

CITY OF SULTAN COUNCIL MEETING – January 14, 2021

Mayor Wiita called the regular meeting to order at approximately 7:00 p.m. The meeting was held via Zoom Internet Conference Service with all members in attendance at remote locations via computer or phone. Mayor called roll and the following were in attendance:

Councilmembers in attendance: McCarty, Aldrich, Walker, Vaughn, Neigel, Sivewright, and Beeler.

Staff in attendance: Administrator Ibershof, Finance Director Koenig, Public Works Director Morgan, Planning Director Galuska, and City Clerk Pevey.

CHANGES/ADDITIONS TO THE AGENDA

On a motion by Councilmember Beeler, seconded by Councilmember Walker to approve the agenda with the following changes: 1) Discussion Item #4 re: Payoff of LID97-01, 2) Discussion Item #5 re: Garbage Utility Tax, and 3) Discussion Item #6 re: Legislative Request; Motion passed 7-0.

PRESENTATIONS**School District Capital Facilities Plan**

Presentation on file with the city clerk

Planning Director Galuska explained the School District Capital Facilities Plan is adopted as an addendum to the city's comprehensive plan and is a regular update that analysis. The purpose is to review the capital needs of the school district in relationship to growth within the city. Galuska explained the process and explained it adopted as a budget amendment and so it will not be part of the comprehensive plan docket for 2021. Planning Board has already adopted the proposed capital facilities plan. Next step is a public hearing scheduled for a future council meeting.

PUBLIC HEARING**AB20-79 Gilmore Easement Vacation**

Minutes of the meeting under separate cover

On a motion by Councilmember Walker, seconded by Councilmember Aldrich, the public hearing on the Gilmore Easement Vacation was closed. Motion passed 7-0.

PUBLIC COMMENT

None noted

COUNCILMEMBER COMMENTS

McCarty – Attended the Snohomish County Parks Board meeting and the Parks Board is being absorbed by the larger Conservation Board. Open position on the board if citizens are interested. Meeting Wednesday night about the potential gun range and was unable to attend due to the power outage; did hear the project is moving forward at a slow pace.

Aldrich - Ready for the new year and happy to return to council meetings.

Walker - Viewed the flood building and prepared for potential flooding in 2021. Thanked the city crew and citizens that assisted with the project. Hopeful for a ribbon cutting on the project in the future.

Vaughn – Thinking about residents and citizens still without power tonight; requested continual updates on the gun range project at the county.

Sivewright – Snohomish County Tomorrow annual assembly meeting being held via virtually on January 27, 2021 at 6:pm; speakers will be Josh Brown, Executive Director of Puget Sound Regional Council, Russ Elliott, Director of Washington State's Broadband Office, and Chris Mefford, Interim President and CEO of Economic Alliance Snohomish County

Neigel – Nice to be back in session; 2021 feeling similar to 2020, but we are moving forward.

Beeler – As we continue to deal with the covid pandemic and economic building boom, is questioning if we as a city prepared to have another economic downturn where zero permits were taken in similar to 2008. Cautioning councilmembers to be careful during the building boom that is occurring and continue keeping the city financially secure; repeating comments from other councilmembers that 2021 feeling very similar to 2020 at the start of the year.

MAYOR COMMENTS

Change in the calendar doesn't necessarily change the Covid pandemic and political unrest in the community; held a management retreat in December to look forward to the year and setting quarter by quarter goals; look forward to updating council at a workshop next week. Also, will be discussing plans for utility rates in response to a current moratorium that the Mayor placed on utility rate increases. In addition, discussing new structure on council workshops and hopes council will accept this new structure as feels it will be very productive for council. Republic garbage changeover has occurred and to let staff know any issues councilmembers are hearing from citizens so it can be communicated to Republic Services. At the next council meeting Mayor will be bringing forward a nomination for a student representative on Council. Still accepting applications for the Salary Commission and there is a need to fill all five positions and meet this year. Attended the Sultan Basin Shooting range meeting and good discussion on layouts and how the four different sections will work together. Advised there will be future public outreach regarding that project, but still a ways out as still finalizing the design. Requested councilmembers restart submittal of timecards for extra meetings pay. Stated council voluntarily in solidarity passed on extra meeting pay in 2020; but timecards to resume to normal in 2021.

CITY ADMINISTRATOR COMMENTS

Break-ins experienced at public works yard and investing in lighting and security equipment in response. Remodel occurring at public works and new desks installed. New employee Lisa Armstrong hired as administrative assistant with public works and planning. Utility Worker Austin Oster resigning and last day will be Friday, January 22nd; suggested council and citizens wish him well in his future employment. City accepting applications to replace the utility work position he is vacating. Continuing contract negotiations for a cell tower on the water plant property.

CONSENT AGENDA:

On a motion by Councilmember Walker, seconded by Councilmember Beeler, to approve the consent agenda. Consent agenda items included: 1) 2020 Voucher Approval in the amount of \$414,315.69 and payroll through November 13, 2020 in the amount of \$119,703.68 to be drawn and paid on the proper accounts; 2) 2020 Voucher Approval in the amount of \$242,314.56 and payroll through November 27, 2020 in the amount of 122,651.49 to be drawn and paid on the proper accounts; 3) 2020 vouchers for approval in the amount of \$246,894.85 and payroll through December 25, 2020 in the amount of 212,660.03 to be drawn and paid on the proper accounts; 4) 2021 vouchers for approval in the amount of \$57,726.79 and to be drawn and paid on the proper accounts; 5) Minutes of November 5, 2020 Council Meeting; 6) Minutes of Public Hearing: AB20-57 - 2021 Budget; 7) Minutes of November 19, 2020 Council Meeting; 8) Minutes of Public Hearing: AB20-77 Floodplain Management Code Updates; 9) Minutes of Public Hearing: AB20-78 Subdivision Parking Regulations; 10) Minutes of Public Hearing: AB20-84_2020 Budget Amendments; and 11) Minutes of the 2021 Budget Hearings; Motion passed 7-0.

ACTION ITEMS

AB21-01 Alliance Board Appointments of Brandy and Jen

On a motion by Councilmember Sivewright, seconded by Councilmember Aldrich, council confirmed Mayor Russell Wiita's appointment of Jennifer Porter and Brandi Hackman to the Sultan Community Alliance Board of Directors; Motion passed 7-0.

AB20-17 Lake 16 Dam Repair – MurraySmith Engineering Task Order Amendment

On a motion by Councilmember Walker, seconded by Councilmember McCarty, council authorized the Mayor to sign amendment #2 to task order 11 with murraysmith adding \$38,272 to complete engineering and construction services

of the emergency dam repair for a new amount not to exceed \$338,733.00 without prior authorization of Council; Motion passed 7-0.

AB21-03 Snohomish County Grant Contract Agreement – Sign Project

On a motion by Councilmember Sivewright, seconded by Councilmember Aldrich, council authorized the mayor to sign a contract with snohomish county for scpp grant funding for the new city parks and welcome sign project; Motion passed 7-0.

AB21-05 Electronic Signature Policy

On a motion by councilmember Sivewright, seconded by Councilmember Neigel, council adopted Resolution 21-01 to set an electronic signature policy for the City of Sultan; Motion passed 7-0.

AB21-05 Contract with Docusign for Electronic Signature Software

On a motion by Councilmember Beeler, seconded by Councilmember Walker, council authorized the Mayor to sign the contract with Docusign for electronic signature software; Motion passed 7-0.

AB20-52 Resolution 21-02 IT Policy Amendment

On a motion by Councilmember Walker, seconded by Councilmember Sivewright, council authorized the Mayor to sign Resolution 21-02 amending the IT policy for the City of Sultan; Motion passed 7-0.

AB21-06 Ordinance 1339-21 - 2021 Building Code Updates

On a motion by Councilmember McCarty, seconded by Councilmember Aldrich council approved Ordinance 1339-21 amending the Sultan Municipal Code to the 2021 State Building Code; Motion passed 7-0.

AB21-07 Appt to Health Board

On a motion by Councilmember Walker, seconded by Councilmember McCarty, council confirmed the selection of Joe Neigel for the District 5 Board Representative to the Snohomish Health District; Motion passed 7-0.

AB21-08 - 2021 Mayor Pro Tem Appointment

On a motion by Councilmember Walker, seconded by Councilmember Neigel, council nominated and confirmed the appointment of Councilmember Sivewright as Mayor Pro-tem for 2021; Motion passed 7-0.

AB21-09 Litigation Settlement Agreement

On a motion by Councilmember Walker, seconded by Councilmember Neigel, council authorized the mayor to sign a settlement agreement for \$13,500.00; Motion passed 7-0.

AB20-86 Extension to Financial Review Contract for Lisa Erdman

Discussion regarding fund that contract is paid from and progress report on review to date. On a motion by Councilmember Walker, seconded by Councilmember Aldrich, council authorized the mayor to sign the amendment to the professional service contract with lisa erdman for financial review services; Motion passed 7-0.

AB20-79 Ordinance 1340-21 - ROMAC ROW Vacation

On a motion by Councilmember Walker, seconded by Councilmember McCarty, council adopted Ordinance 1333-20 to vacate the right-of-way; Motion passed 7-0.

DISCUSSION

2021 Retreat/Workshop Schedule

Council agreed with recommendation of staff to hold monthly workshops of the entire council. Some debate on consistent date, but final agreement first workshop to be held January 21, 2021 at 7:00 p.m. and regularly scheduled workshop meetings set for 1st Thursday of the month at 7:00 pm running February thru October 2020. Confirmation that discussion will occur later in the year to determine if workshops will be needed in November and December 2021.

2021 Council Sub Committee Appointments and Schedule

All in agreement that no change needed to council subcommittee appointments and schedule as follows:

Government Services, Finances and Public Safety; (*Utility, Policy, personnel, budget and public safety*); CM Neigel, CM Sivewright, CM Vaughn; alternate CM Walker; First Council meeting of the month

Community Development and Public Works; (*Planning and development regulations, public works capital projects and equipment*); CM McCarty, CM Beeler, CM Aldrich; alternate CM Sivewright; Second council meeting of the month

2021 Fee Schedule

Discussion on fee schedule centered mostly around community room rental and associated fees; most in agreement to have staff review to limit the scope of use for the room and bring back models for fees and necessary updates to room use policy to account for this change.

Payoff of LID97-01

Finance Director Koenig explained she found it necessary to make a call for bonds before the end of the week and needed council input on how to proceed. The annual LID payments were for 18 years and the bonds will mature in 2021. The final billing was sent out to the property owners in December 2020. With the exception of three parcels, all outstanding assessments have been paid in full. The outstanding principal balance due for the three properties with outstanding assessment is \$90,056. Suggested a transfer of money and payoff the LID bond this year; saving \$50,000 next year by paying an additional \$25,000 this year. All council in agreement to pay in full and Koenig will provide budget amendment later in the year

Garbage Utility Tax

Administrator Ibershof explained a 6% garbage utility tax is still in effect and new rates with Republic Service Contract do not reflect it. Requested direction from council if they wished to continue to collect the tax it would be an additional \$1.06 per month; however, it is not budgeted in 2021 budget and not needed to keep the city budgeted; All in agreement to have staff move forward on declining 6% garbage utility tax collection.

Legislative Discussion

Mayor Wiita explained the city has been successful in the past on making a legislative request and suggested request of \$25,000 from legislature to assist in design of a park on Sultan Basin Road; any money from state would be additional support as it was budgeted in 2021; Councilmember Beeler suggested \$50 million to improve US2; Mayor Wiita felt outside the scope of the capital budget. No objections with request to be proceed as presented.

ADJOURNMENT

On a motion by Councilmember Walker, seconded by Councilmember Aldrich, the council meeting was adjourned at approximately 843 pm; all ayes. The zoom meeting connection was disconnected shortly thereafter.



Tami J. Pevey, City Clerk



Russell Wiita, Mayor