

**City Council**  
**August 10, 2010**

Mayor Johnson called the regularly scheduled meeting to order at 7:00 PM.

Upon roll call the following members were present: Reed, Montgomery, Twardoski, Boyle Barrett, Patson and Harple. Council member McNally was absent and excused. Also in attendance was City Administrator Schmidt.

**Finance & Public Safety:** Council member Reed stated they had a meeting last evening and they talked about one of the items coming up on the agenda tonight, which is a wording change on the property lease regarding the lease of property from the White River School District. Chief Arsanto updated us on the request, which I believe is also coming up, regarding a revised SOW for the jail remodel project. The Police Chief reported that the sidewalks around the Police Department have been completed; the concrete work has been done, as well as some other work around the new administrative offices. We were able to do some parking lot repairs as well as landscaping. City Administrator Schmidt did bring up one item in regards to the Fire Station, that the access road off of Ryan Road may require some minor relocation and wetland mitigation. The way it was originally designed, the road fell into a buffer area for an adjoining wetland, so we may actually need to send that out to a wetland consultant to make sure that we cover all of our bases. Council member Reed said we talked at some length about the event fee which I believe Community & Economic Development is working on, and how that is going to impact operations as far as trying to recoup some of our costs in putting on some of these larger events, and how we write contracts and so forth. We also talked briefly about the upcoming Union contract negotiations, and kind of got a feel for where we want to go and how we're looking at this coming budget. The biggest unknown is what insurance coverage costs for our employees are going to be. City Administrator Schmidt said in early fall, usually September/October, AWC will send a preliminary number out, but it's not what the Board has adopted. The official one usually comes out later in December or even January at the latest, so we should know something in the next sixty to ninety days. Council member Reed said their next meeting will be on Monday, September 13, at 6:30 PM, at City Hall.

**Streets & Utilities:** Council member Montgomery stated they had a meeting on the 4<sup>th</sup> and talked about a variety of things. He sent everyone a copy of his minutes electronically. Probably the most pressing thing they discussed was sidewalk repairs. It sounds like there is a person or two in the community who is out of work who has concrete experience and we talked in committee about the possibility of adding a position to supervise inmates, not unlike what was going on before our guest with concrete experience was released. It seems like a pretty good opportunity to get a lot of work done at a relatively low cost. City Administrator Schmidt stated that the City has two seasonal part time utility workers at 500 hours each that are currently working for the City. All we would be requesting would be a third position at a little higher rate of pay. We pay the seasonal utility workers \$10 per hour and we would be asking for \$13.50 for this person,

who would actually oversee the work crews for the work on the sidewalks. The guys went out and reassessed the inventory and they've come up with a list of the highest severity, which are basically the ones with trip potential. We're talking about 7,300 square feet, and that includes the north parking lot behind D'Jon's which is 2,500 square feet. So, all together we're talking about 90 yards of concrete, and the Chief got it for about \$87 a yard delivered with tax. City Administrator Schmidt said to put another worker on for 250 hours and use whatever labor we have available whether it's out of the jail or even our other seasonal, the cost of the concrete and labor alone is about half of what we still have left under the budget for sidewalks, so there should be plenty of money to be able to get as much done as we possibly can to get some of these highest priority areas taken care of and reduce some of our risk. So, we would be asking the Council for adding that third position for about 250 hours. Council member Montgomery said with the weather window we've got it probably makes sense to move sooner on this rather than later. **Council member Montgomery moved to authorize expenditures from the sidewalk line item in the budget not to exceed the budgeted amount. Council member Reed seconded the motion.** After a short discussion regarding which sidewalks will be done and tree damage to sidewalks around town, **motion carried.** Their next meeting is Tuesday, August 17 at 7 PM, at City Hall.

**Community Services & Recreation:** Council member Patson stated they have not had a meeting since the last time she reported. They will meet tomorrow at 9:35 AM.

**Community & Economic Development:** Council member McNally was absent and excused. Council member Boyle Barrett gave the report. She stated that the committee talked about signs. We have a request from Calvary Baptist Church at 834 Main Street to make some changes to the sign out front, and we need to make some changes to the code to make the wording more firm and identify what we're looking for on projecting signs, so we'll be working on that. They also talked about memorial sites, when individuals in the community want to donate trees or flowers, or want to have some type of memorial for a loved one. I'm wondering whether that should be something that's discussed through the Parks Committee. It was our committee's feeling that because it deals in the parks and in the railroad right-of-way that it is probably a Parks issue, and we would like to transfer that over to the Parks Committee. Council member Patson agreed for the Parks Committee to take this. Council member Boyle Barrett said they talked about downtown angled parking again, and she was going to check with the engineer about whether or not we looked at that when we re-did Main Street. She thought that there wasn't enough room and we'd only be able to have it on one side; that is her recollection. City Administrator Schmidt said he would actually like to see the engineers do a layout to see whether it would be feasible or not. He stated that he thinks that would add more parking and it would also add a little bit of traffic control as well. Council member Boyle Barrett stated that is something they can continue to look at. They also talked about brochures and maps, a conversation Council has had quite a few times about having some type of kiosk over behind the museum, which would basically be our information center where people can get info on the community and have access to it on the weekend. Council member Boyle Barrett was wondering if the Parks Committee has been following up on that, or whether Community Development should continue to work on

that idea. Mayor Johnson said that the museum is working on constructing something on the outside of the building with a wooden frame and Plexiglas front, and we would laminate the walking map and a map of the city. Council member Boyle Barrett asked for a decision as to which committee should continue to work forward with that. City Administrator Schmidt said this should be under Community Services because there is a kiosk in the park as well. Mayor Johnson asked Council member Patson if her committee would like to take this. Discussion continued. Council member Patson said she will take on this issue. Their next meeting will be September 1<sup>st</sup>, at 1:00 PM, at City Hall.

### **Mayor's Report:**

Mayor Johnson stated she spent an hour today with a gentleman from the Church of Latter Day Saints here in Buckley. They are proposing to do a volunteer project on Saturday, September 11<sup>th</sup>, and they expect anywhere from fifty to one hundred volunteers to participate from their church. This is giving back to their community. She and Mac escorted them around and gave them a list of potential projects, which he is taking back to his group and they'll get back to us within the next couple of weeks.

Mayor Johnson said the cabinets were installed at the museum today and they have already started the clean up process. We've got some painting to do, some electrical switches to be installed and some light fixtures to install and that sort of thing, but hopefully we will be up and running in a couple of weeks.

Mayor Johnson said there is an interesting article, if you go to KOMO TV's website, on Shelton. They're turning out about 20% of their street lights, with an estimated savings of about \$20,000. City Administrator Schmidt said that cities are doing this nation-wide. They did quite a study with the Police Department and looking at crime and determined which streets lights they were going to turn out. It is an interesting article.

### **Staff Reports:**

City Administrator Schmidt presented the Mayor with a Certificate of Achievement for completing her Advanced Municipal Leadership.

City Administrator Schmidt stated we have not received written notice yet, but we will be losing our Sewer Plant Supervisor very soon. Al and Jody are going to be relocating to Lake Oswego, Oregon. He believes that he will probably be here through December. He has assured the Mayor and me that he will stay long enough to make sure that we have a replacement in place for him. He hasn't turned in his official resignation yet because they don't have a confirmed date yet. That will be a big loss for the City.

Council member Montgomery stated while out for a walk with his family on the Foothills Trail he thought what shame it is that no one really uses the park space from Main Street down to Wally's between the highway and the trail, and he thinks that might be a potential site for a dog park; not the whole section, but some part in there. Dog parks are becoming pretty huge, especially as new development comes in with small lots and not a

lot of places for your pet to roam. Council member Montgomery wondered if Community Services & Recreation might like to take a look at this; it struck him as having potential. A short discussion ensued.

Council member Patson stated that a few months ago she proposed a challenge to fellow Council members and City employees to grow an extra row in your garden for hunger, and whatever you harvest donate to our local food bank. She wants to remind folks that as the summer approaches the end, and if you have a big garden, she still expects some folks to harvest a row for hunger because our food banks can always use it. Council member Harple suggested we put something about this in the billing. Council member Patson said you can always donate plastic grocery sacks too, because food banks can use those as well too. Recreational Services Director Bacon said the Senior Center too; they are very short on plastic bags and she will gladly take them. She also needs produce donations for the seniors.

### **MAIN AGENDA**

**Mayor Johnson recessed the City Council Meeting at 7:35 PM and opened the Public Hearing.**

#### **Public Hearing: Amending Utility Payment Provisions:**

**Kelly Yeaman, 245 Apt. B W. Mason, Buckley:** I have spoken with Doug a little bit about this here and there, but I think it's retarded how things keep changing with the bill and stuff. Around the holidays when money's tight and you call and ask to make payment arrangements and she was like no we don't do payment arrangements. Then I dropped off my bill and she gave me a late fee when I didn't even turn it in late, and she's like it wasn't to me in time. She shouldn't give me a late fee if the bill is due on the 25<sup>th</sup> and it was there on the 25<sup>th</sup>; it was there before the 25<sup>th</sup>. And whether it hits on a weekend or not, she still is like it doesn't matter because I closed the books. She closes the books on like this day and some people wouldn't even know when that day was, and so I talked with Doug about that kind of stuff because he was talking about it one day. We talked about how it's just not fair because we don't know when people get paid or anything like that. When you pay your power bill, you can call them and you can make payment arrangements on line, or you can call and talk to someone and make arrangements, or your late fee is like 47 cents. I've paid my bill late twice and we've had our gas bill for three or four years, and one time our penalty was \$9. I think that's ridiculous because someone when they're trying to make arrangements to pay on something because they can't afford it, you should be able to work with them as much as you can.

**Marvin Sundstrom, 881 Sheets Road:** Apparently City government is planning to follow the lead of Federal government and loan money they claim not to have. You get your utility bill and you've got a 15 day grace period; it's not due upon receipt. I do not understand why we have 5 and 10 days for that; it's just beyond me. If you can't pay the bill, don't use the service.

**Mayor Johnson closed the Public Hearing at 7:39 PM and reconvened the City Council Meeting.**

**ORD No. 15-10: Amending Utility Payment Provisions:**

**Council member Reed moved to adopt an ordinance amending the payment of utility fees. Council member Boyle Barrett seconded the motion.** Council member Harple thanked the Council for getting this out so the public could come to respond to it. He said he is not opposed to reducing the penalty from 10% to 5%. A lengthy discussion ensued regarding what other cities do and how we calculate our grace days. Mayor Johnson said she does know that most of the larger cities, including Enumclaw, are using a billing service, so everything goes into the billing service and they cut things off on the same day every month regardless whether it's a Saturday or a Sunday because these services work seven days a week, and that is something we will be looking at. City Administrator Schmidt stated the issue of when City Hall is open and when it is not isn't going to impact the rate payer because they're not going to have the penalty assessed until it's been five days, whether City Hall is open or not. Council member Montgomery said he thinks on the flip side of that, if you have the potential for the 20<sup>th</sup> being on a Sunday and somebody comes in Thursday evening to drop their bill off and they get there just after City Hall closes, so they get it there Thursday but it doesn't get picked up and recorded until Monday morning, at which point it is the 21<sup>st</sup> and there is a late fee assessed. City Administrator Schmidt said if it falls due on the weekend they're not going to be assessed a penalty on Monday because we have no way of knowing if it was dropped off Friday, Saturday or Sunday, so Monday is like a free day. Mayor Johnson said we just have to make sure that there is consistency there, that it is consistent with every single customer. City Administrator Schmidt said he thinks that is always going to be an issue whether it is five days or it's ten days because some people are going to stretch it right out to the limit anyway. Council member Boyle Barrett stated based on the comments at the public hearing we just held, I think it is imperative that we identify when payments are credited because I'm hearing both of you say that it doesn't matter when it's dropped off, if she gets them on Monday they're credited on Monday and a late fee won't be assessed, but that is not what we just heard in the public hearing, so we need to identify that. Council member Reed said a simple way to do it is Monday gets post dated to Thursday, and that is the City policy. We could put that in an ordinance, but I think that can be done as a matter of policy rather than of ordinance change. Council member Boyle Barrett said she doesn't think the ordinance needs to be changed; she just thinks that the policy needs to be identified by staff. Council member Reed said it is our policy to post anything that comes in over the weekend as the Friday post date. Discussion continued. Council member Reed said that basically the problem that we have with extending the close date is we are narrowing the window for posting next month's bill, and the problem with doing that currently is that we are reducing the person's job from a two week window to a one week window. Recreational Services Director Bacon said the due date is the 15<sup>th</sup>, but we have to have all that turned around and to DataBar by the 20<sup>th</sup> so the bills can go out again on the 1<sup>st</sup>. So, she really has just five days to do exactly what you're talking about; bills are due on the 15<sup>th</sup> and everything has to go to DataBar on the 20<sup>th</sup>, so that's her turnaround time. City Administrator

Schmidt said the motion is based on the ordinance in front of you, which is 5% and 5 days. **Motion carried.**

**WRSD Lease Agreement Amendment #1:**

**Council member Boyle Barrett moved to approve Amendment No. 1 to the Lease with Purchase Option Agreement between White River School District and the City for the admin building at 146 Cedar Street. Council member Twardoski seconded the motion.** Mayor Johnson said there was a typo in the Lease Agreement that made it through all of us. City Administrator Schmidt said it was the wrong word, and the White River School District has already signed the Amendment. **Motion carried.**

**Professional Design Services: Buckley Police Dept. Work Release Remodel:** Council member Montgomery moved to approve the Amended Scope of Work for Calvin Jordan & Associates for the lump sum of \$5,500. Council member Reed seconded the motion. Chief Arsanto explained that the legal description is going to be much more entailed than we originally thought due to the fact that after speaking with our local building inspector here with the City there is going to be the requirement of a sprinkler system at a minimum in that room. So, now the legal description will be of all of the codes and such and Cal Jordan & Associates believes it will allow us to move forward with the process, and then also it would be a scope of work which would be to the point where we could actually go out to bid. City Administrator Schmidt said instead of design documents it allows the project to be bid out to have the work done. Chief Arsanto said to throw the other \$3,500 out the door because we didn't use any of it; this is to replace that. City Administrator Schmidt said this is a revised Scope of Work. **Motion carried.**

**Cedar Community Church: Temporary Construction Easement:**

**Council member Reed moved to approve the Construction Easement for the City of Buckley from Cedar Community Church to be utilized on the Realignment Project. Council member Patson seconded the motion.** City Administrator Schmidt said what this construction easement does is when River Road is realigned it is going to curve down and tie into the new Ryan Road and 112<sup>th</sup> alignment that comes across. A portion of the Cedar Community Church property will actually be on the north side of the new realigned road and in order to get from point A to point B for construction purposes, this Construction Easement will give us access while those roads are being built. **Motion carried.**

**Youth Center Instructor Contract Form:**

**Council member Boyle Barrett moved to approve the Youth Center Instructor Contract Form. Council member Reed seconded the motion.** Recreational Services Director Bacon answered a few questions from the Council. **Motion carried.**


**CONSENT AGENDA**

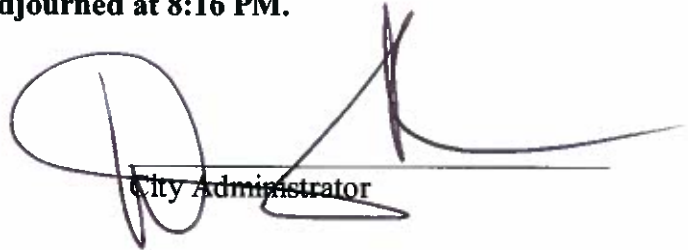
**Council member Reed moved to approve the Consent Agenda. Council member Twardoski seconded the motion. Motion carried.**

Approve Minutes of July 27, 2010

Claim check numbers 45556 through 45667, in the amount of \$515,239.60, for the period of July 28, 2010 through August 10, 2010; Payroll check numbers 30847 through 30910, in the amount of \$312,499.87, for the month of July 2010; and Treasurer check numbers 10881 through 10901 (to include the ACH for Dept. of Revenue), in the amount of \$26,438.15 for the month of July 2010, are hereby approved and ordered paid this 10<sup>th</sup> day of August 2010.

**With nothing further the meeting was adjourned at 8:16 PM.**

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
City Administrator