

Snohomish City Council Meeting Minutes

May 15, 2018

1. **CALL TO ORDER:** Mayor Kartak called the Snohomish City Council meeting to order at 6:00 p.m., Tuesday, May 15, 2018, in the Snohomish School District Resource Service Center, George Gilbertson Boardroom, 1601 Avenue D, Snohomish, Washington.

MAYOR/COUNCILMEMBERS PRESENT

Larry Countryman
Karen Guzak
John Kartak, Mayor
Tom Merrill
Linda Redmon
Jason Sanders
Lynn Schilaty

STAFF PRESENT

Pat Adams, HR Manager/City Clerk
Debbie Burton, Finance Director
Glen Pickus, Planning Director
Keith Rogers, Police Chief
Steve Schuller, City Administrator
Grant Weed, City Attorney

MAYOR/COUNCILMEMBERS ABSENT

Steve Dana

MOTION by Schilaty, second by Redmon to excuse Councilmember Dana. The motion passed unanimously (6-0)

2. **APPROVE AGENDA** contents and order:

MOTION by Merrill, second by Guzak to approve the agenda as presented. The motion passed unanimously (6-0).

3. **APPROVE MINUTES** of the May 1, 2018 regular meeting.

MOTION by Redmon, second by Guzak, to approve the minutes of the regular meeting. The motion passed unanimously (6-0).

4. **CITIZEN COMMENTS** on items not on the Agenda

Mayor Kartak welcomed the citizens to the meeting and discussed the procedures for providing citizen comment.

Jan Lengenfelder, 222 Avenue A, recognized and thanked City staff and the elected officials for their hard work. However, she does not support a salary increase or further studies related to the Mayor's salary.

Lanni Johnson, 422 Avenue A, would like the entire Council to be present for the upcoming discussion regarding the Mayor's salary.

Citizen Comments: Closed

5. **ACTION ITEMS:**

- a. **UPDATE** the Shoreline Master Program – **RE-ADOPT** Ordinance 2336

Planning Director Glen Pickus stated in November 2017, the Council approved Ordinance 2336. In the final review by the Department of Ecology, there was an inadvertent omission in the regulation, which did not include a buffer around Blackmans Lake. Therefore, Ordinance 2336 must be amended and then re-adopted by the City Council in order for DOE to issue final written approval of the SMP update.

Citizen Comments: None
Citizen Comments: Closed

MOTION by Schilaty, second by Guzak that the City Council **RE-ADOPT** Ordinance 2336, updating the Shoreline Management Program. The motion passed unanimously (6-0).

b. **AMEND** SMC 15.08 – Discharge of Wastes – **ADOPT** Ordinance 2351

Water Quality Control Specialist Ann Ray stated the last official review and update to the Discharge of Wastes code was in 1987. This was also the initial implementation of a pretreatment program for the City of Snohomish.

Ms. Ray explained the current update is necessitated due to the following factors:

1. Several years ago, while the City was still exploring the option of connecting with the City of Everett for its wastewater treatment, staff began an update to ensure the City's commercial/industrial/manufacturing discharge quality and requirements were in line with those of the City of Everett to prevent any pass through contamination or interruption to their wastewater treatment process.
2. A couple of years ago, the City's Collections Division, conducted a routine inspection of its sanitary sewer lines on Avenue D. At that time, it was discovered a large amount of fats, oils and grease, commonly referred to as FOG, were collecting in the main. Staff was able to pinpoint where the discharge was coming from and work with the business owner to reduce the discharge to acceptable levels. It became apparent if the business owner had not been a good steward, the City would have struggled to ensure compliance with its established discharge limits. Enforcement would have involved discontinuing water service, which in turn, would have caused the business to close.
3. When the Snohomish School District brought their proposal to the City for the Snohomish Aquatic Center, the City and the School District already had a well-established working relationship. The City was focused on ensuring the discharge from the Aquatic Center would be completed in the most financially and environmentally responsible way. As part of working through this process, the City and District agreed to a Discharge Agreement which outlines a notification process and minimum requirements for discharge.

Ms. Ray explained in working through the above scenarios, it became apparent that an update to the City's existing code would be beneficial for all parties. This ordinance was written with an eye to the future and a growing commercial sector. It gives the City the ability to be proactive, rather than reactive, when new industrial/manufacturing businesses move to Snohomish. Adopting this update will have minimal financial impact on current commercial businesses and food service establishments. The City does not currently have industrial discharge and only minimal manufacturing. Therefore, this program is primarily focused on commercial and food service.

Initial implementation will consist of an introductory letter, and the only additional requirement is the annual submission of the businesses' grease trap/interceptor maintenance logs. The City will be proactive in communicating this update to local businesses with a letter within the next 30 days explaining the City will be requesting this information each October beginning this year. Submission of the log should not be considered an undue hardship, as keeping service and maintenance records of grease traps and interceptors should already be part of the standard operating procedure for food service establishments.

With this update, the City is in a position to work together with any business to mitigate potential adverse impacts of discharge before it causes damage to the sanitary sewer system or Wastewater Treatment Plant (WWTP). It will also protect the City's infrastructure from the damaging properties of excessive FOG buildup or potential high strength wastes that could lead to costly and disruptive capital projects caused by the reduced lifespan of pumps and piping and/or make it difficult for the Wastewater Treatment Plant to remove prior to discharge. By allowing the City to better control the quality and makeup of the waste entering the WWTP for treatment and discharge to the Snohomish River, it permits the City to grow and adapt to changing regulations from the State and Federal levels, and lends itself to protecting public health and the surrounding environment.

Councilmember Guzak commented she is aware the Health District inspects restaurant's grease traps. She inquired about any overlap with the City's proposed ordinance. Ms. Ray responded the Health District inspects restaurants from a cleanliness standpoint. For example, their focus is whether the grease trap is being cleaned in an acceptable manner. The City is focused on the maintenance aspect, and whether the business is cleaning it regularly, and in the amount of material flowing out of the trap and into the City's system.

Councilmember Merrill asked whether the City utilizes compliance technology to monitor flows into the WWTP, or does it rely on inspections. Ms. Ray responded compliance is primarily monitored through inspections. She cannot speak for the WWTP, as she is not aware of all of the plant's technologies, sampling and processes. However, the Collections Department completes very consistent and routine inspections of the mains. Because it's a sewer main, manholes can be opened. Staff uses both remote and push cameras to view the actual condition of the pipes, which enables them to locate violators.

Citizen Comments: None
Citizen Comments: Closed

MOTION by Schilaty, second by Sanders that the City Council **ADOPT** Ordinance 2351, updating Snohomish Municipal Code, Chapter 15.08, Discharge of Wastes. The motion passed unanimously (6-0)

6. **CONSENT ITEM - AUTHORIZE** payment of claim warrants #62600 through #62691 in the amount of \$1,415,266.21, and payroll checks #15498 through #15514 in the amount of \$429,020.34 issued since the last regular meeting.

MOTION by Guzak, second by Merrill to pass the Consent Items. The motion passed unanimously (6-0).

7. **OTHER BUSINESS/INFORMATION ITEMS:**

Councilmember Schilaty stated she will be absent for both meetings in June. She requested the Mayor's salary discussion be rescheduled to the July 17 meeting. Council concurred, and the Mayor's salary discussion will be moved to the July 17 Council agenda.

Councilmember Redmon would like clarification on the direction given to the Park and Recreation Board following their presentation at tonight's workshop.

Councilmember Guzak stated her understanding was staff would return to Council with additional information regarding the Park Board's proposed objectives.

Councilmember Schilaty stated one outstanding issue was authorizing a study from a

professional outside consultant or deferring the matter to the Park Board and/or the Economic Development and Communications Manager for analysis of potential programming, income streams and its sustainability to the hiring of a Recreation Coordinator.

Mr. Schuller responded staff's response to these issues will be provided at the upcoming budget workshop scheduled for August 21. The Council can then make decisions on next steps.

8. COUNCILMEMBER COMMENTS/LIAISON REPORTS:

Councilmember Schilaty stated the Economic Development Committee is meeting on May 22, 2018.

Councilmember Guzak announced the Farmers Market opened on May 3 and has expanded its footprint down to First Street. The Snohomish Rising Group conducted a *Trees of Snohomish* walking tour on Mother's Day, which started at Looking Glass Coffee. There were two tours – one at 11:00 a.m. and 2:00 p.m. There were a total of 58 people and 4 guides. The tree tour brochure is available at City Hall. She attended the Hal Moe building demolition ceremony this morning. She congratulated all the citizens, elected officials and staff who made the event possible. She attended the Chamber of Commerce meeting today and spoke about art, yoga and politics and how to be of service in all three areas. The City's Project Manager Denise Johns provided information on the status of the Second Street Corridor Project, and discussed the grant money received from the state to improve the pedestrian and bicycle safety on Second Street. She noted, there is a survey on the City's website concerning Second Street. She encouraged citizens to provide their input.

Councilmember Merrill encouraged the community to attend the Public Safety Commission's Town Hall meeting on Opioid Abuse and Homelessness on Tuesday, May 22 at the Fire District beginning at 6:00 p.m. There will be a briefing from the Snohomish County Regional Drug and Gang Task Force and the Snohomish Health District. The presentations will be followed by a Public Safety Commission workshop giving citizens the opportunity to provide input on these topics. On May 14, he attended a Town Hall organized and sponsored by a private citizen. He noted there is a very high interest in continuing to have Town Halls. He explained there are many forums to meet informally with the City Council and Mayor. For example, Coffee with the Mayor, Coffee with a Cop, and there have already been several Town Hall meetings this year. If a private citizen wishes to organize a Town Hall, he would be happy to attend.

Councilmember Redmon attended the Planning Commission on May 2 where The Shoreline Management Act was discussed. The Commission has also started discussions regarding development ideas at the former Snohomish County Public Works yard between Avenue D and Bonnevile. There is a lot of potential at this site, and there are many different ideas from the community on what would benefit the City. She encouraged the Council to be flexible in looking at all the possibilities. On May 7, she met with the new Economic Development and Communications Manager and discussed possibilities for economic development that dovetailed with some of the ideas the Youth Council has presented. She attended the Snohomish Building Bridges Club meeting and discussed how some of the group were interviewed for the Association of Washington Cities *Cityvision* Magazine. She is pleased to see their efforts are being profiled as a model for community building, and hopes the group can inspire similar efforts in other communities across the state. On May 8, she attended the Public Safety Commission meeting where they finalized plans for the May 22 Town Hall. The Public Safety Commission is seeking as much public input as possible. This morning, she attended the Hal Moe building demolition event. It's now possible to clearly see the potential for that site. The Council will be looking to the community for input on Master Planning the site. She especially hopes to hear from the youth in the community.

There will be a meeting to launch the planning process for the Second Street Corridor project on Thursday, May 24 at the Boys and Girls Club starting at 5:30 p.m. She noted there is also an opinion poll on the City's website and additional information available on this project.

Councilmember Countryman stated at the last Council meeting, there was a discussion regarding economic development. Rather than discuss it in detail at that time, he has provided the Council with his ideas in writing. His report outlines the items he would to see addressed. He attended the Historic Downtown Snohomish meeting and they are very concerned with parking downtown and are working on solutions. His economic development proposal addresses how he envisions the parking problem being solved.

9. COUNCIL PRESIDENT'S ITEMS/REPORTS:

President Sanders stated he meets with the Mayor and City Administrator twice a month to develop the Council's agenda. He thanked the Council for their input and assistance. He noted he spent time in the City of Duvall's main corridor and had dinner on the sidewalk in the middle of Duvall. He thought it was very nice, with wide sidewalks, arts and cafes. He hopes Snohomish looks at how other cities have developed their main corridors. He attended the Hal Moe building demolition event. He was very impressed with the attention paid to everybody's safety. The Youth Council will have their second meeting on Sunday, May 20. He will be in attendance with Councilmember Redmon. He will be attending the Economic Alliance of Snohomish County meeting and will report on information obtained from this meeting. He will be attending the *Imagine Tomorrow* event at WSU in Pullman, WA. This event attracts high school students from the states of Washington, Oregon, Idaho and Montana and allows them to showcase projects they have been working on related to sustainability.

10. CITY ADMINISTRATOR'S COMMENTS:

Mr. Schuller provided each Councilmember with a copy of the Council Agenda Planner. He explained this serves as notification of proposed upcoming agenda items, which is subject to change by the Council. During the summer vacation months, it also helps prepare for any Councilmember absences. Additionally, he provided the Council with a map relating to upcoming construction projects which is also available to the public.

11. MAYOR'S COMMENTS:

On May 2, Mayor Kartak attended the Planning Commission meeting. On May 3, he cut the ribbon for opening day of the Farmers Market. It was a wonderful event. On May 6, he attended the 25th Anniversary of Community Church. It was well attended. On May 8, he attended the Department of Emergency Management meeting. The DEM is working on earthquake preparedness for this region, and will also be working with the Snohomish Health District and local municipalities on heroin epidemic solutions. He attended the Snohomish Health District Board Meeting, where there was to be a discussion on the needle exchange program. They are looking for a parent organization. However, the topic was removed from their agenda. He also attended the Public Safety Commission meeting. On May 9, he attended the Design Review Board meeting as well as the Historic Downtown Snohomish meeting with Councilmember Countryman. The HDS is very interested in participating in the Main Street USA Program. It carries with it a lot of revitalization ideas. He attended the Snohomish County Tourism Summit with Economic Development and Communications Manager Wendy Poischbeg. Ms. Poischbeg brings a high level of expertise to the City. He attended the Town Hall meeting organized by a private citizen and held at the Pursuit Church in downtown Snohomish. The subject of his salary did come up. He understands this subject is for Council to decide, not for the Mayor. Today was the grand reopening of Dawson Place in Everett. Dawson Place deals with violent crimes

against children. Providence Medical Hospital has teamed up with Dawson Place. There are supporting agencies at this location, including the Snohomish County Prosecuting Attorney, a Snohomish County Sherriff's unit to investigate these crimes, and Washington State Child Protective Services. They have a favorable networking structure.

12. **ADJOURN** at 6:59 p.m.

APPROVED this 5th day of June 2018

CITY OF SNOHOMISH

ATTEST:

John T. Kartak, Mayor

Pat Adams, City Clerk