

September 1, 2020

Steilacoom Town Council Minutes

CALL TO ORDER:
September 1, 2020

Mayor Lucas called the regular meeting of the Steilacoom Town Council to order at 6:30 p.m. electronically on Zoom.

ROLL CALL:

In attendance were Mayor Lucas, Councilmembers Neal, Henderson, Crumley, Franklin and Smith. Staff members in attendance were Town Administrator Loveless, Attorney Hoffman, 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 Henderson moved and **Councilmember Neal** seconded to approve the following items on the consent calendar:

1. Minutes of August 4, 2020
2. Approval of Payroll Checks #114140 - #114146 in the amount of \$239,814.04 and Payroll Checks #114217 - #114224 in the amount of \$152,599.36
3. Approval of Claims Checks #114158 - #114211 in the amount of \$64,117.80 and Manual Check #114147 in the amount of \$5,255.76 and Approval of Claims Checks #114271 - #114317 in the amount of \$835,809.26
4. Set Public Hearing – 2021 Property Taxes (AB 3004)
5. Set Public Hearings – 2019-2020 Biennium Budget Amendments (AB 3005)
6. Set Public Hearings – 2021-2022 Biennium Budget (AB 3006)

Yes: All

AUDIENCE INPUT:
Non-Agenda Items

Members of the public expressed concern and support for the continuation of the Junior Employers program.

NEW ITEMS:
**Administrative Building
Lease Renewal (AB 3007)**

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

Yes: All

Councilmember Franklin moved and **Councilmember Smith** seconded to authorize the Mayor to sign an agreement with State of Washington, Department of Social and Health Services for the Town's facility located at 1715 Lafayette Street.

**Parking Lot Lease Renewal
(AB 3008)**

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 an agreement with State of Washington, Department of Social and Health Services for leasing the Town's parking lots located on Commercial Street near the ferry terminal.

**New Items continued:
Pierce Transit Representative Vote (AB 3009)
(Resolution #1182)**

Yes: All

Councilmember Henderson delivered the staff report and answered questions from the Council.

Councilmember Neal moved and **Councilmember Crumley** seconded to Adopt Resolution #1182 casting the Town of Steilacoom vote for the cities/towns representative on the Pierce Transit Board for Nancy Henderson of the Town of Steilacoom.

**REPORTS:
Mayor**

Mayor Lucas reported the following:

- He reported that the transfer of ownership of the mill site has occurred. The new owners are in discussion with staff as to the requirements and possibilities for this property. More information to come.
- The Mayor has received correspondence regarding speeding vehicles throughout Town. He has passed this information on to the Chief.
- Gave Council an update on Steilacoom School District policy decisions regarding the start of school.
- The Town has hosted “Suits for Soldiers” for years. This program has recently moved to a more accessible location on North Fort.
- Staff, Councilmember Henderson, and residents met today with a Pierce Conservation District representative to discuss possibilities for Farrell’s Marsh. More research and discussions will take place. When we reach Phase 3 allowing us to open public buildings, we will invite the public in to discuss ideas with professional input.

Administrator

Town Administrator Loveless reported the following:

- Reported that there has been a general notice on new CARES funding. However, we have not received official numbers. He shared the status of what remains with the initial CARES funding.
- The state auditor is still here in Town auditing the year 2019. She is very detailed and thorough.
- Staff continues to work on the budget. The next Council meeting will include a study session to discuss budget items.

Attorney

Attorney Hoffman reported the following:

- No new litigation.
- The pending litigation has been resolved.

Public Safety

Chief Yabe reported the following:

- Officer Bentz helped other agencies to apprehend a suspect during a high speed pursuit through Town by successfully positioning a spike strip.
- Officers dealt with a possible kidnapping at Sunnyside Beach this weekend. It turned out to be not a kidnapping at all.
- Reviewed requirements of Initiative 940. Two members of the community have been selected to be on the independent team to review officer's actions regarding deadly force.
- Interviews for our over hire positions were conducted last week.
- Testing for our Sergeant position will be held the end of October.
- We continue to add patrols at the ferry dock.
- Chief has received several complaints of parking violations, speeding vehicles, and failure to stop at stop signs. We plan on increasing our presence in all those problem areas.
- Staff received training on Pierce County Co-Responder program. This involves on-site mental health assistance 24/7.
- Thanked the Steilacoom High School photography department for helping to update department photographs.

Public Works

Public Works Director Burlingame reported the following:

- Staff has been dealing with small nuisance power outages in the Martin Street area. The primary wire seems to be deteriorating. Staff is considering a possible project to install new wiring.
- Staff continues to work with BPA and the City of Tacoma in conducting a feasibility study on installing an interconnection at the substation between Steilacoom and Tacoma Power. This would allow the end of Town wide, day long power outages. Discussions are taking place as to who pays for what.
- Staff has received 60% plans on the round-about project. These plans have been passed on to Pierce County and an application to the Transportation Improvement Board for possible added funding. This project will go out to bid in January 2021.
- Parks are being used a lot. Extra crews have been brought in to maintain parks throughout Town.
- Expressed gratitude on the purchase of the new Vactor truck. Crews have been trained on its use.
- The state auditor is very interested and impressed in the Steilacoom Boulevard project and our recordkeeping. He thanked Gray & Osborne for their efficient help with these federally funded projects.
- At this time, we have not planned to close the parks over Labor Day holiday weekend due to COVID. A staff person will be present at all times.

Council

Councilmember Neal reported the following:

- Would like to organize a field trip to see the new Vector truck.
- Considering future budget challenges in 2021-2022, he would like staff and Councilmembers to think about how to best communicate with our citizens.

Councilmember Franklin reported the following:

- Reported that his Town email is now not working do to spam.
- Suggested that a doggie bag station and garbage can be installed at the Martin and 5th Street waterway location.

Councilmember Henderson reported the following:

- Appreciates the time spent with staff, residents and representatives today, looking at possibilities for the future of Farrell's Marsh.
- Gave us a Knotweed task force update. The Pierce Conservation District will be applying an herbicide application on September 10th.
- Suggested that there may be an easier way for citizens to join in on the Zoom Council meetings. Is it possible for same day conversations for non-agenda items? Answer: the concern is what if there are hand-outs that the citizen wishes to share with Councilmembers. Being on-line there is no way of distributing information.
- She would like to see electronic Friday packets for Councilmembers and agenda bills posted on our website for people to review.
- Impressed with the police chase that occurred and ended in Steilacoom. Great work.

Councilmember Crumley had no comment.

Councilmember Smith reported the following:

- Reported that he has received over a thousand emails regarding Farrell's Marsh.
- Happily reported that the Town barbershop is back open.

ADJOURNMENT:

The September 1, 2020 regular meeting of the Steilacoom Town Council adjourned at 8:08 p.m.

STUDY SESSION:

The study session was cancelled.

Town Administrator

Mayor