

***Town of La Conner***  
Town Council Meeting  
January 8, 2019 – 6:00 p.m.

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

Present: Councilmembers Brunisholz, Leaver, Stokes, Chamberlain and Wohleb.

Also present: Administrator Thomas, Finance Director DeGoede, Public Works Director Lease, Planner Manville, WWTP Operator Wynn, Fire Chief Reinstra and Sgt. Meyer.

**Community Comments:**

Rebecca Strong gave an update on her New Year's Eve fundraiser, in Maple Hall, for her annual concert series in Gilkey Park. The prior year \$1,500 was collected at the door with a profit of just under \$500. The event in 2018 brought in \$3,853 with a total profit of \$1,941. Because of its growing success, she is planning for it again next year.

Finance Director DeGoede explained a few changes to the Consent Agenda since the packets were distributed. She corrected the date of the Minutes from 2017 to 2018, and an additional \$18,438.00 to the December 2018 Closeout, giving a total of \$221,795.28. We received a few bills in the mail after the packets were distributed that needed to be accounted for in 2018. Corrections have been made on the report and certification that will be approved and signed tonight.

**Consent Agenda:**

Approval of Agenda

Approval of the Minutes of December 11, 2018

**Accounts Payable:**

<b><u>December 2018 Closeout:</u></b>	Checks Numbered	21715 - 21759 & 21774 & 21775	\$221,202.85
	Electronic Pmt.	201486 - Excise Tax	\$592.43
	<b><u>Total Accounts Payable for December 2018 Closeout</u></b>		<b><u>\$221,795.28</u></b>
<b><u>January 8, 2019 Claims:</u></b>	Checks Numbered	21760 - 21773	\$76,603.72
	Electronic Pmts.	201483 - Prk Mtr Proc Fees	\$32.26
		201484 - CC Util Proc Fees	\$95.00
		201585 - Leasehold Tax	\$1,084.00
	Total Electronic Pmts.		\$1,211.26
	<b><u>Total Accounts Payable for January 8, 2019</u></b>		<b><u>\$77,814.98</u></b>
<b><u>Payroll of January 5, 2019:</u></b>	Payroll Checks Numbered	4963 - 4971	\$ 21,130.81
	<b><u>Electronic Payments:</u></b>		
	Payroll Tax Direct Dep.	201480	\$7,803.06
	DRS Auto Payment	201482	\$10,111.12
	DCP Auto Payment	201481	\$2,241.00
	Payroll auto deposit in the amount of		\$26,392.36
	<b>Total Electronic Payments</b>		<b>\$36,948.84</b>

**Total January 5, 2019 Payroll:**

**\$67,678.35**

**Councilmember Stokes moved to approve the Consent Agenda with correction of typos and new updated total for the 2018 Closeout. Motion seconded by Councilmember Leaver. Motion Carried 5/0.**

**Chamber Report:**

Chamber Director Heather Carter reported twelve events over the holiday. The Ladies Shopping night and the Lighted Boat Parade were record attendance. Next year Thanksgiving is late, so she and Public Works will need to decide on doing the Tree Lighting the weekend of Thanksgiving. The Lighted Boat Parade has already been announced for December 7, 2019. Coming up is the second Birding Festival on January 26<sup>th</sup> at Maple Hall, the 5<sup>th</sup> Annual Daffodil Festival that will kick off with the Smelt Derby on the 23<sup>rd</sup> of February, Pie Day A La Mode on March 14<sup>th</sup> and Skagit Historical Museum will be installing a Time Capsule on March 28<sup>th</sup>.

The La Conner Ad, Tiny Town Big Charm, is up at SeaTac. She has a contest, Focus on La Conner, encouraging people to take pictures with the ad and post it on social media. The winner will get a night at Channel Lodge, dinner at Nell Thorn and their choice of two merchant \$25 gift cards. The ad will be at the airport through March. The coupon books are printed and ready for purchase at the Visitor's Center. Heather recognized Rebecca Strong for all her work for the Chamber as well as other events.

**Revenue and Expenditure Reports:**

Mayor Hayes was happy to see the Sales Tax and Hotel Motel both exceeded the 2018 estimations. All others were steady and doing well.

**Planners Report:**

Planner Manville stated there has been a lot of interest in the seven parcels on the rock property. There is a real estate broker from Seattle that has given her a conceptual proposal with a pre-application meeting at the end of the month. It will be a difficult property to develop, and because of that, she wants to be a bit flexible with the different options in our code. With as tight as our building sites are, she doesn't want the Town to lose seven building sites because of the challenges.

**Public Works:**

Public Works Director Lease has been busy with the Water Main Project. He estimated the water will be turned back on by 8pm tonight and will head back to the project after the meeting. The State Street Project will not be accepted due to the horrible job they did. He had CHS Engineers draft a letter addressing this, which will be discussed at a later meeting.

**Fire Department:**

Chief Reinstra will be taking over for Chief Morrison. John Doyle will be assisting the Department in organization due to the fast growth last year. His actual title will be Assistant to Administration. Captain Annie Avery stated they will be rotating officers to attend Council meetings to cover Chief Reinstra, as well as preparation for future position changes.

**Sheriff:**

SGT Meyer introduced his replacement, SGT Jeff Willard, a life-long County resident who graduated from Burlington High School and attended Skagit Valley College. He was in traffic control for years and led many parades in La Conner. The exact day he will be assuming his position has yet to be determined.

**WWTP:**

There were discussions on the treatment plant's upcoming projects for future budget planning. Plant Operator Wynn stated they will be saving for upgrades in technology. Planner Manville stated the updates to the Comp Plan will list the items of each department for replacement as well.

**Mayor's Report:**

Mayor Hayes stated one of the focuses for 2019 is helping to assist with the funding for the new library. They have raised 1.6 million so far with a goal of 3.2 million. He, along with Administrator Thomas, Commissioner Wesen, and representatives of the library will be going to Olympia in February, to meet with our legislators to advocate for funding. They were already granted a half million, but they have to show by June they have commitments for the entire funding cycle of 3.5 million, or they lose the funds. We will be requesting an extension of the existing funds that were already in place, as well as another round of funding with the State for another half million dollars.

Mayor Hayes read the proclamation acknowledging Janna Gage for her multiple positions of volunteer service, to include Director of the La Conner Senior Center for over 15 years, President of the Skagit County Pioneer Association and spearheading the fundraising for the La Conner Skateboard Park. Janna Gage spoke on the number of volunteers in La Conner that step up to do what needs to be done. One person can make a difference. BJ Carol, resident of La Conner spoke on behalf of Janna, sharing she has changed so many lives and is a valuable asset to our community.

**Council Committees:**

**Art's Commission** - Councilmember Leaver stated at the next Art's Commission meeting on Thursday, they anticipate a new Commission makeup with new members.

**Park's Commission** - Councilmember Wohleb reported there will be a fundraiser for the Waterfront Park on February 22<sup>nd</sup>. They will be working with Hellem's Winery.

Mayor Hayes noted his remaining funds in the budget of \$3,970.51 will be dedicated to the Waterfront Park Gazebo.

**2019 Tribal Rates:**

Administrator Thomas stated he emailed the Tribe with the information, but didn't get a response due to personnel retirement. He asked to have it tabled until the next meeting.

**Councilmember Brunisholz moved to table the 2019 Tribal Rates. Motion seconded by Councilmember Stokes. Motion carried 5/0.**

**Ordinance 1177 - 2018 Comp Plan:**

Planner Manville stated she received only one comment, and that was from the Department of Health regarding the addition of ground water quality. We don't have that, but she added a statement to meet the requirements. It was noted the wrong year was on the staff report.

**Councilmember Wohleb moved to approve Ordinance 1177 for the 2018 Comp Plan and the typo correction to the staff report. Motion seconded by Councilmember Chamberlain. Motion carried 5/0.**

**DE Water Conveyance - Jensen:**

Public Works Director Lease explained the 400 foot waterline upgrade on Channel Drive, by the Jensens, is complete and inspected by him. He recommended the Council approve the Conveyance, acknowledging the Town accepts the completed infrastructure and takes ownership of it.

**Councilmember Wohleb moved to approve the Conveyance and to take ownership of the new 400 foot waterline upgrade on Channel Drive. Motion seconded by Councilmember Stokes. Motion carried 5/0.**

**Maple Hall Elevator Agreement:**

Administrator Thomas requested this be tabled until he and Public Works Director Lease can work out a few issues with the agreement. There is an eight month leeway for the project to start once the agreement is signed.

**Councilmember Stokes moved to table the Maple Hall Elevator Agreement. Motion seconded by Councilmember Wohleb. Motion carried 5/0.**

**Agreement - Administrator/Attorney Position:**

Administrator Thomas explained he thought there was an agreement in place after he assumed his position, but there wasn't. He is presenting his position agreement to Council for approval.

**Councilmember Brunisholz moved to approve the Agreement for the Position of Administrator/Attorney between the Town and Scott Thomas. Motion seconded by Councilmember Wohleb. Motion carried 5/0.**

**Appointment of Mayor Pro-Tem:**

Councilmember Wohleb is in line for Mayor Pro-Tem for the next six month term. It was questioned who would lead the meeting if neither the Mayor nor the appointed Mayor Pro-Tem was present. Finance Director DeGoede will follow up with an answer.

**Councilmember Chamberlain moved to appoint Councilmember Wohleb as Mayor Pro-Tem for the next six month term. Motion seconded by Councilmember Stokes. Motion carried 5/0.**

**Appointment of the Arts and Parks Commissions**

Administrator Thomas requested to have it tabled until the next meeting.

**Councilmember Stokes moved to table the appointment to the Arts and Parks Commissions. Motion seconded by Councilmember Leaver. Motion carried 5/0.**

**Water System Plan Update:**

Public Works Director Lease explained it was to be updated 2 ½ years ago. The main hurdle was the Shelter Bay issue, but he got an extension. We had a deadline of December 1<sup>st</sup>, but didn't get the plan from the Town Engineer until December 18<sup>th</sup> for review. He has not had the time to start on it due to the ongoing projects. His goal is to start the review next week for changes, send it back to the engineers for the corrections and then begin the public process with Planner Manville.

**Mayor Council Round Table:**

Councilmember Brunisholz requested street safety on the next agenda. He is concerned for the children due to the trucks/traffic on Washington Street. Mayor Hayes suggested a Streets Committee meeting first. Administrator Thomas will have it scheduled to include Public Works and the Sheriff.

Councilmember Wohleb would like to set up an onsite tour of the area of where the Dike is planned to be built. She wants to understand the results of the hydrology that determined the selected plans. It was suggested to include the prior Administrator, John Doyle, as well as Administrator Thomas and Planner Manville. Administrator Thomas will setup the meeting.

Finance Director discussed eliminating the paper packets and going to computers for viewing the Council Packets. This would save on a tremendous amount of paper. Councilmembers were very agreeable to the change. There will be further discussion on implementing the change.

There being no further business the meeting was adjourned at 6:46 p.m.

  
Maria DeGoede, Finance Director

  
Ramon Hayes, Mayor