

CITY OF STANWOOD

Regular Meeting of the City Council

Thursday, May 28, 2009 – 7:00 p.m.

Stanwood-Camano School District Administration Building Board Room

MINUTES

1. Call to Order and Pledge of Allegiance

Mayor pro tem Arne Wennerberg called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

2. Roll Call

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

Also present: City Clerk Melissa Collins, Human Resources Director Mathew Pruitt, Public Works Director Andy Bullington, Police Chief Ty Trenary and City Attorney Cheryl Byer.

Mayor Dianne White and City Administrator Joyce Papke were excused.

3. Staff Announcements

Human Resources Director Mathew Pruitt advised Council regarding the Human Services statement, which was recently posted on the City's website.

4. Citizen Comments

There were no citizen comments.

5. Approval of the Agenda

Mayor pro tem Wennerberg announced there would not be an executive session.

Motion by Councilmember Loney, second by Councilmember Kelley to approve the agenda with the deletion of item 11; Adjourn to Executive Session. Motion carried unanimously.

6. Consent Agenda

a. Minutes of the January 5, 2009 Workshop

Motion by Councilmember Kelley, second by Councilmember Klasse to approve the consent agenda to include item a. Motion carried unanimously.

7. Public Hearing

To Consider Public Testimony on Resolution 2009-4, Adopting the Six-Year Transportation Improvement Plan

1) Resolution 2009-4

Public Works Director Andy Bullington presented the staff report and stated the City is required to prepare and adopt a comprehensive transportation program before July 1st of each year for the following six calendar years. He said the purpose of the program is to assure that each city shall have available advanced plans as a guide in carrying out a coordinated transportation program. The approved program may be revised at any time by a majority vote of the Council, but only after a public hearing. Mr. Bullington explained that not all of the projects listed are required to be completed or funded.

Councilmember Klasse spoke on behalf of the Public Works Committee. She said the Committee discussed the 90th Avenue Extension and Reconstruction Project and wanted to see if another project was better suited for the plan. Mr. Bullington responded that the lists of projects are driven by the Comprehensive Plan. The Comprehensive Plan would need to be changed first, and then the transportation plan could be changed.

Mayor pro tem Wennerberg opened the public hearing.

There being no public testimony Mayor pro tem Wennerberg closed the public hearing.

Public Works Director Bullington answered questions from Council. A discussion ensued regarding the items on the plan and project priorities.

Motion by Councilmember Loney, second by Councilmember Chappel to Adopt Resolution 2009-4, the City of Stanwood's Six-Year Comprehensive Transportation Improvement Plan as currently published. Motion carried unanimously.

8. New Business

- a. Authorize Mayor White to sign the Letter of Agreement with Local 4086 Stipulating Conditions Agreed to Between the City & the Union in regards to the Implementation of the Interlocal Agreement with Island County Fire District #1

Human Resources Director Mathew Pruitt provided the staff report and pointed out that at a previous Council meeting, Council passed a motion allowing the Mayor to sign an Interlocal Agreement with Island County Fire District #1 providing one full-time firefighter to fill a vacancy in the 4th captain position at the Stanwood Fire Department. He went on to say this agreement stipulates the conditions of the Interlocal agreement and is a labor relations tool to ensure that the City and the Union are on the same page regarding the conditions of the previous agreement. There is no financial impact to the city.

Motion by Councilmember Loney, second by Councilmember Kelley to authorize the Mayor to sign the letter of agreement with Local 4086 stipulating the conditions agreed to between the City and the Union in regards to the implementation of the Interlocal agreement with Island County Fire District #1. Motion carried unanimously.

- b. Approval of the Personnel Policy Manual

Director Pruitt provided the staff report and indicated that Council received a copy of the personnel policy manual at the last City Council meeting for review.

Mr. Pruitt stated that in compliance with Stanwood Municipal Code (SMC) 2.060.050, City Administrator Papke, Human Resources Director Pruitt and Finance Director Collins developed a process to review the personnel policy manual. Over the past year Department Heads met on a regular basis to review suggested changes of the personnel policy as proposed by the Human Resources Director and reviewed final drafts of various sections as well as the final document.

Mr. Pruitt said after the initial completion of the process, Mark Bolasina of Stafford, Frey, Cooper, in cooperation with and at the cost of the Washington Cities Insurance Authority, again reviewed and edited the personnel policy manual to address any legal concerns.

The following policy changes were made to:

- Reflect the recently negotiated labor contracts
- Provide clearer more efficient policies regarding city property

- Updates required to comply with changes to federal and or state regulations
- Streamlined versions of code of conduct and job descriptions
- Updated wage administration section reflecting the salary survey process that was implemented
- Clearer and more concise employee reimbursement policy, nepotism and conflicts of interest, an inclement weather policy

Mr. Pruitt explained there are not specific requirements for Council approval for a policy manual, but a vote was requested with respect to the Council's fiduciary roll and to send a clear indication to all City employees that the City Council is supportive of the direction outlined in the manual as staff move forward with implementation.

Councilmember Loney stated he was hoping for something more extensive regarding the Pay for Performance criteria for department heads since it was a specific budget item. Mr. Pruitt responded that it was decided by City Administration and department heads that the Pay for Performance should be a process so it can be modified and adapted to fit the organization.

Council thanked Mr. Pruitt for doing an excellent job on the manual.

Motion by Councilmember Kelley, second by Councilmember Ryer to approve the Personnel Policy Manual.

Kelly, yes; Ryer, yes; Chapel, abstain; Wennerberg, yes; Carlton, yes; Loney, yes; Klasse, yes. Motion carried 6-1.

This being Mr. Pruitt's last council meeting, Council applauded Mr. Pruitt for his work with the City.

Mr. Pruitt stated that he thoroughly enjoyed his three years with the City. He is thankful that he was able to work for an organization where Council, Administration and employees listen and are willing to take a leap of faith to improve an organization.

9. Report of Officers and Committees

a. Mayor's Report

No report was given.

b. Committee Reports

Councilmember Klasse reported that the Public Works Committee met on May 21, 2009 and discussed the following:

- Transportation Improvement Plan
- 272nd Street sidewalk repair
- Candle Ridge pond repair
- Council contract review process
- Heritage Park Master Plan
- Project AAR funds

Councilmember Loney reported Public Safety Committee met and discussed the Animal Control Interlocal Agreement.

c. Councilmember Reports/Questions

There were no reports or questions from Council.

d. City Administrator Business

No report was given.

e. Student Advisor Report

Mayor pro tem Wennerberg introduced the new student advisor Teague Nelson and added Teague was elected Associated Student Body President this month. Teague is involved in many activities at Stanwood High School including serving as the History Club President and Historian, a student senator for two years, participating in National Honor Society, taking Advanced Placement Courses, and participating on the Tennis Team. Teague will serve as President for the 2009/2010 academic year.

Mr. Nelson reported on the following:

- Relay for Life at the high school track
- Graduation is June 12, 2009 at 7:00 p.m.
- Talent show on June 4, 2009 at the high school

10. Citizens Closing Comments

There were no citizens closing comments.

11. Adjourn to Executive Session

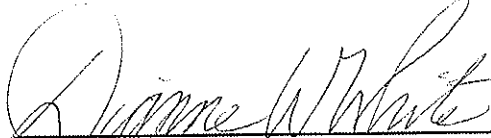
There was no executive session.

12. Adjourn


There being no further business before the Council, Mayor pro tem Wennerberg declared the meeting adjourned at 8:15 p.m.

CITY OF STANWOOD

ATTEST:



Dianne W. White, Mayor



Melissa A. Collins, City Clerk