

STEILACOOM TOWN COUNCIL

MINUTES

Tuesday, February 15, 2022

6:30 p.m.

A. Call to Order and Roll Call

1. **Mayor Muri** called the regular meeting of the Steilacoom Town Council to order at 6:30 p.m. on Zoom.
2. In attendance were Mayor Muri, Councilmembers Neal, Henderson, Crumley, Franklin and Grasher. Staff members in attendance were Town Administrator Loveless, Attorney Hoffman, Public Safety Director Yabe, Public Works Director Burlingame, and Administrative Assistant Gibelyou.

B. Pledge of Allegiance

1. **Mayor Muri** led the attendees in the Pledge of Allegiance.

C. Approval of Agenda

1. **Councilmember Franklin** moved and **Councilmember Neal** seconded to approve the Council Agenda of February 15, 2022.
 - i. **All:** Yes

D. Consent Agenda

1. *Minutes of February 1, 2022*
2. *Approval of Payroll Checks #117362 - #117368 in the amount of \$238,642.41*
3. *Approval of Claims Checks #117369 - #117428 in the amount of \$783,795.27*
4. *Set hearing date Zoning Ordinance amendments (AB 3147)*
5. *Set hearing date The Columns B&B Conditional Use Permit (AB 3149)*
6. *Summer Experience and Enrichment for Kids (SEEK) Award (AB 3150)*
 - i. **Councilmember Neal** moved and **Councilmember Henderson** seconded to approve the items on the consent agenda.
 1. **Yes:** All

E. Audience Input on Non-Agenda Items

1. No public comments.

F. Introduction Items

1. *Facility Energy Upgrades Project, Change Order #1 Ameresco/DES (AB 3151)*
 - i. **Public Works Director Burlingame** delivered the staff report and answered questions from the Council.
 - ii. **Councilmember Franklin** moved and **Councilmember Grasher** seconded to approve Change Order #1 to the Facility Energy Upgrades Project, increasing the total (not to exceed) amount by \$19,234.58 to a total (not to exceed) amount of \$826,066.58.
 1. **Yes:** All

G. Reports

1. *Staff*
 - i. **Town Administrator Loveless** reported the following:
 1. The Farmers' Market will start on June 15. We have a new coordinator this year.

2. Summer Concerts will start on June 29. We plan to have a return to the normal concert schedule.
3. Staff will be sending 687 utility notices of delinquency out, as well as another 300 to owners of properties for their tenants tomorrow. These numbers are unusually high. He will have more information next week on how many clients were able to bring their accounts current and how many have been turned off.

ii. **Attorney Hoffman** reported no new litigation.

iii. **Chief Yabe** reported the following:

1. Last week, one of our officers used force while assisting a neighbor agency. The officers were attempting to arrest an individual for being named in an arrest warrant for domestic violence, but the individual resisted arrest. Our officer utilized counter-joint techniques in order to place the individual into handcuffs prior to transport to jail. According to the state criminal justice training commission, the type of force used by our officer is considered the least likely to cause injury.
2. He has recommended to our Public Safety Advisory Committee our department Lifesaving Medal for actions performed by Sergeant Chris Bailey. Sgt. Bailey responded to a sudden onset medical issue where the patient was without pulse and not breathing. Sgt. Bailey performed healthcare provider quality CPR and, along with partnership with West Pierce Fire and Rescue, the patient's pulse and breathing was returned, and his family has confirmed that he has since survived the incident without any lasting impediment to his health.
3. He recently posted on Facebook a convenience store video involving one of our officers. During a regular late-night patrol, our officer encountered some suspicious individuals around one of our gas stations. Upon seeing the officer, the individuals fled in their vehicles. One of the involved vehicles was located at one of many incidents of overnight ATM theft from convenience stores throughout Pierce County late last month.
4. They are currently working with their radio system provider to provide additional system redundancy for our police radios. Late last year they suffered some extended outages and are working to prevent future occurrences.
5. Our School Resource Officer (SRO) is back to full-time presence in our schools. Earlier this month, an armed suspect entered into a high school in a nearby city before that school was able to fully implement a lock down. We hope our SRO will continue to provide a sense of security and empathy to our school students and staff.
6. They are looking to partner again with our high school photography program to update their department photos. They are planning for a sunny day in spring.

iv. **Public Works Director Burlingame** reported the following:

1. Many projects are now just waiting for parts in order to progress. Parts for the Roundabout Project should come at the end of the month. The Marietta Street Lift Station has a temporary switch while waiting on permanent components. Those are still on backorder. The Sunnyside Pump Station is also waiting on parts.
2. At the end of February, the Town will start advertising for summer positions. It was a struggle to get enough hires last year, but they are good jobs, particularly for college students. Doing a good job can result in a job every summer. He encourages people to apply. They have three positions available in the Parks department and two in the Streets department.

3. He is reviewing plans for the Rigney Road Project and putting finishing touches on documents. The Town must apply for federal permits because we are using federal funds. It is a lengthy process but coming together for a start this summer.
4. They are kicking off the Rainier Street preservation project. KPG, the contractor, will be doing some surveying in the coming weeks. There were some issues in the fine print of the contract reviewed by state, but with some additional documentation the contracts are now ready to go. This project will also include the correction of substandard sidewalk lamps and some potential safety features for the curb.
5. The recent mild weather has been a blessing. They have caught up on maintenance and received more brine in case of another winter storm. He thanked the Mayor for his support in acquiring that.
6. Some contractors are trying to get transformers but are still waiting two years out. Shipping troubles, lack of parts, and reduced labor are all standing in the way. He warned those proposing developments that they should get their transformers first. The Town cannot loan or sell theirs.
7. A costal engineer and a costal erosion engineer are reviewing the Sunnyside Beach Seawall to make recommendations to Gray & Osborne in the next month or two. There will be no construction until late June or early July because of environmental restrictions.

2. Council

i. Councilmember Grasher reported the following:

1. She thanked Chloe Clark Elementary School and the Steilacoom School District. They stepped up to make valentines for Public Safety and West Pierce Fire & Rescue.
2. She is still getting outreach about electric bills. She encouraged anyone with concerns to call Public Works at 253-581-1912. Mayor Muri made a post on social media about the rates and evaluating the current system. She is in support of a simple electric flat rate. In the meantime, if assistance is needed paying a bill, call for resources like 211 or, based on need, Pierce County Energy Assistance.
3. She is enjoying working with the tree subcommittee, and wanted to acknowledge their time and work.
4. The first Sunnyside Beach cleanup of the year will be on Saturday, April 2 at 8 a.m.
5. She is on the Pierce County Behavioral Health Advisory Board and they are looking for Request For Proposals (RFPs). They are due by March 11. The contact is Erika Rayburn, 253-798-6936.
6. She noted the great work of Paul Loveless, Mark Burlingame, and the volunteers at the We Love Steilacoom Food Bank and thanked them.

ii. Councilmember Franklin reported the following:

1. He thanked Councilmembers Grasher and Henderson for leading volunteer work parties.
2. He inquired about our ability to resume in-person meetings. Administrator Loveless noted that equipment has been ordered to accommodate a hybrid setup, but we have not received it yet.

- iii. **Councilmember Neal** reported the following:
 - 1. He gave Council a legislative update, highlighting bills pertaining to a robust transportation package, land use planning, comprehensive planning, housing, and law enforcement reforms.

- iv. **Councilmember Henderson** reported the following:
 - 1. She appreciates Councilmember Neal’s legislative updates.
 - 2. The Lucas Landing dedication will take place on March 28. There is no time yet.
 - 3. She thinks a flat utility rate might be a good direction to go.
 - 4. She thanked Director Burlingame for his comments on their work party. Their last one was on Thursday. There was a good turnout. She appreciates the support from the Town crew. Their next work party will be on Sunday, February 27, from 1-3 p.m. at Farrell’s Marsh.
 - 5. Pierce County is eliminating some bus stops, but it is not going to affect Steilacoom very adversely. We are only losing three stops and they are all located near other stops.
 - 6. Previously, Administrator Loveless asked Council to consider moving meetings to 5:30 p.m. instead of 6:30 p.m. She thinks it might be nice to move meetings up to 5:30 p.m. She also noted that, while she misses the interaction of in-person meetings, she sees where the virtual format has increased participation. She is interested in continuing the virtual option even after in-person meetings are permitted.

- v. **Councilmember Crumley** reported the following:
 - 1. He wanted to add his voice to Councilmember Franklin’s concerns regarding in-person meetings.

3. *Mayor*

- i. **Mayor Muri** reported the following:
 - 1. He agreed that a flat rate for the electric utility might be fairer and simpler. He will bring that discussion to Council during budget discussions. He also wants to talk about the reliability of our electrical grid, given repeated power outages in some places. Another topic he would like to discuss pertains to the possible replacement of meter readers in the future.
 - 2. All typical Town festivities are being planned normally this year until otherwise ordered.

H. Adjournment of Regular Meeting

- 1. **Councilmember Henderson** moved and **Councilmember Neal** seconded to adjourn the Town Council Meeting of February 15, 2022.
- 2. The February 15, 2022 regular meeting of the Steilacoom Town Council adjourned at 7:23 p.m.

I. Study Session

- 1. A study session to discuss the Public Safety Overview/Workplan was convened at 7:25 p.m. and adjourned at 8:03 p.m.