

May 19, 2020

Steilacoom Town Council Minutes

CALL TO ORDER:

May 19, 2020

Mayor Lucas called the regular meeting of the Steilacoom Town Council to order at 6:30 p.m. in the Town Hall.

ROLL CALL:

In attendance were Mayor Lucas, Councilmembers Neal, Henderson, Crumley, Franklin and Smith. Staff members in attendance were Town Administrator Loveless, Attorney Hoffman, Public Safety Director Yabe, and Public Works Director Burlingame.

Mayor Lucas led the attendees in the Pledge of Allegiance.

CONSENT CALENDAR:

Councilmember Smith moved and **Councilmember Henderson** seconded to approve the following items on the consent calendar:

1. Minutes of May 5, 2020 as amended
2. Approval of Payroll Checks #113558 - #113563 in the amount of \$208,894.68
3. Approval of Claims Checks #113570 - #113615 in the amount of \$92,082.24
4. Agreement for Range Services (AB 2993)
5. Appointment of Elizabeth Grasher to Planning Commission (AB 2994)
6. Set Public Hearings – 2019-2020 Budget Amendments – CARES Program (AB 2995)

Yes: All

AUDIENCE INPUT:

Non-Agenda Items

Orville Smullen, 2405 Burch Ave., Steilacoom. He feels that one officer in particular is harassing him. He lives peacefully in this Town and would like to be left alone.

NEW ITEMS:

COVID – 19 Response
(AB 2992)

Town Administrator Loveless delivered the staff report and answered question from the Council.

Yes: All

Councilmember Smith moved and **Councilmember Crumley** seconded to authorize the Mayor to initiate the COVID-19 Response program and allocate funds as identified in the staff report.

REPORTS:

Mayor

Mayor Lucas reported the following:

- The Fireworks Committee will meet tomorrow and officially end the fireworks display on the 4th of July this year.
- He talked about an increase of vehicle speeding along Starling, Rainier and Lafayette Streets.
- Under the Governor's four phases, beaches are to remain closed until phase 2.
- Shared information regarding the upcoming elections and what to expect.

Administrator

Town Administrator Loveless reported the following:

- Shared that the AWC conference is coming up.
- He has been working with the State on the lease renew for the building on Lafayette Street. In order to cut costs, they notified the Town that they will not be renewing the lease.
- Farmers' Market starts June 17th. Vendors will be spread out with social distancing will take place.
- If you receive an employment claim in your name, don't ignore it. Respond and respond quickly if you suspect fraud.
- There have been more walkers through Town lately. Unfortunately, it has brought about more litter. Encouraged people to pick up trash.

Attorney

Attorney Hoffman reported no new litigation.

Public Safety

Public Safety Director Chief Yabe reported the following:

- This last week the department had three DUI arrests.
- The State is experiencing a historic increase in claims for unemployment fraud. Please notify Employment Security Department if you suspect fraud.
- The P.S. Department is completing a month long emphases on stop sign violations along Beach Avenue.
- As the State returns back to normal expect more traffic stops to take place along high volume streets in Town.
- Staff is applying for salary reimbursement for our newest officer during his academy time.
- The Department has two vacancies. The academy has not scheduled future trainings, so we are considering lateral applicants.
- All our officers remain healthy. Our one officer is back from extended military orders due to COVID-19 response.

Public Works

Public Works Director Burlingame reported the following:

- We are struggling to keep up with the work because of reduced staff hours, due to "stay home stay safe" requirements and adhering to social distancing hurdles. Critical infrastructure is being maintained but very little beyond that.
- Summer seasonal positions have started.
- Flower baskets and flags have been installed.
- Staff has dealt with a few emergencies.
- We are maintaining our parks and trails as best we can with our crew levels.
- Noxious weed control is currently taking place throughout Town.
- Gave us an update on grant possibilities.

Council

Councilmember Crumley reported the following:

- He has had a lot of inquirers as to why Sunnyside Beach Park is still closed. He now understands it's in accordance to the Governor.
- With the Steilacoom Food Bank potentially receiving more funds, he asked if there are other changes that should be made. Answer: at this stage the Food Bank is doing well. More contributions are being made by residents and the Girl Scouts are helping by making home deliveries if needed.
- Appreciates what the Mayor and staff has been doing during these extraordinary times.

Councilmember Smith reported the following:

- Now that the State is slowly opening up, he suggested that warnings be posted to vehicles to slow down adding protection to pedestrians. Also, to remind pedestrians to use the sidewalks instead of the streets.

Councilmember Henderson reported the following:

- She asked about the success of the recent plant sale in Town. Answer: nearly \$1,900 was raised.
- Asked if now would be a good time to generate volunteer help with parks and trails under the current challenges. Answer: Yes, as long as social distancing can take place. Also, if people are interested in picking up garbage around Town that would be helpful or pulling noxious weeds.
- She received an email inviting her to apply for her unemployment benefits. It looked legit but she obviously did not participate.
- She asked about vandalism that has occurred in parks lately. Answer: parks have experienced graffiti, breaking and entering into restrooms for toilet paper, extra litter and locks being broke.
- Mentioned that a Steilacoom resident, Dr. Ken Farmer, has been chosen by Bruce Dammeier to head the Pierce County Disaster Recovery Office. With his background he should be excellent.
- She was asked what the Town's sales tax revenue is at this time. Answer: \$585,000 in 2019. Revenues have been heavily impacted through this downturn.
- Asked if there was any need for upgrading durable equipment in the Steilacoom Food Bank during this increase of volume. Answer: right now we have a good system in place. Two medium size shopping carts would be helpful.
- She asked if Councilmembers can anticipate the short term rental issue to be brought before them again. Answer: Yes, the Steilacoom Planning Commission needs to meet before that can happen.
- She apologized for her interpretation of procedures from Town staff when it came to AB 2991, Scope of Services for Evergreen Consulting Group. She suggested a study session to discuss current purchasing policies and procedures for better understanding.

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Council cont.

Councilmember Franklin reported the following:

- He announced that his daughter, an emergency medical doctor at Madigan, has been promoted to Lieutenant Colonel.
- Regarding the beaver in Farrell's Marsh, we have a real opportunity to decide how the Town should proceed with Farrell's Marsh. Perhaps, before the next budget session, Council should have a study session to discuss possibilities for this property.

Councilmember Neal reported the following:

- Shared that the AWC Conference will be a virtual conference this year. Approximately 15-20 sessions will be pre-recorded for viewing anytime during the year to receive credits for the Municipal Leadership Certificate.
- Unfortunately, the business meeting for AWC is the same day as the Puget Sound Regional Council annual general assembly.
- Suggested that staff and Council set some goals and priorities we want to try and accomplish during the next couple of years. Maybe a pre-budget workshop to decide what are future priorities.

ADJOURNMENT:

The May 19, 2020 regular meeting of the Steilacoom Town Council adjourned at 8:09 p.m.

Town Administrator

Mayor