

**CALL TO ORDER:**

September 6, 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, Crumley, Franklin and Smith. Councilmember Henderson was excused. Staff members in attendance were Town Administrator Loveless, Attorney Hoffman, Public Safety Director Rodriguez, Public Works Director Burlingame, and Town Planner Fortner.

**Mayor Lucas** led the attendees in the Pledge of Allegiance.

**PRESENTATION/ACTION:**

Boulevard of Remembrance  
(AB 2755) (Resolution #1145)

**Mayor Lucas** delivered the staff report and responded to questions from the Council.

**Councilmember Stovall** moved and **Councilmember Franklin** seconded to adopt Resolution #1145 supporting the naming of the "Remembrance Corridor," the placement of a historical marker, and the on-going efforts to preserve the surviving original trees along a stretch of I-5 between Mounts Road and JBLM.

**Yes: All**

**DISCUSSION:**

2017 Planning Commission Work Plan

**CONSENT CALENDAR:**

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

1. Minutes of August 2, 2016
2. Payroll Checks #103198 - #103206 in the amount of \$197,105.19 and Payroll Checks #103275 - #103282 and #103292 in the amount of \$147,121.27
3. Claims Checks #103212 - #103272 in the amount of \$127,460.53 and Manual Checks #103058 & #103066 - #103068 & #103070 & #103208 in the amount of \$14,579.56 and Claims Checks #103359 - #103432 in the amount of \$374,264.84 and Manual Checks #103335, #103341 & #103348 in the amount of \$121,358.59
4. Set Public Hearing on 2015 – 2016 Biennium Budget Modifications (AB 2753)
5. Set Public Hearing on 2017 – 2018 Biennium Budget (AB 2752)
6. Set Public Hearing on 2017 General and EMS Property Tax Levies (AB 2751)
7. Changes to Personnel Regulations (AB 2750)

**Yes: All**

**AUDIENCE INPUT:**

**Non-Agenda Items**

**Doug Holmes**, 2115 Rainier Street, Steilacoom. He shared concerns with an accessory building being constructed at 2110 Lafayette Street. He asked that the Town to investigate and require compliance.

**Mike Toda**, 310 Cedar Street, Steilacoom. He requested that a sign be installed, to recognize a new Street, located on Rainer Street.

**Peter & Shannon Johnson**, 703<sup>rd</sup> Street, Steilacoom. They encouraged the Steilacoom Planning Commission to explore ways in which “tiny houses” might be acceptable to the Town’s code.

**Donna Dickson**, 314 Champion Street, Steilacoom. She voiced concern over the increased number of trains going through Town on a daily basis and the possibility of accidents occurring.

**NEW ITEMS:**

**Wireless Communication  
Facilities Ordinance(AB 2748)**

**Mayor Lucas** introduced agenda bill 2748.

**Temporary Uses and  
Structures Ordinance  
(AB 2749)**

**Mayor Lucas** introduced agenda bill 2749.

**Professional Services  
Agreement-Gray & Osborne,  
Inc.–Stormwater Regulations  
(AB 2755)**

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

**Councilmember Smith** moved and **Councilmember Crumley** seconded to authorize the Mayor to sign the appropriate documents entering into a professional services agreement with Gray and Osborne, Inc., to update the Town’s Municipal Code for the new Stormwater regulations.

**Yes: All**

**Professional Services  
Contract, Gray & Osborne,  
Inc. Crosswalk Study  
(AB 2756)**

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

**Councilmember Franklin** moved and **Councilmember Crumley** seconded to approve the attached scope of services to Gray & Osborne Inc. in an amount not to exceed \$20,240.00 for the purpose of conducting a crosswalk study at four select locations and authorize the Mayor to sign the necessary contract documents on behalf of the Town.

**Yes: Crumley  
Franklin  
Stovall**

**No: Smith**

**REPORTS:**

**Mayor**

**Mayor Lucas** reported the following:

- Informed Councilmembers that tomorrow is the Town's Stream Team day at the Puyallup Fair.
- The Mayor will be out of Town during the next Council meeting.
- Thanked the Steilacoom Planning Commission for all their hard work on AB 2749 regarding temporary uses and structure ordinance.
- The Mayor has been lobbied by a mental health committee to consider monetarily supporting a 120 bed hospital to be built at Allenmore Hospital.
- Gave us an update regarding the transfer of property near the train station.
- Staff has recently met with FEMA to talk about concerns in several areas of Town.
- Regarding the round-about that has been proposed, the Mayor is considering asking for funding in conjunction with the JBLM and I-5 improvements. This would help mitigate the anticipated additional traffic through Town.
- Gave Council a number of State wide budget scenarios.

**Administrator**

**Town Administrator Loveless** reported the following:

- Thanked the volunteers that will be staffing the Stream Team booth tomorrow at the Fair.
- The Town budget is progressing. Council can expect several study sessions to discuss budget items.

**Attorney**

**Attorney Hoffman** reported the following:

- Informed Council that the concern that was addressed by Mr. Holmes tonight is an administrative issue not a policy making issue. Please address any questions to staff.
- In regards to the "tiny homes" issue, he reminded Council of their position as quasi-judicial decision makers with this subject. Any discussion at all needs to be directed to staff.

**Public Safety**

**Chief Rodriguez** reported the following:

- Staff has been investigating a sexual assault in Town. An arrest was made and the subject is still in custody.
- A burglary occurred in Town but thanks to surveillance footage with credit card usage, a possible arrest will take place in the near future.
- Shared an incident of stolen property being quickly returned to the school district.
- Reminded all of us that school is back in session and to be careful of little ones while driving.
- Both squads participated in active shooter training in August.
- Sergeant Yabe completed his First Line Supervisor Training.
- Detective Yabe attended an interview training class.

**Public Safety cont.**

- The Department has had a Criminal Justice intern for the past several weeks. Today was her last day. She did a fine job.
- The Department now has two hand held infrared devises. We are very grateful to have them. Look for a presentation on how they work next month.
- We are also preparing to install two camera devices at both our major parks in Town. One at Saltar's Point Park and the other at Sunnyside Park.

**Public Works**

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

- The Sentinel Way project was completed in plenty of time before school started. Lots of compliments from both school staff and students.
- The Lexington Street project has had a lot of challenges. Some have been contractor related issues and others have been complete surprises. Council can expect change orders for this project during the next Council meeting.
- The Roe Street project is just getting started. This project is scheduled to be paved by October 11<sup>th</sup>.
- The flower hanging baskets will be removed next week. We are gearing up for the changing of the seasons.

**Council**

**Councilmember Smith** reported the following:

- Asked what the Code reflects regarding parking boats and trailers on the street. Answer: They are not allowed to do this. Are you requesting staff to write letters to the offenders around Town? Councilmember Smith replied: Yes, the Code needs to be enforced.
- Commented that drivers are still entering the ferry lanes in the wrong direction. He suggested arrows being painted down the lanes.

**Councilmember Crumley** reported the following:

- Stated that the Town Administrator sent out a memo indicating that Steilacoom is now rated among one of the safest places in Washington and out of the U.S. we are rated #10. He feels that that is a reflection of staff and increased quality of life.

**Councilmember Franklin** reported the following:

- Suggested that the next time we have a Town wide garage sale that pedestrian signs be placed along streets were people are trying to cross streets safely. Vehicles don't seem stop even if pedestrians are in a crosswalk.

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**Council cont.**

**Councilmember Stovall** reported the following:

- He asked, regarding the Cormorant chip seal that was done to the roadway, if it seemed to be holding together and if we would do that procedure again. Answer: Yes, it seems to be wearing well. For some roads, depending on volume, this would be a plausible option.

**ADJOURNMENT:**

The September 6, 2016 regular meeting of the Steilacoom Town Council adjourned at 9:17 p.m.

**STUDY SESSION:**

A study session to discuss 2017-2018 Biennium Budget – Capital Projects was convened at 9:30 p.m. The study session adjourned at 10:04 p.m.

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**Town Administrator**

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**Mayor**