

**CITY OF STANWOOD**  
Regular Meeting of the City Council  
Thursday, February 25, 2021 – 7:00 p.m.  
Zoom Online Meeting & Telephone  
**MINUTES**

**1. Call to Order**

Mayor Elizabeth Callaghan called the meeting to order at 7:00 p.m.

**2. Roll Call**

City Clerk Sara Robinson called the roll with the following Councilmembers present: Rob Johnson, Diane White, Darren Robb, Timothy Pearce, Steve Shepro, Sid Roberts and Judy Williams. The meeting was quorate.

Also present: Community Development Director Patricia Love, Public Works Director Kevin Hushagen, Assistant Public Works Director Shawn Smith, Fire Chief John Cermak, Police Chief Rob Martin, Finance Director Scott James, Attorney Brett Vinson, City Administrator Jennifer Ferguson and City Clerk Sara Robinson.

Waste Management – Michelle Metzler and Snohomish Health Department – Ragina Gray

*Motion by Councilmember Pearce, Second by Councilmember Johnson, to excuse Councilmember Shepro. Motion carried unanimously.*

**3. Approval of the Agenda**

*Motion by Councilmember White, second by Councilmember Johnson to approve the agenda. Motion carried unanimously.*

**4. Presentation**

a. Snohomish Health District Update – Ragina Gray

Regina Gray, Environmental Health Director with Snohomish County Health District, presented the Health District update. She gave an overview of the power point presentation that was included in the council packets which gave a quick update about the Covid-19 pandemic for Snohomish County and highlights of other services the Health District provides

b. Waste Management Annual Report – Michelle Metzler

Michelle Metzler, Waste Management Public Sector Manager provided an annual overview of the Waste Management services.

**5. Citizen Comments**

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The City did not receive any written comments and received one request to from a citizen who would like to verbally address the Mayor and City Council. Citizens who wished to speak verbally, were required registered on the City Website by 9:00 am today, must be visible on camera and identify them-self with name and address.

Tim Schmitt- 27308 101<sup>st</sup> Ave NW, Stanwood, WA

The citizen comment is regarding agenda item 9a Library Dissolution Request.

### **6. Staff Reports**

- a. Police Compstat Report – January 2021

### **7. Committee Reports**

- a. Planning Commission Meeting Minutes January 25, 2021
- b. Parks and Trails Advisory Committee Meeting Minutes January 19, 2021
- c. Community Development Committee Meeting Minutes January 14, 2021

### **8. Consent Agenda**

- a. Approve Vouchers and Payroll Checks
- b. Approve February 11, 2021 Special Workshop Meeting Minutes
- c. Approve February 11, 2021 Regular City Council Meeting Minutes
- d. Appointment of Economic Development Board Member – Brandi Timmer

*Motion by Councilmember White, Second by Councilmember Johnson, to approve the Consent Agenda items a and b.*

*Motion carried unanimously.*

### **9. New Business**

- a. Library Board Dissolution Request

Jennifer Ferguson, City Administrator presented a request from the Sno-Isle Library for consideration to dissolve the Stanwood Library Board created pursuant to Stanwood Municipal Code 2.52. The Stanwood Library Advisory Board was created to advise the City Council on the general supervision of the library facility and library programs but with the annexation, Sno-Isle Library handles oversight of these facility and programs. The Library has proposed an annual update to the City Council on library programs, in lieu of a formal board.

The Community Development Committee reviewed the Sno-Isle Library request on February 18, 2021 and supports the Library request to dissolve the formal board. The Council discussed the proposed dissolution.

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*Motion by Councilmember Roberts, Second by Councilmember Johnson to authorize staff to bring an amendment to SMC 2.52 to dissolve the Stanwood Library Board at a future council meeting.*

*Councilmember Roberts – Yes, Councilmember Williams – Yes, Councilmember Johnson- Yes, Councilmember White – Yes, Councilmember Robb – Yes, Councilmember Pearce – Yes.  
Motion carried unanimously.*

### b. Authorize the Mayor to Sign the Washington State Department of Ecology Grant

Community Development Director, Patricia Love presented the request for Council acceptance of the \$50,000.00 Department of Ecology Grant for the purposes of conducting supplemental environmental investigative work on the Sebranke property. The City entered into a purchase and sale agreement in 2016 to purchase the Sebranke property on the northwest corner of 271<sup>st</sup> Street and Florence Road for the purpose of creating a downtown park. Initial environmental studies showed that the property has underground petroleum and other contaminants that were the result of an old gas/service station that was previously located on the site. Due to clean up costs and liability reasons, the City canceled the purchase and sale agreement with the property owner; the property remains vacant and unused at this time.

Last spring staff became aware of a grant through Washington State Department of Commerce for local brownfield clean-up projects. \$200,000 grants are available to local jurisdictions who have sites that fit into a larger economic development strategy but has not been able to purchase or develop properties due to costs, risk, and liability issues. It is the goal of the State to clean up brownfield sites and get them back into community use.

In partnership with the Department of Commerce Grant, the Department of Ecology has offered the City an additional \$50,000 grant to cover the costs of updating the environmental Phase I and II investigations. These combined grants provide a low-cost clean-up opportunity allowing the City to implement the economic development concepts identified in the City's Downtown Subarea Plan.

On April 17, 2020 the issue of pursuing state and federal grants to fund clean-up actions on the Sebranke site was brought before the Economic Development Board and Council Community Development Committee. Both Committees supported the City's efforts to apply for such grants. After further conversations with the Department of Commerce, it was suggested that the City pursue a grant with the Department of Ecology to help with the project.

The project was subsequently included in the City Beautification Action Plan as part of the areas revitalization efforts and was included in the 2021 / 2022 adopted budget. The Council discussed the proposed project and the grants being offered.

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*Motion by Councilmember Roberts, Second by Councilmember Williams to authorize the city administrator, Jennifer Ferguson, to sign the grant contract with the Department of Ecology in the amount of \$50,000 for the purposes of conducting supplemental environmental work on the Sebranke property.*

*Motion carried unanimously.*

### **10. Citizen Closing Comments – Removed via motion at the 3-26-2020 Meeting**

### **11. Reports of Officers and Committees**

#### **a. Mayor's Report –**

Mayor Callaghan wanted to announce that the City is still looking for a new Salary Commissioner and Planning Commissioner. If you or anyone you know wants to get involved, the applications are available on the city website.

There have been several members of the community on the Council Meeting Zoom calls. Mayor would like to encourage you to invite a friend to attend also.

#### **b. City Administrator's Report-**

City Administrator, Jennifer Ferguson tagged on to the Mayor's announcement about getting involved. There was an item on tonight's Consent Agenda appointing Brandi Timmer to the Economic Development Board. Congratulations to Brandi!

Ferguson also wanted to point out that the new Park Sanitation Units have been placed in the parks. This is courtesy of the CARES Act funding.

The AWC Scholarship nominations are due by March 12. There will be six \$1,500 scholarships issued in May.

#### **c. Councilmember Reports and Questions-**

Councilmember Williams asked how to get the names for scholarships submitted.

The names can be sent to Jennifer and she will put them on the website for nomination.

Councilmember Johnson wanted to share some information that he received this evening in the Finance Committee meeting. The funds from the Marijuana and sales tax has not been paid from the State to the City. The new Finance Director is going to pursue this to make it right. It is approximately \$8,100 per year.

Councilmember Robb commented that the Glass Quest went well this year. He was at the Church Creek Park and noticed the Sanitization Station and greatly appreciated it.

### **12. Adjourn to executive session to discuss potential or pending litigation, RCW 42.30.110(1)(i) action to follow**

Mayor Callaghan adjourned to the Executive Session at 7:56pm. The session is expected to take 10 Minutes.

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**13. Reconvene and Adjourn**

The meeting was called back to order at 8:06 pm

*Motion by Councilmember Johnson, Second by Councilmember Pearce to authorize the Mayor to execute a settlement with American Cremation & Casket Alliance in the amount of \$60,000.*

*Motion carried unanimously. (not including Councilmember White)*

The meeting was adjourned at 8:08 pm.

CITY OF STANWOOD

ATTEST:

  
Elizabeth Callaghan (May 14, 2021 12:51 PDT)

Elizabeth Callaghan, Mayor

*Sara Robinson*

Sara Robinson, City Clerk