

TOWN OF WOODWAY
COUNCIL MEETING MINUTES

MONDAY, JANUARY 3, 2022
6:00 P.M.

Meeting held virtually due to current COVID conditions

Members Present	<input checked="" type="checkbox"/> Mayor Mike Quinn	<input checked="" type="checkbox"/> Councilmember Andrew DeDonker
	<input checked="" type="checkbox"/> Councilmember Elizabeth Mitchell	<input checked="" type="checkbox"/> Councilmember John Brock
	<input checked="" type="checkbox"/> Councilmember Brian Bogen	<input checked="" type="checkbox"/> Councilmember Rajeev Thakur
Staff & Guests Present	<input checked="" type="checkbox"/> Town Administrator Eric Faison	<input checked="" type="checkbox"/> Clerk-Treasurer Heidi Napolitino
	<input type="checkbox"/> Building Official Tom Phillips	<input type="checkbox"/> Town Planner Bill Trimm
	<input type="checkbox"/> Police Chief Alan Correa	<input checked="" type="checkbox"/> Public Works Director Terry Bryant

CALL TO ORDER, FLAG SALUTE, ROLL CALL

Mayor Pro Tem Mitchell called the meeting to order at 6:01 p.m.

I - OATHS OF OFFICE – MAYOR MIKE QUINN, COUNCILMEMBER BRIAN BOGEN, & COUNCILMEMBER RAJEEV THAKUR

Clerk-Treasurer Napolitino administered the oath of office to Mayor Mike Quinn, Councilmember Brian Bogen, and Councilmember Rajeev Thakur.

II - RATIFY PREVIOUSLY APPROVED PAYMENTS – DECEMBER 20, 2021 CLAIMS

Councilmember Bogen moved to ratify the previously approved December 20, 2021 claims checks #13635 through 13652 totaling \$29,187.23. *Councilmember Mitchell* seconded the motion. The motion passed unanimously.

II - APPROVAL OF PAYMENTS – 2021 CLAIMS

Councilmember DeDonker moved to approve the 2021 claims checks #13653 through 13660 and EFT #1723 totaling \$4,830.76. *Councilmember Brock* seconded the motion. The motion passed unanimously.

II - APPROVAL OF PAYMENTS – JANUARY 3, 2022 CLAIMS

Councilmember Mitchell moved to approve the January 3, 2022 claims checks #13661 through 13666 totaling \$118,298.10. *Councilmember Brock* seconded the motion. The motion passed unanimously.

II - APPROVAL OF PAYMENTS – DECEMBER 2021 PAYROLL

Councilmember Brock moved to approve the December 2021 payroll EFT transactions #1653 through 1685 and 1702 through 1722 totaling \$76,641.07. *Councilmember DeDonker* seconded the motion. The motion passed unanimously.

III - APPROVAL OF MINUTES – DECEMBER 6, 2021

Councilmember DeDonker moved to approve the December 6, 2021 council meeting minutes. *Councilmember Bogen* seconded the motion. The motion passed unanimously.

AMEND THE AGENDA

Councilmember Mitchell moved to add two agenda items: add consideration of an extension of the AESI contract for the update of the critical areas code after item VI and add confirmation of a Planning Commission appointment after item VII. *Councilmember Brock* seconded the motion. The motion passed unanimously.

PUBLIC COMMENTS

None.

IV - COUNCIL REPORTS

Councilmember Bogen commented that the island at the corner of N. Deer Drive and Wachusett Road had been damaged during the recent snow and asked that it be repaired.

Councilmember Brock thanked the Cobb family for the bridge decorations.

Councilmember DeDonker asked for an update on the snow response.

Councilmember Thakur shared that he was glad to be at his first meeting as a Councilmember.

V - MAYOR'S REPORT

- The south Snohomish County mayors' meeting has been changed to only one meeting each month.
- Reported on trash/recycle service – they missed multiple pickups due to weather and road conditions and will do an extra pickup later that week.

VI - TOWN ADMINISTRATOR'S REPORT

- Public Works Director Bryant reported on several items:
 - The damaged road sign previously referenced on Wachusett Road is located in the City of Edmonds. They will replace/repair the sign.
 - Republic Services clarified that they were unable to safely get to Woodway to pick up trash/recycle.
 - Snow response from Public Works Department:
 - The roads are plowed with a one-inch clearance instead of being scraped so the plow does not hit items in the roadway, such as utility covers and catch basins.

- Woodway uses ice melt after the snow fall instead of de-icer before a snowfall.
- Staff follows the Standard Operating Procedure (SOP) to determine the order of street clearing during and after a snow event.
- Staff used more than 3000 lbs of ice melt during the recent storm, mostly at intersections.
- Shared several photos of storm response and clean-up afterward.
- The insurance adjustor had submitted their report on the Town Hall emergency to the Town's insurance carrier, WCIA, for review. WCIA has not yet made a determination.
- Mr. Faison would be deposed as a witness the following week in a lawsuit between Olympic View Water and Sewer District and King County. Woodway was not a party to the lawsuit.
- A police officer will be resigning to move closer to family. Chief Correa will be recruiting another officer to fill the open position. Discussion followed.

ADDED AGENDA ITEM: CONTRACT WITH AESI FOR GEOLOGIC HAZARD AREA CODE UPDATE – AMEND TIMELINE

Town Administrator Faison presented the amendment to the contract, explaining that the cost will not change. The due date would be moved from December 31, 2021 to March 31, 2022.

ACTION:

Councilmember Mitchell moved to authorize the Mayor to sign the geologic hazard area code update contract amendment with AESI extending the date from December 31, 2021 to March 31, 2022. *Councilmember Brock* seconded the motion. The motion passed unanimously.

VII - CONFIRM REAPPOINTMENT OF PLANNING COMMISSIONERS – JAN OSTLUND, TERESA PAPE, LAURA MURPHY

Mayor Quinn shared that all three Planning Commissioners' terms ended on December 31, 2021, and all three were interested in continuing to serve on the Planning Commission.

ACTION:

Councilmember Thakur moved to confirm the reappointment of Planning Commissioners Jan Ostlund, Teresa Pape, and Laura Murphy. *Councilmember Bogen* seconded the motion. The motion passed unanimously.

ADDED AGENDA ITEM: CONFIRM APPOINTMENT OF PLANNING COMMISSIONER – JOHN RETTENMIER

Councilmember Thakur's recent election to the Council left a vacancy on the Planning Commission. Mayor Quinn reached out to resident John Rettenmier who had previously expressed interest in serving on the Council. Mr. Rettenmier submitted a brief biography, which Mayor Quinn presented to the Council and asked that they confirm his appointment to the Planning Commission.

ACTION:

Councilmember Bogen moved to confirm the appointment of John Rettenmier to the Planning Commission. *Councilmember Brock* seconded the motion. The motion passed unanimously.

VIII - CERTIFICATION OF REPRESENTATIVE TO SNOHOMISH HEALTH DISTRICT

Mayor Quinn outlined the process for appointing a representative to the Snohomish Health District (SHD) board. Per the SHD charter, the Town of Woodway shares a representative with the City of Lynnwood. The representative is selected by a majority vote of the cities. No Woodway Councilmembers expressed interest in serving on the board.

ACTION:

Councilmember DeDonker moved to certify that Lynnwood should represent Woodway on the SHD board. *Councilmember Bogen* seconded the motion. The motion passed unanimously.

IX - RESOLUTION 2022-433: DIRECTING THE PLANNING COMMISSION TO CONDUCT A PUBLIC HEARING ON AN AMENDMENT TO THE TOWN'S CODE ADDRESSING SHORT TERM RENTALS

Town Administrator Faison presented the resolution directing the Planning Commission to conduct a public hearing on an amendment to the Town's code banning short term rentals. The resolution was prepared to reflect the motion at the previous meeting. Discussion of how to best take public input followed.

ACTION:

Councilmember Brock moved to approve Resolution 2022-433: Directing the Planning Commission to Conduct a Public Hearing on an Amendment to the Town's Code Addressing Short Term Rentals. *Councilmember Mitchell* seconded the motion. The motion passed 3-2, with Councilmembers Mitchell, Thakur, and Brock voting for and Councilmembers Bogen and DeDonker voting against.

PUBLIC COMMENTS

Planning Commissioner Pape thanked the Council for the honor and privilege of serving on the Planning Commission and representing the community.

GENERAL COUNCIL DISCUSSION – CHOICE OF SUBJECTS

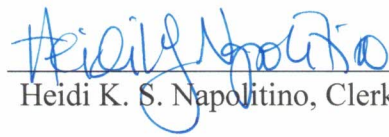
Councilmember Mitchell shared that Lake Forest Park approved ADUs being allowed on lots one-acre and larger.

ADJOURNMENT

Councilmember Bogen moved to adjourn the meeting. *Councilmember Thakur* seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:09 p.m.

Respectfully Submitted,

APPROVED BY THE TOWN COUNCIL



Heidi K. S. Napolitano, Clerk-Treasurer,



Elizabeth Mitchell, Mayor Pro Tem

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