

**SULTAN CITY COUNCIL
AGENDA ITEM COVER SHEET**

ITEM NO: Consent C 1

DATE: April 22, 2010

SUBJECT: Council Meeting Minutes

CONTACT PERSON: Laura Koenig, Clerk/Deputy Finance Director

SUMMARY:

Attached are the minutes of the April 8, 2010 Council Meeting minutes as on file in the office of the City Clerk.

RECOMMENDED ACTION:

Approve as submitted

CITY OF SULTAN COUNCIL MEETING – April 8, 2010

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

CHANGES/ADDITIONS TO THE AGENDA

Consent: Add excused absence of Mayor Eslick and Councilmember Wiediger from the meeting.

Consent: Move Ordinance 1074-10 to action

Discussion: Add City flag

PRESENTATIONS

Volunteer Week Proclamation: Mayor Pro-tem Slawson read the Volunteer Week Proclamation into the record. Volunteer week is April 18-24th. The Community will have a dinner on April 20th to honor the volunteers in the area.

CERT Graduates: Chief Brand recognized the members of Snohomish County Department of Emergency Management, Snohomish County Fire District 5, Sultan who taught our citizens over the last month and a half and to recognized the 32 citizens, including Sultan Council members Steve Slawson, Kristina Blair and Sarah Davenport-Smith who have given up their valuable time to prepare for an emergency and serve the citizens. A special certificate was presented to Steven Hagberg, DEM, who directed the classes.

WSDOT – Rice Road:

Loraine Eng, WSDOT and staff discussed the speed limit through Sultan and safety improvements at Rice Road. They have completed a speed study and monitored the intersection and based on the information are not recommending any changes to the existing speed limits. To change the speed limit WSDOT must make the recommendation and the City must pass an ordinance. The state uses the 85% percentile speed to determine the average speed; other factors considered include pace speed, roadway characteristics, lighting, collision rates and traffic volume trends. This is a rural category road and no significant development has occurred in the area. Some speed modifications could occur but not a reduction to 35 mph.

Councilmember comments: Concerned over the Cascade View Drive access; desire to see a stop light at the Rice Road intersection; future development and the need to plan ahead; the safety improvements ongoing at the Sultan Basin Road; need to help the existing businesses; the speed limit can't be based on the anticipated population; request to consider lowering the speed limit by 5 mph; volume of traffic on weekdays versus weekends.

Future development could make the State reconsider the speed however, the growth has not occurred and the reduced speed is not warranted at this time. Based on studies, the lower speed will cause more accidents.

Brief discussion was held regarding short term improvements to the Rice Road intersection to make it safer. Revisions to the turn lanes and limited access were proposed. The state has considered a roundabout for the intersection.

COMMENTS FROM THE PUBLIC:

Dave Wood – VOA: Invited everyone to a pancake breakfast sponsored by the Senior Center.

Dave Comstock: The water bill has had an 8% growth over past few years. Need to control service costs to encourage growth. He has a three car garage and a curb cut for two cars – why? Driveways should match the width of the garage.

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David Sodd: His company will be laying off a lot of employees and the rate increases and tax increases have created hardship. People are keeping their homes by a slim margin and he asked the Council please keep them in mind when increasing rates.

COUNCILMEMBER COMMENTS

Slawson: Read an article about the Every 15 Minute program at the High School. The goal of the program is to teach high school students about impaired driving and the results.

Stephanie Morrill advised that 22 students participated in the program. There was a crashed car at the school; they created a crime scene and then every 15 minutes a student was taken from the class as a fatality. They worked with the DUI task force and local businesses donated food for the students. There was a mock memorial service at the school the next day.

Pinson: This was a good program for the school and CERT is good planning for the city. His goal is to try to control size of government.

Davenport-Smith: The school program is great - she did a similar program in school but not as intense. Rate increases are painful for everyone as they are all on a budget. They must balance the needs of the city and the utility must pay for itself.

Flower: They are mandated to run the utilities efficiently and are not allowed to make a profit. Contract service was considered but the city found they could provide service more efficiently. There are outside factors that control rates and the need to replace equipment. The Council is reluctant to increase rates any more than necessary but the utility must be self sustaining. Thanked Stephanie for her work on the school program - everyone needs to be just a little more careful. Would like to see a signal at Rice Road not a roundabout.

Blair: The cost of doing business is rough but they have watched former councils not increase rates and then tough decisions were needed. The Council members have the same budget issues as other citizens and feel the impact of increased rates. Congratulated Stephanie for her work on the school program. The Reiter Foothills project is moving forward – meetings were held with the DNR, State, City and County representatives. The CERT program was fun and prepared people to handle emergencies. Applauds those who help the homeless but also understands the concerns of the citizens. There is a difference between homeless people and those who choose to live on the streets. They rely on others to provide for them and it is not always helpful to help them.

Beeler: The US Safety coalition has struggled for years to get improvements. In 2004 a church member was killed on highway 2 and there was a great impact to a lot of people. He has learned that WSDOT has a strict set of rules to determine how and what improvements are going to be made. Improvements to four intersections will be made this summer and the City needs to continue to let WSDOT know that we want more done.

Slawson: Several years ago Sultan students were killed in a car accident and his daughter was in the car behind them and watched the accident – both he and his daughter were impacted by the accident. CERT provided good training on how to survive the first 72 hours after a disaster. There are reduced rates for garbage service available to customers.

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

- 1) Approval of the March 25, 2010 Council Meeting Minutes as on file in the Office of the City Clerk.
- 2) Approval of Vouchers in the amount of \$131,724.45 and payroll through March 19, 2010 in the amount of \$35,916.02 to be drawn and paid on the proper accounts.
- 3) Adoption of Ordinance 1075-10 reducing industrial lot sizes.

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- 4) Set a joint meeting with the Council and Planning Board for April 27, 2010.
- 5) Excused absence of Mayor Eslick and Councilmember Wiediger from the April 8, 2010 Council meeting.

ACTION ITEMS:**Comprehensive Plan Docket:**

In conformance with State Statutes, the Sultan Municipal Code (SMC) Chapter 16.134.070D provides that the Docket for proposals to amend the Comprehensive Plan is open once each year. The open docket has been advertised and legally notices as required. The deadline for submittal of docket proposals is April 1st of each year. The Council reviews the proposed docket items and determines which items will be addressed on the current year's docket by forwarding them to the Planning Board for further action.

For the docket process of 2010, the City received no proposals from the public or other agencies. The City of Sultan proposes one Docket Item. The City proposes that the Industrial Park Master Plan (IPMP), a sub-area plan of the Sultan Comprehensive Plan be decommissioned (repealed). On a motion by Councilmember Flower, seconded by Councilmember Pinson, the Council forwarded the staff proposal to decommission the IPMP to the Planning Board for further action as provided by SMC 16.134.070. All ayes.

Ordinance 1074-10 setting rates for garbage collection.

The issue before the city council is to have Second Reading of Ordinance No. 1074-10 adopting new garbage rates for commercial and residential customers based on the garbage rate study performed by FSC Group and council policy decisions.

Discussion: Increase percentage is not equal over two years due to the cost of service module; concern for citizens that have lost jobs and are having difficult times; selection process for the consultant and method used; second opinion would require additional costs; the need to increase the rates to make the operation self supporting; need to make up for lack of planning and increases in the past.

On a motion by Councilmember Pinson, seconded by Councilmember Flower, Ordinance 1074-10 was adopted. All ayes except Councilmember Beeler who voted nay.

DISCUSSION**Public Works Department Reorganization:**

The issue before the Council is the reorganization of the public works department. Part of this is updating the Public Works Director and Field Supervisor job descriptions and adjusting the 2010 budget to fund these positions. Staff, on the recommendation of council, presented to the council subcommittee on March 11, 2010. Council subcommittee requested additional finance information to show the budget cuts necessary to fund the reorganization in 2010.

The problem currently is the Public Works Director is overseeing all the departments as well as managing the comprehensive plan updates, project management and daily operations. There are too many issues for one person to respond to daily. The options would be to move forward, hire an Engineer or stay.

Staff Recommendation:

1. Amend the job description for the public works director position adding a requirement to possess a professional engineering degree and develop a salary pay range of \$88,008 to \$92,522 plus benefits for this position.
2. Review the proposed job description and salary pay range for the field supervisor position \$71,196 to \$75,816.
3. Direct staff to return to Council with an amendment to Ordinance 1067-09, the 2010 salary schedule included in the 2010 budget.

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4. Direct staff to advertise for the Public Works Director using the amend job description Discussion was held regarding the impact to current staff; process to hire a Public Works Director and then go through a competitive hiring process for the Field Supervisor to provide transparency to the community; the need to contract for some engineering services; the need to provide a cost comparison for the full time position versus the part time position; prior structure of the Public Works Department (included Field Supervisor); the need to do a budget analysis for the next five years. Staff was directed to move forward and bring back the revised salary ordinance and fiscal impact plan.

Economic Tour:

The issue before the Council is to select Sultan businesses to tour on Saturday, May 1, 2010. Staff recommends the tour include:

1. Alexander's Auto Wrecking
2. Docufeed Technologies, LLC
3. East Teak Fine Hardwoods
4. Jim Flower, LLC – Alternate/Backup

A tour for the Mayor, Council and Planning Boardmembers is scheduled for Saturday, May 1, 2010 from 9:00 AM to 12:00 PM to tour some of Sultan's Industrial and/or Technology businesses.

City Flag: Councilmember Davenport-Smith provided proofs of the proposal for the city flag. She would like to form a small committee with design background to help design and simplify the flag. Research shows you should not use the city logo if it is too detailed. The flag should be simple and made meaningful thru a symbol.

Stop the Clock: On a motion by Councilmember Davenport-Smith, second by Councilmember Blair the clock was stopped at 10 PM. All ayes.

Adjournment: On a motion by Councilmember Blair, seconded by Councilmember Pinson, the meeting adjourned at 10:05 PM. All ayes.

Steve Slawson, Mayor Pro-tem

Laura J. Koenig, City Clerk