

March 22, 2018

CALL TO ORDER:

Mayor Steve Sexton called the meeting to order at 7:05 p.m. with the Pledge of Allegiance. Council members present: Bill Aslett, Joe DeGloria, Rick DeGloria, Edie Edmundson, Chris Loving, and Ted Montgomery. Staff present: Jennifer Bell, Jennifer Berner, Bryan Harrison, Leif Johnson, Michael Luvera, Kristen Morrison, Marv Pulst, Jim Rabenstein, Travis Schwetz, Renee Sinclair, Sarah Ward, and Levon Yengoyan.

A motion was made to excuse **Councilor James Stavig** from the meeting by **Councilors Aslett/ R. DeGloria**. All in favor; motion carried.

MINUTES:

A motion was made to approve the minutes of the February 22, 2018 council meeting by **Councilors Loving/Aslett**. All in favor; motion carried.

AUDIT OF BILLS:

A motion was made by **Councilors R. DeGloria/Aslett** to approve Accounts Payable invoices to be paid as reviewed on March 8, 2018 in the amount of \$533,943.76 and as reviewed on March 22, 2018 in the amount of 553,662.58; and Payroll expenses for pay period ending February 25, 2018 in the amount of \$557,645.05 and pay period ending March 10, 2018 in the amount of \$393,084.39. All in favor; motion carried.

PUBLIC COMMENTS:

No public comments.

COUNCIL COMMENTS:

Councilor J. DeGloria spoke regarding the Burlington Edison High School student walk-out, which occurred on March 14th, stating that he had the pleasure to receive the students as they arrived at City Hall. **Councilor J. DeGloria** praised the students' efforts and discussed their request, which is to have a student resource [police] officer present on campus.

Councilor Aslett thanked **Director of Budget and Finance Renee Sinclair** and **Parks and Recreation Director Jennifer Berner** for their efforts in conveying the information related to budget at the last council workshop, which was held on March 15th.

Councilor Aslett asked for all present to observe a moment of silence, as today is the anniversary of the Oso mudslide; a moment of silence was observed.

MAYOR'S UPDATE:

Mayor Sexton praised the efforts and respectfulness of the Burlington Edison High School students who participated in the walk-out on March 14th, stating that their request for a student resource office will be further discussed.

PROCLAMATION:

No Proclamation.

SPECIAL PRESENTATION:

No special presentation.

OFFICER REPORTS:

Parks and Recreation Director Jennifer Berner and **Parks Supervisor Jim Rabenstein** presented to council an update on their department, including Field User Groups, which is organized to coordinate various sports organizations' use of the City's fields; the summer recreation programs, the new, electronic, tournament-ready scoreboard for the Skagit River Park Baseball fields; and the PROS (Parks Recreation and Open Space) plan that is currently being implemented. The need for a business owner to fill the vacant position on the Parks & Recreation Board was discussed; **Mayor Sexton** stated that he had an application for said position on his desk.

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Library Director Sarah Ward introduced **Children's Librarian Jennifer Bell**, who updated council on the Library's Children's Department. **Bell** discussed a program that has just been reinstated: a collaboration with Burlington Edison School district to offer library services to the Opportunity Kindergarten Class, which is a class designed for children who have demonstrated a need for an extended kindergarten experience, as well as an early literacy story time.

UNFINISHED BUSINESS:

No Unfinished Business.

CONSENT AGENDA:

No Consent Agenda.

NEW BUSINESS:

RESOLUTION TO REVISE AMOUNT OF PARKS AND RECREATION PETTY CASH FUND

Director of Budget and Finance Renee Sinclair requested that the amount of petty cash for the Parks and Recreation Department be reduced from \$300.00 to \$50.00, without change in policy.

A motion was made by **Councilors Aslett/J. DeGloria** to adopt a resolution to revise Resolution 06-2007 reducing the amount of Parks and Recreation Department petty cash fund. All in favor; motion carried.

RESOLUTION TO DECLARE CERTAIN PROPERTY AS SURPLUS

Public Works Director Marv Pulst discussed the need to surplus the Streets Department's 1191 Case 580K Backhoe, as it is not needed, and can be used as a trade in to purchase needed equipment.

A motion was made by **Councilors J. DeGloria/Montgomery** to approve a resolution declaring property as surplus and authorize its sale. All in favor; motion carried.

AUTHORIZE PROCUREMENT OF SKID STEER FROM PAPE MACHINERY FOR STREET DEPARTMENT

Public Works Director Marv Pulst discussed the need for a Skid Steer (compact track loader). **Streets Department Supervisor Travis Schwetz** presented videos which demonstrate the multiple purposes of the requested Skid Steer, and discussed his departments' demonstrating (on-site) three different brands, comparing functions and prices, and ultimately recommending the requested Skid Steer.

A motion was made by **Councilors Montgomery/J. DeGloria** to authorize procurement of Skid Steer from Pape Machinery for the Streets Department. All in favor; motion carried.

AGREEMENT WITH GRAY & OSBORNE FOR ENGINEERING SERVICES

Public Works Director Marv Pulst discussed the \$149,196 contract with Gray & Osborne which will produce a bid package for upgrading 2 Sanitary Sewer pumps stations: Wastewater Pump Stations 4 and 9, as part of an upgrade within the City's Wastewater Comprehensive Plan.

A motion was made by **Councilors Loving/Aslett** to authorize Mayor to sign agreement with Gray & Osborne for engineering services. All in favor; motion carried.

APPOINTMENT OF GEORGE EDMUNDSON TO THE CIVIL SERVICE COMMISSION

City Administrator Bryan Harrison discussed George Edmundson, his service to the community, and his meeting of the qualification requirements prescribed by the Burlington Municipal Code.

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A motion was made by **Councilors J. DeGloria/Aslett** to appoint George Edmundson to the Civil Service Commission, effective March 22, 2018, for a term of six years. All in favor; motion carried.

PATROL VEHICLE PURCHASE (2)

Police Chief Mike Luvera discussed the need to replace two patrol vehicles, is requesting two Ford Sport Utility Vehicles, and that the department first sought a quote from the local Ford dealer, but was told that they would not be able to offer a quote as another dealer won the State award.

A motion was made by **Councilors Loving/R. DeGloria** to authorize the purchase of 2 Ford Sport Utility patrol vehicles and equipment package in the amount of approximately \$97,109.88. All in favor; motion carried.

FIREARM REPLACEMENT

Police Chief Mike Luvera discussed the need to replace the Police Department's side arms, which have been in service for 10-12 years, and that the Sig Sauer 9mm has been selected as the requested firearm.

A motion was made by **Councilors Montgomery/J. DeGloria** to authorize the purchase of Sig Sauer 9mm firearms and equipment with 2018 budgeted funds for an estimated amount of \$15,800.00. (\$18,000 was budgeted for this expenditure). All in favor; motion carried.

EXECUTIVE SESSION:

No Executive Session.

ADJOURNMENT:

Mayor Steve Sexton adjourned the meeting at 7:49 p.m.

Renee Sinclair
Director of Budget & Accounting

Steve Sexton
Mayor