

January 13, 2021

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, Joe DeGloria, Rick DeGloria, Scott Green, and James Stavig. Staff present: Janice Burwash, Don Erikson, Geoff Hawes, Leif Johnson, Sandra Kottke, Mike Luvera, Kristen Morrison, Marv Pulst, Travis Schwetz, Joseph Stewart, Robert Toth, and Greg Young.

MINUTES:

Councilor Stavig noted a necessary correction to the minutes wherein they described Councilor Loving having asked that the two percent water utility tax not be presented to Council on an annual basis, as it was Councilor Stavig who made the statement. **Councilor Stavig** noted an additional correction to the discussion regarding 2022 Council Committee assignments: the minutes reflect **Councilor Stavig** being removed from the Downtown Burlington Association Committee, whereas, he will in fact, remain on the Committee.

A motion was made by **Councilors R. DeGloria/Aslett** to approve, with changes as discussed by **Councilor Stavig**, the minutes of the December 9, 2021 City Council meeting. All in favor; motion carried.

AUDIT OF BILLS:

Councilor Green discussed City bills which included expenses from the last six weeks. **Councilor Green** discussed a \$22,000 bill for a replacement of a heat pump at the Library, and asked that **City Administrator Young** explain the purchase, and whether that level of expense needed Council approval. **Public Works Director Marv Pulst** described the immediate need of the replacement of the heat pump, and the process by which it was procured by Andgar. **Councilor J. DeGloria** asked whether City staff could have called four Councilmembers for approval; **Pulst** described the immediate nature of the need. **Councilor DeGloria** expressed disapproval of staff not having contacted Council for approval of a purchase that it outside the normal authorized dollar amount. Mayor Sexton described the emergency purchase authorization; **City Attorney Leif Johnson** cited the City code that allows for emergency procurement without Council approval; **Councilor J. DeGloria** asked **L. Johnson** to provide him a copy of the code which reflects that. **L. Johnson** also discussed whether serial phone calls for approval would require public notice, and discussed the procurement limits and process. Discussion was held on staff notifying Council, and making them aware of emergency expenditures by bringing the occurrence to Council on the next consent agenda, or by emailing Council to bring it to their attention. **Councilor Green** further discussed additional City expenditures.

A motion was made by **Councilors Green/Chaplin** to approve Accounts Payable invoices to be paid as of December 22, 2021, in the amount of \$189,259.51, December 31st, 2021 in the amount of \$491,099.11, January 13th, 2022 in the amount of \$578,532.71 and Payroll Expenses for Pay Period ending December 15th 2021 in the amount of \$737,831.94, and December 31st, 2021 in the amount of \$555,301.30.

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Councilor J. DeGloria requested further explanation for expenses as discussed during the Audit and Finance Committee meeting. **City Administrator Greg Young** discussed a \$3,800 payment to Grey and Osborne, payment to Skagit County for the bridge between Mount Vernon and Burlington, but stated he has not yet had a chance to follow up with staff on other expenses that were discussed.

Councilors Aslett, Chaplin, R. DeGloria, Green, Stavig, Weiss in favor, **Councilor J. DeGloria** opposed. Motion carried.

PUBLIC COMMENTS:

No public comments were submitted.

City Attorney Leif Johnson stated that 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.

COUNCIL COMMENTS:

Councilor Stavig welcomed **Councilor Weiss** to the Council, and praised the Street department for their efforts during the snow storm.

Councilor Aslett requested a presentation of fully-contained communities to address questions and to gain information; **Councilors R. DeGloria, Green, and Chaplin** also spoke in favor having such a presentation.

Councilor Green requested a progress report on the First Step Center, the financial situation, and the operation.

Mayor Sexton discussed having The First Step Center give the Council quarterly updates. **Councilor Aslett** suggested everyone look at the video of the First Step Center on YouTube.

Councilor Aslett expressed approval of additional measures taken by the City and First Step Center to offer cold weather shelters and warming centers during the recent cold weather.

Councilor Weiss thanked Council and City staff for the warm welcome he's received.

Mayor Sexton stated that former Councilor Loving declined a recognition gathering for his retirement.

MAYOR'S UPDATE:

Mayor Sexton praised the Street department staff for their efforts during the snow storm, and played a voicemail from a citizen who expressed appreciation for the extra efforts of **Street Department Supervisor Travis Schwetz**.

PRESENTATION:

No Presentation.

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PROCLAMATION:

No Proclamation.

COMMITTEE & BOARD REPORTS:

Councilor Stavig discussed the Parks & Recreation Committee meeting where the dog park project, Alpha Park improvements, and irrigation and boom carts were discussed. **Stavig** stated that Darla was voted in as Chairperson, and that Craig Bloodgood would be resigning, and there is a three-year term for a citizen representative available.

Councilor R. DeGloria discussed the Historical Preservation Committee meeting, which included discussion of the VIC display, and Carnegie Library doors. **R. DeGloria** discussed the need for new members, and stated he would soon have more information for the Council.

Councilor J. DeGloria discussed the Public Safety Committee meeting which held discussions regarding the Fire station renovation, defibrillator purchase, call volumes, the idea of inviting Council to attend training events. **Councilor R. DeGloria** noted that there is a future workshop on the Fire station remodel, to be held on January 20, 2022.

OFFICERS REPORTS:

City Administrator Greg Young described the progress of the dog park design, wherein the rendering of the project is complete, stated that the City will soon be in the process of assessing what work can be done by the City in-house, and that staff will be bringing revisions to Council.

Public Works Director Marv Pulst discussed the progress of repairing the flood-damaged Whitmarsh Road, the idea of using concrete and rebar to repave it, and claims made to FEMA for repairing the roadway. **Councilor Chaplin** asked whether the area might be an issue for BNSF with their planned bridge replacement; **Pulst** discussed his conversations with BNSF wherein raising the road was a subject that was broached. **Councilor J. DeGloria** asked whether there is any data or traffic studies on Whitmarsh Road; **Councilor Aslett** expressed a desire to have the road reopened.

UNFINISHED BUSINESS:

No Unfinished Business.

CONSENT AGENDA

Agreement for Background Investigation Services—Lana Reichert

A motion was made by **Councilors J. DeGloria/Green** to Motion to approve Consent Agenda item #1 and authorize the Mayor's signature on appropriate documents. All in favor; motion carried.

Councilor Stavig asked why the background investigation service isn't used by the City; **City Administrator Young** explained that Fire Department background investigations are unique.

NEW BUSINESS:

Emergency Medical Services Fee Resolution

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Fire Chief Robert Toth described the updates to the fees for the ambulance services, the process of how the City receives funding for transport services, how rates are established by the County, and the continuity of rates throughout the county.

A motion was made by **Councilors Stavig/R. DeGloria** to adopt the attached resolution adopting EMS ambulance transport fees and authorize the Mayor to sign. All in favor; motion carried.

ZOLL X-Series Advanced Monitor Purchase

Fire Chief Robert Toth described the critical function of the ZOLL X-Series Advanced EKG Monitor/Defibrillator, and the process for and need to replace an aging unit. Discussion was held on the maintenance plan of the device.

A motion was made by **Councilors Green/Aslett** to approve the purchase of one (1) ZOLL X-Series Advanced monitor/defibrillator from ZOLL in the amount of \$52,359.46 and authorize the Mayor to sign the agreement. All in favor; motion carried.

Year-end 2021 Sales Tax Graph

City Administrator Greg Young reviewed the information for City's Sales Tax revenue for the entirety of the year 2021. **Young** discussed including this sort of sales tax information in the Council on a monthly basis. Discussion was held on the sustainability of vehicle and RV sales.

Councilor Weiss asked why there is not asphalt on the Skagit Speedway track; Councilor Young stated that it is private property, and is not aware of the specifics of why it's not paved.

Termination of Contract with New X Inc. for Pipe Bursting and Replacement

Sewer Department Sewer Supervisor discussed the reasons for termination of the contract as the contractor had failed to mobilize or begin the project, and thus, caused staff to recommend the termination.

A motion was made by **Councilors R. DeGloria/Chaplin** to authorize the Mayor to sign the attached letter to terminate the contract dated September 17, 2021 with New X Inc.

Appointment of Michael Stansberry to Civil Service

City Administrator Greg Young presented the appointment of Michael Stansberry to the Civil Service Commission.

A motion was made by **Councilors Weiss/Green** to appoint Michael Stansberry to the Civil Service Commission, effective January 13, 2022, for a term of six years. All in favor; motion carried.

EXECUTIVE SESSION:

No Executive Session.

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ADJOURNMENT:

Mayor Sexton adjourned the meeting at 8:37 p.m.

Joseph Stewart
Finance Director

Steve Sexton
Mayor