

**CITY OF SUMNER
Council Meeting
Minutes – February 22, 2022**

The Covid-19 pandemic continues to impact the health and safety of our community. In an effort to be diligent, the city is continuing to conduct all public meetings virtually, using the ZOOM platform. Access information can be located on the city's website, and on each meeting agenda. As the pandemic evolves, and when it is safe to do so, we look forward to welcoming everyone back to City Hall for in-person and hybrid meetings in our newly renovated council chambers.

CALL TO ORDER

The Sumner City Council met in regular session at 6:00pm, with Mayor Kathy Hayden presiding.

Staff present via electronic device: City Administrator Jason Wilson, City Attorney Andrea Marquez, Administrative Services Director Jeff Steffens, Deputy City Attorney Maili Barber, Communications Director Carmen Palmer, Chief Financial Officer Kassandra Raymond, Public Works Director Mike Dahlem, Police Chief Brad Moericke, Community Development Director Ryan Windish, Development Services Director Doug Beagle, and City Clerk Michelle Converse

Mayor and Councilmembers present via electronic device: Mayor Kathy Hayden, Councilmembers Bitetto, Brown, Cole, Hochstatter, Neuman, Reed and Stuard

CONSENT AGENDA

MOVED BY HOCHSTATTER, SECONDED BY STUARD TO APPROVE THE CONSENT AGENDA CONSISTING OF:

1. Approval of checks and electronic payments in the amount of \$5,014,867.09.
2. Approval of the minutes from the regular council meeting of February 7, 2022 and 14 February 2022 study session.
3. Agreement with Pierce County for Federal Low Income Household Water Assistance Program Services
4. Resolution No. 1614 - Washington State Department Of Transportation Updated Right-of-Way Procedures
5. Purchase and Sale Agreement – Parking Area of 1312 Main St (NAPA) for Main and Wood Project
6. Bridge Street Bridge - Project Acceptance
7. Pandemic Policy Update

PASSED BY VOICE VOTE.

PUBLIC HEARING

There was no Public Hearing tonight.

UNFINISHED BUSINESS

PUBLIC COMMENT

There was none tonight.

NEW BUSINESS

Ordinance No. 2807 – Amending Sumner Municipal Code 2.112 – Contract Approval Authority
MOVED BY REED SECONDED BY HOCHSTATTER A MOTION TO APPROVE ORDINANCE NO. 2807 AMENDING SUMNER MUNICIPAL CODE CHAPTER 2.112.

Chief Financial Officer Kassandra Raymond addressed the Council.

City staff have been working to update the administrative Purchasing and Contracting Manual. This policy document was developed to provide guidance and documentation for City staff reference. The original policy was adopted on June 4, 2018. Finance staff has worked with departmental users to update and clarify the policy. The revised policy was presented to the Finance & Personnel Committee November 3, 2021, meeting. With the revision of the Purchasing and Contracting Manual, updates are required to the Sumner Municipal Code Chapter 2.112. These updates are consistent with the revised Purchasing and Contracting Manual, and balance staff efficiency with a strong internal control framework.

Discussion ensued.

PASSED BY VOICE VOTE.

Ordinance No. 2811 – Amending Sumner Municipal Code 13.08 – Utility Billing
MOVED BY BITETTO SECONDED BY HOCHSTATTER AMENDING SUMNER MUNICIPAL CODE 13.08 - UTILITY BILLING.

Chief Financial Officer Kassandra Raymond addressed the Council.

Currently, the Sumner Municipal Code allows for utility bills to be setup in tenant's names. However, RCW 35.21.290 (water) and RCW 35.67.200 (sewer) directs that the fiscal responsibility of the utility bill remain with the property. Reviewing the impacts of current practice, City staff recommends amending the Municipal Code to require that residential utilities be placed under an owner's name. In situations where a property is tenant-occupied, RCW 35.21.217 provides options for the City to work with a tenant facing imminent disconnection due to owner non-payment of services. This practice will provide greater transparency to the property owner and reduce administrative burden to City staff.

Discussion ensued.

PASSED BY VOICE VOTE.

Ordinance No. 2810 – Parking Code Amendments (136th Ave Court East)
MOVED BY NEUMAN SECONDED BY REED TO ADOPT ORDINANCE NO. 2810 AMENDING THE PARKING CODE.

The City has received truck parking complaints from adjacent businesses on the section of 136th Avenue Court East that lies south of 24th Street East in the Interchange Commercial Zone. The narrowness of the roadway, congestion, and close driveway entrances creates congested areas for truck parking. Local businesses have complained about the potential for accidents and the debris, garbage, and human waste disposal that is caused by truck parking in the area. All business owners adjacent to the street are in favor of prohibiting truck parking. Ordinance No. 2810 would prohibit all truck and trailer parking on this section of street but allow for 4-hour automobile parking on the west side near the hotels.

Community Development Director Ryan Windish spoke to the ordinance.

Discussion ensued.

PASSED BY VOICE VOTE.

Resolution No. 1613 – Parks Improvement Plan

MOVED BY HOCHSTATTER SECONDED BY STUARD APPROVE RESOLUTION NO. 1613 - ESTABLISHING THE 2022-2027 PARKS IMPROVEMENT PLAN.

Community Services Manager Derek Barry addressed the council.

The City Council adopted the Parks & Trail Plan update in 2018, providing guidance for the planning of Sumner's Parks and Trails. In 2019, a presentation of recommended projects and decision-making strategies was given to the Council. This included seeking property in underserved areas of Sumner as well as specific improvements to current parks. The strategies and direction helped the City obtain funding assistance from Pierce County Conservation Futures for the Bennett Property, and receive a donation from David and Janell Qunell for a small park in the Rivergrove Community. The Rainier View Park Covered Court was selected for funding through the Recreation and Conservation Office as well as the Local Communities Program from the State Legislature.

Staff recommends a six-year improvement plan be presented and approved by the Council annually, similar to the Transportation Improvement Plan. The 2022-2027 Parks Improvement Plan (PIP) will establish and prioritize the parks projects for the next six years.

Discussion ensued.

PASSED BY VOICE VOTE.

COUNCIL REPORTS

Councilmember Reed, Neuman, Hochstatter, Cole, Stuard and Bitetto had no reports tonight.

Councilmember Brown congratulated the Sumner High School Girls Basketball team and wished them luck against Richland.

CITY ADMINISTRATOR

City Administrator Jason Wilson updated council with the following:

Upcoming Policy Issues:

- Next Week's Study Session:
 - Fiber Optics Study
 - White River Restoration Project Update
 - Parks Master Plan (Seibenthaler and Bennet Property Parks)
- Council Retreat—Saturday March 5th 9am – 3pm
 - 2021 Financial Review
 - 2023-28 Financial Forecast
 - Council Strategic Priorities
 - Budget Engagement
- Next Regular Council Meeting on March 7th:
 - Purchase and Sale Agreement 14415 29th St. E.
 - An ordinance authorizing condemnation for New PW Operations Facility
- Special Study Session—following RCM on March 7th:
 - Senior Housing Amendments

○MFTE Expansion

Personnel Issues:

- The City is currently recruiting for summer seasonal employees. Three-month seasonal positions are available working with the Public Works Operations Division and one five-month seasonal position is available with our Parks Division. These are great opportunities for students' home from college or for someone interested in future work in local government. Additionally, the City has renewed its partnership with Degrees of Change Seed Internship programs to fill our engineering summer internships.

Policy Follow-Up:

- Utility Disconnects: Chief Financial Officer Raymond was happy to report that the City is down to just 42 (down from over 445) accounts that will require disconnection. The City entered into 70 payment plans to help facilitate customer payments.

MAYOR REPORT

Mayor Hayden and staff hosted the Sumner Puyallup Chamber Leadership Institute on Friday, February 18, 2022. Staff lead a City tour for the Institute which was followed by lunch and a tour of Dillanos Coffee Roasters.

EXECUTIVE SESSION

There was no Executive Session tonight.

ADJOURNMENT

With no further business before the Council, the Mayor adjourned the meeting at 6:38pm. Councilmembers concurred.

DocuSigned by:

Kathy Hayden

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Kathy Hayden, Mayor

DocuSigned by:

Michelle Converse

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Michelle Converse, CMC City Clerk