

August 2, 2016

**Steilacoom Town Council Minutes**

**CALL TO ORDER:**

August 2, 2016

**Mayor Pro Tempore Smith** 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 Pro Tempore Smith, Councilmembers Stovall, Henderson, Crumley, and Franklin. Staff members in attendance were Town Administrator Loveless, Public Safety Director Rodriguez, and Public Works Director Burlingame.

**Mayor Pro Tempore** led the attendees in the Pledge of Allegiance.

**CONSENT CALENDAR:**

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

1. Minutes of July 19, 2016
2. Payroll Checks #103045 - #103054 in the amount of \$156,232.94
3. Claims Checks #103077 - #103135 in the amount of \$558,407.19 and Manual Checks #103058 & #103065 - #103068 & #103070 in the amount of \$14,281.56
4. Deferral System for Impact Fees(AB 2746) (Ordinance #1548)

Yes: All

**AUDIENCE INPUT:**

Non-Agenda Items

**David Laxx**, 2869 Chambers Bay Drive, Steilacoom. Commented that the time between when the utility bills arrive and when they are due is very short.

**NEW ITEMS:**

Roe Street Preservation  
Project Bid Award, Tucci &  
Sons Inc. (AB 2747)

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

**Councilmember Franklin** moved and **Councilmember Stovall** seconded to approve the bid as tendered by Tucci & Sons Inc. in an amount not to exceed \$788,578.50 and authorize the Mayor to sign the necessary contract documents on behalf of the Town of Steilacoom.

Yes: All

**REPORTS:**

Mayor

**Mayor Pro Tempore Smith** had no comment.

Administrator

**Town Administrator Loveless** reported the following:

- Reminded Council of the Farmers' Market tomorrow. Over 50 vendors are expected to be there. Summer concert also tomorrow at 7:00 pm.
- Next week is National Farmers' Market week.
- The historic Pierce Transit bus will be at the August 24th market to promote ridership.

Attorney

**Town Administrator Loveless** reported no new litigation for **Attorney Hoffman**.

**Public Safety**

**Chief Rodriguez** reported the following:

- Shared with Council that there was a burglary in Town in which guns were stolen. After extensive investigation, the guns were recovered.
- One of our officers apprehended a suspect involved in a shooting in Lakewood.
- Shared that we have new hours of operation at the front office of Public Safety. We will be closed on Mondays but open from 9:00 am to 5:00 pm Tuesday thru Friday.
- This Thursday we will be hosting a station tour for several Japanese exchange students.
- Sergeant Yabe recently attended the sergeant academy. PSO Hamrick attended the SRO school in Yakima.
- Chief Rodriguez was at a school safety conference in Kennewick last week.
- Metro SWAT recently hosted active shooter training in which two of our officers attended. On August 17<sup>th</sup>, an active shooter scenario will be presented at Steilacoom High School.
- We have one officer out on light duty until October.
- Through the summer, the Department currently has a Criminal Justice student intern working at the station.
- Thanked the community for their show of respect considering the national upheaval. It is comforting to our officers.

**Public Works**

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

- Last Wednesday Sentinel Drive was paved. Our electric crew started pulling wire through the new conduit today. We are now working on being reimbursed from the Dept. of Commerce for this project.
- The Lexington Street project is in full swing. Please try to avoid this project.
- Now that the Roe Street project has been approved, staff will start meeting with the contractors Tucci & Sons.
- Thursday, August 11<sup>th</sup> is the pre-construction meeting to discuss the street light retrofitting project.
- Our parks are being used heavily this summer. Staff has been busy.

**Council**

**Councilmember Stovall** reported the following:

- Asked if we have had any feedback regarding the Salter's Point bridge. Answer: No, not a word.
- Stated that tonight was National Night Out. He asked if Steilacoom had any plans to participate in the future. Answer: it has been under discussion as to possible events.

**Councilmember Franklin** reported the following:

- He asked if there was a product to combat the stinging nettles along the path between First Street and Cormorant Passage. Answer: No, there is not a product that would be that selective.
- Asked if the utility bill due dates could be changed to the 20<sup>th</sup> of each month, to allow customers more time. Answer: the bills are due on the 10<sup>th</sup> because the timing between the next cycle.

**Councilmember Crumley** had no comment.

**Councilmember Henderson** reported the following:

- She asked when the shutoff date was for utility bills. Answer: the due date is on the 10<sup>th</sup>. After they receive delinquent notices, we are shutting power off around the 24<sup>th</sup> of each month. She asked if there was a way for customers to notify the Town of extended vacations or pay with credit cards. Answer: yes, staff does work with people who inform us ahead of time. The preferred method is to pay ahead of time. As far as electronic billing, there are tremendous risks when dealing with customer credit cards.
- The past knotweed event went well as did the Parks & Trails meeting.
- Mentioned that Seattle does not have a personal prescription medication disposal program. She is glad that our Town is proactive with a program.

**Mayor Pro Tempore Smith** reported the following:

- He asked what the status was with the fencing around the Saltar's Point Marina. Answer: we are still working on the permits and all environmental requirements. It is a lengthy process. People are trespassing when they enter the marina. Our police department would appreciate calls when they see people trespassing.
- Asked if there was any more information on remote readers for electric and water usage. Answer: it would be an expense of 1.5 million dollars to convert the Town over to those devices.

**ADJOURNMENT:**

The August 2, 2016 regular meeting of the Steilacoom Town Council adjourned at 7:25 p.m.

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Town Administrator

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Mayor