



Minutes of the Arlington City Council Meeting

Council Chambers
110 East Third Street
January 21, 2020

Councilmembers Present: Mike Hopson, Jan Schuette, Marilyn Oertle, Debora Nelson, Michele Blythe, and Jessica Stickles.

Council Members Absent: None.

Staff Present: Mayor Barb Tolbert, Paul Ellis, James Trefry, Kristin Banfield, Sarah Lopez, Ashleigh Scott, Kristin Garcia, Jim Kelly, Kris Wallace, Marc Hayes, Dave Ryan, Jay Downing, Kay Schander, Fred Rapelyea, Linda Taylor, Mike Wolanek, Jonathan Ventura, Shane Sharp, Mike Phillips, Rhonda Urton, Andrea Hill, City Attorney Steve Peiffle, and Wendy Van Der Meersche.

Also Known to be Present: Don Vanney, Kathy Vanney, Holly Sloan-Buchanan, Avery Hufford, Lindsay Dunn, Heather Logan, and Doug Buell.

Mayor Barb Tolbert called the meeting to order at 7:00 p.m., and the Pledge of Allegiance and roll call followed.

APPROVAL OF THE AGENDA

Mayor Pro Tem Marilyn Oertle moved to approve the agenda as presented. Councilmember Debora Nelson seconded the motion, which passed with a unanimous vote.

INTRODUCTION OF SPECIAL GUESTS AND PRESENTATIONS

City Administrator Paul Ellis, Public Works Director Jim Kelly, M&O Manager Jay Downing, and Police Chief Jonathan Ventura introduced their employees receiving service awards, with Mayor Tolbert presenting the awards to those in attendance.

Airport

Dave Ryan (5 years)

Administration

Wendy Van Der Meersche (5 years)

Finance

Debbie Strotz (15 years)

Maintenance & Operations

Chris Faith (15 years)

Police

Justin Olson (5 years)
Peter Barrett (15 years)
Erik Moon (20 years)
Mark Pennington (20 years)
Kay Schander (20 years)

Public Works

Joe Wilson (5 years)
Sandy Boyd (15 years)
Fred Rapelyea (15 years)
Linda Taylor (15 years)
Mike Wolanek (15 years)

PROCLAMATIONS

None.

PUBLIC COMMENT

None.

CONSENT AGENDA

Mayor Pro Tem Marilyn Oertle moved and Councilmember Debora Nelson seconded the motion to approve the Consent Agenda that was unanimously carried:

1. Minutes of the January 6 and January 13, 2020 Council meetings
2. Accounts Payable: EFT Payments and Claims Checks #98683 through #98785 dated December 31, 2019 through December 31, 2019 for \$627,430.26; and EFT Payments and Claims Checks #98786 through #98836 dated January 7, 2020 through January 21, 2020 for \$1,051,794.28; and Payroll EFT Payments and Checks #29491 through #29498 dated December 1, 2019 through December 31, 2019 for \$1,446,136.93.
3. Professional Services Agreement with Carletti Architects for Architectural and Engineering Services for Fire Station 48
4. Interlocal Agreement with City of Marysville for Interim Jail Services
5. Professional Services Agreement with Blueline Group for Housing Action Plan
6. Professional Services Agreement with Dowl Engineering for 2020 Airport Improvement Projects
7. Professional Services Agreement with BHC Consultants for Wastewater Treatment Plant Design and Equalization Basin

PUBLIC HEARING

None.

NEW BUSINESS

Bid Award for Innovation Center Remodel

Community Revitalization Manager Sarah Lopez requested Council award the 2020 Innovation Center Remodel Project to TRICO Companies, LLC.

Mayor Pro Tem Marilyn Oertle moved and Councilmember Debora Nelson seconded the motion to award the Innovation Center Remodel Project to TRICO Companies, LLC, in the amount of \$277,800.00, plus applicable sales taxes, and authorized the Mayor to sign the construction contract, pending final review by the City Attorney. The motion passed unanimously.

Request to Waive Permit Fees for Innovation Center Remodel

Community Revitalization Manager Sarah Lopez requested that City of Arlington building permit fees be waived for the Innovation Center Remodel project. The fees are not included in the contractor's price and would be paid by the City if not waived. Building permit fees have been waived for other City construction projects.

Mayor Pro Tem Marilyn Oertle moved and Councilmember Jesica Stickles seconded the motion to waive the City of Arlington building permit, building plan review, and processing/technology fees for the Innovation Center remodel project. The motion passed unanimously.

Selection of Mayor Pro Tem

City Administrator Paul Ellis requested Council select a Councilmember as Mayor Pro Tem for 2020-2021. Councilmember Jan Schuette nominated Councilmember Jesica Stickles.

Councilmember Jan Schuette moved and Councilmember Debora Nelson seconded the motion to select Councilmember Jesica Stickles as the City's Mayor Pro Tem for 2020-2021. The motion passed 5-1, with Councilmember Stickles abstaining.

Resolution Adopting an Updated Fee Schedule

City Administrator Paul Ellis requested Council approve a resolution adopting an updated fee schedule for 2020.

Mayor Pro Tem Marilyn Oertle moved and Councilmember Jesica Stickles seconded the motion to approve the proposed resolution replacing Resolution No. 2018-010 and adopting a revised fee schedule, and authorized the Mayor to sign the resolution. The motion passed unanimously.

Ordinance to Amend Arlington Municipal Code Chapter 13.12 to Freeze 2020 Utility Rates

Public Works Director Jim Kelly requested Council approve an Ordinance to Amend Arlington Municipal Code 13.12 rescinding the scheduled 2020 CPI increase to the water, sewer, and stormwater utility rates.

Mayor Pro Tem Marilyn Oertle moved and Councilmember Jesica Stickles seconded the motion to approve the ordinance rescinding the scheduled 2020 CPI increase to the water, sewer, and stormwater utility rates, pending final approval by the City Attorney. The motion passed unanimously.

Murraysmith Design Services for Cascade Industrial Center (CIC) Utilities

Public Works Director Jim Kelly requested Council approve a Scope of Work (SOW) and fee estimate from Murraysmith for infrastructure analysis and preparation of construction design documents for the Cascade Industrial Center (CIC Utility Improvements).

Mayor Pro Tem Marilyn Oertle moved and Councilmember Jesica Stickles seconded the motion to approve the Murraysmith scope of work and fee for the Cascade Industrial Center Utility Improvements, and authorized the Mayor to sign the contract, pending final approval by the City Attorney. The motion passed unanimously.

November 2019 Financial Report

Finance Director Kristin Garcia reviewed the financial report for November 2019. Discussion followed with Ms. Garcia answering Council questions.

DISCUSSION ITEMS

None.

MAYOR'S REPORT

Mayor Tolbert indicated there is a tentative agreement between Volunteers of America Western Washington (VOAWW) and the City of Arlington for the VOAWW to operate the Arlington Community Resource Center (ACRC), because Lutheran Community Services will no longer operate the ACRC due to loss of grant funding. The plan is for the VOAWW to assume operation without any interruption of services.

INFORMATION

None.

ADMINISTRATOR & STAFF REPORTS

City Administrator Paul Ellis indicated the application for the open Council position is ready to be posted to the City's website. He will keep Council informed as the process continues to move forward.

EXECUTIVE SESSION

City Attorney Steve Peiffle announced that there would be a need for an Executive Session for discussion of two matters – discussion of pending or potential litigation [RCW 42.30.110(1)(i)]; and to review the performance of a public employee [RCW 42.30.110(1)(g)]. Mr. Peiffle stated he expected the two items of discussion to last 20 minutes, and the meeting would reconvene at 8:05 p.m. He indicated he would be asking Council to take action after the Executive Session, when Council resumes Open Session. Mayor Tolbert recessed the meeting at 7:43 p.m. The meeting reconvened at 8:09 p.m.

Mayor Pro Tem Marilyn Oertle moved and Councilmember Debora Nelson seconded the motion to approve the Separation Agreement between the City of Arlington and Kristin Banfield and authorized the Mayor to sign the agreement. The motion passed unanimously.

ADJOURNMENT

With no further business to come before the Council, the meeting was adjourned at 8:09 p.m.


Barbara Tolbert, Mayor