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CITY OF SEDRO-WOOLLEY  
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Regular Meeting of the City Council  
November 26, 2019– 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**

### **Swearing in of new Ward 4 Councilmember Glenn Allen**

Mayor Johnson administered the Oath of Office to newly elected Ward 4 Councilmember Glenn Allen.

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

### **Approval of Agenda**

Councilmember Kinzer moved to approve the agenda. Seconded by Councilmember Kornegay. Motion carried (6-0).

### **Consent Calendar**

- Minutes from Previous Meeting
- Finance
  - Counter Checks #4972 to #4982
  - Claim Checks #191964 to #192069 plus EFT's in the amount of \$407,417.41
  - Payroll Checks #59929 to #59935 plus EFT's the amount of \$293,380.50
- Hach Water Information Management Solution Software for Wastewater Lab, Purchase Order 2019-PO-18
- Sedro-Woolley Housing Authority Appointment – Kacy Johnson
- Planning commissioner Re-appointments – Patrick Huggins & Joe Fattizzi
- Community Action Agreement

Councilmember Couch moved to approve the consent calendar items 1 thru 6. Seconded by Councilmember Owen.

Councilmember de Jong questioned the residency requirements for the Housing Authority appointment. It was noted there was no residency requirement for the position.

Motion carried (6-0).

## Introduction of Special Guests and Presentations

IT Report on City Council Chambers AV Upgrades with Bill Chambers, IT Director.

Bill Chambers, IT Director presented a power point presentation on the City Council Chambers AV equipment. He reviewed what type of equipment we have and the desired equipment and upgrades to include a digital audio/video system with wireless technology focused on the capability for live streaming, an expanded wall and console displays which could be used during EOC activation and a record display multiple video channels. Chambers reviewed the cost estimates breaking it into three options of varying amounts. Staff recommendation is to increase the budgeted amount to at least \$40,000.

Questions were entertained regarding hardware installation, comparison of the proposed system to Mt. Vernon or Skagit County, cost of the equipment and the substantial staff time that would be involved for the lower option. Councilmembers expressed concern of wanting to do it right, once.

Finance Director Merriman addressed the end goal is for better transparency. He stated Council could consider use of the Strategic Reserve Fund to come up with the extra funding.

Further discussion ensued regarding the longevity of the equipment, staff training on the system, vendor installed system, a wired internet system at council dias', opposition to the use of the Strategic Reserve Fund and the possibility of an al a carte system.

Discussion on whether to bring back for more discussion, inclusion of the conferencing component and modification to the budget to take place later in the meeting and past uses of the Strategic Reserve Fund to include Downtown Association, YMCA, Community Action and advance payments on City Hall.

## **Staff Reports**

Police Chief Tucker – reported that election results on Prop 1 have been certified and it officially passed. He spoke of the need to hire and of increasing the intensity of the hiring process. He stated out of 40 applicants we have only had one qualified candidate noting this trend is consistent across the state. He spoke of the need to make changes in the civil service rules to include a rolling candidate list. Other items reported - the need for a law and justice committee meeting in early 2020, a recent shooting in Burlington with ties to Sedro-Woolley which appears to be isolated gang activity, gearing up for Christmas activities and the closing of McGargile for Cascade Middle Schools Annual Turkey Trot.

Fire Chief Klinger – announced they will be testing for volunteer residents in January and gave a couple of safety tips for turkey time.

Planning Director Coleman – reported the Planning Commission is working on the accessory dwelling unit final draft and will have a recommendation in January. The joint Council/Planning Commission worksession is scheduled for December 4. Coleman also reported having received three Planned Residential Development applications totaling 300 lots or units of new housing.

Public Works Director Freiburger – received notification of the TIB grants and stated we were successful with both grants submitted. He also reviewed other projects recently completed or in the works for next year. Freiburger addressed staffing with the onset of the new housing applications.

Finance Director Merriman - reported on the finalization of the 2020 budget and addressed the conversion to a biennial budget process.

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

Councilmember Couch – expressed a thank you for the follow up phone call regarding the Orth Way chip seal from Nathan Salseina. He also stated he looked at Heather Lane that was resurfaced with slurry seal and hopes to see the city make that the end goal for future road resurfacing.

Public Works Director Freiburger – stated the Council would need to look at the resurfacing applications after the loss of Transportation Benefit District. He also stated they are trying to put together a slurry seal program for next year. A policy decision will need to be made on what streets get chip seal vs. slurry seal resurfacing.

Councilmember Owen – stated he reported a safety hazard at the last meeting with a semi parked on Ferry Street with no warning cones. He expressed disappointment that nothing seemed to be done until someone ran into the semi.

Councilmember Kornegay – announced the Community Thanksgiving Dinner from 12:30-3:00 P.M. at the Food Bank. She also reported on attending a SCOG meeting that had a census bureau presentation.

Councilmember Kinzer – wished everyone a Happy Thanksgiving

Councilmember de Jong – thanked the Police Department for their interlocal cooperation with the Burlington shooting and encouraged consideration of a joint resolution of the Mayor and City Council of a city-wide policy of inclusion. He also announced Saturday Dec 7 the downtown Christmas activities. He encouraged scheduling a public legislative town hall and the development of a 2020 City legislative agenda. Other items included free smoke alarms available through the Red Cross and Happy Thanksgiving greetings to all.

Councilmember Allen – announced he was looking forward to working with the Council and wished everyone a Happy Thanksgiving.

Mayor Johnson – announced the Sedro-Woolley Downtown Association was not successful in receiving the necessary Main Street Certification. They are going back to the drawing board and will retry next year.

## **Proclamations**

## **Public Comments**

Mayor Johnson opened the public comment period at 7:54 P.M.

Dennis O’Neil – 109 Talcott St., addressed the semi parking on Ferry St. and warnings given. He also addressed the 2015 vs. 2019 budget and the differences in salaries. He questioned the justification for the salaries. He spoke on the need to increase patrol officers pay due to the supply and demand for officers.

Shawn Van Tassel – 795 (inaudible) Dr. – started the West 20 Running group about 10 months ago which is a running/walking group. He stated he has been having discussions with Councilmember de Jong about tying the community together with running/walking trails. He spoke in favor of a trail system and encouraged one from the High School to Riverfront Park. He proudly announced the Sedro-Woolley High School Boys Cross Country team went to State for the first time ever. He addressed the city’s mission statement and the community growth through the running group.

Phillip Murray – 223 State St. – addressed the library project stating he saw glue lams brought in and then hauled out a couple of days later and questioned why. He also addressed the utility rates, price of homes for sale and the number of homes that could be bought for the cost of the new library.

Mayor Johnson closed the public comment period at 8:04 P.M.

## **Public Hearings**

### 2020 Annual Budget (Ordinance 1938-19)

Mayor Johnson opened the public hearing on the 2020 Annual budget at 8:04 P.M.

Shawn Van Tassel – again to the podium, encouraged funding for trails and spoke of the benefits of having something to pull people together.

The public hearing closed at 8:06 P.M.

Finance Director Merriman – presented background information on the ordinance for the 2020 Budget noting it includes Proposition 1 and deletes the Transportation Benefit District. He recommended approval of Ordinance 1938-19.

Councilmember Couch moved to move \$70,000 from the Council Strategic Reserve Fund (115) for the AV upgrades. Seconded by Councilmember Kornegay.

Councilmember de Jong moved to amend the motion to have the AV upgrades to the \$30,000 level plus the \$5,000 for the phone upgrade. Councilmember Owen seconded.

Discussion ensued regarding parliamentary procedure.

Mayor Johnson called for the amended motion. Motion failed (2-4, Councilmember Couch, Kornegay, Kinzer, Allen opposed).

Further discussion ensued regarding paying down the debt of city hall with it being noted that a debt payment is included in the 2020 budget.

Mayor Johnson called for the vote on the original motion made by Councilmember Couch and seconded by Councilmember Kornegay. Motion carried (4-2, Councilmembers de Jong and Owen opposed)

Mayor Johnson asked Councilmember Couch to state the intent of his motion. Councilmember Couch stated it was to pass the 2020 budget and to include the additional \$70,000 from the strategic reserve fund for the AV upgrades.

## **Unfinished Business**

### Comprehensive Purchasing Policies

- *Ordinance* adopting a comprehensive purchasing policy for the City
- *Ordinance* amending Chapter 2.104 SWMC consistent with the newly adopted purchasing policies

Public Works Director Freiburger expressed concerns of the policy as its currently written and the limits and authority discussed by Council at the last meeting. He requested reconsideration of the limits. He stated the purpose for policy is to streamline and make projects more manageable. He requested permission to make changes and bring back to the December 11 meeting for reconsideration.

Councilmember de Jong questioned the third reading and whether it would jeopardize any current projects. Discussion ensued for consideration to add \$50,000 signing authority for the Director of Public Works.

## **New Business**

### 2020 Salary Ordinance (Ordinance 1943-19)

Finance Director Merriman reported on the late materials ordinance which includes a new position added this year that was left off the original ordinance within the packet. He noted the

percentage for the cost of living adjustment is 2.3%. Also included is the third and final year of Ross Audrey salary study.

Councilmember de Jong moved to divide the question into three ordinances. Section 1-3 represented workers, sections 4, 7 & 8 a separate ordinance on non-represented and sections 5 & 6 for elected officials as a separate ordinance. Councilmember Owen seconded.

Discussion held regarding reasoning and the need to redraft three separate ordinances.

Motion failed (6-0).

Councilmember Couch moved to adopt Ordinance 1943-19. Councilmember Kornegay seconded.

Discussion ensued regarding section 6 regarding the Mayor's salary, council review of the salary of the Mayor and Council salaries, the role of City Council not being employees, if executive has CPI it should also include all elected officials and the ability to address Council salaries in the 2021 budget process.

Motion carried. ( 6-0).

#### 2019 Annual Budget Amendment #3 (Ordinance 1944-19)

Finance Director Merriman reviewed budget amendment #3 for the 2019 Annual Budget.

Councilmember Kornegay moved to approve Ordinance No. 1944-19, an Ordinance amending Ordinance No. 1908-18 entitled, An Ordinance adopting the Annual Budget for the city of Sedro-Woolley, Washington, for the fiscal year ending December 31, 2019. Seconded by Councilmember Kinzer. Motion carried (6-0).

#### Sewer General Facilities Charges

Public Works Director Freiburger reported as part of the 2019 Sewer Comprehensive Plan update, the city contracted PACE Engineers who consulted with Katy Isaksen & Associates to perform a financial analysis of the sewer utility, including a cost of services allocation and analysis of the city's general facilities charges. He noted the facility charges have not been adjusted since 2013 when they were reduced in recognition of the recession. Since that time there has been a bounce back in building. Freiburger addressed the effects the growth is having on the treatment plant. He reviewed the methods to address the general facility charges. Staff is proposing a one-time bump of \$1,500 and increase by the CPI in subsequent years. This will keep fund 410 solvent for the next 10 years. Freiburger then addressed the general facility charge for commercial which is based on the number of fixture units. An increase is also recommended in the commercial charges which would be an even split between commercial and residential. He reviewed a chart that shows how we rank with other cities.

Discussion ensued regarding the history of the reduction in the rate in 2013, an attempt of council to recognize the impact on the development community, the feeling that new growth should pay their share otherwise the burden falls on the rate payers and balancing the overall cost.

#### Countywide Planning Policies Update

Planning Director Coleman presented information on proposed amendments by the Skagit Council of Governments (SCOG) Growth Management Act Technical Advisory Committee. He stated this would be the time to address inconsistencies and provide feedback.

No Council comments were expressed.

#### Criminal Code Update – Marijuana

Councilmember de Jong moved to adopt the Ordinance (No. 1945-19) updating SWMC Title 9 to address marijuana following legalization by the state. Seconded by Councilmember Kornegay. Motion carried (6-0).

#### **Information Only Items**

- Library Project Update
- 2019 3<sup>rd</sup> Qtr. Financial Report
- Building Permit and Planning Permit Review Status
- Report of Contracts approved under SWMC 2.104.060

#### **Good of the Order**

#### **Executive Session**

The meeting adjourned at 8:49 PM. for approximately 10 minutes for the purpose of collective bargaining under RCW 42.31.44 with a possible decision.

The meeting reconvened at 9:11 P.M.

Councilmember Kinzer moved to ratify the collective bargaining. Councilmember Kornegay seconded. Motion carried (6-0).

#### **Adjournment**

The meeting adjourned at 9:11 P.M.