
CITY OF SEDRO-WOOLLEY

Regular Meeting of the City Council
December 9, 2020– 6:00 P.M. – Via ZOOM

Call to Order

Mayor Julia Johnson called the meeting to order at 6:00 P.M.

Pledge of Allegiance

ROLL CALL: Present: Mayor Julia Johnson, Councilmembers: Brenda Kinzer, JoEllen Kesti, Chuck Owen, Brendan McGoffin, Karl de Jong and Glenn Allen. Staff: Finance Manager Scott, Recorder Brue, City Supervisor/Finance Director Merriman, IT Director Chambers, Planning Director Coleman, Public Works Director Freiburger, Fire Chief Klinger, Police Chief Tucker and City Attorney Thompson.

Approval of Agenda

Mayor Johnson requested New Business Item 3 – Appeal of Hearing Examiner’s decision on ZV-2020-052 & SP-2020-053 – Ivarson Holdings Short Plat and Variance be moved up on the agenda to be heard after public comments.

Councilmember de Jong moved to approve the agenda with the change to move the appeal hearing examiner decision to right after public comments. Seconded by Councilmember McGoffin. Motion carried (6-0).

Consent Calendar

- Minutes from Previous Meeting
- Finance
 - Counter Check #5013 in the amount of \$100.00
 - Claim Check #194289 in the amount of \$500.00
 - Claim Checks #194290 in the amount of \$238,813.80
 - Claim Checks #194291 to #194355 in the amount of \$238,813.81
 - Payroll Checks #60225 to #60239 plus EFT’s in the amount of \$421,257.62
- Amendment #1 to Agreement for Legal Services with Gilbert & Gilbert Lawyers, Inc. P.S.
- Amendment #1 to 2018-2020 Agreement with AFSCME Local #176-SW
- Planning commissioner Reappointment – Joe Franett
- Grant Approval: TIB APP – Wicker Road

Councilmember de Jong moved to approve the consent agenda items 1 thru 6. Councilmember Allen seconded. Motion carried (6-0).

Councilmember de Jong commented on Item 5 – Planning Commissioner Reappointment – Joe Franett. Planning Director Coleman provided a brief background of Mr. Franett.

Introduction of Special Guests and Presentations

Mayor Johnson presented a plaque to acknowledge the retirement of Cheryl Brue and her 23 years of service to the City. Mayor Johnson reviewed some of Brue's contributions over the years.

Cheryl Brue expressed her thanks for being acknowledged and for the privilege of working for the city.

Staff Reports

Fire Chief Klinger – gave a Covid update noting the numbers are still high. He spoke of the expected FDA approval of the vaccine and reported on going live with ProQA which is an aid to the dispatch center.

Police Chief Tucker – reported they are swamped with calls regarding the status of the Diamond Plaza Pawn Shop. He also spoke of reports of Covid violations and presented a personnel update.

Mayor Johnson extended her thank you for the education on Covid regulations that the Police are doing.

Public Works Director Freiberger – reported they are mostly in design mode working on the ADA Transition Plan, SR20/SR9/Township Intersection and Cascade Trail Phase 2A. He spoke of the TIB funding for the Wicker Road overlay project, WWTP Ops Building, Public Works building, Fire Station 1.5, and fencing at Memorial Park, Winnie Houser Park and the NW Corner of the new Library. Freiberger noted the need of a utility meeting in January.

Planning Director Coleman – reported the December Planning Commission meeting has been cancelled.

IT Director Chambers – stated the email migration is completed. They are busy with outfitting police vehicles and working on renewal of the annual Microsoft licensing agreement.

Finance Manager Scott – addressed the CARES funding, noting the grand total came to \$526,050. She also addressed the retirement of Cheryl Brue and announced that the automatic bill pay system is now in working order.

City Supervisor/Finance Director Merriman – reported on the Finance Director position with 12 applications received. He gave an update on the Library noting it is on budget and almost complete. He suggested a Council tour sometime in the near future. Merriman also addressed the lodging tax and 2019 audit noting an exit conference for the 2019 audit will be scheduled for January. Merriman thanked Cheryl Brue for her work at the City.

City Attorney Thompson – stated she continues to work behind the scenes with code enforcement issues, public records requests and other miscellaneous items.

Councilmember and Mayor's Reports

Councilmember Allen – thanked Cheryl Brue and wished her well on her retirement.

Councilmember de Jong – expressed good luck on retirement to Cheryl Brue. He wished everyone happy holidays, however it is celebrated. de Jong addressed the Council at Large vacancy and discussion of the budget. He suggested holding a special meeting to make the Council selection in order to have full representation for the budget discussion.

Discussion ensued regarding Councilmember de Jong’s suggestion with the final consensus being to leave the schedule as is.

Councilmember Kesti – expressed congratulations to Cheryl Brue. She then reported on the Council Planning meeting and their discussion on electronic reader boards within certain areas of the Central Business District.

Planning Director Coleman provided some background information on the subject.

Councilmember Kesti moved to put before the Planning Commission a review of the reader boards. Seconded by Councilmember Kinzer. Motion carried (6-0).

Councilmember Kinzer – apologized for her zoom issues. She thanked Nathan and crew for their cleanup efforts at the Northern State Hospital Cemetery and wished the best to Cheryl Brue.

Councilmember McGoffin – expressed his best for Cheryl Brue and thanked those that worked setting up the Christmas tree and Christmas decorations downtown. He noted the festive feel it provides.

Councilmember Owen – also expressed his appreciation and best wishes to Cheryl Brue.

Mayor Johnson – reported writing letters to legislatures regarding funding for Social Workers for law enforcement. She announced the Council at Large Council position closes on December 18 at 4:30. She addressed a communication from Jim Taylor of the Skagit Trail Builders Association regarding the need for back up volunteers.

Councilmember Kinzer thanked the Mayor for her letter writing and spoke of the need of Social Workers.

Proclamation(s)

Public Comments

Mayor Johnson opened the public comment period at 6:43 P.M.

City Attorney Thompson spoke regarding public comment at the appeal hearing, which is a closed record hearing in order to provide clarification.

Mayor Johnson closed the public comment period at 6:45 P.M.

Appeal of Hearing Examiner's Decision on ZV-2020-052 & SP-2020-053 – Ivarson Holdings Short Plat and Variance

City Attorney Thompson provided questions to Council for the appearance of fairness act.

Planning Director Coleman provided a brief presentation of the project showing a map with the proposed layout and lot size. The closed record hearing was turned over to the Council for discussion and deliberation.

Councilmember Kinzer moved to approve Zoning Variance #2020-052 and Short Plat #2020-053 subject to the following conditions: 1) Provide a maintenance agreement for the shared driveway that serves lots 2 and 3 to be reviewed and approved with final plat. 2) Construct parking spaces that meet Sedro-Woolley development regulations on proposed lots 1 and 2 before final short plat approval. Councilmember Allen seconded. Motion carried (6-0).

Public Hearings

Ordinance No. 1970-20 – 2021-2022 Biennial Budget

Mayor Johnson opened the public hearing for the 2021 – 2022 Biennial Budget at 7:00 P.M.

No comments received.

Mayor Johnson closed the public hearing at 7:01 P.M.

Councilmember Owen addressed the amount budgeted for the Public Works Building.

City Supervisor/Finance Director Merriman presented an overview of the 2021-2022 Biennial Budget. He noted this is the first biennial budget for the city and reviewed the steps taken for final adoption of the budget. He highlighted items in the budget to include Community Court, additional police officers, Park Master Plan, ADA Transition Plan, Memorial Park Renovations, Streets and Arterials Maintenance, Sewer System Infrastructure Updates and EDASC. Also reviewed were budgeted revenues and 2021 Expenditures. Merriman addressed the effects of Covid with the budget in areas of Parks rentals and addressed the need to have a six-year Capital Facilities Plan.

Councilmember Allen moved to approve Ordinance No. 1970-20 An Ordinance, Adopting the Biennial Budget for the City of Sedro-Woolley, Washington for the years 2021 and 2022, setting forth the estimated appropriations. Seconded by Councilmember McGoffin. Motion carried (6-0).

Unfinished Business

Ordinance No. 1971-20 – Salary Ordinance

City Supervisor/Finance Director Merriman reviewed the 2021 Salary Ordinance for non-represented staff. He said the adjustment includes a 2% increase.

Council discussion ensued regarding the 2016 Salary Survey, update schedule intervals for non-represented,

Councilmember McGoffin requested the city pursue a salary survey for non-represented staff sometime within the biennial budget period.

Councilmember Kinzer moved to approve Ordinance No. 1971-20 An Ordinance Establishing the Salaries and Wages for Elected Officials and Employees of the City of Sedro-Woolley, Washington for the Fiscal Year Beginning January 1, 2021, striking title of City Attorney under the City Supervisor position. Councilmember Owen seconded.

Further discussion ensued regarding the Mayor's salary.

Motion carried (6-0).

New Business

Ordinance No. 1972-20 Amendment to 2020 Annual Budget

City Supervisor/Finance Director Merriman reviewed the budget amendment noting most are housekeeping items.

Debbie Velacich – Grip Road addressed the cost of living raise for the City Council.

City Attorney Thompson addressed the legalities for City Council salaries and raises.

Councilmember Kinzer noted that there are no City Council raises addressed within the budget or salary ordinance.

Councilmember de Jong moved to approve Ordinance No. 1972-20 An Ordinance Amending Ordinance No. 1972-20 Amending the Annual Budget for the City of Sedro Woolley, Washington for the fiscal year ending December 31, 2020. Seconded by Councilmember McGoffin. Motion carried (6-0).

2020 Comprehensive Plan Docket Amendments

Planning Director Coleman introduced the 2020 Comprehensive Plan Docket Amendments, which includes an update to the Sewer Comprehensive Plan and rezone requests.

Council discussion ensued regarding removing portions of the Comprehensive Plan, identification of the Gateway Golf Course piece, procedural issue should something be excluded, requested information on discussion and approval of Planning Commission, process for development with critical areas ordinance, wetlands taken into consideration and Brickyard Creek location.

Councilmember de Jong moved to extend the meeting by 30 minutes. Seconded by Councilmember McGoffin. Motion carried (6-0).

Discussion continued with concerns of Evergreen School being over capacity, Planning Commission decision and considerations, attendance at Planning Commission meeting where decision was made and verbiage for ordinance excluding property.

Councilmember Kinzer moved adopt ordinance No. 1973-20 amending the Sedro Woolley comprehensive plan, which includes an amendment to exclude the Ruby Rezone file #RZ-2020-012 from said ordinance. Councilmember Owen seconded. Motion carried (6-0).

Councilmember Kinzer requested the topic be remanded to the Planning Commission with Councilmember McGoffin requesting a decision by the full Planning Commission.

Councilmember de Jong moved to adopt Ordinance No. 1974-20 amending the zoning map for Sedro Woolley excluding the Ruby Rezone #RZ-2020-012. Seconded Councilmember McGoffin. Motion carried (6-0).

Appeal of Hearing Examiner’s decision on ZV-2020-052 & SP – 2020 – 053 – Ivarson Holdings Short Plat and Variance

(Item moved to the beginning of the agenda)

Mayor Johnson made note the Rotary Club may not proceed with the joint renovations on the Community Center this year due to a focus on other causes.

Councilmember de Jong addressed Covid numbers and questioned if it was possible to get numbers for Sedro Woolley only.

Information Only Items

- Joint Rotary Club and City Community Center Restroom Renovation Project
- Fire Department Monthly Incident Data – November 2020

Good of the Order

Executive Session

Adjournment

The meeting adjourned at 8:17 P.M.

ATTEST:

APPROVED:
