

Oak Harbor City Council  
Regular Meeting Minutes  
March 20, 2018

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**CALL TO ORDER**

Mayor Bob Severns called the meeting to order at 6:00 p.m.

**ROLL CALL**

City Council Present:

Mayor Bob Severns  
Mayor ProTem Beth Munns  
Councilmember Rick Almberg  
Councilmember Erica Wasinger  
Councilmember Bill Larsen  
Councilmember Joel Servatius  
Councilmember Jim Woessner

Staff Present:

Development Services Director Steve Powers  
City Engineer Joe Stowell  
Project Engineer Brett Arvidson  
Senior Planner Cac Kamak  
Human Resources Director Emma House  
City Attorney Nikki Esparza  
Finance Director/Interim City Admin Patricia Soule  
Public Works Director Cathy Rosen  
Fire Chief Ray Merrill  
City Clerk Carla Brown  
Assistant to Mayor Deanna Emery

**EXCUSE ABSENT COUNCILMEMBERS**

**Motion:** Mayor Pro Tem Munns moved to excuse Councilmember Hizon, second by Councilmember Servatius, motion was approved by a unanimous vote.

**1. APPROVAL OF AGENDA**

Mayor Severns requested to remove item 8.a. Labor Agreement: Oak Harbor Police Association Commissioned Unit from the Contracts and Agreements section.

**Motion:** Councilmember Servatius moved to approve the agenda, with the exception of Contracts and Agreements Item 8a: Labor Agreement, second by Councilmember Almberg. The motion passed unanimously.

**2. PRESENTATIONS**

a. Proclamations

None.

b. Honors & Recognitions

None.

c. Community Partner Presentations

- i. 2017 Fire Department Annual Report presented by Fire Chief Ray Merrill. Chief Merrill provided a detailed PowerPoint presentation reviewing the Fire Department's 2017 Annual Report.

### 3. CITIZEN COMMENT PERIOD

Mayor Severns opened the Citizen Comment Period at 6:34 p.m.

Public Comment was offered by:

- Brad Gluth, Shopping Cart Ordinance Request

Public comment was closed at 6:38 p.m.

### 4. CONSENT AGENDA

#### Consent Items

- a. Approval of Payroll and Accounts Payable Vouchers
- b. Minutes of the March 5, 2018 Special Workshop Meeting & March 6, 2018 Regular Council Meeting
- c. Appointment: Aaron Waters to the Planning Commission
- d. Appointment: Allen McPheeters to the Planning Commission
- e. Contract Agreement: Public Works Department Copy Machine
- f. F Dock Breakwater Repair – Final Contract Voucher Certificate
- g. Ordinance No. 1825: Amending Chapter 6.45 OHMC entitled ‘Smoking and Vaping’ and establishing ‘Smoking in Public Places’
- h. Ordinance No. 1826: Vaping Regulations
- i. Ordinance No. 1827: Amending OHMC Section 6.12.110 entitled ‘Offenses in Parks that are Misdemeanors’
- j. Purchase Authorization-Captain’s Car Replacement
- k. Purchase Authorization-Truck Replacements
- l. Resolution No 18-08: Amending Schedule ‘A’ (Development Services) and Schedule ‘E’ (OHPD) and adding Addendum 2 ‘Senior Services’ to the Master Fee Schedule

**Motion:** No objection, therefore items are approved as presented.

### 5. MAYOR, COUNCIL & STAFF COMMENTS

- a. Mayor  
Mayor Severns provided his respective comments and announcements.
- b. Councilmembers  
Councilmember Woessner and Councilmember Servatius provided their respective comments and announcements.

**Motion:** Councilmember Servatius moved to instruct city staff to research and prepare a shopping cart ordinance within 60 days, second by Councilmember Almberg. Motion was approved by a unanimous vote.

- c. City Administrator  
Patricia Soule, Interim City Administrator provided her respective comments and announcements.

- i. Clean Water Facility Update- Brett Arvidson, Project Engineer presented the staff report and shared a PowerPoint presentation. Mayor Pro Tem Munns, Councilmember Wasinger, Councilmember AlMBERG provided their respective questions and comments.

## 6. PUBLIC HEARINGS & PUBLIC MEETINGS

- a. Resolution 18-06: Adopting the 2018 Comprehensive Plan Amendments Docket

Cac Kamak, Senior Planner, provided the background summary and shared a PowerPoint presentation.

Mayor Severns opened the public comment period at 7:14 p.m. There being none, public comment was closed.

Councilmember Woessner provided his respective questions and comments.

**Motion:** Councilmember Wasinger moved to approve Resolution 18-06, adopting the 2018 Comprehensive Plan Amendments Docket, second by Mayor Pro Tem Munns. Motion was approved by a unanimous vote.

## 7. ORDINANCES & RESOLUTIONS

None.

## 8. CONTRACTS & AGREEMENTS

- a. Labor Agreement: Oak Harbor Police Association Commissioned Unit  
*Item removed from Agenda by staff request. Labor Agreement will be re-scheduled for April 3, 2018 Regular Council Meeting.*
- b. Commercial Electric Facilities Contract: Puget Sound Energy Commercial Line Extension Agreement Amendment-Clean Water Facility

Brett Arvidson, Project Engineer provided the background summary and shared a PowerPoint presentation.

Mayor Severns opened the item up for public comment at 7:26 p.m. There being none, the public comment period was closed.

Mayor Pro Tem Munns, Councilmember Woessner, Councilmember Servatius, and Councilmember AlMBERG provided their respective questions and comments.

**Motion:** Councilmember Woessner moved to authorize the Mayor to sign the amended Industrial Service Agreement with PSE increasing the contract amount by \$119,171.15 to a total of \$456,615.55 plus any service charges, second by Mayor Pro Tem Munns. The motion passed unanimously.

- c. Pavement Rating Project: Professional Services Agreement Amendment No. 1 with Pavement Services, Inc.

Joe Stowell, City Engineer provided the background summary regarding the need to amend the current professional services agreement.

Mayor Severns opened the item up for public comment at 7:40 p.m. There being none, the public comment period was closed.

Mayor Pro Tem Munns, Councilmember Larsen, and Councilmember AlMBERG provided their respective questions and comments.

**Motion:** Councilmember Larsen moved to authorize the Mayor to sign a Professional Agreement Amendment 1 with Pavement Services, Inc. for the Pavement Rating Project, increasing the contract amount by \$3,051, thereby increasing the total contract cost from \$67,331 to a not to exceed amount of \$70,382, second by Mayor Pro Tem Munns. The motion passed unanimously.

## 9. OTHER ITEMS FOR CONSIDERATION

- a. Resolution 18-09: Authorization to sell three vessels and one boat trailer for non-payment of moorage and storage charges.

Chris Sublet, Harbormaster provided the summary background regarding the sale of three vessels and one boat trailer to recover non-payment of marina fees.

Mayor Severns opened the item up for public comment at 7:46 p.m.

Public Comment was offered by:

- Aaron Waters, Vessel Cost

Public Comment was closed at 7:47 p.m.

Councilmember Woessner and Councilmember Larsen provided their respective questions and comments.

**Motion:** Councilmember Larsen moved to approve Resolution 18-09, authorizing the sale of three vessels and one boat trailer for non-payment of moorage and storage charges, motion was seconded by Mayor Pro Tem Munns. The motion passed unanimously.

## 10. REPORTS & ITEMS FOR DISCUSSION

None.

## 11. EXECUTIVE SESSION

None.

## ADJOURN

**Motion:** Motion by Councilmember Woessner to adjourn, second by Mayor Pro Tem Munns. Motion was approved by a unanimous vote, therefore the meeting adjourned at 7:50 p.m.

Certified by Carla Brown, City Clerk