-house, but it was determined that using outside resources will ensure an objective and accurate determination of drainage utility equivalent residential units.

Motion by Councilmember Sather, second by Councilmember Johnson, to authorize the mayor to enter into an agreement, not to exceed \$9,940, with RH2 Engineering for calculation of impervious surface in support of drainage utility rate study. Motion carried unanimously.

d. Final Plat – Mineral Point Phase II

City Administrator Ryan Larsen presented the final plat of Mineral Point Phase II. The preliminary plat was approved for 76 new residential single family lots. The project was divided into three phases, with the first phase including 20 lots, and the second phase includes 32 lots. Certain items will need to be finalized before signature, such as the final inspection of the lift station, which is anticipated to be completed next week, however, these changes will not alter the final plat.

Motion by Councilmember Sather, second by Councilmember Williams, to approve the final plat of Mineral Point Phase II and to allow the mayor to sign the final plat in accordance with SMC 16.020.060(3). Motion carried unanimously.

e. Authorize the mayor to sign an Interlocal Agreement for Conservation Futures for Johnson Farm

City Administrator Ryan Larsen presented an Interlocal Agreement with Snohomish County for the acquisition of the Johnson Farm property using Conservation Futures funds. The City received a grant in the amount of \$500,000 last year to purchase 15 acres and a 172 acre farmland

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preservation easement on the Johnson Family Farm property. He thanked Grant Weed's staff for working diligently to complete the agreement.

Motion by Councilmember Sather, second by Councilmember Callaghan, to authorize the mayor to sign the Interlocal Cooperation Agreement in substantially the form attached hereto in Attachment "A" with Snohomish County for the acquisition of the Johnson Farm property using conservation futures funds. Motion carried unanimously.

f. Resolution 2018-11 Declaring an Emergency Due to Sewer Force Main Break on 94th Drive and Authorizing Contract for Repairs

Public Works Director Kevin Hushagen presented Resolution 2018-11 authorizing repairs to a force main break on 94th Drive. Leaks have appeared several times, but after excavating, no leak was discovered. To prevent this problem from continuing to occur, staff would like to have Taylor's Excavator's replace the pipe in the affected area in the interest of public health.

Councilmember Callaghan asked if there is potential that the problem is not from the area where the pipe will be replaced.

Public Works Director stated it is not likely because this is the area where the waste is surfacing, and it's in between two structures.

Motion by Councilmember Sather, second by Councilmember Williams, to authorize the mayor to sign Resolution 2018-11 declaring the need for an emergency repair to the sewer force main on 94th Drive and enter into an agreement with Taylor's Excavators to complete the repair for a sum not to exceed \$84,500. Motion carried unanimously.

11. Reports of Officers and Committees

a. Mayor's Report

- Touch-a-Truck was a huge success, great turn out
- Saturday May 12th is Letter Carrier Stamp Out Hunger Day – place non-perishable food next to mailbox before mail pick up on Saturday

b. City Administrator's Report

A new Community Development Director has been selected and will begin on May 29th. Her name is Patricia Love and she comes from the City of Mukilteo

c. Councilmember Reports/Questions

12. Citizen Closing Comments

Heidi Forslund 8226 276th PI NW

Mrs. Forslund asked why the marijuana item was removed from the agenda, and if it would be added to a future agenda.

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The mayor stated that there was a motion to bring it back to the next council meeting with the change of allowing one pot shop instead of two. The motion was voted on and passed.

Mrs. Forslund asked if citizen comments will be heard at that meeting.

The mayor stated that will be discussed with council, but if any comments are heard, he will most likely not hear comments from those outside of city limits. This could all change before the next council meeting however.

Tim Schmitt 27308 101st Ave

Mr. Schmitt praised Public Works on the refuse collection day. He was impressed with the employees that were running the event, and commented that the mayor even went to a citizen's house to pick up items because this person did not have the means to bring the refuse to the event.

13. Adjourn to Executive Session – Property Acquisition [RCW 42.30.110(c)]

At 7:43 pm, Mayor Kelley adjourned the meeting to executive session to discuss property acquisition for seven minutes.

The meeting reconvened at 7:48 pm.

Motion by Councilmember Sather, second by Councilmember Callaghan, to authorize the mayor to sign the second addendum to the real estate purchase and sales contract for Johnson Farm acquisition. Motion carried unanimously.

Motion by Councilmember Sather, second by Councilmember Callaghan, to authorize the mayor to sign the third addendum to the real estate purchase and sales contract for the Johnson Farm acquisition. Motion carried unanimously.

Motion by Councilmember Sather, second by Councilmember Callaghan, to authorize the City to close the Johnson Farm acquisition transaction and easements and further authorize the mayor to execute all necessary documents to complete the closing. Motion carried unanimously.

14. Adjourn

There being no further business before the Council, Mayor Kelley adjourned the meeting at 7:50 p.m.

CITY OF STANWOOD


Leonard Kelley, Mayor

ATTEST:


Erica Schorn, Deputy Clerk