

**CITY OF DUVALL
COUNCIL MEETING MINUTES
March 17, 2020
7:00 P.M. – Duvall Visitor Center
15619 Main St NE**

Due to public health emergency, this meeting was held remotely. All Councilmembers and staff attended via Zoom meeting.

The City Council Meeting was called to order by Mayor Ockerlander at 7:04 P.M.

Roll Call: Amy McHenry, Dianne Brudnicki, Dorothy Lengyel, Michelle Hogg, Mike Remington, Jennifer Knaplund, Matthew Eyer

Staff Present: Lara Thomas, Carey Hert, Steve Leniszewski, Jodi Wycoff, Dana Mason, Shaun Tozer, City Attorney Ann Marie Soto

I. Additions or Corrections to the Agenda:

Under Consent Agenda add: Payroll for 03/20/20 in the amount of \$152,911.49; Claims for 03/17/20 in the amount of \$289,958.56; under Council Reports add: Councilmembers McHenry, Knaplund and Lengyel; and under Scheduled Items remove King County Fire District 45 Update.

II. Adoption of Council Agenda:

It was moved and seconded (Brudnicki-Eyer) to adopt the 03/17/20 Council Agenda. The motion carried (7 ayes).

III Approval of Consent Agenda:

It was moved and seconded (Eyer-McHenry) to approve the consent agenda which includes approving the Committee of the Whole and City Council minutes of 03/03/20; City Council Retreat minutes of 02/28/20; Payroll for 03/20/20 EFTs in the amount of \$152,911.49; and Claims for 03/17/20 Checks #31423-31490, #31492-31497, and #31491 in the amount of \$289,958.56. The motion carried (7 ayes).

IV. Comments from the Audience:

The following comments were submitted in writing and read aloud by the Clerk:
Karen Hausrath, representing the Duvall Chamber of Commerce, said that the 2020 Chamber Business Director & Visitor Guide has been mailed.

Sebastien Boccaccio, Area Manager, Skyhawks Sports Academy, thanked Council for considering their proposal for use of Big Rock Ballfields for summer camps at a reduced fee.

V. Scheduled Items:

1. Mayor's Report

Mayor Ockerlander gave an update on recent and upcoming meetings and events. Mayor Ockerlander read aloud the formal memo to Council regarding the Declaration of Emergency issued March 4, 2020.

2. Council Reports

Councilmember McHenry said the next Council Chat is March 20th and said that the Chat will be held virtually via Zoom.

Councilmember Knaplund requested that information received from the State or King County regarding potential revenue impacts be provided to Council. Councilmember Knaplund also said that if there is going to be a change to the approved conceptual plan for the Toll Brothers Park Plan, it should go back to Council for discussion and approval.

Councilmember Lengyel said that she has inquired about adding the facilities summary that was handed out at the Council Retreat on February 28th to the minutes as an exhibit.

3. Council Committee Reports

No reports.

4. Administration Update

Lara Thomas, Interim City Administrator, gave an update on the attorney services contract and announced that there will not be a special Council meeting on March 24th. Ms. Thomas also gave an update on the selection process for the compensation study contract.

5. ~~King County Fire District 45 Update~~ - removed

VI. Presentation: Puget Sound Regional Council – Vision 2050

Paul Inghram, Director of Growth Management for Puget Sound Regional Council (PSRC), gave a presentation regarding the Vision 2050 plan and answered questions from Council.

VII. Public Hearing: None

VIII. New Business:

1. (AB20-18) Approve Resolution #20-03 affirming the declaration of an emergency in response to the Coronavirus (COVID-19), in order to institute emergency measures to protect our employees and the community.

It was moved and seconded (Remington-McHenry) to approve Resolution #20-03 affirming the declaration of an emergency in response to the Coronavirus (COVID-19), in order to institute emergency measures to protect our employees and the community. The motion carried (7 ayes).

2. (AB20-19) Approve Resolution #20-04 adopting a Public Health Emergency and/or Pandemic Response and Recovery Policy and Procedures.

It was moved and seconded (Remington-Hogg) to approve Resolution #20-04 adopting a Public Health Emergency and/or Pandemic Response and Recovery Policy and Procedures. The motion carried (7 ayes).

3. (AB20-20) Adopt Ordinance #1261 adopting a Public Health Emergency and/or Pandemic Utility Policy and Procedure; providing for severability; and establishing an effective date.

It was moved and seconded (Remington-Brudnicki) to adopt Ordinance #1261 adopting a Public Health Emergency and/or Pandemic Utility Policy and Procedure; providing for severability; and establishing an effective date. The motion carried (7 ayes).

4. (AB20-21) Skyhawks Sports Academy Summer Camp opportunity at Big Rock Ballfields

Steve Leniszewski, Public Works Director, reviewed the proposal and answered questions from Council. After discussion, Council requested a resolution that would offer the reduced field fees for organizations that offer this type of use within certain parameters including, but not limited to, daytime/non-peak use, youth/summer programs, and reduced rate offers to Duvall residents and low-income families. This item will be on a future agenda.

5. (AB20-22) Wastewater Treatment Department Staffing.

Steve Leniszewski, Public Works Director, introduced this item and answered questions from Council. After discussion, there was general consensus to wait to make a final decision until after the Sewer Capital Improvement Program update is complete.

6. (AB20-23) Community Development Department Staffing – Building Official

Lara Thomas, Community Development Director, introduced this item and explained that the proposal includes replacing the Plans Examiner position with a full-time equivalent Building Official position once the current employee obtains all certifications; and in the meantime, assign that employee as acting Building Official with a 5% increase in salary. Ms. Thomas and Steve Leniszewski, Public Works Director, answered questions from Council.

*It was moved and seconded (Lengyel-Brudnicki) to authorize the Community Development Department to appoint an Interim Building Official with a 5% adjustment to compensation and the position and salary will be assessed as part of salary survey to soon take place and convert the position from a limited term equivalent position to a permanent full time equivalent position.
The motion carried (7 ayes).*

IX. Unfinished Business: None

X. Executive Session: *None*

XI. Adjournment:

There being no further business and no objections, Mayor Ockerlander adjourned the meeting at 9:23 p.m.

Signed _____
Amy Ockerlander, Mayor

Attest _____
Jodi Wycoff, City Clerk