

# TOWN COUNCIL MINUTES

January 5, 2009

## CALL TO ORDER, FLAG SALUTE, ROLL CALL

The first Council meeting for the month of January was called to order by Mayor Carla Nichols at 7:00 p.m. at Woodway Town Hall. Councilmembers present were Robert Schillberg, Bill Anderson, Kent Saltonstall, Elizabeth Mitchell and Mike Quinn. Town Administrator Eric Faison; Ken Nilsen, PACE Engineering; Public Works Director Terry Bryant and Clerk-Treasurer Joyce Bielefeld were also present.

**APPROVAL OF MINUTES:** *Councilmember Saltonstall* moved to approve the minutes of December 1, 2008. *Councilmember Quinn* seconded the motion. The motion carried unanimously.

## APPROVAL OF VOUCHERS:

### a. Ratification of 2008 Claim Checks

*Councilmember Quinn* moved to ratify the Claims Warrants #6661 through #6684 for the total amount of \$24,690.85. *Councilmember Mitchell* seconded the motion.

Councilmember Schillberg requested payment of \$5,699.52 be withheld from Claim Warrant #6675, the Krebs stormwater work on the Pace Engineering invoice. The Council acknowledged these claims had already been processed and paid. Town Administrator Eric Faison suggested delaying approval until the Council was briefed regarding the Krebs short plat later in the meeting.

**ACTION:** *Councilmember Schillberg* moved to table the motion. *Councilmember Anderson* seconded the motion. The motion carried unanimously.

### b. 2008 Claims

*Councilmember Schillberg* moved to approve Claims Warrants #6585 through #6705 and #6712 through #6713 for the total amount of \$54,001.59. *Councilmember Anderson* seconded the motion. The motion carried unanimously.

### c. 2009 Claims

*Councilmember Anderson* moved to approve Claim Warrants #6706 through #6711 for the total amount of \$12,146.55. *Councilmember Quinn* seconded the motion. The motion carried unanimously.

### d. Payroll

*Councilmember Schillberg* moved to approve Payroll Warrants #9657 through #9705 for the total amount of \$58,973.38. *Councilmember Anderson* seconded the motion. The motion carried unanimously.

## AUDIENCE COMMENTS: None

**COUNCIL REPORTS:** **Councilmember Saltonstall** reported after finding glass and debris in the street on garbage day, he observed the truck picking up the recycle toter with an automated claw operated from inside the truck which may result in spills on the street. Discussion followed regarding the positioning of the toter in the claw, the manner in which residents leave recycle materials for pickup, and the unresponsiveness of Allied Waste and the Department of Ecology in the past to complaints regarding oil spills. It was suggested Allied Waste be invited to provide information regarding recycling at the Community Fair in hopes that our residents would be better informed on how to prepare their curb pickup materials.

Councilmember Saltonstall referred to a resident who provided their own equipment and services to plow Town streets during the recent snow and inquired about insurance coverage when a resident offered their services to the Town. A brief discussion followed and Mr. Faison offered to investigate insurance coverage.

**Councilmember Quinn** thanked the Public Works crew for their efforts during the recent snowfall.

**Councilmember Schillberg** agreed Town staff did a great job clearing the roads.

**MAYOR'S REPORT:** **Mayor Nichols** reported the Previs family volunteered their construction grader to the Town and assisted Public Works staff with clearing roads for two days. The Council agreed to provide them a thank you and a gift certificate to a local restaurant in an amount in accordance with the Town's policy on gifts.

Mayor Nichols advised Councilmembers Saltonstall and Anderson and she plan to attend the upcoming Regional Fire Authority meeting. Mr. Faison and she also plan to meet with Shoreline's Fire Chief this week to discuss service provision, costs, etc.

Mayor Nichols reported Planner Bill Trimm met with a representative of Paramount, their consultant planner, their attorney and the asphalt plant manager to discuss design ideas. Paramount's plans are currently on hold pending the hiring of a new architect. Snohomish County has delayed release of the draft Environmental Impact Statement on potential changes to the Comprehensive Plan designation and zoning for Pt. Wells until the end of January.

Mayor Nichols reported the City of Shoreline is preparing to introduce legislation that would change annexation procedures to allow them to annex Pt. Wells. She planned to meet with Shoreline's Mayor to discuss their plans. A brief discussion followed regarding Shoreline's plans for the property.

It was agreed to change the date of the next Council meeting to Monday, January 26 due to the lack of a quorum on the scheduled meeting date of January 20.

Mayor Nichols requested an amendment to the agenda to add a five minute Executive Session at the end of meeting to discuss potential property acquisition.

**ACTION:** *Councilmember Anderson* moved to amend the agenda to add a five minute Executive Session at the end of meeting to discuss potential property acquisition. *Councilmember Quinn* seconded the motion. The motion carried unanimously.

## **TOWN ADMINISTRATOR'S REPORT**

Mr. Faison referred to his written report which includes an annual report. He relayed the most significant occurrence in December was the record snowfall. He reported Public Works recently purchased a snow plow attachment for the new gator vehicle which will allow staff to plow Town roads.

Mayor Nichols reported there were a few fairly sophisticated burglaries in Town in November and December. In at least two of the burglaries, there were no signs of entry and only very expensive jewelry was taken from homes without alarms or where the alarms were not set. She urged residents take the necessary precautions to protect their property.

Mayor Nichols reported John Bush, a resident who does woodworking, presented a proposal for a play structure with two lookout stations/water towers that would provide views into the Reserve with a suspension bridge and slides between the towers. She emailed the five families involved in the

playground planning and they agreed with the proposal. Mr. Bryant circulated diagrams provided by Mr. Bush. Mayor Nichols summarized this was a Woodway-type playground and she is conferring with the Town's insurance provider regarding the structure. She advised there are also plans to include a rock climbing structure as part of the playground. A brief discussion followed regarding whether the insurance company would require engineering drawings.

**UPDATE ON WOODWAY PARK ROAD SHORT PLAT**

Mayor Nichols referred to the memo from Planner Bill Trimm that provided background on the application for the short plat and the 2001 Department of Ecology (DOE) stormwater manual that was in place when the application was submitted. Following the Planning Commission's review and approval of the short plat in October, Mr. Bryant determined 10-14 large trees on Woodway Park Road would need to be removed for the stormwater storage vault. In light of the Council's adoption of the streetscape ordinance to provide a buffer between properties and the street, she requested a meeting with the property owner and staff to discuss whether the trees could be preserved.

Ken Nilsen, PACE Engineering, reported in the original approved plans, 28 trees were designated for removal. He explained the short plat was vested under 2001 stormwater manual. In November 2008 the Town adopted the 2005 DOE manual which includes more options for low impact development techniques. After considering alternatives in the new stormwater manual, it was agreed to have a small pump system that would pump water to an undisturbed area, disburse the water and allow infiltration into the soil. This cooperative effort between the property owner, their engineers and Town staff dramatically reduced the number of trees that would impacted by the development. He described trees that would be removed for the driveway and how water flow to Deer Creek would be directed if the pump failed.

**RESOLUTION 09-334: BANK SIGNATURE PAGE**

The Town's banking authorization papers needed updating due to the Deputy Clerk's name change.

**ACTION:** *Councilmember Saltonstall* moved to adopt Resolution No. 09-334, Authorizing Bank Signatures. *Councilmember Quinn* seconded the motion. The motion carried unanimously.

**DESIGNATE MAYOR PRO-TEM**

**ACTION:** *Councilmember Saltonstall* moved to designate Councilmember Anderson as Mayor Pro-Tem. *Councilmember Mitchell* seconded the motion. The motion carried unanimously.

**DESIGNATE REPRESENTATIVES TO REGIONAL COMMITTEES**

Mayor Nichols advised the resolution would be provided to SnoCom, SERS and WCIA identifying the Town's representatives. Representatives were designated to regional committees as follows:

<b>Organization</b>	<b>Representative 1</b>	<b>Representative 2</b>	<b>Alternative Rep</b>
Snohomish County Tomorrow	Nichols	Anderson	
Snohomish County Cities & Towns	Mitchell	Nichols	
Association of Washington Cities	Anderson	Mitchell	Quinn
South County Electeds	Schillberg	Quinn	
SNOCOM Board of Directors	Saltonstall	Mitchell	
Snohomish County Emergency Radio System (SERS)	Saltonstall	Mitchell	
Snohomish County Solid Waste Committee	Schillberg		
Washington Cities Insurance	Schillberg	Mitchell	

Authority			
South County Mayors	Nichols		
Fire Authority	Nichols	Anderson	Saltonstall
Port of Edmonds	Joint meetings as needed		
Olympic View Water District	Joint meetings as needed		

**ACTION:** Councilmember Quinn moved to adopt a Resolution approving the representatives to regional organizations. Councilmember Schillberg seconded the motion. The motion carried unanimously.

**LETTER ALLOWING CITY OF LYNNWOOD REPRESENTATION ON HEALTH BOARD**

**ACTION:** Councilmember Anderson moved to approve Lynnwood Councilmember Jim Smith representing the Town on the Snohomish County Health Board. Councilmember Saltonstall seconded the motion. The motion carried unanimously.

**DISCUSSION ON UPCOMING COMMUNITY MEETINGS**

It was agreed the meeting would be noticed if more than two Councilmembers attended. Councilmembers identified meetings they were able to attend:

Meeting Date	Location	Council Attendees
January 12, 7:00 p.m.	Dr. Wally & Bernice Kegel 22201 Makah Rd	Anderson, Mitchell
January 24, 10:00 a.m.	Malcolm & Diane McCallum 11520 Quail Lane	Anderson, Schillberg
January 31, 10:00 a.m.	John Pierce 22115 Woodway Park Road	Mitchell, Saltonstall
February 9, 7:00 p.m.	Dean & Carl Nichols 22440 Dogwood Lane	Mitchell, Saltonstall (?)
February 23, 7:00 p.m.	Ross & Jeannette Wood 24223 Timberlane Road	Schillberg
March 14, 10:00 a.m.	Scott Neely & Elizabeth Mitchell 23611 Woodway Park Road	Mitchell, Quinn, Saltonstall (?)
March 30, 7:00 p.m.	TBD - Woodway Highlands	Quinn

Mayor Nichols distributed and reviewed a proposed agenda for the meetings; topics included 1) town finances, 2) development of Pt. Wells, and 3) community decisions. Mayor Nichols suggested 30 minutes for each topic.

Discussion followed and suggestions included reducing the length of the meeting, scheduling follow-up meetings if residents were interested, and providing a handout with frequently asked questions regarding each major topic.

**AUDIENCE COMMENTS: None**

**GENERAL COUNCIL DISCUSSION – CHOICE OF SUBJECTS**

Public Works Director Terry Bryant thanked the Public Works crew for working late, long hours including weekends. Mr. Faison expressed appreciation to Mr. Bryant for his efforts. It was agreed the Mayor would draft a letter on behalf of Council thanking Public Works staff for their efforts during December.

**APPROVAL OF VOUCHERS (con't)**

**a. Ratification of 2008 Claim Checks**

Mr. Faison explained the short plat approved by Planning Commission was vested under the old code; the Town Engineer in cooperation with the property owner developed an alternative. He suggested the Council ratify the claim checks with the exception of the PACE Engineering invoice and request Town Attorney Wayne Tanaka provide a memo to the Council.

Councilmember Schillberg explained his concern was the PACE Engineer's time was not reimbursable and he wanted to avoid this occurring in the future. Mayor Nichols explained staff met with the Krebs to discuss removal of trees and she felt the Town should cover the cost of the engineer meeting with the family and evaluating alternative solutions to save the trees.

**ACTION:** *Councilmember Schillberg* moved to ratify 2008 Claim Checks #6661 through #6684 with the exception of #6675. *Councilmember Anderson* seconded the motion. The motion carried unanimously.

**EXECUTIVE SESSION: Potential Property Acquisition**

At 8:45 p.m., Mayor Nichols recessed the Council to a five minute Executive Session for discussion of potential property acquisition. The meeting was reconvened at 8:49 p.m.

**ADJOURNMENT OF PUBLIC MEETING:** *Councilmember Quinn* moved to adjourn the meeting. *Councilmember Mitchell* seconded the motion. The motion carried unanimously. The meeting was adjourned at 8:50 p.m.

Respectfully Submitted,

**APPROVED BY THE TOWN COUNCIL**

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Joyce Bielefeld, Clerk-Treasurer

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Carla A. Nichols, Mayor

(These minutes accurately reflect what was said at the Council Meeting. Publication does not vouch for the veracity of these statements.)