
CITY OF SEDRO-WOOLLEY

Regular Meeting of the City Council
November 28, 2018– 7:00 P.M. – Council Chambers

Call to Order

The meeting was called to order by Mayor Julia Johnson at 7:00 P.M.

Pledge of Allegiance

ROLL CALL: Present: Mayor Julia Johnson, Councilmembers: Brenda Kinzer, Germaine Kornegay, Chuck Owen, Judith Dunn Lee, Karl de Jong, Jared Couch (absent) and Pola Kelley. Staff: Recorder Brue, Finance Director Merriman, City Supervisor/Attorney Berg, Public Works Director Freiberger, Planning Director Coleman, Fire Chief Klinger and Police Chief Tucker

Councilmember Kornegay moved to excuse the absence of Councilmember Couch. Seconded by Councilmember Kinzer. Motion carried (6-0).

Approval of Agenda

Councilmember Kornegay moved to approve the agenda. Councilmember Kelley seconded. Motion carried (6-0).

Consent Calendar

- Minutes from Previous Meeting
- Finance
 - Claim Checks #189582 to #189656 plus EFT;s in the amount of \$1,223,381.07
 - Payroll Checks #59699 to #59705 plus EFT's in the amount of \$242,870.07
- Memorandum of Understanding between Sedro-Woolley Police Department and United General Hospital District 304 – Community Health Outreach Programs
- Planning Commissioner Re-appointment – Eric Johnson
- Proposed Technology Services Interlocal Agreement between Skagit County and City of Sedro-Woolley
- Declaring certain property as surplus and authorizing its disposition (Resolution 1009-18)
- 2018 Annual Budget Amendment #5 (Ordinance 1915-18)

Councilmember Kornegay moved to approve the consent calendar, items 1-7. Seconded by Councilmember Owen. Motion carried (6-0).

Introduction of Special Guests and Presentations

Staff Reports

Mayor Johnson announced the next study session on Dec 5th will be held in the Council Chambers. Senator Wagoner, Representative Eslick and Representative – elect Sutherland will be in attendance to speak with the Council.

Police Chief Tucker – announced the birth of his first grandchild and will be out the rest of the week. He also announced that Officer Hoyson is on track for his graduation from the Police Academy on January 29th. Records Sgt. Blunt will be starting back part time starting next week and they are busy prepping for the Whoolley-bilation.

Fire Chief Klinger – reported the first new used ambulance has arrived and is ready for the Department of Health inspection. He also announced a baked potato feed in the fire bays after the parade put on by the Sedro-Woolley Girls Fast pitch team.

Public Works Director Freiburger – reported on the various projects that are completed or winding up, to include the State Street Overlay, Fruitdale Road Improvements and W. Nelson/Batey Street Sewer Project. He also reviewed a late materials request for the WWTP Improvements Project (see new business).

Public Works Director Freiburger reported that SRV Construction submitted the low bid for the Pre Load Project for the Library. The bid came in below the estimate and was also below the signature authority threshold for signing.

He also reported that contaminated materials were found at the library site and have been analyzed and will be disposed of properly beginning next week. Also found buried was a large underground tank. Testing of the contents is being done and the results will be back on Thursday.

Finance Director Merriman – reported on recent sick leave donation requests, one is an extension and the other is a new request. He reviewed the RFP for financing for the new library that will be sent to area banks and noted it was currently being reviewed by outside counsel to make sure it will work for tax exempt bonding.

Councilmember Kelley questioned the possibility of USDA funding.

Councilmember and Mayor's Reports

Councilmember de Jong reported he had attended a simulation on experiencing poverty. He also reported on the Community Thanksgiving Dinner at Helping Hands Solutions Center.

Councilmember Kelley reported on the recent shop local day noting a lot of people in town. She requested the City acknowledge Louie Requa and Skagit Surveyors & Engineers for their 40 years in business. Kelley announced a giving tree located at the Chamber of Commerce with tags of wishes for families. Giving Tree items are due back to the Chamber by December 20th.

Mayor Johnson thanked the volunteers that helped with community dinner. She also acknowledged JoAnn Lazaron and all her helpers for putting the lights and branches on the poles downtown. Coming up will be the Habitat for Humanity project in conjunction with the high school students ground breaking on January 19th at 3:00 P.M. Mayor Johnson also congratulated Police Chief Tucker on the birth of his first grandson.

Proclamations

Public Comments

Phillip Murray – 223 State St., expressed concerns of how the city handles surplus items, specifically the recent surplus car given to the Fire Department for training purposes and materials at the demolition site. He feels it is a waste of tax payer's money and if the city sold the items it might alleviate having to raise rates.

Mayor Johnson closed the public comment at 7:23 P.M.

Public Hearings

Mayor Johnson opened the public hearing at 7:24 P.M. for the 2019 Annual Budget and the Utility Tax Rates. No comments were received. The public hearing was closed at 7:24 P.M.

2019 Annual Budget (Ordinance 1908-18)

Finance Director Merriman stated this was the third and final hearing on the budget. The budget in its final form is a summary. The staff recommendation is to hold a public hearing and adopt Ordinance No. 1908-18.

Councilmember Kornegay moved to adopt An Ordinance Adopting the Annual Budget for the City of Sedro-Woolley, Washington, for the Fiscal Year Ending December 31, 2019. Seconded by Councilmember Owen. Motion carried (6-0).

Utility Tax Rates (Ordinance 1914-18)

Finance Director Merriman introduced the second reading of the Utility Tax Rates noting the proposed increase of 2% will fund the addition of a full-time records clerk (expanding an existing part-time position to full-time) and a new full-time IT specialist.

Councilmember Owen moved to adopt Ordinance No. 1914-18, An Ordinance Increasing the City's Utility Tax Rate on Sewer, Stormwater and Solid Waste. Councilmember Kinzer seconded. Motion carried (5-1, Councilmember de Jong opposed).

Unfinished Business

Updates to the Building, Planning & Engineering Fee Schedule and changes to the Duplicate Plan Review Fee (Resolution & Ordinance)

Planning Director Coleman noted the fee schedule resolution deals with minor adjustments and updates fees to reflect actual staff time spent. The ordinance will also repeal the duplicate plan review discount.

Councilmember Kornegay moved to approve Resolution No. 1010-18, a resolution adopting an updated Building, Planning and Engineering Fee schedule. Seconded by Councilmember Kinzer. Motion carried (6-0).

Councilmember Kinzer moved to approve Ordinance No. 1916-18, an ordinance repealing SWMC 15.04.045 thereby eliminating the duplicate plan review discount. Councilmember Kornegay seconded. Motion carried (6-0).

2019 Salary Ordinance (1909-18)

Finance Director Merriman introduced the final read of proposed Ordinance No. 1909-18, 2019 Salary Ordinance. He noted the overall salary increase of a 2.5% cost of living for non-represented employees. Other employees are covered under bargaining unit contracts.

Councilmember Kelley questioned how the 2.5% was determined to be the correct rate.

Councilmember Kornegay moved to adopt Ordinance No. 1909-18, An Ordinance Establishing the salaries and wages for Elected Officials and Employees of the City of Sedro-Woolley, Washington, for the Fiscal Year Beginning January 1, 2019. Councilmember Dunn Lee seconded. Motion carried (5-1, Councilmember Owen opposed).

New Business

Late Materials – Possible Contract Award – Contract 2018-PW-04, 2018 Wastewater Treatment Plant Improvements Project

Councilmember Kelley moved to approve Resolution No. 1011-18 awarding the 2018 Wastewater Treatment Plant Improvements Project Contract 2018-PW-04 to Fisher Construction Group, Inc. of Burlington, WA, in the amount of \$198,182.85. Seconded by Councilmember Kornegay. Motion carried (6-0).

Information Only Items

Fire Department Monthly Incident Data
Building Permit and Planning Permit Review Status
Misc.

Good of the Order

Executive Session

Adjournment

There being no further business and with no objections the meeting adjourned at 7:30 P.M.