TOWN OF YARROW POINT
COUNCIL REGULAR MEETING MINUTES
March 13, 2018
7:00PM

The following is a summary of the proceedings and is not a verbatim transcript.

CALL TO ORDER:
Mayor Dicker Cahill called the meeting to order at 7:00 PM

PRESENT:

Mayor: Dicker Cahill

Councilmembers: Mary Elmore
Stephan Lagerholm
Steve Bush
Andy Valaas
Carl Scandella

Staff: Anastasiya Warhol – Town Clerk Treasurer
Austen Wilcox – Town Deputy Clerk
Kyle Kolling – Police Lieutenant Clyde Hill Police
Stacia Schroeder – Town Engineer

Guests: Leonard and Elizabeth Newstrum
Elizabeth Freeman

APPEARANCES:
Leonard Newstrum, resident at address 4408 92nd Ave NE, referenced his experiencing working on an advisory committee to address environmental protection. Mr. Newstrum has concerns that the Town may not be following SEPA guidelines for Town’s own initiated projects.

Elizabeth Freeman, resident at address 4652 95th Ave NE, has concerns of potential health effects from cell sites. Ms. Freeman believes that studies which determine the health effects cannot be trusted.

MINUTES:
February 13, 2018 Regular Meeting
February 15, 2018 Council Retreat
**MOTION:** Councilmember Valaaas moved to approve the regular minutes of February 13, 2018 as presented. Councilmember Lagerholm seconded the motion.

**VOTE:** 5 For, 0 Against, 0 Abstain. Motion carried.

**MOTION:** Councilmember Valaaas moved to approve the special retreat minutes of February 15, 2018 as presented. Councilmember Lagerholm seconded the motion.

**VOTE:** 5 For, 0 Against, 0 Abstain. Motion carried.

**CONSENT CALENDAR:**

**MOTION:** Councilmember Valaaas moved to approve the Consent Calendar as presented including the Payment Approval Report dated 3/07/2018 approving payments as shown totaling $43,486.94 plus payroll, benefits, and tax expenses of $25,260.92 as shown on the attached payroll and benefits reports for a grand total of $68,747.86. Councilmember Lagerholm seconded the motion.

**VOTE:** 5 For, 0 Against, 0 Abstain. Motion Carried.

The following items were also approved as part of the Consent Calendar:

- Payment Approval Report; February
- Payroll, Tax, & Benefits Registers; February
- Town Planner Invoice; February
- Town Engineer Invoice; February
- Building Official Invoice; February

**STAFF REPORTS:**

- Town website preview – *moved to the end of agenda*

Lieutenant Kyle Kolling reported on no crime for the month of March.

Councilmember Bush and Councilmember Valaaas reported on gas trucks they witnessed parked and blocked in at different locations on the Point and roundabout. Lieutenant Kolling explained that some truckers are using apps that are misdirecting to 92nd Ave NE. Mayor Cahill requested that Clyde Hill Administration contact the app companies to see if this misleading interpretation can be fixed.

The Council discussed witnessing dump truck trailers recently and requested that Lieutenant Kolling verify the vehicle length code section is being adhered.

Councilmember Bush requested that ordinances that the Clyde Hill Police Department have determined are difficult to enforce be addressed soon. Lieutenant Kolling has been working with the Mayor on this project and will report promptly to the Council with an update.
The Council requested the Town Engineer determine the adequate placement of two new budgeted speed radar signs.

The Council asked Attorney Missall what steps the Town needs to take to remove the Planning Commission’s role of administering variance hearings from wireless carriers. Attorney Missall stated that the creation of an ordinance would be required. The Council will need to reach a consensus before moving forward on a decision.

REGULAR BUSINESS:

AB 18-08    Boundary Line Adjustment No. 72, Public Hearing, For Approval
At applicant’s request, the agenda bill was tabled to the April meeting to allow the subject property owner to attend the meeting.

AB 18-09    Playground Project, For Discussion and Action
Town Engineer Schroeder gave an overview of the playground project explaining the steps that have been taken to date from the Park Board, designer, and Town staff collectively.

Town Engineer Schroeder went over the project scope and details of the site plans.

Mayor Cahill stated that the project budget has increased and will need Council approval before proceeding.

Councilmember Bush raised concerns of not having a drinking fountain and used it as an example of some other items originally planned that were dismissed due to cost saving measures without Council approval first.

Councilmember Bush stated that he asked five residents who also have kids if they would use the playground and received mixed feedback however he has concerns about costs. Mr. Bush suggests using fundraising for additional funding as it would also gauge interest of it as well. Councilmember Bush stated that the possibility of the budget exceeding and that this aspect needs to be considered as well. Councilmember Bush stated the importance of having a public forum for them to weigh in on input for transparency.

Councilmember Scandella referenced a City of Bellevue playground park funded by private donations. Councilmember Scandella stated that Town grounds are under-utilized and the playground will make it more inviting.

Councilmember Elmore stated the positive input from the public during the past creation of the Town sport court. Community involvement is encouraged. Councilmember Elmore suggested an open meeting with the public to discuss the playground project.
The Council discussed with the Engineer the importance of having potable, safe, drinking water for an installation of a hand water pump. The engineer stated that it would come off the meter and need a backflow device.

Park Board Member stated that a playground project has been a priority for many years and has seen public interest in it.

Councilmember Valaas requested that the Town Engineer verify the labor rates listed in the contract with the project designer as they appear too low.

Current site plans for the project will be at Town Hall for the Councilmembers to review.

The Council requested to hold a public forum meeting prior to any approval of the lowest responsible bidder.

**MOTION:** Councilmember Lagerholm move to authorize the Mayor to direct the Town Engineer to finalize and bid the Playground Project. Councilmember Valaas seconded the motion.

**VOTE:** 5 For, 0 Against, 0 Abstain. Motion carried.

**MAYOR & COUNCIL REPORTS:**

*Operations and Staffing Plan*
Mayor Cahill presented a proposal to the Council of a new plan for a Town Administrator and Clerk-Treasurer position. Mayor Cahill spoke with Town Administrators from other jurisdictions to field more insight on the creation of his proposal. Mayor Cahill is still in the process of collecting data to determine the job descriptions.

The Council discussed the proposal and requested a job description as soon as possible. The Mayor will forward the proposal to the Council once created for review.

Attorney Missall gave an overview on the advertising process for a new position.

*Wireless Facilities and Impacts*
The Council discussed the location of cell sites and the Town’s policy regarding them.

Councilmember Lagerholm stated that he would be interested in researching the option of having fiber installed underground.

Attorney Missall stated that it’s common practice in jurisdictions to allow multiple providers to install their equipment when streets are opened up. Attorney Missall stated that some of these projects utilize an LID (Local Improvement District) to distribute the cost over a set of years.
The Council discussed the possibility of renting conduit to carriers.

Mayor Cahill asked Town Engineer Schroeder to speak on a duct bank of conduits installed around ten years ago in Hunts Point that have had degeneration issues. Ms. Schroeder explained that Hunts Point was going to rent the conduit to an interested carrier until it was discovered the conduit was compromised.

The Council discussed with the Town Engineer logistics around the installation of fiber, and the potential installation of such project. Fiber over 5G would be the preferred type.

Mayor Cahill stated that there is a lot of misinformation going around regarding health effects of cell sites, and stated the importance of having the best available information to relay to the public.

*LifeSpring Gathering*
Councilmember Elmore went to a woman’s Councilmember brunch. The topics of growth, traffic, and budgets were the most common issues amongst the representatives. Councilmember Elmore also attended a Lifespring event for charitable work on the Eastside.

*SR520 Lid*
The Council discussed a local resident who has been volunteering their time to mow the lawn on the Lid. It is important that they sign a waiver from WSDOT to allow access onto their private property, and release liability.

Mayor Cahill stated that WSDOT intends to be the lead maintenance provider of the Lid this summer. The Mayor is going to research what forms are required to access WSDOT’s property on the Lid to maintain it. A future discussion item is the possibility of developing the empty grass land on the Lid.

*Letter to Residents*
The Mayor and Council discussed a letter of response to a Seattle Times article that came out in February referencing the fraud and cyber-attacks that took place in Yarrow Point in 2017. The letter explains the improvements the Town has made since the incidents and will go out to residents after being signed by Council.

*Website*
Deputy Clerk Wilcox gave a preview of the new website that is under construction. It will offer a modern look, more features to increase accessibility to the Town’s functions and better community outreach/PR.
ADJOURNMENT:

**MOTION:** Councilmember Valaas moved to adjourn the meeting at 10:06 pm. Councilmember Bush seconded the motion.

**VOTE:** 5 For, 0 Against, 0 Abstain. Motion carried.

APPROVED:

\[\text{signature}\]

Dicker Cahill, Mayor

ATTEST:

\[\text{signature}\]

Anastasiya Warbol, Clerk-Treasurer