

CITY OF STANWOOD
Regular Meeting of the City Council
Thursday, October 11, 2018 – 7:00 p.m.
Stanwood Camano School District Administration Board Room
MINUTES

1. Call to Order and Pledge of Allegiance

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

2. Roll Call

Deputy Clerk Tania Hawes called the roll with the following Councilmembers present: Dianne White, Elizabeth Callaghan, Timothy Pearce, Larry Sather, Kelly McGill and Judy Williams. The meeting was quorate.

Also present: City Administrator Jennifer Olson, Public Works Director Kevin Hushagen, Finance Director David Hammond, Community Development Director Patricia Love, Police Chief Norm Link, Fire Chief John Cermak, City Attorney Grant Weed, and Deputy Clerk Tania Hawes.

Motion by Councilmember Sather, second by Councilmember McGill, to excuse Councilmember Johnson. Motion carried unanimously.

3. Approval of the Agenda

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

4. Citizen Comments

Michael Wooten – 27828 84th Ave NW

Mr. Wooten commented on his concerns of new developments being created within the City in relation to water availability.

Cathy Wooten – 27828 84th Ave NW

Ms. Wooten explained her concerns about new developments coming to the City. She also commented on the utility rate increases proposed to Council.

Tim Schmitt – 27308 101st Avenue

Mr. Schmitt commented on the proposed business license income threshold and suggested that it be raised to a higher monetary amount.

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Angie Sievers – 335 116th Ave SE, Bellevue

Ms. Sievers welcomed new City Administrator Jennifer Olson to the City. She also commented that if we all take a piece of the higher utility rates for infrastructure now, we will be able to provide the next generation with more affordable housing and infrastructure.

Councilmember White commented that the City should be good stewards of our utilities and allow rate increases so that we do not underfund our infrastructure.

Councilmember McGill agreed with Councilmember White and added that staff has been thoughtful about the proposal and execution of the increase in utility rates.

5. Committee Reports

- a. Community Development
- b. Economic Development Board

6. Consent Agenda

- a. Approve Vouchers and Payroll Checks
- b. Approve September 27, 2018 Regular Meeting Minutes

Motion by Councilmember Sather, second by Councilmember Callaghan, to approve the consent agenda items a and b. Motion carried unanimously.

7. Old Business

- a. Second Reading and Final Adoption of Ordinance 1461 – Water, Sewer, and Drainage Utility Rates

Finance Director David Hammond presented second reading of Ordinance 1461 to update water, sewer, and drainage utility rates, and plant investment fees. This item was discussed on June 21, 2018 at the council workshop, the public works committee meeting September 10th, and the finance committee meeting on September 13th. The Ordinance was then brought to council on September 27th and council recommended that staff bring the Ordinance to council for second reading and final adoption.

Motion by Councilmember Sather, second by Councilmember McGill, to approve second reading and final adoption of Ordinance 1461, an Ordinance of the City of Stanwood, Washington, amending Stanwood Municipal Code chapters 12.04 sewer system rates and charges, 12.12 drainage utility system fees and fund, 12.16 water utility system rates and charges; establishing severability and an effective date. Callaghan – Yes, Pearce – Yes, Sather – Yes, McGill – Yes, Williams – Yes, White – Yes. Motion carried unanimously.

- b. Second Reading and Final Adoption of Ordinance 1462 – Business License Procedures Code Amendment

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Community Development Director Patricia Love presented second reading and final adoption of Ordinance 1462. Patricia explained that state legislature is requiring all Washington cities to update their definitions and procedures for business licenses so that they are consistent across the state. The Ordinance was brought to council for first reading and a public hearing at the September 27th council meeting, and staff were directed to bring the Ordinance back to council for second reading and final adoption.

Motion by Councilmember Sather, second by Councilmember White, to approve the second reading and final adoption of Ordinance 1462 amending Chapter 5.03 Business Licenses, of the Stanwood Municipal Code relating to business license definitions and procedures. Callaghan – Yes, Pearce – Yes, Sather – Yes, McGill – Yes, Williams – Yes, White – Yes. Motion carried unanimously.

8. New Business

a. Resolution 2018-20 Adoption of the City's Salary and Benefits Schedule for 2019

Finance Director David Hammond presented first reading and final adoption of Resolution 2018-20 to council. David explained that the Resolution implements represented employee's salary and benefits as previously agreed to in the collective bargaining agreements covering the period 2017 to 2019, and to be equitable, for non-represented employees, the resolution proposes the same two percent cost of living increase and basically the same health benefits as the prior year.

The Mayor commented on the possibility of City Councilmembers of receiving health benefits.

Motion by Councilmember Sather, second by Councilmember McGill, to adopt Resolution 2018-20 formally adopting a salary and benefit schedule for city employees effective January 1, 2019. Motion carried unanimously.

b. Authorize the Mayor to sign a contract with QCC (SCADA Upgrade)

Public Works Director Kevin Hushagen presented a contract with QCC for SCADA upgrades to the wastewater treatment plant. Kevin explained that the SCADA system has been running since 2004 and is key to operating the wastewater treatment plant.

Motion by Councilmember Sather, second by Councilmember Williams, to authorize the Mayor to enter into an agreement with Quality Controls Corporation for engineering and programming services to upgrade the supervisory control and data acquisition (SCADA) equipment for the Wastewater Treatment Plant. Motion carried unanimously.

c. Authorize the Mayor to sign an on-call contract with RH2 Engineering

Public Works Director Kevin Hushagen presented an on-call contract with RH2 Engineering. The City currently has 23 on-call contracts, which allows staff to come to Council with task orders rather than new contracts.

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Motion by Councilmember Sather, second by Councilmember McGill, to authorize the Mayor to enter into an on-call professional services agreement with RH2 Engineering. Motion carried unanimously.

- d. Authorize the Mayor to sign a task order with RH2 Engineering for 297 Zone Reservoir

Public Works Director Kevin Hushagen presented a task order with RH2 Engineering for the 297 Zone Reservoir. Kevin explained that the City needs a new water reservoir to help the City keep up with the demands of new development.

Motion by Councilmember Sather, second by Councilmember McGill, to authorize the Mayor to sign a task order with RH2 for \$208,426.00 for the 297 Zone Reservoir preliminary and final engineering design. Motion carried unanimously.

- e. Authorize the Mayor to sign a task order with RH2 Engineering (BLU Contract)

Public Works Director Kevin Hushagen presented a task order with RH2 Engineering for the BLU contract. Kevin explained that this task order involves a water and sewer availability study that is required for all new developments within the City. The City is looking into being able to perform these studies 'in house' but at this time we do not have the staff or software necessary to do so.

Councilmember McGill commented on the fact that the cost of the study exceeds the fee collected.

Motion by Councilmember Sather, second by Councilmember Williams, to authorize the Mayor to sign a task order with RH2 for \$8,740.00 to evaluate the water and sewer availability for BLU development. Callaghan – Yes, Pearce – Yes, Sather – Yes, McGill – No, Williams – Yes, White – Yes. Motion carried.

9. Reports of Officers and Committees

- a. Mayor's Report

Mayor Leonard Kelley announced that tomorrow is the last farmer's market of the season. The next Snohomish County Cities Meeting is November 15th in Everett. The meeting will decide Snohomish County's legislative agenda. The Mayor also reminded Council of the budget workshop special meeting scheduled for Monday, October 22 a 5:15pm in City Hall.

Councilmember Sather clarified that the Monday, November 19th city council meeting will be taking place in the Stanwood School District building.

- b. City Administrator's Report

City Administrator Jennifer Olson commented that she will be reaching out to Council to conduct an introductory meeting to get to know the Councilmembers. Ms. Olson announced that Snohomish County is looking for part-time election assistants to help with the county elections. Ms. Olson is also looking to provide a brief overview about state statutes with regards to supporting an item on the ballot on the City website.

City Attorney Grant Weed provided a brief background about state statutes and what is appropriate for the City to do to support ballot measures.

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c. Councilmember Reports and Questions

Councilmember Williams announced she will not be able to attend the next city council meeting.

10. Citizen Closing Comments

Cathy Wooten – 27828 84th Ave NW

Ms. Wooten commented on Angie Sievers comment about the utility rate increases.

Tim Schmitt - 27308 101st Avenue

Mr. Schmitt thanked Council for raising the City's utility rates to help fund its infrastructure.

11. Adjourn to Executive Session for Purposes of Discussing Real Estate [RCW 42.30.1109(c)]

City Council adjourned to executive session for purposes of discussing real estate at 7:56pm for ten minutes.

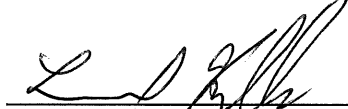
City Council reconvened from executive session at 8:10pm.

Motion by Councilmember Sather, second by Councilmember McGill, to authorize the Mayor or his designee to record the boundary line adjustment creating a 1.25 acre parcel in the northwest corner of the Vine Street Investors LLC parcel off of 72nd Avenue NW in the City of Stanwood.

Motion by Councilmember Sather, second by Councilmember McGill, to authorize the Mayor or his designee to finalize the purchase of 1.25 acres of property located off of 72nd Avenue NW in the City of Stanwood with Vine Street Investors LLC in the amount of \$544,500.

Mayor Kelley adjourned the meeting at 7:54 p.m.

CITY OF STANWOOD



Leonard Kelley, Mayor

ATTEST:



Tania Hawes, Deputy Clerk