

**TOWN OF WOODWAY  
COUNCIL MEETING MINUTES**

**MONDAY, JUNE 21, 2021**

**6:00 P.M.**

**Hybrid meeting**

In-person at Town Hall | 23920 113<sup>th</sup> Place W. | Woodway, WA 98020

Virtually via Teams due to the Governor's Stay-at-Home order

<b>Members Present</b>	<input checked="" type="checkbox"/> Mayor Mike Quinn*	<input checked="" type="checkbox"/> Councilmember Brian Bogen*
	<input checked="" type="checkbox"/> Councilmember Elizabeth Mitchell	<input checked="" type="checkbox"/> Councilmember Andrew DeDonker*
	<input checked="" type="checkbox"/> Councilmember Tom Whitson	<input checked="" type="checkbox"/> Councilmember John Brock
<b>Staff &amp; Guests Present</b>	<input checked="" type="checkbox"/> Town Administrator Eric Faison	<input checked="" type="checkbox"/> Clerk-Treasurer Heidi Napolitano
	<input type="checkbox"/> Building Official Tom Phillips	<input checked="" type="checkbox"/> Town Engineer John Forba*
	<input type="checkbox"/> Police Chief Alan Correa	<input checked="" type="checkbox"/> Public Works Director Terry Bryant*

\*Attended virtually

**CALL TO ORDER, FLAG SALUTE, ROLL CALL**

Mayor Quinn called the meeting to order at 6:05 p.m.

**I - WACHUSETT ROAD CROSSWALK**

Public Works Director Terry Bryant & Town Engineer John Forba shared that they put out cones to mark where the crosswalk would be installed based on state guidelines. Mr. Forba estimated the project cost would be around \$18,000. A lengthy discussion followed.

**ACTION:**

Further discussion of the proposed crosswalk will be included in the next agenda.

**II - PUBLIC HEARING: SIX-YEAR TRANSPORTATION IMPROVEMENT PLAN (TIP) 2022-2027**

Mayor Quinn opened the public hearing at 6:29 pm. Public Works Director Bryant introduced the Six-Year Transportation Improvement Plan (TIP) 2022-2027 and outlined the pavement review & bid processes. Mayor Quinn shared information about the previous partnership with Snohomish County. Discussion followed including possibly creating a multi-city consortium for paving work, the nature of the plan, temporary expanded use of REET revenue, and potential grant funding. Major overlays will take place in 2022 and minor repairs as identified will be completed as needed in 2021.

Written public comments were included in the Council packet. The following people provided in-person public comment:

- Teresa Pape, Woodway Highlands resident

Mayor Quinn closed the public hearing at 7:00 pm.

### **III - RESOLUTION 2021-426: SIX-YEAR TRANSPORTATION IMPROVEMENT PLAN (TIP) 2022-2027**

#### **ACTION:**

*Councilmember Bogen* moved to approve Resolution 2021-426: Six-Year Transportation Improvement Plan (TIP) 2022-2027. *Councilmember Whitson* seconded the motion. The motion passed unanimously.

#### **ACTION:**

Staff will discuss interim solutions for the Woodway Highlands neighborhood at a future meeting.

### **IV CONTRACT FOR TREE REMOVAL**

Public Works Director Bryant presented the winning bid and asked the Council to approve the contract for hazardous tree removal in the Town's rights-of-way and parks.

#### **ACTION:**

*Councilmember Mitchell* moved to accept Ballard Tree Service, Inc. as the lowest responsive responsible bidder and authorize the Mayor to execute the contract with Ballard Tree Service, Inc. *Councilmember Whitson* seconded the motion. The motion passed unanimously.

### **V – APPROVAL OF PAYMENTS**

*Councilmember DeDonker* moved to approve the June 21, 2021 Claims Transactions #13452 through 13461 & EFT #780 totaling \$203,705.86. *Councilmember Bogen* seconded the motion. The motion passed unanimously.

### **VI – APPROVAL OF MINUTES**

*Councilmember Whitson* moved to approve the June 7, 2021 council meeting minutes. *Councilmember Mitchell* seconded the motion. The motion passed unanimously.

### **PUBLIC COMMENTS**

Resident Teresa Pape encouraged the Council to increase their communication with residents. Discussion followed.

### **VII – COUNCIL REPORTS**

None.

### VIII – MAYOR’S REPORT

- E-newsletter will go out with a reminder of the Town’s “No Fireworks” regulation.
- Kiosks will be discussed at a future meeting.
- 5K fun-run on the 4<sup>th</sup> of July reminder notifications will go out soon.

### IX – TOWN ADMINISTRATOR’S REPORT

- Shared that the Town will receive the first half of the ARPA funds soon. The second half will be distributed in 2022. The money could be used for COVID-related expenses, including revenue loss, PPE, and staffing.

### X - SELF-INSURED UNEMPLOYMENT COMPENSATION POLICY

Town Administrator Faison presented the draft policy and explained that it was necessary because the Town is on a reimbursement basis for unemployment claims and it is a best practice to have a reserve in place to cover possible expenses.

#### ACTION:

*Councilmember Brock* moved to approve the Self-Insured Unemployment Compensation Policy. *Councilmember Whitson* seconded the motion. The motion passed unanimously.

### GENERAL COUNCIL DISCUSSION – CHOICE OF SUBJECTS

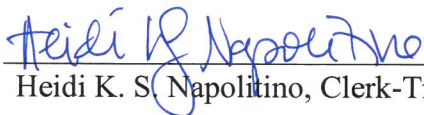
- *Councilmember Mitchell* inquired if after-hours staff contact information is available to the public for emergencies. Staff can be reached by calling the main phone number, even after hours.

### ADJOURNMENT

*Councilmember DeDonker* moved to adjourn the meeting. *Councilmember Mitchell* seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:37 p.m.

Respectfully Submitted,

APPROVED BY THE TOWN COUNCIL



Heidi K. S. Napolitano, Clerk-Treasurer



Michael S. Quinn, Mayor

(These minutes accurately reflect what was said at the Council Meeting. Publication does not vouch for the veracity of these statements.)