

January 12, 2006

**CALL TO ORDER:** Mayor Tjeerdsma called the meeting to order at 7:00 p.m., with the Pledge of Allegiance. Council Members present: Bensen, Doyle, Loving, Aslett, Valentine, Straathof and Montgomery. Staff present: City Administrator Aarstad, Library Director Perkins, Administrative Assistant Sheahan, and City Attorney Thomas.

**APPROVAL OF MINUTES:**

A motion was made by **Councilors Valentine/Doyle** to approve the minutes of the December 22, 2005 Council meeting. All were in favor. Motion carried.

**AUDIT OF BILLS:**

**Councilor Aslett** presented the bills. He noted large payments to D C (\$12,603), Puget Sound Energy (\$20,000) and Lewis Architects for Library and City Hall design work (\$27,000). A motion was made by **Councilors Aslett/Valentine** to approve vouchers 45312 – 45465 in the amount of \$224,658.15. All were in favor. Motion carried.

|                                    |                      |
|------------------------------------|----------------------|
| Current Expense                    | \$ 42,723.37         |
| Current Expense Cumulative Reserve | 27,738.48            |
| Fire Equipment Cumulative Reserve  | 17,781.90            |
| City Street                        | 26,144.38            |
| Library                            | 4,611.46             |
| Library Permanent Book             | 1,399.63             |
| Parks & Recreation                 | 5,716.50             |
| Cemetery Fund                      | 1,533.26             |
| Stadium Fund                       | 6,014.86             |
| Local Capital Improvement Fund     | 68,375.01            |
| Sewer Fund                         | 21,690.50            |
| Storm Drainage Utility             | 928.80               |
| <b>Total</b>                       | <b>\$ 224,658.15</b> |

**PUBLIC COMMENTS:**

There were no public comments.

**OFFICER REPORTS:**

**Library Director Perkins** announced that the Library Board recently voted to increase non-resident library fees (first in six years) to \$60 per year effective March 1, 2006. A six-month card will be available for \$35 and a three-month card for \$25. Senior cards will also be available for \$45 if the household has a resident 62 years or older. Annual cards purchased prior to March 1 will be at the current rates.

**Library Director Perkins** invited Council members to the next Brown Book Lunch scheduled for noon Wednesday January 18<sup>th</sup>.

**Library Director Perkins** noted that the Library has applied for a marketing grant from the State. She noted that this is a good time for this because the new library will be completed in 2007 and this will be good timing for marketing the new facility. If the grant proposal is successful, the City Library will have a marketing consultant for a day. That person will help write a marketing plan for the Library.

**Library Director Perkins** was recently informed by Congressman Rick Larsen’s office that the City of Burlington Library has been nominated for a 2006 National Award for library service. Three awards are given each year. Burlington is the only library nominated from Washington State. The award specifically targets libraries that address core services to the community. This is a \$10,000 award with no strings attached on how it is spent.

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**City Administrator Aarstad** referred to a memo he sent January 5, 2006 to Council and Mayor regarding the possibility of meeting with Mr. Norm Whiting of Cimarron Transfer. Mr. Whiting would like to explore the possibility of the City sending their solid waste to his new facility rather than to the County transfer station. **Councilor Bensen**, a member of the Municipality Committee, noted that Mr. Whiting seems to have been talking to all the cities regarding this plan. The City currently has an interlocal agreement with the County to send city solid waste to the county facility through 2013. He recommends that the City continue to send garbage to the County through 2013 and consider other available options at that time. He noted that Cimarron would charge the same tipping fees as the County charges, so there would be no financial advantage to the City to change at this time. **Councilor Valentine** commented about news of the possibility that the county may privatize their garbage facility. **Councilor Bensen** stated that county may have a Request for Proposals (RFP) draft ready by January 22, 2006. The timeline would have bids due by November 2006. He suggested that the city not do business with Mr. Whiting at this time. He also mentioned the plans by Janicki Industries to build a bio-diesel plant that would take solid waste. They would also be asking for Cities solid waste. He suggests that the City stay status quo at this time. He sees no need for a meeting with Mr. Whiting at this time.

**City Administrator Aarstad** referred to memo delivered to council members prior to tonight's meeting regarding payment by the City for permits for City projects. After contacting the State Auditor it has been determined that the Council can waive building permit fees to the city although State fees or any City Enterprise Fund fees would have to be paid. Payment of City permit fees would require staff time and paperwork to pay funds out of one City fund to another. The City has several projects that need to begin soon; permits are ready to be issued. He asked Council to consider waiving certain permit fees for City projects. **City Administrator Aarstad** clarified that some fees are mandatory. **Councilmember Aslett** suggested that we go ahead and collect all the City permit fees so that records will reflect fees for permits as issued. He suggested the accountability outweighs the time savings. Council asked for a Resolution be presented at the next Council meeting for consideration.

**City Administrator Aarstad** announced that an asbestos abatement survey has been completed on the Church and the wood framed building that need to be demolished prior to construction of the new Library. He has copies for the surveys available for review in his office.

Skagitonians to Preserve Farmland would like to meet with the City Council regarding land for school construction. **City Administrator Aarstad** suggested a Workshop be set for a Thursday evening that is not a regular City Council meeting date.

**Councilor Bensen** displayed a fleece vest with City logo. If any Council members were interested in obtaining one, they should contact **Finance Director Patrick**. Colors available are dark blue or light blue with a variety of sizes.

#### **YARD OF THE MONTH WINNERS FOR DECEMBER 2005.**

**City Administrator Aarstad** handed out certificates to Yard of the Month for December 2005. Residential winners for December were the Stone family (704 Wade Place); the Ettter family (308 N. Spruce Street); the Powell family (5050 N. Oak Street); and the Widfeldt family (1218 Crystal Lane). Mr. & Mrs. Widfeldt thanked the City staff for the award.

#### **CONSENT AGENDA:**

- 1) Chamber of Commerce – 2006 Harvest Festival Agreement.
- 2) Chamber of Commerce 2006 Agreement.
- 3) Chamber of Commerce Visitor Information Center 2006 Agreement.
- 4) Skagit Valley Tulip Festival 2006 Agreement.
- 5) Upper Skagit Bald Eagle Festival 2006 Agreement.

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- 6) Skagit Valley Highland Games/Celtic Concert Series 2006 Agreement.
- 7) Skagit River Shakespeare Festival 2006 Agreement.
- 8) Skagit Opera 2006 Agreement.
- 9) Celtic Yuletide Concert 2006 Agreement.
- 10) Appointment of Senior Representative Don Erickson to Parks & Recreation Advisory Board.
- 11) Chamber of Commerce - 2006 Burlington Float & Band

A motion was made by **Councilors Bensen/Doyle** to approve items 1 – 11 of the Consent Agenda. All were in favor. Motion carried.

#### **UNFINISHED BUSINESS:**

##### **REVISIONS TO AGREEMENT BETWEEN THE CITY OF BURLINGTON AND DAN MITZEL, FOR THE TRANSFER OF REAL PROPOERTY BETWEEN THE CITY AND MR. MITZEL.**

**City Attorney Thomas** reviewed the agreement. He noted that the city is selling a strip of land and the City is purchasing a triangle of land. He found that original price was incorrect and this has been corrected. A motion was made by **Councilors Valentine/Loving** to authorize City staff to enter into a revised purchase and sale agreement with Whitefield Mitzell, LLC, for the sale of certain City property to Whitefield Mitzel for the sum of \$126,000, and the acquisition by the City of adjacent property for the sum of \$11,890.00 as described in the proposed purchase and sale agreement. All approved. Motion carried.

#### **NEW BUSINESS:**

##### **REQUEST TO PROCEED WITH DEMOLITION AND ROAD WORK BID FOR THE CITY LIBRARY PROJECT.**

**City Administrator Aarstad** noted that bid documents and construction plans have been completed for the first phase of the construction of the new City Library. The Council is requested to provide the approval to proceed with this bid process. It is anticipated these bids will be opened and presented to the City Council for approval at the February 9, 2006 Council meeting. A motion was made by **Councilors Bensen/Aslett** to approve the request to issue the Bid Call and proceed with the first phase of the construction of the new City Library. All approved. Motion carried.

##### **REQUEST TO ENTER INTO AN INTERLOCAL PURCHASING AGREEMENT WITH THE CITY OF GRESHAM, OREGON.**

**City Administrator Aarstad** stated that the City has been requested to enter into an Interlocal Agreement with the City of Gresham, Oregon in an effort to coordinate a bidding opportunity to purchase a Street Sweeper for the Street Department. This interlocal agreement will assist with other purchases throughout City Departments. A motion was made by **Councilors Bensen/Loving** to approve the interlocal agreement and authorize **Mayor Tjeerdsma** to sign on behalf of the City of Burlington. All approved. Motion carried.

##### **RESOLUTION APPOINTING MEMBERS TO THE LODGING TAX ADVISORY COMMITTEE.**

**City Administrator Aarstad** noted that the Mayor has appointed Councilor Valentine to serve as Chair of the Lodging Tax Advisory Committee for 2006 and Councilor Doyle as her alternate. This resolution acknowledges the Mayor's appointments. A motion was made by **Councilors Loving/Bensen** to approve the resolution appointing members of the Lodging Tax Advisory Committee and authorize the Mayor to sign. All approved. Motion carried.

**(Resolution # 1-2006)**

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**EXECUTIVE SESSION:**

**Mayor Tjeerdsma** announced an Executive Session to discuss litigation that would take about 15 minutes. He noted that there may be some business following the session.

City Council adjourned to Executive Session at 7:34 p.m. to discuss litigation. City Council returned from Executive Session at 7:58 p.m.

A motion was made by **Councilors Loving/Bensen** to approve payment by manual check to Teamster Trust for medical premiums not previously paid. Voting in favor; **Councilors Bensen, Loving, Valentine, Doyle, Straathof and Montgomery**. Voting against: **Councilor Aslett**. Motion carried.

**ADJOURNMENT:**

A motion was made by **Councilors Doyle/Valentine** to adjourn the meeting at 7:59 p.m. All were in favor. Motion carried.

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Richard A. Patrick  
Finance Director / City Clerk

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Roger "Gus" Tjeerdsma  
Mayor