

CITY OF SULTAN COUNCIL MEETING February 11, 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, Attorney Evans, and City Clerk Pevey.

CHANGES/ADDITIONS TO THE AGENDA

On a motion by Councilmember Beeler, Seconded by Aldrich, the following changes were made to the agenda: Addition of an executive session at the end of the meeting pursuant to RCW 42.30.110 to review the performance of a public employee; Motion passed 7-0.

PUBLIC HEARING**AB21-02 Comp Plan Amendment School District**

Presentation on file with the city clerk

Mayor Wiita opened the public hearing at approximately 7:04 pm and read the public hearing procedures.

Staff Report

Presentation on file with the city clerk's office

City Planner Galuska explained the public hearing was to consider adopting the school's capital facilities plan as an addendum to the city plan. A review of anticipated future student capacities has prompted the school to raise the impact fee from \$1501 per new single family residence to \$2966 dollars due to expected growth that will require additional facilities. No impact to the city's budget as it is collected directly by the school.

Superintendent Dan Chaplik and Superintendent Dan Chaplik in attendance. Chaplik reminded council that every two years the plan is updated as a five year plan. Currently the plan being presented is for 2020 thru 2025. Projects needed by 2024 include a new elementary school and bus barn. Currently have 42 portables which house 19 classrooms, alternative school, computer labs, and various other functions.

Facilities Manager Charlie Weaver explained the high school currently as 14 portable classrooms and 15 brick and mortar classrooms. Weaver clarified the impact fees don't help build a new high school, but rather help offset the cost of creating additional needed space for students to be housed.

Galuska confirmed the state allows an exception to adopt the school impact fees outside of the normal City Comp plan docket cycle.

Council Questions

None noted

Public Comment

None noted

On a motion by Walker, seconded by Aldrich, the public hearing regarding comp plan amendments school district was closed, Motion passed 7-0.

PUBLIC COMMENT

None Noted

COUNCILMEMBER COMMENTS

McCarty: Attended the Snohomish County Parks Board Meeting and advised the land identified for the Sultan Basin Gun Range location needs to be logged first. He advised the successful candidate is allowed two years to complete that task, but currently set for reconveyance to 2024. The Parks Board has also submitted land grant applications as follows: Flowing Lake land purchase, Heybrook Ridge land purchase. Had a discussion with Debbie Copple regarding an open position on the Snohomish County Parks Board.

Neigel: Requested to have Lindsey Vaughn from Sky Valley VOA at a future council meeting to discuss the new contract the VOA was awarded for coordinated housing care.

Beeler: Visited new housing developments open for sale; amazed at the pricing of the plats housing started at \$415,000 on up; also reviewed housing value and amazed at the impact growth is having. Discussion with LGI Homes representative that stated they are selling 15 to 20 homes every weekend. Hoping Public Works is prepared for anticipated snow fall this weekend. Appreciates all the hard work being completed by staff.

DeBock: Students will be returning to campus next week and looking forward to sharing more information at the next meeting.

MAYOR COMMENTS

Sultan leadership team meeting held earlier this afternoon. The Chamber is looking at contingency plans for the annual Sultan Shindig to be able to continue with pandemic mandates in place. VOA received a grant for a housing navigator for the Sky Valley and Donnell received the position as coordinator to assist citizens with housing needs and will have Lynsey Vaughn from VOA update the council at a future meeting; VOA is still providing meals to homebound seniors and if someone is in need please contact the VOA.

CITY ADMINISTRATOR COMMENTS

LGI is preparing to bring another 42 building permits for approval. City staff is prepared for winter storm weather predicted this weekend. Republic sent their first bill for garbage services for three months to include January, February, and March. Staff has been assisting with those calls. Annual cleanup normally held in April may be pushed back to summer to ensure staff can be vaccinated beforehand. Four locations in Sultan will be providing the COVID vaccine. Cities finances are doing well and staff preparing an update in March. City will resume passport applications soon. March workshop on purchasing and personnel policies.

STAFF REPORTS

None noted

CONSENT AGENDA:

On a motion by Councilmember Walker, seconded by Councilmember Neigel to approve the consent agenda. Consent agenda items included: 1) Voucher Approval for 2021 vouchers in the amount of \$509, 863.11 and payroll through January 22, 2021 in the amount of \$101,440.05 to be drawn and paid on the proper accounts; 2) Minutes of January 28, 2021 Council Meeting; Motion passed 7-0.

ACTION ITEMS**AB21-20 UW Comp Plan Analysis**

On a motion by Councilmember Sivewright, seconded by Councilmember Aldrich, council authorized the Mayor to sign an agreement with the University of Washington Living City Year to perform analysis of the City's current comprehensive plan; Motion passed 7-0.

AB21-15 Sultan Visioning Project

Planning Director Galuska explained the visioning project over is to develop a vision for the city to improve our commercial services, improve the downtown area, and revitalize our local economy. He explained the project is being led by a Steering Committee of local elected officials, a business owner, and other stakeholders.

On a motion by Councilmember Beeler, seconded by Councilmember Walker, council authorized the Mayor to sign an agreement with Stephen Page to provide assistance on the Sultan Visioning Project; Motion passed 7-0.

On a motion by Councilmember Beeler, seconded by Councilmember Sivewright, council authorized the Mayor to hire three interns to complete tasks related to the Sultan Visioning Project; Motion passed 7-0.

AB21-21 Permit Tracking Software Contract

On a motion by Councilmember Neigel, seconded by Councilmember Walker, council authorized the Mayor to sign an agreement with MyGov to provide permit tracking software services; Motion passed 7-0.

AB21-13 Public Works Equipment Purchase

Discussion on:

- hour meter installed on all equipment to better evaluate equipment validity in the future
- maintenance expenses upon purchase
- budgeted amount versus current expenditure request

On a motion by Councilmember Walker, seconded by Councilmember Sivewright, council authorized staff to purchase a new excavator, skid steer loader, small utility vehicle and a trailer for an amount not to exceed \$222,000.00 which includes sales tax a 10% contingency without prior council authorization; Motion passed 7-0.

AB20-78 Ordinance 1338-20 Subdivision Parking Regulations Scribner Error Correction

Noted that the original ordinance cover was discussing a different topic then the updates presented in Attachment A; This scribner error corrects the ordinance cover wording, no changes to the code updates presented on parking regulations. On a motion by Councilmember Sivewright, seconded by Councilmember Aldrich, council authorized the Clerk to correct the Scribner Errors regarding Ordinance 1338-20 amending Chapter 16.54 SMC to include additional guest parking requirements for residential subdivisions; Motion passed 7-0.

AB21-22 Resolution 21-05 Fuel Card Use Policy

This is an update to the Fuel Card Use Policy to incorporate changes on how the city operates with the addition of Enterprise Fleet Services and to correct audit findings regarding these discrepancies. On a motion by Councilmember Walker, seconded by Councilmember Neigel, council adopted Resolution 21-05 regarding the Fuel Card Use Policy; Motion passed 7-0.

AB21-23 Utility Rate Increase Ordinance

The Mayor signed Executive Order 01-2020 on December 18, 2020. That order suspended the utility rate increase planned for December 1, 2020, until March 1, 2021 due to the coronavirus pandemic and its financial impact on households. Council reviewed the financial picture of the city and were in agreement to hold off on implementing utility rate increases until June 2021. The water, sewer, and stormwater rate ordinances were updated to reflect this change.

On a motion by Councilmember Walker, seconded by Councilmember Beeler, council adopted Ordinance 1341-21, Water Rates; Motion passed 7-0.

On a motion by Councilmember Walker, seconded by Councilmember McCarty, council adopted Ordinance 1342-21, Sewer Rates; Motion passed 7-0.

On a motion by Councilmember Walker, seconded by Councilmember Sivewright, council adopted Ordinance 1343-21 Stormwater Rates; Motion passed 7-0.

AB20-32 Main Street Sewer Phase 2 Construction Management Contract

On a motion by Councilmember Walker, seconded by Councilmember Sivewright, council authorized the Mayor to sign Amendment #1 to Task Order 12 with Murray Smith for Construction Management Services for Phase 2 of the Main Street Sewer Project for an amount not to exceed \$160,000.00 (includes a 10% contingency without prior authorization of Council); Motion passed 7-0.

AB20-45 Ordinance 1328-20 Development Code Update Scribner Error Correction

City Clerk Pevey confirmed there are no wording changes from the original presentation of Ordinance 1328-20 Development Code Updates, just further clarification added to the Ordinance to show the sections where wording was modified versus sections where wording is being added. On a motion by Councilmember Walker, seconded by Councilmember Beeler, council authorized the clerk to correct the Scribner error regarding Ordinance 1328-20 Development Code Updates; Motion passed 7-0.

AB21-18 Records Room Shelving

On a motion by Councilmember Walker, seconded by Councilmember Sivewright, council authorized the Mayor to sign an agreement with Everett Office Furniture for an amount not to exceed \$6,599.95; Motion passed 7-0.

EXECUTIVE SESSION

On a motion by Councilmember Walker, seconded by Councilmember Beeler, council entered executive Session for an initial period of twenty minutes pursuant to RCW 42.30.110 to review the performance of a public employee; Motion passed 7-0; Council started executive session at approximately 8:08 pm with City Attorney Evans in attendance. All attendees not allowed in executive session were placed in Zoom conferencing waiting room status.

Clerk noted time lag between approving executive session versus going into executive session and with placing attendees in waiting room and again bringing attendees out of waiting room to announce at approximately 8:38 pm Executive Session was extended another 20 minutes.

Council ended executive session at approximately 8:58 pm.

ADJOURNMENT

On a motion by Councilmember Walker, seconded by Councilmember Aldrich, the council meeting was adjourned at approximately 8:58 pm, all ayes. The zoom meeting connection was disconnected shortly thereafter.



Tami J. Pevey, City Clerk



Russell Wiita, Mayor