

CITY OF STANWOOD
Regular Meeting of the City Council
Thursday, March 11, 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, Senior Accountant Wendy Dowhower, Senior Planner Amy Rusko, Assistant to the Administrator & Communications Krista Hintz Attorney Brett Vinson, City Administrator Jennifer Ferguson and City Clerk Sara Robinson.

3. Approval of the Agenda

Motion by Councilmember Pearce, second by Councilmember Shepro to approve the agenda. Motion carried unanimously.

4. Presentation

a. Introduction of New Employees

City Administrator Jennifer Ferguson announced the most recent new employees. Eric Hentilla was hired as the new Public Works Supervisor in charge of Parks, Streets and Drainage for the City. Alan Lytton was hired as Engineering Technician in the PW Engineering Division.

We will invite staff to come to another time for a formal introduction.

5. Citizen Comments

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 101st Ave NW, Stanwood, WA

Topic – Lack of Council Action

Mr. Schmitt was having technical difficulty and was unable to speak.

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6. Staff Reports

- a. Finance Report – Fourth Quarter 2020

7. Committee Reports

- a. Community Development Committee Meeting Minutes February 18, 2021
- b. Planning Commission Committee Meeting Minutes February 08, 2021
- c. Finance Committee Meeting Minutes February 25, 2021
- d. Economic Development Board Meeting Minutes – January 15, 2021
- e. Public Safety Committee Meeting Minutes – January 25, 2021

8. Consent Agenda

- a. Approve Vouchers and Payroll Checks
- b. Approve February 25, 2021 Regular City Council Meeting Minutes
- c. Authorize the Mayor to Sign a Contract with Pellco Construction for the Lower Pioneer Highway Sewer Upgrades

Motion by Councilmember White, Second by Councilmember Roberts, to approve the Consent Agenda items a thru c.

Motion carried unanimously.

9. New Business

- a. First and Second Reading and Final Adoption – Ordinance 1495 2021-2022 Budget Amendment Number 1

Finance Director Scott James presented Ordinance 1495 which will amend the 2021-2022 Budget. The City Council adopted the 2021-2022 Biennial budget and from time to time will amend the budget for unforeseen expenditures and updates to forecasted revenue sources. Budget allocations for overall fund expenditures, by state law, are not to exceed the amount authorized by the City Council. The proposed budget amendments include the following: Adjust Beginning Net Cash to Actual – All Funds, Adjust Capital Projects – Street, Sewer, Drainage and Park Construction Funds, Budget Adjustments to the General and Water funds. The 2021 – 2022 Budget Amendment #1 was reviewed by the Council Finance Committee, which recommends passage of the Amendment. Council discussed the Ordinance.

Motion by Councilmember Johnson, Second by Councilmember Shepro to approve the first and second reading and final adoption of Ordinance 1495 with exhibit A amending the 2021 - 2022 budget as presented.

Councilmember Williams – Yes, Councilmember Johnson- Yes, Councilmember White – Yes, Councilmember Robb – Yes, Councilmember Pearce – Yes, Councilmember Roberts – Yes

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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 mentioned that the City is still looking for a Salary Commission member. There was a School Superintendent Recruiting Forum this afternoon. The best way to get involved is to take part in the survey located on the Stanwood Camano School District website.

b. City Administrator's Report-

Jennifer Ferguson reported that Governor Inslee updated the Healthy Washington to County by County. We are all moving to Phase 3. Find more information about COVID on the City website and social media.

There is a new Report a Concern module on the City website. The concerns go directly to the proper staff for a response. If you have an emergency, please call 911.

The broadband action team will be meeting at the end of the month. Please complete the broadband survey. The link is located on the City website. This is how the State is collecting information. This will mean more dollars that come to our State for broadband funds.

There will be a Chamber Ribbon Cutting on March 23 at 8:00 am for the Country Store. The Civic Campus Workshop will be April 8. The date was moved to give staff additional time to gather further details and information. The intention is that everyone on the Council gets the same information. Please be mindful of time as staff might not be able to get back to you right away.

Follow Discover Stanwood Camano to get information about all upcoming events and happenings. Stanwood's own Savannah Woods will be on The Voice TV show on Monday night. Hope that everyone will be able to tune in to see her.

Director Soundbites –

Fire Chief Cermak said that Snohomish Health District has a greater amount of vaccines coming. They are ramping up and are doing a lot of work to get the vaccine out.

Police Chief Martin mentioned that there is a new Sargent on duty. He is very impressed with his work and considers him a great addition.

Community Development, Director Patricia Love mentioned that since the City Beautification Plan was approved staff has been busy. Thank you to Krista, Jennifer and Shawn. The Snow Geese Directional Signs will all be up in a few weeks.

Public Works Director, Kevin Hushagen gave a quick overview of the Public Works current projects. Public Works crews have been hard at it. They are great people and a great crew!

Finance Director, Scott James reported that the City has moved to a cloud-based program from Bias to Springbrook. This will go live mid-April.

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Ferguson added that the Clean Sweep will be held on May 15. Watch the City website for more information.

c. Councilmember Reports and Questions-

Councilmember Johnson asked if we can get an updated report / training on cybersecurity. He would like a refresher annually.

Jennifer noted that there was a recent phishing email that hit the City. There was also a recent Cyber Alert that came out. The County IT department is on it. We are well protected. IT is on the City 2021-2022 workplan.

Councilmember Roberts wanted to mention how wonderful the 80th and 284th Street intersection is now. The traffic calming is really working well. Community transit had a fatality shooting recently. The media requested a copy of the video so there may be something coming out on the news about it. The CEO of Community Transit is coming to Stanwood in a couple of weeks.

Councilmember Shepro asked about the progress of the Ballfields.

Shawn Smith reported that it is going well. There has been some change orders requested but it is going well. The parking lot repair will all depend on the weather.

Councilmember Williams announced that the Chamber is excited to be finalizing plans for the first event of the year. The Goose is Loose 5k Run on April 24! This is Great News!

12. Adjourn

The meeting was adjourned at 7:38 pm.

CITY OF STANWOOD

ATTEST:


Elizabeth Callaghan (Mar 14, 2021 12:59 PDT)
Elizabeth Callaghan, Mayor

Sara Robinson
Sara Robinson, City Clerk