

CITY OF STANWOOD
Regular Meeting of the City Council
Thursday, October 13, 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 Pearce 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 Nikki Thompson, Economic Development and Marketing Manager Sarah Cho, Assistant to the Administrator/Communication Manager Krista Hintz, Utility Supervisor Leigh Danielson via Zoom and City Clerk Lisa Sokolik.

3. Approval of the Agenda

Motion by Councilmember Metz, second by Councilmember Pearce to approve the agenda as published. Motion carried unanimously.

4. Presentation - None

5. Public Comments

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.

Written:

Chuck Wilson, Unknown Topic: Request for a golf cart zone in the city limits

Verbal:

Carrie Meyer Richardson, Stanwood

Topic: City parking lot west of Hardware Store (new Art Center). Request for City to offer to return the property to the property owner, a non-profit organization.

Council and staff will discuss this request.

6. Staff / Department Reports

- a. Police Compstat Report – September 2022

7. Council Committee Reports

- a. Community Development Committee Minutes – July 7, 2022
- b. Economic Development Board Minutes – July 15, 2022

- c. Parks and Trails Advisory Committee Minutes – July 18, 2022
- d. Public Works Committee Minutes – September 12, 2022

Councilmember Shepro commented on the meeting minutes that have gone out this year, they have been outstanding. One of his early frustrations a few years ago with minutes is that they weren't very helpful or meaningful to anyone who wasn't at the meeting, now they are. Thank you to Audrey RotRock and Amanda Slattery.

Councilmember Robb commented on the minutes, although the content is excellent, it would be helpful if Council could get the minutes quicker. The Mayor responded that it can take staff up to 8 hours to produce detailed minutes for a two-hour meeting. He added that minutes should be shorter and a little more succinct. The Mayor asked City Attorney Thompson if there is a law on how long or detailed the minutes have to be. Thompson said there is no law, but the general guidance is that less is more on minutes. It is the preference of the City how they want their minutes.

Councilmember Schmitt asked what property is being referenced on the Public Works Committee minutes, page 7.20 the first bullet point. Councilmember Shepro answered the Raplee Property.

8. Consent Agenda

- a. Approve Vouchers and Payroll Checks
- b. Approve September 22, 2022, City Council Regular Meeting Minutes
- c. Approve September 22, 2022, City Council Special Workshop Meeting Minutes

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

9. Unfinished Business - None

10. Public Hearing – None

11. New Business

- a. Authorize the Reappointment of Economic Development Board Members

Economic Development and Marketing Manager Sarah Cho asked Council to reappoint five Economic Development Board members whose terms will be ending on December 31, 2022. All five board members have expressed their wishes to continue to serve on the board.

Council Comments:

- Are there term limits? Cho answered, currently no term limits, but the terms are staggering. If Council would like to set a term limit for this board, that can be updated.
- The staggered terms, why are all five up this year? Cho answered that the board started with three members ending one year and four members ending the following year, but over the years with members leaving before their term, it is now out of sync.
- Can these reappointments be staggered now? Cho answered yes, if Council would like to stagger these reappointments, two or three can end December 31, 2024, and the remainder can end December 31, 2025.
- How long is a term? Cho said it is a two-year term.

Cho said staff can review and update the bylaws to ensure terms are more staggered.

Motion by Councilmember Pearce, second by Councilmember Robb to appoint Les Anderson, Randy Heagle, Blake Arnold, John Russell, and Ashley Palmer to the Stanwood Economic Development Board, with terms ending December 31, 2024.

Councilmember Pearce added that he is thrilled to have enthusiastic volunteers. Often with our committees we have vacancies, so the fact that they want to continue on is great.

Roll call of votes was taken. Motion carried unanimously.

b. Authorize Final Acceptance of Church Creek Lift Station Gravity Bypass Extension
Completed by Faber Construction

Public Works Director Kevin Hushagen said the project was completed on time, under budget, and done very well. Faber Construction was a good company to work with.

Council Comments:

- What is a retainage period? Hushagen said that on a Public Works project, the contractor must either put up a retainage bond or have the City hold retainage of 5% the project cost. Once the project is complete, that starts the 90-day period it takes for Dept. of Security, Dept. of Revenue and Labor and Industries to make sure that the contractor has paid employees, sub-contractors, and suppliers.

Motion by Councilmember Metz, second by Councilmember Bergman to authorize the final acceptance of the Church Creek Lift Station Gravity Bypass Extension project completed by Faber Construction. Motion carried unanimously.

c. Authorize Final Acceptance of Church Creek Park Tree Removal Completed by Monarch Tree Service

Hushagen said an arborist came out and identified dangerous, diseased, and dead trees. Fifty trees were removed. While they were there, they identified more trees that needed to be removed. This was the first phase of tree thinning; staff will be coming back to Council to get approval to remove additional dangerous trees. Monarch Tree Service did the work for the City and they were good to work with.

Motion by Councilmember Gaumond, second by Councilmember Pearce to authorize the final acceptance of the Church Creek Park Tree Removal project completed by Monarch Tree Service. Motion carried unanimously.

d. Authorize Final Acceptance of the Hamilton Smokestack Painting Completed by Coating Applicators

The project was completed on time and on budget, the contractor did a great job, and you can see it from a long way off.

Council Comments:

- Citizens identify the smokestack with Stanwood, Coating Applicators did a great job!

- Talked to Rorry Studley, owner of Coating Applicators, he really wanted to do this project for the city and was very passionate about it.

Motion by Councilmember Robb, second by Councilmember Pearce to authorize the final acceptance of the Hamilton Smokestack Painting project completed by Coating Applicators. Motion carried unanimously.

e. Authorize the Mayor to Sign Snohomish County Sheriff's Office Contract

City Administrator Shawn Smith discussed the Interlocal Agreement with the Snohomish County Sheriff's Office for Law Enforcement Services. This agreement is a one-year extension, the language in the contract hasn't changed, however, the cost has gone up. The county has required this contract term of one year to bring Stanwood's term in line with other contracting cities, thus, the city will be negotiating another contract to begin in 2024.

One correction in the staff report, under Committee/Board Recommendations, the ILA did not go to the Public Safety Committee on October 13 due to a conflict with tonight's Council Special Workshop.

The total increase for 2023 is \$173,856 which is significant but is less than expected. The City will get a small credit for the use of our building and a reduction as the School Resource Officer (SRO) is now being contracted directly with the school district.

Council Comments:

- In the ILA there is language about replacing the Chief if we were without a Chief for an extended period, but no language about replacing deputies. How will the loss of deputies be addressed? Chief Toner answered that we are down two swing shift deputies. The Sheriff's Office is in the process of hiring and training those officers. He has been told the positions will be filled no later than February 1st. As far as the contract assurances, the stance of the Sheriff's Office is that they provide the City a minimal level of service which is 24/7 coverage and they have never not done that.
- It is unfortunate that the city is not involved in the SRO program. Chief Toner said Officer McCurry will be the SRO.
- Is one of the factors of the large increased cost for service due to the officer's risk insurance which is now being passed on to the city? Smith answered that has been a cost that the Sheriff's Office has been covering. The ILA's payment schedule is based on direct cost reimbursement.

Motion by Councilmember Metz, second by Councilmember Shepro to authorize the Mayor to sign the Interlocal Agreement between the City of Stanwood and the Snohomish County Sheriff's Office for the year 2023.

Roll call of votes was taken. Motion carried unanimously.

f. Authorize the Mayor to Execute Agreements with Strategies 360 and Pace Engineering to Support Grant Writing and Government Relations

City Administrator Shawn Smith explained that these are two separate items, but both are for grant writing. Strategies 360 is a lobbying firm that has been under contract with the

City for several years, but the contract lapsed last year. Staff is looking to contract with them again as they have been very helpful in obtaining. There are several big projects that staff would like to do, so having every opportunity to find grant money will help get these projects underway.

The contract with Pace Engineering is for them to write the complex grant application for the Irvine Slough Stormwater Separation (IS4) Phase IV project. The project estimate is four million and we will be applying for three million with a one million city match. The City does not have anyone on staff to write the complex application, by contracting with Pace, staff is hoping to turn their fee of \$30,000 into \$3,000,000.

Motion by Councilmember Robb, second by Councilmember Shepro to authorize the Mayor to sign a contract with Strategies 360 not to exceed \$60,000 to assist the City with State and Federal capital funding requests and keep the City informed on legislation that would impact municipalities.

Roll call of votes was taken. Motion carried unanimously.

Motion by Councilmember Robb, second by Councilmember Pearce to authorize the Mayor to sign a contract with Pace Engineers not to exceed \$30,000 to assist the City with the Building Resilient Infrastructure and Communities Grant opportunity.

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 Sarah Cho have been on a roll attending ribbon-cutting ceremonies. Last Friday they participated in the ribbon-cutting for Pat's Thai Shabu Restaurant, they put out a really nice buffet for everyone to try the menu.

b. City Administrator Report

- Smith has been talking to the High School about the Student Advisor position. Council passed a resolution to have that position, but we haven't had a Student Advisor for a few years. Staff is working on updating the application and revising the role. Applicants will be interviewed and we're hoping to start the program again in January.
- Had a bid opening for Pickleball Courts at Church Creek and Heritage Parks. The bid came in within our budget.
- Had a bid opening for the Sebranke property remediation. The bid came in within our budget.
- The banner poles are up on the west end of town and the banners are on the light poles along SR 532.
- The Capital Improvement Plan (CIP) is a yearly plan, even though the City is adopting a two-year budget, the CIP is revisited and can be revised every year.
- Smith would be happy to meet with council members individually to discuss the CIP, go over project details, answer any project questions, or talk about new ideas.

c. Councilmember Reports/Questions

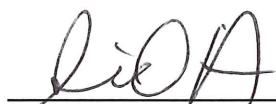
- Councilmember Metz did not go to the ribbon-cutting but did go to Pat's Thai and was happy with the experience. He also tried Thai Kitchen a few times and was equally happy with them. Please support our local businesses!
- Councilmember Robb asked if there were any committees still meeting entirely online? Smith answered, no. Robb said there is enough track record to keep the hybrid meetings, there is not a large uptick of citizens attending via zoom, but it has worked out for some to remote in when they were not able to attend in person. The Mayor said that the subject is being discussed.
- Councilmember Shepro thanked Smith for offering to meet with council members individually to discuss the CIP. Also, in contrast to the budget process from a few years ago, what a remarkable difference. Two years ago, Council spent maybe a total of 45 minutes discussing the budget, now we're spending 5 or more hours.
- Shepro went to the Cookie Mill for lunch, there were no other customers. Please visit the Cookie Mill to help them through this difficult time, they're a nice business to have in Stanwood.
- Councilmember Bergman thanked city staff for their hard work, they do a great job!
- It's Picker's Market this weekend, and streets will be closed. It should be a good time with the Harvest Festival that they'll be having.
- Councilmember Schmitt would like to see Public Works put out Christmas decorations the day after Halloween – haha!
- The City Council should start thinking about putting in car-charging stations.

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 7:58 p.m.

CITY OF STANWOOD



Sid Roberts, Mayor

ATTEST:



Lisa Sokolik, City Clerk