

TOWN OF WOODWAY
COUNCIL MEETING MINUTES

TUESDAY, JANUARY 18, 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 Napolitano
	<input checked="" type="checkbox"/> Town Engineer John Forba	<input type="checkbox"/> Town Planner Bill Trimm
	<input type="checkbox"/> Police Chief Alan Correa	<input type="checkbox"/> Public Works Director Terry Bryant

CALL TO ORDER, FLAG SALUTE, ROLL CALL

Mayor Quinn called the meeting to order at 6:04 p.m.

I - PRESENTATION: REPORT ON FEDERALLY MANDATED BRIDGE INSPECTION (EVERY FIVE YEARS)

Town Administrator Faison introduced Town Engineer John Forba, PACE Engineers, who presented the bridge inspection/load rating report. The main findings included:

- Regulatory requirements were updated in 2014 to include larger modern vehicles.
- The load rating will be updated into a database that ranks it against other infrastructure.
- The bridge is rated to accommodate most vehicles. A few uncommon vehicle types would theoretically overstress the bridge.
- They recommend posting a 32-ton weight limit for the bridge based on the findings noted above.

Patrick Murphy, PACE Engineers, gave additional information and shared that the next step would be to authorize a conceptual design study and create a maintenance plan. Discussion included how to arrive at a condition rating of the bridge, a request for a plain-language narrative of the report, how and where to post appropriate signage, and whether trucking companies use the load ratings and/or posted weight limits to plan their routes.

II - APPROVAL OF PAYMENTS – 2021 CLAIMS - AMENDED

Councilmember DeDonker moved to approve the 2021 claims checks #13668 through 13678, 13689 through 13691, and EFTs #1740, 1741, and 1751 totaling \$49,788.69. *Councilmember Brock* seconded the motion. The motion passed unanimously.

II - APPROVAL OF PAYMENTS – JANUARY 18, 2022 CLAIMS

Councilmember Brock moved to approve the January 18, 2022 claims checks #13667, 13679 through 13688, and EFT #44 totaling \$11,037.17. *Councilmember DeDonker* seconded the motion. The motion passed unanimously.

III - APPROVAL OF MINUTES – JANUARY 3, 2022 MINUTES

Councilmember DeDonker moved to approve the January 3, 2022 council meeting minutes. *Councilmember Thakur* seconded the motion. The Council discussed the wording of item 9 related to short-term rentals and amended that item. The motion to approve the January 3, 2022 council meeting minutes as amended passed unanimously.

PUBLIC COMMENTS

None.

IV - COUNCIL REPORTS

None.

V - MAYOR'S REPORT

- Several recent regional meetings were cancelled – nothing to report on.
- Received a few more comments about the snow response.
- Will send out a summary of the bridge report to residents.
- Several residents have added themselves to the volunteer list.

VI - TOWN ADMINISTRATOR'S REPORT

- Shared an update on Woodway's application to Snohomish County to correct the MUGA boundaries.
- The Town received a notice from a state granting agency regarding the location of the John Bush Play Area. He will be applying for a waiver to allow continued use of the playground within the Reserve. Discussion followed.
- Received a notice from the insurance adjustor regarding the Town's claim related to the water leak emergency in August 2021. The Town will receive approximately \$15,000 from WCIA, after paying the deductible. The Town paid the total costs of approximately \$60,000 in 2021 from the Town's REET revenues. This payment will partially offset that expense and will be recognized as revenue in 2022. He noted that this net \$45,000 in REET expenses will not affect the Town's General Fund, which is used to fund police, fire and most of the Town's other expenses. As a result, there will be no effect on the Town's long-term financial plan.
- His deposition for Olympic View Water & Sewer District's current lawsuit was postponed.

VII - RESOLUTION 2022-434: AUTHORIZED SIGNERS ON LARGE CHECKS

Clerk-Treasurer Napolitano presented the resolution and opened the discussion of appropriate thresholds. Councilmember Bogen suggested adding a separate larger threshold for payroll

transactions. The consensus of the Council was to add a \$15,000 transaction threshold for payroll transactions.

ACTION:

Councilmember Bogen moved to approve Resolution 2022-434: Authorized Signers on Large Checks as amended. *Councilmember Brock* seconded the motion. The motion passed unanimously.

VIII - RESOLUTION 2022-435: SURPLUS PROPERTY - AMENDED

Clerk-Treasurer Napolitano presented the amended resolution. Discussion included how to dispose of the items with an approximate cash value and whether the items needed to be replaced.

ACTION:

Councilmember Brock moved to approve Resolution 2022-435: Surplus Property as amended. *Councilmember Mitchell* seconded the motion. The motion passed unanimously.

IX - RESOLUTION 2022-436: FEE SCHEDULE

Mayor Quinn presented the resolution, explaining that the fee changes were only for fire department fees, based on their updated fee schedule. Councilmember Mitchell noted that the code reference under A on page 6 needed to be updated. Staff will make that change in the final version.

ACTION:

Councilmember Mitchell moved to approve Resolution 2022-436: Fee Schedule as amended. *Councilmember DeDonker* seconded the motion. The motion passed unanimously.

X - ORDINANCE 2022-635: HOLIDAY SCHEDULE

Mayor Quinn presented the ordinance that would add the federally-recognized and state-recognized holiday of Juneteenth to the Town's holiday schedule.

ACTION:

Councilmember DeDonker moved to approve Ordinance 2022-635: Holiday Schedule. *Councilmember Mitchell* seconded the motion. The motion passed unanimously.

XI - REPRESENTATIVES TO REGIONAL ORGANIZATIONS

Clerk-Treasurer Napolitano presented the draft list of representatives. Discussion included the Town's involvement in the Alliance for Housing Affordability and when to select the Mayor Pro Tem. Councilmembers volunteered for several positions; the list would be brought back at the next meeting for additional discussion and approval.

PUBLIC COMMENTS

None.

GENERAL COUNCIL DISCUSSION – CHOICE OF SUBJECTS

- *Councilmember Bogen* requested that Public Works clean up the Wachusett Road/N. Deer triangle.
- Two items for future meetings:
 - Brainstorming topics for a study session and deciding on a date/time.
 - Continuing discussion of the Town's rights-of-way regulations/policies.

ADJOURNMENT

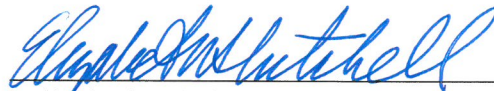
Councilmember Mitchell moved to adjourn the meeting. *Councilmember Thakur* seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:39 p.m.

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.)