

December 1, 2020

Steilacoom Town Council Minutes

CALL TO ORDER:
December 1, 2020

Mayor Lucas called the regular meeting of the Steilacoom Town Council to order at 6:30 p.m. virtually 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, Town Planner Fortner and Administrative Assistant Bollman.

Mayor Lucas led the attendees in the Pledge of Allegiance.

CONSENT CALENDAR:

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

1. Minutes of November 3, 2020
2. Approval of Payroll Checks #114892 - #114897 in the amount of \$217,145.36 and Payroll Checks #114958 - #114966 in the amount of \$137,222.49
3. Approval of Claims Checks #114901 - #114954 in the amount of \$270,420.80 and Claims Checks #114968 - #115003 and Manual Check #114957 in the amount of \$634.50
4. Adoption of Region 5 Hazard Mitigation Plan 2020-2025 (AB 3038) (Resolution #1186)

Yes: All

AUDIENCE INPUT:
Non-Agenda Items

Dan Fannin, 48 Hewitt Drive, Steilacoom. He would like Councilmembers and the Town to consider adding a pickle ball court by re-striping the downtown tennis courts. He suggested other locations in Town as well.

QUASI-JUDICIAL PUBLIC HEARINGS:
Callison Land Use Administrative Decision Appeal (AB 3041)

Mayor Lucas asked the following questions:

1. Has any Councilmembers had ex-parte contact with any of the parties to the hearing? Answer – No
2. Are there any challenges to any Councilmember's or the Mayor's participation in the Public Hearing? Answer – No
3. Swore in those planning to testify.

Attorney Hoffman introduced Attorney Chris Coker, representing the Town's Councilmembers.

Town Planner Fortner delivered the staff report and answered questions from the Council.

Mayor Lucas opened the Public Hearing and invited comments from the audience. The following person spoke.

Richard Callison, 1302 Starling Street, Steilacoom. He explained that he didn't know that he needed a permit. He stated it would not be possible to move the structure 5 ft. and still maintain structural stability.

December 1, 2020

Steilacoom Town Council Minutes

QUASI-JUDICIAL PUBLIC HEARINGS: continued

Yes: All

Mayor Lucas invited comments from the audience in favor or against the proposal . No one spoke.

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

Councilmember adjourned with Attorney Coker to discuss the appeal at approximately 7:30 pm. Meeting reconvened at 7:45 pm.

Yes: All

Councilmember Franklin moved and **Councilmember Neal** seconded to Deny the appeal of Richard Callison and uphold the Notice of Violation. The Final Order drafted by the Town staff is adopted, and the Mayor is authorized to sign on behalf of the Town.

NEW ITEMS:

Janitorial Contract Award (AB 3039)

Yes: All

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

Councilmember Henderson moved and **Councilmember Smith** seconded to authorize the Mayor of his designee to sign the custodial services agreement with SMS Cleaning Inc. for January 1, 2021 through December 31, 2021.

MOA with Pierce County – South Sound Housing Affordability Partnership (AB 3037)

Yes: Henderson, Neal & Crumley
No: Franklin & Smith

Mayor Lucas 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 Pierce County and the Town of Steilacoom establishing the formal agreement for joint funding of consultant services to form the structure of a local government housing affordability coalition.

Marietta Lift Station Improvement Project Bid Award Rognlin’s Inc. (AB 3040)

Yes: All

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

Councilmember Franklin moved and **Councilmember Smith** seconded to approve the bid submitted by Rognlin’s Inc. for the Marietta Lift Stations Improvement Project in an amount not to exceed \$390,145.00 and authorize the Mayor to sign the contract documents on behalf of the Town of Steilacoom.

REPORTS:

Mayor

Mayor Lucas reported the following:

- He shared that he had a long discussion with Superintendent Kathi Weight today. They were denied by the County Health Department to put K - 3 kids back in school. Look for kids K – 3 probably starting school in January, middle and high school kids back in February.
- Gave Council a Steilacoom Food Bank update. Stated that our local Albertsons has been a great partner in providing food.
- Gave us a COVID-19 update. Asked everyone to support our local food establishments as much as possible.
- Drive through COVID-19 testing at Fort Steilacoom Park on December 4th.
- Gave us a DOT construction update for I-5 & JBLM Improvement Project involving the Steilacoom/DuPont exit 119.

Attorney

Attorney Hoffman reported no new litigation. Happy holidays to all.

Administrator

Town Administrator Loveless reported the following:

- He is humbled by the community support for those that are less fortunate through the food bank. There is a tremendous demand right now and the community has really stepped up with donations. Albertsons has also been a huge support by providing meat, produce and bread donations or at a reduced price.
- Wished everyone a happy holiday season. Keep it small and safe.

Public Safety

Chief Yabe reported the following:

- Officers were involved with a domestic disturbance with a possible COVID-19 exposure.
- Three of our officers responded to an individual experiencing a mental health crisis.
- Our officers have used force on 12 occasions out of a total of 5,000 calls for service. He gave Council an update on “use of force” methods & procedures.
- Wished everyone a happy holiday.

Public Works

Public Works Director Burlingame reported the following:

- Good news: the Transportation Improvement Board has awarded the Town \$717,000 toward our round-about project. That makes it a 1.4 million dollar grant year that has been awarded to the Town.
- Storms, vacations and injuries have kept crews stretched thin lately.
- Staff has been laying primary wiring down Old Military Rd & Stephens Street. Crews have been busy.
- The Christmas tree was a donation this year. It’s all lit up for the season.
- Staff helped unclog the line that was causing flooding in the Museum basement.

Council

Councilmember Smith reported the following:

- He observed again illegal parking at Saltar's Point Beach. He suggested the police to keep an eye out every so often to prevent an accident. He requested signage to be posted for vehicles to pull forward completely.
- Wondered if Councilmembers would start getting their council packets electronically now that they have a computer. Answer: that is the goal but it's a ways down the road.

Councilmember Crumley reported the following:

- Asked what the intent was for Councilmember's to have a new laptop. Answer: the idea was for Councilmembers to access to Zoom meetings, their emails and the internet rather than using their own personal computers.
- Thanked staff for keeping Christmas alive around Town, as much as possible, despite COVID-19.

Councilmember Henderson reported the following:

- She was able to attend some continuing education programs through AWC. Managing risks associated with homelessness was very well done.
- On November 18th she attended the Chambers Creek Watershed Council annual forum. They talked a lot about storm water. She has a new appreciation for our Vector truck in Town.
- Congratulated Mark Burlingame for all his efforts on receiving the new grant award.
- She has spent several hours walking through Farrell's Marsh with professionals to discuss environmental enhancements that could be added to the park.
- Asked if there are future plans for replanting trees along Steilacoom Boulevard. This would be the time of year to do that.

Councilmember Franklin had no comments.

Councilmember Neal reported the following:

- Regarding the Transportation and Improvement Board, he thanked the Mayor and Mark Burlingame for their connections in securing the grant awards.
- Thanked Town staff for all the jobs that they do every day. They are polite and professional. Their efforts are appreciated.
- Expressed thanks for the current Councilmembers for their professionalism and cooperation amongst each other. They don't always agree but once a decision is made, they stand by it.

Study Session

Study session topics were postponed until next Council meeting.

December 1, 2020

Steilacoom Town Council Minutes

ADJOURNMENT:

The December 1, 2020 regular meeting of the Steilacoom Town Council adjourned at 9:03 p.m.

Town Administrator

Mayor