

POULSBO CITY COUNCIL MEETING OF January 12, 2022

MINUTES

PRESENT: Mayor Erickson; Councilmembers Livdahl, Lord, McGinty, McVey, Musgrove, Phillips, Stern

Staff: Finance Director Booher, City Clerk Fernandez, Health and Human Services Director Hendrickson, Human Resources Director Kingery, Engineer I Roberts, Police Chief Harding, Parks & Recreation Director Schoonmaker,

MAJOR BUSINESS ITEMS

- * * * Kitsap Homes of Compassion 2022 Agreement
- * * * Resolution No. 2022-02, Salary & Wages Update
- * * * Teamsters Collective Bargaining Agreement
- * * * Resolution No. 2022-03, 8th Avenue Culvert RCO Grant
- * * * Council Committee Selection Process
- * * * Executive Session for Real Estate Matters

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

Mayor Erickson said Consent Agenda 5a needs to be removed due to errors in the numbers. An additional item was expected to be added for an ILA with Housing Kitsap, but that will be added to next week's agenda. And Business Item 6e will be sent to the FAC for preliminary review since Councilmember Musgrove indicated he has 30-40 proposed changes.

Motion: Move to approve the agenda as amended.

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

3. COMMENTS FROM CITIZENS

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

4. MAYOR'S REPORT AND COUNCIL COMMENTS

Councilmember Livdahl said the Kitsap Regional Library has a virtual event for an antiracism learning circle happening tomorrow.

Councilmember Lord is looking forward to the Healthcare Heros recognition. She also noted if you search on YouTube for North Kitsap High School athletics, you can watch games live because there are new cameras filming the games.

Councilmember McGinty commended Public Works for an outstanding job with the storm.

Councilmember McVey said regarding the Healthcare Heroes, and how in the past they made an important decision to form the Housing, Health, and Human Services committee and to appoint Kim Hendrickson as its first director. With the onset of COVID-19 that was a fortuitous decision. She has been making a huge difference in our community.

Councilmember Musgrove reminded everyone to check out the newsletters that come from various City departments. He also said they are not at live meetings yet, and the Council is looking to delay that through the current phase of the pandemic until there are new rules for masking. He said City staff always amaze him that are committed to their jobs and to the City and do an outstanding job for us and the entire populous.

Councilmember Stern said the Public Works Board engaged with the legislature fully and he has a full slate of committee meetings. They are seeking another \$250MM for traditional infrastructure (water, sewer, and roads) and \$120MM extra for broadband. Last month they expended \$50MM.

a. Recognition of 2021 Healthcare Heroes

Mayor Erickson and the City Council recognized nine Healthcare Heroes who provided extraordinary service to the residents of Poulsbo in 2021 and have helped the City respond to a range of healthcare needs:

- Bainbridge Community Pharmacy owner Mark Tan
- Bainbridge Prepares Executive Director Loren Bast
- Olympic Peninsula Community Clinic Executive Director Scott Brandon
- City volunteer Alane Basco
- Poulsbo Safeway pharmacist Tore Hagerup
- Poulsbo Rite Aid pharmacist Jasher Jingho
- Kitsap Public Health and Department of Emergency Management employees
Anne Moen and Doug Blangsted
- Poulsbo Police Chief Ron Harding

Councilmember Lord is speechless at the level of integrity and commitment and love of this community from these people. They are unsung heroes and it is time to sing their praises. COVID has not been a positive thing, but these are positive players who have tried

to help all of us and she is beyond grateful.

Councilmember Livdahl said she is sorry we had a pandemic that precipitated the need for all of this work and effort, but they are immensely grateful and it is very humbling to see the kind of community we have around us. We are incredibly fortunate.

Councilmember McGinty thanked everyone. It has been such challenging times and there has been so much negative press in the news about bad things going on. It is nice to see something positive like this. The individuals have gone through a lot to deal with all of this. What they have done for the community is outstanding.

Councilmember Stern added about Police Chief Harding that Judge Robin Hunt spoke highly to the tribal council about Ron Harding's initiatives, the CARES program, Jaime, and the whole new approach for first responders. He thanked everyone for their bravery and putting themselves in the front line during the pandemic.

Councilmember Musgrove said it is typical that you find really good people who just want to get stuff done, and they are humble and reserved. These people have enabled so much beyond what they know and the possibilities of what can be done, that otherwise could not be done, and whether it was all their effort, or a little spot of grease that made the whole machine work, we need them and appreciate them.

Councilmember Phillips thanked everyone present tonight for their efforts, and he thanked all of the volunteers who respond to the emails asking for help to support these programs.

Councilmember Erickson thanked the City Council for being brave enough to make hard decisions and enter into places that normally small cities don't go (Housing, Health and Human Services; testing sites in our garage; navigators and after hour coaches). Through the policy of this council, they look at things a little differently and do these things for our citizens.

Mayor Erickson said she gave her state of the City address to the Poulsbo Chamber of Commerce today, and the new chamber president asked if the City could provide test kits to small businesses. She asked the Council if they could take \$10,000 of ARPA money and buy as many test kits as they can get ahold of and distribute them.

Motion: Move that the ARPA money for \$10K is set aside to purchase test kits that would be available for small businesses in the City of Poulsbo.

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

Discussion: Mayor Erickson said the distribution would be at her discretion and she will report back to who they have been given to.

Motion carried unanimously

b. Department Head Reports – None.

5. CONSENT AGENDA

Motion: Move to approve Consent Agenda item 5b.

The items listed are:

- ~~a. Coffee Oasis Coffeehouse 2022 Lease Extension~~
- b. Kitsap Homes of Compassion 2022 Agreement

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

6. BUSINESS AGENDA

a. Approval of Resolution No. 2022-02, Adoption of 2022 Salaries and Wages

Human Resources Manager Kingery presented the 2022 Salary Schedules, which include the following changes:

- Elected/Appointed Officials: Salary adjustment for Council positions 5-7, Mayor; COLA
- Management: The following positions have been added: Deputy Building Official to Range 19 and Special Events Coordinator to Range 1; salary range adjustments for Engineering Director, Finance Director, HR Manager, IT Manager, Lieutenant, Planning Director, and Public Works Superintendent; COLA 3.75% (same as Teamsters)
- Teamsters: Salary range adjustments for Police Administrative Specialist, Accounting Clerk, Accounting Tech and Contract Administrator and Associate Planner; COLA 3.75%
- Poulsbo Police Officers Association: None
- Non-Represented: Range 1 and 2 - Minimum wage increasing to \$14.49 per hour; COLA 3.75%
- Casual Labor: Minimum wage increasing to \$14.49 per hour

Councilmember Musgrove said in the private sector, with the minimum wage increase, they are seeing a ripple effect of having to increase everyone else's wages. Is there a significant impact being seen to that effect with our wage adjustments. HR Manager Kingery said these wage adjustments have been very fair across the board and she has not seen that.

Motion: Move to approve Resolution No. 2022-02, adopting the revised 2022 Salaries and Wage schedules effective January 1, 2022.

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

Motion carried unanimously.

b. Signing of Teamsters Collective Bargaining Agreement

Human Resources Manager Kingery presented the collective bargaining agreement between the City of Poulsbo and Teamsters Local 589, noting that the agreement expired 12/31/2021. After numerous meetings with the bargaining unit, an agreement was reached and the final contract resulting from the negotiation sessions has been ratified by the union.

Mayor Erickson thanked the City's management team and the Teamster bargaining team who worked through this process with mutual respect. They agreed on a solid compromise.

Councilmember Lord expressed her admiration for both sides of the bargaining unit.

Motion: Move to authorize Mayor Erickson to sign the collective bargaining agreement between the City of Poulsbo and Teamsters Local 589 effective January 1, 2022, to December 31, 2024.

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

Motion carried unanimously.

Councilmember Musgrove said cheers to all involved. It is a tough environment, and it makes a huge difference when they work together to stage respect and a common focus to get to an end point without fighting is always admirable.

c. Approval of Resolution No. 2022-03, 8th Avenue Culvert Resolution for RCO Grant Application

Engineer 1 Roberts presented City of Poulsbo/Recreation Conservation Organization (RCO) Grant Application Resolution No. 2022-03, noting the Engineering Department is applying to this grant for the South Fork Dogfish Creek Culvert Replacement – also named 8th Avenue Culvert – project. The proposed grant is for \$550,000 and the City match is ~16%. Funding is anticipated for 2023-2025. Match is from City reserves. Project is currently in the Storm CIP. The grant application is due on 1/13/2022 and the RCO Resolution is a necessary component in the application process. The RCO Resolution has been reviewed and approved by City Attorney Jim Haney.

Councilmember Musgrove said the Public Works Committee reviewed this today, the cost is going up, but this is an important project. The source of the funding will be Stormwater.

Motion: MOVE to adopt RCO Resolution No. 2022-03, a resolution of the City Council of the City of Poulsbo, Washington, giving authorization for the City to apply for the South Fork Dogfish Creek Culvert Replacement (8th Ave Culvert) grant and authorize the Mayor to sign the resolution on behalf of the City.

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

Motion carried unanimously.

d. Selection Process for Council Committee

Mayor Erickson shared a grid with the Council's priority rankings for each committee. After discussion, the following assignments were agreed to for the next two years:

Finance-Admin: McGinty, McVey, Stern

Public Works: Lord, Musgrove, Phillips

Housing, Health & Human Services: Livdahl, Phillips, Stern

Community Services: Livdahl, McVey, Phillips

Public Safety: Lord, McGinty, McVey

Planning & Economic Development: Livdahl, Musgrove, Stern

~~e. Review of City Council Rules of Procedure~~

7. EXECUTIVE SESSION

At 8:29 p.m., Mayor Erickson adjourned the meeting into a 20-minute executive session to discuss real estate matters per RCW 42.30.110(1)(B).

At 9:04 p.m., Mayor Erickson reconvened the meeting into open session. No action was taken. Mayor Erickson apologized for the delay returning the meeting into open session, they were experiencing delays due to technical issues going between the two meeting links.

8. COUNCIL COMMITTEE REPORTS

Public Works Committee: Councilmember Musgrove reported they discussed the Iverson-Lincoln budget amendment and are looking at pushing up the funding there to complete the project and move the affordable housing forward. The Southfork of Dogfish Creek has a contract amendment coming forward. They received a Building Department update.

Public Works reported on the BI Recycling update and upcoming rate increases, this will be coming to the full Council. They received a snowstorm update. The committee feels Public Works did an outstanding job during the storm. They did everything they could to maintain level of service, and the cost was \$47K added expense in dealing with the storm event.

Community Services Committee: Councilmember Lord reported they heard about a new special event (February 12 bonfire by Sons of Norway at 5:30pm). They received a department head presentation on the department's goals and objectives for the coming year. The announcement goes out tomorrow for the new Special Event Coordinator position.

9. BOARD/COMMISSION REPORTS

None.

10. CONTINUED COMMENTS FROM CITIZENS

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

11. MAYOR & COUNCILMEMBER COMMENTS

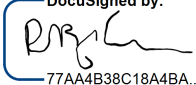
Councilmember Musgrove thanked all the volunteers and partners that we have. He asked everyone to be kind, caring and considerate.

12. ADJOURNMENT


Motion: Move to adjourn at 9:15 p.m.,

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

Motion carried unanimously.

DocuSigned by:

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Rebecca Erickson, Mayor

ATTEST:

DocuSigned by:

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Rhiannon Fernandez, CMC, City Clerk