

POULSBO CITY COUNCIL MEETING OF AUGUST 9, 2017

MINUTES

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

Staff: Deputy City Clerk Diehl, Director of Engineering Kasiniak, Public Works Superintendent Lund, Parks & Recreation Director McCluskey, Police Chief Schoonmaker, IT Senior Technician Williamson

ABSENT: Councilmember Henry

MAJOR BUSINESS ITEMS

- * * * Memorandum of Agreement with Suquamish for Mitigation Grant
- * * * Memorandum of Agreement with Kitsap County Sheriff's Office for WASPC Grant
- * * * Bernt Road Sewer Extension – Applicant's Request for Reconsideration
- * * * Award Central Interceptor CIPP Project Contract
- * * * SR305 Study Interlocal Agreement

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 requested to move Item 6b – Bernt Road Sewer Extension to the beginning of the Business Agenda due to the number of citizens here to report on it. Erickson noted there was an amendment to Item 6c – Central Interceptor Project.

Motion: Move the approve the agenda as amended.

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. **MAYOR'S REPORT AND COUNCIL COMMENTS**

Councilmember Stern stated this week's issue of the statewide City Vision Magazine will feature an article on the City of Poulsbo's relationship with the Suquamish Tribe and urged his colleagues to read it.

Councilmember Nystul noted he and some his colleagues attended Fleet Week in Seattle onboard the USS Anchorage.

Councilmember Thomas stated he also attended Fleet Week had the pleasure of meeting Vice Admiral Nora Tyson who hosted the event.

Mayor Erickson reported on: the upcoming Chief Seattle Days on August 18th – 20th in Suquamish; the Nelson House work parties have been taking place and they have partnered with Poulsbo Rotary to clean-up the house; yesterday was the Kitsap Humane Society's Kitty Hall at City Hall and was a great event; Languanete Subdivision received their sewer line today; Pavement restoration project will start up Monday on Urdahl Road, 9th Avenue, Kevos Pond, Forest Rock Lane.

Councilmember Musgrove noted Poulsbo has great citizens.

Councilmember Lord noted: she attends the Chief Seattle Days and finds the ceremonies to be great events and very moving; the Fleet Week reception she found to be very gracious, she appreciated the Navy's hospitality, and enjoyed her conversation with Rear Admiral Gary Mayes; and Councilmember Henry served on the original USS Anchorage.

5. **CONSENT AGENDA**

Motion: Move to approve Consent Agenda item a.

The items listed are:

- a. Memorandum of Agreement with Suquamish for Mitigation Grant

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

6. **BUSINESS AGENDA**

- a. **Memorandum of Agreement with Kitsap County Sheriff's Office for WASPC Grant**

Police Chief Schoonmaker stated this is acceptance of \$1,000 from the Kitsap County Sheriff's Office to help track and verify addresses of individuals on the Registered Sex Offender/Kidnapping List who reside in the City of Poulsbo.

Motion: Move to approve the Memorandum of Understanding between the City of Poulsbo and the Kitsap County Sheriff's Office for the WASPC Grant, and authorize the Mayor to sign the agreement.

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

Motion passed unanimously.

b. Bernt Road Sewer Extension – Applicant's Request for Reconsideration

Phil Rasmussen, owner of North Kitsap Self Storage & the Poulsbo Business Park, gave a presentation on the Bernt Road Sewer Extension and thanked the three people that wrote letters of support of this project. Rasmussen noted the Sewer Extension would serve three properties: Valley Nursery, North Kitsap Self Storage, Poulsbo Business Park. Getting sewer to the property was one of the main motivations of annexing into the city in 1998. In 2008 he found out the County Road Maintenance Facility had connected to sewer. At the time Rasmussen was going to partner with Valley Nursey to provide sewer services. Rasmussen hired ADA Engineering to draw up plans, but the plans were rejected due to City policy requiring the sewer line to go down the center of the road instead of the side of the road like drawn in the plans. Due to the added costs of running it down the center line, Valley Nursery bailed and Rasmussen could not afford to do it alone. In 2016, it was suggested to form an LID to pay for the project, with the tenants of the Poulsbo Business Park paying for it. City Engineering stated it would be cheaper for Rasmussen to do it on his own, instead of creating an LID and have the City do it. They have been told they must extend the sewer line past their property line even though they are only connecting at the beginning of their property. Rasmussen noted the Kitsap County Road Shed were not held to this same standard. They would like to have the road closed during the day for construction due to the road not being wide enough to have one lane open during the day. The city does not allow this and would like work to be done at night. Rasmussen stated the City said there are 2,000 cars per day which use the road, but he has measured and they only had 822. The primary inconvenience will be to his customer of North Kitsap Self Storage, in which he has made arrangements to open the back gate off Hwy 305, that they would use to enter. Rasmussen noted this project would be completed in approximately a week and a half.

Director of Engineering Kasiniak noted City policy requires them to close the road since the road since it is not wide enough to have an alternating lane of traffic and closure of the whole road requires work to be done at night. Night work was

approved by the City Council on April 19, 2017. The City applies this policy to their work as well and all developers and contractors. Kasiniak stated the City's traffic count on Bernt Road was approximately 900 cars.

Mayor Erickson noted there is a long-standing policy which the City, developers, and contractors all are required to follow, to be fair. Erickson stated when the City creates policies they must hold firmly to the policy to not create a creeping effect.

Rasmussen argued the policy was not long standing, that it just took effect April 17 and feels he and ADA Engineering were blindsided by it. Rasmussen also noted that policy is not a one size fits all and there should be exceptions depending on conditions of certain projects.

Councilmember Stern questioned what the Public Works Committee thoughts were on this project. Stern stated the road is unique due to it being very narrow and having two 90 degree turns back to back, and is concerned what is already a difficult road to navigate will become even more so with construction on it.

Councilmember Lord stated she feels a policy does not have to be rigidly enforced if it can be tailored case by case.

Councilmember McGinty stated it was discussed at Public Works Committee and if some unique criteria were brought up, then an exception could be made.

Cindy Rasmussen stated she felt the criteria could be: does it interrupt the traffic flow; are emergency services still accessible to those on the closed road; and the number of businesses and homes effected by a closure. Rasmussen noted their contactor feels having the road open during construction would be more of a safety hazard due to the gravel and steel plates which would have to place on the road during the day.

Councilmember Nystul noted he did not agree with changing the policy but does feel there should be a waiver option, on a case by case basis.

Councilmember Musgrove stated he does not like to change policies, but if there is a rare circumstance there should be an exception or waiver to solve the problem.

Mayor Erickson stated they will do a Finding of Facts to establish criteria for a formal waiver process and bring it forward to the next week council meeting.

c. Award Central Interceptor CIP Project Contract

Director of Engineering Kasiniak noted there was an updated agenda summary packet in Council's teal folders. Kasiniak presented the following: the Central

Interceptor was a pipe from Sol Vei to Johnson Way that collects all sewer from the City of Poulsbo and has deteriorated very seriously; a consultant was hired to develop a strategy on how to repair the pipe; 500 linear feet of pipe needs repair; they will be using the Cure in Place Pipe (CIPP) technology; the project was brought to PW Committee on June 28, 2017 and to City Council on July 19, 2017; Engineering Staff estimated the project between \$800,000.00 and \$1,000,000.00 and included a budget amendment for \$750,000.00; bids were open on August 7, 2017; work will be done at night with no road closure; a traffic plan was approved by WSDOT for lane changes during the project; three bids were received with the lowest bid from Insta-pipe for \$769,804.00; a budget amendment of \$511,000.00 is needed; and job will be performed in November.

Motion: Move to award the construction contract for the installation of the Central Interceptor CIPP to Insta-Pipe Inc. for \$769,804.00 and authorize Mayor to sign on behalf of the City. Move to authorize Mayor to sign change orders up to 10% over the contract value and to approve a future budget amendment in the amount of \$511,000.00.

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

d. SR305 Study Interlocal Agreement

Director of Engineering Kasiniak presented: the partners in the agreement are five jurisdictions (City of Bainbridge Island, City of Poulsbo, Kitsap County, Kitsap Transit, and the Suquamish Tribe); the root of this study came from the money from Connect WA; they will review the study, possibly added to it, prioritize the projects to improve access across SR305; the project does not include Agate Pass Bridge and there will be a separate study for it; the cost of study is \$479,000.00; they have a FTA grant for \$367,000.00; this leaves the cost of \$71,720.00 to be split between the five jurisdictions which the City of Poulsbo share would be \$14,344.00; there was supposed to be \$20,000.00 allocated in last year's budget for SR305 study, but it was not found.

Councilmember Musgrove stated the Public Works Committee supports this agreement.

Councilmember Thomas noted the need for replacement of the Agate Pass Bridge is still needed and this agreement is not a way around that. Mayor Erickson agreed and

stated this agreement is to look at prior studies and add new traffic counts, collision reports, and recommend projects. Councilmember Thomas stated the importance of this project since SR305 is the main transportation corridor that stretches beyond Kitsap County.

Councilmember Stern noted we need to make the case for the Peninsula to get some of the Connect Washington money. Mayor Erickson agreed and noted the Connect Washington money became available in July and the SR305 Working Group is going through all the steps to be sure to get some of the money for SR305. Erickson noted they need to spend \$10.8 million in the next two years. Councilmember Stern suggested the Poulsbo City Council schedule a joint meeting with the Bainbridge Island City Council to discuss the common issues of this project.

Councilmember Nystul noted SR305 has \$26.3 million allotted to it by the WA State Legislature in the biennium budget and feels the SR305 Working Group is doing a good job moving the projects along.

Motion: Move to approve the ILA between Kitsap Transit, Kitsap County, the City of Bainbridge Island, the City of Poulsbo, and the Suquamish Tribe for a joint needs and opportunities study on SR305 with the City's shared cost of \$14,344.00 and authorize the Mayor to sign on behalf of the City of Poulsbo. Move to approve a future budget amendment in the amount of \$14,344.00.

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

Motion passed unanimously.

7. COUNCIL COMMITTEE REPORTS

Public Works Committee: Councilmember Musgrove reported they discussed the upcoming Solid Waste Workshop on 8/16; the first successful code enforcement court case took place; Lokalfest will be taking place on 9/9 and roof needs to be replaced on the pavilion with an estimated cost of \$8,000.00; the rain garden project has been a success and there are 22 finished projects in Poulsbo; a zoning change to commercial areas on SR305; Phase II Project Acceptance for Anderson Parkway; HDPAs bike racks installation project.

Community Services Committee Meeting: Councilmember Lord reported the discussed the Ride for Refugees that will be taking place; Park and Recreation mid-year biennium review was given by Mary and she had very few changes including: updating the 2012 trail plan, additional hours for the Learn and Grow Preschool, and Professional Service Marking dollars for the biennium Park & Rec Program Catalog; Park Projects Updates

for: Centennial Park, Waterfront Park Benches Project, Morrow Manor is in limbo due to the State Budget, Nelson Park Barn removed and playground equipment is ready to be ordered, Fish Park improvements with state grant is in limbo, Skate Park will be finished in 2018, Nelson Park Trail Easement will be finished this fall.

8. DEPARTMENT HEAD COMMENTS

Public Works Superintendent Lund noted: the Chip Seal Project will be starting Monday and please be patient and drive slow; the house demolition Projects for the 8th Ave House and the Centennial Park House are underway and currently going thru the abatement stage; and Assistant Superintendent Svarthumle received a sanitary sewer review and they scored very highly.

Director of Engineering Kasiniak noted Village pump started and they are 28 feet deep and tomorrow should be able to reach the risers.

Police Chief Schoonmaker wanted to thank the community for coming out to the National Night Out on August 1st and found it to be a very successful event.

9. BOARD/COMMISSION REPORTS

Mayor Erickson reported at Puget Sound Regional Council the Project Selection Task Force was kicking off in six weeks.

10. CONTINUED COMMENTS FROM CITIZENS

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

11. MAYOR & COUNCILMEMBER COMMENTS

Councilmember Stern stated he missed the last Public Safety/Legal Committee Meeting and thanked everyone for filling in for him. Stern noted at the next meeting they will be reviewing the Police, Courts, and Prosecutor biennium budgets.

Councilmember Lord noted the last Summer Night on the Bay Concert will be next Tuesday and the Navy Band will be playing.

12. ADJOURNMENT

Motion: Move to adjourn at 8:36PM.

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

Motion passed unanimously.

Rebecca Erickson, Mayor

ATTEST:

Rhiannon Fernandez, CMC, City Clerk

Respectfully prepared and submitted by Kati Diehl