

**CITY COUNCIL
BUSINESS MEETING MINUTES
January 24, 2012**

The Business Meeting of the Monroe City Council was held on January 24, 2012, in the Council Chambers at City Hall. Mayor Robert G. Zimmerman called the meeting to order at 7:01 p.m.

Councilpersons present: Goering, Cudaback, Williams, Kamp, Davis, Gamble and Hanford.

Staff present: Brazel, Feilberg, Warthan, Farrell, Sax, Bremner, and Martinson.

City Attorney Zach Lell was not present.

The meeting was opened with the Pledge of Allegiance.

ANNOUNCEMENTS & PRESENTATIONS

Proclamation: Jayme Biendl Day

Mayor Zimmerman invited citizens, Council members, and staff to the 5K run in honor of Jayme Biendl on Saturday. He then read the Proclamation announcing Officer Jayme Biendl Day on January 29, 2012.

Confirm Mayor's Appointments/ Ethics Board & Park Board Members

Mayor Zimmerman asked Council for their support for his reappointment of Katherine Williams to the Ethics Board and Steven Whalen to the Park Board.

The motion was made by Councilperson Williams and seconded by Councilperson Gamble, to confirm the Mayor's appointment of Katherine Williams to the Ethics Board and Steve Whalen to the Park Board each for another term. On vote,

Motion carried 7/0.

Mayor Zimmerman asked Council their support for his reappointment of Steve Whalen to the Park Board.

COMMENTS FROM CITIZENS

James, 2216 112th Dr., Duvall, addressed Council supporting medical marijuana.

CONSENT AGENDA

After the motion was made by Councilperson Goering and seconded by Councilperson Kamp, to approve the Consent Agenda, Councilperson Williams asked that Consent Agenda item #6 be pulled from the Consent Agenda. The maker and seconder of the motion accepted the friendly amendment.

The motion was amended to approve the Consent Agenda Items Numbers 1, 2, 3, 4, 5, 7 & 8. On vote,

Motion carried 7/0.

Items approved: 1A) November 15, 2011 Business Meeting Minutes; 2A) Bills (Checks #81502 – 81580 and 81619 – 81589) in the amount of \$973,523.69; and 2B) Payroll (Checks #31287 – 31355) in the amount of \$944,128.51; 3) Accept Project and Begin 45-Day Lien Period/W. Main and Kelsey St. Signal Project; 4) Accept Project and Begin 45-Day Lien Period/ARRA US2/Chain Lk Rd Intersection Improvements Project; 5) Accept Public Works Project and Begin the 45-Day Lien Period/Public Works Fuel Station #2; 7) Authorize Mayor to Sign 2012 Parks Concessionaire Agreement; 8) Authorize Mayor to Sign 2012 Skyhawks Sports Camps Agreement.

Councilperson Williams asked for an update on the specifics of the intersection improvement project. Public Works Director Feilberg explained.

The motion was made by Councilperson Williams and seconded by Councilperson Cudaback, to approve Consent Agenda item #6 (Authorize Right-of-Way Purchase From Jack-In-The-Box Inc, for US-2 / E Main St / Old Owen Road Intersection Improvements Project). On vote,

Motion carried 7/0.

EXECUTIVE SESSION

Executive Session: Pertaining to Potential Litigation

Mayor Zimmerman explained that Council would not be having an executive session pertaining to potential litigation.

Executive Session: For Setting the Minimum Price for Which Property Will Be Sold

Mayor Zimmerman explained there was a need for an executive session for approximately 30 minutes, to consider the minimum price for which real estate will be offered for sale or lease, pursuant to RCW 42.30.110 1(c), as read into the record by City Administrator Brazel. Council may take action in open session when they reconvene.

MEETING RECESSED INTO EXECUTIVE SESSION: 7:15 p.m.

MEETING RECONVENED INTO REGULAR SESSION: 7:45 p.m.

No action was taken after Council reconvened.

NEW BUSINESS

Procurement Card Program

Finance Director Nelson gave a brief overview explaining that this is a proposal to use the State's procurement card program, which includes a rebate on every purchase.

After questions and responses, the motion was made by Councilperson Cudaback and seconded by Councilperson Kamp, to authorize Finance Director Nelson to apply for the Washington State Purchasing Card Program. On vote,

Motion carried 7/0.

Update Purchasing Policy

Finance Director Nelson gave a brief overview, explaining the changes to the *Procurement Policy and Procedures* document.

After discussion, the motion was made by Councilperson Hanford and seconded by Councilperson Goering, to adopt Resolution 2012/002, a resolution of the City Council of the City of Monroe, Washington, amending procurement policies and procedures, as read into the record by City Administrator Brazel. On vote,

Motion carried 7/0.

FINAL ACTION

Appoint City Representatives to Various Boards, Committee, and Forums

City Administrator Brazel explained that this is a housekeeping matter that they do every year.

Williams nominated Goering for Mayor pro-tem, seconded by Hanford. On vote,
Motion carried 7/0.

Community Transit Board:

Councilperson Cudaback nominated Councilperson Davis to the Community Transit Board. Councilperson Davis declined, as there would be a conflict of interest, due to his current job and the grants that they are involved with.

Councilperson Cudaback nominated Councilperson Kamp to the Community Transit Board; the nomination was seconded by Councilperson Goering. On vote,

Motion carried 7/0.

Salmon Recovery Forum

Councilperson Goering suggested a Planning staff member, to be determined by the department head, which was agreed to by Council consensus.

French Creek Flood Control District Joint Board:

Councilperson Goering nominated Councilperson Williams to the French Creek Flood Control District Joint Board; the nomination was seconded by Councilperson Gamble. On vote,

Motion carried 7/0.

Mayor Zimmerman suggested Public Works Director Feilberg and Utilities Supervisor Roberts as the designated staff members for French Creek Joint Board.

Snohomish County Cities Board:

Since the Board nominations were already completed, Mayor Zimmerman suggested that Council keep this in mind for next year.

Snohomish Health Board

Councilperson Cudaback explained that there are two Board meetings per month. All County Councilmembers sit on the Health Board.

Councilperson Hanford nominated Councilperson Cudaback for the Snohomish Health Board; the nomination was seconded by Councilperson Goering. On vote,

Motion carried 7/0.

Snohomish County Emergency Management Representative

Public Works Director Feilberg explained that a staff member was usually appointed for this position. Director Feilberg will remain as the City's representative.

Snohomish County Tomorrow

Councilperson Goering stated that he would like to continue as representative. Councilperson Cudaback asked to be removed as alternate. Councilperson Gamble volunteered to be alternate.

Two Councilpersons to View and Sign for Approval on Bills

Councilperson Kamp nominated Councilperson Davis, and Councilperson Davis nominated Councilperson Kamp; both nominations were seconded by Councilperson Goering. On vote,

Motion carried 7/0.

Council Legislative Committees

City Administrator Brazel explained that they were planning to combine the transportation element with the Public Works, Parks and Recreation, and Public Safety Committee.

Mayor Zimmerman explained that the City was working on the transportation plan. In two weeks Council will be discussing long- and short-range plans.

The motion was made by Goering and seconded by Councilperson Williams for the following Committee member selections: 1.) Legislative Affairs: Councilpersons Williams, Gamble, and Davis; 2.) Transportation and Planning, Public Works, Parks & Recreation, and Public Safety: Councilpersons Kamp, Davis, and Hanford; and 3.) Finance and Human Resources: Councilpersons Williams, Cudaback, and Goering). On vote,

Motion carried 7/0.

Library Board

There is no need to have a councilmember selected for the Library Board. City Administrator Brazel stated that Librarian Lewis would like the Library Board agenda and meetings posted on the City's Web site.

MAYOR/COUNCIL/ADMINISTRATIVE STAFF REPORTS

Councilperson Hanford reported on the training he and Councilperson Cudaback attended last week. They didn't talk about cannabis, as listed on the training brochure.

Staff Reports:

Technology Manager Bremner reported on the Google Apps conversion and explained the issues with police being on Google Apps.

After discussion, it was noted that additional information would be brought back to Council on Feb. 7th.

Draft Agenda/February 7, 2012 Business Meeting

City Administrator Brazel presented the draft agenda for February 7, 2012.

Councilperson Williams would like a demo of new web site in the near future.

Councilperson Goering asked for an update of USPS' policy on addresses of annexations and to discuss this topic further at a future Council meeting.

Executive Session: Pertaining to Personnel Matters

Mayor Zimmerman explained there was a need for an executive session for approximately 20 minutes, to discuss personnel matters, pursuant to RCW 42.30.110 1(g), as read into record by City Administrator Brazel.

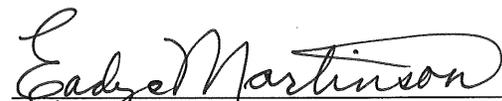
MEETING RECESSED INTO EXECUTIVE SESSION: 9:15 p.m.
EXECUTIVE SESSION EXTENDED
MEETING RECONVENED INTO REGULAR SESSION: 9:48 p.m.

There being no further business, the motion was made by Councilperson Cudaback and seconded by Councilperson Hanford, to adjourn the meeting. On vote,

Motion carried 7/0.

MEETING ADJOURNED: 9:49 p.m.


Robert G. Zimmerman, Mayor


Eadye Martinson, Deputy City Clerk