POULSBO CITY COUNCIL MEETING OF APRIL 1, 2015

MINUTES

PRESENT: Mayor Erickson, Henry, Lord, McGinty, Musgrove, Nystul, Stern, Thomas.

Staff: Finance Director Booher, HR Manager Kingery, Assistant City Engineer Lenius, Senior Field Technician Lund, Parks & Recreation Director McCluskey, Risk Manager Purves, IT Manager Stenstrom, City Clerk Stephens

MAJOR BUSINESS ITEMS

- * * * Budget Amendment/BA#15-0201- Economic Development Services
- * * * Budget Amendment/BA#15-0202- DOE Grant Revenue for Decant Facility
- * * * Resolution No. 2015-03, 2015 Amended Salaries and Wages Resolution
- * * * Council Wages and Mayors Leave
- * * * Memorandum of Understanding Marrow Manor
- * * * New Cingular Wireless Settlement
- * * * Ordinance No. 2015-06, Amendment to PMC 6.08 Animal Control and Pet Licensing
- * * * Resolution No. 2015-04, Clerks Department Fees Amendment
- * * * 6th & 9th Ave Pump Station Project Award
- * * * Contract for Peterson Rock Wall Repair
- * * * Kitsap Public Utility District License Agreement
- * * * Lincoln Well 2 Design Amendment

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

Mayor Erickson noted business item b, Council Wages and Mayors Leave was removed from the agenda, and addition of an executive session, for the purpose of discussing real estate disposition, pursuant to RCW 42.30.110 (c).

Motion: Move to approve the agenda as amended.

Action: Approve, Moved by Stern, Seconded by McGinty.

Motion passed unanimously.

3. COMMENTS FROM CITIZENS

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

4. MAYORS REPORT AND COUNCIL COMMENTS

Mayor Erickson reported on:

- The improvements at Muriel Iverson Williams Waterfront Park with the addition of new cement benches.
- The Kitsap Transit North Base Groundbreaking
- · Farmers Market begins this Saturday, April 4th.
- · Easter Egg Hunt at Raab Park this Saturday, April 4th.

5.CONSENT AGENDA

Motion: Move to approve Consent Agenda items a and b.

The items listed are:

a.Budget Amendment/BA#15-0201- Economic Development Servicesb.Budget Amendment/BA#15-0202- Department of Ecology Grant Revenue for Decant Facility

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

Motion passed unanimously.

6.BUSINESS AGENDA

a.Resolution No. 2015-03, 2015 Amended Salaries and Wages Resolution

Motion: Move to approve Resolution No. 2015-03, adopting the 2015 Salaries and Wage schedules effective January 1, 2015.

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

Motion passed unanimously.

b. Council Wages and Mayors Leave

Removed from the agenda.

c. Memorandum of Understanding - Morrow Manor

Motion: Move to approve the Memorandum of Understanding Regarding Morrow

Manor City Park.

Action: Approve, Moved by Henry, Seconded by Lord.

Motion passed unanimously.

d. New Cingular Wireless Settlement

Motion: Move to authorize Odgen Murphy Wallace to accept on behalf of the City of Poulsbo, as part of a master settlement of a consortium, the AT&T Mobility claim in the amount of \$1.602.

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

Motion passed unanimously.

e. Ordinance No. 2015-06, Amendment to PMC 6.08 - Animal Control and Pet Licensing

Motion: Move to adopt Ordinance No. 2015-06, Amending PMC Chapter Relating to Pet License Procedures.

Action: Approve, Moved by Lord, Seconded by Stern.

Motion passed unanimously.

f. Resolution No. 2015-04, Clerks Department Fees

City Clerk Stephens explained the resolution incorporates the amended fees associated with pet licenses, approved by the Council previously, and updates the fees for scanning public records and providing records on CDs.

Motion: Move to approve Resolution No. 2015-04, amending the City Clerks fee schedule relating to fees for Public Records and Pet Licenses.

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

g. 6th & 9th Ave Pump Station Project Award

Senior Field Technician Lund presented the scope and budget for the 6th and 9th Ave Pump Station project. Bids were opened on Friday, March 27, 2015. There were 3 responsive bids. The lowest responsive bid is from Pape & Sons Construction, Inc.

Motion: Move to approve the construction contract for the 6th and 9th Ave Pump Station Project to Pape & Sons Construction, Inc. in the amount of \$1,844,475.95 and authorize the Mayor to sign change orders up to 10% of the contract price. **Action:** Approve, **Moved by** McGinty, **Seconded by** Henry.

Motion passed unanimously.

h. Contract for Peterson Rock Wall Repair

Assistant City Engineer Lenius presented the scope and budget for the design and construction of a new rock wall on Peterson Street. The current wall is unstable and presents a safety concern, due to poor quality of the rocks and being poorly constructed. Lenius outlined the three repair options proposed by Landau Associates, with the recommendation being replacement of the rock wall.

Motion: Move to authorize the budget for the Peterson Rock Wall repairs as presented by the Assistant City Engineer.

Move to approve Task Order #2 with Landau Associates for design services and construction services for \$8,950 and authorize the Mayor to sign on behalf of the City.

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

i. Kitsap Public Utility District (KPUD) License Agreement

Senior Engineering Technician Bateman explained KPUD is implementing a demonstration wireless program in downtown Poulsbo, providing free wireless service in the downtown area. As part of the demonstration program, KPUD has requested permission to locate two repeater antennas on City light poles. The license agreement is month-to-month, documents public benefit and has been approved by the City Attorney.

Daniel Kimbler, KPUD Construction Manager, outlined the wireless project goals and timeline; stating they have contacted several building owners to request placement of antennas, with the Marine Science Center getting an antenna next week. Mayor Erickson stated the City owns the Marine Science Center building, therefore the City would need to approve of the antenna and be included in the license agreement.

The Council agreed to move forward with the request for the light poles, and bring back an amended agreement to include the Marine Science Center at a later date, to not hold up the project.

Motion: Move to authorize the Mayor to sign the license agreement with KPUD for the attachment of wireless antennas on two city owned light poles.

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

Motion passed unanimously.

j. Pugh/Lincoln Well 2 Contract Amendment with Consultant – Water Engineering Solutions

Assistant City Engineer Lenius presented the scope and budget for a contract amendment with Water Engineering Solutions for additional design services on the Pugh/Lincoln Well 2 project. There is sufficient budget capacity for this project to cover these additional design expenses

Motion: Move to approve Amendment No. 2 with Water Engineering Solutions, LLC for additional design services for \$18,240 and authorize the Mayor to sign on behalf of the City.

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

Motion passed unanimously.

7. COUNCIL COMMITTEE REPORTS

<u>Public Works Committee:</u> Councilmember McGinty reported on the updating of the Transportation Plan; Building Department business plan; and road standard updates.

<u>Economic Development Committee:</u> Councilmember Stern reported on reviewed the reorganization plan; monthly report from Jan Harrison; and update on the Kitsap Transit Route 44, through Poulsbo.

<u>Finance/Administration Committee</u>: Councilmember Musgrove reported on review of the budgeted purchase notifications and approvals, Credit Card and Travel policies, 2015 Carryover; and upcoming budget amendments.

8.DEPARTMENT HEAD COMMENTS

None.

9.CONTINUED COMMENTS FROM CITIZENS

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

10. COUNCILMEMBER COMMENTS/BOARD/COMMISSION REPORTS

None.

11.EXECUTIVE SESSION – REAL ESTATE SALE PURSUANT TO RCW 42.30.110(C)

At 8:46 PM Mayor Erickson recessed the meeting into a 20-minute Executive Session for the purpose of discussing real estate disposition.

12.ADJOUNRMENT

Meeting adjourned at 9:10 PM.

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Rebecca Erickson, Mayor

ATTEST:

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Nicole Stephens, City Clerk, CMC