TOWN OF YARROW POINT
COUNCIL REGULAR MEETING MINUTES
December 10, 2019
7:00 pm

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 – Excused absence
Stephan Lagerholm
Steve Bush
Andy Valaas
Carl Scandella

Staff: Bonnier Ritter – Clerk-Treasurer
Austen Wilcox – Deputy Clerk
Scott Missall – Town Attorney

Guests: Lieutenant Dawn Hanson – Clyde Hill Police Department
Grady Cunningham – Resident
Debbie Prudden – Resident
Larry Applegate – Resident
Barbara Young – Resident
Homa Shirazi – Resident
Neha Jha Mishra – Resident

APPEARANCES:
Grady Cunningham resident at 3622 90th Ave NE introduced himself and shared that this is his first Yarrow Point Council meeting he’s attended.

1. MINUTES:

November 12, 2019 Regular Meeting
MOTION: Councilmember Valaas moved to approve the regular meeting minutes of November 12, 2019 as amended. Councilmember Lagerholm seconded the motion.
VOTE: 4 For, 0 Against, 0 Abstain. Motion carried.

December 2, 2019 Special Meeting
MOTION: Councilmember Valaas moved to approve the special meeting minutes of December 2, 2019 as amended. Councilmember Lagerholm seconded the motion.
VOTE: 3 For, 0 Against, 1 Abstention by Councilmember Scandella. Motion carried.
2. CONSENT CALENDAR:
Mayor Cahill addressed questions from Council concerning specific line items on the Consent Calendar.

MOTION: Councilmember Scandella moved to approve the November Consent Calendar including the Payment Approval Report dated 12/3/2019 approving payments as shown totaling $97,140.17 plus payroll, benefits, and tax expenses of $27,395.69 as shown on the attached payroll and benefits reports for a grand total of $124,535.86. Councilmember Valaas seconded the motion.
VOTE: 4 For, 0 Against, 0 Abstain. Motion carried.

3. STAFF REPORTS:
A. Police Report:
Lieutenant Hanson reported on November police activity.

Praise was given to a Clyde Hill PD Officer for the good work he did saving the life of a juvenile.

Underaged partying and drug prevention was discussed.

B. Town Engineer Report:
Mayor Cahill reviewed the Town Engineer’s staff reports included in the packet.

Councilmember Valaas brought to the Mayor’s attention that the water pump at the Town’s playground is loose and needs to be fixed.

Morningside Park Children’s Play Area
Attorney Scott Missall noted that he worked with Engineer Schroeder to complete a remaining item relating to prevailing wage paid by the playground contractor for project close out.

2019 NE 42nd Street/ 91st Ave NE Stormwater Upsizing & UGC Project
The 2019 NE 42nd Street/ 91st Ave NE Stormwater Upsizing & UGC Project is underway. A 60% design meeting was held in mid-July. Our design team received the City of Bellevue’s 90% water main replacement design. An internal meeting with Gray & Osborne’s Roger Kuykendall is scheduled for Friday, December 6th. To date, the Town Engineer has not received any new project estimates from Puget Sound Energy or Gray & Osborne.

Stormwater Management Plan Update
PACE has completed the 2019 SWMP draft update. Currently Engineer Schroeder is reviewing the draft and anticipates having a final plan by the end of 2019.

C. Audit
Mayor Cahill noted a positive passing of the 2017-2018 audit while thanking Clerk-Treasurer Ritter for her achievements and strengthening of the Town’s Finance Department.
REGULAR BUSINESS:

4. AB 19-30: Security Camera Trial
Mayor Cahill noted that security/surveillance cameras have been considered by the Town in years past. A new option from Flock Safety is being considered on a trial basis. Strong policies and procedures would be created along with a public outreach program. Mayor Cahill discussed cost and alternative surveillance options that nearby jurisdictions use.

Council discussed the following aspects:

- Public records requirements with the Town Attorney
- Collection of license plate data and cloud storage
- Flock Safety Privacy policy
- Policies and procedures
- Personnel who would have access to the data
- Public Records Requests
- Police Department management of the system

Debbie Prudden resident at 3805 94th Ave NE supports the installment of security cameras.

Homa Shirazi resident at 9031 NE 33rd St noted that her mailbox has been broken into multiple times while also witnessing questionable people around her property. Ms. Shirazi showed her support for security cameras.

Neha Jha Mishra resident at 9219 NE 33rd St said that her mailbox was broken into twice and that cameras would be a deterrent.

Barbara Young resident at 8921 NE 33rd St stated that she has had issues with multiple vehicle break-ins, stolen property, and mail theft. Security cameras could be a proactive deterrent.

Mayor Cahill reminded those in attendance to always call the police whenever suspicious activity is witnessed.

Mayor Cahill referenced the Town’s Neighborhood Preparedness program that is used for emergencies. Establishing strong neighborly correspondence and maintaining neighborhood watches against crime is always recommended.

Council discussed procedures regarding public records.

Clyde Hill Police will monitor the collected data and operate the Flock Safety surveillance system.

Council requested Mayor Cahill to follow up with Flock Safety regarding additional questions around the operation of the system.
MOTION: Councilmember Lagerholm moved to approve the purchase of two security cameras for trial of automated license plate readers. Councilmember Scandella seconded the motion.
VOTE: 4 For, 0 Against. 0 Abstain Motion carried.

5. **AB 19-31: Appoint Mayor Pro Tem**
According to RCW 35.27.160, the Mayor shall preside over all meetings of the Council at which he or she is present. A Mayor Pro Tem may be chosen by the Council for a specified period of time, not to exceed six months, to act as the Mayor in the absence of the Mayor.

MOTION: Councilmember Valaas moved to appoint Councilmember Scandella to serve as the Mayor Pro Tem for the next six months – January 1, 2020 through June 30, 2020. Councilmember Bush seconded the motion.
VOTE: 4 For, 0 Against. Motion carried.

6. **AB 19-32: Planning & Park Commission Member Reappointments**
The following Planning Commission Member terms are up for reappointment:

Carl Hellings and Trevor Dash
Amy Pellegrini’s term is not up, but will be replaced as Chair by Carl Hellings for a two-year Chair term.

The following Park Commission Member terms are up for reappointment:
Kathy Smith and Carolyn Whittlesey

MOTION: Councilmember Valaas moved to confirm the reappointment of Carl Hellings and Trevor Dash for six-year terms on the Planning Commission and approve Carl Hellings as Planning Commission Chair for a two-year term. Councilmember Lagerholm seconded the motion.
VOTE: 4 For, 0 Against. Motion carried.

MOTION: Councilmember Bush moved to confirm the reappointment of Kathy Smith and Carolyn Whittlesey for three-year terms on the Park Commission. Councilmember Valaas seconded the motion.
VOTE: 4 For, 0 Against. Motion carried.

7. **AB 19-33: Outgoing Mailbox**
Residents continue to ask for a place to deposit outgoing mail. Staff talked with our mail carrier, and with his input researched types that may be appropriate.

The location would need to be determined. A concrete pad would also need to be installed for the box to mount on.

Deputy Clerk Wilcox said that he spoke with the Town’s postal carrier who stated that there is not enough mail flow to support the re-installment of an outgoing mailbox on the SR 520 lid where there was one previously prior to the roundabout construction.
Mayor Cahill will reach out to the U.S. Post Office to request a new outgoing box.

8. **AB 19-34: Public Defender Contract Extension**
   Town Attorney Scott Missall explained that the Points Cities (Yarrow Point, Hunts Point, Clyde Hill and Medina) share a public defender contract that was assigned to Stewart, MacNichols, Harmell, Inc. from O’Brien Law Firm, PLLP. This contract terminates on December 31, 2019.

   Negotiations are still taking place however a motion is requested tonight that would authorize the Mayor to execute a contract extension with the law firm with substantially similar terms and conditions as set forth in the contract extension approval presented.

   To give more time for the negotiation of new terms and conditions of a new contract, an extension has been drafted for the Council’s review and approval.

   **MOTION:** Councilmember Valaas moved to authorize the Mayor to approve Amendment No.1 Professional Services Agreement for the public defender contract extension.
   Councilmember Scandella seconded the motion.
   **VOTE:** 4 For, 0 Against. Motion carried.

9. **MAYOR AND COUNCIL REPORTS:**
   **Councilmember Lagerholm**
   - Referenced an ‘Elected Officials’ course he took in Olympia that was very beneficial to him.

   **Councilmember Bush**
   - Councilmember Bush asked staff if the town’s snowplow has been tested. Deputy Clerk Wilcox responded stating that the plow was recently tested and the Public Works truck was also recently serviced.

10. **ADJOURNMENT:**
    **MOTION:** Councilmember Valaas moved to adjourn the meeting at 9:01 pm.
    Councilmember Bush seconded the motion.
    **VOTE:** 4 For, 0 Against. Motion carried.

    **APPROVED:**
    ![Signature]
    Dicker Cahill, Mayor

    **ATTEST:**
    ![Signature]
    Bonnie Ritter, Clerk-Treasurer

*Council Regular Meeting  December 10, 2019*