



Minutes of the Arlington City Council Meeting

Council Chambers
110 East Third Street
September 16, 2019

Councilmembers Present: Mike Hopson, Jan Schuette, Marilyn Oertle, Debora Nelson, and Sue Weiss.

Council Members Absent: Jessica Stickles and Josh Roundy, excused.

Staff Present: Mayor Barb Tolbert, Paul Ellis, James Trefry, Sarah Lopez, Jonathan Ventura, Sheri Amundson, Jim Kelly, Kris Wallace, City Attorney Steve Peiffle, and Wendy Van Der Meersche.

Also Known to be Present: Shawn Frederick, Shannon Walk, Don Vanney, Kathy Vanney, Jerry Vanney, Avery Hufford, Holly Sloan-Buchanan, and Michele Blythe.

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.

SWEARING IN

None.

INTRODUCTION OF SPECIAL GUESTS AND PRESENTATIONS

Mayor Tolbert introduced new Snohomish Health District Interim Administrator Shawn Frederick. With the use of a PowerPoint presentation, Mr. Frederick provided Health District updates, services, and funding.

PROCLAMATIONS:

Councilmember Debora Nelson read the proclamation declaring September as Childhood Cancer Awareness month.

PUBLIC COMMENT

None.

CONSENT AGENDA

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

1. Minutes of the August 5 and September 9, 2019 Council meetings; and Minutes of the August 5, 2019 Audit Entrance Conference and September 9, 2019 Audit Exit Conference
2. Accounts Payable: EFT Payments and Checks #29423 through #29459 dated July 1, 2019 through July 31, 2019 for \$1,426,489.56. EFT Payments and Checks #229460 through #29467 dated August 1, 2019 through August 30, 2019 for \$1,413,020.55. EFT Payments and Claims Checks #97503 through #97639 dated August 6, 2019 through August 19, 2019 for \$772,196.21. EFT Payments and Claims Checks #97640 through #97736 dated August 20, 2019 through September 3, 2019 for \$814,140.43. Approval of EFT Payments and Claims Checks #97737 through #97862 dated September 4, 2019 through September 16, 2019 for \$719,387.67.

PUBLIC HEARING

None.

NEW BUSINESS

Interagency Agreement with Western Washington University (WWU) for downtown corridor plan

Community Revitalization Manager Sarah Lopez requested council approve a contract with Western Washington University Sustainable Communities program to create a downtown corridor plan with community input during the 2019-2020 academic year.

Mayor Pro Tem Marilyn Oertle moved and Councilmember Debora Nelson seconded the motion to approve the Interagency Agreement with Western Washington University for services and products provided from the Sustainable Communities Partnership program, and authorized the Mayor to sign the agreement. The motion passed unanimously.

Interlocal Fee Agreement with Northwest Innovation Resource Center (NWIRC)

Community Revitalization Manager Sarah Lopez requested council approve 2020 funding to contract with NW Innovation Resource Center for technical assistance for entrepreneurs and inventors and for programming at the City's innovation center, TheLab@arlington.

Mayor Pro Tem Marilyn Oertle moved and Councilmember Debora Nelson seconded the motion to approve a budget amendment expense of \$5,000.00 in the 2020 budget for services provided by NW Innovation Resource Center, and authorized the Mayor to sign the professional services agreement. The motion passed unanimously.

Contract with Process Solutions, Inc. for on-call Supervisory Control and Data Acquisition (SCADA) system maintenance services

Public Works Director Jim Kelly requested council approve a three-year service contract with Process Solutions to provide on-call SCADA system maintenance services.

Councilmember Jan Schuette moved and Councilmember Mike Hopson seconded the motion and authorized the Mayor to sign the Process Solutions Contract for On-call SCADA Support Services, pending review by the City Attorney. The motion passed unanimously.

Full-time position request for public works inspector

Public Works Director Jim Kelly requested that council approve a new FTE position for a Public Works Inspector, with salary and benefits of \$116,000 a year, to perform inspection of infrastructure projects (*water, sewer, storm communication and transportation*).

Councilmember Jan Schuette moved and Councilmember Mike Hopson seconded the motion to approve the creation of a Public Works Inspector position, and authorize staff to bring back an adjustment to the salary schedule for Council consideration. The motion passed unanimously.

Recycling contract with Blue Marble Environmental

Public Works Director Jim Kelly requested that council approve a Professional Services Agreement with Blue Marble Environmental to continue to provide coordinated waste management, waste reduction and recycling support services through 2019-2021.

Councilmember Jan Schuette moved and Councilmember Marilyn Oertle seconded the motion to approve the Professional Services Agreement with Blue Marble Environmental, LLC, and authorized the Mayor to sign the agreement, pending final review by the City Attorney. The motion passed unanimously.

Contract for cemetery landscape maintenance

Public Works Director Jim Kelly requested that council approve a resolution waiving minor bid irregularity and award the Cemetery Maintenance contract to the low bidder, Southern by Design.

Councilmember Jan Schuette moved and Councilmember Debora Nelson seconded the motion to approve the resolution waiving minor bid irregularities and award the Cemetery Landscape Maintenance Services contract to Southern by Design Contractors in the amount of \$56,256, and authorize the Mayor to sign the Cemetery Landscape Maintenance Contract, pending review by the City Attorney. The motion passed unanimously.

DISCUSSION ITEMS

None.

INFORMATION

None.

ADMINISTRATOR & STAFF REPORTS

City Administrator Paul Ellis reminded councilmembers that there will be a 30-minute work session beginning at 6:30 p.m., to discuss the Six-year Transportation Improvement Plan next Monday, September 23 prior to the 7:00 p.m. workshop.

MAYOR'S REPORT

None.

EXECUTIVE SESSION

City Attorney Steve Peiffle announced the need for an executive session for discussion of three items of pending or potential litigation [RCW 42.30.110(1)(i)] until 8:00 p.m.

Council recessed at 7:40 p.m. and reconvened at 8:02 p.m.

Mayor Pro Tem Marilyn Oertle moved and Councilmember Debora Nelson seconded the motion to authorize the City Attorney to move forward with a code enforcement lawsuit regarding the Kaur property; and to authorize the City Administrator and City Attorney to make a supplemental settlement offer in the pending Public Records Act lawsuit, pursuant to the discussions in executive session. The motion passed unanimously.

ADJOURNMENT

With no further business to come before the Council, the meeting was adjourned at 8:04 p.m.


Barbara Tolbert, Mayor