

**CITY COUNCIL  
STUDY SESSION  
May 2, 2023**

**ATTENDEES:** Council member Rose, Smith, Burbank, Arsanto, Green and Anderson (via Zoom).

Also in attendance were City Administrator Brunell, Public Works Director Banks, Finance Director Hines (via Zoom) and Deputy City Clerk Clark.

Mayor Pro Tem Smith called the regularly scheduled meeting to order at 6:00 PM.

**South Sound 911:**

Executive Director Debra Grady presented Council with a slide show regarding South Sound 911 showing who they are, the history, board of directors, the operations and support services, finance/HR, and the future of South Sound 911.

South Sound 911 provides dispatch for our police and fire departments along with routing all incoming emergency calls for Pierce County.

**Review of Council Vision/Goals:**

Zach Ratkai gave a recap and presentation of what Council discussed at the Council retreat on Feb. 4, 2023. Mr. Ratkai went over Council's goals, strategies, and projects. Along with mission statement, vision statement, and guiding principles. Mr. Ratkai also summed up projects for the Council that were brought up during the retreat.

**Agreement with Museum for Buckley Hall:**

City Administrator Brunell let Council know this is an addendum to the current contract with the City and the Foothills Historical Society that covers continued use in Buckley Hall. This agreement has been reviewed and agreed upon by the Foothills Historical Society in April.

**Staff Changes in Finance & Public Works Dept.:**

Public Works Director Banks spoke to Council on the changes regarding the position of utility billing/public works clerk. Due to the current long-term permit tech retiring, the existing utility billing/public works clerk has accepted the transfer to that position. City Administrator Brunell, Finance Director Hines and Public Works Director Banks met to come up with a plan to fill the utility billing position, plus the vacancies of city engineer and meter reader position.

As far as the utility billing/public works position they would add a second Finance Asst. I position that can do utility billing and cross train with the current Finance Asst. I position. Also, since upgrading the water meters the Meter Reader position would not have to spend days reading meters, but instead a few hours. Because of this they would like to change the title of this position to a Utility Worker and bump up the pay. The City has had high turnover in the meter reader position due to more pay and then this position could also help in other areas in the public works department.

Lastly, Public Works Director Banks let Council know he feels due to these changes and the City's current financial situation he does not feel the need for a current in-house engineer. Instead of the engineer position City Administrator Brunell and Public Works Director Banks came up with a new position called a Management Analyst that could help with clerk duties for Public Works and reporting

and analytical duties that could help relieve the duties that Mr. Banks is currently doing that he should not have to be doing.

The cost savings of not hiring an in-house engineer will cover both the hiring of the Utility Worker and Management Analyst position.

**CITY ADMINISTRATOR UPDATE:**

City Administrator Brunell updated Council that the City is establishing a list for a lateral police officer due to expecting retirement and a current police officer will be leaving for another city soon.

Pickleball court topic will be coming forward to Council for input, or interest in having them follow up further at later council meetings.

City of Buckley has earned the Annual Well City award, thanks to Senior Center Program Coordinator Mickelson for leading our Wellness Committee.

Mayor Burkett and City Administrator Brunell met with Patty Murrays office for the 410 realignment plan and they were in favor of this and gave us some grant ideas.

With nothing further, the Study Session was adjourned at 7:10 PM.

  
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City Administrator

  
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Mayor

Prepared by: Jessica Clark, Deputy City Clerk