

MEMORANDUM

To: The Honorable Ron Lucas and Members of the Town Council
From: Paul Loveless, Town Administrator
Date: February 5, 2021
Subject: Updates

Administration:

Upcoming Meetings:

Council Meeting – February 16, 2021, at 6:30 PM.

Zoom Invite: <https://us02web.zoom.us/j/81969008906>

Planning Commission – February 8, 2021 at 6:30 PM.

Zoom Invite: <https://us02web.zoom.us/j/82279385893>

Planning Commission – February 22, 2021 at 6:30 PM.

Zoom Invite: <https://us02web.zoom.us/j/84058089163>

Civil Service Commission – March 4, 2021 at 2:00 PM.

Zoom Invite: <https://us02web.zoom.us/j/84180661978>

Preservation and Review Board – February 24, 2021 at 6:30 PM.

Zoom Invite: <https://us02web.zoom.us/j/84459942474>

(*) Meetings are being conducted via Zoom. Additional information is on the applicable meeting's agenda.

Website Update – Report a Concern:

Two new sections have been added to the Town's website allowing for individuals to report concerns.

For concerns of a general nature, the following link may be used:

<https://townofsteilacoom.org/232/Report-a-Concern>. This link will take you to a page which has the following information:

To report a concern to the Town's staff, please submit the following information via email to: paul.loveless@ci.steilacoom.wa.us

Location of concern.

Time of day when concern occurs.

Description of concern.

For concerns related to Public Safety, the following options are available on the Public Safety page:

Online Reporting for Suspicious Activity or Traffic

To **anonymously report suspicious activity**, please email the department at crimetips@ci.steilacoom.wa.us.

To **report persistent traffic concerns**, please submit the following information via email to the department at: traffic@ci.steilacoom.wa.us.

Location of concern.

Time of day when concern occurs.

Description of concerning behavior.

Noxious Weed Management:

Melody Meyer, Community Outreach & Education Specialist for the Pierce County Noxious Weed Control Board, will present a training session on identification and management of noxious weeds on February 16th from 3 – 4 pm. This information will help homeowners control weeds on their properties and empower our Steilacoom parks and trails volunteers to target priority invasive plants in our parks and trails.

The link to join the February 16 webinar is:

<https://zoom.us/j/2532448190?pwd=UWhURXVuNnBaY3NQaFFKRTFtVjZqUT09>

Questions? Contact Nancy Henderson, nehenders@comcast.net.

Planning and Community Development:

Public Notices for Applications:

On a trial basis, we are posting public notices for development applications on the Town’s official website at <https://townofsteilacoom.org/>. Current applications are:

1. Comprehensive Plan revisions and zoning of the mill site at 4302 Chambers Creek Road.

Planning Commission Meeting:

The Steilacoom Planning Commission will continue their public hearing on Monday, February 8, 2021, to redesignate and rezone the mill site property. The meeting is at 6:30 PM and may be accessed virtually via Zoom at <https://us02web.zoom.us/j/82279385893>

An additional meeting to address this topic has been scheduled for February 22, 2021. The meeting is at 6:30 PM and may be accessed virtually via Zoom at <https://us02web.zoom.us/j/84058089163>

Community Services:

Childcare:

The Town provides childcare from 7:00 AM to 5:45 PM at Cherrydale School. Registration is currently open. Additional information is available on the Town’s official website or contact the Community Center at 253.581.1076. <https://townofsteilacoom.org/156/Youth-Programs>

Public Safety:

Over the past week, 70 Public Safety incidents occurred in town, including the following:

Emergency and patrol incidents:

- 10 medical aid responses
- 23 suspicious circumstance/security checks
- 1 response for persons in crisis/welfare checks
- 10 traffic stops
- 1 parking enforcement incident
- 1 death investigation

Crimes against persons:

- 1 incident of domestic violence/disturbance

Crimes against property:

- 1 incident of vehicle prowling

No-contact online crime reporting is available. Please see the Public Safety webpage for more details:

<https://townofsteilacoom.org/160/Public-Safety>

Suspicious Activity:

If you observe suspicious activity, please contact Public Safety - non-emergency number – (253) 798-4721 as soon as possible. To anonymously report suspicious activity please email the Department at crimetips@ci.steilacoom.wa.us

Public Works:

Streets and Storm:

Crew Emphasis:

The crew assisted the mechanic replacing worn parts on the sweeper; cleared branches and limbs from the rights-of-way that were damaged during the recent adverse weather; cleaned culverts, catch basins and other storm water facilities; Passage; inspected construction sites; and performed other maintenance activities.

Electrical:

Crew Emphasis:

The crew responded to a ½ power issue in the 2300 block of Worthington Street; inspected a utility trench in the 1100 block of Walnut Lane; performed end of month readings; assisted the Water/Sewer crew; continued annual infrared testing of the system; and performed other maintenance activities.

Water/Sewer:

Crew Emphasis:

The crew inspected a new sewer main extension for the Stevens Street short plat; performed sewer inspections for the new building at Western State Hospital; inspected a side-sewer replacement in the 2400 block of D Street; completed annual fuel tank inspection and testing at the Sunnyside pump station in accordance with DOE requirements; attended the pre-construction meeting for the Marietta Street lift station upgrade project; and performed other maintenance activities.

Parks, Buildings and Grounds:

Crew Emphasis:

The crew repaired damaged furniture at the Public Safety Department; cleaned and applied moss control on the Community Center roof; continued cleaning storm debris from area parks; and performed other maintenance activities.

Other:

COVID-19 Update:

Pierce County moved to Phase 2 on Monday, February 1 under the “Healthy Washington — Roadmap to Recovery” COVID-19 phased recovery plan. Town management is working on a plan for a limited access reopening of the Community Center effective February 16, 2021. Only participants in specifically approved programs will be allowed access to the facilities. These programs have COVID-19 plans on file and include currently:

1. Ballot/Dance classes.
2. Weight room and fitness facilities (by appointment only).
3. Aerobics (starting March 1, 2021).
4. Meal site. (Take out basis only currently and until further notice).

We are reviewing options related to other programs and staff is hopeful that this list will be expanded soon.

Healthy Washington - Roadmap to Recovery

Activities	Phase 1	Phase 2
Social and At-Home Gathering Size — Indoor	Prohibited	Max of 5 people from outside your household, limit 2 households
Social and At-Home Gathering Size — Outdoor	Max of 10 people from outside your household, limit 2 households	Max of 15 people from outside your household, limit 2 households
Worship Services	Indoor maximum 25% capacity	Indoor maximum 25% capacity
Retail Stores (includes farmers' markets, grocery and convenience stores, pharmacies)	Maximum 25% of capacity, encourage curbside pick-up	Maximum 25% of capacity, encourage curbside pick-up
Professional Services	Remote work strongly encouraged, 25% capacity otherwise.	Remote work strongly encouraged, 25% capacity otherwise.
Personal Services	Indoor maximum 25% capacity.	Indoor maximum 25% capacity.
Eating and Drinking Establishments (establishments only serving individuals 21+ and no food remain closed)	Indoor dining prohibited. Outdoor dining, 11 PM close, maximum 6 per table, limit 2 households per table	Indoor dining available 25% capacity, 11 PM close. Outdoor dining available, maximum 6 per table, limit 2 households per table
Weddings and Funerals	Ceremonies are limited to a total of no more than 30 people. Indoor receptions, wakes, or similar gatherings in conjunction with such ceremonies are prohibited.	Ceremonies and indoor receptions, wakes, or similar gatherings in conjunction with such ceremonies are permitted and must follow the appropriate venue requirements. If food or drinks are served, eating and drinking requirements apply. Dancing is prohibited.
Indoor Recreation and Fitness Establishments (includes gyms, fitness organizations, indoor recreational sports, indoor pools, indoor K-12 sports, indoor sports, indoor personal training, indoor dance, no-contact martial arts, gymnastics, climbing)	Low risk sports (including dance, no-contact martial arts, gymnastics, and climbing) permitted for practice and training only in stable groups of no more than 5 athletes. Appointment based fitness/training; 45-minute max session, no more than 1 customer/athlete per room or per 500/sq. ft. for large facilities.	Low and moderate risk sports competitions permitted (no tournaments). Fitness and training maximum 25% capacity.
Outdoor Sports and Fitness Establishments (outdoor fitness organizations, outdoor recreational sports, outdoor pools, outdoor parks and hiking trails, outdoor campsites, outdoor K-12 sports, outdoor sports, outdoor personal training, outdoor dance, outdoor motorsports)	Low and moderate risk sports permitted for practice and training only (no tournaments). Outdoor guided activities, hunting, fishing, motorsports, parks, camping, hiking, biking, running, snow sports, permitted.	Low, moderate, and high-risk sports competitions allowed (no tournaments), maximum 200 including spectators.
Indoor Entertainment Establishments (includes aquariums, indoor theaters, indoor arenas, indoor concert halls, indoor gardens, indoor museums, indoor bowling, indoor trampoline facilities, indoor cardrooms, indoor entertainment activities of any kind, indoor event spaces)	Private rentals/tours for individual households of no more than 6 people permitted. General admission prohibited.	Maximum 25% capacity. If food or drinks are served, eating and drinking requirements apply.
Outdoor Entertainment Establishments (includes zoos, outdoor gardens, outdoor aquariums, outdoor theaters, outdoor stadiums, outdoor event spaces, outdoor arenas, outdoor concert venues, rodeos)	Ticketed events only: Groups of 10, limit 2 households, timed ticketing required.	Groups of 15, limit 2 households per group, maximum 200 including spectators.

NOTE: Live entertainment is no longer prohibited but must follow guidance above for the appropriate venue. Long-term Care facilities, professional and collegiate sports remain governed by their current guidance/proclamations separate from this plan.

Steilacoom Ferry Landing Ramp Repair

What's Happening

Pierce County is replacing the main hydraulic cylinder on the Steilacoom Ferry ramp transfer span which will improve the operation of the transfer span. The work is expected to run from March 1 to mid-April.

This work will take place at night Sunday through Thursday from 8:45 p.m.- 5:15 a.m. A barge will provide the contractor with equipment and materials to complete the work. The contractor hired to do the work is American Construction with a bid of \$420,000.

Impacts to the Ferry Schedule

Due to the work, there will be impacts to the ferry schedule:

- The first ferry run will depart from Anderson Island outbound to Steilacoom at 5:15 a.m. Mon.- Thurs.
- The final ferry run of the day will be departing Steilacoom at 8:35 p.m. Mon.- Thurs.
- There will be no impact to the ferry schedule Friday evenings, Saturday morning or evening, or Sunday morning.
- No impacts to the Ketron Island ferry schedule.

Questions – Contact Paul Loveless at 253.581-1912 -- Town's Official Website - townofsteilacoom.org.