



## CITY COUNCIL

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**Regular Meeting**  
**December 18, 2006**  
**Monday, 7:00 P.M.**

**CALL TO ORDER:** Mayor Asay called the regularly scheduled meeting to order at 7:00 P.M. and led the Pledge of Allegiance.

**ROLL CALL** Present were Councilmember's Beaudry, Borek, Drotz, Heddlesten, Neal, Sirack and Whalen.

**STAFF PRESENT:** Interim City Administrator Carter, Public Works Director Neal, Finance Director Pierce, Planning & Community Development Director Terrell, Public Safety Director Jaques and Deputy City Clerk Daker.

**DIRECTOR'S REPORTS:**

Director's Reports were provided in the agenda packet by the Fire, Police, Planning & Community Development, Public Works and Finance Departments. Director Pierce passed out the Finance Department report before the council meeting began. Directors from the various departments were present for questions and comments.

**CITIZEN PARTICIPATION:**

*Leonard Sanderson, 1201 24<sup>th</sup> Ave. Ct.*, commented on the large size of the files on the website. He also commented on the Fire Department report calculations. He brought it to council's attention that there are about 300 businesses in Milton that don't have business licenses. He asked a clarifying question regarding code enforcement. Police guild agreement – requested that council pull the police guild agreement off of the consent agenda so citizen's could comment on it. Mayor Asay said that he could comment on it if he'd like to and recommended that his questions be directed to Director Jaques.

**CONSENT AGENDA:**

- (A) Minutes: December 4, 2006; December 5, 2006; December 7, 2006; December 11, 2006
- (B) Payroll
- (C) Checks/Vouchers
- (D) Public Works Purchase Order
- (E) Police Guild Agreement
- (F) Fire Department Purchase Order

**Councilmember Drotz moved to approve the Consent Agenda. Councilmember Neal seconded. Motion carried 7-0.**

Mayor Asay explained why the Police Guild Agreement was included on the Consent Agenda.

**Public Hearings for 2007 Budget (Continued):**

Mayor Asay opened the final Public Hearing for the 2007 Budget at 7:30 P.M.

Hearing no public comment, Mayor Asay closed the Public Hearing at 7:31 P.M.

**MAIN AGENDA:**

**AB06-101E Budget Adoption, Ordinance 1684-06:**

Council has been provided the 2007 proposed budget, the 2007 FTE chart and the 2007 wage scale. The City has had two budget workshops and councilmembers have had the opportunity to ask the directors about their budgets. They have also had the opportunity to hear public comment on the proposed 2007 budget.

Councilmember Drotz moved to adopt Ordinance 1684-06, adopting the 2007 budget. Councilmember Beaudry seconded.

Councilmember Whalen commented on the budget process.

Hearing no further discussion, Mayor Asay called for the vote. Motion carried 7-0.

**AB06-074B Job Descriptions:**

With the significant increase in the number of Municipal Court cases, the current Administrative Assistant for Court cannot handle the work load. Staff is recommending the hiring of a ¾ time Administrative Assistant for the Court. The current employee could apply to become the Deputy Court Administrator and oversee the work of the newly created ¾ employee. The proposed job description has been revised to account for this supervision and added responsibilities for Court activities.

The Maintenance Worker III – Lead job description is needed in order to provide a “field foreman” supervisor.

Councilmember Whalen moved that the job descriptions for the positions of Deputy Court Administrator and Maintenance Worker III – Lead, be approved. Councilmember Heddlesten seconded. Motion carried 7-0.

**AB06-090E Fee Schedule, Ordinance 1685-06:**

Mayor Asay stated that there was one small change to the fee schedule: A reconnection fee of \$30 will be added to the temporary power section of the fee schedule.

Councilmembers briefly discussed the fee schedule to be approved.

Councilmember Heddlesten made a comment regarding the pet licenses. He would prefer to see a requirement for cats to be licensed. Mayor Asay asked if it would be acceptable to schedule a discussion, regarding pet licenses, at a study session within the first quarter of the new year. Councilmembers agreed.

Councilmember Whalen moved that Ordinance 1685-06, approving the Fee Schedule, be approved. Councilmember Heddlesten seconded. Motion carried 7-0.

**AB06-118A City Administrator, Ordinance 1686-06:**

Councilmember Drotz moved that Ordinance 1686-06, creating the position of City Administrator, be approved. Councilmember Beaudry seconded.

Councilmembers discussed the language of the ordinance set before them.

*Robert MacDonald, 1308 15<sup>th</sup> Ave.*, commented on having a contract for this position.

Hearing no further discussion, Mayor Asay called for the vote. Motion carried 7-0.

**AB06-121 Fire Dispatch Agreement Addendum:**

Chief Jaques presented the agreement to council. The addendum specifically addresses the sections “Effective Date and Termination” and “Annual Fee Schedule” of the Pierce County Fire District 2 (Lakewood) FireComm Dispatch Agreement.

Councilmembers asked questions of Chief Jaques.

Councilmember Beaudry moved to approve the Addendum to Emergency Dispatch Agreement with Pierce County Fire District 2. Councilmember Drotz seconded. Motion carried 7-0.

**AB06-122 Accounts Receivable Write Offs, Resolution 06-1703:**

Councilmember Whalen moved to adopt Resolution 06-1703, authorizing the write off of certain account receivables, totaling \$2,166.12. Councilmember Borek seconded.

Councilmember Drotz wanted to take a look at the resolution after the first of the year and research the alarm companies being liable for their charges. Director Pierce informed council that a letter had been drafted to send to alarm companies.

Councilmember Heddlesten asked a clarifying question.

Mayor Asay assured that these write-offs aren't taken lightly – they've all been looked into extensively.

Hearing no further discussion, Mayor Asay called for the vote. Motion carried 7-0.

**COUNCIL REPORTS:**

Councilmember Heddlesten: wanted to wish everyone a Merry Christmas and a Happy

New Year. He commended the Public Works Department on their efforts to keep everything going after the recent storm.

Councilmember Whalen: praised all Public Works and City employees for their dedication to the City.

Councilmember Sirack: wanted to wish everyone a Merry Christmas and a Happy New Year. Wanted to know if anything was ever found regarding the Sept. 18<sup>th</sup> Lloyd's exhibits: Director Neal explained that there was an exhibit lacking from the packet that council had been given regarding the legal description of the property – she has now received it and the easement releases are being recorded for the property.

Councilmember Neal: wished everyone a Merry Christmas and a Happy New Year and thanked everyone for coming to the meetings.

Councilmember Beaudry: thanked Director Neal for her department's dedication.

Councilmember Drotz: mentioned how proud she is to live in the City of Milton. She also shared how happy she was about the budget passing.

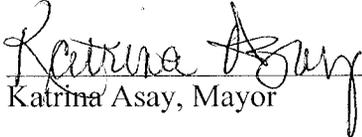
**MAYOR'S REPORT:**

- thanked council for their hard work in 2006
- Finance report will be available tomorrow (December 19<sup>th</sup>)
- reminder: January 2<sup>nd</sup> meeting is on a Tuesday

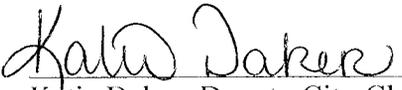
**ADJOURNMENT:**

**Councilmember Beaudry moved to adjourn. Councilmember Sirack seconded. Motion carried 7-0.**

The meeting was adjourned at 8:06 P.M.

  
Katrina Asay, Mayor

ATTEST:

  
Katie Daker, Deputy City Clerk