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CITY OF SEDRO-WOOLLEY  
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Regular Meeting of the City Council  
September 9, 2020– 4:00 P.M. – Via ZOOM

### **Call to Order**

Mayor Julia Johnson called the meeting to order at 4:00 P.M.

### **Pledge of Allegiance**

**ROLL CALL:** Present: Mayor Julia Johnson, Councilmembers: Brenda Kinzer, JoEllen Kesti, Chuck Owen, Brendan McGoffin (4:17 P.M.), Karl de Jong, Jared Couch and Glenn Allen. Staff: Recorder Brue, Finance Manager Scott, City Supervisor/Finance Director Merriman, IT Director Chambers, Planning Director Coleman, Public Works Director Freiburger, Fire Chief Klinger and City Attorney Thompson.

Mayor Johnson announced Public Works Director Freiburger requested the removal of New Business Item 2 Possible adoption of the 2019 General Sewer System Plan Update.

### **Approval of Agenda**

Councilmember Kinzer moved to approve the agenda with the exception of the Sewer Plan. Seconded by Councilmember Couch. Motion carried (6-0).

### **Consent Calendar**

- Minutes from Previous Meeting (Including September 2, 2020 Study Session)
- Finance
  - Claim Checks #193739 to #193813 in the amount of \$287,705.14
  - Payroll Checks #60145 to #60159 plus EFT's in the amount of \$457,018.24
- 2019 Annual Financial Report

Councilmember Allen moved to approve the consent calendar items 1 thru 3. Seconded by Councilmember Owen. Motion carried (6-0).

### **Introduction of Special Guests and Presentations**

Helping Hands Food Bank with Rebecca Larsen, Executive Director

Mayor Johnson introduced Becky Larsen, Executive Director of the Helping Hands Food Bank. Larsen presented a brief history of the Food Bank, various programs provided, distribution counts and their mission. She noted the food bank is run as a grocery store model. Since COVID, they have been providing off site drive through services and the need has increased. The food bank has also been able to support Anacortes, Marblemount, Hamilton, Mt. Vernon High School and Alger. She spoke of the support received from the National Guard noting what

has been accomplished could not have been done without them or the other number of volunteers. Plans for Phase 3 and Phase 4 were reviewed along with the need for a temporary access road to support a drive thru distribution. Larsen reported in 2019 the Food Bank helped 160,000 individuals and as of August, they have helped 300,000 since March.

Mayor Johnson acknowledged Councilmember McGoffin's arrival at 4:17 P.M.

### **Staff Reports**

Fire Chief Klinger – gave a brief COVID update.

Councilmember de Jong asked about the city's burn policy in relationship to burning of garbage. Fire Chief Klinger answered there is no burning of garbage.

Public Works Director Freiburger – reported on the Hwy 20 Lane Widening project, the completion of the Jameson overlay and budget.

Mayor Johnson noted she has received a number of compliments on the Jameson overlay and the ADA ramps and sidewalks.

Councilmember de Jong inquired about the traffic-calming device at Dunlop and Township.

Planning Director Coleman – announced the upcoming Planning Commission meeting Tuesday, September 15. They will be discussing a rezone request at the NE end of the golf course. Coleman noted the public comment period is currently open for the rezone request. He also noted the Planning Commission would be reviewing downtown parking requirement. Other items being worked on is the budget and CARES act reporting.

Finance Manager Scott – reported she is working on closing the financial reports for August and budgeting. She reported the city has received notification of additional CARES funding available and a deadline extension.

IT Director Chambers – reported he has been busy working on the email migration and working with Wastewater Treatment Plant as well as Finance BIAS Cloud and the CARES act. He also gave an update on the Council Chambers AV Upgrade.

City Attorney Thompson – reported she continues to be busy behind the scenes.

City Supervisor/Finance Director Merriman – presented an update on the Library project noting it is 93% complete and is currently under budget. He has also been busy working on the budget with the first draft to be presented at the October study session.

### **Councilmember and Mayor's Reports**

Councilmember Couch – thanked Becky Larsen for her presentation and for all the work being done by the Food Bank.

Councilmember Owen – noted he has met with the Solid Waste and Street Department employees. He commented on their great attitudes and stated he believes them to be the heart of the city. He acknowledged he is proud to be part of the City.

Public Works Director Freiburger – thanked Councilmember Owen for his comments and stated he will pass it on to the crews.

Councilmember Kinzer – also thanked the Helping Hands Food Bank for all that they do and have done during COVID. She also announced a Parks Committee meeting to be held September 10 at 6:00 P.M. via Zoom.

Councilmember Kesti – concurred with others regarding the Food Bank presentation and reported the Museum will be reopening on Friday.

Councilmember McGoffin – reported he has received many calls and comments regarding the Food Bank item that will be discussed at the meeting.

Councilmember Allen – Thanked It Director Chambers and Glenn Gardner for their training on connecting to Zoom. He also requested while the weather is still nice Council hold the next meeting at Riverfront Park.

Councilmember de Jong – expressed thanks to the Food Bank. He noted he is currently serving as Vice President of the Food Bank Board and will be recusing himself from the driveway improvement discussion and vote due to a conflict of interest. He also expressed concern to those fighting the fires currently burning.

Mayor Johnson – reported on the CARES act. She noted the first amount designated to Sedro-Woolley was \$350,000, with notification of an additional \$175,000 to be received. She also reported at a recent elected officials meeting the recommendation was made for no Halloween festivities be held. Guidelines are also being reviewed for opening City Hall. No date has been set at this time.

Proclamation(s)

**Public Comments**

Public Hearings

Unfinished Business

## **New Business**

### Request for Driveway Improvement – Helping Hands Food Bank

City Attorney Thompson reviewed a request from Helping Hands Food Bank for an additional access road. She highlighted the agreement that stated no improvements could be made without the approval from the city council.

Council discussion ensued noting the request is for a temporary road only due to COVID, support from the citizens, concerns on ingress/egress, property ownership, and benefit to the property, county requirements and the longer-term effect.

Councilmember McGoffin moved to approve the HHFB request. Councilmember Allen seconded. Motion carried (6-0-1, Councilmember de Jong recused).

Possible Adoption of the 2019 General Sewer System Plan Update -- *Pulled from agenda.*

## **Information Only Items**

Fire Department Monthly Incident Data – August 2020

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## **Public Records Act Training**

The council watched a training video on the Public Records Act provided by the Washington State Attorney General's Office. The video is a required training and lasted approximately 30 minutes.

Executive Session

## **Adjournment**

The meeting was adjourned at 5:27 P.M.