

July 19, 2016

Steilacoom Town Council Minutes

CALL TO ORDER:

July 19, 2016

Mayor Lucas called the regular meeting of the Steilacoom Town Council to order at 6:30 p.m. in the Town Hall.

ROLL CALL:

In attendance were Mayor Lucas, Councilmembers Stovall, Henderson, Crumley and Smith. Councilmember Franklin was excused. Staff members in attendance were Town Administrator Loveless, Attorney Hoffman, Public Works Director Burlingame, and Administrative Assistant Bollman.

Mayor Lucas led the attendees in the Pledge of Allegiance.

PRESENTATION:

AWC City Champion – Dick Muri

CONSENT CALENDAR:

Councilmember Stovall moved and **Councilmember Smith** seconded to approve the following items on the consent calendar:

1. Minutes of July 5, 2016
2. Payroll Checks #102843 & #102844 & #102905 - #102911 in the amount of \$234,774.87
3. Claims Checks #102981 - #103042 in the amount of \$94,885.54 and Manual Checks #102971 & #102978 in the amount of \$5270.99

Yes: All

AUDIENCE INPUT:

Non-Agenda Items

No public comments.

NEW ITEMS:

Gift/Donation Acceptance Policies and Procedures (AB 2744) (Resolution #1144)

Town Administrator Loveless delivered the staff report and responded to questions from the Council.

Councilmember Smith moved and **Councilmember Stovall** seconded to adopt Resolution #1144 formalizing policies and procedures related to accepting gifts and/or donations.

Yes: All

LED Streetlight Retrofit Project Bid Award, Transportation Systems Inc. (AB 2745)

Public Works Director Burlingame delivered the staff report and responded to question from the Council.

Councilmember Henderson moved and **Councilmember Stovall** seconded to approve the bid as tendered by Transportation Systems Inc. in an amount not to exceed \$208,007.69 and authorize the Mayor to sign the necessary contract documents on behalf of the Town of Steilacoom.

Yes: All

REPORTS:

Mayor

Mayor Lucas reported the following:

- The Mayor shared correspondence from residents that he had recently received.
- An arborist has examined several Town trees; as a result, tree maintenance will take place around Town soon.
- The Mayor attended the last Planning Commission meeting. He shared items that were discussed.
- Shared with Council his recent travel adventures.
- Complimented Town Administrator Loveless for his extra effort in helping a young homeless family recently.

Administrator

Town Administrator Loveless reported the following:

- For the last two days, staff attended VIPAR Training. It was good training for situational awareness and being prepared.
- The Farmers' Market continues. Our market coordinator is doing a tremendous job this year. We will have over 50 vendors tomorrow. She is always looking for volunteers.
- Tomorrow night's concert is Michael Powers, who is very popular.
- Summer Camp for kids is in full swing. A good time is being had by all.
- Covered areas of Town in which trees will be removed due to disease.

Attorney

Attorney Hoffman reported no new litigation.

Public Safety

Mayor Lucas reported the following for Chief Rodriguez:

- The Mayor has had several conversations with Chief Rodriguez regarding supporting our officers with training, procedures and/or equipment that may be needed in the future.
- The Department has re-started their emphasis patrol along Commercial Street.

Public Works

Public Works Director Burlingame reported the following:

- The contractor on the Sentinel Way project has 90% of the concrete removal complete. Gravel base material is being brought in with a three inch asphalt top. The contractor is 2-3 weeks ahead of schedule. We anticipate paving to start within the next two weeks. Electrical boring is about half finished.
- The pre-construction meeting for the Lexington Street project will take place tomorrow. Project should start next week.
- This Friday is the bid opening for the Roe Street grind and overlay project.
- A meeting has been scheduled with the City of Lakewood to discuss the engineering plans for the Steilacoom Boulevard project.

Council

Councilmember Stovall reported the following:

- Expressed concern and appreciation for our Public Safety Officers with current national events that have occurred. Answer: relationships with Lakewood and DuPont officers are positive for support purposes and training has taken place. They seem to feel positive.

Councilmember Henderson reported the following:

- She noticed that the Public Safety building hours are changing to Tuesday thru Friday 9:00 am to noon and 1:00 pm to 5:00 pm.
- Asked if there has been any selection for the School Resource Officer. Answer: no, the Town is in mediation with the union.
- She thanked the people that participated in the work party that occurred on Friday. Including several young people.

Councilmember Crumley reported the following:

- Thanked staff for generating grants for a number of projects throughout Town.
- Thanked staff for allowing the non-profits and community service organizations to participate in the Farmers' Market. This adds to the small town ambience.
- Regarding signage, he noticed that vehicles over 10,000 lbs. are restricted from entering Town. He suggested the wordage be changed to say no through traffic over 10,000 lbs. This would allow motorhomes to enter Town.

Councilmember Smith had no comment.

ADJOURNMENT:

The July19, 2016 regular meeting of the Steilacoom Town Council adjourned at 7:43 p.m.

STUDY SESSION:

A study session to discuss a crosswalk study was convened at 7:45 p.m. The study session adjourned at 8:03 p.m.

Town Administrator

Mayor