

April 8, 2021

MEETING HELD TELEPHONICALLY DUE TO THE COVID-19 PANDEMIC

Mayor Steve Sexton called the meeting to order at 7:00 p.m. with the Pledge of Allegiance. Council members present: Keith Chaplin, J. DeGloria, Scott Green, Chris Loving and James Stavig. Staff present: Janice Burwash, Geoff Hawes, Brad Johnson, Leif Johnson, Sandy Kottke, Mike Luvera, Kristen Morrison, Katie Olafson, Marv Pulst, Joe Stewart, Travis Schwetz, Sarah Ward and Greg Young.

A motion was made by **Councilors Green/J. DeGloria** to excuse **Councilors Bill Aslett** and **Rick DeGloria** from the meeting. All in favor; motion carried.

MINUTES:

A motion was made by **Councilors Loving/Chaplin** to approve the minutes of the March 25, 2021 Council meeting. All in favor; motion carried.

AUDIT OF BILLS:

A motion was made by **Councilors Loving/Green** to approve Accounts Payable invoices to be paid as of April 08, 2021 in the amount of \$180,767.64, and Payroll Expenses for Pay Period ending March 31, 2021 in the amount of \$529,027.39. All in favor; motion carried.

PUBLIC COMMENTS:

City Attorney Leif Johnson stated that members of the public may submit comments or questions by mail to City Hall at 833 S. Spruce Street, ATTN: Greg Young or by email to badministration@burlingtonwa.gov, as the city still cannot by law, hold in-person meetings.

COUNCIL COMMENTS:

No Council Comments.

MAYOR'S UPDATE:

Mayor Sexton and **City Administrator Greg Young** shared updates on the permit process happening for the Skagit First Steps Center and **Streets Supervisor Travis Schwetz** updated Council on all the construction work that has taken place so far. **Young** also shared an update from PUD about the cost of installing a fire hydrant at the site. The price quoted from PUD was about \$20,000.00. **Mayor Sexton** shared the price could be significantly less if the City of Burlington took the bulk of the installation work of the hydrant bringing the price down to about \$9,000.00. **Councilor James Stavig** shared information about opportunities for people to donate and volunteer with this project is available on the city's website.

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SPECIAL PRESENTATION:

No Special Presentation.

PROCLAMATION:

No Proclamation.

COMMITTEE & BOARD REPORTS:

No Committee & Board Reports.

OFFICERS REPORTS:

Human Resources & Administrative Manager Kristen Morrison shared with Council the City of Burlington is a recipient of the AWC Employee Benefit Trust's WellCity award. This is a program the city participates in that recognizes members that achieve quality standards in employee health promotion. **Morrison** spoke about the challenges the Wellness Committee faced this year with the ongoing pandemic and expressed receiving this award this year was extremely exciting. **Councilors Keith Chaplin** and **James Stavig** were excited about this great news for the City. **Mayor Sexton** thanked the Wellness Committee for all the efforts put in to make this award possible.

AGENDA ITEM ADDITION

Community Development Director Brad Johnson requested Council add an additional item to the end of the agenda to discuss a consulting service contract agreement for a required updated by the Washington State Shoreline Management Act to the City's Shoreline Master Program.

A motion was made by **Councilors Green/Loving** to add the additional item to the end of the current agenda. All in favor; motion carried.

UNFINISHED BUSINESS:

City Administrator Greg Young shared Council has previously approved a Memorandum of Understanding with the Friendship House regarding the operation of the First Steps Center. Two provisions of the MOU needed revisions including a revision to the hours that security personnel will be on-site and an addition stating the Friendship House will be responsible for the monthly utility costs.

A motion was made by **Councilors Stavig/Green** to approve the revised Memorandum of Understanding between the City of Burlington and the Friendship House and authorize the Mayor to sign. **Councilors Loving** and **Chaplin** in favor; **Councilor J. DeGloria** opposed. Motion carried.

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CONSENT AGENDA

No Consent Agenda

NEW BUSINESS:

Memorandum of Understanding Between Teamsters and The City Regarding the Skagit First Step Center

City Administrator Greg Young shared a concern has emerged from the Teamsters who represent many of the workers who may be called upon to complete tasks at the Skagit First Steps Center. This focuses on the unknown nature of the work environment at the Center and a shared desire on the part of the Teamsters and Administration to ensure the health and safety of our workers. The City of Burlington and the Friendship House have agreed to certain parameters that will guide the work to potentially be completed at the site by city workers. **Councilor Scott Green** asked if this would involve overtime hours. **Young** shared the work would hopefully be completed during normal working hours whenever possible and does not foresee this causing substantial overtime hours.

A motion was made by **Councilors Stavig/J. DeGloria** to approve the Memorandum of Understanding between the City of Burlington and the Teamsters regarding city workers at the Skagit First Step Center. All in favor; motion carried.

Consulting Services Contract Approval – Shoreline Master Program Update

Community Development Director Brad Johnson explained the City of Burlington is required by the Washington State Shoreline Management Act to periodically update the City's Shoreline Master Program. The current update must be completed by June 30, 2021. The City received a Department of Ecology grant in the amount of \$16,800 to fund the required update. Because the Community Development Department lacks the time and resources necessary to complete the required update, the department is proposing to retain a consultant to complete the required work.

A motion was made by **Councilors Green/Stavig** to accept the Community Development Department's recommendation and authorize the Mayor to sign the consulting services contract. All in favor; motion carried.

DISCUSSION

No Discussion.

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EXECUTIVE SESSION:

City Administrator Greg Young explained the Executive Session will pertain to ongoing bargaining agreements. **City Attorney Leif Johnson** recited the following: pursuant to RCW 4230110 as well as RCW 4230140, an executive session will be in regard to Collective bargaining sessions with employee organizations, including contract negotiations, grievance meetings, and discussions relating to the interpretation or application of a labor agreement; or (b) that portion of a meeting during which the governing body is planning or adopting the strategy or position to be taken by the governing body during the course of any collective bargaining, professional negotiations, or grievance or mediation proceedings, or reviewing the proposals made in the negotiations or proceedings while in progress. **L. Johnson** stated that the session is expected to last about 30 minutes and conclude at approximately 8:30 p.m., action is expected at the conclusion.

A motion was made by **Councilors Green/ J. DeGloria** to approve the Police Guild Bargaining Agreement for 2021-2022. All in favor; motion carried.

ADJOURNMENT:

Mayor Sexton adjourned the meeting at 8:31p.m.

Joe Stewart
Finance Director

Steve Sexton
Mayor