

STEILACOOM TOWN COUNCIL

MINUTES

Tuesday, September 20, 2022

6:00 p.m.

A. Call to Order and Roll Call

1. **Mayor Muri** called the regular meeting of the Steilacoom Town Council to order at 6:00 p.m. on Zoom.
2. In attendance were Mayor Muri, Councilmembers Neal, Henderson, Crumley, Franklin and Grasher. Staff members in attendance were Town Administrator Loveless, Attorney Hoffman, Public Safety Director Yabe, Public Works Director Burlingame, and Administrative Assistant Gibelyou.

B. Pledge of Allegiance

1. **Mayor Muri** led the attendees in the Pledge of Allegiance.

C. Approval of Agenda

1. **Councilmember Franklin** moved and **Councilmember Henderson** seconded to approve the Council Agenda of September 20, 2022.
 - i. **All:** Yes

D. Presentation

1. *Code Compliance Program – Lindsay Brown*

- i. Lindsay Browns gave Council an update on her work addressing code compliance violations throughout Town.

E. Consent Agenda

1. *Minutes of September 6, 2022*
2. *Approval of Claims Checks #118585 - #118630 in the amount of \$301,522.69 and Manual Check #118580 - #118581 in the amount of \$2,333.37*
3. *Set Public Hearings – 2023 Property Tax Levies (AB 3192)*
4. *Set Public Hearings – 2021 2022 Biennium Budget Amendments (AB 3193)*
5. *Set Public Hearings – 2023 2024 Biennium Budget (AB 3194)*
 - i. **Councilmember Neal** moved and **Councilmember Grasher** seconded to approve the items on the consent agenda.
 1. **Yes:** All

F. Audience Input on Non-Agenda Items

1. *No public comments.*

G. Introduction Items

1. *Rescinding Proclamation of Emergency – COVID-19 (AB 3195)*

- i. **Town Administrator Loveless** delivered the staff report and answered questions from the Council.
- ii. **Councilmember Henderson** moved and **Councilmember Franklin** seconded to rescind the Town of Steilacoom's proclamation of emergency effective October 31, 2022.
 1. **Yes:** All

2. ***Evergreen Consulting Group, Contract Renewal (AB 3197)***

- i. **Public Works Director Burlingame** delivered the staff report and answered questions from the Council.
- ii. **Councilmember Grasher** moved and **Councilmember Henderson** seconded to approve the proposed 2022-2023 renewal contract to Evergreen Consulting Group for management of the Town of Steilacoom Energy Conservation Program in an amount not to exceed \$13,580.00 and authorize the Mayor to sign the necessary contract documents.
 1. **Yes:** All

3. ***Public Participation Plan for 2024 Comprehensive Plan Update (AB 3198)***

- i. **Town Administrator Loveless** introduced the agenda bill.

H. Reports

1. ***Staff***

- i. **Town Administrator Loveless** reported the following:
 1. The state auditors are here. There are three parts to their audit: Federal, Accountability and Financial. We will have a Federal report shortly. As he understands, they found no issues in that part of the audit. They have found an issue in the Financial portion, which will require some presentation revisions on our end.
- ii. **Attorney Hoffman** reported the following:
 1. No new litigation. Existing litigation is still in progress.
 2. The response deadline regarding the Cambridge Drive abatement efforts is September 23. He would not be surprised if he receives contact before then but will continue with the abatement process if no contact is received.
 3. Councilmember Henderson raised a concern about the ordinance language pertaining to Planning Commission meetings. The current language in our code does not mirror the language in the statute. A simple correction is to change the language back to what it was previously. That said, there is no one looking for such discrepancies and the Planning Commission meeting rules are overseen by other ordinances.
- iii. **Chief Yabe** reported the following:
 1. We are still awaiting the completion of the final few remaining steps in hiring our next Public Safety officer.
 2. The department was one of several regional organizations recently selected for a random audit of information systems by the FBI. The department was the only organization that received no deficiencies during the audit.
 3. Last meeting, there was mention of a particular residence in distress and disrepair. Public Safety has been coordinating with regional wellness assistance agencies to assist in the overall strategic goals of encouraging compliance with regulations.
- iv. **Public Works Director Burlingame** reported the following:
 1. They are starting to dial down work in the parks now that the weather is starting to turn.
 2. He met with the architects on the Tribal Museum. They are assessing the foundation of the building to see what can be saved. It is in worse condition than they first realized. There is a lot of rot and some significant structural failures. They are still working on a design to present to the tribe.

3. Dana Coggon with the Pierce Conservation District gave a great presentation on the use of herbicides and noxious weed control.
4. He had a meeting today with Brown and Kaiser, the consultant for the substation upgrades. We have a design for installing the interconnection equipment with the City of Tacoma within our own real estate.
5. They are draining one of the two reservoirs on Roe Street to let engineers look inside the tank. They will determine what kind of coating may be required and what seismic retrofits might be appropriate.
6. Tomorrow he will have a pre-construction meeting on the Rigney Road Non-motorized Project with Miles Resources. The Washington State Department of Transportation will also be invited. Miles may start mobilizing soon after.
7. The Town has received two urban forestry management requests. One on Nisqually Steet and the other on Chambers Creek Road. Homeowners made the requests in both instances and have agreed to the prices of removal. Both requests will be posted.
8. At the end of the week Public Works Teamsters will be meeting. Town Administrator Loveless and he will be busy negotiating the contract that will govern the next 2-3 years.

2. Council

- i. **Councilmember Crumley** had no reports.
- ii. **Councilmember Franklin** had no reports.
- iii. **Councilmember Grasher** reported the following:
 1. The presentation by Dana Coggon was excellent.
 2. She has been working with our Farmers' Market coordinator to set up a Children's Bureau booth in 2023. Please feel free to reach out to her or our Farmers' Market director if you are interested in helping sponsor this.
 3. She attended the Pierce County Power Association barbeque. She thanked Public Works Director Burlingame for his role in that.
 4. The Steilacoom Historical Museum Association is looking for volunteers for the Apple Squeeze. Please reach out to them if interested. The Apple Squeeze is on October 2 from 10 a.m. – 4 p.m.
 5. She thanked the Sunnyside Beach cleanup crew. They consistently showed up all spring and summer.
 6. She attended the last Pierce County Regional Counsel meeting as an alternate for Councilmember Neal and provided a legislative update.
 7. The electric car show was excellent.
 8. National Voter Registration Day is today. She encourages everyone to sign up to vote if they have not already.
- iv. **Councilmember Henderson** reported the following:
 1. She noted that in the Pierce Transit memo that was sent out, Mayor Muri was noted with several other elected leaders for his advocacy of electric buses.
 2. They had a very good Parks, Community Service, and Environment Advisory Committee meeting. Dana Coggon made a great presentation on herbicides, highlighting the importance of communication and outreach. One of their discussion points was how to promote things that do not increase the burden on the Town's limited staff. They plan to help with outreach and adopting a spot where manual removal would be an option.

- v. **Councilmember Neal** reported the following:
 - 1. Fall is coming and he wanted to remind everyone of the many joys of living in Steilacoom, including the Apple Squeeze and Scarecrow Contest.

3. **Mayor**

- i. **Mayor Muri** reported the following:
 - 1. He thanked everyone who helped out with the 9th Annual Drive Electric.
 - 2. Jeremy Brady has been appointed to the Public Safety Advisory Committee. He believes he will be a great addition.
 - 3. He will be leaving on the 25th to attend a high school reunion.

I. Adjournment of Regular Meeting

- 1. **Councilmember Neal** moved and **Councilmember Henderson** seconded to adjourn the Town Council Meeting of September 20, 2022.
- 2. The September 20, 2022 regular meeting of the Steilacoom Town Council adjourned at 7:16 p.m.

J. Study Session

- 1. Parks, Community Services, and Environment Advisory Committee – Tree Planting Plan and Workplan
- 2. 2023-2024 Biennium Budget
 - i. A study session to discuss the Parks, Community Services, and Environment Advisory Committee – Tree Planting Plan and Workplan and 2023-2024 Biennium Budget was convened at 7:16 p.m. and adjourned at approximately 8:04 p.m.

K. Closed Session

- 1. Labor Negotiations
 - i. A closed session to discuss Labor Negotiations was convened at 8:04 p.m. and adjourned at 8:30 p.m. No decisions were made in the Closed Session and no additional action was taken by the Council after the Closed Session.

Town Administrator

Mayor