

April 14, 2016

CALL TO ORDER:

Mayor Steve Sexton called the meeting to order at 7:02 p.m., with the Pledge of Allegiance. Council members present: Bill Aslett, Tonya Bieche, Joe DeGloria, Rick DeGloria, Edie Edmundson, Chris Loving, and Ted Montgomery. Staff present: Don Erickson, Mike Ganz, Bryan Harrison, Brad Johnson, Brittany Johnson, Leif Johnson, Tom Moser, Marv Pulst, Renee Sinclair, and Paul Tingley.

MINUTES:

A motion was made by **Councilors J. DeGloria/Aslett** to approve the minutes of the March 24, 2016 council meeting. All in favor; motion carried.

AUDIT OF BILLS:

A motion was made by **Councilors R. DeGloria/Aslett** to approve Accounts Payable checks numbered 31033 - 31215 in the amount of \$360,863.89; March 31st payroll checks numbered 30993 - 31032 in the amount of \$539,980.07. All in favor; motion carried.

PUBLIC COMMENTS:

There were no Public Comments.

COUNCIL COMMENTS:

Councilor Edmundson commented that the Historical Board Meeting has been rescheduled from April 12th to April 19th at 5:30 p.m. in Conference Room 132 at City Hall.

Councilor Aslett commented that United Way is holding their 2016 Rally on April 21st at the Swinomish Casino. If you would like to attend you need to RSVP online.

Councilor Aslett added that it is a great event and a great way to connect with what is going on at United Way throughout Skagit County. It is a very exciting program and he would love have a City of Burlington table.

MAYOR'S UPDATE:

Mayor Sexton updated that a letter was received from the Skagit County Commissioners stating that they putting together a committee to look at EMS in Skagit County past, present, and future. They have asked for the Mayor and a councilmember to be on the committee. **Mayor Sexton** mentioned Councilor Aslett for the committee, but would like to receive council input to see if anyone else is interested. The meetings will begin on April 25th and are held every third Monday. This committee will be very beneficial and the calendar of meetings will be distributed to council. The first meeting will be held on Monday, April 25th from 9:30 a.m. – 12:30 p.m.

PROCLAMATION:

There was no proclamation.

SPECIAL PRESENTATION:

There was no Special Presentation.

OFFICER'S REPORTS:

City Administrator Bryan Harrison reported on the status of the Fire Chief recruitment being conducted by Prothman Company. There are five finalists and there will be an Open House on Tuesday, April 26th beginning at 6:00 p.m. The public is invited to attend this event. The following day, April 27th, the final interviews will be held for this position. **Administrator Harrison** informed council that the State of the City will be taking place next Wednesday, April 20th at 11:30 a.m. at the Burlington Chamber of Commerce. Department directors will be giving presentations regarding what is happening in their departments for 2016.

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Public Works Director Marv Pulst introduced **Sewer Department Supervisor Don Erickson** and **Buildings & Grounds Supervisor Paul Tingley**. They will be presenting their department accomplishments for 2015 and their department goals for 2016.

Sewer Department Supervisor Don Erickson reviewed the service area of the Burlington Wastewater Treatment Plant, the current flow and capacity of the treatment plant, and the staffing of the treatment plant. **Supervisor Erickson** reviewed the 2015 accomplishments which included the upgrade to the wastewater laboratory and training room, completion of the thickener project, East Rio Vista sewer line replacement, completed the design and bid package for replacement of the belt filter press and UV system, as well as the secondary clarifier upgrade for construction in 2016, and the department exceeded the requirements of the Department of Ecology and were awarded the Outstanding Performance Award for the second straight year. Supervisor Erickson reviewed the 2016 goals which included the replacement of the belt filter press, upgrade the secondary clarifiers, install additional UV system, complete the design and rebuilding of pump station #6, and to continue the infiltration and inflow reduction program.

City Administrator Bryan Harrison added the **Supervisor Erickson** does a great job along with his staff to maintain and improve the Wastewater Treatment Plant. **Mayor Sexton** added that the council has invested greatly in the WWTP and the staff is doing a great job and their work is appreciated.

Building & Grounds Supervisor reviewed the staffing of the department and the buildings that are maintained by that department. **Supervisor Tingley** reviewed the accomplishments of 2015 which included upgrading the HVAC controls that are used in five buildings, maintaining the annual maintenance contracts for HVAC, back-up generators, fire alarm system and sprinklers, elevator, cooling tower chemicals, backflow prevention, and pressure valve inspections, the purchase of two new vehicles, repairs to the outside landscaping at the community center, installation of a donated sculpture at the library in conjunction with the Streets Department, new tile in the Fire Department, improvements to the landscaping at City Hall, and improvements to the security and landscaping at the Visitor Information Center. The department goals for 2016 include carpet at the Public Safety building, new roof at the fire station, ADA door replacement at the community center, pavement at the community center, hearing loop for council chambers, design for court room remodel, design for the unused portion of the parks and recreation building, landscaping improvements throughout City facilities, display cases for the historical society at City Hall, and continue the facility assessment plan.

City Administrator Bryan Harrison added that the Buildings & Grounds staff is a great group that accomplishes a lot with many interruptions. The grounds look beautiful and the crew works hard. **Director Marv Pulst** added that the crew does a lot of behind the scenes work to take care of problems. The sculpture at the library was a joint effort between Buildings & Grounds and the Streets Department and they did a great job.

UNFINISHED BUSINESS:

There was no Unfinished Business.

CONSENT AGENDA:

There was no Consent Agenda.

NEW BUSINESS:

PARTIAL LANE CLOSURE FOR ANNUAL PROCESSION OF FARMWORKER SOLIDARITY MARCH

City Administrator Bryan Harrison stated that this is the annual Farmworker Solidarity March. The march begins with a rally at Maiben Park at 10:00 a.m. followed by the march which begins at 11:00 a.m. west down Fairhaven Avenue, then south on

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Burlington Boulevard to Mount Vernon. The request has been reviewed and approved by the Burlington Police Department.

A motion was made to approve the partial lane closure of Fairhaven Avenue and South Burlington Blvd during the procession of the Farmworker Solidarity March by **Councilors Aslett/J. DeGloria**. All in favor; motion carried.

AGREEMENT WITH TRANTECH ENGINEERING FOR DESIGN OF COMBINED USE TRAIL

Public Works Director Marv Pulst stated that this project is to enhance non-motorized facilities with the continuation of the Tammi Wilson Memorial Trail from the Cascade Mall to Pease Road. The City has received grant funds in the amount of \$81,000 for the design of the trail. The project has been budgeted for 2016 and requires the City of provide matching funds equal to 13.5% of the design cost. The City match will be approximately \$11,800. There was a design meeting held with consultants and there were challenges discussed including taking the trail off Gages Slough. Trantech Engineering was selected based on their qualifications. Trantech Engineering provided a base bid of \$71,000 with \$7,000 for unforeseen contingencies.

A motion was made to approve the agreement with Trantech Engineering for the design of the combined use trail and to authorize the Mayor’s signature by **Councilors Edmundson/Montgomery**. All in favor; motion carried.

EXECUTIVE SESSION

An Executive Session will be held Per RCW 42.30.110 to discuss 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 twenty minutes and no action is expected as a result of the executive session. Council and city staff adjourned for Executive Session at 7:46 p.m.

ADJOURNMENT:

Mayor Sexton adjourned the meeting at 8:34 p.m.

Renee Sinclair
Interim Finance Director

Steve Sexton
Mayor