



MONROE CITY COUNCIL

Regular Business Meeting
Tuesday, November 9, 2021, 7:00 P.M.
Zoom Online Meeting Platform

MINUTES

Mayor
Geoffrey Thomas

Councilmembers
*Heather Fulcher, Mayor Pro Tem;
Patsy Cudaback; Kevin Hanford;
Jason Gamble, Jeff Rasmussen;
Ed Davis, & Kirk Scarboro*

The City Council meeting was held virtually via Zoom. Due to the COVID-19 pandemic, and Proclamation 20-28 issued by Governor Jay Inslee, in-person meetings are not being held at this time.

1. CALL TO ORDER

Mayor Thomas called the meeting to order at 7:02 p.m.

2. ROLL CALL

Councilmembers present:

Fulcher, Davis, Hanford, and Scarboro.

Councilmembers Rasmussen, Gamble, and Cudaback were excused.

Staff present:

Knight, Hasart, Feilberg, Swanson, Jolley, Roberts, Peterson, Criswell, Huebner, Christian, Haley, Marrero, Wycoff, and City Attorney Lell

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilmember Gamble.

4. ANNOUNCEMENTS/PRESENTATIONS

4.1 - Proclamation: Police and Fire Appreciation Week

Mayor Thomas read aloud a proclamation proclaiming November 14-20, 2021 as Police and Fire Appreciation Week. Chaplain Hanford gave a brief history of how Police and Fire Appreciation Week came to be and how it has evolved over the years. Chaplain Hanford thanked Police and Fire personnel for their service to the community.

4.2 - Proclamation: Veterans Day

Mayor Thomas read aloud a proclamation recognizing November 11, 2021 as Veterans Day and stated that he will lay a wreath at the Veterans Memorial Monument at Lake Tye on Veterans Day.

5. PUBLIC COMMENTS

Aisha Sial, resident, encouraged Council to approve the acceptance of grant funding in continued support of having a social worker in the public defender's office.

6. CONSENT AGENDA

6.1 - AP/ACH Approvals through 10/27/2021

6.2 - October 2021 Payroll Warrants Approval

6.3 - City Council Meeting Minutes 10/26/2021

6.4 - 2022 Property Tax Ordinance No. 012/2021 Final Adoption

6.5 - 2022 Budget Ordinance No. 011/2021 Final Adoption

6.6 - Ordinance No. 13/2021, Adopting 2022-2028 Capital Facilities Plan Final Adoption

6.7 - Contract supplement with Perteet for continued construction management services for the Chain Lake Road Phase 2a project.

6.8 - Authorize contingency of 25% for the Chain Lake Road Phase 2a Project construction contract

6.9 - Consultant Agreement: Code Enforcement

6.10 - Office of Public Defense (OPD) Public Defense Services Improvement Grant

6.11 - Lee & Associates 2022 North Kelsey Brokers Agreement

Motion: *Councilmember Scarboro moved to approve the consent agenda. Councilmember Davis seconded. Motion passed 4-0.*

7. NEW BUSINESS

7.1 - American Rescue Plan Act (ARPA) Award Recommendations

Rich Huebner, Management Analyst, presented the American Rescue Plan Act (ARPA) Award Recommendations and answered questions from Council.

Motion: *Councilmember Davis moved to approve the American Rescue Plan Act (ARPA) award recommendations as provided by the City's review committees. Councilmember Scarboro seconded.*

Councilmember Scarboro recused himself from voting to approve M & M Antiques' award due to a remote interest. Councilmember Gamble recused himself from voting to approve Monroe Public Schools Foundation's award due to a remote interest. Councilmember Fulcher recused herself from voting to approve Evergreen Health Foundation's award due to a remote interest.

Motion to amend: *Councilmember Davis moved to amend the motion to insert the following to the end of the original motion "with the exception of M & M Antiques, Monroe Public Schools Foundation, and Evergreen Health Foundation which will be considered at a future Council meeting." Councilmember Scarboro seconded. The motion to amend passed 4-0.*

The original motion, as amended, passed 4-0.

7.2 - Authorize the Mayor to sign the Interlocal Agreement with the Alliance for Housing Affordability

Anita Marrero, Senior Planner, introduced this item and explained that as a member of the Alliance for Housing Affordability (AHA), the City will have access to technical assistance from the Program Manager, housing studies and data, collaboration between jurisdictions, and other resources pertaining to housing affordability. Joining AHA is a policy consideration under Strategy #4, Minimize Displacement, of the Housing Action Plan (HAP). After discussion, Council stated that they would like to wait until January to appoint a representative and alternate to AHA.

Motion: *Councilmember Scarboro moved to Authorize the Mayor to sign the Interlocal Agreement with the Alliance for Housing Affordability. Councilmember Davis seconded. Motion passed 4-0.*

7.3 - Ordinance 014/2021: State v. Blake & Resulting Municipal Code Amendments; First Reading

Jeff Jolley, Police Chief, introduced this item and explained that the code amendments are necessary to align with current provisions of state law, as amended by ESB 5476 and other applicable enactments of the State Legislature. The ordinance accurately adopts the existing RCW by reference, allowing localized enforcement through Monroe Municipal Code (MMC) within the City of Monroe.

Motion: *Councilmember Davis moved to accept first reading of Ordinance 014/2021, amending Monroe Municipal Code to reflect procedural impacts of State v. Blake and resulting outdated MMC. Councilmember Fulcher seconded. Motion passed 4-0.*

7.4 - Resolution 09/2021: Declaring PRO FORCE as the sole supplier of BOLAWRAP's, BOLAWRAP holsters and BOLAWRAP cartridges or cassettes and waiving competitive bidding requirements for the City's purchase of said items.

Jeff Jolley, Police Chief, introduced this item and explained that a BOLA WRAP is less lethal alternative for subduing an individual which allows the department to comply with new State law regarding the use of force.

Motion: *Councilmember Davis moved to approve Resolution 09/2021: Declaring PRO FORCE as the sole supplier of BOLAWRAP's, BOLAWRAP holsters and BOLAWRAP cartridges or cassettes and waiving competitive bidding requirements for the City's purchase of said items. Councilmember Gamble seconded. Motion passed 4-0.*

Motion: *Councilmember Davis moved to authorize the Mayor or Designee to execute the purchase of BOLAWRAP's and BOLAWRAP accessories as quoted to the Monroe Police Department. Councilmember Scarboro seconded. Motion passed 4-0.*

7.5 - Past Due Utility Accounts

Becky Hasart, Finance Director, introduced this item and reviewed the legislative information in regard to past due utility bills, late fees and service shut offs. With the State mandate expiring at the end of September, the City can now start assessing late fees and begin shut offs again. Ms. Hasart explained that due to upcoming holidays, staff is requesting Council consideration to suspend shut offs until the first of the year. Ms. Hasart stated that staff is also requesting that extended payment arrangements are allowed and to waive late fee penalties for accounts with payment arrangements within certain parameters.

Motion: *Councilmember Gamble moved to approve suspension of utility account shut offs until the January 2022 shut off cycle. Councilmember Davis seconded. Motion passed 4-0.*

Motion: *Councilmember Gamble moved to allow extended payment arrangements to all customers to no later than December 2022. Councilmember Davis seconded. Motion passed 4-0.*

Motion: *Councilmember Gamble moved to waive late penalties for only those accounts that make payment arrangements before the end of November 2021 on past due amounts through October 31, 2021 and stay current on said payment arrangements; penalties will begin to accrue on any and all past due amounts if the customer defaults on the payment arrangements. Councilmember Davis seconded. Motion passed 4-0.*

7.4 - Amend Monroe Municipal Code (MMC) Chapter 6.04, Public Nuisances Affecting Safety; Title 13, Public Services and Utilities; Chapter 15.01, Stormwater Management, and Creating Title 23, Public Works Design and Construction Regulations – First Reading

Brad Feilberg, Emeritus Public Works Director, explained that in the current code, Title 13 covers both the financial (e.g. account management, rates, and billing) and construction requirements (e.g. main sizes, side sewer length, and hydrant spacing). Proposed amendments would leave the financial elements in Title 13 and creates a new Title 23 for the construction requirements. Mr. Feilberg said that the proposed amendments to the Monroe Municipal Code are to create consistency and consolidate language that is in multiple sections.

Motion: *Councilmember Gamble moved to accept as first reading, Ordinance 016/2021 amending Monroe Municipal Code Chapter 6.04, Public Nuisances Affecting Health; amending Title 13, Public Services and Utilities; repealing Chapter 15.01, Stormwater Management; and adding MMC Title 23 Public Works Design, Construction, and Operations Regulations; providing for severability; and establishing an effective date. Councilmember Fulcher seconded. Motion passed 4-0.*

8. COUNCILMEMBER REPORTS

There were no Council reports.

9. STAFF/DEPARTMENT REPORTS

9.1 – Public Works Department

Jakeh Roberts, Public Works Director, presented the November 2021 report as included in the meeting packet and stated that signage for truck routes is in the procurement process and will be installed along Lewis Street/SR203.

9.2 - Parks Department

Deborah Knight, City Administrator, said that the October 2021 report is included in the meeting packet.

9.3 - Emergency Management Report

Brad Feilberg, Public Works Director, shared the most recent case counts and vaccinations numbers regarding COVID and said that heavy rain is expected later this week which could result in local flooding.

9.4 – Human Services Development

Deborah Knight, City Administrator, presented the September and October 2021 department reports as included in the meeting packet.

10. MAYOR/ADMINISTRATIVE REPORTS

10.1 – Extended Agenda

Deborah Knight, City Administrator, reviewed the extended agenda as presented in the meeting packet and stated that staff is requesting Council suspend their rules to change the December 7, 2021 meeting from a Study Session to a Business Meeting.

Motion: *Councilmember Fulcher moved to suspend Council Rules of Procedure to change the December 7, 2021 meeting from a Study Session to a Business Meeting. Councilmember Davis seconded. Motion passed 4-0.*

10.2 – City Administrator Report

Ms. Knight reported that Volunteers of America has an opportunity to expand their Early Childhood Education and Advancement Program (ECEAP) to add two full day sessions and is looking for a space if anyone has any ideas.

10.3 – Mayor’s Report

Mayor Thomas said that he participated the YMCA Fun Run recently and reported on upcoming meetings including Latinx and the visioning group. Lastly, Mayor Thomas reminded Council that he will lay a wreath at the Veterans Memorial Monument at Lake Tye on Veterans Day if any of them would like to join him.

11. EXECUTIVE SESSION

Mayor Thomas noted the need for an executive session and provided the following information:

The City Council will convene an **executive session for the purpose of discussing property acquisition pursuant to RCW 42.30.110(1)(b) and for the purpose of discussing potential litigation pursuant to RCW 42.30.110(1)(i)(ii) for 5 minutes.**

8:20 p.m. - City Council went into executive session for 5 minutes.

In attendance at executive session: Mayor Thomas, Councilmembers Fulcher, Davis, Gamble, and Scarboro, City Administrator Deborah Knight, Public Works Director Jakeh Roberts, Deputy City Engineer Scott Peterson, and City Attorney Zach Lell.

8:25 p.m. - the executive session was extended in increments for a total of 17 minutes.

8:42 p.m. - the Council meeting reconvened.

Mayor Thomas stated that after meeting adjournment, Council will be attending a Closed Session regarding Collective Bargaining pursuant to RCW 42.30.140(b).

ADJOURNMENT

Motion: *Councilmember Gamble moved to adjourn the meeting. Councilmember Scarboro seconded. Motion passed 4-0.*

MEETING ADJOURNED: 8:44 p.m.



Geoffrey Thomas (Dec 8, 2021 14:03 PST)

Geoffrey Thomas, Mayor



Jodi Wycoff (Dec 9, 2021 09:11 PST)

Jodi Wycoff, City Clerk

MCC Minutes 11-09-2021

Final Audit Report

2021-12-09

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