

**Oak Harbor City Council
Minutes of the Regular Meeting
Wednesday, 6:00 p.m. January 2, 2013**

CALL TO ORDER:

Mayor Pro Tempore Paggao called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE:

The Mayor led the Pledge of Allegiance to the flag.

INVOCATION:

Councilmember Almberg shared words of inspiration.

MOTION: Councilmember Munns moved to enter an excused absence prior to roll call for Councilmember Hizon. Councilmember Almberg seconded the motion and the motion carried.

ROLL CALL:

The clerk called the roll.

Present:

Mayor Pro Tempore Danny Paggao
Councilmember Bob Severns
Councilmember Rick Almberg
Councilmember Jim Campbell
Councilmember Beth Munns
Councilmember Joel Servatius

Staff Present:

City Administrator Larry Cort
Public Works Director Cathy Rosen
Interim City Clerk Nacelle Heuslein
Exec. Assist. To the Mayor Renee Recker
Chief of Police Ed Green
City Engineer Joe Stowell
Public Works Director Cathy Rosen
Finance Director Doug Merriman
Interim City Attorney Grant Weed
Fire Chief Ray Merrill

Excused Absence:

Councilmember Tara Hizon
Mayor Scott Dudley

ACCEPTANCE OF AGENDA:

The Executive Session was removed and, the agenda, upon consensus of the Council was accepted as presented.

MINUTES of the Regular City Council meeting held December 18, 2012

MOTION: Councilmember Campbell moved to accept the minutes of the December 18, 2012 City Council meeting as presented. Councilmember Servatius seconded the motion and the motion carried. Councilmember Munns abstained.

MINUTES of the Special City Council meeting held December 20, 2012

MOTION: Councilmember Severns moved to approve the Special City Council meeting minutes as presented. The motion was seconded by Councilmember Servatius. The motion carried. Both Councilmembers Almberg and Munns abstained.

PROCLAMATIONS

Councilmember Munns read the Proclamation in recognition of the 2013 Whidbey Island Relay for Life Kickoff on January 16, 2013

PRESENTATIONS OF OTHER NON-ACTION COUNCIL ITEMS

There were none.

CITIZEN COMMENTS PERIOD

Mary Williford – Oak Harbor resident requested the Council's financial support for a WSU – Sound Waters University event scheduled for February 2, 2013 at the Oak Harbor High School. This event will bring in approximately 500 registrants. The City has previously donated \$500.

Shane Hoffmire – Oak Harbor resident requested information from the Council regarding their correspondence with the state Legislature regarding a gun ban and he encouraged the Council to take a stand.

John Havercroft, NASWI, Oak Harbor stated he thought the Council should reconsider passing Ordinance No. 1637 which would bring the OH Municipal Code into compliance with state law.

Brad Price, Oak Harbor resident spoke in favor of reconsidering Ordinance No. 1637 upholding state law as well.

CONSENT AGENDA

AB 1. Approval of Accounts Payable Voucher 152495 – 152550 in the amount of \$207,850.30

MOTION: Councilmember Campbell moved and Councilmember Munns seconded a motion to approve the Consent Agenda as read by the clerk. The motion carried unanimously.

HEARINGS AND ORDINANCES/RESOLUTIONS

There were none.

OTHER BUSINESS

AB 2. North Booster Station and Transmission Main authorization to Solicit RFQ's for Design

City Engineer Joe Stowell provided the staff report requesting the council consider authorizing staff to solicit statements of qualifications from engineering consulting firms for design of a booster pump station, water main and connection points to the Navy water system for the City of Oak Harbor water utility. The proposed project schedule is ambitious, with the goal of construction completion in November 2014. Design services from a qualified engineering consultant firm will be necessary to provide construction plans and specifications for this project in a timely manner. The proposed timeline for hiring a consultant is as follows:

- January 3, 2013 - Issue Request for Qualifications (RFQ)
- February 7, 2013 - Deadline for Statement of Qualification (SOQ) submittals
- February 19, 20 and 21, 2013 - Consultant interviews
- February 22, 2013 - Consultant(s) selected

- March 5, 2013 - Council authorizes scope and fee negotiations with selected Consultant
- April 16, 2013 - Council approval of Consultant Contract Award

There were no public comments

MOTION: Councilmember Servatius moved to authorize staff to solicit statements of qualifications from engineering firms for the design of a new booster pump station and water transmission main. Councilmember Munns seconded the motion and the motion carried.

AB 3. Septic to Sewer Technical Memorandum

City Engineer Joe Stowell stated the policy issues are so great and complicated that staff recommends developing a working group comprised of members of City Council (possibly the Public Works Standing Committee), the public and staff to fully investigate the available options. Policy could be explored around the following topics:

- Requirements to connect to public sewer
- Gravity sewer vs. public sewer lift stations vs. individual grinder pumps
- Sewer system expansion priorities
- Financing of public improvements
- Funding opportunities for private homeowner costs

Council discussion followed.

Upon a question by Councilmember Munns of the City Attorney regarding recusing herself from the discussion, as she lived in one of the twelve sections slated for city sewers, he stated at this point in the discussions she was not prohibited or conflicted from deliberating, but may at some point if a decision of the Council benefited her or her property.

MOTION: Councilmember Severns moved to authorize staff to develop a working group comprised of members of the City Council, the public and staff to fully investigate the available options as follows: requirements to connect to public sewer; gravity sewer vs. public sewer lift stations vs. individual grinder pumps; sewer system expansion priorities; financing of public improvements and funding opportunities for private homeowner costs. Councilmember Almberg seconded the motion and the motion carried.

AB 4. Comprehensive Water System Consultant Contract

City Engineer Joe Stowell provided the staff report stating the agenda bill requests approval of a contract with the engineering consulting firm Gray & Osborne, Inc. for developing a Comprehensive Water System Plan for the Oak Harbor Water Utility in the amount of \$51,550. The Washington State Department of Health (DOH) requires that Group A public water systems, such as the Oak Harbor Water Utility, develop and periodically update a water system plan. The purpose of the water system plan is to demonstrate the utility has the operational, technical, financial and managerial capacity to

provide a safe and reliable drinking water supply to the public. The completion date is December 31, 2013

There were no public comments.

MOTION: Councilmember Servatius moved to authorize the Mayor to sign the Contract with Gray & Osborne, Inc. to develop a Comprehensive Water System Plan for the City of Oak Harbor with a not to exceed limit of \$51,550. Councilmember Campbell seconded the motion and the motion carried.

FUTURE CITY COUNCIL PENDING ITEMS - In Packet

CITY ADMINISTRATOR COMMENTS

City Administrator Cort confirmed Saturday, February 9th is scheduled for the Council Retreat. Location and time will be posted. He encouraged Council to continue to provide suggestions for topics or projects to be discussed. Department Directors will be in attendance as well.

City Administrator Cort express how honored he was to sit in the chair of City Administrator and wanted to thank the Mayor and Council for the extraordinary opportunity to serve the community. He thanked the Council for entrusting him to this role.

COUNCILMEMBER'S COMMENTS

Mayor Pro Tempore Paggao stated the Public Works Standing Committee will be held January 8, 2013 at 3:30 p.m. in the Council Chambers.

As reported by Councilmember Campbell, January 8th will be the next meeting of the Governmental Services Standing Committee at 3:30 p.m. in the Council Chambers.

Councilmember Almberg stated the Finance Standing Committee meeting will be January 9th at 3:30 p.m. He also complimented Dr. Cort on his new position.

Councilmember Munns stated the Public Safety Committee will be Thursday January 17, 2013 in Chambers at 3:30. AWC is getting ready for the opening of the Legislature and encouraged citizens to get in touch with their legislators and let them know what is important to them.

Councilmember Severns had no report. He stated he was looking forward to working with City Administrator Cort.

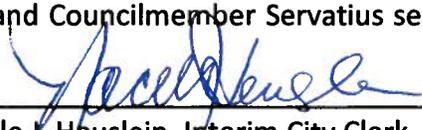
Councilmember Servatius also welcomed City Administrator Cort and was looking forward to working with the Council this year.

MAYOR'S COMMENTS

There were no Mayor's comments.

ADJOURNMENT

MOTION: Councilmember Campbell moved and Councilmember Servatius seconded the motion for adjournment at 7:01 p.m.



Nacelle J. Heuslein, Interim City Clerk