

POULSBO CITY COUNCIL MEETING OF JUNE 13, 2012

MINUTES

PRESENT: Mayor Erickson, Berry-Maraist, Henry, Lord, McGinty, Musgrove, Nystul, Stern.
Staff: Boltz, Booher, Kasiniak, Kingery, Loveless, Stenstrom, Treacher

MAJOR BUSINESS ITEMS

- * * * Resolution No. 2012-03, 2012 Amended Salaries and Wages Schedule
- * * * Minutes of February 22, 2012 City Council Meeting
- * * * Minutes of March 14, 2012 City Council Meeting
- * * * Minutes of April 11, 2012 City Council Meeting
- * * * Minutes of May 4, 2012 City Council Meeting
- * * * Contract Award: Public Works Project – Noll Road Roundabout
- * * * Contract Award: Public Works Project – Hostmark Safe Routes to School

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Erickson called the meeting to order in the Council Chambers at 7:02 PM and led the Pledge of Allegiance.

2. COMMENTS FROM CITIZENS

None.

3. MAYORS REPORT AND COUNCIL COMMENTS

a.Agenda Review

b.Donation Presentation – 3rd of July

Mayor Erickson introduced Ron Krell of Viking Fest Corporation who thanked Doug Haughton and Dean Church of Liberty Bay Auto and Sean Vestal of Port Madison Enterprises for their generosity and co-sponsorship for the 3rd of July fireworks display.

- c. Councilmembers expressed their gratitude for the generous donations of Liberty Bay Auto and Port Madison Enterprises toward the 3rd of July fireworks display.
- d. Councilmember Musgrove reminded everyone, the end of the school year is approaching and to be aware the children will be out of school and more present.
- e. Councilmember Stern added a thank you to Tom Taylor for his efforts in acquiring the donations for the 3rd of July fireworks display.
- f. Poulsbo Historical Society liaison report: Councilmember Stern passed along the complement by the Poulsbo Historical Society to the City for allowing use of the Council Chambers for their presentations, installation of the dory, \$2,000 contribution by the Rotary Club of North Kitsap and the success of the dinner auction.
- g. Mayor Erickson announced a Special Council Meeting will be held on Wednesday, June 27th at 7:00PM to discuss parking solutions including a parking garage and paid parking model; and the planting of 3,750 daffodils bulbs throughout the City on November 3rd.
- h. Councilmember Henry reported on the Coast Guard Cutter on the 3rd of July and activities planned by the Sons of Norway including Norwegian visitors.
- i. Councilmember Berry-Maraist commended the time and contributions given by volunteers to the City.
- j. Councilmember Nystul complimented the Finance Department on completing the financial report and closing the end of the year.

4. **CONSENT AGENDA**

Councilmember Stern requested Consent Agenda item 4-c -Minutes of May 4, 2012 City Council Meeting be removed from the Consent Agenda. It was noted the minutes should have read May 2, 2012 and correction to motion maker for Business Item 5-c. City Hall Project – Final Acceptance. Minutes will be brought forward at a future meeting.

Motion: Move to approve Consent Agenda items a through d.

Action: Approve, **Moved by** McGinty, **Seconded by** Lord.

Motion passed unanimously.

The items listed are:

- a. Resolution No. 2012-03, 2012 Amended Salaries and Wages Schedule
- b. Minutes of February 22, 2012 City Council Meeting

- c.Minutes of March 14, 2012 City Council Meeting
- d.Minutes of April 11, 2012 City Council Meeting
- ~~e.Minutes of May 4, 2012 City Council Meeting~~

5. BUSINESS AGENDA

a.Contract Award: Public Works Project – Noll Road Roundabout

Assistant Public Works Director Kasiniak explained due to the timing of the bid date and cancellation of the July 4th regular Council meeting the approval of this agenda item would assist with awarding and substantial completion of the project prior to school year begins. Public Works Committee recommended approval.

Motion: Move to authorize award of the construction contract for the Noll Road Roundabout project to the lowest responsive bidder in the amount of the low bid and authorize the Mayor to sign change orders up to 10% of the contract price, subject to the condition that the low bid is within the budgeted amount.

Action: Approve, **Moved by** Berry-Maraist, **Seconded by** McGinty.

Motion passed unanimously.

b.Contract Award: Public Works Project – Hostmark Safe Routes to School

Removed from agenda.

c.Resolution No. 2012-04, Rejection of bids for NK Schools Poulsbo Complex Safe Routes Program

Assistant Public Works Director Kasiniak explained bids for the project were opened on June 11th, four bids were received however both the low bidder and second low bidder had flaws in the bid proposals making them unresponsive and ineligible for award.

Motion: Move to approve Resolution 2012-04, rejecting all bids received for the North Kitsap Schools Complex Safe Routes Program.

Action: Approve, **Moved by** Lord, **Seconded by** Berry-Maraist.

Motion passed unanimously.

6. COUNCIL COMMITTEE REPORTS

- a.Finance/Administration Committee: Councilmember Stern reported on the increased business license revenue realized through the new partnership with the Department of Revenue. Councilmember Lord added the projection will remain conservative

through 2013 due to mid year renewal process. Stern informed the Council of information regarding Community Development Block Grant funding administered through the County and the City's ability to direct the allocation of those funds; standardized reporting by agencies who receive funding from the City of Poulsbo; and speaker timer system for use during Council meetings.

b. Mayor Erickson reported on the Historic Downtown Poulsbo Association (HDP) meeting, marketing strategies for military members, "Where's Waldo" children's scavenger hunt activity and movie night downtown.

c. Community Services Committee: Councilmember Henry reported on the Parks and Recreation Software agreement being routed for review with implementation in September; removal of Boards and Commissions from the Poulsbo Municipal Code (PMC) and restructured into Resolutions; City Hall room use changes; four new Special Events between now and September; sailing agreement; and the beginning of the Hotel/Motel Tax grant process.

Councilmember Berry-Maraist further explained the modifications to the Boards and Commissions from the PMC would allow for greater flexibility and further discussion on the duties of the Library Board is needed.

d. Public Works Committee: Councilmember Berry-Maraist reported on the Interlocal Agreement with the Kitsap County Public Health District for water quality testing on outflows throughout the City; discussion on the Kitsap County Wastewater contract including involvement with the Commissioners and effect of construction costs, the 2009 sewer rate structure in place is in line with projections and will help offset future rate increases; renewal of the recycling contract; solid waste planning including staging at the facility at Viking and possibility of partnering with a facility on Bainbridge Island; discussion regarding parking on Hostmark and the need for the new church, specifically on Sundays with a recommendation to allow parking on Hostmark across from the High School on evenings and Sundays.

e. Kitsap Regional Coordinating Council: Councilmember Berry-Maraist reported on the Transportation Planning Board and the transportation funding received. Assistant Public Works Director Kasiniak added the grant funding was for two projects 1) Lincoln Road in the amount of \$2.1 million dollars and 2) street preservation and overlay in the amount of \$650,000. Berry-Maraist explained additional grants will be applied for the remaining portion of Lincoln Road.

7.DEPARTMENT HEAD COMMENTS

None.

8.CONTINUED COMMENTS FROM CITIZENS

None.

9. ► COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

- a.** Mayor Erickson announced at the conclusion of the regular meeting Council will recess into a closed session for the purpose of discussing labor negotiations to last approximately one-hour.
- b.** Councilmember Lord shared an article in the AWC newsletter with a feature on Poulsbo and quote from Parks and Recreation Director McCluskey regarding Viking Fest.
- c.** Councilmember Musgrove congratulated Steven Swan for his seat on the Port Of Poulsbo Commission.
- d.** Councilmember Berry-Maraist thanked the Port of Poulsbo for their support of 3rd of July fireworks display; suggested inviting the Port to the June 27th Special Council Meeting to discuss parking; mentioned the North Kitsap Tourism Consortium on June 28th hosted by the Suquamish Tribe and announced the Audubon State-wide Conference on October 5th and 6th at City Hall.

10.CLOSED SESSION: LABOR NEGOTIATIONS

At 8:05 PM Mayor Erickson recessed into Closed Session for the purpose of discussing labor negotiations.

11.ADJOURNMENT: Automatic adjournment at the conclusion of the closed session.

Closed Session concluded at 9:30PM.

Rebecca Erickson, Mayor

ATTEST:

Jill A. Boltz, City Clerk, CMC