

December 3, 2019

Steilacoom Town Council Minutes

CALL TO ORDER:
December 3, 2019

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 Neal, Henderson, Crumley, Franklin and Smith. Staff members in attendance were Town Administrator Loveless, Attorney Hoffman, Acting Public Safety Director Yabe, Public Works Director Burlingame, and Administrative Assistant Bollman.

Mayor Lucas led the attendees in the Pledge of Allegiance.

CONSENT CALENDAR:

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

1. Minutes of November 19, 2019
2. Approval of Payroll Checks #112607 - #112614 in the amount of \$145,821.98
3. Approval of Claims Checks #112643 - #112675 in the amount of \$202,316.77
4. Business Code Revisions (AB 2956) (Ordinance #1616)

Yes: All

AUDIENCE INPUT:
Non-Agenda Items

No public comments.

PUBLIC HEARINGS:
**6-Year Transportation
Improvement Plan (AB
2962) (Resolution #1175)**

Public Works Director Burlingame delivered the staff report and answered questions from the Council.

Mayor Lucas opened the public hearing and invited comments from audience. The following person spoke.

Jeff Brown, 2817 Chambers Bay Ct. II, Steilacoom. He commented how nice the sidewalks are along Steilacoom Blvd. The residents of Chambers Bay II would like to propose and help create plans for a sidewalk down Chambers Bay Drive in the future.

Yes: All

Councilmember Smith moved and **Councilmember Neal** seconded to close the public hearing.

Yes: All

Councilmember Smith moved and **Councilmember Henderson** seconded to adopt Resolution #1175, approving the Six-Year Transportation Program for 2020-2025.

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NEW ITEMS:

**Steilacoom Blvd.
Improvement Project,
Change Order #7 ACI Inc.
(AB 2961)**

Yes: All

Public Works Director Burlingame delivered the staff report and answered questions from the Council.

Councilmember Franklin moved and **Councilmember Neal** seconded to approve Change Order #7 to ACI Inc., authorizing the replacement of 3 monuments and casings (adjusted to the new finish grade) for an additional cost of \$13,440.00, thereby increasing the total contract (not to exceed) amount payable to \$3,042,959.94 and authorizing the Mayor to sign the necessary documents on behalf of the Town of Steilacoom.

**Steilacoom Blvd.
Improvements Gray &
Osborne Construction
Management Services,
Supplemental Agreement
#1 (AB 2963)**

Yes: All

Public Works Director Burlingame delivered the staff report and answered questions from the Council.

Councilmember Smith moved and **Councilmember Crumley** seconded to approve Supplemental Agreement #1 to Gray & Osborne Inc. for additional construction management services in the amount of \$44,905.00, increasing the total (not to exceed) amount payable to Gray & Osborne to \$409,950.00.

**Paid Family Leave
(AB 2960)**

Yes: All

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

Councilmember Henderson moved and **Councilmember Smith** seconded to modify the Personnel Regulations updating the Regulations related to Family Medical Leave, Military Family Leave, and Paid Family Medical Leave – Section 1.43.

REPORTS:

Mayor

Mayor Lucas reported the following:

- The Mayor attended an in-district meeting today with Pierce County Council, at the Thornwood Castle, to discuss the issue of car tabs.
- Commented that the Mayor of DuPont, Mike Courts, will be leaving office soon. He worked tirelessly on economic development. He is moving on to become a local ski instructor.
- Discussed the Mobile Community Intervention & Response Team program. They have had many successes during the first year.
- The Mayor recently attended the Transportation Improvement Board meeting. He discussed issues on past & future projects.
- Shared what to expect during the upcoming state audit exit.
- The Mayor commented that the Steilacoom High School Leadership class includes a sharp group of kids.
- Discussed 5-G improvements for the future.
- Shared the history on a small tree in front of the Public Safety office.
- The Mayor and acting Chief Yabe attended the Police Academy today. He shared what was observed during the training.
- The next Mayors' Forum topic is the discussion of affordable housing.

Administrator

Town Administrator Loveless reported the following:

- The Comcast franchise agreement is up for renewal.
- Shared that staff and Mayor are meeting with the new owners of the mill site property tomorrow. An introductory meeting.
- This Friday, starting at 6:30 pm. is Holiday at Town Hall and the Christmas Tree Lighting ceremony.
- Saturday is a big day with Steilacoom High School football championship, the high school Red Ribbon Bazaar and the SHMA dinner.
- Sunday, from 6-8 pm, is the annual Play & Sing Along event here at Town Hall.
- The Town staff holiday party is on December 12th.
- Santa and Elves & Bells will be around Town on December 20th.
- The Steilacoom Chamber of Commerce is providing holiday banners.

Attorney

Attorney Hoffman reported no new litigation.

Public Safety

Acting Chief Yabe reported the following:

- Shared that the department has been involved with 402 incidents this month. He discussed what staff has been dealing with.
- The department will be involved with the Steilacoom HS football game on Saturday.
- Sunday, December 8th, there will be a 5-K run involving runners through Town.

Public Works

Public Works Director Burlingame reported the following:

- Shared the snow & ice control map for the Town.
- Staff has applied some brine on the roads but so far it's been mild.
- Thanked JBLM and the 42nd Military Police Brigade for the beautiful Christmas tree this year.
- He will be attending the Transportation Coordinating committee meeting on Thursday. Good information for future grant applications.

Council

Councilmember Neal had no comments.

Councilmember Franklin had no comments.

Councilmember Henderson reported the following:

- She recently observed a resident washing their car in which lots of soap drained directly into the catch basin. She wondered if it was time for some education on how damaging that is to fish in the Puget Sound.

Councilmember Crumley reported the following:

- He stated how he appreciates the increased traffic enforcement throughout Town.

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Council cont.

Councilmember Smith reported the following:

- He asked again for school zone traffic lights to be purchased.

ADJOURNMENT:

The December 3, 2019 regular meeting of the Steilacoom Town Council adjourned at 8:13 p.m.

STUDY SESSION:

A study session to discuss 2020 Legislative agenda was convened at 8:18 p.m. The study session adjourned at 8:42 p.m.

Town Administrator

Mayor