

MINUTES
Ferndale City Council Meeting
Held Tuesday, January 20, 2004
City Hall Annex Building – 5694 Second Avenue
7:00 p.m.

PRESENT BY ROLL CALL:

Councilmember Steve Oliver	Councilmember Mel Hansen
Councilmember Mike Reilly	Councilmember Marianne Elgart
Councilmember Susan Cole	Councilmember Carol Brumet
Councilmember Ron Wilson	

STAFF: **City Clerk Linda Knutson** **Police Chief Dale Baker**
 Interim City Treasurer Terri Arnason **Interim Public Works Director Bob Cecile**

Mayor Jerry Landcastle Presiding

EXECUTIVE SESSION

The Mayor and Council met in executive session at 6:00 p.m. to be briefed on collective bargaining issues and to consider personnel issues.

CALL TO ORDER

The meeting was called to order at 7 p.m. by Mayor Landcastle.

CONSENT AGENDA

The following consent agenda was moved for approval by Councilmember Hansen and seconded by Councilmember Wilson:

1. Approval of Minutes of 1/05/04 Council Meeting
2. Approval of Payroll of 12/30/03; Check #22068 in the Amount of \$198.08 for 4th Qtr L&I
3. Approval of Payroll of 1/06/04; Auto-Deposit Amount: \$13,207.67; Checks #22069 - #22072 Amount: \$22,461.93; Total Payroll: \$35,669.60
Final pay-Buy out: Sperry, Signett
4. Approval of Payroll of 1/16/04; Auto-Deposit Amount: \$97,860.45; Checks #22073 - #22083 Amount: \$35,000.17; Total Payroll: \$132,860.62
5. Approval of Claims Run for Year-End Open Period, 2003-2004; Checks #40767 - #40884 Total Claims: \$789,932.56

Motion passed unanimously.

RATIFICATION OF UNION CONTRACT – EXECUTIVE SESSION ITEM

It was moved by Councilmember Cole to approve the 2004 – 2005 Contract with the Teamster Bargaining Unit consisting of Probation/Court/Police Support Staff/City Hall Clerical Unit. This was seconded by Councilmember Oliver.

Motion passed unanimously.

PUBLIC COMMENT

Doug Lisser, Project Manager for the Public Utilities District #1, was present to request approval for the temporary closure of Ferndale Road due to construction of the PUD intake facility. A closure will be necessary all of January 27th and possibly January 28th.

Councilmember Hansen asked if the PUD would be taking care of the required road signs, media notifications, and publications. Mr. Lisser affirmed this.

It was moved by Councilmember Wilson and seconded by Councilmember Oliver to approve the closure of Ferndale Road on January 27th and, if necessary, January 28th, for the completion of PUD intake improvements.

Councilmember Cole supported the closure but felt that the Main Street Bridge one-way traffic would impact downtown congestion. Mayor Landcastle said he would check with Wilder to see if the one-way lane could be delayed slightly.

Motion passed unanimously.

Ed Nikula, Controller for Sanitary Service Company, presented the City with their fourth quarter franchise fees.

Allison Bennett informed the Council that Windward High School, the new high-tech high school located on LaBounty Road, has established its new website and will be holding an open house in the very near future.

REVIEW OF SURPLUS EQUIPMENT AND VEHICLES

Equipment and Facilities Committee Action Item

Mayor Landcastle presented the Council with a list of equipment and vehicles proposed for surplus. It was explained that the Council must declare these items as surplus before publishing for bids.

Administration had been asked by the Committee to explore using Public Auction as a means of disposal for such items. After checking other jurisdictions, Mayor Landcastle supported the sealed bid process as an appropriate format at this time.

An additional vehicle was added to the surplus list. This vehicle is currently inoperable and is scheduled for replacement in the very near future.

It was moved by Councilmember Hansen and seconded by Councilmember Wilson to that the items listed be declared surplus, along with the added vehicle, all of which are to be disposed of as discussed. Motion passed unanimously.

ADDENDUM TO AGREEMENT FOR INDIGENT DEFENSE SERVICES – 2004

Planning and Judicial Committee Action Item

Councilmember Cole, Chair of the Committee, stated that Planning and Judicial had reviewed an addendum to the Contract for Indigent Criminal Defense Services. These services have been provided by Lester and Associates for the past several years. The addendum proposes no changes in services or costs over 2002 and 2003.

It was moved by Councilmember Cole and seconded by Councilmember Elgart to approve the 2004 Addendum for Indigent Criminal Defense Services with Lester and Associates. Motion passed unanimously.

ADDENDUM TO AGREEMENT FOR CITY PROSECUTOR SERVICES – 2004

Planning and Judicial Committee Action Item

Councilmember Cole reviewed for the Council an addendum to the Contract for City Prosecutor Services for 2004. David Nelson, of Nelson, Brinson, Thigpen, and Fryer, P.S. has served the City in this capacity for the past several years. This addendum provides for the same services and costs as in 2002 and 2003.

It was moved by Councilmember Cole and seconded by Councilmember Wilson to approve the 2004 Addendum for City Prosecutor Services with David Nelson. Motion passed unanimously.

COUNCIL ON AGING AGREEMENT FOR 2004 – FERNDALE SENIOR CENTER

Planning and Judicial Committee Action Item

Councilmember Cole presented 2004 agreement for services with the Council on Aging for the Ferndale Senior Center. The Council authorized an allocation of \$5,000 to the Center as part of the 2004 budget process. This agreement specifies what those funds will be used for in conformance with State Auditor requirements. This is basically the same agreement the City has had in place with the Center for the past several years.

It was moved by Councilmember Cole and seconded by Councilmember Elgart to approve the 2004 Agreement between the City of Ferndale and the Whatcom County Council on Aging. Motion passed unanimously.

Councilmember Hansen pointed out that signature blocks on these documents needed to be updated.

Councilmember Wilson felt that the City needed to consider financial support to the food bank at some point in the future.

MAYOR REPORTS – UPDATES

Mayor Landcastle update the assembled on the following:

PUD Liaison – A volunteer was sought for the purpose of acting as a liaison to the PUD Commission meetings in order to keep good communication between the entities. Mayor Landcastle stated that he would be willing to take on these duties.

Legislative Items – Anyone with items or issues related to the legislature were asked to contact Mayor Landcastle before he attends the Legislative Action Conference next week.

Main Street Business Entrance Issue – Streets and Utilities will review the design flaw with the City engineers on Wednesday.

Church Road Water Pressure – Streets and Utilities will conclude this ongoing issue on Wednesday.

Review of Computer Network Systems – Planning and Judicial will be briefed on plans to analyze computer system needs for the City.

The City Hall Roof Replacement is completed, and is ready for inspection.

CVB 2010 Committee – This Committee is being organized to plan for the Olympic games to be held in Whistler B.C. in 2010. Mayor Landcastle suggested that Jim Elliott act as a liaison to these meetings in order to keep the City updated on activities and ideas discussed.

City Work Plan for 2004 – The Council was provided with a packet that includes the work plans of City departments for the coming year.

Alcoa Donation – Representatives of Intalco/Alcoa presented the City with a check for \$127,978 earlier in the day. This is the second of two checks from Alcoa for the purpose of defraying economic impacts due to cut-backs in the local aluminum industry.

ADJOURNMENT

There being no further scheduled City business, the meeting was adjourned at 7:45 p.m.

ATTEST:

Jerry Landcastle, Mayor

Linda Knutson, City Clerk

ATTACHMENT A:

MINUTES
Planning and Judicial Committee
Held Wednesday, January 7, 2004
City Hall Conference Room
10 a.m.

COMMITTEE: Councilmembers Elgart and Cole
ABSENT: Councilmember Brumet (Prior Commitment)
ADMINISTRATION: Mayor Landcastle, City Clerk Knutson, Planning Director Black, Police Chief Baker

NOTICE OF INTENT TO ANNEX

Director Black presented the Committee a Notice of Intent to Annex submitted by David Evans and Associates representing the Bloomquist Trust. The proposed annexation area lies immediately west of the City limits on the south side of Thornton Road.

Director Black outlined the new annexation procedure set by the State Legislature. For which this letter is the first step. Black also stated that there may be an election process associated with this proposal, which he will research.

There was much discussion regarding whether this proposal is contrary to the direction the City is proceeding in regard to its urban growth boundaries and Comprehensive Plan Amendment. Mayor Landcastle felt that the wetlands in the area had much to do with the proposed zoning, which is proposed at approximately 1.2 residences per acre. He further felt that the City should proceed with what we have in place currently, not what may be in place in the future.

It was moved by Councilmember Elgart and seconded by Councilmember Cole to recommend that the full Council reject the this annexation at this point in time. Motion passed unanimously.

COUNCIL ON AGING AGREEMENT FOR 2004 – FERNDALE SENIOR CENTER

City Clerk Knutson presented the Committee with the 2004 agreement for services with the Council on Aging for the Ferndale Senior Center. The Council authorized an allocation of \$5,000 to the Center as part of the 2004 budget process. This agreement specifies what those funds will be used for in conforming with State Auditor requirements. This is basically the same agreement the City has had in place with the Center for the past several years.

It was moved by Councilmember Elgart and seconded by Councilmember Cole to recommend approval of the 2004 Agreement between the City of Ferndale and the Whatcom County Council on Aging. Motion passed unanimously.

ADDENDUM TO AGREEMENT FOR CITY PROSECUTOR SERVICES – 2004

City Clerk Knutson reviewed for the Committee an addendum to the Contract for City Prosecutor Services for 2004. David Nelson, of Nelson, Brinson, Thigpen, and Fryer, P.S. has served the City in this capacity for the past several years. Staff feels he has done a very good job. This addendum provides for the same services and costs as in 2002 and 2003.

It was moved by Councilmember Cole and seconded by Councilmember Elgart to recommend approval of the 2004 Addendum for City Prosecutor Services with David Nelson. Motion passed unanimously.

ADDENDUM TO AGREEMENT FOR INDIGENT DEFENSE SERVICES – 2004

The Committee reviewed an addendum to the Contract for Indigent Criminal Defense Services. These services have been provided by Lester and Associates for the past several years. The addendum proposes no changes in services or costs over 2002 and 2003.

It was moved by Councilmember Cole and seconded by Councilmember Elgart to recommend approval of the 2004 Addendum for Indigent Criminal Defense Services with Lester and Associates. Motion passed unanimously.

SALARY COMMISSION INFORMATION

City Clerk Knutson has assembled the requested information on the formation of a salary commission. This commission would be charged with the review of the salaries of City of Ferndale elected officials.

The Committee requested that this informational packet be mailed to all elected officials for review and comment.

WARRANT AMENSTY PROPOSAL

Chief Baker stated that he is interested in a possible Warrant Amnesty Program, and is working with Court, Probation, and judicial officials to gather information. This will be reviewed in depth at a future meeting.

SEVERANCE PACKAGES

Councilmember Cole stated that she wished discussion on possible severance packages for the former City Administrator and former Public Works Director. She requested that financial information and options be discussed with the full Council at the next regular meeting.

ATTACHMENT B:

MINUTES
Equipment and Facilities Committee
Held Wednesday, January 7, 2004
City Hall Conference Room
9 a.m.

COMMITTEE: Councilmembers Oliver, Elgart, and Cole

ADMINISTRATION: Mayor Landcastle, City Clerk Knutson

REVIEW OF SURPLUS EQUIPMENT AND VEHICLES

The Committee reviewed a memo from Clerk Knutson with a list of equipment and vehicles proposed for surplus. It was explained that the Council must declare these items as surplus before publishing for bids.

Councilmember Oliver asked if the City had ever considered using Public Auction as a means of disposal for such items. Although this method has not been used, Mayor Landcastle thought it would be a worthwhile option to explore.

It was moved by Councilmember Oliver and seconded by Councilmember Elgart to recommend to the full Council that the items listed be declared surplus, and that the Council discuss Public Auction options. Motion passed unanimously.

NEW VEHICLE PURCHASES FOR 2004

The Council had approved the purchase of two new police cars and two new trucks as part of the 2004 budget. Mayor Landcastle noted that ordering 4x4's became even more important, since the building inspector's vehicle had become stuck at an inspection location the prior day, and that this is not an infrequent occurrence. The Mayor will research the process and timeline for ordering these vehicles through the State bidding method.

ATTACHMENT C:

MINUTES
Streets and Utilities Committee
Held Wednesday, January 7, 2004
City Hall Conference Room
7:30 a.m.

COMMITTEE: Councilmembers Reilly, Hansen, and Oliver
ADMINISTRATION: Mayor Landcastle, City Clerk Knutson

WATER PRESSURE OFF CHURCH ROAD – MR. GORDON WEBER

Mr. Weber had asked the Committee to look into water pressure difficulties he is experiencing at his home off Church Road. Mr. Weber had recently hooked up to City water and has had very low pressure since doing so.

The Committee asked Mayor Landcastle to check into this problem with Public Works. All alternatives will be looked in to and brought back to Mr. Weber to help resolve this problem.

UPDATES

Snow and Ice Removal

Mayor Landcastle stated that the crew has been working hard on keeping the roads passable during the latest snowstorms. The City expects the inclement weather to continue for a least another full day. The crew has been working around the clock. The Committee asked Administration to extend their thanks for the hard work of the crew.

Fourth Avenue Culvert Repair

Mayor Landcastle advised the Committee that culvert repairs have come to a halt due to a conduit owned by Verizon. This conduit needs to be relocated before Wilder can proceed further with the replacement of the culvert, and Verizon has been extremely slow in responding. Mayor Landcastle plans to speak with Verizon representatives at the next construction meeting.

Haggen Access

Mr. Wayne Larsen was concerned that Haggen negotiations had proceeded without advising his family, which owns the adjoining property. The Committee assured Mr. Larsen that he and all principals in these discussions will be fully advised regarding any issues. The Committee further requested that Mr. Larsen submit a letter to the City outlining any concerns regarding the ongoing access negotiations. Walgreens representatives will also be kept abreast of discussions and will be fully involved in final planning. Mr. Larsen thanked the Committee and said he will submit a letter within two weeks.

Main Street Project

The Main Street Project will be starting up again within a week, weather permitting.

Business Access – Hawleys

Mayor Landcastle will be discussing ingress and egress issues at the Hawleys location on Main Street with Reichhardt and Ebe.