

# STEILACOOM TOWN COUNCIL

## MINUTES

### Steilacoom Town Hall & Zoom

Tuesday, October 18, 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. in Town Hall and 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 October 18, 2022.
  - i. **All:** Yes

#### D. Consent Agenda

1. *Minutes of October 4, 2022*
2. *Approval of Payroll Checks #118709 - #118714 in the amount of \$290,832.46*
3. *Approval of Claims Checks #118726 - #118799 in the amount of \$499,117.33 and Manual Checks #118718, #118721, #118724, & #118725 in the amount of \$17,441.32*
4. *Planning Commission Meetings (AB 3208) (Ord. 1668)*
5. *Air Systems Engineering Maintenance Contract Renewal (AB 3213)*
  - i. **Councilmember Henderson** moved and **Councilmember Neal** seconded to approve the items on the consent agenda.
    1. **Yes:** All

#### E. Audience Input on Non-Agenda Items

1. No public comments.

#### F. Public Hearing

1. *2021-2022 Biennium Budget Amendments (AB 3199) (Ord. 1666)*
  - i. **Mayor Muri** opened the public Hearing.
  - ii. **Town Administrator Loveless** delivered the staff report and answered questions from the Council.
  - iii. **Mayor Muri** invited public comments.
    1. No public comments.
  - iv. **Councilmember Franklin** moved and **Councilmember Grasher** seconded to close the public hearing.
    1. **Yes:** All
  - v. **Councilmember Franklin** moved and **Councilmember Neal** seconded to approve Ordinance 1666 amending the 2021-2022 Biennium Budget.
    1. **Yes:** All

2. **2023-2024 Biennium Budget (AB 3200) (Ord. 1667)**
  - i. **Mayor Muri** opened the public Hearing.
  - ii. **Town Administrator Loveless** delivered the staff report and answered questions from the Council.
  - iii. **Mayor Muri** invited public comments.
    1. No public comments.
  - iv. **Councilmember Henderson** moved and **Councilmember Grasher** seconded to close the public hearing.
    1. **Yes: All**
  - v. **Councilmember Neal** moved and **Councilmember Grasher** seconded to adopt ordinance #1667 adopting the 2023-2024 Biennium Budget.
    1. **Yes: All**
  
3. **2023 Property Tax Levies (AB 3196) (Ord. 1664 & 1665)**
  - i. **Mayor Muri** opened the public Hearing.
  - ii. **Town Administrator Loveless** delivered the staff report and answered questions from the Council.
  - iii. **Mayor Muri** invited public comments.
    1. No public comments.
  - iv. **Councilmember Neal** moved and **Councilmember Henderson** seconded to close the public hearing.
    1. **Yes: All**
  - v. **Councilmember Franklin** moved and **Councilmember Grasher** seconded to adopt Ordinance #1664 requesting an EMS levy rate of approximately \$0.419822687865/\$1,000 of assessed value for an estimated levy amount including refunds of \$656,053.32.
    1. **Yes: All**
  - vi. **Councilmember Neal** moved and **Councilmember Henderson** seconded to adopt Ordinance #1665 requesting a regular levy rate including refunds at approximately \$1.381466004574/\$1,000 of assessed valuation for an estimated levy amount including refunds of \$2,159,798.56.
    1. **Yes: All**

G. Introduction Items

1. **Electric Vehicle Charging Station Award – Scope of Work (AB 3207)**
  - i. **Town Administrator Loveless** delivered the staff report and answered questions from the Council.
  - ii. **Mayor Muri** invited public comments.
    1. *Jim Burke—Steilacoom*: He made some suggestions on how the Town might obtain its chargers, and the types of chargers the Town might investigate.
  - iii. **Councilmember Henderson** moved and **Councilmember Neal** seconded to authorize the mayor to sign the Scope of Work for the award received from the State of Washington and administered through the Department of Commerce for installing electric vehicle charging station(s) at the Public Works facility.
    1. **Yes: All**
  
2. **2023 Storm Water Utility Rate Modifications (AB 3209) (Ord. 1671)**
  - i. **Town Administrator Loveless** introduced the agenda bill.
  
3. **Sewer Utility Rate Modifications (AB 3210) (Ord. 1669)**

- i. **Town Administrator Loveless** introduced the agenda bill.
- 4. **Water Utility Rate Modifications (AB 3211) (Ord. 1670)**
  - i. **Town Administrator Loveless** introduced the agenda bill.
- 5. **Electric Utility Rate Modifications (AB 3212) (Ord. 1672)**
  - i. **Town Administrator Loveless** introduced the agenda bill.
- 6. **Rigney Rd, Non-Motorized Improvement Project Change Order #1 (AB 3214)**
  - i. **Public Works Director Burlingame** delivered the staff report and answered questions from the Council.
  - ii. **Mayor Muri** invited public comments.
    - 1. No public comments.
  - iii. **Councilmember Franklin** moved and **Councilmember Grasher** seconded to approve Change Order #1 for the Rigney Rd. Non-Motorized Improvements Project in the amount of \$16,771.00, subject to WSDOT concurrence, and authorize the Mayor to sign the necessary contract documents on behalf of the Town of Steilacoom.
    - 1. **Yes: All**
- 7. **Contract for Services, Phoebe Mulligan (AB 3216)**
  - i. **Chief Yabe** delivered the staff report and answered questions from the Council.
  - ii. **Mayor Muri** invited public comments.
    - 1. No public comments.
  - iii. **Councilmember Henderson** moved and **Councilmember Grasher** seconded to authorize the Mayor to enter into the agreement with Phoebe Mulligan for wellness services as needed, pursuant with the contract for services.
    - 1. **Yes: All**

#### H. Reports

- 1. **Staff**
  - i. **Town Administrator Loveless** reported the following:
    - 1. The Town is actively recruiting for several positions. Currently, we have no applicants for a Town Planner, have a few applications Building Inspector/Code Compliance Officer without building inspection experience, and eight applications for a payroll analyst.
    - 2. He invited everyone to the Public Safety Advisory Committee (PSAC) meeting tomorrow evening at Public Works at 6 p.m.
  - ii. **Attorney Hoffman** reported no new litigation.
  - iii. **Chief Yabe** reported the following:
    - 1. Our newest officer, Cameron Ashworth, has started this week. He comes to us from the corrections field and we are working to get him into the police academy as soon as possible.
    - 2. Late last week, he received confirmation that the Town was not selected for this year's federal grant funding for an additional officer. This year, our state received a total of 11 positions, about 1% of the positions that were funded. Our state is lowest in the nation in law enforcement staffing per capita. Our proposal was supported in writing by state Representatives Mari Leavitt and Dan Bronoski, as well as Congresswoman Marilyn Strickland.

3. Public Safety has applied for grant funding to enhance our wellness opportunities for our officers, including mental health, physical fitness equipment and assessment, and injury recovery. Our grant proposal was supported in writing by Representative Mari Leavitt. A decision on that grant is due by the end of October.
4. Public Safety has been invited to attend one of a few statewide meetings to redevelop the police academy curriculum. That meeting is scheduled for next week.
5. Some additional regional projects Public Safety is involved in:
  - a. Radio replacement and radio system architecture assessment.
  - b. Records management replacement.
6. Public Safety recently met with Community Emergency Response Team leadership with West Pierce Fire and Rescue. They are currently coordinating a meeting with local members before the end of this year to look at how this program might be advanced within Steilacoom.
7. This week, he attended a preliminary meeting with Pierce County Emergency Management regarding preparations ahead of anticipated winter emergencies.
8. Along with our school resource officer program, Public Safety is partnering with the Steilacoom Historical School District to enhance our collective emergency management and incident command readiness programs.

iv. **Public Works Director Burlingame** reported the following:

1. The Rigney Road Project is well under way. Miles Resources is busy installing electrical conduits along the roadway. We are still waiting on WA State Department of Transportation (WSDOT) approval of storm structures.
2. The Rainier Street Project is still delayed as it has not yet been approved by WSDOT. With delays, we will probably bid it during beginning of 2023 for completion in the spring.
3. Work is starting on the Sunnyside Pump Station. They are testing what can be shut down in order to work while keeping the sewage moving. Only one pump can be shut down at a time.
4. The Sunnyside Seawall master application has been reviewed and will be submitted to State and Federal agencies. We should have a final draft by the end of the week ready for submission. The plan is to bid in spring and construct the wall during the narrow fish window in June-September.
5. We are looking at expanding the old Balch Street and Nisqually Street right of ways. It is a boundary line adjustment.

## 2. **Council**

i. **Councilmember Crumley** reported the following:

1. He asked for an update on Union Street speeding. Joint Base Lewis-McChord is not acting at this time, but conversations are still underway.
2. He made an inquiry about the status of the pond leveler. It is currently under review.

ii. **Councilmember Franklin** had no reports.

1. No reports

iii. **Councilmember Grasher** reported the following:

1. The Tribal Cultural Center has a work party planned for Saturday, October 22 at 10 a.m.

2. Election Day is November 8. Please be prepared to vote. For questions, reach out to Pierce County Auditor at piercecountyauditor.org or 253-798-3649.
3. The Steilacoom High School homecoming game is this Friday, October 21.
4. She is looking forward to discussing legislative priorities.
5. She acknowledged a member of the Planning Commission in attendance.

iv. **Councilmember Henderson** reported the following:

1. She was glad to meet in person.
2. She acknowledged several audience members who are a part of the Parks, Community Services, and Environment Advisory Committee.
3. She gave an update on the tree canopy proposal.
4. There will be a work party this Sunday from 12 – 2 p.m. at Farrells marsh.

v. **Councilmember Neal** reported the following:

1. He had an inquiry about the new Environmental Protection Agency requirements on lead service lined inventory for water systems. He wanted to know how that will impact Steilacoom. It will impact our inventory practices but should not have other big impacts.
2. He highlighted the PSAC meeting tomorrow night. They are working on a draft of 2023 work plans that will come before Council. He invited Council to share the things they would like them to work on.
3. The Association of Washington Cities (AWC) has released their top legislative priorities.
4. He suggested that Council mark their calendars for City Action Days on February 15-16, 2023. It is a chance for Council to meet with our legislators in person.
5. He thanked Kiwanis for painting the pavilion at Sunnyside Beach. It looks great.

### 3. *Mayor*

i. **Mayor Muri** reported the following:

1. He asked for an update on the Garrison Springs funding. The applications have been submitted and we are waiting for senate approval.
2. He has some ideas about beach nourishment.
3. He attended AWC Cities on Tap in Wenatchee and had a good time.

#### I. Adjournment of Regular Meeting

1. **Councilmember Crumley** moved and **Councilmember Henderson** seconded to adjourn the Town Council Meeting of October 18, 2022.
2. The October 18, 2022 regular meeting of the Steilacoom Town Council adjourned at 7:37 p.m.

#### J. Study Session

1. Sunnyside Beach Parking Fees

- i. A study session to discuss Sunnyside Beach Parking Fees was convened at 7:37 p.m. and adjourned at approximately 7:47 p.m.