

# TOWN COUNCIL MEETING

## MINUTES

JANUARY 12, 2022

### I. CALL TO ORDER

Mayor calls meeting to order at 7 PM -7:02pm

### II. OATH OF OFFICE FOR NEW TOWN COUNCIL MEMBERS:

EVAN CRAIG – POSITION 1 – Oath taken 7:03pm

JULIE FORD – POSITION 2 – Oath taken 7:04pm

### III. ROLL CALL

EVAN CRAIG – position 1 - present

JULIE FORD – position 2 - present

BILLIE BURTENSHAW – position 3 - present

REED RANKIN – position 4 - present

NEIL COMEAU – position 5 - present

### IV. PLEDGE OF ALLEGIANCE

### V. APPROVAL OF AGENDA

- i. Neil motions to approve the Agenda. Billie seconds. All in favor. Motion carried. Mayor proposes agenda amendment to include award for recognition to outgoing Council members Gary Willis and Kerry Frable. Mayor presents gifts.

### VI. APPROVAL OF PREVIOUS MEETING MINUTES

- i. Neil motions to approve December 8, 2021 minutes; Reed seconds; All in favor; Motion carried.

### VII. CONTINUED BUSINESS

#### 1. Resolution GR No. 329 – Transfer of funds from General Fund to Parks Fund.

- i. – Reed motions to approve Resolution GR No. 329, transfer of 2021 funds from General Fund to Parks Fund to cover the 2021 deficit, and for the Mayor to sign. – Neil seconds. All in favor. Motion carried. – Dianne offers general explanation. Reed asks about logging equipment, mayor explains grant money, work that needs to be done to equipment and plan for display. Locomotive train comes with track, asks council to consider Club at Ferndale wanting the track. No extra budget for logging equipment. Gary asks if loci runs, mayor confirms it does. Town would have first right of refusal.

2. Resolution GR No. 330 – Transfer of funds from General Fund to Landfill Fund.
  - i. – Neil motions to approve Resolution GR No. 330, transfer of 2021 funds from General Fund to Landfill Fund to cover the 2021 deficit and for the Mayor to sign. – Evan seconds. All in favor. Motion carried. –Need to monitor at landfill on annual basis, hope to close in the future. 6 wells need monitored, no current contamination, elevation survey. Neil asks when landfill was shut down, Dianne & Gary estimate mid to late 80s. Gary asks about dry year last year, sample was taken either March or April
3. Resolution GR No. 331 – Transfer of funds from General Fund to Clean Air Fund.
  - i. – Neil motions to approve Resolution GR No. 331, transfer of 2021 funds from General Fund to Clean Air Fund to cover 2021 deficit, and for the Mayor to sign. – Julie seconds. All in favor. Motion carried. –Dianne explains we receive reimbursements for all costs, cannot end year with a deficit so funds are moved to cover deficit. Yard waste taken for disposal, used heavily last year.
4. Resolution GR No. 332 – Transfer of funds from General Fund to Capital Improvement Fund
  - i. – Billie motions to approve Resolution GR No. 332, transfer of 2021 funds from the General Fund to Capital Improvement Fund to cover the 2021 deficit, and for the Mayor to sign. –Evan seconds. All in favor. Motion carried. –Dianne explains expending monies for DWIC, still in holding pattern with CERB and EDA, reimbursable billings, need to cover deficit.
5. Resolution GR No. 333 – Transfer of funds from the Water fund to the Garbage Fund
  - i. – Evan motions to approve Resolution GR No. 333, transfer of 2021 funds from the Water Fund to the Garbage Fund to cover the 2021 deficit, and for the Mayor to sign. – Julie seconds. All in favor. Motion carried. –Dianne explains, timing, is a loan because fund is an enterprise, garbage fund will reimburse water fund
6. Ordinance No. 768 – Approval of Final 2021 Annual Budget
  - i. – Reed motions to approve Ordinance No. 768, Approval of Final 2021 Annual Budget, and for the Mayor to sign. – Neil seconds. All in favor. Motion carried. –reflects what final expenditures were, cannot end with deficits, finalizing of all expenses and revenues for the year.
7. Ordinance No. 769 – Approval of 2022 Annual Budget
  - i. – Neil motions to approve Ordinance No. 769, Approval of 2022 Annual Budget and for the Mayor to sign. – Julie seconds. All in favor. Motion carried. –Dianne explains at last meeting preliminary approval before having final figures, these are best guess numbers for 2022, don't know what tax revenues will be. Gary asks if budgeted for repairing gutters on Community Center, Dianne explains would come from capital improvement, waiting for available funds. Mayor talks about removing landscaping because of water damage and easier to maintain. Gary inquires about budget for employee raises, Dianne says 5% in January & 5% again in June, as last year. Reed inquires about rent from Forterra, mayor informs last extension has been given which will end February. Funds to go to general fund initially, then council to decide beyond then. When buildings are fully ready for occupancy, full rent due.

## VIII. NEW BUSINESS-DISCUSSION ITEM(S)

### 1. Appointment of Mayor Pro-Tem

- i. – Reed motions to approve Neil Comeau as Mayor Pro-Tem for the year of 2022. – Evan seconds. All in favor. \_\_\_\_\_ abstains. Motion carried.

### 2. Bank Signatory Privileges

- i. – Evan motions to approve Dan Rankin, Dianne Allen, Kim Thoms, Neil Comeau, Billie Burtenshaw to have Bank Signatory Privileges. – Reed seconds. All in favor. Motion carried.

### 3. Proclamation of the Town of Darrington recognizing the Town as a Purple Heart Town.

- i. – Neil motions to approve the Proclamation of the Town of Darrington recognizing the Town as a Purple Heart Town and for the Mayor to sign. – Billie seconds. All in favor. Motion carried. -request from James Drew Dept of WA VFW. Commitment to honor vets of the past and present

### 4. Approval to award the construction contract to lowest responsible bidder for the Civic work to be done on DWIC project.

- i. – Neil motions to award the construction contract to the lowest responsible bidder for the Civic work to be done on the DWIC project. – Reed seconds. All in favor. Motion carried. -as a safeguard, EDA 30 days bid to be out, 7 days for them to review. For all dirt and road work. Legal has reviewed contract, added language to protect Town. Bid packet to advertise job has been completed. Gary informs that change orders can stall a project, Steve is reviewing to limit problems. Kerry asks about date for return bids, is 30 days. When bids submitted, go to EDA to be accepted first, then to Town for acceptance. Neil expresses concern to approve without first seeing. OAC PM will review. 2.35mil ask out at State level, 1.3mil at Fed level. Rep Estlick to champion in house, 2 senators in senate Wagner to sponsor Leas & Ferringer to co-sponsor. 6mil from EDA 2mil from CERB 135,000 from county

### 5. Approval of new Building Inspector Professional Services Contract for DWIC project.

- i. – Reed motions to award Building Inspector Professional Services Contract for DWIC project, and for the Mayor to sign. – Billie seconds. All in favor. Motion carried. -RFQ for bldg. official, has family medical emergency and will not be able to perform duties, legal advises can go back to original RFQ and select BHC, recommended by Tim Nordvick. Sent documents to them for review. Costs will not exceed bldg. permit fees Town to incur. Tim offered to work with as much as possible.

### 6. Representation to the Snohomish Health Board – Heather Logan, Arlington City Council Member.

- i. – Evan motions to approve Heather Logan, Arlington City Council Member as the Town of Darrington's representative to the Snohomish Health Board for the year 2022, and for the Mayor to sign. – seconds. All in favor. Motion carried. -Dan has done for last 7 years, encompasses all District #1.

7. Representative to the following community boards and commissions:

- Community Transit: Neil volunteers, Evan is alternate, Gary explains when board members are elected must have rep from Town, need North county voice on the board
- Snohomish County Tomorrow: status quo Dan & Billie, once a month planning and land use on SnohoCO
- Puget Sound Regional Council: Dan to remain, all zoom meetings, land use planning & zoning, approve Comp plan in 2023, funded Town after Oso slide for infrastructure
- AWC Small Town: Dan to remain, committee must bring on board, Town pays for training/events
- TAC: Neil volunteers, Dan as alternate, technical advisory committee recommendations for CDBG grants, vital to Town for water lines
- ICC: SKIPPED
- Community Center:
- D-Strong:
- MARC:
- GPI: Dan
- Other: Dept of Emergency Mgmt added by Dan

Gary asks about sensors for Glacier Peak, Mayor informs set for 2023.

IX. CLOSE REGULAR COUNCIL MEETING – 8:20pm

X. OPEN EXECUTIVE SESSION – SALE OF PROPERTY – 20 minutes, Neil Comeau left exec session

XI. CLOSE EXECUTIVE SESSION – 8:41pm

XII. OPEN REGULAR COUNCIL MEETING – 8:43pm

XIII. POSSIBLE ACTION ON EXECUTIVE SESSION – real estate matter, Reed motions to amend the lease per legal council to approve sale property known as Old City Hall Billie seconds Neil abstains motion carried

XIV. MAYOR’S REPORT – DWIC work poised to go out to bid by end of this week, notice from Tim about inability to continue, COVID running rampant, asking council to consider going back to remote, need to advertise 7 days prior, Town received notice Tuesday from SnohoCo recommending return to remote meetings, complaints about snow plowing and some private lanes & alleys, Dianne advises council not to allow alleys to be named in the future, Dan explains Town’s legal obligation to clear for emergency vehicles, Dianne advises to call or come in for any questions council members may have. Dan shares Darrington to be last affordable place in SnohoCo. Start of comp plan dictates growth and targets for town, will be public comments and joint workshops with Planning Commission.

XV. COUNCIL/BOARD/COMMISSION MEMBER REPORTS -

XVI. VISITORS

**XVII. ACCOUNTS PAYABLE APPROVAL**

- i. Neil motions to approve accounts payable payments. Billie seconds. All in favor. Motion is carried.

**XVIII. ADJOURN**

Evan motions to adjourn January 12, 2022 Town Council Meeting at PM; Julie seconds; all in favor; motion carried.

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Dan O. Rankin, Mayor

ATTEST:

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Dianne Allen, Clerk-Treasurer