

Town of La Conner

Town Council Meeting
July 13, 2010 – 6:00 p.m.
Upper Maple Center

The regular meeting of the La Conner Town Council was called to order at 6:00 p.m.

Present: Mayor Hayes, Councilmembers Brunisholz, Tracey, Welch and Wright.

Also Present: Public Works Director Lease, Finance Director Taylor, Fire Chief Taylor, Plant Operator Wynn, and Sergeant Wise,

Councilmember Brunisholz moved to excuse the absence of Councilmember Hubbard. Seconded by Councilmember Tracey. Carried 4-0.

Approval of Agenda:

Councilmember Wright moved to amend the agenda by removing the First Street Vacation Ordinance and placing it on the July 27th agenda. Seconded by Councilmember Welch. Carried 4-0.

Approval of Minutes:

Councilmember Wright moved to approve the minutes of the June 29, 2010 Town Council meeting as amended. Seconded by Councilmember Tracey. Carried 4-0.

Approval of Accounts Payable:

Councilmember Wright moved to approve checks 9092 through 9160 in the amount of \$151,402.62 as presented. Seconded by Councilmember Tracey. Carried 4-0.

Approval of Payroll:

Councilmember Wright moved to approve payroll checks 2107 through 2117, 201016 and direct deposits for the payroll period of June 16 through June 30, 2010 in the amount of \$38,391.37 as presented. Seconded by Councilmember Tracey. Carried 4-0.

(Councilmember Hubbard arrived at 6:04 p.m.)

Community Comments: Time was given for members of the audience to address the council regarding issues that are not on the agenda. There were no comments.

Chamber Report: Marci Plank thanked PW Director Lease for putting up the “Information 600 feet” sign. She stated that the La Conner Classic Car and Boat Show will be on August 14, and the Sea Scouts will be serving a pancake breakfast.

Ms. Plank stated that the Arts Alive committee will choose the featured artists for 2010 and start the designing the poster soon. Arts Alive will have 10-12 invitational artists this year, and have a Jewelry Show in the Garden Club.

Ms. Plank stated that Rocktoberfest may be delayed until 2011 because Maple Hall and all the other venue locations were not available at the same time in 2010. She stated the Governor's Cup Polo Tournament is July 24-25th and there will be a Taste of La Conner the 2nd Friday of every month.

Department Head Reports:

- **Revenue/Expenditure Report June 2010:** Ms. Taylor reviewed the monthly treasurer's report and stated that the approved budget transfers were done in June. She stated that the Town had reduced revenues for sales tax and Hotel Motel, and the Town was very close to the budgeted projections. Councilmember Wright requested that the clerk call the Skagit County regarding the low sales tax reported for January 2010. Ms. Taylor reported that the Skateboard Park Fund currently has \$4,764.74 balance.

Ms. Taylor reported that she, the Administrator, and Deputy Clerk met with Mr. John Jacobs regarding the Washington State Master Business License program. Staff will review the program, the Town's current fees and provide more information to the council with a recommendation.

- **Planner:** Mayor Hayes reported that the revised FEMA Flood Maps have been released. He stated there are still errors and the public meetings will be held the first two weeks of August.
- **Public Works:** Councilmember Welch inquired about accessing the internet site for the security cameras. Mr. Lease stated everything was in place but they are not connected yet. Councilmember Hubbard inquired about the damage to Maple Hall. Mr. Lease stated that hot glue was used to attach decorations to the wall and damaged the walls.
- **Water Wastewater:** Mr. Wynn stated that revenues are up due to increased volume and new customers.
- **Fire Department:** There were no questions on the report included in the council packet.
- **Sheriff's Department:** There were no questions on the report included in the council packet.

Mayor's Report: Mayor Hayes stated that the council will be meeting with the Skagit County Sheriff's Department on the July 27th council meeting regarding the contract with Skagit County.

Council Committee Reports:

Councilmember Hubbard: stated the Finance Committee met on July 12th and discussed the following:

Rock Slide Expenses at Cell Tower: PW Director Lease reviewed the following expenses for the rock slide that occurred at the base of the AT&T cell tower:

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| • Geo engineers evaluation (paid by current budget) | \$3,316 |
| • Rock removal (paid by current budget) | \$1,884 |
| • Rock slide – engineering (pd by reserves – slope stabilization in 2010) | \$10 - 20,000 |
| • Permanent repairs (budget for 2011) | \$30 - 40,000 |

The committee recommends that the Council approve and authorize the PW Director to proceed with the engineering evaluation of the rock slide and to pay for it out of Slope Stabilization reserves. The committee recommends that upon receiving the engineering evaluation, the Council discuss how and when to proceed with the project.

Councilmember Hubbard moved to approve proceeding with the engineering evaluation of the rock slide and to pay for it with the Slope Stabilization reserves. Seconded by Councilmember Tracey. Carried 5-0.

Councilmember Hubbard moved that upon receiving the engineering evaluation, the Council discuss how & when to proceed with the project. Seconded by Councilmember Tracey. Carried 5-0.

Discussion followed on AT&T contributing to the cost of repair of the rock slide and having the Town Attorney review the contract with AT&T. PW Director Lease stated that if the cell tower becomes unstable it becomes a threat to the water tower.

South 4th Street repairs: The PW Director stated that Habitat for Humanity is developing a lot on the south end of Town and the total cost of the necessary improvements to 4th Street were \$18,000. The Town's portion is \$5,400 and Mr. Lease stated it could be paid out of the 2010 budget. The committee recommends the Council approve and authorize the repairs of South 4th Street in the amount of \$5,400.

Councilmember Hubbard moved that the Council approve and authorize the repairs of S Fourth Street in the amount of \$5,400. Seconded by Councilmember Tracey. Carried 5-0.

PW Department Relocation to Port (paid by the Compost Fund): PW Director Lease reviewed the preliminary costs for the relocation to the Port property. He explained that since he will only have 1/3 of an acre, it will necessitate indoor storage and increase costs. The monthly lease expenses will be approximately \$1,500 per month, or \$18,000 annually.

• Rebuild office – Contractor	85,000
• Rebuild office – by PW Crew	12,000
• Inside storage system	25,000
• Outside storage, pavement, concrete, bins	28,000
• Drainage/Wash down	15,000
• Miscellaneous (utilities)	<u>15,000</u>
Total	\$180,000

The committee stated they would like more information and further discussion on the issue since the lease with the Port would only be for ten years. It was discussed buying out FD #13 for the Public Works Department, using the south end of the parking lot, and having the public works office separate from the shop.

Mayor Hayes stated that the costs are preliminary and he has explored all the options for relocating the public works and feels that expanding the compost operation is an investment in the future. He stated that he is negotiating a reduction in cost and services with the Sheriff's Department to balance the budget, but the level of services would still be comparable to other cities in Skagit County.

Plant Operator Wynn stated he would like to see a permanent place for the public works department and explore all the options. He stated he could use all the space at the current location, but will look into an offsite place for storing compost.

Councilmember Hubbard moved to explore more options for relocating the Public Works Department. Seconded by Councilmember Tracey. Carried 5-0.

Councilmember Tracey stated the Facilities Committee discussed the following:

Maple Hall roof repair: PW Director Lease reported that the roof of MH needs some repair in the amount of \$1,000 and suggested using Facility reserves in Fund 402. The committee recommends Council approve the roof repair of Maple Hall.

Councilmember Tracey moved to approve repairing the roof of Maple Hall using Fund 402 reserves. Seconded by Councilmember Hubbard. Carried 5-0.

House demolition: PW Director Lease stated the Town owns a house on the waterfront on Conner Way that is in disrepair. He recommends demolition of the house but maintain the footprint. It will cost approximately \$3,700 and he will budget for it in 2011.

Skateboard Park Utility Relocate: PW Director Lease stated that there is some irrigation and drainage that needs to be moved for the skateboard park and the cost would be \$5,500 and take approximately 3 days to complete. He recommended budgeting for it in 2011 after we know if we will receive a grant for the park.

TIB Grant for 2nd Street: PW Director Lease stated that he is applying for a \$400,000 grant for 2nd Street and will hear in November if we will receive the grant. The Town's local match would be \$63,000 and would be in the 2011 budget.

Outstanding Checks: Finance Director Taylor provided a list of old outstanding checks that have not cleared the bank. The committee recommended contacting each person and issue a new check.

Councilmember Tracey moved to authorize the clerk to contact the individuals and issue a new check for council approval. Seconded by Councilmember Hubbard. Carried 5-0.

Miller Consulting Professional Agreement Amendment: Mayor Hayes stated that he met with Mr. Miller to create interactive drawings of the boardwalk to show to local elected officials. He stated that local officials have money in their budgets for tourism and he would like to use the drawing to promote the boardwalk. He stated there is \$800 remaining in the budget for design work for Gilkey Square, and he is requesting to redirect the funds to the boardwalk with an additional amount of \$2,090.

Councilmember Brunisholz moved to approve amending the Professional Agreement to \$2,890 for new drawings for the boardwalk. Seconded by Councilmember Hubbard. Carried 5-0.

Acceptance of Bid – WWTP Screen: Operator Wynn stated that a new screen for separating particles in the compost was budgeted for in 2010. The amount budgeted was not enough for a new screen and therefore he went out to bid for a used vibrating screen. The Town only received one bid from Black Family Enterprises.

Councilmember Tracey moved to approve the bid for a used vibrating screen from the Black Family Enterprises in the amount of \$64,900. Seconded by Councilmember Hubbard. Carried 5-0.

Ordinance Amending the Rate for Screened Compost: Mr. Wynn stated that he would like to set a new rate for the screened compost material.

Councilmember Welch Moved to set the rates for screened compost at \$13 per yard for volumes under 10 yards and \$9 per yard for volumes between 11 and 20 yards. Seconded by Councilmember Tracey. Carried 5-0.

Policy for Public Notice of Hearings and Meeting Agendas: Finance Director Taylor stated that the State Auditor’s recommended that the Town develop policies regarding notice for hearings and agendas. She stated this is a draft ordinance for discussion only and the Town Attorney will review it before the next council meeting. Councilmember Brunisholz requested that three councilmembers may call a special meeting instead of four by written request. It was also requested to add “Notification to the Town’s official newspaper” under Preliminary Agenda.

Agreement between La Conner and the Skagit County Historical Museum: Director Lease stated that the Parks Commission recommended that the stone sculptures from Gilkey Square be moved to the Historical Museum since they were planning to redesign Gilkey Square. Discussion followed on notification to the artists that donated the sculptures and a preference to have them around the Town versus the Museum site. Councilmember Hubbard suggested that a recommendation be made to the Parks Commission about the Council’s preference. Mr. Lease stated the Museum and Mr. Tracy Powell have not come to agreement on where to permanently place the sculptures at the Museum. It was agreed to look for alternative locations around Town.

Miscellaneous:

Mayor/Council Roundtable: Councilmember Brunisholz requested being excused from the July 27th council meeting.

Regarding item #3 on Mr. O’Donnell’s memo, Councilmember Hubbard offered to email to the Town Administrator some information on vacated property reverting back to the Town.

Finance Director Taylor passed out a walking/biking path map for La Conner that the Planning Commission has been working on. She stated that Mr. Stokes will be at the next council meeting to discuss the map with the council.

There being no further business the meeting was adjourned at 7:27 p.m.

Lorraine Taylor, Town Clerk

Ramon Hayes, Mayor