City Council
February 11, 2020

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

Upon roll call the following members were present: Bender, Smith, Wilbanks, Burbank, Sundstrom, and Rose. Also present were: City Administrator Schmidt, Fire Chief Predmore, Asst. Fire Chief Skogen, Police Chief Arsanto, Asst. Police Chief Northam, Public Works Director Banks, City Planner Wallgren, Records Clerk Burkett, and City Clerk Percival.

Mayor Johnson asked if there were any other additions, deletions, or changes to the agenda.

Council member Smith moved to approve the agenda as presented. Council member Bender seconded the motion. Motion carried.

CITIZEN PARTICIPATION

None.

STAFF REPORTS

Public Works Director Banks gave a report on how the City faired through last week's rain. He also stated that the City has hired a new Meter Reader Frank Inglin and he is doing an amazing job.

Fire Chief Predmore stated that they are currently working to update the Hazard Mitigation Plan. This will be the third renewal for this plan. We have reviewed the current plan to see what has been accomplished and are getting input from staff and Council for the update. This was brought to Council approximately a year and a half ago and now we are in the final stages of completing it so wanted to make sure that Council was aware and to contact him with any input.

City Planner Wallgren reported that the Jaeger Estates Public Hearing was held earlier today. She said it went very well and quite a few people showed up to testify. She is not expecting any issues and we should have a determination from the Hearing Examiner within the next 10 days. She also gave an update on long-range planning.

City Administrator Schmidt shared that the panel interviewed six candidates for the City Administrator position last Thursday and had given their top three choices to the Mayor

and City Administrator. They will be following up on those. Council member Smith stated that the panel was unanimous in the three candidates that moved forward.

MAIN AGENDA

Res No. 20-03 Amending Personnel & Procedures Manual Revision #22
Council member Smith moved to Approve RES No. 20-03 Amending the Personnel Policy – Revision #22. Council member Rose seconded the motion. Motion carried.

Amendment No. 1 to the Interlocal Cooperation Agreement for Emergency Medical Transport Services
Council member Smith moved to Approve Amendment #1 to the Interlocal Agreement between the City of Buckley, Town of Carbonado, Pierce County Fire District 25, and Pierce County Fire District 26 related to Emergency Medical Services. Council member Rose seconded the motion. Motion carried.

Assignment and Assumption – DM Disposal, Co., Inc.
Council member Rose moved to Approve the Assignment and Assumption with DM Disposal Co., Inc. Council member Smith seconded the motion. Motion carried.

Discussion – City Policy on Filling Declared Vacant Council Positions

City Administrator Schmidt shared that the City had received nine applications for the vacant Council position and the process we currently have in place is rather cumbersome for this many candidates. He also stated that the Admin/Finance/Public Safety Committee had reviewed the current policy and agreed that some changes will probably need to be made. One suggestion was an Ad hoc Committee to narrow down the applicants. Council member Sundstrom stated that he would like to see each candidate have five minutes in front of the Council and then they could narrow it down for prior to questions.

Council member smith moved to Suspend the Current Rules for filling a Vacant Council Position until they can be reviewed and updated. Council member Rose seconded the motion. Motion carried.

Executive Session – Buckley Feed Store Property
Council retreated into Executive Session at 7:24 PM, for approximately 10 minutes to discuss possible purchase price of the Buckley Feed Store Property, with possible action to follow. At 7:34, City Administrator Schmidt requested an additional 5 minutes. At 7:39, City Administrator Schmidt requested an additional 5 minutes. At 7:44, City Administrator Schmidt requested an additional 5 minutes. At 7:49, City Administrator Schmidt requested an additional 5 minutes.

Council returned from Executive Session and reconvened the City Council meeting at 7:54 PM.

Discussion on Possible Purchase of Feed Store Property

Council member Sundstrom moved to authorize the City Administrator to enter into negotiations with the Burbanks regarding the Buckley Feed Store Property. Council member Smith seconded the motion. Motion carried.

CONSENT AGENDA

Council Member Smith moved to approve the Consent Agenda. Council member Burbank seconded the motion. Motion carried.

> Claim check numbers 61022 through 61109 in the amount of $125,098.97 for the period of January 29, 2020 through February 11, 2020, are hereby approved and ordered paid this 11th day of February 2020.

COMMITTEE REPORTS

Mayor's Report:

Mayor Johnson reported that she attended the AWC Mayor's Exchange in Olympia last Thursday and also went to the Legislature. She reviewed some of the bills that are being voted on that could affect the City.

Administration, Finance & Public Safety:

Council member Smith shared that the Committee met on February 5th at City Hall. He reported that they discussed the following: Hazard Mitigation Plan, Amendment to the Interlocal Agreement for EMS Transport, Agreement for Cooperative Purchasing, authorized the ordering of two new Police vehicles, oral boards for new officers will be conducted on October 20th and 21st, our newest Cadet is in week four at the academy, Finance is wrapping up year end and January close out. The Committee also briefly discussed now they would handle the approval of vouchers. Council member Smith also shared that Court Administrator Cash has stated that the Council is welcome to stop by any time to hear about Court or to attend a Court session. The final items that were reviewed were the updated job descriptions for the Building Official and Assistant Building Official, updated agreements for the Fire Chief and Assistant Fire Chief, Amending the Personnel Policy for Paid Family & Medical leave, and the Council Procedures for filling a vacancy.

Transportation & Utilities:

Council member Wilbanks stated that the Committee will be meeting on February 18th at 4:00 PM at City Hall.

Community Services:

Council member Rose stated that the Committee will be meeting on February 20th at 1:00 PM at City Hall.

Council Member Comments & Good of the Order:

None.

Council member Smith moved to adjourn. Council member Bender seconded the motion. Motion carried.

With nothing further the meeting was adjourned at 8:08 PM.

Mayor

City Administrator

Prepared by: Treva Percival, City Clerk