

February 18 , 2020

**Steilacoom Town Council Minutes**

**CALL TO ORDER:**

**February 18, 2020**

**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, and Smith. Councilmember Franklin was excused. Staff members in attendance were Town Administrator Loveless, Attorney Hoffman, West Pierce Deputy Chief Boltz, Public Works Director Burlingame, Town Planner Fortner and Administrative Assistant Bollman.

**Girl Scouts of America** 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 February 4, 2020
2. Approval of Payroll Checks #113034 - #113040 in the amount of \$223,836.06
3. Approval of Claims Checks #113042 - #113109 in the amount of \$68,818.89 and Manual Check #113041 in the amount of \$66.50

**Yes: All**

**AUDIENCE INPUT:**

**Non-Agenda Items**

**Orville Smullen**, 2405 Birch Ave, Steilacoom. He would like to see an effort of rehabilitating the salmon run along Chambers Creek.

**NEW ITEMS:**

**BNSF Train Depot  
Restoration Project  
(AB 2974)**

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

**Mayor Lucas** invited comments from the audience. The following person spoke.

**French Wetmore**, 1610 Nisqually Street, Steilacoom. As a member of the Steilacoom Historical Museum Association, he would like to see the train depot preserved, but they need the Town's help in re-locating the structure.

**Yes: Henderson, Crumley,  
and Smith**

**No: Neal**

**Councilmember Smith** moved and **Councilmember Crumley** seconded to authorize staff to work with SHMA officials on the BNSF Railroad Depot Relocation Project.

**4<sup>th</sup> of July – Tacoma  
Events Commission  
(AB 2975)**

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

**Councilmember Neal** moved and **Councilmember Henderson** seconded to authorize the Mayor to sign the Memorandum of Agreement between the Town of Steilacoom and Tacoma Events Commission allowing the Tacoma Events Commission to conduct an airshow on the 4<sup>th</sup> of July over the waters of Puget Sound off the coastline of the Town of Steilacoom.

**Yes: All**

**NEW ITEMS cont.**

**InvoiceCloud Agreement (AB 2976)**

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

**Yes: All**

**Councilmember Henderson** moved and **Councilmember Neal** seconded to authorize the Mayor to sign the agreement with InvoiceCloud to facilitate online and/or electronic utility bill payment options.

**Vision – Electronic Bill Payment and Presentment Contract (AB 2978)**

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

**Yes: All**

**Councilmember Neal** moved and **Councilmember Henderson** seconded to authorize the Mayor to sign the agreement with Vision MS to facilitate online and/or electronic utility bill payment options.

**Unrepresented Employee Pay Plan (AB 2977) (Resolution #1176)**

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

**Yes: All**

**Councilmember Henderson** moved and **Councilmember Crumley** seconded to adopt Resolution 1176 amending the 2020 Unrepresented Employee Pay Plan.

**REPORTS:**

**Mayor**

**Mayor Lucas** reported the following:

- Thanked a resident for letting him know about a dead animal on Rainier Street. He was not able to help but she remedied the problem on her own.
- There has been activity at the old mill site. The new owners are exploring their options.
- The Mayor gave us a legislative update.
- Staff is looking at options of updating its electrical systems using new technology . Council will be consulted in the future.
- The Mayor recently attended a conference to discuss affordable housing in Pierce County. Communities are pooling their money to study the issue more.

**Administrator**

**Town Administrator Loveless** reported the following:

- Our I.T. support recently transferred the Town’s internet away from South Sound 911 to our own internet network. This move gave us faster and more reliable service.
- We are currently looking for new front office registration software for the Community Center and our programs.

**Attorney**

**Attorney Hoffman** reported no new litigation.

**Public Safety**

**West Pierce Deputy Chief Boltz** reported the following:

- He reported that the 16 new hires have been in training for a week. Happy to report that they still have 16 new hires.

**Public Works**

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

- Staff continues to work on the round-about design. Pierce County gave their OK with the conceptual design.
- Staff is currently working on the upgrades of the Marietta lift station and the Sunnyside pump station.
- Crews have been busy maintaining storm drains, catch basins, street sweeping and culvert cleaning due to all the heavy rains that we have been having lately.
- The Pierce County Regional Council grant funding opportunities is coming up for the fiscal years 2023-2024. Staff is looking at potential projects that might qualify.
- Another project staff is working on is to try and find a way to avoid periodic Town wide power outages. We are considering an agreement with Tacoma PUD for backup power during those times.

**Council**

**Councilmember Neal** reported the following:

- Our two state legislators will be hosting an open house in University Place on Saturday.
- There is a Pierce County Regional Council General Assembly meeting on Thursday evening. It will be an interesting discussion on urban studies.

**Councilmember Henderson** reported the following:

- Thanked Paul Loveless for electronically sending her the documents for this council meeting. She would like to see the packets sent out this way every week.
- Shared that both Councilmember Henderson and Neal will be attending a National Disaster Awareness conference for community leaders.
- She plans on attending the Puget Sound Regional Council meeting on Thursday evening.
- Pierce County is hosting the Opioid Summit this Friday that she will be participating in.
- Informed us on March 25<sup>th</sup> Pierce County Transit has an important upcoming vote.

**Councilmember Crumley** had no comment.

**Councilmember Smith** reported the following:

- Recently met our new Public Safety Officer. He was very impressed with him.
- Fortunately, Pierce County uses paper ballots. Therefore, we shouldn't have the mess others are having with their ballots.

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**ADJOURNMENT:**

The February 18, 2020 regular meeting of the Steilacoom Town Council adjourned at 7:55 p.m.

**STUDY SESSION:**

A study session to discuss development regulations was convened at 8:00 pm. The study session adjourned at 9:03 pm.

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**Town Administrator**

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**Mayor**