

POULSBO CITY COUNCIL MEETING OF JANUARY 3, 2018

MINUTES

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

Staff: City Clerk Fernandez, City Engineer Lenius, Public Works Superintendent Lund, IT Manager Stenstrom.

MAJOR BUSINESS ITEMS

- * * * Oath of Office for Mayor Erickson, Councilmember Musgrove, and Councilmember Stern
- * * * Recognition of Retirement for Dr. David Mitchell/Olympic College
- * * * Approval of December 6, 2017, Council Meeting Minutes
- * * * Approval of December 13, 2017, Council Meeting Minutes
- * * * Juvenile Detention Contract
- * * * Resolution No. 2018-01, Approving the Kitsap County Solid & Hazardous Waste Management Plan Update
- * * * Acceptance of Front Street Emergency Repair Project
- * * * Engineering Department Grants
- * * * Central Interceptor CIPP Project Consultant Contract 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

Motion: Move to approve the agenda as presented.

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

3. COMMENTS FROM CITIZENS

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

4. MAYOR'S REPORT AND COUNCIL COMMENTS

- a. Oaths of Office for Councilmember Musgrove, Stern, and Mayor Erickson

Judge Tolman administered the oath of office to Councilmember Musgrove, Councilmember Stern, and Mayor Erickson.

b. Dr. David Mitchell Retirement

Mayor Erickson and Councilmember Stern recognized Dr. David Mitchell for his years of service as the President of Olympic College. He has guided higher education in Kitsap County for many years. Without him, our community would be a very different place, it would be a lesser place. While he was president, he oversaw the finalization of state funding and the construction and the occupation of the Poulsbo campus. He has played a trailblazing and pioneering role to create a robust baccalaureate program with Western Washington University.

Dr. David Mitchell thanked everyone for their support and the partners who helped make the programs happen.

Representative Drew Hansen, Dr. Earl Gibbons, and NKSD Directors Glen Robbins and Rick Eckert thanked Dr. Mitchell for all of his work in the community.

Councilmember Lord thanked Dr. Mitchell for his vision and leadership, and thanked WWU for their partnership to provide a pathway for higher education. She also noted she went down to the installation of the incoming Bremerton Mayor Wheeler and farewell for Mayor Lent. She said they were not done at a Council meeting, and she thinks this is appropriate to have this at a council meeting. She shared that Mayor Wheeler would like to come visit the City of Poulsbo

Councilmember Musgrove said he has seen Dr. Mitchell from different directions. He has seen his kids go through college, and seen the options and opportunities that have appeared while he was there. He now has his grandkids growing up, and his groundwork will give them new opportunities.

Mayor Erickson noted her son was shy and wasn't ready for a four-year college. He started at OC, and transferred to UW's electrical engineering program. OC gave him a place to grow up and mature, and understand what he wanted to do.

Councilmember McGinty said it is exciting that his son's friends now have opportunities to go to college, that they would not have been able to afford otherwise. The programs will help our local employers find the talent they are looking for.

Councilmember Thomas said an institution of learning is a living organism. He said Dr. Mitchell's leadership has made growth happen and it has impacted many lives.

5. CONSENT AGENDA

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

The items listed are:

- a. December 6, 2017, Council Minutes
- b. December 13, 2017, Council Minutes
- c. Juvenile Detention Contract

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

6. BUSINESS AGENDA

a. Resolution No. 2018-01, Approving the Kitsap County Solid & Hazardous Waste Management Plan Update

Keli McKay-Means presented the agenda summary, noting Kitsap County is required by state law to maintain a coordinated, comprehensive solid waste management plan to direct and guide solid waste management throughout the county. State Law (RCW 70.95.094) and guidelines issued by the Washington State Department of Ecology (Ecology) also require cities within the County to either adopt the County's plan or develop their own plans. The City of Poulsbo has agreed to participate in the County's solid waste planning process through Interlocal Agreement KC-184-08. These plans are required to be reviewed every five years, and revised as needed to remain current. After review of the existing plan, adopted in 2011, the County determined that the plan needed to be updated. This proposed Plan update addresses changes that have occurred in the past five years and provides a number of recommendations for the future of solid waste management in Kitsap County. Most of these recommendations provide additional direction to existing policies and programs, based on the goals to decrease waste disposed through waste reduction, recycling, and composting, as well as reducing environmental impacts related to solid waste generation and management.

In response to Councilmember Lord, KC Solid Waste Division Manager Pat Campbell said they have an enthusiastic youth educator who has revamped their solid waste curriculum to be more project based with less lecture and more hands on learning.

Councilmember Lord asked what the scope is for the Disaster Management Plan. KC Solid Waste Division Manager Pat Campbell said it looks at disasters at various levels and attempts to plan accordingly. It could range from educating the public where to take debris from events, or they could activate neighborhood collection centers, or

store waste for a while for big events. Their plan this year is to hire a consultant to finish up the Disaster Management Plan.

Councilmember Musgrove asked for a better idea of what the intent is for the north end resident for replacing the recycling center. KC Solid Waste Division Manager Campbell distinguished between the household hazardous waste facility, which they are planning to build in the north end (they have started the process to identify a site), but replacing the Poulsbo Recycle Center is a different issue. The Poulsbo Recycle Center was originally built in the late 90s, before there was universal curbside collection. Until that property became not as useful to the County for their long-term goals, they didn't look critically at how much it was costing them on an annual basis (\$115,000 annually amounts to \$200 per ton of recyclables that were collected). With universal curbside collection available, there is no real justification to subsidize that service to provide something that is more convenient than what other people are getting. Councilmember Musgrove said he understood that, but he was anticipating an improvement of that service. Most of his neighbors drive to Hansville for the services. His anticipation was that they would expand into household hazardous waste and other forms they would find more useful here.

In response to Councilmember McGinty, KC Solid Waste Division Manager Campbell said the costs to operate the Poulsbo Recycling Center included the staffing and hauling. When they made the decision to sell the property, they were looking for something for the limited household waste stream that had been collected in Poulsbo. As they looked at County-owned sites, it became much more expensive than they anticipated to do something as an interim until they can site a north-end facility. They did identify in their publications the local options citizens had for disposing of those items.

Motion: Move to approve Resolution No. 2018-01, adopting the Kitsap County Solid and Hazardous Waste Management Plan Update.

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

Motion carried.

b. Acceptance of Front Street Emergency Repair Project

Public Works Superintendent Lund presented the agenda summary, noting on February 16, 2017, a major rain event caused the collapse of the storm system and hillside across from Liberty Bay Auto on Front Street. An Emergency was proclaimed. The City has successfully completed this project. The final contract amount was \$39,408.20. The final paid contract total was \$39,408.20. There were two change orders on the project totaling \$0 to incorporate requirements for a federally funded project.

Councilmember Musgrove noted the Public Works Committee recommends approval of this action.

Motion: Move to approve the Front Street Emergency Repair project as complete.

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

Motion carried.

c. Engineering Department Grants

City Engineer Lenius reviewed three grants awarded to the City of Poulsbo for acceptance by the City Council. The grants are for the Finn Hill Road Improvements project, the Forest Rock Lane Road Repair and Overlay project, and the Liberty Bay Bioretention Program.

Councilmember Musgrove said the Public Works Committee recommends approval of these grants.

Mayor Erickson noted the Forest Rock Lane project is from 10th all the way up to Caldart. The Finn Hill project is a shared use path similar to Lincoln, just not as wide.

In response to Councilmember McGinty, City Engineer Lenius said their intent is to move forward with Forest Rock in the latter part of 2018.

In response to Councilmember Stern, City Engineer Lenius said there is a need to put in some underdrains and relieve some pressure for the Forest Rock project.

In response to Councilmember Thomas, City Engineer said the pathway for the Finn Hill project will be pervious pavement.

City Engineer Lenius said a budget amendment will follow to receive the grant funding.

Motion: Move to accept the grants and authorize the Mayor to sign all grant agreements as presented.

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

Motion carried.

d. Central Interceptor CIPP Project Consultant Contract Amendment

City Engineer Lenius presented the agenda summary, providing an update on the Central Interceptor CIPP project and presented a contract revision with RH2 Engineering for additional construction services in the amount of \$16,684 necessary to complete the project. The project has taken longer than anticipated. They removed more debris from the inside of the pipe than expected. It also took longer because it took more passes from the contractor. The result is they are lining with a slightly thicker, larger diameter pipe, so the flows will have more capacity. No budget amendment is required for this revision.

Councilmember Musgrove said the Public Works Committee recommends this request.

Motion: Move to recommend approval of the proposed supplement to RH2 Contract for \$16,684.00 and bring the total contract amount to \$96,857.

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

Motion carried.

7. COUNCIL COMMITTEE REPORTS

Economic Development Committee: Councilmember Lord said Patty Graf Hoke from the Visitor and Convention Bureau gave an annual report. They also received a preview of the Comprehensive Plan docket, and brainstormed on the draft economic development strategy plan.

Finance-Administration Committee: Councilmember Stern reported they recommended appointing committee chairs in February; they took a brief look at the Noll Road Project, and compared and contrasted it to the Public Works Complex Project; they briefly looked at the CPI, because Bremerton is being dropped and Bellevue is being added; they recommended that Public Works Committee look at a street maintenance and repair program (need to find out what is in the budget, and if there are other things that need to be done, the budget needs to be augmented); the monthly sales tax report is complete for the year ending up 7% in greater revenues and Real Estate Excise Tax is up 40% in revenues; and they discussed hiring a lobbyist and recommend approval of the contract at the next Council meeting.

8. DEPARTMENT HEAD COMMENTS

Public Works Superintendent Lund said the waterfront park has a little bit of concrete left to be poured, then some tree trimming and landscaping issues.

City Engineer Lenius said they installed the emergency generator in the Village Pump Station.

9. BOARD/COMMISSION REPORTS

Mayor Erickson said the Kitsap Transit meeting was yesterday, and the ad-hoc committee came back with some good recommendations for the passenger only ferry. At KRCC they talked about future work plans for the year. She is vice chair of KRCC and Transit. The Health District is trying to site an opioid treatment center in Kitsap County, and they are looking in Bremerton or Silverdale. At the next Council meeting she will be giving a State of the City presentation.

Councilmember Stern said the Kitsap Transit ad hoc committee hired the best consultant they could. All the problems and risks are identified, and solutions are recommended. There is another meeting in two weeks. He announced the Chamber luncheon is next Wednesday. He recognized those who were involved in the Kitsap Forest and Bay Campaign (Forterra Land Trust, Pope & Talbot, Greater Peninsula Conservancy, former County Commissioner Steve Bauer, former Councilmember Linda Berry-Maraist, and County Commissioner Rob Gelder).

10. CONTINUED COMMENTS FROM CITIZENS

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

11. MAYOR & COUNCILMEMBER COMMENTS

Councilmember Lord said this has been an auspicious meeting with lots of positive things.

Councilmember Thomas noted we have pretty amazing people working as our city staff. He feels the City throughout at all levels has done a good job and we have a high level of talent at our City.

Public Works Superintendent Lund recognized PW Office Manager Shannon Wood for everything she does.

12. EXECUTIVE SESSION

At 9:07pm, Mayor Erickson recessed the meeting into a 25-minute Executive Session for the purpose of discussing real estate matters pursuant to RCW 42.30.110(1)(c).

Mayor Erickson recused herself from the meeting, and Deputy Mayor McGinty continued the meeting in executive session. No action was taken.

13. ADJOURNMENT

AT 9:32pm, Deputy Mayor McGinty adjourned the meeting.

Rebecca Erickson, Mayor

ATTEST:

Rhiannon Fernandez, CMC, City Clerk