

January 23, 2020

**CALL TO ORDER:**

**Mayor Steve Sexton** called the meeting to order at 7:00 p.m. with the Pledge of Allegiance. Council members present: Bill Aslett, Keith Chaplin, Rick DeGloria, Scott Green, and James Stavig. Staff present: Jennifer Berner, Janice Burwash, Leif Johnson, Michael Luvera, Kristen Morrison, Marv Pulst, Rob Toth, and Greg Young.

A motion was made to excuse **Councilor J. DeGloria** by **Councilors R. DeGloria/Loving**. All in favor; motion carried.

**MINUTES:**

A motion was made to approve the minutes of the January 23, 2020 Council meeting by **Councilors Loving/Aslett**. All in favor; motion carried.

**AUDIT OF BILLS:**

A motion was made by **Councilors Aslett/Loving** to approve Accounts Payable invoices to be paid as of January 23, 2020 in the amount of \$181,598.58, and Payroll Expenses for Pay Period Ending January 10, 2020 in the amount of \$592,820.65. All in favor; motion carried.

**PUBLIC COMMENTS:**

**Andrea Pullman – 2801 Iroquois Dr. Mount Vernon** discussed the need for not just ADA Compliant, but Inclusive playgrounds and parks in Skagit County. Discussion was held on Inclusive playgrounds and parks being part of the City's PROS Plan, and **Mayor Sexton** asked that when an Inclusive facility is dedicated in the City of Burlington, **Pullman** be present and part of the dedication ceremony.

**COUNCIL COMMENTS:**

**Councilor Aslett** praised the City Street staff for their efforts during the recent snow event. Councilor Stavig also praised City staff for their efforts during the recent snow storm, and welcomed Councilor Chaplin to Council.

**MAYOR'S UPDATE:**

**Mayor Sexton** discussed his and **Chief Luvera's** attendance of a recent meeting regarding emergency shelters in Skagit County. **Mayor Sexton** discussed the upcoming Hill Days, whereat he and Interim **City Administrator Greg Young** will attend in part to discuss ongoing issues with Fire Suppression Systems.

**SPECIAL PRESENTATION:**

No Special Presentation.

**PROCLAMATION:**

No Proclamation.

**OFFICER REPORTS:**

**Parks & Recreation Director Jennifer Berner** discussed the Allen Elementary School Family Night, and the positive feedback from the event. **Berner** thanked the Street & Parks crews and supervisors for their collaborative efforts during the recent snow storm.

**Interim City Administrator Greg Young** discussed the upcoming workshop regarding the 2020 Budget, which will take place on Thursday, January 30, 2020.

**UNFINISHED BUSINESS:**

No unfinished business.

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**NEW BUSINESS:**

**Councilmember Insurance Premiums:**

**Interim City Administrator Greg Young** discussed the past discussions surrounding Councilmember insurance premium responsibility, and how a resolution setting the percentage was needed to formalize the responsibility of 25%.

A motion was made by **Councilors Stavig/Loving** to adopt the Resolution setting Councilmember insurance premium responsibilities and direct staff to bring a 2020 budget amendment to Council for the purpose of including these costs in the budget. All in favor; motion carried.

**Resolution to Declare Certain Property as Surplus**

**Fire Chief Rob Toth** discussed the surplus of Fire Department equipment, which has exceeded its useful life.

A motion was made by **Councilors Stavig/R. DeGloria** to approve the resolution declaring property as surplus and authorize the Mayor to sign the appropriate agreements for the transfer and/or sale of listed equipment that has outlived its services life with the City of Burlington. All in favor; motion carried.

**PUBLIC HEARING: Parks, Recreation, & Open Space Plan**

**Parks & Recreation Director Jennifer Berner** and **Lisa, BERK Consulting Representative** discussed the PROS plan, the development of visions, goals, and objectives. Berner discussed how the phases of the PROS plan will fit with the City's Comprehensive Plan and presented a slideshow to show the process of the PROS Plan.

**Mayor Sexton** opened the public hearing.

**Becky Norman – 1955 Hillview Pl.** discussed her involvement in the Burlington Edison youth football league in Burlington, and desire for the PROS plan to specifically address the use of fields by football, rugby, and other sports.

**David Bricka – 1500 Willette Street, Mount Vernon** spoke regarding the Gurney Tourney, which is held in honor of his nephew Brian Gurney. **Bricka** Stated the Tourney will be held on July 25, 2020; spoke of the funds raised for the 2020 Brian Gurney Scholarship, and thanked the City for the partnership and efforts made in facilitating the Tourney at Maiben Park.

**Tana Wood – 1745 Monroe** spoke in favor of moving forward with the PROS Plan, stating that it's an outstanding plan, and needs to be passed in order for the City to have a chance to obtain grants.

**Peter Browning – Burlington Chamber of Commerce CEO** spoke in favor of the PROS Plan, including for its potential to bring activities and income to the City.

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A motion was made by **Councilors Aslett/Loving** to close the public hearing. All in favor; motion carried.

**Berner**, addressing the comments made by **Becky Norman**, discussed the parks including many sports in addition to soccer that the plan ought to be kept more general as to not limit future sports, and discussed the Field User Agreements process. **Mayor Sexton** praised Parks staff for the current state and high demand for the Parks fields. **Councilor Stavig** thanked all those who commented and spoke in favor of the PROS Plan. **Councilor Chaplin** spoke in favor of the PROS Plan.

#### **BERK Consulting Agreement Amendment**

**Parks & Recreation Director Jennifer Berner** described the services provided by BERK Consulting, and the need for an amendment to the original agreement for the PROS Plan services. **Councilor Aslett** discussed that while there is a great amount of support for the PROS Plan, this amendment for additional funds should have been authorized by Council prior to agreeing to an amendment.

A motion was made by **Councilors Green/Stavig** to approve the amendment to BERK's contract for an additional \$1,800 to complete the work on the PROS Plan project. All in favor; motion carried.

#### **Bid Award – Generator for Sewer Department**

**Public Works Director Marv Pulst** discussed the bid and procurement process for a diesel generator to be used by the Sewer Department for the sewer pump stations. Pulst discussed the low, responsive bid, which was received from NC Power Systems for the amount of \$70,724.

A motion was made by **Councilors Aslett/Green** to award bid and authorize procurement of generator from NC Power Systems. All in favor; motion carried.

#### **Expense to Construct a Replacement 5-Yard Dump Truck**

**Public Works Director Marv Pulst** discussed the process of using two unusable City-owned vehicles to construct a fully functional 5-Yard Dump truck, which saved the City approximately \$150,000. **Pulst** stated that the initial estimate put the project at under \$15,000, which would not have required Council approval, but because the work went over that amount, this project invoice must have Council approval. **Councilor Aslett** discussed how this expense should have had Council approval first, versus after the work was completed.

A motion was made by **Councilors Stavig/Green** to approve the expenditure of \$15,732.50 with Corbell's Welding to help modify two unserviceable trucks into a replacement 5-yard dump truck. All in favor; motion carried.

#### **Patrol Vehicle Purchase**

**Police Chief Mike Luvera** discussed the patrol vehicle replacement schedule process, and stated that he will not be asking Council for consideration on this item at this meeting.

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A motion was made by **Councilors Aslett/R. DeGloria** to continue this agenda item number seven to the next regular Council meeting. All in favor; motion carried.

**Mayor Sexton** discussed taking Councilmembers on a City Facilities tour in the future.

**EXECUTIVE SESSION:**

**City Attorney Leif Johnson** stated that there will be an Executive Session for three unrelated topics, and that there will be a five minute break before Executive Session begins. **L. Johnson** stated that an Executive Session will be held Per RCW 42.30.110 to consider the selection of a site or the acquisition of real estate by lease or purchase when public knowledge regarding such consideration would cause a likelihood of increased price; to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee; concerning litigation that has been specifically threatened to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. The executive session should take approximately forty five minutes to discuss labor negotiations and no action is expected as a result of the executive session. Council and City staff adjourned for Executive Session at 8:26 p.m.

**ADJOURNMENT:**

**Mayor Sexton** adjourned the meeting at 9:06 p.m.

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Joe Stewart  
Finance Director

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Steve Sexton  
Mayor