

**City Council**



**1049 State Avenue  
Marysville, WA 98270**

**Regular Meeting  
Minutes**

**March 23, 2020**

**Call to Order**

Mayor Nehring called the meeting to order at 7:00 p.m.

**Invocation**

**Pledge of Allegiance**

Mayor Nehring led those present in the Pledge of Allegiance.

**Roll Call**

**Present:**

Mayor: Jon Nehring

Council: Council President Kamille Norton, Councilmember Jeff Vaughan, Councilmember Mark James, Councilmember Tom King, Councilmember Kelly Richards, Councilmember Michael Stevens, Councilmember Steve Muller

Staff: Chief Administrative Officer Gloria Hirashima, Finance Director Sandy Langdon, City Attorney Jon Walker, IT Manager Worth Norton

**Approval of the Agenda**

**Motion** to approve the agenda moved by Councilmember Muller seconded by Council President Norton.

**AYES: ALL**

**Committee Reports**

Councilmember King reported on last Wednesday's Fire Board meeting and talked about precautions they are taking for the firefighters.

Councilmember Vaughan reported on the Snohomish County Board of Health meeting held on March 18. The Executive Board was given power to act on behalf of the whole board for a short time in order to help the Board of Health be more nimble. This will greatly help during this crisis. They also discussed the amount of time this is taking for staff, and policy decisions were made surrounding that. There was an update on the number of coronavirus cases and coordination efforts with CDC and NIH.

## **Presentations**

## **Audience Participation**

## **Approval of Minutes (Written Comment Only Accepted from Audience.)**

## **Consent**

1. Approval of the March 4, 2020 Claims in the Amount of \$626,629.13 Paid by EFT Transactions and Check Numbers 138579 through 138784 with Check Number 138551 Voided
2. Approval of the March 5, 2020 Payroll in the Amount of \$1,453,154.94 Paid by EFT Transactions and Check Numbers 32964 through 32992 with Check Number 32963 Voided
3. Approval of the March 11, 2020 Claims in the Amount of \$2,011,035.03 Paid by EFT Transactions and Check Numbers 138785 through 138995 with Check Number 138595 and 138788 Voided
4. Approval of the March 18, 2020 Claims in the Amount of \$650,316.49 Paid by EFT Transactions and Check Numbers 138996 through 139195 with No Check Numbers Voided
5. Approval of the March 20, 2020 Payroll in the Amount of \$1,590,282.54 Paid by EFT Transactions and Check Numbers 32993 through 33018

**Motion** to approve Consent Agenda items 1-5 moved by Council President Norton seconded by Councilmember King.

**AYES: ALL**

## **Review Bids**

## **Public Hearings**

## **New Business**

6. Consider Approving the Lease Agreement with Marysville Little League for the Use of Cedar Fields

CAO Hirashima reviewed the Little League contract for Cedar Fields. Because of the current situation Director Mizell had expressed concern that the public may not be able to gather at the fields and suggested potentially waiving a proportionate amount of the lease if it ends up they are unable to use the fields. City Attorney Walker drafted some language, "to authorize the Chief Administrative Officer to agree to amend the rent term of the lease agreement with Marysville Little League in the event the Little League is unable to utilize the field due to the COVID-19 emergency."

**Motion** to authorize the Mayor to sign the Lease Agreement with Marysville Little League for the Use of Cedar Fields as amended moved by Councilmember Muller seconded by Councilmember Richards.

**AYES: ALL**

7. Consider Approving an Amendment to the Golf Course Management Agreement with Premier Golf Centers, LLC

CAO Hirashima explained this is an agreement with Premier Golf to continue management of Cedarcrest Golf Course.

Councilmember Vaughan asked who drafted the amendments showing the prior language and the new language. City Attorney Walker replied that Premier drafted it, but he approved it. Councilmember Vaughan commented on his difficulty making sense of the format. He requested a summary on the delta and said he wasn't comfortable moving forward until he had more clarity on this.

CAO Hirashima contacted Director Mizell who indicated that the changes to the agreement were more housekeeping than anything else. The management fee did not change. The changes made clarified CPIW as the basis for the change. The other clarification had to do with the base year for the bonus. Other than that it is basically a continuation of the prior agreement. Clarification questions and answers followed.

**Motion** to approve the Amendments to the Golf Course Management Agreement with Premier Golf Centers, LLC moved by Council President Norton seconded by Councilmember Muller.

**AYES: ALL**

8. Consider Approving an Interlocal Agreement with the City of Lake Stevens for Outdoor Video Services

Mayor Nehring explained this is a continuation of the same agreement.

**Motion** to authorize the Mayor to sign and execute the Interlocal Agreement with the City of Lake Stevens for Outdoor Video Services moved by Councilmember King seconded by Councilmember James.

**AYES: ALL**

9. Consider Approving the Communication Site Sublease/License with the FBI

City Attorney Walker reviewed this item.

Councilmember James expressed concern about the difficult access and asked if this had been factored into the price. City Attorney Walker explained that the difficult access has to do with the fact that the tower is owned by SERS; it doesn't have anything to do with the FBI. The additional security has to do with the SERS radio system. Public Works is looking into putting in a different access.

**Motion** to authorize the Mayor to sign and execute the Communication Site Sublease/License with the FBI moved by Councilmember James seconded by Councilmember King.

**AYES: ALL**

10. Consider Approving the Interlocal Agreement for Information Technology Services with Marysville Regional Fire Authority

IT Manager Worth Norton explained this is formalizing a long-term agreement the City has had with the Fire District.

Council President Norton asked if it was clear that the City would not be held responsible for any public requests for the RFA. City Attorney Walker responded to this concern and explained how language was drafted to protect the City.

**Motion** to authorize the Mayor to sign the Interlocal Agreement for Information Technology Services with Marysville Regional Fire Authority moved by Councilmember Stevens seconded by Councilmember Richards.

**AYES: ALL**

11. Consider Approving a Resolution Authorizing Remote Attendance at Council Meetings

City Attorney Walker reviewed this item related to allowing remote attendance by Council members.

Councilmember James suggested making this more general language instead of specific to COVID-19 so that it could be usable in the future for other emergencies. City Attorney Walker replied that was possible, but recommended approving this now and working out amendments later. Councilmember Vaughan suggested waiting and seeing how this works before making changes.

**Motion** to adopt Resolution 2485 moved by Councilmember Vaughan seconded by Councilmember Richards.

**AYES: ALL**

12. Consider Approving One Additional Custodian Position

CAO Hirashima summarized this item and emphasized the importance of janitorial services during this COVID-19 emergency. Having the ability to hire additional custodial staff will pay for itself in not having to outsource cleaning services which are at a premium right now. Mayor Nehring concurred on the benefits of increasing in-house custodial staff.

Councilmember King asked about the status of the two positions that were already approved. CAO Hirashima explained they would be starting this week.

Council President Norton referred to the agreement with the Teamsters which states seasonal limitations. CAO Hirashima explained it is about the equivalent of a full-time employee or two part-time employees. These will be used to augment the two-full time employees until someone else is hired. Council President Norton expressed concern about bringing on an employee for two full years when the need for the additional cleaning hopefully won't be that long. She also commented on the unknown factor of the new civic center's needs for custodial services.

Councilmember Muller asked if the City is providing any special training beyond basic custodial duties due to the COVID-19 emergency. CAO Hirashima explained that the City would provide any training that is necessary for them. The City will be ordering the same equipment that the school district janitorial services are using for disinfecting.

Councilmember Vaughan recommended deferring this decision until there is time to see what the two employees can actually accomplish. He agrees with Council President Norton that he didn't want to be stuck with three people in two years when only two are potentially needed. Mayor Nehring acknowledged that it is a tricky situation because the urgent need is from now forward. He noted that there is a six-month probation period for every employee. Various scenarios were discussed.

Mayor Nehring suggested having Council authorize the search for another employee, but then requiring it to come back to Council before actually extending an offer. CAO Hirashima concurred.

**Motion** to start the posting process and come back to Council prior to making an offer for one additional Custodian Position moved by Councilmember Stevens seconded by Councilmember King.

**AYES: ALL**

13. Consider Approving an Ordinance Amending Chapter 14.05 MMC to Permit Deferred Payment Plans and Waiver of Service Charges Due to COVID-19

City Attorney Walker reviewed this item and answered general clarification questions.

**Motion** to adopt Ordinance No. 3147 moved by Councilmember Richards seconded by Councilmember King.

**AYES: ALL**

## **Legal**

### **Mayor's Business**

Mayor Nehring gave a summary of the COVID-19 situation and the many different ways the City is preparing. He expressed confidence that the City will get through this and get on to brighter days.

### **Staff Business**

Director Langdon explained her staff was busy working on the stimulus matter.

City Attorney Walker had no further comments.

CAO Hirashima referred back to the contract with Premier and stated that Director Mizell had clarified this is the second year Premier has gotten a bonus. She then explained that due to the Governor's orders, the golf course and skate park will be closing tomorrow; public restrooms will be closing on Wednesday.

### **Call on Councilmembers**

Councilmember Vaughan thanked staff for all their hard work. He appreciated the clarification by the Governor in his press conference. He thanked Mayor Nehring for his leadership and his sensitivity to the impacts to business. He discussed the many challenges specific to businesses who are trying keep their businesses afloat and to move their activities online. He suggested having conference calls as a Council to get updates from the Mayor and staff.

Councilmember James expressed appreciation for Councilmember Vaughan's remarks. He agreed with doing what they can to help businesses rebound from this when it is over. He spoke to the positive things he is seeing in families spending more time together. He addressed the public restroom closures, and noted that this will cause a difficulty at the boat launch location due to the length of trail. He requested that one stay open if possible. CAO Hirashima explained the difficulty of balancing the need for restrooms and the cleanliness issue, but indicated they could consider it. There was consensus to leave that the waterfront restroom open for now and see how it goes.

Councilmember King concurred that many businesses are worried. He commended the food bank for the important work they do. He commented that the food bank is not seeing the donations from the stores that they usually do. CAO Hirashima commented that the City's Emergency Management Team has been looking into this issue to see if a Community Appointed Distribution should be activated at this point. They will be working with the food bank to problem solve.

Councilmember Stevens (inaudible).

Councilmember Richards (inaudible).

Councilmember Muller (inaudible).

Council President Norton asked if the State or County had changed or delayed tax collections. Finance Director Langdon explained that county staff has indicated they are expecting some change, but they don't know what it is yet. Council President Norton concurred with any additional connectivity that might be possible during this crisis. She agreed that the impact to small businesses has been heartbreaking. She also agreed with the need for the bathroom at the waterfront park. She thanked staff for all their work they are doing during this time.

### **Adjournment**

**Motion** to adjourn the meeting moved by Councilmember Richards seconded by Council President Norton.

**AYES: ALL**

The meeting was adjourned at 8:38 p.m.

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

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Mayor  
Jon Nehring