



CITY COUNCIL MEETING MINUTES APRIL 19, 2023 7:00 PM

1. CALL TO ORDER (Via In-Person & Online Via Zoom)

Mayor Pro Tem Glenn called the City Council Meeting to order at 7:00 PM.

2. FLAG SALUTE

Mayor Pro Tem Glenn led the Council, Staff and Audience in the Pledge of Allegiance to the Flag.

3. ROLL CALL

City Council

Mayor Matthew Hartman	Absent
Steven Glenn	Present
Tom FitzGerald	Present
Erin Hogan	Absent
David Griggs	Present

City Staff

City Clerk Darla Reese
City Manager Brent Kirk
Deputy City Manager Jeff Balentine
Community Dev. Director Eric Jensen

Consultants

Thomas Graafstra – Thompson, Guildner & Assoc.
Police Chief Tom Dalton – S.C.S.O.

Councilmember Glenn moved to excuse Councilmember Hartman due to family affairs.
Councilmember Griggs seconded. Motion carried.

Councilmember Glenn moved to excuse Councilmember Hogan due to emerging family problems.
Councilmember Griggs seconded. Motion carried.

4. CONSENT AGENDA

- A. AB 034-2023 Approval of April 6, 2023 through April 19, 2023 claims checks #413284 through #413321 and One EFT totaling \$198,041.94
- B. AB 035-2023 Approval of March 16, 2023 through March 31, 2023 payroll claims checks #27504 through #27507 and Twenty-Seven EFT's totaling \$134,484.80

Councilmember Griggs moved to approve the Consent Agenda. Councilmember Glenn seconded.
Motion carried.

5. STAFF REPORTS

Consultant Police Chief Dalton reported that the Pilchuck Foundation was dissolving. However, the Community Coalition is going to pick up the donations and will handle it. He thanked the Pilchuck Foundation for their past support and purchases for the Police Department. He also discussed police calls, and current traffic emphasis.

Community Dev. Director Jensen gave the following updates:

- Worked on Parking and Signage for the new Mexican grocery store
- Planning Commission Meeting cancelled last week (lack of quorum)
 - Planning Commission Special Meeting (tomorrow)
 - Commission review and discussion on Land Use Matrix and Definitions section (code amendments)
 - Proposed Draft – Community Outreach Survey (to be reviewed & discussed)
- Hazard Management Plan update (met with County Staff on process for update)
- Snohomish County Planning Advisory Committee (met last week)
- Met yesterday on Mountain Loop Sub-Area Plan (met yesterday to review with property owners)

City Manager Kirk gave a Public Works update on the following items:

- Maintenance
 - Mowing lawns/trimming/cleaning out catch basins, etc.
- Wastewater Treatment Plant
 - Design was Approved by Department of Ecology (out to bid May, expected to award bid in June)
 - Won award by State Department of Ecology (need picture of sewer plant crew)
- Miscellaneous
 - Working with Snohomish County on new ILA for Solid Waste
 - Trying to get an exemption from Snohomish County on fine screen waste
- Parks Department
 - Camera update at Frank Mason Park
 - Jim Holm Park (working on cameras)
 - Mailbox bought for City (work with Post Office)
- Project Updates
 - Galena St. complete (out to bid next week)
 - Bid to Council on May 17th for approval
 - Pre-Construction meeting held on gas station project
- Other Discussion Items
 - Representative Kim Schrier mentioned the City WWTP made the top end of the 15 funded projects list
 - Retire/Rehire bill (died)

6. PUBLIC COMMENTS/RECOGNITION OF VISITORS-NON-ACTION ITEMS

Sondra Novak, N. Indiana Ave.

Mrs. Novak asked for an estimated time on when the cameras will be put up in Frank Mason Park as well as a list of conduct rules.

7. NEW BUSINESS

A. AB 036-2023 Consideration to Award the Tree Removal Project at 10317 Jordan Rd. Property

Councilmember FitzGerald moved to continue to May 3, 2023 the Consideration to Award the Tree Removal Project at 10317 Jordan Rd. Councilmember Griggs seconded. Motion carried.

B. AB 037-2023 Consideration to Award the Frank Mason Restroom Renovation Project

Councilmember FitzGerald moved to award the Frank Mason restroom rehab project to the lowest responsive bidder, YJ Construction, in an amount not to exceed \$38,626.86 including WSST. Councilmember Griggs seconded. Motion carried.

C. AB 038-2023 Discussion of Changes to the City's Master Fee Schedule for May 2023

- **City Staff** discussed proposed changes to the fee resolution which includes the following:
 - ✚ City fee structure – adopt the current Snohomish County fee structure (staff recommendation)
 - ✚ Change Building Permits to expire in 24 months to match current IBC standard
 - ✚ Add "Site Development Permit" for Public Works inspections on residential and commercial sites
- A Public hearing on this will be held on the next meeting of May 3, 2023.

8. CURRENT BUSINESS

There were no Current Business items for the Agenda.

9. MAYOR'S COMMENTS

There were no Mayor comments as he was absent from the meeting.

10. COUNCIL COMMENTS

Councilmember FitzGerald had no comments.

Councilmember Griggs mentioned the Show N' Shine registration is up and available. He will bring in paper applications to City Hall next week.

Councilmember Glenn shared his feelings about the Pilchuck Foundation. He also mentioned how nice it is to see people outside in the nicer weather.

11. CITY MANAGER

City Manager Kirk discussed the following items:

- FCS Group rate study and amendment to scope of work (depending on Council direction)
- Snohomish County Cities Dinner (tomorrow)
- Small Cities Connector – in La Conner on June 1st (invited Council to attend)
- Insurance RFQ's
- Pilchuck Foundation utilizing storage area at old City Hall

12. ADJOURNMENT

Mayor Pro Tem Glenn adjourned the meeting.



City Clerk Darla Reese, MMC



Mayor Matthew Hartman