

**CITY OF DUVALL  
COUNCIL MEETING MINUTES  
February 16, 2021  
7:00 P.M. – Virtual Meeting via Zoom**

*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 7:00 P.M.**

**Roll Call:** Amy McHenry, Dorothy Lengyel, Mike Remington, Jennifer Knaplund, Dianne Brudnicki, Michelle Hogg, Rick Shaffer

**Staff Present:** Lara Thomas, Steve Leniszewski, Shaun Tozer, Jodi Wycoff

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

Under Consent Agenda add: Payroll for February 5, 2021 in the Amount of \$293,077.56; and Claims for February 5, 2021 through February 16, 2021 in the Amount of \$297,554.45; and under Scheduled Items remove: King County Fire District 45.

**II. Adoption of Council Agenda:**

*It was moved and seconded (Remington-McHenry) to adopt the 02/16/21 Council Agenda. The motion carried (7 ayes).*

**III. Motion to suspend Council Procedures for approval of Consent Agenda items:**

*It was moved and seconded (Remington-Hogg) to suspend Council Procedures in Section 5.6 requiring additional review and finalize all items within in the Consent Agenda. The motion carried (7 ayes).*

**IV. Approval of Consent Agenda:**

*It was moved and seconded (Remington-McHenry) to approve the consent agenda which includes approving the Committee of the Whole and City Council meeting minutes of 01/19/21; Council Workshop minutes of 01/29/21; Payroll for 02/05/21 Checks #51316-51322 in the amount of \$293,077.56 including EFTs in the amount of \$220,925.53; Claims for 02/05/21 through 02/16/21 Checks #51323-51371 and #51315 in the amount of \$297,554.45 including EFTs in the amount of \$2,165.13; and the following business items:(AB21-15b) Authorize the Mayor to enter into an Interlocal Cooperative Agreement with King County for the creation of the Independent Force Investigation Team (IFIT); and (AB21-23a) Authorize the purchase of the Crack Sealer Machine as described in the specifications with the lowest responsible bidder identified.*

*The motion carried (7 ayes).*

**V. Comments from the Audience:**

*Jodi Wycoff, City Clerk, read the following public comments received via email:*

*Michelle Gengler, DVM, Duvall Veterinary Hospital, representing Duvall Chamber of Commerce Board of Directors, welcomed all to attend the next Duvall Chamber of Commerce Meeting via Zoom on Thursday March 4, 2021 at 6:00 p.m.*

**VI. Scheduled Items:**

**1. ~~King County Fire District 45 Update~~ - removed**

## **2. Water Comprehensive Plan Update**

Shaun Tozer, Project Manager, and Steve Leniszewski, Public Works Director, asked Council what items they would like staff to focus on for future updates and presentations. Council provided feedback including what assumptions were made when developing the plan and associated financial data, a focused discussion on General Facility Charges and having an in-depth discussion on the financial plan.

## **VII. Presentation: Waste Management Annual Report**

Marcy Manibusan, Public Sector Manager with Waste Management, provided a presentation overviewing the Annual Report for the City including response to the COVID pandemic, amounts collected and diverted from the landfill, and recycling programs and education. Ms. Manibusan also said that they are looking forward to continuing to work with Duvall through the new contract that was recently approved.

## **VIII. Public Hearing: None**

## **IX. New Business:**

### **1. (AB21-18a) Confirm Mayor Ockerlander's appointment of Laura Bradley to the Duvall Planning Commission Position 6, a vacant four-year term ending 12/31/2023.**

*It was moved and seconded (Hogg-Brudnicki) to confirm Mayor Ockerlander's appointment of Laura Bradley to the Duvall Planning Commission Position 6, a vacant four-year term ending 12/31/2023. The motion carried (7 ayes).*

### **2. (AB21-19a) Confirm Mayor Ockerlander's appointment of John Isaacson to the Duvall Planning Commission Position 1, a vacant four-year term ending 12/31/2022.**

*It was moved and seconded (Hogg-Brudnicki) to confirm Mayor Ockerlander's appointment of John Isaacson to the Duvall Planning Commission Position 1, a vacant four-year term ending 12/31/2022. The motion carried (7 ayes).*

### **3. (AB21-20a) Contract – OpenGov Enterprise Resources Planning Software**

Andrew Kercado, Account Executive, and Mark Welch, Solutions Engineer, with OpenGov, provided a presentation overviewing OpenGov and the benefits that the software suite that the City is proposing to purchase will offer. Mr. Kercado, Mr. Welch and Lara Thomas, Deputy City Administrator, then answered question from Council.

### **4. (AB21-21b) Motion to change the budgeted Public Works (PW) Maintenance I FTE position to dedicated Parks worker and adjust the FTE splits and funding within the Public Works operations group accordingly.**

*It was moved and seconded (Remington-McHenry) to suspend Council Procedures in Section 5.6 requiring additional review and finalize this item. The motion carried (7 ayes).*

*It was moved and seconded (Remington-McHenry) to authorize changing the budgeted Public Works (PW) Maintenance I FTE position to dedicated Parks worker and adjusting the FTE splits and funding within the Public Works operations group accordingly.  
The motion carried (7 ayes).*

**5. (AB21-22a) Approve and authorize City Administration to submit direct appropriation financial requests for: SR 203 corridor study, Third Avenue roadway design, Public Works Wastewater Treatment Plant office renovation design and construction, and police station renovations.**

*It was moved and seconded (Lengyel-Shaffer) to approve and authorize City Administration to submit direct appropriation financial requests for: SR 203 corridor study, Third Avenue roadway design, Public Works Wastewater Treatment Plant office renovation design and construction, and police station renovations. The motion carried (7 ayes).*

**X. Unfinished Business:**

**1. (AB21-24d) Resolution – Preliminary Housing & Job Targets 2019-2044**

*It was moved and seconded (Knaplund-Lengyel) to approve Resolution #21-05 Conveying a preliminary Housing and Job Targets for the 2019-2044 Planning Period to King County. The motion carried (7 ayes).*

**XI. Scheduled Items:**

**3. Mayor's Report**

Mayor Ockerlander reviewed recent and upcoming meetings she is involved in and reviewed legislative bills she is tracking that may affect Duvall. Mayor Ockerlander said that she is working with staff on getting an acting and then permanent Chief position filled with Chief Hert's upcoming retirement and said she is discussing management of a possible SummerStage series with a local community member. Lastly, Mayor Ockerlander spoke on COVID-19 updates including schools beginning to bring students back.

**4. Council Reports**

*There were no reports.*

**5. Council Committee Reports**

- a. Finance & Administration – Councilmember Remington said the committee is continuing work on the procurement policy.
- b. Land Use – Councilmember Hogg said the committee worked on the draft resolution and community survey related to growth.
- c. Public Safety – Councilmember Brudnicki had no report and said the next meeting is on February 23<sup>rd</sup>.
- d. Public Works – Councilmember McHenry reviewed items discussed at the last meeting including the Tolt water main, Water Comprehensive Plan update, Government Facilities Plan update, equipment purchase, water tank inspections, Depot Deck replacement, staffing and current development.
- e. Ad-Hoc Committees - Councilmember Hogg said the Council Ethics Policy ad-hoc committee met with the City Attorney and will bring a draft to Council for review and discussion at a future meeting.

**6. Administration Update**

Lara Thomas, Deputy City Administrator, reviewed the updated draft of the community survey related to growth, and took Council feedback. Council agreed to release the survey after the Land Use Committee makes the final edits.

*During the Administration Update: pursuant to Council Procedures, it was moved and seconded (McHenry-Knaplund) to extend the meeting beyond 9:30 p.m. The motion carried (7 ayes).*

**XII. Executive Session:** *None*

**XIII. Adjournment:**

*There being no further business and no objections, Mayor Ockerlander adjourned the meeting at 9:51 p.m.*

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

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