

July 9, 2009

CALL TO ORDER:

Mayor Brunz called the meeting to order at 7:00 p.m., with the Pledge of Allegiance. Council members present: Aslett, Bensen, Doyle, Edmundson, Loving, Montgomery and Valentine. Staff present: Windsor, Martin, Sheahan, Thomas, VanWieringen, Thrumer, Kramer, Howland and Cavanaugh.

APPROVAL OF MINUTES:

A motion was made by **Councilors Valentine/Loving** to approve the minutes of the June 25, 2009 Council workshop and Council meeting. All agreed. Motion carried.

AUDIT OF BILLS:

Councilor Aslett presented the bills. A motion was made by **Councilors Aslett/Edmundson** to approve vouchers 55767 – 55892 in the amount of \$242,977.18. All were in favor. Motion carried.

Current Expense	\$ 48,342.00
Current Expense Cumulative Reserve	21,866.30
Fire Equipment Cumulative Reserve	21,144.40
City Street	4,306.02
Hopper Construction Fund	84,606.20
Library	4,058.43
Library Permanent Book	2,000.00
Parks & Recreation	8,229.37
Cemetery Fund	88.91
Stadium fund	2,019.79
Sewer Fund	41,776.95
Sewer Cumulative Reserve	2,750.96
Storm Drainage Utility	1,787.85
Total	\$ 242,977.18

PUBLIC COMMENTS:

Mr. Mark Kramer, 506 S. Cherry Street, commended the City Council for banning fireworks in Burlington. He enjoyed this year’s Fourth of July celebration without worry of fire. He thanked the Burlington law enforcement officers for telling folks that fireworks are not OK. He thanked the Street Department for adding a curb near a gas station on Hopper Road to prevent illegal turns into the station. This action makes the intersection safer.

OFFICER REPORTS:

Police Chief VanWieringen introduced **Officer Brandon Howland** who recently graduated from the law enforcement academy. **Officer Howland** is originally from Texas. He has a great deal of experience and education in emergency management obtained while in the U.S. military. **Police Chief VanWieringen** stated that **Officer Howland** represents officer position number 24.

Police Chief VanWieringen announced that the Police Department has added a new feature to their webpage on the City Website. This feature is titled “Do You Know Me”. It contains photos of persons of interest to the Police department. These persons may be

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witnesses or persons with warrants, etc. He noted that the reason the Police Department wants to contact these persons is not indicated on the website.

Street Supervisor Windsor gave a brief recap of 2009 work within the Street Department. He noted that weed spray projects on right-of-ways have been completed. Buttons (raised pavement markers) that were removed or damaged during the 2008 winter storm have been replaced on Burlington Boulevard and arterial streets. City crews installed 6,500 buttons. Storm drain cleaning is done year-round. During the summer it is done as a fill-in project when rainy weather interferes with other projects. A contractor is scheduled to begin work on July 20th to place thermal plastic cross walks, stop bars and arrow markers on city streets. He noted that there is \$20,000 budgeted for this project. The same contractor has been used for the past ten years with great success. He noted that crack sealing has become important due to delay in overlay projects. The City has 23,000 feet of cracks to seal; about half on Burlington Boulevard. The cost to do this work by a contractor would be \$.60 per foot. This year City staff will do this work. Next month crews will start the striping project. This includes 13 miles of center striping and 8 miles of fog line. **Street Supervisor Windsor** stated that he's been able to cut about \$500,000 from his 2009 budget to date. **Councilor Aslett** asked where most savings were made. **Street Supervisor Windsor** noted the savings included not purchasing snow removal equipment, transfer of one Street Department employee to the Sewer Department and delay of the overlay projects. He stated that he has completed the Street Department Capital Improvement Plan for 2010. He noted there are no plans to purchase new equipment in 2010. He noted that Street Department staffing is now at the same level as in 2000. **Mayor Brunz** thanked him for stepping up to make cuts and continue his good work. **Councilor Aslett** suggested the City should not make cuts in street maintenance budget in 2010.

Public Works Director Martin stated that he recently attended the Skagit County Solid Waste Advisory Committee meeting. At the meeting there was a discussion regarding replacement of the Solid Waste Transfer Station. He is in favor of demolition and replacement of the current structure. He believes the County should retain ownership of the station. He suggested that in this economic climate it would be a good time to go out for bid. He requested a motion by Council that as a member of the Solid Waste Advisory Board, **Mayor Brunz** should support construction of a new transfer station. A motion was made by **Councilors Aslett/Montgomery** to support building of new transfer station. All approved. Motion carried

Finance Director Thramer stated that the State Auditors have completed their work and would like to set a date for the Exit Conference. He suggested Wednesday 22nd at 2:30 and 3:30. He noted his concern that there may be a Finding or a Letter of Concern issued by the auditors.

Parks & Recreation Director Cavanaugh reported that the Berry Dairy Days fireworks went fine. Only glitch was that he failed to have the fireworks debris cleared off of the dike which impacted the runners on Saturday. This was the first year that the runners were on the dike. Summer sports camps have been full. The all-comers track meets have been successful. He noted that Burlington is now operating the activity without County assistance. He reported on summer tournaments at Skagit River Park and presented estimates of the impact to the City. **Councilor Doyle** asked if there has been fertilizer applied to Skagit River Park this summer. **Parks & Recreation Director Cavanaugh** indicated that one application had been done.

City Attorney Thomas distributed a flyer regarding an Association of Washington Cities training regarding municipal budgeting that will be held in Tacoma during August. He encouraged any interested council members to research the AWC website for more information. If interested in attending, he suggested that they carpool. **Councilor Edmundson** noted the training is on Thursday August 13 which is a City Council meeting date. **City Attorney Thomas** noted that they could leave the training early

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enough to get back in time for the council meeting. **Councilor Bensen** suggested the council meeting could be rescheduled if there are several council members who would like to attend the training. **City Attorney Thomas** noted he will bring this up again later to determine who might wish to attend.

City Attorney Thomas distributed a memo along with a revised list of goals and objectives which includes input from staff and council members. He plans to meet with department heads to discuss the goals and then hold a council workshop in two weeks to refine the list. Following these meetings, he will present a final list for council approval.

SPECIAL REPORT:

Ms. Linda Aufrecht, Executive Director Burlington Chamber of Commerce, updated the Mayor and Council on recent Chamber activities including another successful Berry Dairy Days Festival. She noted they've added six new members this month. The Chamber held a BBQ in Railroad Park earlier this week. She thanked the Burlington Parks Department for providing canopies to avoid the rain. The Chamber's new website will be up and running soon. Upcoming events include Hands Across the River Golf tournament, Fiesta Unidos, and the Harvest Festival. She would like to enlarge the Berry Dairy Days event a little each year to make it a bigger better festival. She presented an idea that the festival be moved from Maiben Park to Railroad Park in the future. She thought perhaps this would keep more people in the center of town following the parade. She asked council to think about the suggestion and provide input. **Councilor Edmundson** noted that the Kiwanis BBQ is located at Community Center in Maiben Park; moving the festival out of the park could create problem.

CONSENT AGENDA:

1. Contract for facility repair – snow damage, winter of 2008-09
2. Resolution adopting the Six-Year Transportation Improvement Program 2010-2015.

A motion was made by **Councilors Bensen/Aslett** to approve consent agenda items 1 & 2 and authorize the Mayor to sign the necessary documents. All agreed. Motion carried. **(Resolution # 11-2009, 6-Year Transportation Improvement Program 2010-2015)**

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

CONTRACT WITH PAUL ISSACSON TO FINALIZE LEASE AND MAINTENANCE ISSUES ASSOCIATED WITH THE NORTH BURLINGTON BOULEVARD HOUSE (PROJECT OFFICE) LEASE.

Public Works Director/City Engineer Martin stated that this \$7,669.75 contract with Paul E. Issacson will settle a number of miscellaneous lease and maintenance issues that resulted from the City's use (lease) of Mr. Issacson's house on his property adjacent to the project. As it turned out, the City's use of the house resulted in much more than normal wear and tear; further, the City had not set up a mechanism for maintaining the house grounds. He noted that he has looked at the details of Mr. Issacson's statement and believe the expenses are justified. A motion was made by **Councilors Bensen/Valentine** to approve the contract with Paul Issacson and authorize the Mayor to sign. Voting in

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favor were **Councilors Bensen, Valentine, Montgomery, Doyle and Edmundson.** Voting against were **Councilors Loving and Aslett.** Motion carried.

CONTRACT WITH SKAGIT INFORMATION MANAGEMENT SERVICES.

Public Works Directory/City Engineer Martin stated that this agreement will provide technical and historical research through task orders on an as-needed basis, primarily in support of the Skagit River flood issues. He noted that the contract is for two years. A motion was made by **Councilors Aslett/Bensen** to approve the contract with Skagit Information Management Services and authorize the Mayor to sign. All agreed. Motion carried.

CONTRACT WITH NORTSHORE PAVING, INC. TO PAVE HIGHWAY 20 TRAIL.

Parks and Recreation Director Cavanaugh stated that this project was included and earmarked for 2009 in the Capital Improvement Plan. As this project did not exceed the \$45,000 threshold requirement for bid, estimates were retained and Northshore Paving has come in as the lowest responsible estimate. He noted that work can begin the week of July 13, 2009 if Council approves the contract. **Councilor Bensen** asked why spend \$40,000 on paving if the department budget is \$10,000 short. **Parks and Recreation Director Cavanaugh** noted that funding for this project is coming from the Capital Improvement Project funds, and there are sufficient funds. **Mayor Brunz** suggested a sign be added to the trail to inform the public where the funding came from. **Councilor Aslett** suggested the information be placed in the City bulletin. A motion was made by **Councilors Aslett/Valentine** to approve the contract with Northshore Paving, Inc. and authorize the Mayor to sign. All agreed. Motion carried.

EXECUTIVE SESSION:

The Mayor and Council members adjourned to Executive Session at 8:01 p.m. for the purpose of discussing personnel (collective bargaining). The Mayor indicated the session would last approximately 20 minutes. The Mayor and Council members returned from Executive Session at 8:25 p.m.

ADJOURNMENT:

The meeting was adjourned at 8:25 p.m. by **Mayor Brunz.**

Greg Thrumer
Finance Director / City Clerk

Edward J. Brunz
Mayor