

CITY OF BURLINGTON, WA

January 12, 2023

Mayor Steve Sexton called the meeting to order at 7:07 p.m. with the Pledge of Allegiance. Councilmembers present: Bill Aslett, Keith Chaplin, Anna Chotzen, Joe DeGloria, Scott Green, and James Stavig. Staff present: Geoff Hawes, Leif Johnson, Mike Luvera, Marv Pulst, Travis Schwetz, Rob Toth, Sarah Ward and Greg Young.

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

MINUTES:

Councilor Stavig requested to review the vote outcome recording for of the minutes for the Committee Appointments and additional edits were submitted by a member of the public Margie Wilson.

With those pending corrections addressed a motion was made by **Councilors Aslett/Green** to approve the December 8th, 2022 minutes. All in favor; motion carried.

AUDIT OF BILLS:

Councilor Scott Green updated Council regarding the Audit & Finance meeting.

A motion was made by **Councilors Green/Aslett** to approve Accounts Payable invoices to be paid as of December 22, 2022, in the amount of \$189,875.61 and December 30, 2022, in the amount of \$6,506.36 and January 12, 2023, in the amount of \$893,252.01; and Payroll Expenses for Pay Period ending December 15, 2022, in the amount of \$775, 111.93 and December 31, 2022 in the amount of \$703,355.12. All in favor; motion carried.

PUBLIC COMMENTS:

Margie Wilson, a resident of Burlington and active member of the Burlington Historic Preservation Advisory Commission, spoke with Council on the topic of the Carnegie Library and was happy to see the topic of both the Library and Arts Commission on the future agenda for the January 26, 2023 Council Agenda. She prepared a binder of materials including a logic model and additional information for Council review. Councilor Chaplin, a member of the Lodging Tax Committee responded to a previous inquiry about the grant submitted for review by the Burlington Historical Society explaining the Committee's review process and logic behind the decisions made to not fund the application request.

Members of the public may submit comments or questions by mail to City Hall at 833 S. Spruce Street, ATTN: Greg Young, or by email to badministration@burlingtonwa.gov. Contact information for all the City Departments is available at www.burlingtonwa.gov.

MAYOR'S UPDATE:

No Mayor's Update.

COUNCIL COMMENTS:

Councilor Chaplin observed on missing letters in the Welcome to Burlington sign and was given an update on the timeline from Streets Supervisor Travis Schwetz.

Councilor Aslett thanked the streets crew for their ongoing clean up efforts after the storm and was curious if cars parking on the street posed challenges.

COMMITTEE & BOARD REPORTS:

Councilor Chaplin provided an update for the Public Safety Committee sharing about insurance rating changes, funds for a new ambulance and corresponding lead times, local hospitals at holding capacity, and the call numbers being seen by the Burlington PD. **Councilor Chotzen** and

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Mayor Sexton appreciated the Police Department for looking for quality candidates. **Councilor Aslett** noted how improved fire ratings can equate savings for the City.

Councilor Chotzen reported for the Parks and Recreation Board including increased costs for porta potty rentals, frost damage in the new park restroom, plans and grant funding for a new inclusive playground park, and Maiben Park restroom damage from vandalism, along with a possible grant to convert tennis courts to pickleball courts and potential irrigation possibilities. A discussion was held in regards to Jason Boerner Memorial Park wherein comments were made by **Councilors DeGloria, Stavig, Chaplin, Aslett, Chotzen** along with **Library and Parks Director Sarah Ward** and **Mayor Sexton** that discussed the future possibilities of community engagement with the park, how to collect feedback and how best to generate participation from the residents in the area surrounding the park.

OFFICER’S REPORTS:

IT Director Geoff Hawes reported on a major fiber break incident that affected a large number of customers ranging from Sedro Woolley and Concrete to the Port for over a 24 hour period. **Hawes** provided a detailed description of the incident to Council and discussed possible solutions and expansion or redundancies in the network to consider for more security in the fiber network.

Fire Chief Rob Toth expanded on the previously noted increase in the department’s fire ratings with an increase of over 2 points. **Councilor Chotzen** congratulated the department’s work.

PROCLAMATION:

No Proclamation.

PRESENTATION:

No Presentation.

CONSENT AGENDA:

Councilor Stavig expressed a disagreement with the Consent Agenda format and requested clarification of the material presented that was addressed by **City Attorney Leif Johnson** who explained the changes the City Code that the Amendment would provide.

Councilors Green/Chotzen made a motion to approve the Consent Agenda Items #1 and authorize the Mayor’s signature on appropriate documents. All in favor; motion carried.

NEW BUSINESS:

Prosecution Services

City Attorney Leif Johnson presented the Agenda Item to Council explaining the proposed contract and providing a brief overview of the scope of that work with additional questions answered for **Councilor DeGloria** who wanted clarification on the benefit of the services provided in regards to the \$30K-\$60K increase in annual contract fees.

Councilors Chaplin/Stavig moved to approve the agreement for legal services between the City of Burlington and Law Offices of Zachor, Stock and Krepps, Inc., P.S. and authorize the Mayor’s signature. All in favor; motion carried.

Canton Parking Lot Lease – Allowance for Owner’s Use of Back Area Remodel

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City Administrator Grey Young shared a new update in the Lease negotiations with the new owner of the Canton property and requested an approval from Council on the new contract terms.

Councilors Chotzen/DeGloria moved to approve the lease modification that excludes the use of the rear portion of the Canton parking lot as reflected in the staff report, keeping the remainder of the parking lot open for public use. All in favor; motion carried.

3 Month Contract Extension for Mt. Law – Indigent Defense

A detailed explanation of the services provided for the City by Mountain Law, the nuances of Indigent Defense Court requirements, and a history of this service for the City of Burlington was shared by **City Administrator Greg Young**, along with additional clarification from **Mayor Sexton**.

A motion was made by **Councilors Chaplin/Chotzen** to approve the 3-month contract extension for Mountain Law for Indigent Defense services. All in favor; motion carried.

A motion was made by **Councilors Chaplin/Green** to relocate Agenda Item #7 to the next Agenda Item for review. All in favor; motion carried.

Replacement Folding Tables for Senior Center and Library Meeting Room

Library and Parks Director Sarah Ward and Senior Center Coordinator Jackie Cress spoke to Council on behalf of the public that use the Library and Senior Center facilities requesting the approval of Council to purchase new tables. The discussion included several questions from Councilmembers and reflection on the risks and benefits of the current tables versus new tables along with review of the new table specifications.

A motion was made by **Councilors Stavig/Chotzen** to approve the purchase of 44 replacement tables at a cost of \$42, 562.68, not including sales tax, out of Fund #301. Four in favor, Chaplin and Green opposed; motion carried.

Purchase Replacement Ambulance

Fire Chief Rob Toth presented a contract for Council to approve an updated contract for a new Ambulance that was allotted for in the budget and in which vehicle modifications and medical equipment upgrades would be transferred from a retired rig. **Councilor Stavig** had hoped to see vehicle specs included in the Council Packet.

A motion was made by **Councilors Chaplin/Aslett** to approve the purchase of the 2024 Braun North Star Ambulance from Braun Northwest, and authorize the Mayor to sign the necessary interlocal and purchase agreements. All in favor; motion carried.

EMS Field Training Evaluation Program

EMS Division Chief Dan Laine shared with Council a contract agreement with NEMSMA for an EMS Field Training Evaluation Program that had potential for grant funding and that would help the City of Burlington create their own training program along with providing valuable training resources for the EMS City employees.

A motion was made by **Councilors Chaplin/Aslett** to approve the agreement with “NEMSMA” and authorize the mayor to sign. All in favor; motion carried.

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Mount Vernon Fiber Services Agreement

IT Director Geoff Hawes presented the Fiber Services Agreement to Council and highlighted the included modifications that would allow for repair services in the event of a fiber break.

A motion by Councilors Stavig/DeGloria to approve the contract and authorize the mayor to sign. All in favor; motion carried.

Purchase New Landpride Mower

Public Works Director Marv Pulst explained the purchase request for a new mower on behalf of Parks Supervisor Jim Rabenstein noting the worn out old equipment and the funding already allotted for in the 2022 budget.

A motion by Councilors Green/Chaplin to approve the purchase of a new Landpride 22' deck mower as quoted in the state contract bid and authorize the Mayor's signature. All in favor; motion carried.

Portable Restroom Services Agreement

Marv Pulst presented the contract agreement and options for portable restroom services based on collected bids on behalf of Parks Supervisor Jim Rabenstein.

A motion by Councilors Chaplin/Green to approve the portable restroom services agreement with Honey Bucket and authorize the Mayor's signature. All in favor; motion carried.

DISCUSSION:**Potential Council Retreat**

City Administrator Greg Young initiated a discussion with Council on possible dates that could work for an approximately 4 hour retreat to discuss budget visionary topics with Council that could inform short term budgets and staff emphasis. A date of February 11th from 9am – 1pm with an included lunch was assigned.

ADJOURNMENT:

Mayor Sexton adjourned the meeting at 9:45 p.m.



Joseph Stewart
Finance Director



Steve Sexton
Mayor