

-----  
CITY OF SEDRO-WOOLLEY  
-----

Regular Meeting of the City Council  
April 28th, 2021– 6:00 P.M. – Via ZOOM

**Call to Order**

Mayor Julia Johnson called the meeting to order at 6:00 P.M.

**Pledge of Allegiance**

**Roll Call:** Present: Mayor Julia Johnson, Councilmembers: Councilmember JoEllen Kesti, Councilmember Sarah Diamond, Councilmember Chuck Owen, Councilmember Kevin Loy, Councilmember Glenn Allen, Councilmember Karl de Jong, and Councilmember Brendan McGoffin

**Late Items**

1. Resolution No. 1068-21, A resolution granting final plat approval for the Plat of Samish Estates

**Approval of Agenda**

Councilmember Kesti moved to approve the agenda adding Resolution No. 1068-21 to the consent agenda and pulling item 3 from the consent agenda for discussion. Councilmember Allen seconded. Motion carried (7-0).

Discussion followed in regards to the wording of Ordinance No. 1981-21 and what it means to have designees signing.

**Consent Agenda**

1. Minutes from Previous Meeting
2. Finance - Claim Checks #195157 to #195249 plus EFT's in the amount of \$257,807.60  
- Payroll Checks #60344 to #60357 plus EFT's in the amount of \$385,387.49
3. Ordinance NO. 1981-21: Code amendment SWMC 3.56.010; Adding department head designees to official signer list
4. Cemetery Software RFP

Motion made by Councilmember de Jong to approve the consent agenda items 1 thru 5, with 5 being the final plat approval for the Plat of Samish Estates. Councilmember Owen seconded. Motion carried (7-0).

## Staff Reports

Fire Chief Frank Wagner – Fire Department is still trying to handle transition with outgoing Chief Wagner. Skagit County is still dealing with COVID cases. Word from Public Health is that we will not be able to stay in Phase 3. And if done today, almost the whole state would be moving back to phase 2. In process to fill position of Chief Olson -Assistant Chief of Training. Finished written testing and oral boards. Waiting to get the testing process certified from Civil Service. Chief Olson is retiring May 30<sup>th</sup>.

Police Lt Dan McIlraith – Drug Take Back Day collected 30.4 pounds of medications. On May 17<sup>th</sup>, will be doing in-house active shooter rescue task force training at 7pm. Want to invite Council to observe. Will work with Fire Department to rescue people we can get to, get those people out, and get them the treatment they need. Still working on Lexipol policies. Two new Detectives started in April

Planning Director John Coleman – Planning Commission finished up proposed code changes for digital signs. Began to have discussion for Central Business District design standards. Will have full review of existing design standards in the next month or so. In planning department, we have been very busy. Have been working with Nikki Thompson on several possible code updates to make them more understandable. Been getting more complex building permits and land use permits.

Director of Public Works Mark Freiburger – Legislative session closed and no transportation package passed this session. Waste Water Treatment Plant electrical project is near completion and is now operating on regular utility power. BNSF project that was authorized last session will be driving pilings starting May 1<sup>st</sup>. David Lee working on Wicker Road overlay and will have it out to bid May 13<sup>th</sup>. Estimates received for Public Works Building were well within budget. Lab operations building estimates were quite a bit higher than budgeted. Material price swings are part of the issue but bidders are also adding 15% on top of already higher costs. Skagit Trail Builders will start working on the loop trail around Thompson Pond this weekend. Nathan's crew is preparing for maintenance on F&S Grade Road and various other projects for crack seals, and overlays this summer.

IT Director Bill Chambers – We have selected SIMS for the Cemetery software. Glen Gardner, Christine Salseina and Julie Rosario helped with this selection. Avidex phase 2.1 is now complete on the audio in Council Chambers. Still looking at Springbrook Asset Management Software and NeoGov HR/Payroll software. Just finished a round of surplus vehicles. The new issue of City Scene magazine is out.

Finance Manager Jill Scott – We are preparing audit schedules for 2020 financial audits. No firm date yet with State Auditors. Also monitoring the American Rescue Plan fund that will be coming for the federal level. Finance has updated federal grant recipient list so that the process will be seamless when the funds are available. Initial estimate of possible funds is \$2.6 million dollars for cities under 50,000 in population. Meeting with NeoGov for HR/Payroll software.

City Attorney Nikki Thompson – Lot of really interesting land use applications lately. Been really busy.

Mayor Johnson announced that as of today, Nikki Thompson made partner at Weed/Graafstra Law and congratulated her on the achievement.

City Supervisor Doug Merriman – Close to wrapping up the library. Final stages of commission which involves making sure doors close, windows open, and sprinklers are pointed in the right direction. No actual opening date given yet. Watching the budget and we are about \$80,000-100,000 under budget on the project right now. Went to Mt Vernon to Guardian Escrow for Reed St property. Could be this week or else 3-4 week away to close. Congressman Larson's office called about a community project funding grant. Put in for \$500,000 grant for Olmstead Park. Congressman Larson approved it and exported on to the house appropriations committee.

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

Councilmember JoEllen Kesti – nothing at this time.

Councilmember Sarah Diamond – nothing at this time.

Councilmember Chuck Owen – lots of semi-trucks coming up the street and we need a sign or something.

Councilmember Kevin Loy – Have noticed that the skate park is busy 12 months a year and might be the most used park in city. Skate competition needs to get started back up as it was getting well known and drawing lots of folks from Seattle and surrounding years.

Councilmember Glenn Allen – nothing at this time.

Councilmember Brendan McGoffin – will this BNSF project cause any sound issues for residents with the pile driving?

Public Works Director Mark Freiberger stated that he was unsure about the noise levels during the day while driving the piles but would check to see if a notice needed to be given.

Councilmember Karl de Jong – WA national guard is leaving the food banks and they have been here for over a year and I would like to have a memorial day parade to thank them. Received a note from volunteer at the museum and they are seeking more volunteers at the museum. In regards to the summit on May 7<sup>th</sup>, City Council Provision C7, under meeting rules and procedures, states that members may attend remotely. Will be participating via phone or video conference.

Councilmember de Jong, made a motion to allow himself to attend the May 7<sup>th</sup> Council Retreat via phone or video conference. Motion was seconded by Councilmember McGoffin. Motion carries (7-0)

Mayor Johnson – reminded Council they passed a resolution to provide utility assistance grants for households who have suffered financial hardship due to COVID-19. Up to \$5000 was set aside. Brian Henshaw, Finance Manager at Skagit PUD, said they have contacted around 35 eligible accounts. They have completed 4 applications that have received funds to catch up on their bills. The Community Project Grant for Olmstead Park which Doug applied for was very lengthy application and let's hope for the best. Council retreat is May 7<sup>th</sup>, from 3-7pm. Many topics and concerns will be addressed. Next council meeting is work session is May 5<sup>th</sup>. 2022 budgets will be presented by managers. Farmers Market will begin May 19<sup>th</sup> and end in September.

