



Regular Meeting
Monday, May 21, 2018
7:00 p.m.

CALL TO ORDER

Mayor Styron Sherrell called the meeting to order at 7:00 p.m. and Councilmember Tompkins led the flag salute.

ROLL CALL

Present: Mayor Pro Tem Hutson, Councilmembers Whitaker, Tompkins, Johnson, Morton and Whalen

Absent: Councilmember Ott

STAFF PRESENT

Public Safety Administrator Hernandez, Municipal Services Administrator Peretti, Public Works Director Howlett and Finance Director Dunford, Public Works Operations Superintendent Barnhart and Surface Water Compliance Inspector Carter

ADDITIONS/DELETIONS

MOTION(Whalen/Johnson) “to excuse Councilmember Ott from tonight’s meeting.” **Passed 6/0**

Public Works Week Proclamation added to agenda immediately after the Clean City/Green City presentation.

CITIZEN PARTICIPATION

Speaker	Comments
Richard Cosner	Speeding on Porter Way between Milton Way and 5 th Avenue continues to be a problem. He asks that the Administration direct staff to look at a possible speed reduction to 25 m.p.h. along this stretch of road. Public Safety Administrator Hernandez added that traffic calming will be coming to a June City Council meeting as a topic for discussion.

Linda Smith	Commented about the speeding on Porter Way and how she feels that it is dangerous for her to back out of her driveway onto Porter Way.
-------------	--

PRESENTATION

Clean City/Green City

Jim Gillespie gave a presentation of the Clean City/Green City program and the upcoming June 23rd cleanup of Pacific Highway. He presented a PowerPoint with photos and description of the work to be conducted during the June cleanup event including garbage pickup, fire hydrant grass trimming, fire hydrant painting and demolition of the building on the property at the northeast corner of Porter Way/Pacific Highway.

Councilmembers shared their appreciation of Mr. Gillespie’s work on this event and other events in the City.

ADDED ITEM

Mayor Sherrell read a proclamation designating May 20th to 26th as National Public Works Week to publicly recognize the service of all Public Works employees in our community.

APPOINTMENTS TO BOARDS AND COMMISSIONS

A. Reappointment to the Planning Commission

Mayor Sherrell explained that Jacquelyn Whalen has served on the Planning Commission for over 15 years and that she has expressed a desire to continue working in that capacity.

Councilmembers thanked Jacquelyn for her service to the City and complimented her on her knowledge of the City and how several of the current Councilmembers were pleased to have once served on the Planning Commission with her.

MOTION (Tompkins/Morton) to approve the Mayor’s reappointment of Jacquelyn Whalen to the Planning Commission for a term to expire May 31, 2024. **Passed 6/0**

CONSENT AGENDA

A. Check Approval Process

- a. Minutes Approval:
 - i. May 7, 2018 Regular Meeting Minutes
 - ii. May 14, 2018 Study Session
- b. Claims Approval:
 - i. Approval of the checks/vouchers/disbursements numbered 63544 to 63621 in the amount of \$344,763.75.

- ii. Approval of the payroll disbursement of May 4, 2018 in the amount of \$226,832.84.

MOTION (Whalen/Johnson) to approve the Consent Agenda. **Passed 6/0.**

PUBLIC HEARINGS

Public Works Director Howlett gave an overview of this item and the Annexation Ordinance item and how completion of the hearing and passage of the ordinance is needed to start the 45-day referendum period. Mr. Howlett also covered next steps in the annexation process.

The Public Hearing record remained open since the May 7, 2018 City Council meeting. Since that time no comments were received prior to the start of tonight's meeting.

No additional comments were received at tonight's hearing.

The Public Hearing was closed at 7:39 p.m.

REGULAR AGENDA

A. Hill Creek Annexation – Ordinance 2nd Read

Explanation of this item was covered in the Public Hearing portion of tonight's meeting.

Councilmembers commented that this item has been before the Council several times and the annexation will be a benefit to the City. Citizens were also encouraged to volunteer in the City.

MOTION (Johnson/Whalen) "to approve the attached Ordinance, annexing the portion of real property as depicted and legally described in Exhibit A and establishing its zoning as Residential Single Family (RS)." **Passed 6/0**

B. Signatory Authority Ordinance Update – 2nd Read

Finance Director Dunford gave an overview of this item and how it delegates check signing authority to the Municipal Services Administrator and how this is a logical revision to code to allow a smoother flow of the day-to-day operations of the Finance Department.

Councilmembers expressed that this change makes sense and thanked the Finance staff on their efforts on this item.

MOTION (Morton/Tompkins) "to accept this as the second reading and adopt the attached Ordinance amending section 3.24.150 of the Milton Municipal Code." **Passed 6/0.**

C. Check Voucher Payment Process – Resolution

Finance Director Dunford gave an overview of the check approval process and how enacting this Resolution will greatly improve the efficiency of the operation of the City by expediting check processing.

Dunford explained how the process will occur, the checks and balances that are in-place and how the City Council will still approve large purchases.

She also explained that we will be bringing checks for approval once a month to Council and how Councilmembers can pull any item off the Consent Agenda for individual discussion and consideration.

Councilmembers expressed their appreciation for how more-efficient the finance process has become and how this process will cut down on late payments.

MOTION (Morton/Johnson) “to approve the Resolution authorizing the Auditing Officer to approve payment and disbursement of checks prior to approval by the City Council, provided that checks shall be presented for approval at the next regularly scheduled Council meeting.” **Passed 6/0.**

D. Luminial Lighting – Contract

Public Works Operations Superintendent Barnhart gave an overview of this item and how it will improve the efficiency of the City Hall Complex’s lighting system while reducing the power usage. He also explained how the City will receive reimbursement for a portion of the project cost from the Bonneville Power Administration.

Mr. Barnhart explained the bidding process and briefly explained the bids we received and his recommendation that we award the contract to Luminial Lighting.

Councilmembers commented on the contract and were appreciative of the energy conservation component of the project and how the City benefits from lower electric bills.

MOTION (Johnson/Whalen) “to authorize the Mayor to award the contract for the City Facility Lighting Project to Luminial Lighting in an amount of \$86,384.70 and authorize the Mayor to sign all necessary documents to execute such contract.” **Passed 6/0**

E. City Attorney Services

Public Safety Administrator Hernandez gave an overview of this item and the process that went in to the solicitation and evaluation of proposals from law firms and how we determined that Ogden Murphy Wallace was the best fit for the City of Milton.

Councilmembers provided comments about their experiences with Ogden Murphy Wallace and how they were happy to see them providing services to the City again.

MOTION (Whalen/Johnson) “to approve the attached contract for City Legal Services with Ogden Murphy Wallace, PLLC.” **Passed 6/0.**

COUNCIL REPORTS

Councilmember Whitaker

- Welcomed Trisha Summers to the City staff
- Commended the Future Business Leaders of America (FBLA) presentation that was provided at the May 14th meeting.
- Thanked Jim Gillespie for the work he does around the City
- Thanked Jacquelyn Whalen for her continued service to the City

Councilmember Morton

- Thanked Richard Cosner for his taping and airing of the Council meetings
- Congratulated Jacquelyn Whalen on her reappointment to the Planning Commission

Councilmember Tompkins

- Attended the Fife High School production of Grease and she commented on how well they performed.
- Expressed her excitement about the Police Foundation and the work going on there

Councilmember Whalen

- Expressed his gratitude to the administration and staff and the openness and how he is kept informed of happenings in the City

Councilmember Johnson

- Participated in the Coalition Against Human Trafficking walk in Federal Way

Mayor Pro Tem Hutson

- Mentioned that the cleanup on Pacific Highway is a great opportunity to serve the City

DIRECTOR'S REPORTS

Public Safety Administrator Hernandez

- He is grateful for the outpouring of support for National Police Week
- In June staff will present to the Council some options for traffic calming in the City
- We will be short one police officer for about 3 months due to injury
- Interviewed an entry level and a lateral police officer last week. Competing with other jurisdictions for them
- On June 1st the new insurance program will become effective
- Spoke of discussions he has had with residents of Fife Heights and their desire to come into Milton

Municipal Services Administrator Peretti

- Gave an update on the Executive Offices work
- Spoke of the new location for the utility payment box, mailbox and voter drop box
- Mentioned his work researching an emergency notification system

Finance Director Dunford

- Mentioned that the Finance Committee discussed their work plan for the rest of the year

Public Works Director Howett

- Thanked the Mayor and Council for the proclamation of Public Works Week

MAYOR'S REPORT

- Thanked staff and Council for their dedication to the City
- Mentioned the VFW Memorial Day Service on Monday at 1:00 p.m.

ADJOURNMENT

The meeting was adjourned at 8:24 p.m.



Shanna Styron Sherrell, Mayor

ATTEST:



City Clerk