



## CITY COUNCIL

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**Regular Meeting**  
**June 19, 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, Finance Director/City Clerk Pierce, Director of Public Works Neal, Director of Planning and Community Development Terrell, Public Safety Director Jaques and Deputy City Clerk Daker.

**PRESENTATION:** Mayor Asay introduced Amy Stevenson-Ness, Milton's Planning and Community Developments Administrative Assistant.

**ADDITIONS/DELETIONS:** Mayor Asay added a Main Agenda Item (pre-7A) for the C-curbing issue on Milton Way by Albertson's.

**DIRECTOR'S REPORTS:**

Director's Reports were provided by the Fire, Police, Planning & Community Development, Public Works and Finance Departments. Directors Neal, Terrell, Pierce and Jaques were present for questions and comments.

**CITIZEN PARTICIPATION:**

*Jaquelyn Whalen, 1605 13<sup>th</sup> Ave.,* Thanks to the Public Works Department for clean up on street and in the parks.

*Larry Holmquist, 503 27<sup>th</sup> Ave.,* overflow and growth in pond at Fox Tail and the Birchwood complex, on 27<sup>th</sup> Avenue, complaint about overgrown state.

*Andrew Miller, Federal Way,* wrote a musical which debuted in December 2005. He addressed the council requesting a formal resolution of support of the project. Mayor Asay proposed that a resolution be drafted and presented to the council for approval. Councilmember Beaudry stated that he would like to see a resolution written for Mr. Miller's endeavor.

*Leonard Sanerson, 1201 24<sup>th</sup> Ave Ct.*, commented on the Finance Director's report, building permit module set up – he thought that the City bought Springbrook's permit module. Mayor Asay informed him that the City is working on implementing it. Appreciated being able to see the previous month's financial performance before the end of the next month.

Councilmember Whalen spoke in regards to Mr. Holmquist's requests and expectations. Councilmember Whalen suggested that the council let Mr. Holmquist know what the City is going to do about the problem.

#### **CONSENT AGENDA:**

- (A) Minutes
- (B) Checks/Vouchers
- (C) Payroll
- (D) Set Public Hearing for July 17, 2006, to receive citizen input concerning the annual 6-year Transportation Improvement Program (TIP)

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

#### **MAIN AGENDA:**

##### **WSDOT issue on Milton Way:**

Public Works Director Neal presented a draft letter to the Washington Department of Transportation regarding the issue on Milton Way by the Albertson's. Mayor Asay requested that the council concur with sending the letter to WSDOT. Councilmembers commented on the letter and the situation.

Councilmember Drotz moved that the Mayor be authorized to sign and send a letter to WSDOT. Councilmember Heddlesten seconded.

*Leonard Sanderson, 1201 24<sup>th</sup> Ave. Ct.*, was up by the Albertson's, stated that a hair salon had quite a few cancellations due to the traffic mix up caused by the WSDOT road work.

Councilmember Beaudry commented on the businesses that are being affected by the roadwork.

Hearing no more discussion, Mayor Asay asked for the vote. Motion carried 7-0.

##### **AB06-067A 2006 Budget Amendments Public Hearing, Ordinance 1668-06:**

Before opening the hearing, Mayor Asay asked that City Administrator Carter to briefly comment on the amendments. Carter touched on the significant changes in the economy in the last few years. He reminded the council of their priorities that were set back in March 2006, at the Council Retreat.

Mayor Asay called on Chief Jaques to start by discussing the amendments affecting his department. Finance Director Pierce proceeded to comment on the Finance Department.

Mayor Asay opened the Public Hearing at 8:25 PM.

*Jaquelyn Whalen, 1605 13<sup>th</sup> Ave.*, wanted to encourage the council to keep a steady eye on being thrifty and conservative because she sees major changes ahead.

Mayor Asay closed the Public Hearing at 8:26 PM.

Mayor Asay asked for discussion from the council.

Councilmember Whalen asked about the  $\frac{3}{4}$  Administrative Assistant position for the Planning and Community Development Department. He questioned why it wasn't going to be a full time position.

City Administrator Carter informed him that the position was considered a  $\frac{3}{4}$  time so it would allow us to do the things that need to be done to cover the phone, helping walk-in citizens, etc.

Councilmember Whalen questioned the salaries of the police department and court system and received clarification from City Administrator Carter.

Councilmember Beaudry asked Director Pierce if the one time revenues could be indicated as a one time charge, not to show up again.

Director Pierce said that a summary could be made for one time revenue items.

Councilmember Sirack questioned the budget numbers.

City Administrator Carter commented that the impact of SR167 won't show for another 5-10 years from now. The City must have a long term plan to deal with the impact of WSDOT's developments for areas in the City.

The City Council has previously discussed proposed Amendments to the 2006 Budget. The majority of those amendments implement City Council goals for 2006 established by the Council in March, 2006. Other proposed amendments are needed to cover additional costs not predicted when the 2006 Budget was adopted in June, 2005. Examples are fuel cost, COLA adjustments due to union contracts settled in late 2005, additional personnel positions not included in the original 2006 budget and establishing Capital Funds for the utilities.

Councilmember Whalen moved that Ordinance 1668-06, amending the 2006 Budget, be approved as presented. Councilmember Drotz seconded. Motion carried 7-0.

**AB06-074 Job Descriptions:**

Mayor Asay presented five job descriptions to the council for approval; four of which are budgeted positions. The fifth position is the Cashier/ Receptionist Administrative Assistant position. The position was not included in the original Budget. Due to changes

within the City Clerk/Financial Department, this position is needed to provide coverage for accepting Utility payments – both by mail and in person, and telephone coverage.

This position will cost the General Fund approximately \$5,200 per year. The remaining portion of the salary and benefits for this Grade 12 position will be allocated to the Electric, Water and Storm Water Utilities.

Councilmember Whalen moved that the job descriptions for the positions for the Public Works Administrative Assistant, Public Works Maintenance Worker I, Public Works Maintenance Worker II, Senior Financial Analyst and the Cashier/Receptionist Administrative Assistant be approved and authorized as submitted. Councilmember Drotz seconded. Motion carried 7-0.

**AB06-075 Planning and Community Development Part Time Position Job Description:**

Councilmember Whalen moved that the job description for the Part Time Administrative Assistant position in the Planning and Community Development Department be approved and the position be authorized. Councilmember Beaudry seconded. Motion carried 7-0.

**AB06-006B Apprentice Electric Lineman Job Description:**

The Apprentice Program was officially approved at the quarterly meeting of the Washington State Apprentice and Training Council on April 21, 2006. The City of Milton now needs to formally adopt an Apprentice Electric Lineman job description.

Councilmember Drotz moved to approve the proposed Apprentice Electric Lineman job description and salary range, and the addition of the FTE to the 2006 budget. Councilmember Sirack seconded. Motion carried 7-0.

**AB06-076 RCC Membership:**

There has been past discussion on discontinuing the City's membership with RCC. The Rainier Communications Commission takes care of the franchise agreements and issues that the City would struggle with. There is a franchise agreement coming up in 2011. If the City is not a member of the RCC, we would need to hire an attorney to take care of it. RCC requires a written notice stating the City's intent to discontinue its membership six months prior to the withdrawal.

Mayor Asay asked the council to discuss their interest in this program.

Councilmember Whalen asked a question about the total gross revenue number. Mayor Asay stated that our bill reflected what is in the City limits.

Mayor Asay asked if any councilmember would be willing to attend the Rainier Communications Commission.

Councilmember Drotz moved to appoint Councilmember Sirack as the City representative to the commission. Councilmember Beaudry seconded. Motion carried 7-0.

Councilmember Beaudry moved to nominate Councilmember Borek as the alternate to be on the RCC board. Councilmember Sirack seconded. Motion carried 7-0.

**AB06-001A Surplus Property:**

City Administrator Carter presented the council with a list of various properties of the City that have been determined, by staff, to be of no value, obsolete, inoperable and/or broken. City staff have either removed or destroyed those parts of computer equipment that might contain City information. The listing, dated December 2005, has already been approved by the City Council for disposal. In an attempt to keep a clean record of all items being surplus, the listing has again been included.

Councilmember Beaudry moved that the listing of the City of Milton property be designated as surplus property and authorize its disposal in accordance with state law. Councilmember Sirack seconded. Motion carried 7-0.

**AB06-077 Public Works Vehicle Purchase for City Mechanic:**

Councilmember Sirack moved for the Mayor to authorize to approve and sign a purchase order in an amount not to exceed \$16,000 plus tax for a new truck for the City's mechanic's use. Councilmember Whalen seconded. Motion carried 7-0.

**AB06-010B Building Code, Ordinance 1669-06:**

Director Terrell presented this agenda item to the council. The City has been working under the 2003 International Codes since the State of Washington adopted them in July 2004. We formally adopted these codes by reference in January of this year. In doing so, we had the option of providing several exemptions.

Councilmember Whalen moved to approve Ordinance 1669-06 repealing outdated language and adopting the international building and fire codes by reference as amended. Councilmember Borek seconded.

Mayor Asay asked for further discussion. Councilmember Heddlesten questioned the accuracy of the document.

Hearing no further discussion, Mayor Asay called for the vote. Motion carried 6-1.

**AB06-072A Nuisance Ordinance Review:**

Interim City Administrator Carter requested that the council bring their packet of Nuisance Ordinances to the meeting. Once the council has completed their initial review, staff can then revise the documents and bring them back for further discussion.

**COUNCIL REPORTS:**

Councilmember Whalen: attended the ESCi meeting at Fire District 8, Edgewood

Councilmember Heddlesten: asked that agenda packets not be sent out in a PDF, asked that it be forwarded in a Word format

Councilmember Sirack: August 14<sup>th</sup> Study Session – requested to finish the nuisance ordinance and discuss council committees

Councilmember Beaudry: brought up the helmet law

Councilmember Drotz: attended the Fire District 8 meeting. Commented on the spaghetti feed put on and all proceeds went to the VFW.

**MAYOR'S REPORT:**

Those attending the AWC Conference: Mayor Asay, Councilmembers Heddlesten, Neal and Drotz

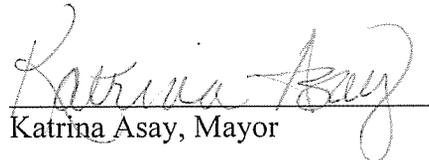
The Public Safety Committee, along with Mayor Asay and City Administrator Carter, met with WASPC and selected them to do the recruitment for a Police Chief. On the 10<sup>th</sup> of July, we will be getting a contract for the Police Chief.

June 26<sup>th</sup>: Trijurisdictional meeting

**ADJOURNMENT:**

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

The meeting was adjourned at 9:55 P.M.

  
Katrina Asay, Mayor

ATTEST:

  
Katie Daker, Deputy City Clerk