

**CITY OF STANWOOD**  
Regular Meeting of the City Council  
Thursday, July 28, 2016 – 7:00 p.m.  
Stanwood Camano School District Administration Board Room  
**MINUTES**

**1. Call to Order and Pledge of Allegiance**

Mayor Kelley called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

**2. Roll Call**

Deputy Clerk Patricia Myrdal called the roll with the following Councilmembers present: Arne Wennerberg, Timothy Pearce, Larry Sather, Conrad Ryer, and Dottie Gorsuch.

*Motion by Councilmember Sather, second by Councilmember Wennerberg to excuse Councilmember Johnson and Councilmember Callaghan. Motion passed unanimously.*

Also present: City Administrator Deborah Knight, Community Development Director Ryan Larsen, Finance Director Jan Berg, Public Works Director Kevin Hushagen, Fire Chief John Cermak, Police Chief Rick Hawkins, City Attorney Grant Weed, and Deputy Clerk Patricia Myrdal

**3. Presentation**

a. Recognize Debra Sousa (retiring after 36 years of service)

Mayor Kelley introduced Police Chief Rick Hawkins who commended Debra for her 36 years of professional, dedicated service to the City of Stanwood and wished her well on her retirement. He extended an invitation to stop by the police department tomorrow to celebrate Debra's retirement.

b. Recognize Deputy Tracy Peckham and Sergeant Jess Sanders

Police Chief Rick Hawkins commented that one of the great things about his job is that he gets to work with some very special people. He pointed out that the public doesn't always hear about the good stuff the police do and shared the following story:

Sergeant Jess Sanders noticed a reported fire at the Senior Center. He checked fire and police dispatches and noticed that dispatch had not notified the police. Sergeant Sanders and Deputy Tracy Peckham arrived at the Senior Center within two minutes and saw that people were gathered around outside of the center. When they were told that more people were still inside, the officers went into the smoky hallway and discovered people in the hallway. They directed residents to the exit and then proceeded down the hallway where residents had indicated there were more residents in their rooms. Sergeant Sanders

## Stanwood City Council Meeting Minutes-July 28, 2016

and Deputy Peckham proceeded to where they believed the fire had originated. The smoke was so thick that they were on their hands and knees checking rooms for residents. They found many locked rooms with residents inside who thought it was just a fire drill. The officers escorted the residents out of the center to safety before the fire department arrived. Both of them suffered smoke inhalation and were sent to the hospital for observation.

Fire Chief John Cermak and Police Chief Hawkins presented Sergeant Sanders and Deputy Peckham with certificates of recognition for going above and beyond duty. Chief Cermak pointed out that the fire department received two calls at same time so it took six minutes for the first unit to respond so he greatly appreciates what the officers did.

### c. Landon McInelly Eagle Scout Project – Off Leash Dog Park at Heritage Park

Landon McInelly explained that he wants to build an off-leash dog park at Heritage Park as his Eagle Scout project. He said the dog park will be 40 feet by 80 feet with a fence down the middle with one side for small dogs and one side for large dogs with a separate entry for each one. Scout McInelly related that it would be constructed of wooden posts with a wooden top rail with steel welded mesh wire fencing. He pointed out that he is asking for donations for materials and assistance in building it from multiple lumberyards and businesses. He requested council support for this project and asked for donations.

Mayor Kelley asked for the cost of the project. Scout McInelly responded that it will cost approximately \$1500. He said that he would prefer to make it bigger but there is not enough space to do so due to the flooding in the fall and winter. He said he is planning to build the park on the highest spot available.

### Council Discussion

How many volunteers are working with you? Scout McInelly stated 15 to 17.

Council commented that this is a good project that is needed and expressed appreciation for him doing this.

*Motion by Councilmember Sather, second by Councilmember Gorsuch, to authorize city staff to work with Landon McInelly to build an 80 foot by 40 foot wood and mesh fenced off-leash dog area at Heritage Park between Lover's Land and the Skate Park. Motion carried unanimously*

## 4. Staff Reports

- a. Police Compstat Report – June 2016
- b. Public Works Monthly Report
- c. North County Regional Fire Authority Second Quarter Report
- d. Salary Commission Decision Letter and Meeting Minutes
- e. Minutes of the July 21, 2016 Economic Development Board Meeting
- f. Finance Report-2<sup>nd</sup> Quarter

# Stanwood City Council Meeting Minutes-July 28, 2016

## 5. Committee Reports

- a. Public Works
- b. Community Development

## 6. Citizen Comments

There were no citizen comments.

## 7. Approval of the Agenda

*Motion by Councilmember Sather, second by Councilmember Pearce, to approve the agenda. Motion carried unanimously*

## 8. Consent Agenda

- a. Approve July 14, 2016 Regular Meeting Minutes
- b. Amend Camano Chamber Interlocal Agreement-Glass Quest Reimbursement
- c. Ordinance 1420 Wireless Communications Facilities-Second Reading, Final Adoption and Ordinance 1421 Eligible Facilities Modifications-Second Reading, Final Adoption
- d. Approve Viking Way Design Standard
- e. Authorize the mayor to sign Environment Control of North Seattle, Inc. Janitorial Services Contract
- f. Approve June 30, 2016 Special Meeting Minutes

*Motion by Councilmember Sather, second by Councilmember Ryer, to approve the consent agenda items a through f. Motion carried unanimously*

## 9. New Business

- a. Ordinance 1424 Budget Amendment 2016 – First Reading

Finance Director Jan Berg reviewed the second amendment to the 2016 Budget noting that the first five items were approved by council at previous council meetings:

- Environmental work for potential property purchase
- Increase budget for sewer construction line item which was inadvertently left off the 2015 budget
- Purchase three yard dump truck
- Pertect Supplemental Agreement-Viking Way 90<sup>th</sup> extension project
- Council laptop purchase
- Pioneer Highway overlay project
- move funding for Safe Routes to School for construction, budgeted in 2016 but will not occur until 2017
- cleaning up Fund 207 to delete items inadvertently charged
- adjust to actual numbers for allocating utilities share

## Stanwood City Council Meeting Minutes-July 28, 2016

- authorized positions confirmed by council in June are included in budget.

Director Berg requested changing the senior accountant position hours from 30 per week to 40 hours per week since the city has only received three applications for the job advertised as part-time so it may need to be advertised again and a full-time position may attract qualified applicants. She pointed out that there are many senior account positions available so it is extremely competitive at this time.

### Council Discussion

Where is money coming from to increase the hours for the senior accounting position? Director Berg responded that the funds will come from reserves.

*Motion by Councilmember Sather, second by Councilmember Ryer, to have first reading of Ordinance 1424 amending the 2016 budget as presented. Motion passed unanimously.*

#### b. Ordinance 1425 Ovenell Annexation – First Reading

City Administrator Deborah Knight related that this ordinance begins the annexation process of the Ovenell property. She said that the Boundary Review Board and Snohomish County Council have approved the annexation so the last step is for council to adopt the ordinance.

*Motion by Councilmember Sather, second by Councilmember Pearce, to approve first reading of Ordinance 1425 as set forth in Attachment A accepting the Ovenell Annexation into the City of Stanwood. Motion passed unanimously.*

## **10. Reports of Officers and Committees**

### a. Mayor's Report

Mayor Kelley reported:

- the city is fortunate to have such great officers working for the city and congratulated Sergeant Sanders and Deputy Peckham for their service
- Public Works Administrative Assistant Lisa Sokolik applied for and received a grant from FEMA for the city and commended her for a great job
- the mural painted by local artist Emilia Kallock at the annex next to the police station will be unveiled on July 29, 2016
- The Safe Harbor Clinic Crab Derby Fundraiser will be held on Camano Island this weekend.

### b. City Administrator's Report

City Administrator Deborah Knight reported:

- National night out is Tuesday, August 2<sup>nd</sup>
- Movies in the Park featuring Shrek is next Thursday

## Stanwood City Council Meeting Minutes-July 28, 2016

- the Police Records Clerk position has been filled – Amanda Slattery was selected and will be moving once a replacement has been found for her position
- the senior accountant and wastewater positions close tomorrow
- staff is working to fill the accounting clerk position recently vacated due to Bev Handshumaker's retirement.

### c. Councilmember Reports/Questions

Councilmember Timothy Pearce attended the ribbon cutting at the Grocery Outlet noting that it was a wonderful event, a great family is running the business, the store is well-stocked and clean, and the event generated interest in the Petco located next door which will be opening early in September.

City Administrator Deborah Knight commented that the YMCA will be opening in September as well.

### 11. Citizen Closing Comments

There were no citizen comments.

### 12. Executive Session – Property Acquisition [RCW 42.30.110(1)(b)]

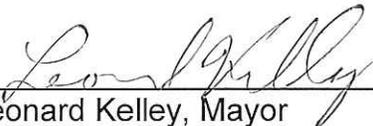
Mayor Kelley adjourned the meeting to Executive Session at 7:35 p.m. for fifteen (15) minutes to discuss property acquisition with no action following. City Attorney Grant Weed extended the session at 7:50 p.m. for an additional seven (7) minutes.

### 13. Reconvene and Adjourn

There being no further business, Mayor Kelley adjourned the meeting at 7:57 p.m.

CITY OF STANWOOD

ATTEST:

  
\_\_\_\_\_  
Leonard Kelley, Mayor

  
\_\_\_\_\_  
Patricia Myrdal, Deputy Clerk