

## POULSBO CITY COUNCIL MEETING OF MARCH 10, 2010

### MINUTES

**PRESENT:** Mayor Erickson; Councilmembers: Bauman, Berry-Maraist, Henry, Lord, McGinty, Rudolph, and Stern.  
Staff: Boltz, Booher, Kingery, Loveless.

#### MAJOR BUSINESS ITEMS

- \* \* \* Minutes of January 9, 2010 Special Council Meeting
- \* \* \* Minutes of February 10, 2010 City Council Meeting
- \* \* \* Minutes of February 17, 2010 City Council Meeting
- \* \* \* Presentation – Spirit of Poulsbo – Friends of Poulsbo History
- \* \* \* Adoption of Resolution No. 2010-06, Deferred Compensation Plan
- \* \* \* Presentation – Carryover
- \* \* \* Adoption of Resolution No. 2010-07, Council Rules of Procedure
- \* \* \* Passage of Ordinance No. 2010-07, PMC Chapter 2.04
- \* \* \* Adoption of Resolution No. 2010-08, City Hall Closure

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

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

#### 2. MAYOR'S REPORT AND CHANGE TO AGENDA

- a. City Hall update – Public Works Director Loveless explained the site work continues with installation of the rocks, in addition the elevator, sheetrock, exterior siding and roofing will begin in the coming weeks. The water test on the green roof was completed and insulation can now begin. Two bids were received for the furniture.

Mayor Erickson reported on signing of the purchase order for the budgeted network equipment and infrastructure for the new City Hall.

#### 3. MAYOR AND COUNCIL DISCUSSION

- a. Councilmember Lord reported on the activation of the emergency shelter at the Lutheran Church, however there were no visitors.
- b. Councilmember Stern reported on the increased construction underway in Stendahl Ridge and Poulsbo Place.

- c. Councilmember Berry-Maraist informed Council she would be leaving the council meeting early.
- d. Councilmember Rudolph noted the increased number of building permits issued; community events including Kid's Clean-Up Day and the North Kitsap Baptist Church volunteer painting at Parks and Recreation.

**4. COUNCIL COMMITTEE REPORTS (FOR ITEMS ON CURRENT AGENDA)**

None.

**5. CITIZEN COMMENTS**

None.

**6. CONSENT AGENDA**

**MOTION:** McGinty/Berry-Maraist. Move to approve Consent Agenda items a through c.

Motion carried unanimously

The items listed are:

- a. Minutes of January 9, 2010 Special Council Meeting
- b. Minutes of February 10, 2010 City Council Meeting
- c. Minutes of February 17, 2010 City Council Meeting

**7. BUSINESS AGENDA**

**a. Presentation – Spirit of Poulsbo – Friends of Poulsbo History**

Soon Hood, Donna Jean Bruce, Judy Driscoll, Hildur Gleason, Meagan Homberg, Ellen Jordal, Roseann Mitchell, Erica Varga, Arlene Watland-Fureby, Sherry White, Muriel Williams.

Soon Hood, Book Stop, described how the creation of Spirit of Poulsbo Book came to be. Hood explained that when she opened her store there were many requests for a Poulsbo history book, however the original book was out of circulation. With members of the Poulsbo Historical Society, volunteers and author Judy Driscoll, the Friends of Poulsbo History was formed. Thanks were extended to the North Kitsap Herald, Brad Camp Images, Sound Reprographics, Boxlight, Jeff Tolman, Liberty Bay Auto, EHL Insurance, Liberty Bay Life, Cenex, James Lumber, Tom Hall, Herb Meyer and Bill Austin. Proceeds benefit Poulsbo Historical Society, available at the Book Stop. A book signing will be held this Saturday at Central Market.

Judy Driscoll, explained that the goals of group including making the book different than Mr. K's (Kvelstad) book that service groups, displaying of artifacts

throughout the book, issues and current events facing the city and making it a community book not dedicated to any one group or organization. Driscoll introduced Muriel Williams as the "Den Mother" and "Sergeant of Arms;" D.J. Bruce former Mayor and Sherry White as city representation; Elen Jordahl translated text; Hilder Gleason and Meagan Homberg acted as historians; Roseann Mitchell and Sherry White for their resident knowledge; Erica Varga, A.J. Watland-Fureby, and Jesse Carpenter of Fusion Creative Works.

Mayor Erickson presented the Friends of Poulsbo History with a plaque to be placed in the new City Hall with a copy of the book for display.

At 7:46 PM Councilmember Berry-Maraist left the council meeting.

**b. Adoption of Resolution No. 2010-07, Deferred Compensation Plan**

Human Resources Manager Kingery explained that the addition of the ICMA Deferred Compensation Plan was requested by a city employee. Currently, the City offers two plans, one of which will be phased out.

**MOTION:** Henry/Lord. Move to approve and authorize the Mayor to sign the Resolution establishing a Deferred Compensation Plan administered by ICMA retirement Corporation.

Motion carried unanimously. Absent: Berry-Maraist.

**c. Presentation – Carryover**

Finance Director Booher gave a powerpoint presentation for expenditures under spent or revenues coming in higher than anticipated and included requests and adjustments.

**MOTION:** Lord/Stern. Move to approve Budget Amendment No. BA10-0104 for 2009 carryover adjustment as discussed.

Motion carried unanimously. Absent: Berry-Maraist.

**d. Adoption of Resolution No. 2010-06, Council Rules of Procedure**

City Clerk Boltz reminded Council that the Council Rules of Procedure originally come before them for review in January and was referred to the Finance/Administration Committee for further review. The Finance/Administration Committee has since reviewed the Rules twice and recommends adoption as revised. Boltz further explained that most of the changes were for clarification purposes and major changes included: 4.1 ORDER OF BUSINESS; 5.3 VOTES ON MOTIONS; 5.4 FAILURE TO VOTE ON A MOTION; 7.2 SUBJECTS NOT ON THE CURRENT AGENDA/SUBJECTS ON THE CURRENT AGENDA; and 8.5 SELECTING DEPUTY MAYOR AND ALTERNATE DEPUTY MAYOR.

**MOTION:** Henry/Rudolph. Move to adopt Resolution No. 2010-07 as amended, Approving Council Rules of Procedure.

Motion carried unanimously. Absent: Berry-Maraist

**e. Passage of Ordinance No. 2010-07, PMC Chapter 2.04**

City Clerk Boltz reminded Council that changes to this Chapter of the Poulsbo Municipal Code originally came before them for review in January meeting and was referred to the Finance/Administration Committee for further review. The Finance/Administration Committee and City Attorney have since reviewed the revisions and recommend adoption. Boltz further explained that this chapter has undergone revisions for the better part of 30 years and because other changes including the dates and times of committees were necessary; the timing presented itself to reformat the entire chapter for the ease of future amendments. The other significant change includes an update to current practice for minute taking and reporting for committee meetings. The Council agreed that liaison assignments not associated with council committees would not be listed in an Ordinance but could be brought forward in a Resolution.

**MOTION:** Lord/Henry. Move to adopt Ordinance No. 2010-07, Revised PMC Chapter 2.04.

Motion carried unanimously. Absent: Berry-Maraist.

**f. Adoption of Resolution No. 2010-08, City Hall Closure**

City Clerk Boltz explained that prior to having a moving company come to assess moving needs and provide a proposal Department Directors agreed that dedicating time to clean is essential. Cleaning will include personal areas, common areas, supplies, archiving and disposal of documents according to their retention. Staff recommends closing City Hall on March 26, 2010.

**MOTION:** Move to adopt Resolution No. 2010-08, City Hall Closure on March 26, 2010.

Motion carried unanimously. Absent: Berry-Maraist.

**8. DEPARTMENT/COMMITTEE REPORTS**

- a. **Library Board:** Councilmember Bauman reported on his attendance at the Library Board Meeting.
- b. **Tree Board:** Councilmember Henry reported on the Pruning Class sponsored by Home Depot and the rerouting of trees at the city cemetery.
- c. **Community Services Committee:** Councilmember Bauman reported on the Public Event Request which includes a request to have beer and wine at Raab Park outside the designated area.

**9. CONTINUED COMMENTS FROM CITIZENS**

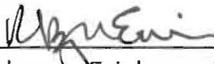
None.

**10. COUNCILMEMBER COMMENTS**

- a. Councilmember Lord commended the contributors of the Spirit of Poulsbo.

**11. ADJOURNMENT**

**MOTION:** Rudolph/McGinty. Move to adjourn at 9:06 PM.  
Motion carried unanimously.

  
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Rebecca Erickson, Mayor

ATTEST:

  
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Jill A. Boltz, City Clerk