

# COUNCIL



# MINUTES

**Work Session**  
September 7, 2010

## **Call to Order / Invocation / Pledge of Allegiance**

Mayor Nehring called the meeting to order at 7:03 p.m. and led those present in the Pledge of Allegiance.

## **Roll Call**

Chief Administrative Officer Gloria Hirashima gave the roll call. The following staff and councilmembers were in attendance.

**Mayor:** Jon Nehring

**Council:** Councilmember Lee Phillips (arrived 7:24), Councilmember Jeff Seibert, Councilmember John Soriano, and Councilmember Jeff Vaughan

**Absent:** Councilmember Carmen Rasmussen and Councilmember Donna Wright

**Also Present:** Chief Administrative Officer Gloria Hirashima, Finance Director Sandy Langdon, City Attorney Thom Graafstra, Chief Smith, Public Works Director Kevin Nielsen, Parks and Recreation Director Jim Ballew, Golf Course Superintendent Peter Colleran and Recording Secretary Laurie Hugdahl.

It was noted that Councilmembers Rasmussen and Wright were out of town and had requested an excused absence. CAO Hirashima indicated that they were expecting Councilmember Phillips. In the absence of a quorum at the beginning of the meeting the agenda was rearranged to allow for non-action items first.

**Committee Reports - None**

**Presentations - None**

**Discussion Items**

**Approval of Minutes**

1. Approval of July 12, 2010 City Council Meeting Minutes.
2. Approval of July 19, 2010 City Council Work Session Minutes.
3. Approval of July 26, 2010 City Council Meeting Minutes.

#### **Consent**

4. Approval of August 20, 2010 Payroll in the Amount of \$831,197.15; Paid by Check Number's 23096 through 23157.

#### **New Business**

13. Washington State Department of Corrections Offender Work Crew Agreement.

Parks and Recreation Director Jim Ballew explained this is a renewal of the agreement and there is no monetary change.

14. Renewal of Washington State Patrol Live-Scan to Western Identification Network Automated Fingerprint Identification System (WIN AFIS) Connection User's Agreement.

Chief Smith stated that this is a renewal of a contract for the jail.

15. Addendum Number 2 to the Interlocal Agreement for Jail Services with Snohomish County Jail.

Chief Smith noted that there were some corrections to the 2010 Agreement.

Councilmember Soriano asked what situations would be a cause for county inmates to come to the city. Chief Smith said that if there was a Marysville warrant on someone they could be brought here. It would never be a felony case as those are not housed here.

16. AAA Dispatch Services dba North County Limo and Taxi Services to Operate a For-Hire Business in Marysville.

Finance Director Langdon stated that this is a standard agreement.

17. Request for Additional Management Reserve of \$165,000.00, Increasing the Total Allocation to \$3,078,249.96 for the Ingraham Boulevard Corridor Improvement Project.

Director Nielsen explained that once they started crossing the wet area there were quite a few errors in the plan that they discovered. They are asking for additional management reserve to complete the project. He reviewed some of these changes. He noted that the school opening went well today.

18. Snohomish County Elections Licensing Agreement for a Ballot Drop Box Installation at the Marysville Public Library in 2010.

Jim Ballew explained that the library has been selected as the primary location for a ballot drop box. He reviewed details of this agreement.

19. A **Resolution** of the City of Marysville Washington, Establishing Procedures Relating to Purchasing and Public Works Contracting; Establishing a Vendor List Process for the Purchasing of Supplies, Materials, and Equipment and a Small Works Roster Process to Award Public Works Contracts and Repealing Resolution Number 2126.

Councilmember Seibert pointed out a typo which Director Langdon indicated would be corrected.

Finance Director Langdon explained that this is an update to meet the requirements of legislature.

## **Legal**

### **Mayor's Business**

Mayor Nehring commented that it has been a very busy and productive month.

He discussed committee slots that need to be filled.

He went to Getchell High School this morning. He reviewed his observations regarding the traffic there. He commended staff on the improvements there.

Tomorrow is the last day to submit applications for the new Council position. About ten applications have been received so far.

Touch-a-Truck will be held this Saturday.

Mayor Nehring recognized several special events that occurred during the month of August - Special Olympics Motorcycle Ride, Homegrown, and National Night Out.

### **Staff Business**

Chief Smith:

- He noted that there will be a Public Safety meeting on September 22.
- There will be an awards ceremony on that same day at the police station.
- Today was very busy with the start of school. A lot of traffic citations were written.
- ProAct Team has been very active especially with narcotic and drug offenses.

Sandy Langdon stated that she will be out of town for the Finance Committee scheduled for next Wednesday. There was consensus to reschedule it for September 29 at 4:30 p.m.

Kevin Nielsen:

- He stated that there is a Public Works Committee meeting this Friday. They will be going over snow and ice preparedness topics.
- Public Works is having a barbecue this Friday and everyone is welcome.
- August was very busy with rebidding of the public works building.
- 104<sup>th</sup> has a broken culvert; staff is trying to repair that and is applying for FEMA money for that.
- Staff have been applying for grants for several other projects as well.

Jim Ballew:

- Touch-a-Truck will be this weekend and several service clubs will be participating.
- A Serve Day project will be conducted at Jennings Nature Park from 9 to 1.
- The last Saturday of August there was an Eagle Scout project by Joshua Vaughan to renovate Jennings Park ball field. It was a very dramatic makeover.
- Park Board will be meeting tomorrow night and will be working on the Park Code.

Thom Graafstra had no comments.

Gloria Hirashima:

- The City received notice from Coca Cola Enterprises that they will be vacating their lease on 10/1. The City will be interviewing potential real estate professionals to lease that property.
- The City has notified Arlington and Lake Stevens about potential court fee increases to move toward court cost coverage for those jurisdictions.
- The Citizens for Smoke-Free Marysville will be having a meeting on September 9 at 7 p.m at the Boys and Girls Club. The Council has been invited to attend.
- She discussed a review of tattoo parlor licensing fees done by staff. A revision to the current code will be coming forward to the October meeting.
- She noted the need for an Executive Session for four items.

*Lee Phillips arrived at 7:24 p.m. making a quorum so action could be taken.*

**Motion** made by Councilmember Seibert, seconded by Councilmember Soriano, to waive the normal rules of procedures about public comment and voting on action items on the agenda. Motion carried (4-0).

**Motion** made by Councilmember Seibert, seconded by Councilmember Soriano, to excuse Councilmember Wright. Motion carried unanimously (4-0).

**Motion** made by Councilmember Seibert, seconded by Councilmember Soriano, to excuse Councilmember Rasmussen. Motion carried unanimously (4-0).

## **Action Items**

5. Public Works Building Renovation Project to Peterson Brothers in the Amount of \$212,521.00 Including Washington State Sales Tax and Approve a Management Reserve of \$35,000 for a Total Allocation of \$247,521.00.

Public Works Director Nielsen reviewed details of this project.

**Motion** made by Councilmember Soriano, seconded by Councilmember Phillips to authorize the Mayor to authorize the Mayor to award the bid for the Public Works Building Renovation Project to Peterson Brothers in the Amount of \$212,521.00 Including Washington State Sales Tax and Approve a Management Reserve of \$35,000 for a Total Allocation of \$247,521.00. Motion passed unanimously (4-0)

6. Approval of the July 28, 2010 Claims in the Amount of \$331,740.53; Paid by Check Number's 64504 through 64650 with Check No. 64385 Voided.

**Motion** made by Councilmember Vaughan, seconded by Councilmember Seibert, to approve items 6-10 regarding claims. Motion passed unanimously (4-0).

7. Approval of the August 4, 2010 Claims in the Amount of \$1,121,415.22; Paid by Check Number's 64651 through 64788 with No Check Number's Voided.

Approved above on item 6.

8. Approval of the August 5, 2010 Payroll in the Amount of \$1,387,721.93; Paid by Check Number's 23025 through 23095.

Approved above on item 6.

9. Approval of the August 11, 2010 Claims in the Amount of \$565,568.21; Paid by Check Number's 64789 through 64942 with Check Number 63495 Voided.

Approved above on item 6.

10. Approval of the August 18, 2010 Claims in the Amount of \$382,301.61; Paid by Check Number's 64943 through 65070 with No Check Number's Voided.

Approved above on item 6.

11. Authorize \$57,938.00 Including Washington State Sales Tax and a Management Reserve of \$2,000 for a Total Allocation of \$59,938.00 for Materials to Repair the Cedarcrest Golf Course Bunker.

Peter Colleran explained that this deals with materials needed to repair the bunkers and drainage repair at the golf course. Gloria Hirashima added that this will all be either part of the insurance or come out of the Utilities fund.

**Motion** made by Councilmember Vaughan, seconded by Councilmember Soriano, to authorize the Mayor to approve bills for the repair of the bunkers at Cedarcrest Golf Course in the amount of \$57,938.00 Including Washington State Sales Tax and a Management Reserve of \$2,000 for a Total Allocation of \$59,938.00 for Materials to Repair the Cedarcrest Golf Course Bunker. Motion passed unanimously (4-0).

### **Action Items**

12. Authorize the Mayor to Award Ridgetop, Inc. for the Cedarcrest Bunker Repairs Project in the Amount of \$42,897.00 Including Washington State Sales Tax and Approve a Management Reserve of \$2,000 for a Total Allocation of \$44,897.

Peter Colleran reviewed the bids for this project and the scope of the project.

**Motion** made by Councilmember Vaughan, seconded by Councilmember Soriano to authorize the Mayor to Award Ridgetop, Inc. for the Cedarcrest Bunker Repairs Project in the Amount of \$42,897.00 Including Washington State Sales Tax and Approve a Management Reserve of \$2,000 for a Total Allocation of \$44,897. Motion passed unanimously (4-0).

### **Mayor's Business**

20. Appointment to Parks and Recreation Board; Katherine Smith.

**Motion** made by Councilmember Seibert, seconded by Councilmember Phillips, to approve the appointment of Katherine Smith to the Parks and Recreation Board serving until February 28, 2011 and filling Keith Armstrong's position. Motion passed unanimously (4-0).

### **Call on Councilmembers**

Councilmember Vaughan asked Director Nielsen about transmission towers he has noticed going in on the north end. Director Nielsen explained the plans for the power grid system in this area.

Councilmember Phillips commented that the Special Olympics motorcycle ride was a lot of fun.

Councilmember Soriano helped out with the Homegrown booth. On August 21 he helped with Scrub a Mutt. He appreciated the opportunity to help with these events and expressed gratitude for those who worked to put them on.

Councilmember Seibert was glad to be back and hoped everyone had a good break.

Council recessed at 7:50 into Executive Session which began at 7:55 to cover four items estimated to take 20 minutes with no action.

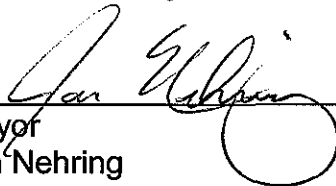
**Executive Session**

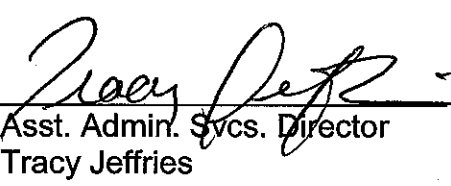
- A. Litigation – two matters concerning pending litigation per RCW 42.30.110 (1)(i) and two Collective bargaining matters per RCW 42.30.140 (4)(a).
- B. Personnel
- C. Real Estate

**Adjournment**

Seeing no further business Mayor Nehring adjourned the meeting at 8:16 p.m.

Approved this 27<sup>th</sup> day of September, 2010.

  
\_\_\_\_\_  
Mayor  
Jon Nehring

  
\_\_\_\_\_  
Asst. Admin. Svcs. Director  
Tracy Jeffries