

CITY OF STANWOOD
Regular Meeting of the City Council
Thursday, September 22, 2022 – 7:00 p.m.
In-Person & Zoom Online Meeting
MINUTES

1. Call to Order and Pledge of Allegiance

Mayor Sid Roberts called the meeting to order at 7:00 p.m. Councilmember Robb led the Pledge of Allegiance.

2. Roll Call

City Clerk Lisa Sokolik called the roll with the following Councilmembers present: Dani Gaumond, Marcus Metz, Darren Robb, Tim Pearce, Steve Shepro, Andreena Bergman and Tim Schmitt. The meeting was quorate.

Also present: City Administrator Shawn Smith, Community Development Director Patricia Love, Finance Director David Hammond, Public Works Director Kevin Hushagen, Police Chief Jason Toner, Fire Chief John Cermak, City Attorney Noel Treat, Assistant to the Administrator/Communication Manager Krista Hintz, and City Clerk Lisa Sokolik.

3. Approval of the Agenda

Motion by Councilmember Robb, second by Councilmember Pearce to approve the agenda as amended. Motion carried unanimously.

4. Presentation

Washington Cities Insurance Authority (WCIA)

Rob Roscoe, Deputy Director of WCIA gave a presentation that included, what is WCIA, what are the advantages of a WCIA membership, what types of coverage, how WCIA shops for coverage, the hard market in Washington state, and the annual rating process. The City of Stanwood's 2023 assessment rate for the liability portion alone, will increase 61%, from \$153,000 to \$246,000.

5. Public Comments

The Clerk did not receive any written comments or requests to verbally address the Mayor and Council. Written comments must be provided to the Clerk by 9:00 a.m. on the day of the meeting. Verbal comments may be provided by attending the meeting in person or via Zoom.

6. Staff / Department Reports

a. Police Compstat Report – August

Council Comments:

- The addition of the Police Chief's message is appreciated.

7. Council Committee Reports – None

8. Consent Agenda

- a. Approve Vouchers and Payroll Checks
- b. Approve September 8, 2022, City Council Regular Meeting Minutes

Motion by Councilmember Metz, second by Councilmember Gaumond to approve the consent agenda items A and B. Motion carried unanimously.

9. Unfinished Business - None

10. Public Hearing – None

11. New Business

- a. Approve Code Publishing Contract Upgrade

Community Development Director Patricia Love said that the City is currently using Code Publishing for the online Municipal Code. This upgrade is a new web-based format, which will make searching the code much easier, it has pop-ups, and the graphics and charts are improved. One of the new features is it will track the code changes. This new version is compatible with cell phones, tablets, and computers.

Staff is excited about this version because it meets the City's usability goals. Staff would like to do the upgrade now before the first set of code amendments are passed by Council as it will be easier to transfer over the entire code instead of doing it in pieces.

Council Comments:

- Will the feature of tracking historic changes include prior changes or changes moving forward? Love she will double-check with Code Publishing, but she believes it will track the changes moving forward.
- After reviewing other cities' municipal codes that are using this new web-based format, the pop-up feature is well worth the upgrade fee.
- Is the \$6,580 an annual fee? Love said the fee is a one-time fee for the conversion.
- Why is it an advantage to do it now before the code overhaul vs later? Love said it is the amount of work, Code Publishing can convert the entire code at one time, after amendments are made, they will have to do it in pieces, which will create inconsistency between the two versions.
- What happens if Code Publishing entices the City to upgrade than raise the fees? How do we deal with that scenario? Love said we could look for another vendor. Code Publishing is the leading vendor in the state of Washington. They keep their rates competitive and the City has been using them for years.

Motion by Councilmember Robb, second by Councilmember Shepro to authorize the Mayor to sign the contract with Code Publishing in the amount of \$6,580.00 to migrate the city's existing code to the new web-based code publication format.

Roll call of votes was taken. Motion carried unanimously.

- b. Authorize the Mayor to sign a contract with Western Mechanical and Controls

Public Works Director Kevin Hushagen explained that the HVAC units at the police station and the Wastewater Treatment Plant have been repaired several times over the last few years, and it's time that they are replaced. The police station has not been a pleasant place to work, it's hot in the summer and cold in the winter. This item has not been to the Public Works Committee, but they held their PWC meeting at the WWTP on Monday night, and they can tell you about the sewer lagoon bugs that are hatching and swarming into the building through the open windows.

Council Comments:

- When the sun started to go down the bugs started to come in through the windows and also the smell from the sewer plant.
- If the City wants to attract police officers to work in Stanwood, we can't expect them to work out of a station without heat.
- Two of the bidders did not complete the bid form so they were deemed non-responsive.

Motion by Councilmember Metz, second by Councilmember Pearce to authorize the Mayor to sign a contract with Western Mechanical and Controls for the Police Department and the Wastewater Treatment Plant HVAC Replacement project in the amount not to exceed \$47,137.81.

Roll call of votes was taken. Motion carried unanimously.

12. Public Closing Comments – None

13. Executive/Legislative Reports

a. Mayor's Report

- Mayor Roberts and Shawn Smith participated in the ribbon-cutting for the opening of the food bank thrift store.
- The Mayor spoke briefly at the 9/11 event held at North County Fire. Fire Chief John Cermak spoke along with Sheriff Adam Fortney and Fire Chief Dave Kraski.
- PUD removed the trees at Heritage Park for their new power line. PUD will be planting replacement trees.
- Snohomish County Cities meeting is Thursday, September 29th at Terra Cotta Red, call Lisa to make reservations.
- The Mayor and Smith continue to be encouraged by the outreach concerning the dike repair. The Governor has been asked to put the Dike Repair in his budget.

b. City Administrator Report

- Amazing presentation of budget at the City Council Special Workshop tonight by David Hammond, it was very clear and concise.
- A couple of flashing crosswalk signs have been installed, one on Main Street, one on 72nd and 272nd, and one will be installed very soon by the food bank.
- The Homecoming parade is Friday, there will be some street closures and fireworks at the stadium.
- Reminder that the Fireworks Survey is out.

c. Councilmember Reports/Questions

- Thank you to David Hammond for the Budget Workshop, it was a perfect level of detail.
- Appreciate all the work done on the new ClearGov software. The format and potential for transparent budgeting and sharing with the public are very promising.
- Will there be more information mailed out on the TBD vote? Hammond said no, an informational brochure was mailed out and an informational webpage was created.
- Fall is here, all the wonderful fall events will be starting.
- Touch-a-Truck had a great display of city vehicles, it was nice to showcase all the new technology being used by the city, and to see the city crews using their skill set.
- Although not as many vehicles came through Clean Sweep as in past years, the dumpsters still were full. It was also nice to see the Mayor helping out at the event.

14. Recess to Executive Session – None

15. Adjourn

There being no further business before the Council, and hearing no objection to adjournment, Mayor Roberts adjourned the meeting at 7:52 p.m.

CITY OF STANWOOD

Sid Roberts

[Sid Roberts \(Oct 14, 2022 12:58 PDT\)](#)

Sid Roberts, Mayor

ATTEST:

Lisa Sokolik

[Lisa Sokolik \(Oct 15, 2022 11:35 PDT\)](#)

Lisa Sokolik, City Clerk

09.08.22 Council Regular Mtg Min

Final Audit Report

2022-10-15

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