

CITY OF STANWOOD

*Regular Meeting of the City Council
Thursday, September 11, 2008 – 7:00 p.m.
Stanwood-Camano School District Administration Building Board Room*

MINUTES

1. Call to Order and Pledge of Allegiance

Mayor Dianne W. White called the meeting to order at 7:00 p.m. She asked for a moment of silence in honor of the seventh anniversary of the September 11 attacks on our country. She then led the Pledge of Allegiance.

2. Roll Call

City Clerk Melissa Collins called the roll with the following Councilmembers present: Andy Chappel, Arne Wennerberg, Shelley Klasse, Conrad Ryer, and Bill Carlton.

Councilmembers Timothy Loney and Leonard Kelley were excused.

Also present:, City Administrator Joyce Papke, Public Works Director Andy Bullington, Finance Director Crystil Collins, Fire Chief Mike Ganz, Police Chief Dave Bales and Student Advisor John Mighell.

3. Staff Announcements

Finance Director Crystil Collins reported on the upcoming budget workshops scheduled for October 2 and October 14 and confirmed the dates with Council. She added the Finance Committee will do a preliminary review of the 2009 budget on September 24 at 5:00 p.m.

4. Citizen Comments

The following citizens spoke regarding Christmas decorations in downtown Stanwood:

- Paul LaCroix, President of Stanwood Lions Club
- Pam Pinkham
- Mary Lee Sams

Joyce Papke, City Administrator, expressed her appreciation on the comments and said that staff is pleased with the Lions Club and the citizens who try to make this a better community. Ms. Papke then read an email from August 29, 2008 that

was sent to Mr. LaCroix regarding the request for power, which was estimated to be approximately \$300.

A discussion took place regarding the power requirements. Councilmember Carlton clarified the original request in three phases: Power to generate the lights, new strikers and if the existing strikers were acceptable, the Finance Committee would recommend the City be willing pay for the cost of the power estimated to be approximately \$300. It was determined that the existing strikers could be used for this year.

Motion by Councilmember Carlton, second by Councilmember Chappel to agree to pay for power to run the City lights. Motion carried unanimously.

Gretchen Leaf, Chair of the Beautification and Landscaping for Design Stanwood, reported that the committee has been working with City staff on the issue of City planters. She presented a wish list of items requesting they be incorporated in to the City budget so Design Stanwood and the City can work together to beautify the downtown area.

Bill Barnett of Lake Stevens introduced himself as a candidate for the Public Utility District Commission position #1.

5. Approval of the Agenda

Mayor White announced changes to the agenda, adding City Administrator Joyce Papke and Under-Sheriff Tom Davis to the agenda. She also announced there would be an executive session.

Motion by Councilmember Carlton, second by Councilmember Chappel to approve the agenda as re-stipulated by the Mayor. Motion carried unanimously.

Ms. Papke reported that she had a request from the Snohomish County Sheriff's office to amend the contract for the City Police Chief position and introduced Snohomish County's Under-Sheriff Tom Davis.

Under-Sheriff Davis explained the terms of the current contract for the Police Chief and presented a proposal for an amendment to the contract to move Chief Bales into a position at the County and have a new Chief in Stanwood 100% with no job sharing. He added the amendment is the result of budget issues at Snohomish County.

Ms. Papke explained the timeline and details for the hiring of a new chief and said the new chief would be assigned immediately after selection in order to have a smooth transition.

A discussion took place among Council regarding the transition.

Motion by Councilmember Carlton, second by Councilmember Chappel to go ahead with the Chief position only with not any other modification with the provision that we will have a letter of understanding presented to us for formal consideration. Motion carried unanimously.

6. Consent Agenda

- a. Approval of Payroll Checks and Vouchers
- b. Minutes of the April 24, 2008 Regular Meeting

Motion by Councilmember Carlton, second by Councilmember Chappel to approve the consent agenda to include items a through b; voucher checks #13033 through #13183 in the amount of \$895,839.57 and voided check #'s 13042 through 13045, 13052, 13056, 13059, 13062 through 13065, 13067, through 13068, 13074 through 13080, 13082, 13086, 13088 through 13092, 13099 through 13108, 12844 and 13176; includes Payroll checks warrant #5288 through #5464 in the amount of \$219,343.95. The vouchers were reviewed by the Finance Committee and found to be in order. Motion carried unanimously.

7. New Business

Mayor White introduced John Mighell, the new Student Advisor. Mr. Mighell reminded everyone about the high school football game at 7:00 p.m. on Friday.

- a. Proclamation – Proclaiming September 17 through 23 as Constitution Week

Mayor White read the proclamation proclaiming September 17th through 23rd as Constitution Week.

- b. Ordinance 1235 Amending Sections 12.04.20 & 12.12.020 of the Stanwood Municipal Code Concerning Sewer & Drainage Discount Rate for Low-Income Senior & Low Income Disabled

Finance Director Crystil Collins presented the staff report and stated that a water, sewer, and drainage rate study was done in 2006 and an ordinance was adopted covering the rates. She added this did not include low income or disabled rates for sewer and drainage. The discount has been given in the past and this ordinance would allow the City to continue to offer the discount rate.

Motion by Councilmember Klasse, second by Councilmember Carlton to approve Ordinance 1235 amending Section 12.04.20 and 12.12.020 of the

Stanwood Municipal Code concerning sewer and drainage low income senior and low-income disabled rates. Motion carried unanimously.

- c. Authorize staff to send Notice of Award to Landmark Structures, Inc., & Authorize Mayor White to sign all Contract Documents related to the Cedarhome Elevated Reservoir Agreement

Public Works Director Andy Bullington presented the staff report and reported that the reservoir and station were identified in the City's April 2000 Water Comprehensive Plan as a necessary system improvement for water storage. He said Council authorized staff to conduct the planning and engineering activities that would allow the projects to move forward. The estimated projected cost in 2002 for the construction was \$2,771,800.00. The project was split in two phases; Phase I being the Booster Pump Station and Phase II being the Elevated Reservoir. Mr. Bullington said Phase I was completed in September 2007 and in July of 2007 staff reviewed the project and site options and determined the existing reservoir site is the City's best viable alternative with no requirement of property acquisition.

Mr. Bullington stated the Cedarhome Elevated Tank Reservoir project was publicly bid on July 8, 2008. Three bidders responded to the projects. The lowest responsive bid was provided by Landmark Structures in the amount of \$2,467,290.00.

In August 2005, the Public Works Trust Fund Loan Board only appropriated the City a loan amount of \$2,481,620.00 and required a minimum 10% match by the City. At that time, City staff knew there would be additional funding resources required to complete both projects.

The projected total project cost is anticipated to be \$3,382,019.00 for both the Booster Station and Elevated Tank Reservoir. The proposed shortage of \$650,019.00 is anticipated to be paid by citywide plant investment and connection fees. The Public Works Committee has reviewed the project and expressed their support for awarding the project to Landmark Structures, Inc.

Mr. Bullington responded to questions from Council.

Motion by Councilmember Klasse, second by Councilmember Ryer to direct staff to send a notice of award to Landmark Structures, Inc. and authorize Mayor White to sign all contract documents related to the Cedarhome Elevated Reservoir Agreement upon review and approval of the City Attorney. Motion carried unanimously.

d. Annual Review of Mitigation Plan Initiatives

Fire Chief Mike Ganz introduced Mike Simmons who was hired by Camano Fire and Rescue to represent both Camano Island and the City for Emergency Management Services.

Mr. Simmons presented the staff report and stated that the City is a participant in the Snohomish County Natural Hazards Mitigation Plan. He said this is a benefit to the City and would not generate any additional cost or work to the City. He stated the City currently has nine initiatives in the plan and progress has already been made on all of the initiatives.

No action was required.

8. Report of Officers and Committees

a. Mayor's Report:

Mayor White reported on the following items:

- Recently celebrated her 41 year wedding anniversary.
- Working with the Postal Service to get the automated postal center back at the Stanwood Post Office.
- Lion's Park dedication is scheduled for 5:30 p.m. tomorrow.
- Harvest Jubilee is scheduled for Saturday, September 20.
- Received a letter from Executive Reardon regarding funding of the Health District.

b. Committee Reports:

Councilmember Wennerberg reported the Public Safety Committee met regarding the Police Chief position.

c. Councilmember Reports/Questions:

There were no reports or questions from Council.

d. City Administrator Business:

City Administrator Papke reported on the Legislative Agenda developed by her and the Mayor with Andy Bullington's assistance. She said that in the future, they will work with Council on the agenda, but due to the tight timeframe this year, they are asking the Council's blessing to proceed. Ms. Papke said she is working with other Snohomish County cities to develop a

joint agenda. Currently they are requesting legislative tools and listed capital projects. The group will submit approximately 80 projects and will narrow that number down. They are asking advice from legislators on which type of items have the best chance of funding.

The Finance Committee discussed \$250,000 that was set aside in the 2008 budget for three areas; Human Services, a fund transfer from the General Fund to Building Improvement/Municipal Campus Fund, and funding to implement economic development ideas. Council elected to do the Human Services funding. The building improvement fund transfer is still on the table. It is the recommendation of the City Administrator and Finance Director that the Council approve the fund transfer.

Councilmember Carlton stated that two members of the Finance Committee agree to the transfer, but he is in opposition and feels the City needs to exercise fiscal discipline. Council discussed the transfer and decided to wait before making a decision.

9. Citizens Closing Comments

There were no citizens closing comments.

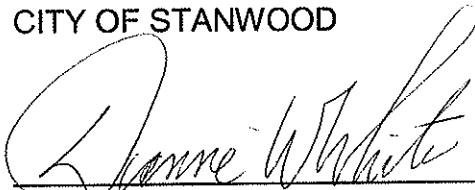
10. Adjourn to Executive Session

Mayor White adjourned the meeting to executive session at 8:25 p.m. for 15 minutes to discuss pending litigation and potential litigation with no action required.

11. Reconvene and Adjourn

The meeting reconvened at 9:00 p.m. There being no further business before the Council, Mayor White declared the meeting adjourned at 9:00 p.m.

CITY OF STANWOOD



Dianne W. White, Mayor

ATTEST:



Melissa A. Collins, City Clerk