

CITY OF SULTAN COUNCIL MEETING – January 11, 2024

Mayor Wiita called the regular meeting to order at approximately 7:00 p.m. The meeting was a hybrid with attendees both in person at City Hall Council Chambers and via Zoom Internet Conference Service. Mayor Wiita called roll and the following were in attendance:

Councilmembers: Morgan, Aldrich, Hund, Dawson, Sivewright & Beeler.

Absent: Dearborn

Staff: City Administrator Christian, Public Works Director Morgan, and City Clerk Pevey.

Mayor explained the new public comment process for residents attending the meeting virtually.

CHANGES/ADDITIONS TO THE AGENDA

Mayor Wiita announced the following items needed to be removed from the agenda due to staff needing to review public participation requirements and ensure compliance before moving forward. On a motion by Councilmember Aldrich, seconded by Councilmember Hund, the following items were removed from the agenda. Motion passed 6-0.

- A4_AB24-01_First Reading of Ordinance 1394-24 Amending SMC Chapter 13.10.020
- A9_AB24-08_First Reading of Ordinance No. 1395-24 amending Sultan Municipal Code 17.04.290 relating to fees.
- A10_AB24-09_First Reading of Ordinance No. 1396-24 amending Sultan Municipal Code 16.62.070 relating to payment in lieu of on-site recreation improvements.

Also noted during the City Administrator comments section of the meeting, on a motion by Councilmember Beeler, seconded by Councilmember Aldrich, council approved to amend the agenda to add a second discussion item to discuss the risk management interview with the state auditor. Motion passed 6-0.

PRESENTATIONS

Snohomish County Judge Patricia Lyon was on hand to administer swearing in of elected officials in the following order. Russell Wiita as Mayor, Heidi Dawson to Council Position #5, Joseph Hund to Council Position #4, and Jeffrey Beeler Sr. to Council Position #7.

Mayor Wiita performed the swearing in procedure for the following Snohomish County Sheriff's officials: Chief of Police Craig Hess and Snohomish County Sheriff's Deputies assigned to the East Precinct: Deputy Dagley, Deputy Nunes, Deputy Whitaker, Deputy Fredricksen, & Deputy Lynch.

Snohomish County Sheriff Susanna Johnson and Bureau Chief Mike Martin were both on hand for the ceremony and expressed their appreciation for the support of the city for supporting the Snohomish County Sheriff's office and the Sheriff's officers for their service to the community.

COMMENTS FROM THE PUBLIC

(Written comments noted are on file with the City Clerk's Office and available upon request)

Ron Kraut, Sultan: Written comments expressing concerns regarding Agenda Bill No. AB24-01_First Reading of Ordinance Amending SMC Chapter 13.10.020; AB24-06_Mountain View Park Interlocal Agreement with Snohomish County; AB24-08_First Reading of Ordinance No. 1395-24 amending Sultan Municipal Code 17.04.290 relating to fees; and AB24-09_First Reading of Ordinance No. 1396-24 amending Sultan Municipal Code 16.62.070 relating to payment in lieu of on-site recreation improvements.

Genny Smith, Sultan: Written comments expressing concerns regarding AB24-01_First Reading of Ordinance Amending SMC Chapter 13.10.020; and AB24-09_First Reading of Ordinance No. 1396-24 amending Sultan Municipal

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Code 16.62.070 relating to payment in lieu of on-site recreation improvements.

Ron Kraut, Sultan: Requested that the October 26, 2023, council meeting minutes and November 16, 2023, council meeting minutes include his written comments as part of the final record for each meeting. Thanked council for removing the three agenda bills this evening from action. Expressed concerns regarding the Daisy Landing plat as well as the Hammer Plat, now known as Mountain View Park.

Genny Smith, Sultan: Verbally thanked the crew for recent street sweeper cleaning; addressed crime activity reports; expressed concerns over recent changes to public comments; expressed concerns regarding the city continuing to take action to develop Mountain View Park.

COUNCILMEMBER COMMENTS

Councilmember Aldrich welcomed everyone back and expressed hope that everyone enjoyed the holiday.

Councilmember Hund expressed welcome back from the holiday sentiments; advised city staff his need for a new city computer for use.

Councilmember Sivewright expressed a happy new year greeting and congratulated newly elected officials.

Councilmember Beeler thanked citizens for their comments and confirmed in agreement he feels transparency is important and communication with staff is essential and is looking forward to projects moving forward this coming year.

MAYOR COMMENTS

Addressed Citizen Kraut's request regarding written comments with council minutes and confirmed his intention for council minutes moving forward will be to state they are received and on file with the city clerk's office and opened the door to a deeper discussion with council regarding this issue; also addressed Citizen Smith comments regarding the updated public comment process were cleared through the city attorney and will be discussing council procedures with council later in the meeting. Thanked staff for their hard work in December and the hard work of public works staff keeping the roads clear during the snowy weather.

CITY ADMINISTRATOR COMMENTS

Addressed computer needs as staff is working with IT provider to implement computer replacements needed. Addressed the city insurance needs and acknowledged the city saved \$70,000 in updates, but continued work to be done and staff will perform a deep dive of insurance to review to ensure proper deductible levels and coverages as needed and will keep council updated as the process continues. City Action Days are coming in February and if interested staff can add council members to the waitlist. Staff performing year end work to close out 2023 fully and finance will provide an update at future meetings. Staff are working on ARPA costs and bring that information to the council to make additional decisions. The city entered the yearly audit, and the city is requesting a councilmember to sit down with the state auditor to answer questions on how well they feel the city manages risk.

Noted CM Beeler/CM Aldrich motion to amend the agenda to add a second discussion item to discuss the risk management interview with the state auditor. All Approved.

STAFF REPORTS

Written reports on file for the police department. Police Chief Hess did a deeper dive walk through of the information provided in the criminal activity report as well as meetings the Chief has had getting up to speed with the various agencies SCSO works with in their scope of police services for the City of Sultan. Eighteen (18) children benefited from the holiday Shop with a Cop event.

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CONSENT AGENDA

On a motion by Councilmember Aldrich, seconded by Councilmember Hund, the council approved the consent agenda as amended. Motion passed 6-0. The following items were approved.

- 1) Voucher & Payroll Approval 12/7/2023
- 2) Voucher & Payroll Approval 12/21/2023
- 3) Voucher & Payroll Approval 1/11/2024
- 4) 10/26/2023 Council Meeting Minutes
- 5) Minutes of PH AB23-60_Preliminary 2024 Budget
- 6) 11/2/2023 Council Meeting Minutes
- 7) 11/16/2023 Council Legislative Session Meeting Minutes
- 8) 11/19/2023 Council Meeting Minutes
- 9) AB24-05_Alliance Board Appointment_Megan Clark

ACTION ITEMS

AB21-44_Mainstreet Roundabout Design Contract with Transportation Solutions, Inc

On a motion by Councilmember Aldrich, seconded by Councilmember Beeler, the council authorized the Mayor to sign Consultants Agreement with Transportation Solutions, Inc.; Motion passed 6-0.

AB24-06_Mountain View Park Interlocal Agreement with Snohomish County

Council discussion held on various aspects to include public comments received, plat approval regarding park in lieu of fee at the time of plat review/approval; and individual councilmembers thoughts; mayor provided some background information for newer councilmembers present. On a motion by Councilmember Beeler, seconded by Councilmember Hund, the council approved the Mayor to sign the interlocal agreement with Snohomish County to receive grant funds for an amount of \$103,000.00 for the construction of Mountain View park; Motion passed 5-1.

AB21-36_Amendment #2 to the Mountain View Park Design Contract with KPG Psomas

On a motion by Councilmember Aldrich, seconded by Councilmember Morgan, the council approved Amendment #2 to the Mountain View Park contract with KPG Psomas for an amount not to exceed \$422,492.00 for construction management services; motion passed 5-1.

AB24-02_Department of Natural Resources easement for Sultan Wastewater Treatment Plant Outfall

On a motion by Councilmember Aldrich, seconded by Councilmember Beeler, the council approved the Mayor to sign the easement document between the Department of Natural Resources and the City of Sultan for the Wastewater Treatment Plant Outfall; Motion passed 6-0.

AB24-03_Sole Source Water Meter Register Purchase

Public Works Director Morgan explained the request is for one part of the electronic meter that contains the battery with a life of 15 years and will be a replacement for those meters installed 15 years ago. On a motion by Councilmember Sivewright, seconded by Councilmember Aldrich, the council approved staff to purchase new registers from General Pacific for an amount not to exceed \$20,500.00, (which includes a 20% contingency) without prior authorization from council; Motion passed 6-0.

AB24-04_New Snowplow Purchase

On a motion by Councilmember Beeler, seconded by Councilmember Sivewright, the council approved staff to purchase a Snowplow from The Fab Shop "Edgewood WA"; Work will not exceed \$16,000.00, (which includes a 20% contingency) without prior authorization from council; Motion passed 6-0.

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AB24-07_Snohomish County Historic Preservation Grant Application – Historic Society

Mayor Wiita explained the Sultan Historic Society is working to get newspapers digitized. He clarified this is a reimbursement grant and the City will be assisting as the authorized applicant. On a motion by Councilmember Hund, seconded by Councilmember Sivewright, the council authorized the Mayor to sign and submit the Snohomish County Historical Preservation Grant application in partnership with the Sky Valley Historical Museum for an amount not to exceed \$15,000; and expressly authorizing any further minor revisions as deemed necessary or appropriate; Motion passed 6-0.

AB24-10_First Reading of Ordinance No. 1397-24 amending Sultan Municipal Code 2.05.020 relating to Mayoral salary.

Mayor Wiita recused himself from the discussion and turned the room over to Mayor Pro Tem Aldrich. He then exited the room for the discussion. City Administrator Christian explained this motion was brought forth by Councilmember Morgan and both CA Christian and CM Morgan provided their input on the topic. All were in agreement on the hard work and commitment performed by the Mayor and all in agreement it is a well-deserved salary increase. CA Christian confirmed staff will make minor adjustments to the ordinance as presented to have the Mayor Pro Tem sign when approved if legal requires it. On a motion by Councilmember Sivewright, seconded by Councilmember Morgan, council moved to accept the first reading Ordinance No. 1397-24, amending Sultan Municipal Code 2.05.020 Mayoral Salary with changes as discussed; Motion passed 6-0.

The City Clerk noted the Mayor then returned to the room and resumed his position as chair of the meeting.

AB24-11_Council Sub-Committee Appointments

On a motion by Councilmember Beeler, seconded by Councilmember Aldrich, subcommittee appointments were approved as confirmed by the clerk as shown below; Motion passed 6-0.

1. Government Services, Finances and Public Safety Subcommittee
Focus on Utility, Policy, personnel, budget, and public safety.
Councilmembers: Morgan, Dearborn, Sivewright, and Dearborn; alternate Dawson

2. Community Development and Public Works Subcommittee
Focus on planning and development regulations, public works capital projects and equipment.
Councilmembers: Aldrich, Hund, and Beeler; alternate Sivewright.

AB24-12_Mayor Pro Tem Appointment

Mayor accepted nominations for this appointment from councilmembers. Councilmember Morgan nominated Councilmember Hund. Hearing no other nominations, the Mayor called for a motion. On a motion by Councilmember Morgan, seconded by Councilmember Aldrich, the council appointed Councilmember Hund as Mayor Pro Tem for 2024; Motion passed 6-0.

DISCUSSION ITEMS

AB24-13_Council Meeting Procedures Update

Mayor Wiita explained the last update of the procedures was done in 2015 and confirmed the changes include necessary items to bring them in compliance with state code as well as suggested changes. The Mayor then requested input from the council on the suggested changes. Councilmembers noted changes to remote attendance comments and a parliamentary procedure training refresher course was requested.

Risk Management Interview with the State Auditor.

City Administrator Christian explained the auditor has asked for a councilmember to participate in an interview prior to the yearly audit to receive councilmember input from their viewpoint. Councilmember Beeler volunteered for the position.

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ADJOURNMENT

On a motion by Councilmember Hund, seconded by Councilmember Aldrich, the meeting was closed at approximately 8:30 pm; The Zoom meeting connection was disconnected shortly thereafter.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 8th DAY OF FEBRUARY 2024.

DocuSigned by:



Tami Pevey, City Clerk

DocuSigned by:



Russell Wiita, Mayor