

POULSBO CITY COUNCIL AGENDA SUMMARY

MEETING DATE: 04/13/2016

AGENDA ITEM:	Minutes of City Council Meeting
EXHIBITS:	Draft Minutes
STAFFED BY:	City Clerk Fernandez
CATEGORY:	Consent Agenda
MAYOR OK/Initial:	

SUMMARY STATEMENT:
Attached are the draft minutes of the March 16, 2016, City Council Meeting for your review and approval.
<input type="checkbox"/> Additional Staff Report Attached

COMMITTEE RECOMMENDATION:

IMPACTS:	
Expenditure Required? <input type="checkbox"/> Yes <input type="checkbox"/> No	Included in Budget? <input type="checkbox"/> Yes <input type="checkbox"/> No
Amount: \$	

RECOMMENDED ACTION:
Approve/Approve with Modifications

SAMPLE MOTION:

Consent Motion.

POULSBO CITY COUNCIL MEETING OF March 16, 2016

MINUTES

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

Staff: Finance Director Booher, City Clerk Fernandez, Public Works Superintendant Lund, Deputy Chief Pate, Engineering Technician Roberts, Prosecuting Attorney Foster, IT Manager Stenstrom.

MAJOR BUSINESS ITEMS

- * * * Minutes of March 2, 2016, Council Meeting
- * * * Payable Disbursements for January 2016
- * * * Payable Disbursements for February 2016
- * * * Budget Amendment, BA16-0103 – TV Van
- * * * Budget Amendment, BA16-0104 – Update Indirect Allocation
- * * * Budget Amendment, BA16-0105 – Viking Avenue PRV Project
- * * * Grant Application Assistance for SR305 to Storhoff Segment and SR305 Park & Ride
- * * * Grant Resolution for Noll Road Corridor SR305 to Storhoff Segment
- * * * Grant Resolution for SR305 Park & Ride
- * * * Grant Resolution for Forest Rock Overlay Project
- * * * Hostmark Project Update

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 that she needed to add the swearing in of Jason Bell to the Mayors Report; Consent Agenda Item H has been combined with Consent Agenda Item G; and there will be a one-hour executive session added to the end of the agenda. Mayor Erickson also said she will be recusing herself from the Consent Agenda approval and Business Items 6A and 6B, because she lives on Noll Road, and

the City is receiving federal funds for these projects.

Motion: Move to approve the amended agenda.

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

Motion passed unanimously.

3. **COMMENTS FROM CITIZENS**

Mr. Grant Wood spoke in favor of the project for assisted living and apartments just north of the post office. He wouldnt mind seeing it scaled back, but wants to see it finished and get rid of the blackberry bushes.

4. **MAYORS REPORT AND COUNCIL COMMENTS**

Mayor Erickson performed the swearing in ceremony for Jason Bell as a Police Officer for the City of Poulsbo.

5. **CONSENT AGENDA**

At 7:06 PM, Mayor Erickson recused herself from the meeting. Deputy Mayor McGinty continued the meeting.

Motion: Move to approve Consent Agenda items A through G.

The items listed are:

a.Minutes of March 2, 2016, Council Meeting

b.Payable Disbursements for January 2016

c.Payable Disbursements for February 2016

d.Budget Amendment, BA16-0103 – TV Van

e.Budget Amendment, BA16-0104 – Update Indirect Allocation

f.Budget Amendment, BA16-0105 – Viking Avenue PRV Project

g.Grant Application Assistance for SR305 to Storhoff Segment and Poulsbo Park & Ride

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

Motion passed unanimously.

6. ► **BUSINESS AGENDA**

a. ► **Grant Resolution for Noll Road Corridor SR305 to Storhoff Segment**

Engineering Technician Roberts presented the agenda summary, noting a presentation was given last week regarding this resolution.

Motion: Move to approve and adopt Resolution No. 2016-04, a resolution of the City Council of the City of Poulsbo, Washington, authorizing the application for federal funding assistance for the Noll Road Improvements/Johnson Parkway Construction of the overall Noll Road Corridor Transportation Project.

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

b. ► **Grant Resolution for SR305 Park & Ride**

Engineering Technician Roberts presented the agenda summary, noting the presentation was given at last weeks Council meeting as well.

Motion: Move to approve and adopt Resolution No. 2016-05, a resolution of the City Council of the City of Poulsbo, Washington, authorizing application for federal funding assistance for the SR305 Poulsbo Park & Ride.

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

At 7:10 PM, Mayor Erickson returned to the meeting.

c. ► **Grant Resolution for Forest Rock Overlay Project**

Engineering Technician Roberts presented the agenda summary, noting this was presented at last weeks Council meeting.

Motion: Move to approve Resolution No. 2016-06, a resolution of the City Council of the City of Poulsbo, Washington, authorizing application for federal funding assistance for the Forest Rock Overlay Project.

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

d. ► Hostmark Project Update

Public Works Superintendent Lund gave an update on the Hostmark project. Presentation highlights included:

- The original project would replace the transmission main up to Raab Park; however they discovered other issues with Storm and Sewer lines.
- Sewer lines – Leaking clay pipes, all man holes, but two, are brick manholes and a lot of infiltration happening.
- Storm drain – Lots of brick manholes. Infiltration is not a concern; however, there is a concern regarding collapsing pipes.
- Cost estimate:
 - Water \$800K, \$1.1MM in current budget and CIP for 2016
 - Sewer \$600K, part of ongoing I&I repair in the CIP, but need budget amendment
 - Storm \$300K, need budget amendment.
- Need to work on this in the current year due to a grant that needs to be utilized.
 - The project is being designed in-house.
 - The timeline is tight, this needs to be built during summer break.
 - The grant was for the overlay of Hostmark, and was in the CIP to move forward. Now there is a need to do the utilities at the same time, because the road will already be torn up.

Next steps: Future budget amendments will be coming forward.

Motion: Move that the Mayor allow staff to go forward with the design and advertisement of the Hostmark Utility Project, with a with a future budget amendment to follow for approximately \$600,000 for sewer and \$300,000 for storm.

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

7. **COUNCIL COMMITTEE REPORTS**

Finance/ Administration Committee: Councilmember Thomas reported the May 18 meeting will be canceled. Today the committee met Finance staff members and learned their duties; and they looked at the fourth quarter variance report for period ending December 31, 2015, the indirect allocation budget amendment, took a first look at the 2016 carry over, and received status report of the Citys technology projects.

Public Safety/Legal Committee: Councilmember McGinty reported the committee met Prosecuting Attorney Foster; and received an update on the court security officer in Bremerton, passports, video hearings, and Forks Jail savings. The Mayor is pursuing \$400,000 mental health grant, and the public records request index is posted on the website.

Public Works Committee: Councilmember McGinty reported the special meeting was held tonight. They discussed residential sewer rates, and had a comprehensive review of stormwater plan. There is going to be a workshop in the future for the full council.

8. **DEPARTMENT HEAD COMMENTS**

Public Works Superintendent Lund reported the fencing project on decant facility is almost complete; the Bond Road signal cabinet was received last week and they will start doing some testing; and the Parks & Recreation parking is getting patched so it can be used for the farmers market.

9. **CONTINUED COMMENTS FROM CITIZENS**

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

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

Councilmember Musgrove said a lot will be going on during the weekend, and encouraged everyone to enjoy the weekend in Poulsbo.

Mayor Erickson said they are taking the dirt out of Caldart Heights and taking it down to the Little Valley ball field to start the pump track. It should be open in a couple of months. Sally Priest is landscaping the pump track.

11. ► EXECUTIVE SESSION

Motion: Move to adjourn into executive session.

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

Motion passed unanimously.

At 7:50 PM, Mayor Erickson recessed the meeting into a 60-minute Executive Session for the purpose of discussing potential litigation pursuant to RCW 42.30.110(1)(i).

12. ADJOURNMENT

The meeting adjourned at 8:50 PM.

Rebecca Erickson, Mayor

ATTEST:

Rhiannon Fernandez, CMC, City Clerk