

# POULSBO CITY COUNCIL MEETING OF APRIL 20, 2011

## MINUTES

**PRESENT:** Mayor Erickson, Berry-Maraist, Bauman, Henry, Lord, McGinty, Musgrove, Stern.

Staff: Boltz, Booher, Kasiniak, Kingery, Loveless, McCluskey, Nelson, Stephens, Swiney

### MAJOR BUSINESS ITEMS

- \* \* \* Claims- March 1-31, 2011
- \* \* \* Budget Amendment BA#11-0202 4<sup>th</sup> Avenue
- \* \* \* Minutes of January 19, 2011 City Council Meeting
- \* \* \* Minutes of March 2, 2011 City Council Meeting
- \* \* \* Minutes of March 16, 2011 City Council Meeting
- \* \* \* Application for Special Event - NKHS Mock Car Crash
- \* \* \* 7:15 PM Public Hearing: Julian Annexation
- \* \* \* Ordinance No. 2011-07, Julian Annexation
- \* \* \* Amendment to Interlocal Agreement with Kitsap County for City Hall Ownership Interest
- \* \* \* Resolution No. 2011-05, Adoption of City Personnel Manual
- \* \* \* Police Department move to City Hall

### 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Erickson called the meeting to order in the Council Chambers at 7:00 PM and led the Pledge of Allegiance.

### 2. COMMENTS FROM CITIZENS

- a. Janetmarie Valiga suggested adding a stripped crosswalk at Moe Street and Bjermeland for easier access to City Hall.

### 3. MAYOR'S REPORT AND COUNCIL COMMENTS

- a. Mayor Erickson announced Fishline is need of boxed meals this week.

### 4. CONSENT AGENDA

**Motion:** Move to approve Consent Agenda items a through f. **Action:** Approve, **Moved by** McGinty, **Seconded by** Henry.

Motion passed unanimously.

The items listed are:

- a. Claims - March 1-31, 2011, in the amount of \$3,717,958.42, check numbers 10016230 through 10016484 and electronic disbursement numbers 21-0016 through 21-0024.
- b. Budget Amendment BA#11-0202 4<sup>th</sup> Avenue
- c. Minutes of January 19, 2011 City Council Meeting
- d. Minutes of March 2, 2011 City Council Meeting
- e. Minutes of March 16, 2011 City Council Meeting
- f. Application for Special Event – NKHS Mock Car Crash

Mayor Erickson stated there is an addition to the business agenda, Proposed Termination of Old City Hall Demolition Contract.

## 5. BUSINESS AGENDA

### a. Proposed Termination of Old City Hall Demolition Contract

Public Works Director Loveless reported in addition to the asbestos remediation work, there is still a potential of additional hazardous materials that may be identified during demolition. Termination of the contract will allow time to pursue a grant source of funding.

**Motion:** Move that the Mayor be authorized to terminate the Old City Hall Demolition contract as it is in the best interest of the City. **Action:** Approve, **Moved by** Stern, **Seconded by** Lord. Motion passed unanimously.

Mayor Erickson stated the Public Hearing can not start until the noticed time of 7:15 PM. Therefore, the agenda items will be heard out of order.

### b. Amendment to Interlocal Agreement with Kitsap County for City Hall Ownership Interest

**Motion:** Move that the Council authorize the Mayor to sign the amendment to the ILA with Kitsap County for ownership interest in Poulsbo City Hall for District Court and other County operation. **Action:** Approve, **Moved by** Henry, **Seconded by** McGinty. Motion passed unanimously.

### c. Resolution No. 2011-05, Adoption of City Personnel Manual

Human Resources Manager Kingery outlined the recommended changes by the Finance/Administration Committee, stating the updated manual has been reviewed by the Department Heads and Council.

**Motion:** Move to approve and adopt Resolution No. 2011-05, adoption of City Personnel Manual with recommended changes. **Action:** Approve, **Moved by** Lord, **Seconded by** Bauman. Motion passed unanimously.

**d. 7:15 PM Public Hearing: Julian Annexation**

Mayor Erickson opened the public hearing at 7:17 PM

- i. Carly Alby, questioned what the buffer and where the access would be for the proposed annexation property.

Mayor Erickson closed the public hearing at 7:18 PM.

Associate Planner Nelson outlined the annexation area, the zoning, and the steps that have been taking to date.

**Motion:** Move to approve the Julian Annexation as shown in Exhibit A of the staff report. **Action:** Approve, **Moved by** Henry, **Seconded by** McGinty. Motion passed unanimously.

**e. Ordinance No. 2011-07, Julian Annexation**

**Motion:** Move to adopt Ordinance No. 2011-07, an ordinance of the City of Poulsbo, Washington, annexing approximately 5.20 acres of land, located North of NW Commerce Street and East of State Highway 3, immediately North of the current City limits and commonly known as the Julian Annexation; zoning the annexed land Light Industrial (LI) in accord with the Poulsbo Urban Growth Sub-Area Plan; requesting the land to be assessed and taxed at the same rate and on the same basis as other property within the City and to assume it's proportionate share of the City's existing indebtedness; providing for severability and establishing an effective date, **Action:** Approve, **Moved by** Berry-Maraist, **Seconded by** Lord. Motion passed unanimously.

**f. Police Department move to City Hall**

Public Works Director Loveless reported on the proposal for the Police Department to move into City Hall, in the current Court Administration space; and move the Court Administration to the unoccupied third floor space. After review of the spaces by City staff and project estimates prepared by Project Manager Potter, the proposal is feasible and meets the requirements of both departments.

Council discussion included:

- Funding for the project
- The sale of the current Police Department building
- Cost saving in operational cost

**Motion:** Move to authorize the Mayor to move forward with plans and construction contract advertisement to modify the new City Hall to allow for Police Department and Court Administration relocation. **Action:** Approve, **Moved by** Musgrove, **Seconded by** Lord. Motion passed unanimously.

## 6. COUNCIL COMMITTEE REPORTS

- Finance/Administration Committee: Councilmember Lord reported on review of the Personnel Manual; proposed changes to Business License fees including partnership with Master Licensing Service, an additional \$5 earmarked for Kitsap Economic Development Alliance (KEDA) support, and decrease in the new application fee.
- Public Safety/Legal Committee: Councilmember McGinty reported on the Reserve Academy status, traffic concerns on 4<sup>th</sup> Avenue, the NKHS Mock Car Crash and the Police Department is applying for a Water Safety grant.

## 7. DEPARTMENT HEAD COMMENTS

None.

## 8. CONTINUED COMMENTS FROM CITIZENS

None.

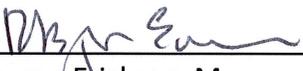
## 9. COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

- Councilmember Lord suggested a sign be placed on Bjermeland directing the public to City Hall.
- Mayor Erickson reported on her attendance at the Kitsap Transit Board meeting and discussion on the WAKE project on Rich Passage.
- Councilmember Stern requested the Council forward any discussion items for the Economic Development committee agenda, to the City Clerk or himself.

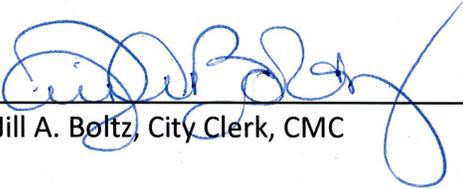
- d. Councilmember Henry stated with Council concurrence, he would like to be a City Representative on the project to develop a Café Oasis in Poulso; Council concurred.
- e. Councilmember McGinty stated the Police Department has had increased emphasis and patrol on 4<sup>th</sup> Avenue, due to citizen complaints.

**10. ADJOURNMENT**

Move to adjourn at 8:03 PM.

  
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Rebecca Erickson, Mayor

ATTEST:

  
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Jill A. Boltz, City Clerk, CMC

