

**SULTAN CITY COUNCIL  
AGENDA ITEM COVER SHEET**

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ITEM NO: Consent C 1

DATE: September 24, 2009

SUBJECT: Council Meeting Minutes

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director

**SUMMARY:**

Attached are the minutes of the September 10, 2009 Council meeting as on file in the office of the City Clerk.

**RECOMMENDED ACTION:**

Approve as submitted

## **CITY OF SULTAN COUNCIL MEETING – September 10, 2009**

The regular meeting of the Sultan City Council was called to order in the Sultan Community Center by Mayor Eslick. Councilmembers present: Champeaux, Wiediger, Slawson, Flower, Beeler, Blair and Davenport-Smith

### **PRESENTATIONS**

#### **Explorers and Reserves:**

Chief Brand introduced the Snohomish County Sheriff's Reserve Deputy and Police Explorers. These are volunteer units that work under the supervision of full time commissioned staff and are a great asset to the Sheriff's Office, Snohomish County and the community. Sheriff Lovick and Jeff Brand presented certificates of appreciation to the group for their volunteer work during the Sultan Summer Shindig.

**Boys and Girls Club Proclamation:** The Boys and Girls Club in Sultan has worked to provide activities and a safe place for the children to gather. Mayor Eslick read a proclamation into the record proclaiming September 12, 2009 as Day for Kids in Sultan.

**Bike Patrol – JAG Grant:** Chief Brand introduced Deputy Mike Krein and Lucas Robertson who will be working on the Bike patrol program for Sultan. The City purchased bikes several years ago and the community transit donated two bikes. The JAG grant has allowed the city to refurbish and outfit the bikes. Chief Brand presented Deputy Krein with a certificate of appreciation for his work.

#### **Community Transit**

Todd Morrow, Chief of Strategic Communications, gave an update on service changes and the future of the system. There are three bus routes in the area with several bus stops in Sultan with service once an hour during the week. The new *Swift* service proposal includes elements that would modify existing service with a view toward developing more direct, streamlined service associated with "Transit Emphasis Corridors". Based on input from riders, there will be direct service to the courthouse in Everett. Community Transit works under the direction of the Board of Directors comprised of elected officials representing the 19 cities and the county. Due to shortfalls of revenues, administrative costs have been cut but the service level has not.

Councilmember Slawson thanked them for providing service to the courthouse; the original proposal would have forced people to walk eight blocks and there are citizens who can't walk that far. The buses used for East County are the most run down and they could provide better buses to the area. Councilmember Blair thanked them for listening to the citizens input on the routes. Most of the citizens from Snohomish to Gold Bar don't work in the area and have to commute to work. If CT increases service, they will increase uses. Need to consider the users when they look at budget cuts.

#### **COMMENTS FROM THE PUBLIC:**

**Frank Linth:** Saw the bike patrol working the other night on Main Street and it was very impressive to see them work. The Planning Board is no longer involved in quasi judicial decision and their focus and work will change. One complaint is there is a gap of information between Planning Board and the Council. The Planning Board will start filing a monthly report to the Council on the issue they are working on. The Board is making extra efforts to become familiar with the Comprehensive Plan.

**Brian Zinser, Post Master:** The Post Office has requested a meeting with the City to discuss the parking problems at the building and complaints received from citizens.

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Beeler: The Post Office needs a parking plan to help them with the problem and the City needs to create a small park in front of the murals.

Blair: Agrees with the plan to create a park and there should be adequate parking around the building for employees. The Post Office can install lights if needed. Thanked the Reserves and Explorers for their work. The bike patrol is great for the community.

Flower: The Health District has found funding for the family health nurse program for the remainder of the year. Dr Goldbaum gave a good presentation to the Chamber on the services available and the swine flu problem. Vaccine shots will be available in October and the general advice is to stay home if you have flu symptoms.

Davenport-Smith: Thanked the Planning Board for moving forward with providing monthly reports.

Wiediger: In regards to parking at the Post Office, they have plenty of room for parking and they should be able to resolve the problem.

Slawson: Thanked the staff for the work with the vector truck. The new equipment at the Wastewater Treatment plan is impressive and should save the City money.

Champeaux: Volunteered to meet with the Post Master again on the parking problem.

Mayor Eslick: Thanked Councilmember Wiediger taking on the duties of Mayor pro-tem while she was on vacation. Advised she is working on a newsletter and asked if any Councilmembers would like to contribute an article. Councilmember Slawson suggested an article on the award received for the Wastewater Treatment Plant.

**CONSENT AGENDA:** The following items are incorporated into the consent and approved by a single motion of the Council. On a motion by Councilmember Blair, seconded by Councilmember Flower, the consent agenda was approved as presented. Champeaux – aye; Wiediger – aye; Slawson – aye; Davenport-Smith – aye; Flower – aye; Blair – aye, abstained on the minutes; Beeler – aye.

- 1) Approval of the August 27, 2009 Council Meeting Minutes as on file in the Office of the City Clerk.
- 2) Approval of Vouchers in the amount of \$93,581.84 and payroll through August 21, 2009 in the amount of \$44,575.36 to be drawn and paid on the proper accounts.
- 3) Set a Public Hearing for September 24, 2009 on the proposed Developer Agreement for Greens Estate PUD.
- 4) Authorization to submit a grant application to Public Works Trust fund for an Urban Vitality Grant for the Sultan Basin Road project.
- 5) Rejection of all bids from specialty suppliers for the chlorine conversion from gas to liquid at the Water Treatment Plant and authorization to rebid the project.

**ACTION ITEMS:****Phone Backup System:**

The issue before the city council is to authorize an expenditure of \$1,300 to provide an uninterrupted power system for the city's Nortel phone system and Comcast modems.

City staff evaluated a 24-hour back-up system, a 36-hour system and a 72-hour system. Due to the costs of the proposed system, city staff recommends purchasing a system to provide a minimum of 24-hour service. City staff received quotes from Iron Goat Networks and Advocate Telecom. Council member Steve Slawson reviewed both quotes and supports the system recommended by Iron Goat Networks.

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**Phone:** Brief discussion was held regarding installing a system that will support the computer systems and the phone system and the need to provide funds in the budget for battery replacement. On a motion by Councilmember Slawson, seconded by Councilmember Flower, a budget expenditure of \$1,300 from the General Fund budget to purchase a back-up power supply for the city's telephone system was authorized. All ayes.

**Garbage Rate Study:**

The issue is to authorize the Mayor to sign a contract not to exceed \$30,000 with FCS Group to conduct a solid waste (garbage) rate study to ensure adequate financial resources to fund operations, maintenance and equipment replacement in the City's garbage utility.

City staff recommends contracting with FSC Group to conduct a solid waste rate study. FCS Group assisted the City in reviewing sewer and water rates. The firm is familiar with Sultan's financial history and community culture. FSC Group is a well-known and respected firm in the region for performing utility rate studies for municipal governments and utility districts. There is no city or state requirement to bid professional services work.

The proposed scope of work is \$30,000. The City Council included \$25,000 in the Garbage Utility operating budget to fund the garbage rate study. There is approximately a \$5,000 carryover expected in 2010 to complete the study. According to the Council's work plan, the garbage rate study is scheduled to begin in the third quarter of 2009.

The city increased the rates by 20% earlier this year and needs to move forward with the formal study to determine if rates are adequate to cover the costs.

On a motion by Councilmember Blair seconded by Councilmember Flower, the Mayor was authorized to sign a contract with FCS Group to conduct a garbage rate study in an amount not to exceed \$30,000. All ayes.

**Wastewater Treatment Plant Line of Credit:**

The issue is to approve a \$400,000 line of credit loan with a commercial bank to complete the funding for the Centrifuge project. The City is working with US Bank and other banks to determine the best terms and rates. Based on further analysis, the refunding of the outstanding Water/Sewer Revenue Bonds is not viable at this time. The option available is negotiate a commercial loan with a bank with either a variable or a fixed interest rate.

US Bank would provide a loan with variable interest rate assessed at 96% of prime and the fixed rate would be between 5-6%. The fixed rate option would not allow an early payoff of the loan. Staff is working with an advisor to obtain quotes from other banks. US Bank will require a processing fee of \$3,000 to \$6,500 depending on the type of loan. The term of the loan would be twelve years.

The Centrifuge project is underway and scheduled to be complete in October. The City needs to move forward with securing the necessary funds to pay for the project.

Brief discussion was held regarding the interest rates and the options available; process to move forward with the loan; the need to complete a bond ordinance to establish the line of credit.

On a motion by Councilmember Slawson, seconded by Councilmember Blair, the staff was authorized to prepare the necessary loan documents to complete the line of credit with US Bank at the variable rate of interest and to work with KL Gates to draft the necessary bond ordinances for Council action. All ayes.

**Display Case Policy:**

The issue before the city council is review and approval of the draft policy on displays and exhibits at city-owned properties. The policy is needed to accommodate recent requests to display materials in

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**Display Case:** the Community Center lobby. The city attorney recommends the city council adopt a set of policies and procedures to provide fair and consistent standards for the use of exhibit areas in the Community Center. In developing a policy the city cannot discriminate on the basis of message or viewpoint but may discriminate on the basis of perceived aesthetic or historical value or other criteria unrelated to any viewpoint.

In light of laws applicable to public buildings, the proposed policy does not allow items that:

- promote political fundraising,
- promote or oppose a matter placed, or to be placed, before voters at the polls
- political campaigns
- endorse religion or any particular religion, or opposition to religion or to any particular religion.

In addition, items selected or approved for display must be appropriate for a general audience of all ages. Accordingly, the policy prohibits groups or individuals from displaying items that a reasonably prudent person applying contemporary community standards would find offensive, including items that:

- contain material that, taken as a whole, appeals to prurient interests or depicts or describes nudity or sexual conduct in an offensive or lewd manner
- contain material depicting graphic violence

Under the proposed policy, the City would not accept commercial notices for any group unless they have a special education, information, or cultural value to the community.

On a motion by Councilmember Blair seconded by Councilmember Flower, the policy was adopted. All ayes.

**DISCUSSION**

**Championship Signs:**

The issue before the Council is to discuss setting a policy regarding the Sultan Champion sign that is located on US 2 honoring Sultan State Champions.

Committee Recommendation:

1. Sultan High School State Athletic Champions. Use the existing Sultan Champion sign located on US 2 across from the post office to recognize high school sports teams and individuals who earn state championships in athletics.
  - The school board would make recommendations to place shingles on the Sultan Champion sign.
  - The School District would purchase shingles for the sign recognizing Sultan High School state level athletic achievements.
2. Athletic, Academic, Artistic and other Fields of Study. Co-sponsor a second sign with the Sky Valley Chamber of Commerce and Sultan School District to recognize teams or individuals, under the age of 18, who earn state championships in athletic, academic, artistic or other fields of study.
  - The City/School/Fire Committee would review applications and make recommendations to City Council.
  - The individual or team awarded recognition would pay for the shingle for the sign.

Discussion was held on who would be responsible for the maintenance of the signs; selection of the awards; age of the students – why under 18.

**CITY OF SULTAN COUNCIL MEETING – September 10, 2009****Council Budget Retreat:**

The issue before the City Council is to set the date for the Council budget retreats. The original date set for the retreat is October 17, 2009. The Council briefly discussed the dates they were available for the meeting. The Budget Retreat was set for October 7, 2009 at 6 PM.

**PUBLIC COMMENT ON AGENDA ITEMS ONLY**

Sam Pinson: The Council decided to switch the phone system and now they will need a backup system; not sure the city will save money in the long run.

Keith Arndt: There is flexibility in the line of credit but the interest could be \$191,000 if the full amount was carried for twelve years. Noted that he did not contribute to the Planning Board report.

**COUNCILMEMBER RESPONSE TO PUBLIC COMMENT ON AGENDA ITEMS**

Beeler: The City should still save money on the phone change even factoring in the backup system. The City would only draw on the line of credit when the funds were needed.

**EXECUTIVE SESSION:** On a motion by Councilmember Champeaux, seconded by Councilmember Slawson, the Council adjourned to executive session for twenty minutes to discuss real estate negotiations. All ayes.

**Adjournment:** On a motion by Councilmember Slawson, seconded by Councilmember Flower, the meeting adjourned at 9:30 PM. All ayes.

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Carolyn Eslick, Mayor

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Laura J. Koenig, City Clerk