

**TOWN OF HUNTS POINT
COUNCIL MEETING MINUTES
MONDAY December 7, 2015
6:00 PM**



CALL TO ORDER

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

Council Members Present:

Ted Frantz
Elaine Coles
Pat Finnely

Council Members Absent:

Dan Temkin
Ken Fisher

Staff:

Sue Ann Spens, Clerk Treasurer
Addie Tych, Deputy Clerk Treasurer
Linda Kroner, Outgoing Deputy Clerk Treasurer
Jay Long, Town Attorney
Chief Steve Burns, Medina Police
Stacia Schroeder, Town Engineer

Public Attendees:

Penny O'Byrne, Chair, Park Commission

PUBLIC COMMENT: None

CONSENT CALENDAR Consists of routine items for which Council discussion is not required. A Councilmember may request that an item be moved to Regular Business for discussion. Consent items are approved with one vote.

Motion: Approve the Consent Calendar, including minutes of November 2, 2015 Council meeting and the December 7, 2015 Warrant Register for warrant numbers 150649 through 150676 in the amount of \$38,243.18. Moved by Frantz, seconded by Coles.

Passed 3 - 0.

MOTION CARRIED

STAFF REPORTS

Medina Police Department:

Following up on the Council's questions about signals at the crosswalks on the freeway lid, Chief Burns reported that the placement of the flashing signals depends on traffic flow.

Chief Burns reported that November was a relatively quiet month. A car was reported stolen and picked up by Hunts Point's License Plate Reader. The incident acted as a good test for the reader system and Medina Police were satisfied with their response time and procedure. On December 3rd a man was arrested on Hunts Point Circle and booked for malicious mischief after throwing a ball through a resident's window. A jewelry theft that took place last year is currently at trial.

Councilmembers expressed concern about a greater and more persistent presence of door-to-door magazine subscription salespersons. Chief Burns recommended that Council members and residents display a no solicitor sign and contact police if needed.

Bellevue Fire Department: Report not received in time for meeting.

Staff Report:

Mayor Sabey introduced the new Deputy Clerk Treasurer, Addie Tych to the Council and attendees. He went on to thank outgoing Deputy Clerk Treasurer, Linda Kroner for her years of dedication and service to the Town of Hunts Point.

Clerk Treasurer Sue Ann Spens reported that Hunts Point has received a public records request for all Town records, including staff employment records, police records and resident contact information. The person making the request has implied that they have no plans to sell the records but instead will be posting them online and providing tools for the public to easily view them. Other towns and cities in the surrounding area have received the same request. The Washington State Attorney General may be reviewing the issue and working on a response.

Town Engineer Stacia Schroeder reported on the Fairweather South drainage issue. Bellevue is willing to mitigate and provided the Town with two options: gravel the area or replace the grass. After a brief discussion, Council members decided to replace the grass to restore the area to its original condition. Town Engineer Schroeder also reported that a catch basin is clogged; she will contact Econo-Vac to clean it out as soon as the rain subsides.

REVIEW OF TREE CODE – PARK COMMISSION RECOMMENDATIONS

The Park Commission in conjunction with the Town Arborist has reviewed the Tree Code in the Hunts Point Municipal Code. They are recommending some revisions to the Tree Code and to the administrative procedures involving the Tree Code.

Clerk Treasurer Sue Ann Spens commented that changes to the Tree Code are a land use issue and must be reviewed by the Planning Commission during a public hearing before further action can be taken. Town Attorney Long confirmed her comment. It was the consensus of the Council to refer the issues to the Planning Commission for further review and recommendations.

Motion: Refer the changes to the Tree Code recommended by the Park Commission to the Planning Commission for review and recommendation to the Council. Moved by Frantz, seconded by Finnely.

Passed 3 - 0.

MOTION CARRIED

PUBLIC HEARING – 2015 BUDGET AMENDMENTS

The Mayor opened the public hearing on the amendments to the 2015 budget at 6:42 pm. There was no public comment, and the hearing was closed at 6:43 pm.

Motion: Pass Ordinance No. 517 amending the annual budget for the fiscal year 2015. Moved by Finnely, seconded by Frantz.

Passed 3 - 0.

MOTION CARRIED

PUBLIC HEARING – 2016 BUDGET ADOPTION

The Mayor opened the public hearing on the 2016 budget at 6:44 pm. There was no public comment, and the hearing was closed at 6:45 pm.

Motion: Pass Ordinance No. 518 adopting a budget for the year 2016 and setting the salary range for the Clerk-Treasurer of the Town for 2016. Moved by Frantz, seconded by Coles.

Passed 3 - 0.

MOTION CARRIED

CONTRACT FOR NEW TOWN WEBSITE

Outgoing Deputy Clerk Treasurer Linda Kroner explained that the current Town website is in need of revision. It is neither user friendly for the residents and others who visit the site nor easy to maintain by the staff. Bids were solicited from two firms who specialize in public sector websites; GovOffice and CivicPlus. GovOffice's bid was the lower of the two and offers three options. Staff recommended option C as it will provide more design options and better customization to Town needs.

Motion: Authorize the Mayor to enter into an agreement with GovOffice to provide a new website for the Town of Hunts Point using option C. Moved by Frantz seconded by Coles.

Passed 3 - 0.

MOTION CARRIED

BUILDING OFFICIAL PROFESSIONAL SERVICES AGREEMENT

Clerk-Treasurer Spens reported that the current agreement with Town Building Official Steve Wilcox is several years old. It is time to provide updated language, scope of work and a more definite term of the agreement. No rate change is proposed in this agreement.

Motion: Authorize the Mayor to sign the Professional Services Agreement with the Town Building Official, Steve Wilcox. Moved by Frantz seconded by Coles.

Passed 3 - 0.

MOTION CARRIED

RECESS TO EXECUTIVE SESSION

The Council recessed to executive session at 6:57 pm to discuss legal issues. The anticipated time of the session is 20 minutes. The Council reconvened at 7:23 pm. No action was taken.

ADJOURNMENT

Motion: Adjourn the meeting at 7:24 pm. Moved by Frantz, seconded by Finnely.
Passed 3-0

MOTION CARRIED

Respectfully submitted,

Addie Tych, Deputy Clerk/Treasurer