



## POULSBO CITY COUNCIL MEETING OF MARCH 11, 2015

### MINUTES

**PRESENT:** Mayor Erickson, Thomas, Henry, Nystul, Stern.

Absent: Lord, McGinty, Musgrove.

Staff: Finance Director Booher, Office Clerk II Diehl, City Engineer Kasiniak, IT Manager Stenstrom, Senior IT Technician Williamson.

### MAJOR BUSINESS ITEMS

- \* \* \* Contract Amendment for Decant Facility
  - a. Task Order/Contract Amendment for Central Business District (Kasiniak)
  - b. New Task Order/Contract for Pressure Reducing Valve (PRV) Project (Kasiniak)
  - c. Ordinance No. 2015-\_\_, Changes to Seasonal Averaging (Kasiniak)
- \* \* \* Ordinance No. 2015-\_\_, Speed Limit for an Area of Lincoln Road
- \* \* \* Task Order/Contract Amendment for Central Business District
- \* \* \* New Task Order/Contract for Pressure Reducing Valve (PRV) Project
- \* \* \* Ordinance No. 2015-03, Changes to Seasonal Averaging
- \* \* \* Ordinance No. 2015-04, Speed Limit for an Area of Lincoln Road

### 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. AGENDA APPROVAL

**Motion:** Move to approve the agenda.

**Action:** Approve, **Moved by** Stern, **Seconded by** Nystul.

Motion passed unanimously.

### 3. COMMENTS FROM CITIZENS

Mayor Erickson asked for citizen comments; no comments were received.

#### 4. ► **MAYORS REPORT AND COUNCIL COMMENTS**

Councilmember Thomas stated he has registered for the Washington Cities Insurance Authority Leadership Conference, as suggested by Councilmember Stern.

Mayor Erickson reported:

- This Saturday is the Fishline Gala at the Sons of Norway
- March 21st the Poulsbo Historical Society Codfish Feed at the Sons of Norway
- This Saturday at 9:30 AM, the Legislators will be holding a Town Hall Meeting at Bainbridge Island City Hall; therefore she will not hold her Saturday office hours.

#### 5. **CONSENT AGENDA**

None.

#### 6. ► **BUSINESS AGENDA**

##### **a. Contract Amendment for Decant Facility**

City Engineer Kasiniak presented the scope and budget for a contract amendment with Parametrix, for final design revisions for the Decant Facility. Because bids came in higher than expected on the construction, DOE is providing an additional \$34,000 in funding a budget amended will be needed.

**Motion:** Move to approve the contract amendment with Parametrix as presented and authorize the Mayor to sign the amendment on behalf of the City.

**Action:** Approve, **Moved by** Nystul, **None seconded**.

Motion passed unanimously.

**Motion:** Move to approve the budget amendment with Department of Ecology as presented and authorize the Mayor to sign the amendment on behalf of the City.

**Action:** Approve, **Moved by** Nystul, **Seconded by** Henry.

Motion passed unanimously.

**b. ► Task Order/Contract Amendment for Central Business District**

City Engineer Kasiniak presented the scope and budget for design services with Gray & Osborne for Pressure Reducing Valve (PRV) station improvements along Viking Ave. The Viking Ave PRV Installation is a 2015 CIP project with a budget of \$220,000.

**Motion:** Move to approve Task Order #1 with Gray & Osborne for design services as presented and authorize the Mayor to sign on behalf of the City.

**Action:** Approve, **Moved by** Nystul, **Seconded by** Stern.

Motion passed unanimously.

**c. ► New Task Order/Contract for Pressure Reducing Valve (PRV) Project**

City Engineer Kasiniak presented the scope and budget for final design revisions for the Central Business District project.

**Motion:** Move to approve the task authorization as presented and authorize the Mayor to sign on behalf of the City.

**Action:** Approve, **Moved by** Nystul, **Seconded by** Thomas.

Motion passed unanimously.

**d. ► Ordinance No. 2015-03, Changes to Seasonal Averaging**

The City Engineer Kasiniak presented the changes to PMC to change the number of months used to calculate average winter water flows. These average flows are used to determine the summer sewer billings in order to not unfairly bill customers excessive sewer charges caused by summer lawn watering. Currently the averaging occurs between mid-June to mid-October, for the sewer bills; the proposal is extend the averaging from mid-May to mid-October.

**Motion:** Move to adopt Ordinance No. 2015-03, an ordinance of the City of Poulsbo, Washington amending subsections 13.70.610 and 3.12.100 of the Poulsbo Municipal Code adding one month to the number of months that sewer billings use averaged winter water flows to calculate summer sewer billings, providing for severability and establishing an effective date.

**Action:** Approve, **Moved by** Nystul, **Seconded by** Thomas.  
Motion passed unanimously.

a. **▶ Ordinance No. 2015-04, Speed Limit for an Area of Lincoln Road**

City Engineer Kasiniak outlined the sight distance issues at the intersection of NE Lincoln Road and NE Kevos Pond, and recommended solution; and presented the staff memo, maps and photos describing the issue and provided context for the solution recommended by the Public Works Committee, reducing the speed limit on NE Lincoln Road to 25 mph through city limits.

**Motion:** Move to adopt Ordinance No. 2015-04, an ordinance of the city of Poulsbo, Washington, repealing subsection 10.08.010(B) of the Poulsbo Municipal Code in order to reduce the speed limit on NE Lincoln Road to 25 mph throughout city limits, providing for severability and establishing an effective date., **Action:** Approve, **Moved by** Stern, **Seconded by** Henry.

Motion passed unanimously.

7. **▶ COUNCIL COMMITTEE REPORTS**

Community Services Committee: Councilmember Henry reported on Viking Tour special event, Sailing Program review and moving the program back to Poulsbo; Nelson Park Trail; new park design at Waterfront Park; and the Beer Run special event is being held this Saturday.

8. **▶ DEPARTMENT HEAD COMMENTS**

City Engineer Kasiniak reminded the Council about the Public Works Facility Tours on March 20th, requesting the Council to confirm their attendance; and the 6th & 9th Avenue Pump Station Construction Project community meetings will be held on March 25th at 5:30 PM, in the Council Chambers.

9. **▶ CONTINUED COMMENTS FROM CITIZENS**

Mayor Erickson asked for citizen comments; no comments were received.

**10. ► COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS**

Councilmember Stern introduced and invited Nick Williamson, the new Senior Information Technology Technician, to provide his professional background. Williamson stated he is excited about the opportunity to work with the City.

**11. ► ADJOURNMENT**

**Motion:** Move to adjourn at 7:45PM.

**Action:** Adjourn, **Moved by** Henry, **None seconded.**

Motion passed unanimously.

Rebecca Erickson, Mayor

ATTEST:

Nicole Stephens, City Clerk, CMC