

TOWN OF WOODWAY
COUNCIL MEETING MINUTES

MONDAY, AUGUST 16, 2021

6:00 P.M.

Hybrid meeting

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

Virtually via Teams

Members Present	<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
Staff & Guests Present	<input checked="" type="checkbox"/> Town Administrator Eric Faison*	<input checked="" type="checkbox"/> Clerk-Treasurer Heidi Napolitano
	<input checked="" type="checkbox"/> Building Official Tom Phillips*	<input checked="" type="checkbox"/> Town Planner Bill Trimm*
	<input type="checkbox"/> Police Chief Alan Correa	<input type="checkbox"/> Public Works Director Terry Bryant

*Attended virtually

CALL TO ORDER, FLAG SALUTE, ROLL CALL

Mayor Quinn called the meeting to order at 6:00 p.m.

I - RATIFY PREVIOUSLY APPROVED PAYMENTS – AUGUST 2, 2021 CLAIMS

Councilmember Mitchell moved to ratify the previously approved August 2, 2021 Claims Checks #13492 through 13505 totaling \$8,836.70. *Councilmember Bogen* seconded the motion. The motion passed unanimously.

I - APPROVAL OF PAYMENTS – AUGUST 16, 2021 CLAIMS

Councilmember Whitson moved to approve the August 16, 2021 Claims Checks #13506 through 13516 totaling \$151,971.12. *Councilmember Brock* seconded the motion. The motion passed unanimously.

I - APPROVAL OF PAYMENTS – JULY 2021 PAYROLL

Councilmember Mitchell moved to approve the July 2021 Payroll EFT Transactions #1014 through 1024, 1026, 1027, 1029 through 1034, and checks 13490 & 13491 totaling \$63,790.97. *Councilmember DeDonker* seconded the motion. The motion passed unanimously.

PUBLIC COMMENTS

Resident Bill Krepick commented on four items:

- The Woodway/Chevron settlement agreements from the early 2000s and sale of park land.
- Tree removal in the Town's rights-of-way.
- Requested that the Town create a model developer agreement related to the possible future Point Wells annexation.
- Asked the Town to increase its two-way communication with residents via the website.

II - COUNCIL REPORTS

Councilmember DeDonker

- Encouraged the Council to consider holding future meetings virtually only until a virtual component is no longer required.

Councilmember Mitchell:

- Reported on the recent WCIA audit meeting:
 - The insurance market is tight and future renewals will include increased cost for less coverage.
 - Discussed the Town's property schedules and asset valuation.

Councilmember Bogen:

- Shared that a resident asked about the Wachusett Road pedestrian crossing.

Councilmember Brock:

- Shared photos of updated kiosks.

III - MAYOR'S REPORT

- Reviewed information from Sound Transit (included in meeting packet).
- Shared more information about the recent WCIA audit.
- Town Fair planning was in progress.
- The next Woodway Whisper was just mailed out.

IV - TOWN ADMINISTRATOR'S REPORT

- A future agenda will include a discussion of insurance coverage in relation to reserve levels.

V - GEOLOGIC HAZARD CODE UPDATE CONTRACT

Town Planner Bill Trimm introduced the scoping document with Associated Earth Science, Inc. to update the Town's geologic hazard code. The update would include a review of existing codes and maps, preparation of recommendations for updates, and attendance at several meetings.

ACTION:

Councilmember Mitchell moved to authorize the Mayor to execute the Geologic Hazard Code Update contract. *Councilmember Whitson* seconded the motion. The motion passed 4-1, with Councilmember Bogen opposed.

VI - AMENDMENTS TO THE URBAN VILLAGE ZONE DISTRICT WMC 14.40

Town Administrator Faison recommended that portions of the Town's Urban Village Zone District WMC 14.40 be revised to eliminate the development agreement requirement for single-family development. He further recommended that Woodway's code be amended to duplicate language in the Snohomish County code related to minimum density. Woodway's code requires that the Planning Commission begin the process.

ACTION:

Councilmember Brock moved, pursuant to WMC 14.44.020, to request the Planning Commission to provide due notice, conduct a public hearing and a forward a recommendation to the Council regarding text amendments to the Urban Village zone district WMC 14.40. *Councilmember Bogen* seconded the motion. The motion passed unanimously.

VII - DISCUSSION: GUEST HOUSES/CARETAKER'S COTTAGES

Town Administrator Faison shared that a resident had contacted the Town and asked about constructing a guest/caretaker's cottage in the R-14.5 zoning district. Building Official Tom Phillips outlined the current regulations and asked the Council to decide if they would like to direct the Planning Commission to study the issue and make a recommendation whether to allow guest/caretaker's cottage in the R-14.5 zoning district and/or whether to change the rental regulations. Discussion followed.

ACTION:

Councilmember Bogen moved to direct the Planning Commission to study whether the Town should allow guest/caretaker's cottage in the R-14.5 zoning district and review the rental regulations for guest/caretaker's cottages, take public input, and then make a recommendation to Council. *Councilmember DeDonker* seconded the motion.

Councilmember Mitchell moved to amend the study items to include review of the regulations for hobby shops. *Councilmember DeDonker* seconded the amendment.

Councilmember Bogen withdrew his motion. The consensus of the Council was to get more information from staff and discuss the issue at a future meeting.

VIII - RESOLUTION 2021-428: REPEAL OF RESOLUTION 13-370B REGARDING SEWER SERVICES

Town Administrator Faison presented the resolution, explaining that the resolution would repeal the current 10-year notice to assume Olympic View Water & Sewer District's sewer service and facilities within the Town's limits, slated to take place in 2023. Mr. Faison clarified that approving the resolution would not limit the Town's ability to proceed with an assumption in the future, it would only reset the 10-year clock. Discussion followed.

ACTION:

Councilmember Mitchell moved to approve Resolution 2021-428: Repeal of Resolution 13-370B Regarding Sewer Services. *Councilmember Brock* seconded the motion. The motion passed unanimously.

IX - ORDINANCE 2021-629: SALARY SCHEDULE

Mayor Quinn introduced the ordinance and Town Administrator Faison reviewed the changes to the salary schedule. The adjustments in the ordinance were consistent with the amounts discussed at the June 2021 Council retreat. Mr. Faison reminded the Council that the Council sets the salary ranges for positions and the Mayor sets salaries for employees.

ACTION:

Councilmember Brock moved to approve Ordinance 2021-629: Salary Schedule. *Councilmember DeDonker* seconded the motion. The motion passed unanimously.

X - VACCINATION DISCUSSION

The Council discussed several items related to COVID vaccinations:

- Whether the Council would like to require staff or visitors to Town Hall to be vaccinated.
- The current mask mandate.
- The state and county regulations currently in place.
- The building's HVAC system and whether any changes need to be made to improve air circulation and filtration.
- Whether to send information to residents in the Mayor's e-newsletter.

The consensus of the Council was to follow the State's mask and vaccination regulations instead of having stricter requirements and ensure that the Town's website has updated links to state and county vaccine information.

GENERAL COUNCIL DISCUSSION – CHOICE OF SUBJECTS

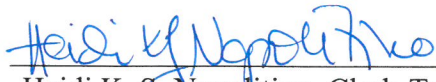
- *Councilmember Whitson* commented on a resident's request to sell park land. Discussion followed.

ADJOURNMENT

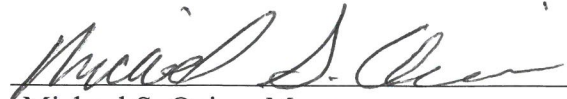
Councilmember Bogen moved to adjourn the meeting. *Councilmember DeDonker* seconded the motion. The motion passed unanimously. The meeting was adjourned at 8:28 p.m.

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.)