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CITY OF SEDRO-WOOLLEY  
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Regular Meeting of the City Council  
January 27, 2021– 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: JoEllen Kesti, Brenda Kinzer, Glenn Allen, Chuck Owen, Brendan McGoffin, Kevin Loy, and Karl de Jong. Staff: Finance Manager Jill Scott, Recorder Trina Wolf, City Supervisor/Finance Director Doug Merriman, IT Director Bill Chambers, Planning Director John Coleman, Public Works Director Mark Freiburger, Public Works Operations Supervisor Nathan Salseina, Assistant Fire Chief Frank Wagner, Police Chief Lin Tucker, and City Attorney Nikki Thompson.

**Approval of Agenda**

Mayor Johnson requested motion to approve the agenda.

Councilmember Kinzer moved to approve the agenda. Seconded by Councilmember Owen. Motion carried (6-0).

**Consent Calendar**

1. Minutes from Previous Meeting
2. Finance
  - Claim Checks #194542 to #194607 plus EFT's in the amount of \$335,313.24 (Void Check #194599)
  - Claim Checks #194608 to #194668 in the amount of \$191,667.73
  - Payroll Checks #60266 to #60279 plus EFT's in the amount of \$366,279.32
3. Ratification and Confirmation -- Emergency Declaration for Emergency Tree Service Services (2021-PW-06)

Councilmember McGoffin moved to approve the consent agenda items 1 thru 6. Councilmember Kinzer seconded. Motion carried (6-0).

**Introduction of Special Guests and Presentations**

Mayor Johnson introduced special guests Skagit County District Court Judge Jenifer Howson, Skagit County Community Court Development Coordinator Letty Nunez and Sedro-Woolley Municipal Court Judge Brock Stiles.

Judge Howson spoke of a program she initiated and would like to see started in Sedro-Woolley. The program is called Community Court and it is an effort to address the possible underlying issues to some low-level misdemeanor offenses. These could include crimes of poverty, addiction, trespassing, homelessness, mental health and possession of paraphernalia. The intent is to help people who might be headed down a wrong path but not sure how to get the help they need. This is a long term program that begins on the 1<sup>st</sup> day the citizen is seen in Community Court. The Judge meets with the program candidate and helps link them to community care providers that are present in the courtroom/zoom meeting. Assistance with jobs, temporary housing, mental health care, drug treatment and similar resources are initiated that very first day and can help the person get back on track and stay out of the criminal justice system. The program has proven successful in other communities in reducing the repeat offenses of these low-level crimes by helping people receive the social support they need.

Community Court Development Coordinator Nunez explained that law enforcement officers who are more familiar with the citizen and issues will have the ability to determine whether or not to assign someone to Community Court.

Sedro-Woolley Municipal Judge Brock Stiles emphasized that individuals will be defendants regardless of which court they go through so there is no additional burden on staff or resources. He is hoping to start Community Court on February 18<sup>th</sup>, 2021 and be held the 3<sup>rd</sup> Friday of each month. Judge Stiles said this will help people to get out of cycles that are not good for them or the community.

## **Staff Reports**

Assistant Fire Chief Wagner—reported the department had received their 2<sup>nd</sup> round of the COVID vaccine that morning and of the 47 members of the department they were up to 26 participants taking the vaccine. He stated that they are monitoring each other closely for side effects because it has been reported that the 2<sup>nd</sup> dose is more prone to the side effects. Congratulated 3 volunteers recently promoted to the position of Lieutenant. They are Lt. Troy Hanson, Lt. Michael Mejia, and Lt. Aaron Bontrager. There is a vacancy in residence quarters with Dalton Osbourne leaving for another department in Everett. We are still in Phase 1 of the Healthy Washington – Roadmap to Recovery plan but hoping to move into Phase 2 soon. Still having challenges with obtaining PPE and at a reasonable cost. Pre-COVID a box of gloves cost \$6.50-7.50 but now they range from \$18.00-20.00 per box. In addition, when PPE is located, there are purchase limits to the number of PPE that can be purchased. Sedro-Woolley is working with a collective purchasing group that includes Mount Vernon, Anacortes and Burlington.

Police Chief Tucker – about 2/3<sup>rd</sup> of department have been vaccinated and one person had a bad reaction and was out for 3 days of work. Second round should be mid-February. Still have the 4 trainees going through training with officers and it is going really well. Officer Wilson is back and on the road tomorrow. Plans to hire 2 more officers which will mean Sedro-Woolley will have 10 or 11 new officers by the end of the year. Lastly, 2 new patrol cars arrived 6-8 months early. Was hoping to get them around September but delivered in January. No parts yet, but the cars are here and will get them up and ready to go.

Planning Director John Coleman – January meeting started the discussion of electronic readerboards in the Central Business District to improve the regulations and the discussion will carry over into the

February meeting. Council won't see anything for a couple of months. Still working on Shoreline Master Program. Received a grant from the Dept of Ecology to update the Shoreline Master Program in June. Last update was in 2016. Just need to review and make some minor tweaks. Since we are moving from 2015 to 2018 codes, there has been a big push to get approvals before new codes so the Planning and Building Department has been flooded and we are trying to work through the backlog. There will be a public hearing later during this council meeting for one project.

Public Works Director Freiburger – Public Works and Engineering have been busy with designing the SR20/SR9 project. Also looking at the State and Township ADA upgrades.

City Attorney Thompson – with Public Works and Planning Departments busy that makes me busy, too.

City Supervisor Merriman – Tucker Johnson will have a lateral move from the Waste Water Treatment Plant to the Public Works Operations. So that will leave Specialist Position open at the Waste Water Treatment Plant eventually and will need to be filled. Have done three rounds of interviews for the Finance Director. Narrowed it down to two people and next will be background checks. Mayor Johnson wants to bring one candidate in for a visit in person. One candidate is from Whatcom County and the other is from California. Also working on updating the Personnel Policy Manual since the last one is from 1990. This covers things like HR issues, hiring, vacations, etc. Reed Street proposal next to the park is having weekly discussions and getting the appraisal isn't easy. Will start price negotiations after the appraisal is complete. We were getting ready to close the deal with Skagit PUD where the ball fields are but PUD director said there were water lines that aren't in the easements so addendums will be needed to move forward on the closing. New library is at the point to where the final punch lists need to be worked and that can take time. Projected wrap-up is in 2 weeks. Also closing out for 2020 and looking at the COVID outcome, seems we will be okay but with all of the rental facilities closed, lost a lot of revenue from rental income. Still working on implementing Agendease to help put the council agenda packets together in a more time efficient manner. We are needing to update a lot of programs.

### **Councilmember and Mayor's Reports**

Council Member Kesti – nothing to report

Council Member Kinzer – hoping the N. State Hospital Cemetery will be included with the upcoming software upgrade as there is a lot of important history there. Also reported she has received her 2<sup>nd</sup> COVID vaccine and had a bad reaction but that it is short-lived and should not deter anyone from receiving the vaccine when it is available to them.

Council Member Allen – waiting for his 2<sup>nd</sup> dose of the vaccine and is all for the vaccine and hopes more people take advantage of the vaccine when they can.

Council Member Owen – Thanked Judge Howson on the presentation for the Community Court.

Council Member McGoffin – no report

Council Member Loy – Had first COVID vaccine with no symptoms or side effects. Getting up to speed with Council on the computer.

Council Member de Jong – good to see the dangerous trees come down around town. Asked how many charging stations will be at the new library for electric vehicles and also asked if there had been any development with looking to improve stop sign visibility at the intersection of Jameson and Township.

Mayor Johnson – Library is looking to move the collection on 02-16-21. Fiber is to the building but not in the building yet. Looking to partner with various agencies in Skagit Valley. JobCorps might come in and help library clientele with computers. When we get to open the doors depends on moving into Phase 2 that will allow for 25% capacity. Reminder that the City Scene magazine is no longer in print but anyone can sign up for email copies of future editions and those will be delivered quarterly.

Public Works Operations Supervisor Nathan Salseina – gave a brief update on the Community Center. Rotary Club has helped do a cosmetic upgrade to the restrooms in the Community Center as well as converting a table closet to an ADA compliant Family Restroom. Should finish up by the end of February and it will be a beautiful building once we can use it again.

### **Public Comments**

Mayor Johnson reminded the public that they can write in letters or emails and have them read during the council meetings. She stated that none were received for this meeting.

At 7:01 P.M. the Mayor opened the meeting for Public Comments.

Receiving none, the Mayor closed the Public Comments at 7:02 P.M.

### **Public Hearing**

Also at 7:02 P.M. the Mayor opening the Public Hearing for the Valley High Annexation. With no public comments or concerns, the Public Hearing was closed at 7:03 P.M.

Director of Planning Coleman then briefed attendees of the annexation request of 20.8 acres at Township & Bassett Road. Staff does recommend passing the resolution today. City Council would be asked to sign an ordinance in the future. Boundary Review Board requests the resolution and then City Council can pass an ordinance in the future.

Discussion followed regarding the impacts to the school system, traffic control & congestion in the area, as well as any stresses on infrastructure and utilities. Director Coleman explained that the population studies have been done and it is on a 20 year forecast for population growth. All of the concerns regarding utilities, roads, traffic and infrastructure have been evaluated. The school district, however, is not controlled by the city; they are separate and responsible for their own budgets and evaluation. Impact fees were also discussed with single family units having impact fees of \$1700.00 per unit and apartments/multi-family units having impact fees of \$900.00 per living unit and these impact fees paid by developers helps with capital needs for improvements. Further discussion over the total number of families that the new annexation combined with the other 11 acres owned by Valley Investments that is already within City Limits could potentially bring.

Council Member Allen made the motion to pass Resolution 1061-21 to approve proceeding with the annexation of the 20.8 acre property as shown on the annexation map and forward required materials to the Boundary Review Board. Council Member McGoffin seconded the motion. Motion carries (4-3) with Council Members Kesti, Kinzer and Owen being opposed.

### **Unfinished Business**

2021 Athletic Field & RV Park Fee Ordinance briefed by Public Works Operations Supervisor Salseina and discussion regarding the change in rates at the RV parks and eliminating the tent camping sites at Riverfront Park followed. Council Member Loy was concerned about whether the city or athletic groups renting the fields would be responsible for maintenance of the fields. Mr Salseina stated that the city will take care of infield dirt, trash pick-up, etc. Mr. Loy commented that \$13/day for field rental is very affordable and should not prevent groups wanting to rent the fields from doing so. Council Member de Jong voiced concern over closing the tent camping sites to bicyclists who come through the area and count on Sedro-Woolley having those tent sites available.

Ordinance was moved to a 3<sup>rd</sup> reading so information can be gathered about what other campsites do with no shower facilities and if there are any city ordinances being violated by bathing in the sinks at the campground.

### **New Business**

Director of Public Works Freiburger briefed on the Agreement with BNSF Railway for the Jones-John Liner BNSF Undercrossing. He stated that it is currently broken up in to eight separate projects due to budgeting constraints but could be done as one large project if funding comes down from the state legislature as part of Senator Hobb's transportation package this session. But that would be the only way it would get done as one big project. The eight projects would give the city an additional east/west arterial route.

At 8:06 P.M. Mayor Johnson proposed a half hour extension of the meeting. None opposed.

City Attorney Thompson then briefed on Ordinance 12.405 in regards to filming fees which has resulted from an increase in requests for commercial filming permits. The city has used the special event permits in the past but we really should have set parameters for issuing filming permits. Also helpful would be to have a Master Fee Schedule. Many municipalities use a Master Fee Schedule and Sedro-Woolley does not currently have one. Ms. Thompson stated that having a Master Fee Schedule can be attractive to film makers when looking for places to film. This was a 1<sup>st</sup> read and no action was taken.

At 8:08 P.M., Mayor Johnson states the council would like to take 10 minutes to go into Executive Session to consider the acquisition of real estate where public knowledge of the consideration would cause a likelihood of increased price under RCW 42.30.110(1)(b)

At 8:23 P.M., Mayor Johnson says the Executive Session needs 10 more minutes to discuss the matter.

At 8:35 P.M. Mayor Johnson brought the meeting back to order and stated that no business was decided during the executive session.

**Adjournment**

The meeting adjourned at 8:35 P.M.

ATTEST:

APPROVED:

*Dorcas S. Winters*

*Jul. J.*