

May 23, 2019

CALL TO ORDER:

Mayor Sexton called the meeting to order at 7:02 p.m. with the Pledge of Allegiance. Council members present: Bill Aslett, J. DeGloria, Edie Edmundson, Chris Loving, and James Stavig. Staff present: Jennifer Berner, Brian Dempsey, Brad Johnson, Leif Johnson, Michael Luvera, Diane Marcotte, Kristen Morrison, Marv Pulst, Joe Stewart, Sarah Ward, and Greg Young.

A motion was made to excuse **Councilor R. DeGloria** by **Councilors Aslett/J. DeGloria**. All in favor; motion carried.

MINUTES:

A motion was made to approve the minutes of the May 9, 2019 council meeting by **Councilors Edmundson/J. DeGloria**. All in favor; motion carried.

AUDIT OF BILLS:

Councilor Aslett discussed the staffing transitions in the Finance Department, including retaining temporary staff members for a longer time period than initially anticipated due to the volume of work that still needs to be accomplished. **Aslett** requested the June Council workshop include updated information regarding temporary staffing contracts due to the significant additional funds that would be required. **Councilor J. DeGloria** discussed the Audit and Finance Committee's supporting of the Senior Accountant contract extension, as there are issues still needing attention from the 2017 budget that are currently impacting City finances.

A motion was made by **Councilors J. DeGloria/Aslett** to approve Accounts Payable invoices to be paid as reviewed on May 23, 2019 in the amount of \$291, 824.35. All in favor; motion carried.

SPECIAL PRESENTATION:

No special presentation.

PUBLIC COMMENTS:

No public comments

COUNCIL COMMENTS:

Councilor Aslett stated he is happy to see that an individual has filed for the Ward One Council position. Discussion was held on the individual still having to go through the required process for filling the remainder of the term for Ward One, though he has filed for the election.

Councilor Stavig gave an update on the status of a Homelessness discussion meeting, which will be a collaborative discussion between the Cities of Burlington and Mount Vernon, and is to be held at 3:00 PM on June 5, 2019 at Mount Vernon City Hall. **Stavig** thanked the Mayor and staff for their efforts in putting together the retirement party for Bryan Harrison.

MAYOR'S UPDATE:

Mayor Sexton introduced and welcomed **Interim City Administrator Greg Young**. **Mayor Sexton** discussed the upcoming Council workshop, which will take place on June 6, 2019, wherein the Comprehensive Improvement Plan (CIP) will be discussed.

PROCLAMATION:

No proclamation.

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COMMITTEE & BOARD REPORTS:

Councilor Edmundson stated that Council will be receiving Public Safety Committee reports in their mailboxes at City hall. **Edmundson** discussed the increasing demands on the Fire Department, including a day with 27 calls in a 24 hour period, in addition to fitting in the training the paramedics as firefighters. **Edmundson** stated that the Police Department will begin utilizing their bike patrols.

OFFICER REPORTS:

City Attorney Leif Johnson stated that there has indeed been one candidate filing for the Ward One Council position, and that there is still the opening to fill the remainder of the term, and those who wish to apply are welcome to do so. **Councilor Stavig** praised staff for advertising in multiple places for the term vacancy.

Community Development Director Brad Johnson discussed the plans for making the CIP a more useful document, what a CIP is and is not, and where it fits in to the planning and budget processes. **B. Johnson** gave a presentation regarding the CIP in relation to growth projections, the need for a thorough Citywide inventory of capital items, the establishment of a level of service standard, the identification of future needs, and future projects. **B. Johnson** stated that the CIP will be discussed during the June 6 workshop, and that included in the process of the CIP update will be a redlined, draft form of the document so that Council can easily follow all changes, and that the update CIP will be prioritized by Council.

Parks & Recreation Director Jennifer Berner update Council on the department's Memorial Day preparations, Park Maintenance, the noxious weed spraying which was completed by Parks staff this week, and the turf preparation for the Firecracker Tournament, which will be held June 14-16, 2019. **Berner** also discussed Recreation programs and events, including the 6 upcoming Summer Nights Concerts, Berry Dairy Days, 31 summer camps, the All-Comers Track Meets, and Pop-Up Parks. **Berner** stated that more information on all programs can be found on the City website, the Recreation guide, and on flyers which are being distributed. **Councilor Stavig** stated his appreciation for having received this sort of information in his sewer bill.

UNFINISHED BUSINESS:

No unfinished business.

NEW BUSINESS:

PROPOSED ORDINANCE REVISING BMC 13.08.080 RELATING TO LATE FEE PENALTY CHARGE ON DELINQUENT SEWER UTILITY ACCOUNTS.

Finance Director Joe Stewart discussed the City's authority to charge late fees for sewer accounts, that there are currently no late fee imposed, as it was erroneously ended in late 2016, and that because of this, there is no incentive to pay sewer bills on time. **Stewart** stated that the fee will be increased from \$5.00 to \$10.00.

A motion was made to approve the proposed ordinance to add the penalty for delinquent sewer accounts of \$10.00 per month and authorize the Mayor's signature by **Councilors Stavig/Aslett**. All in favor; motion carried.

LIBRARY BOARD OF TRUSTEES APPOINTMENT

Library Director Sarah Ward stated that Evan Greenlaw has volunteered to serve on the Library Board of Trustees, in order to fill a vacancy.

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A motion to approve the Mayor's appointment of Evan Greenlaw to the Library Board of Trustees was made by **Councilors J. DeGloria/Stavig**. All in favor; motion carried.

BID & CONTRACT AWARD – WASTEWATER PUMP STATION 9 UPGRADE PROJECT

Public Works Director Marv Pulst discussed the bids received for the upgrade to wastewater pump station 9, wherein the lowest responsive bid was received from Strider Construction for the amount of \$771,271.88.

A motion was made to authorize the Mayor to award bid and sign agreement with Strider Construction for wastewater pump station 9 upgrade by **Councilors Aslett/J. DeGloria**. All in favor; motion carried.

AGREEMENT WITH GRAY & OSBORNE FOR ENGINEERING CONSTRUCTION SERVICES FOR SEWER PUMP 9

Public Works Director Marv Pulst discussed an agreement with Gray & Osborne, whose engineers will provide construction management duties for the upgrade to wastewater pump station 9; wherein the City Sewer Department of staff will conduct daily, on-site inspections

A motion was made to authorize the Mayor to sign agreement with Gray & Osborne for engineering construction services by **Councilors Aslett/J. DeGloria**. All in favor; motion carried.

AGREEMENT WITH GRAY & OSBORNE FOR COMPREHENSIVE STORMWATER MANAGEMENT PLAN

Public Works Director Marv Pulst discussed an agreement with Gray & Osborne, whose engineers will provide an update to the Comprehensive Stormwater Management Plan. **Pulst** stated that the plan should be updated every 10 years, with the City's plan being last updated in 2005.

A motion was made to authorize the Mayor to sign agreement with Gray & Osborne for engineering services by **Councilors Aslett/Stavig**. All in favor; motion carried.

BID AND CONTRACT AWARD – 2019 OVERLAY PROJECT

Public Works Director Marv Pulst discussed the bid process and that the lowest responsive bidder for the 2019 overlay project is Granite Construction, for the amount of \$804,757. Pulst discussed and presented the areas of pavement overlay, to include an area of Burlington Blvd. between Pease Rd. and Costco Dr., and Market Place Dr. between Burlington Blvd. and George Hopper Rd. and Peterson Rd. between Pulver Rd. and the I-5 overpass, with Skagit County paying for their portion of Peterson Rd.

A motion was made to authorize the Mayor to sign agreement with Granite Construction for 2019 Overlay Project by **Councilors Aslett/Stavig**. All in favor; motion carried.

EXECUTIVE SESSION:

There was no Executive Session held.

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ADJOURNMENT:

Mayor Sexton adjourned the meeting at 8:09 p.m.

Joe Stewart
Finance Director

Steve Sexton
Mayor