

**CITY OF DUVALL  
COUNCIL MEETING MINUTES  
September 18, 2018  
7:00 P.M. – Riverview Educational Service Center  
15510 – 1<sup>st</sup> Ave NE**

**Committee of the Whole Meeting: 5:30 P.M.**

**The City Council Meeting was called to order by Mayor Ockerlander at 7:00 P.M.**

**Roll Call:** Amy McHenry, Michelle Hogg, Mike Remington, Dianne Brudnicki, Matthew Eyer, Jason Walker, Jennifer Knaplund

**Staff Present:** Lara Thomas, Larissa Grundell, Jodi Wycoff, City Attorney Rachel Turpin

**I. Additions or Corrections to the Agenda:**

Under Consent Agenda add: Payroll for 09/05/18 in the amount of \$173,710.29, Payroll for 09/20/18 in the amount of \$111,256.47; and Claims in the amount of \$242,949.06; under Ratification of Contracts under Declaration of Emergency add: #2 – Professional Services Contract #2018-23 with Sound Employment Solutions LLC for Coaching/Skill Development for Wastewater Treatment Plant for an amount not to exceed \$9,500.00; and under New Business add: Item #3 (AB18-57) Approve and authorize the Mayor to sign legal services retention agreement with Keating, Bucklin and McCormack, Inc., P.S.

**II. Adoption of Council Agenda:**

*It was moved and seconded (Hogg-McHenry) to adopt the 09/18/18 Council Agenda.  
The motion carried (7 ayes).*

**III. Approval of Consent Agenda:**

*It was moved and seconded (Brudnicki-Hogg) to approve the consent agenda which included approving the Committee of the Whole and City Council minutes of 09/04/18; Payroll for 09/05/18 Checks #28653-28659 in the amount of \$173,710.29 including EFTs in the amount of \$96,596.48; Payroll for 09/20/18 Checks #28662 in the amount of \$111,256.47 including EFTs in the amount of \$109,537.25; and Claims Checks #28663-28728 in the amount of \$242,949.06. The motion carried (7 ayes).*

**IV. Ratification of Contracts under Declaration of Emergency:**

*It was moved and seconded (Hogg-Brudnicki) to ratify the following contracts and agreements entered into by the Mayor related to the Declaration of Emergency made by the Mayor on June 13, 2018 and confirmed by Council via Resolution 18-10 pursuant to RCW 39.04.280.*

1. Agreement #2018-22 with Gray & Osborne, Inc. for Wastewater Treatment Plant Operational Support and Review for an amount not to exceed \$33,800.00.
2. Professional Services Contract #2018-23 with Sound Employment Solutions LLC for Coaching/Skill Development for Wastewater Treatment Plant for an amount not to exceed \$9,500.00.

*The motion carried (7 ayes).*

**V. Comments from the Audience:**

Lisa Yeager, Director of Sno Valley Senior Center, handed out an invitation to the upcoming Annual Gala and Auction. Ms. Yeager encouraged Council to invest in health and wellness in the community by allocating funds to the Senior Center and Snoqualmie Valley Community Network in the next budget.

**VI. Scheduled Items:**

**1. Mayor:**

Mayor Ockerlander reported on recent meetings and events she has attended as well as upcoming meetings and events.

**2. Council:**

*There were no Council reports.*

**3. King County Fire District 45:**

Fire Chief, David Burke, reported on call volume to date and announced that the District will host an information night on October 18<sup>th</sup> for their bond that is on the upcoming ballot. Chief Burke said that the burn ban issued in July has finally been lifted. Chief Burke reported that the District is updating fire plans in local businesses. Chief Burke said that Fire Prevention Week is the week of October 8<sup>th</sup>. Lastly, Chief Burke reported on deployments to assist with hurricane response efforts.

**VII. Presentation:           None**

**VIII. Public Hearing:       None**

**IX. New Business (continued):**

**1. (AB18-55) Adopt Ordinance #1240 adopting a new pay scale for City of Duvall Public Works Director; providing for severability; and setting an effective date.**

Lara Thomas, Deputy City Administrator, gave a brief presentation to review the salary analysis that was conducted and answered questions from Council.

*It was moved and seconded (Brudnicki-Knaplund) to adopt Ordinance #1240 adopting a new pay scale for City of Duvall Public Works Director; providing for severability; and setting an effective date. The motion carried (6 ayes-Brudnicki, McHenry, Remington, Hogg, Knaplund, Walker; 1 nay-Eyer).*

**2. (AB18-56) Authorize one additional full-time equivalent (FTE) for the Wastewater Treatment Plant.**

Lara Thomas, Deputy City Administrator, gave a brief presentation outlining the need for this additional FTE and answered questions from Council.

*It was moved and seconded (Eyer-Brudnicki) to authorize one additional full-time equivalent (FTE) for the Wastewater Treatment Plant. The motion carried (7 ayes).*

**3. (AB18-57) Approve and authorize the Mayor to sign legal services retention agreement with Keating, Bucklin and McCormack, Inc., P.S.**

City Attorney, Rachel Turpin, explained that this contract is to retain legal services for litigation that the City was recently served with. Ms. Turpin recommended Keating, Bucklin and McCormack because they are familiar with the plaintiff and are currently defending the City in a very similar case.

*It was moved and seconded (Eyer-Remington) to Approve and authorize the Mayor to sign legal services retention agreement with Keating, Bucklin and McCormack, Inc., P.S. The motion carried (7 ayes).*

**X. Unfinished Business:**

**1. (AB18-52) Approve and authorize the Mayor to sign the contract #2018-19 with Parametrix, Inc. in the amount of \$131,448.82 for the Wastewater System Evaluation and Planning plan.**

*It was moved and seconded (Brudnicki-McHenry) to approve and authorize the Mayor to sign the contract #2018-19 with Parametrix, Inc. in the amount of \$131,448.82 for the Wastewater System Evaluation and Planning plan. The motion carried (7 ayes).*

**2. (AB18-53) Adopt Ordinance #1241 amending Ordinance No. 1200 adopting a “Complete Streets” policy to establish guiding goals, principles, and practices that will empower and direct Duvall residents, elected officials, planners, and engineers to use an interdisciplinary approach in the creation of complete streets that will result in increased access, mobility and health for all users; providing for severability; and establishing an effective date.**

*It was moved and seconded (Eyer-Hogg) to adopt Ordinance #1241 amending Ordinance No. 1200 adopting a “Complete Streets” policy to establish guiding goals, principles, and practices that will empower and direct Duvall residents, elected officials, planners, and engineers to use an interdisciplinary approach in the creation of complete streets that will result in increased access, mobility and health for all users; providing for severability; and establishing an effective date. The motion carried (7 ayes).*

**3. (AB18-54) Ordinance – Business License Code Update**

Jodi Wycoff, City Clerk, explained that this update is mandated by legislation passed in 2017, including updating the definition for “engaging in business” and setting a minimum gross income threshold for businesses outside city limits to have to pay for a business license. Ms. Wycoff reported that Council gave direction at the last meeting to set the minimum gross income threshold at \$2,000 and require the businesses to register. Lastly, Ms. Wycoff explained that additional revisions to the code were made to accommodate the new model ordinance and clean up the code language. This item will be on the next agenda for action.

**4. (AB18-32b) Ordinance - Emergency Ban on Fireworks**

King County Fire District 45 Chief, David Burke, said that the ordinance has been amended since it was originally presented earlier this year to allow for a recommendation to the Mayor from the Fire Chief. Chief Burke answered questions from Council. Council expressed that they would like to have an open house for the public to discuss this issue before it is brought forward for action. Staff will work with the Fire District to coordinate an open house in the first quarter of 2019.

**XI. Executive Session:** *None*

**XII. Adjournment:**

*It was moved and seconded (Brudnicki-McHenry) to adjourn the meeting. The meeting adjourned at 8:33 p.m.*

Signed \_\_\_\_\_  
Amy Ockerlander, Mayor

Attest \_\_\_\_\_  
Jodi Wycoff, City Clerk