

POULSBO CITY COUNCIL MEETING OF MARCH 9, 2011

MINUTES

PRESENT: Mayor Erickson, Berry-Maraist, Bauman, Henry, Lord, McGinty, Musgrove, Stern.
Staff: Boltz, Loveless, McCluskey, Stephens

MAJOR BUSINESS ITEMS

- * * * Agreements signed by the Mayor
- * * * Appointment to Community Police Advisory Board
- * * * Application for Special Event: Sons of Norway Easter Egg Hunt
- * * * Application for Special Event: Troop 1572 5K Run
- * * * Minutes of February 2, 2011 City Council Meeting
- * * * Minutes of February 5, 2011 Special City Council Retreat
- * * * Minutes of February 9, 2011 City Council Meeting
- * * * Award Contract – 19050 Jensen Way (Old City Hall) Demolition
- * * * Poulsbo's Fish Park – ALEA Grant Request
- * * * Room Use Policies – City Hall

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Erickson called the meeting to order in the Council Chambers at 7:01 PM and led the Pledge of Allegiance.

2. MAYOR'S REPORT

- a. Mayor Erickson reported on:
 - The Audio/Visual issues during the last Council meeting have been resolved.
 - The telephone system has been updated; callers should be able to get through to a person easier.
 - The Poulsbo Lions will be holding their annual St. Patrick's Day Corn beef and Cabbage event at First Lutheran Church.
- b. Agreements Signed by the Mayor: Mayor Erikson reported she has signed an agreement with North Kitsap School District for Law Enforcement Security.
- c. Board and Commission Appointments: Mayor Erickson requested Council concurrence of her appointments to the Community Police Advisory Board and Civil Service Commission.

Motion: Move to concur with Mayor Erickson's appointment Jaime Walkowski to the Police Advisory Board, term expiration 12/31/2014., **Action:** Approve, **Moved by Lord, Seconded by Stern.**

Motion passed unanimously.

Motion: Move to concur with Mayor Erickson's appointment of Donna Jean Bruce to the Civil Service Commission, term expiration of 12/31/2016., **Action:** Approve, **Moved by** Stern, **Seconded by** McGinty.

Motion passed unanimously.

3. EXECUTIVE SESSION

At 7:06 PM Mayor Erickson recessed the meeting to hold an Executive Session, for the purpose of discussing potential litigation, pursuant to RCW 42.30.110(1)(i).

At 7:38 PM Mayor Erickson reconvened the meeting.

4. COUNCIL DISCUSSION/AGENDA REVIEW

a. Councilmember Henry reported the Community Services Committee recommendation for approval of the Special Event applications on the consent agenda.

b. Councilmember Berry-Maraist reported the Public Works Committee recommends contract approval for demolition of the old City Hall.

5. COUNCIL COMMITTEE REPORTS

None.

6. COMMENTS FROM CITIZENS

None.

7. CONSENT AGENDA

Councilmember Berry-Maraist requested items c and e, be removed for discussion.

MOTION: Move to approve Consent Agenda items a, b and d., **Action:** Approve, **Moved by** Berry-Maraist, **Seconded by** Lord.

Motion carried unanimously.

Councilmember Berry-Maraist noted revisions that are needed on the minutes of February 9, 2011.

The minutes of February 2, 2011 will be pulled for further review and revisions.

MOTION: Approve the minutes of February 9, 2011, with the Visitors Convention Bureau meeting changed to April 28th. **Action:** Approve, **Moved by** Berry-Maraist, **Seconded by** McGinty. Motion passed unanimously.

The items listed are:

- a. Application for Special Event: Sons of Norway Easter Egg Hunt
- b. Application for Special Event: Troop 1571 5K Run
- ~~c. Minutes of February 2, 2011 City Council Meeting~~
- d. Minutes of February 5, 2011 Special City Council Retreat
- e. Minutes of February 9, 2011 City Council Meeting

8. BUSINESS AGENDA

a. Award Contract – 19050 Jensen Way (Old City Hall) Demolition

Public Works Director Loveless reported the bids for demolition of the old City Hall were opened on March 3, 2011, the low bidder was Sound Excavation; and outlined the scope of the project.

Councilmember Stern questioned if the project could be postponed or stopped if needed, due to an inquiry by a potential buyer of the property.

Mayor Erickson asked the Council to authorize the demolition, if something materially changes with inquiry, the demolition can be stopped; however the demolition would not be postponed more than a week.

Motion: Move to authorize the Mayor to award the construction contract for demolition of old City Hall to Sound Excavation in the amount of \$117,117.00 plus 10% contingency., **Action:** Approve, **Moved by** Henry, **Seconded by** Berry-Maraist.

Motion passed unanimously.

Amended Motion: Move to amend the motion, to include a provision the Mayor is authorized to sign the agreement no sooner than March 16, 2011, no later March 23, 2011. **Action:** Approve, **Moved by** Bauman, **Seconded by** McGinty.

Motion passed unanimously.

b. Poulsbo's Fish Park – ALEA Grant Request

Parks and Recreation Director McCluskey stated the funding for ALEA projects is unknown at this time. Staff would only move forward on these expenditures if it looks like the grant would be funded, which would be in April or May.

Motion: Move to approve the expenditure of \$9,150 in park reserves for preliminary costs associated with the Poulsbo's Fish Park Expansion grant through the ALEA program of the Recreation and Conservation Office., **Action:** Approve, **Moved by** Henry, **Seconded by** Berry-Maraist.

Motion passed unanimously.

c. Room Use Policies – City Hall

Parks and Recreation Director McCluskey reported the Community Services Committee, City staff and City Attorney Haney have reviewed the policy and rental fees. Room use fees, guideline and procedures will be reviewed 6 months after initial approval by the Council, and revised as needed.

Council discussion:

- Including staff time/cleaning deposit with the refundable damage deposit
- Increased deposit amount
- Staff responsible for ensure the rooms are cleaned
- Security of the building during non-business hours

Motion: Move to approve the room use policies as presented, with modifications., **Action:** Approve, **Moved by** Berry-Maraist, **Seconded by** Lord.
Motion passed unanimously.

9. DEPARTMENT HEAD/COUNCIL COMMITTEE/BOARD/COMMISSION REPORTS

- a. Parks and Recreation Director McCluskey reported the pruning class has been rescheduled to this Saturday at Austebuin Park.
- b. Councilmember Musgrove reported the Port of Poulsbo will presenting event ideas, at the Economic Development Committee on March 30th.
- c. Public Works Committee: Councilmember Berry-Maraist reported an upcoming meeting to discuss downtown visioning.
- d. Councilmember Stern reported on the success of the Joint Council and Suquamish Tribe meeting/dinner.
- e. Community Services Committee: Councilmember Henry reported on recommendation of approval for the Special Events on the consent agenda and a potential renter for the downstairs of Parks and Recreation building.

10. CONTINUED COMMENTS FROM CITIZENS

None.

11. COUNCILMEMBER COMMENTS

- a. Councilmember Musgrove reported downtown businesses will be participating in a St. Patrick's Day event on March 17th, from 4:00 PM to 6:00 PM.

- b. Councilmember Berry-Maraist commented on the potential for renters of the City Hall building; and Commissioner Bauer will be stepping down today, due his retirement.
- c. Councilmember Stern expressed his appreciation to Councilmember Lord for her assistance at the Tribal Non-Profit Organizations Fundraiser last evening.

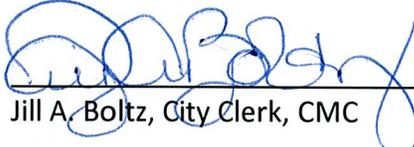
12. ADJOURNMENT

MOTION: McGinty/Musgrove. Move to adjourn at 8:36 PM.
Motion carried unanimously.



Rebecca Erickson, Mayor

ATTEST:



Jill A. Boltz, City Clerk, CMC