

## POULSBO CITY COUNCIL MEETING OF JUNE 2, 2021

### MINUTES

**PRESENT:** Mayor Erickson; Councilmembers Livdahl, Lord, Musgrove, Phillips

**Staff:** Finance Director Booher, City Clerk Fernandez, Director of Engineering Lenius,  
Police Chief Harding

**ABSENT:** Councilmembers McGinty, McVey, Stern

### MAJOR BUSINESS ITEMS

- \* \* \* Minutes of March 17, 2021, Council Meeting
- \* \* \* Minutes of April 7, 2021, Council Meeting
- \* \* \* Minutes of April 14, 2021, Council Meeting
- \* \* \* Minutes of April 21, 2021, Council Meeting
- \* \* \* Public Hearing and Approval of Resolution No. 2021-08, 6-Year Transportation Improvement Program 2022-2027
- \* \* \* PropertyRoom.com – Asset Disposition Services Agreement

#### 1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mayor Erickson called the virtual meeting to order at 7:00 p.m. and led the Pledge of Allegiance.

#### 2. AGENDA APPROVAL

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

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

Motion carried unanimously.

#### 3. COMMENTS FROM CITIZENS

City Clerk Fernandez read the following written comment into the record:

- Airen Lydick asked the Council to establish a Race Equity Advisory Committee.

#### 4. MAYOR'S REPORT AND COUNCIL COMMENTS

Councilmember Lord sent her condolences to Ted George's family. He was a nationally prominent and locally prominent member of the Port Gamble S'Klallam

Tribe who passed away. There will be a celebration of life on June 11 at Kiana Lodge. She expressed condolences to Marion Sluys family, who also passed away. Words cannot express what he has done for the community from his own business to his involvement in the community.

Councilmember Musgrove sent condolences to multiple iconic families in North Kitsap (Georges and Sluys), much has been said, but both have been icons. Marion was so heavily involved in the community. There will be a service at Gateway on June 19 at 1:00 p.m. and will be broadcasted on the internet. He is happy to see the town is bright and sunny with lots of happy people. It has been bustling everywhere you go. He shared the Poulsbo Historical Society is having a flag folding by the US Navy on June 14 at noon at the Poulsbo Historical Society campus lawn.

Councilmember Phillips said it is nice to see normalcy coming back. He also said to be aware of motorcycles that are out and be careful on the water.

Mayor Erickson thanked the American Legion for putting on a small impromptu Memorial Day ceremony on Monday at the Veteran's Plaza. Next year, she hopes they will be back in the Pavilion downtown with the high school band like they normally do.

Mayor Erickson will be attending three ribbon cuttings on Friday morning: 9am, Big Leaf Maple Bakery; 10am, ReMax on Front Street; and 11am, Viking Brew on Front Street. It was very busy downtown this weekend. Poulsbo was at its finest. She also has a big list of all the boating clubs that will be coming into the harbor in June.

Mayor Erickson said the Codfish Dinner is July 10 for the Poulsbo Historical Society.

**a. Department Head Reports**

Diane Lenius reported they had their first stream crossing this week (first culvert on the project). They are still on schedule. The lower site of the roundabout will continue to be the focus for the next 6-8 weeks and then they will be shifting traffic to the upper side of the roundabout.

Chief Harding shared they have met their State requirement for the State minimum amount of Crisis Intervention Training. He gave credit to Sergeant Leeming and Nau and Administrative Manager Ziemann for making that happen. They plan on doing a 40-hour class on June 21, and additional training later in the year. Everything they do is over and above the required training.

**5. CONSENT AGENDA**

Councilmember Lord noted corrections on the April 7<sup>th</sup> and April 14<sup>th</sup> minutes (both at the end, it shows "Councilmember said" and the last name needs to be added.

**Motion:** Move to approve Consent Agenda items a through d with two corrections to April 7 and 14 minutes.

The items listed are:

- a. March 17, 2021, Council Meeting Minutes Approval
- b. April 7, 2021, Council Meeting Minutes Approval
- c. April 14, ,2021, Council Meeting Minutes Approval
- d. April 21, 2021, Council Meeting Minutes Approval

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

## 6. BUSINESS AGENDA

### a. **Public Hearing and Approval of Resolution No. 2021-08, 6-Year Transportation Improvement Program 2022-2027**

Director of Engineering Lenius presented the City of Poulsbo's 6 Year TIP for adoption. A SEPA Determination of Non-Significance (DNS) was issued on April 20, 2021 for the 2022-2027 TIP.

At 7:20 p.m., Mayor Erickson opened the public hearing.

Rick Eckert, North Kitsap School District Board Member, asked if they could add the high school-middle school-Poulsbo Elementary areas to the list, to make it easier to get Safe Route to School funds for when the Noll Road project finishes.

Mayor Erickson closed the public hearing at 7:21 p.m.

Councilmember Lord asked how they could acknowledge Mr. Eckert's request.

Director of Engineering Lenius said we have Noll Road from Storhoff to Mesford and Languanet and Maranatha on the list right now. Next year, the Noll section in front of the Poulsbo Elementary is the element of Safe Routes to Schools they plan to apply for (available every couple of years). They could add something in the future, but for now she feels they have it covered. The intersection of Hostmark and Noll is in the current package they have.

Councilmember Musgrove asked if there were any notable changes from the presentation received at the April 20 council meeting? Director of Engineering Lenius said no changes were made.

**Motion:** Move to adopt Resolution 2021-08, a resolution of the City Council of the City of Poulsbo, Washington, adopting a six-year transportation improvement program for the years 2022-2027 and directing the same to be filed with the State Secretary of Transportation and the Transportation Improvement Board.

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

Motion carried unanimously.

**b. PropertyRoom.com – Asset Disposition Software Agreement**

Police Chief Harding presented the agenda summary, noting the Poulsbo Police Department would like to utilize the services of PropertyRoom.com, an on-line auction site which specializes in auctioning items either seized or forfeited from police property and evidence rooms. This on-line vendor has over 2 million registered buyers, which is double the number of buyers of the vendor which the city is currently using, thereby extending their buying audience. This on-line vendor will pick up the items directly from us and perform all the processes which are now currently performed by city staff (valuation, photographs, reasonable repairs, listing and disposition to buyer). Not only will this save valuable staff time, but also valuable storage space. The vendor will take their fees from the proceeds of the sale; there is no minimum or subscription required. This was discussed and recommended by Public Safety/Legal Committee at the May 19, 2021, meeting.

Councilmember Musgrove asked if an analysis was done to show us being ahead of the game if we do follow this path with the higher cost. Police Chief Harding confirmed yes.

Councilmember Musgrove asked if this eliminates our burden for storage that we currently hold. Police Chief Harding said it does. When a piece of property becomes eligible for disposition via auction, it alleviates us from preparing, packaging, and shipping the item. They do all of that. We give them the list and they come and pick it up, so staff does not have to do that work, or the need to store the items. Councilmember Musgrove said he would love to hear an update next year on how it all works out for them.

Councilmember Lord asked what happens to items that no one wants to buy. Police Chief Harding said he does not know what happens when there is not a sale. The items that qualify for this type of disposition have a market for them, they are valuable. He can bring that information back.

**Motion:** Move to approve the City of Poulsbo entering into an Asset Disposition Services Agreement with PropertyRoom.com as written and authorize approval for the Chief to sign as written.

**Action:** Approve, **Moved by** Musgrove, **Seconded by** Livdahl.  
Motion carried unanimously.

## 7. COUNCIL COMMITTEE REPORTS

Community Services Committee: Councilmember Livdahl will report this committee when the entire council is present.

## 8. BOARD/COMMISSION REPORTS

Councilmember Phillips said the Fire Cares Advisory group met last week to discuss metrics and heard from Bellevue's program.

Mayor Erickson reported at Kitsap Transit they have more money than anticipated (recovery funding and sales tax revenue). They purchased 11 new busses, half of which are electric. They are hiring new deckhands for the boats. With the increased cash, they are looking at changing some service levels. She is going to take her first real business trip as Mayor and will be flying to Florida for a transit expo in November. At KRCC, they are still debating the Countywide Planning Policies, and are moving forward. The Health District was reporting out for COVID and vaccinations. And they reported on their clean-up methodology of keeping bays/waterways clean from sewer and stormwater activity.

Councilmember Musgrove asked for ongoing working copies of the Countywide Planning Policies to be emailed to the Council.

Mayor Erickson said next week they have the ARPA discussion scheduled. She still does not have information on what they are doing with that. She is going to try to get some of it together. Staffing requests have not changed. She does not have all the information she needs to do a full presentation, but she will brief them on what she has.

Mayor Erickson announced she signed closing papers for the old police station.

## 9. CONTINUED COMMENTS FROM CITIZENS

Rick Eckert thanked the Council for their consideration of his request during the TIP public hearing. He knows they will be taken care of.

Jessica Dunaway said she was wondering what will be done for 3<sup>rd</sup> Ave Improvements and when it will occur.

Barbara Paul, League of Women Voters, made a statement that the League of Women Voters is an organization fully committed to diversity, equity, and inclusion in principal and in practice and encouraged the Poulsbo City Council to form an equity committee.

Mayor Erickson said 3<sup>rd</sup> Ave Improvements will be one of the options to be funded with ARPA money, but there are many projects that will be considered.

## 10. MAYOR & COUNCILMEMBER COMMENTS

Councilmember Livdahl asked if next week would be a good time for citizens to comment when they look at ARPA funding.

Mayor Erickson said we could be ready, but there is still a lot of research she has to do when it comes to the infrastructure projects. She is trying to do the homework first. She would like direction from the Council on which ones she should do further research on, and then go through a hearings process so everyone gets a voice.

Councilmember Lord said that sounds like a great process. She is sure there would be plenty of people that would like to weigh in. She also noted on Memorial Day there was an impromptu parade through town via the waterfront park with flags.

Councilmember Musgrove appreciated the short meeting and the handling of the ARPA funding with getting the public involved. The more we can get people involved in the beginning, the better.

Councilmember Phillips encouraged everyone to eat and shop local.

## 11. ADJOURNMENT

**Motion:** Move to adjourn at 7:44 p.m.,

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

Motion carried unanimously.

---

Rebecca Erickson, Mayor

ATTEST:

---

Rhiannon Fernandez, CMC, City Clerk