

CITY OF SULTAN COUNCIL MEETING – January 12, 2023

Mayor Wiita called the regular meeting to order at approximately 7:00 p.m. The meeting was a hybrid with attendees both in person at City Hall Council Chambers and via Zoom Internet Conference Service. Mayor Wiita called roll and the following were in attendance:

Councilmembers: Aldrich, Morgan, Dearborn, Hund, Sivewright, and Beeler.

(Noted CM Morgan arrived at approximately 7:12 pm during the first presentation)

Councilmembers Absent: Neigel

Staff: City Administrator Ibershof, Public Works Director Morgan, Finance Director Erdman, and City Clerk Pevey.

CHANGES/ADDITIONS TO THE AGENDA

On a motion by Councilmember Aldrich, seconded by Councilmember Beeler, council approved the following changes to the consent agenda. Motion passed 5-0.

- Adding Consent Item - Excused absence of Councilmember Neigel.

PRESENTATIONS

Evergreen Health Monroe

Presentation on file with the City Clerk's Office

Lisa LaPlante, Chief Administrator Officer, and Meagan Wirsching, Chief Nursing Officer, provided council with an update on Evergreen Health Monroe to include the history, hospital districts and governance system, system integration to include shared leadership with Evergreen Health Kirkland, primary care in Sultan/Monroe, Specialty Practice Growth Plan, Urgent Care in Monroe, upgrades in electronic medical records, core hospital services, clinic locations, new recovery center, and finally a new inpatient behavioral health center projected to open end of 2023 or early 2024.

AB22-78_2021 Audit Exit Conference

Presentation on file with the City Clerk's Office

Kirk Gadbois, Audit Supervisor, and JJ Muter, Audit Lead, presented the 2021 audit results for the financial period of January 1, 2021, through December 31, 2021. The audit reported no significant deficiencies in internal controls. No deficiencies to be considered material weaknesses were found. No instances of noncompliance were noted, and no material misstatements were noted. Next audit set for fall of 2023 for two-year accountability audit of 2021 and 2022; as well as financial statement audit for 2022. Final audit report will be released approximately a week from now posted to the state auditors' website. Council thanked staff, specifically Finance Director Erdman, by acknowledging the hard work and dedication it took to have such an exceptional audit.

COMMENTS FROM THE PUBLIC

Toni Reading (written comments) complimented public works crew on recent snow and ice response; and requesting additional budget for further sanding allotment during weather events.

Bob McCarty, Loves Hill Drive: In his final month as a board member for the Snohomish County Parks Board and will be submitting an application for the Snohomish County Noxious Weed Board with focus on knotweed (*handout provided to council and staff*). Requested Sultan submit an AWC grant scholarship nominee. Also return to promotion of business of the month and volunteer of the month at council meetings.

COUNCILMEMBER COMMENTS

Morgan: Thanks to presenters and kudos to staff for clean audit, addressed comments received from Tori Reading regarding comments about snow and ice thanking crew and requesting additional clearing services during cold weather events. Reflected on his term on council in 2022 and the projects completed and accomplished over the year.

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Aldrich, Dearborn, and Hund expressed their hope that all had a happy holiday and were ready to resume work on the council in the new year.

Sivewright: Acknowledged that during the holiday season staff was busy keeping the city going with projects and weather-related issues; acknowledged Finance Director Erdman and administration for their exceptional work that brought a great audit. Thanked Citizen McCarty for continuing to serve the community.

Beeler: Expressed appreciation for staff and acknowledged all the work council has been able to accomplish to date; also acknowledged Finance Director Erdman for exceptional audit report.

MAYOR COMMENTS

Mayor Wiita acknowledged the hard work by staff to receive an exceptional audit report. Stated management staff held a retreat recently reviewing 2022 and setting goals and projects for 2023. Acknowledged council engagement shows a deep care and commitment for the community. Huge shout out to public works staff for weather related efforts in December to make the roadways as safe as possible as well as handling a major water main break repair as quickly as possible. Presented the 2023 Regional Project list from the *Snohomish County Committee on infrastructure and Transportation shows support for US 2 Improvements in Sultan*. Monday January 9th kicked off the legislative session in Olympia and Mayor rallied to remember Sultan projects and legislative priorities. Thanked McCarty for his service on the Snohomish County Parks Board.

CITY ADMINISTRATOR COMMENTS

Administrator Ibershof acknowledged Hal Hart present who is the candidate of choice for the Community Development Director position. Regional director for WSDOT came out to have lunch with city representatives in December stated they had never seen a city that has been able to garner the positive support for US 2 improvements and acknowledged coworkers in Olympia understand the project and are working to support and assist Sultan where they can. Communications the focus for 2023. He shared analytics on use of the city website use and city will create a city-wide events list as well as taking other steps to improve communication. Comprehensive plan consultant selected and will be presented at an upcoming council meeting; also bringing ARPA funding suggestions to a future meeting; At the AWC city action days focus in February, Sultan will be lobbying for US 2 improvements. Sultan Basin park naming will be brought forward at a future meeting, as well as a survey on city hours coming soon; Annual spring cleanup set for April 22nd. Finally, encouraged councilmembers to read the recent edition of AWC City Vision magazine as Sultan is part of an article on ARPA funds.

STAFF REPORTS

No written reports submitted.

Morgan: update on the Traveler's park log and gazebo damaged in an auto accident at the end of December. Morgan also acknowledged the hard work of the crew in December during the cold weather even. Stated the next big concrete pour at the WWTP improvement project is scheduled for next Tuesday for those interested in watching.

CONSENT AGENDA

On a motion by Councilmember Morgan, seconded by Councilmember Aldrich, council approved the following consent agenda items. Motion passed 6-0.

- 1) Voucher & Payroll thru 1/13/2023
- 2) 11/17/2022 Council Meeting Minutes
- 3) Voucher & Payroll thru 12/1/2022
- 4) Voucher & Payroll thru 12/15/2022
- 5) Voucher & Payroll thru 12/31/2022
- 6) Minutes of Public Hearing re: AB22-79_Resolution 22-11_6 Year Capital Improvement Plan

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- 7) Minutes of Public Hearing re: AB22-17_Proposed Water/Sewer/Stormwater Utility Rates
- 8) Minutes of Public Hearing re: AB22-68_2023 Final Budget

ACTION ITEMS

AB23-01_Community Development Director appointment

Administrator Ibershof presented Hal Hart for the position of Community Development Director. On a motion by Councilmember Morgan, seconded by Councilmember Sivewright, council confirmed the Mayor's selection of Hal Hart as the Community Development Director; Motion passed 6-0.

AB22-94_Amendment to Ordinance 1385-22_2023 Salary Schedule

On a motion by Councilmember Morgan, seconded by Councilmember Aldrich, council amended Ordinance 1385-22 setting salaries for 2023 for non-represented employees to reflect the one-time payout. Motion passed 6-0.

AB21-47_Transportation Services Inc (TSI) On Call Transportation & Traffic Review Contract Extension

Public Works Director Morgan explained this would extend the contract currently due to expire April 2023 and included the consultants request to update to their hourly rate as well. On a motion by Councilmember Beeler, seconded by Councilmember Aldrich, council authorized the Mayor to sign a contract extension with Transportation Solutions Inc. Motion passed 6-0.

AB22-69_Public Works Shop & Gazebo Roof Additional Funds Request

Public Works Director Morgan explained he had made a mathematical error due to tax which was not included in the original amount presented to council. On a motion by Councilmember Sivewright, seconded by Councilmember Hund, council approved additional funding for the roof project to BCN Construction LLC for an amount not to exceed \$2,521.51 which no contingency without prior authorization from council. Motion passed 6-0.

AB21-100_CDBG grant submittal authorization for the sidewalk project

Public Works Direction Morgan explained the only area in Sultan that qualifies for this grant is west of the Sultan River and would like to submit the grant to create a sidewalk along Old Owen Road. On a motion by Councilmember Sivewright, seconded by Councilmember Hund, council authorized staff to submit a CDBG grant application for the 2023 public facilities and infrastructure program. Motion passed 6-0.

AB22-85_Resolution 22-13_2023 Fee Schedule

City Clerk Pevey explained only a handful of rates updated, but major changes to cemetery fees due to increased costs, and a change to the structure of pet licenses. On a motion by Councilmember Morgan, seconded by Councilmember Aldrich, council adopted Resolution 22-13 implementing the updated Fee Schedule for 2023. Motion passed 6-0.

AB23-02_Council Sub-Committee Appointments

On a motion by Councilmember Morgan, seconded by Councilmember Aldrich, council approved the Government Services, Finances and Public Safety committee councilmembers as Dearborn, Morgan, and Sivewright with Neigel as an alternate. Motion passed 6-0.

On a motion by Councilmember Morgan, seconded by Councilmember Aldrich, council approved the Community Development and Public Works committee councilmembers as Councilmembers Aldrich, Hund, and Beeler with Sivewright as an alternate. Motion passed 6-0.

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AB23-03_Mayor Pro Tem Appointment

On a motion by Councilmember Morgan, seconded by Councilmember Hund, to nominate Councilmember Aldrich as the Mayor Pro Tem for 2023. No other nominations were provided. Motion passed 6-0.

DISCUSSION ITEMS

Council Workshops & Meetings 2023

Staff presented workshop dates for 2023 and requested input from council on potential topics.

- Morgan suggested general emergency preparedness to include council role and response; fee schedule review; as well as reviewing future residential development standards.
- Mayor Wiita suggested revamping emergency plans, emergency preparedness, and emergency response/communications.
- Councilmember Hund suggested a retreat such as has been done in prior years to visit city facilities and interaction with staff in a more getting to know you casual setting. Councilmember Morgan suggested a site visit to the Lake 16 water source as weather prevented that in the past.
- Councilmember Sivewright supported emergency preparedness suggestion and wanted to include police emergencies, and response to emergency alerts in the midst of neighboring city emergencies; suggested a topic on storefront studio project to continue progress in that area, as well as future thinking about implementing a parks and recreation department.

Council Discussion timecards/2023 pay dates

City Clerk Pevey presented dates when council timecards were due in 2023 as well as council pay dates. She stated the new electronic entry system was working well and was available to work with councilmembers who may still be struggling with that system. In addition, she answered questions for councilmembers on various aspects of that system.

EXECUTIVE SESSION

Real Estate Acquisition (RCW 42.30.110 (1)(b))

On a motion by Councilmember Morgan, seconded by Councilmember Aldrich, council went into executive session for an initial period 15 minutes to discuss real estate acquisition. Executive session started at approximately 8:38 pm. At approximately 8:53 pm, council extended the session an additional 10 minutes.

On a motion by Councilmember Morgan, seconded by Councilmember Aldrich, council closed the executive session., which ended at approximately 9:02 p.m.

ADJOURNMENT

On a motion by Councilmember Morgan, seconded by Councilmember Aldrich, the first meeting of 2023 was closed at approximately 8:16 pm. The Zoom meeting connection was disconnected shortly thereafter.

DocuSigned by:



Tami J. Pevy, City Clerk



Russell Wiita, Mayor