

**TOWN OF YARROW POINT  
COUNCIL REGULAR MEETING MINUTES  
May 10, 2022  
7:00 p.m.**

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

**CALL TO ORDER:**

Mayor Katy Kinney Harris called the meeting to order at 7:02 p.m.

**PRESENT:**

**Mayor:** Mayor Katy Kinney Harris

**Councilmembers:** Stephan Lagerholm  
Carl Scandella – Excused absence  
Chuck Porter  
Andy Valaas  
Kathy Smith

**Staff:** Austen Wilcox – Deputy Clerk  
Stacia Schroeder – Engineer  
Steve Wilcox – Building Official  
Emily Miner –Attorney

**Guests:** Dawn Hanson – Clyde Hill Police Department  
Leslie Garrison – Resident  
Mike Weiss – Resident  
Cheryl Pietromonaco - Resident

**1. APPROVAL OF AGENDA**

**MOTION:** Motion by Councilmember Valaas seconded by Councilmember Smith to add AB-22-39 Pagoda Maintenance and Construction to the agenda.

**VOTE:** 4 For, 0 Against. Motion carried.

**MOTION:** Motion by Councilmember Porter seconded by Councilmember Lagerholm to approve the amended agenda.

**VOTE:** 4 For, 0 Against. Motion carried.

**2. STAFF REPORTS:**

**A. Police Report**

Lieutenant Dawn Hanson gave a report on April police activity.

- Found property report.
- 2 suspicious calls.
- 2 infractions and 4 warnings.

Mayor Harris thanked CHPD for their support for the Flock Safety license plate reader camera scheduled to be installed on 5/11/2022.

## **B. Engineer Report**

- NE 36<sup>th</sup> St

The 2020 Town of Yarrow Point Stormwater Management Plan was published last May. The new study incorporated known stormwater pipe alignments and sizes into the latest modeling software to identify and prioritize future capital improvement projects (CIPs) throughout the Town. A stormwater connection from 92nd Ave NE to NE 36th Street was identified as CIP #1. This project diverts flows along 92<sup>nd</sup> (south of NE 36th St) as well as Points Drive NE (east of the round-a-bout) to the storm system in NE 36th Street. As part of this project, several pieces of the NE 36th Street stormwater infrastructure (ie. catch basins, broken pipes, and cross bores) will be addressed.

Our current CIP identifies this project as both S-1 (\$280,000 for design and construction) and T-1 (\$160,000 for full grind and overlay). There is no power, phone, or cable conversion associated with this project. Gray & Osborne, the Town's 3-year On-Call Engineer, is currently working on the design. Staff is expecting 60% submittal documents (ie. plans, specifications, and an estimate) for review in 3 weeks. Town staff will review the documents and assuming minimal comments, we expect the final bid package just before the July 4th weekend. We intend to bid and construct the project this year with the grind and overlay to be done in the summer of 2023.

- Sewage leak in Wetherill Nature Preserve:

Fencing was put up surrounding a raw sewage leak from a private property sewage line serving four homes at the end of NE 33<sup>rd</sup> St. Town legal staff is working with the property owners, City of Bellevue and contractors for resolution.

## **C. Building Official Report**

- Construction Parking:

Building Official Steve Wilcox discussed ongoing construction parking issues in the ROW and challenges to enforce it. He, Mayor Harris and the Town Attorney are working on proposed options to present to Council to improve the construction ROW parking issue.

## **3. MINUTES**

A. Minutes of April 12, 2022 Regular Meeting

MOTION: Motion by Councilmember Valaas seconded by Councilmember Smith to approve the April 12, 2022 regular minutes as presented.

VOTE: 3 For, 0 Against, 1 Abstention. Councilmember Lagerholm abstained as he was not present at the April 12, 2022 Council meeting. Motion carried.

## **4. CONSENT CALENDAR:**

MOTION: Motion by Councilmember Valaas seconded by Councilmember Lagerholm to approve the Payment Approval Report dated 5/4/2022 approving payments as shown totaling \$173,530.16 plus payroll, benefits, and tax expenses of \$33,451.30 as shown on the payroll & benefits report for a total of \$206,981.46.

VOTE: 4 For, 0 Against. Motion carried.

**APPEARANCES:**

Cheryl Pietromonaco resident at 3445 92<sup>nd</sup> Ave NE. discussed her hedge complaint and response to a letter sent to her from Mayor Harris. She requests enforcement.

**REGULAR BUSINESS**

**5. AB 22-32: Capital Improvement Plan/Transportation Improvement Plan 2023-2028**

Town Engineer Schroeder reported on the 2022 CIP/TIP. She discussed project line items by detail with Council. Council reviewed and ordered projects by priority.

MOTION: Councilmember Valaas seconded by Councilmember Smith moved to table the discussion on the 2023-2028 CIP/TIP until after AB 22-35

VOTE: 4 For, 0 Against. Motion carried

Staff will request feedback from residents regarding the potential installation of additional streetlights on 94<sup>th</sup> Ave NE when the June CIP/TIP hearing is noticed.

**6. AB 22-35: Resolution Approving and Authorizing ILA Disposition of Property Agreement with KCWD Number 1**

A Resolution approving and authorizing ILA Disposition of property agreement with KCWD Number 1. Councilmember Porter is recused from this agenda bill.

This funding would be available for undergrounding and for streetlighting.

- KCWD Number 1 Disposition Agreement.
- Resolution No. 362 Authorizing Execution of Disposition Agreement.

MOTION: Motion by Councilmember Valaas seconded by Councilmember Lagerholm to approve Resolution No. 362, A RESOLUTION OF THE TOWN OF YARROW POINT, WASHINGTON, APPROVING AND AUTHORIZING AN INTERGOVERNMENTAL DISPOSITION OF PROPERTY AGREEMENT WITH KING COUNTY WATER DISTRICT NUMBER 1.

VOTE: 3 For, 0 Against. Motion carried. Councilmember Porter is recused.

**7. AB 22-33: PSE Schedule 74 Underground Conversion Design Agreement: 4000-4700 94th Ave NE**

Town staff recently solicited Puget Sound Energy (PSE), the electricity purveyor for Yarrow Point, to provide an underground conversion design for 4000 – 4700 94th Ave NE. The PSE plans are necessary for on-going design coordination with Comcast, Lumen, and the City of Bellevue Utilities Department as well as civil plans for storm, road, and landscape restoration.

As requested, PSE prepared a standard Schedule 74 Underground Conversion Project Design Agreement and associated Facility Conversion/ Modification Billing Detail. In general, PSE estimates the design cost for this project will be \$19,589.35. Per the

agreement, the Town of Yarrow Point is responsible for 100% of the design fee unless the project goes to construction within 5 years, whereby the design fee becomes a 60/40 split with the cost of construction: 60% Puget Sound Energy (\$11,753.61) and 40% Town of Yarrow Point (\$7,835.74).

MOTION: Motion by Councilmember Valaas seconded by Councilmember Lagerholm to authorize the Mayor to enter into the project design agreement with Puget Sound Energy for the design of an underground electrical distribution system on streets NE 38<sup>th</sup>, NE 40<sup>th</sup> and 94<sup>th</sup> Ave for the portions not undergrounded at a cost not to exceed \$18,000.00 to the Town of Yarrow Point.

VOTE: 4 For, 0 Against. Motion carried

### **8. AB 22-34: 2022 Stormwater Annual Clean & Camera**

#### **Bid Results & Proposal**

Town staff recently solicited bids from qualified contractors currently listed on the Municipal Research Services (MRSC) Roster for this year's annual stormwater clean and camera work:

- Points Drive NE – east of 92<sup>nd</sup> Ave NE
- 3300 – 4700 92<sup>nd</sup> Ave NE

The Town received 8 bids. The lowest qualified bidder was Pro-Pipe, Inc.

MOTION: Motion by Councilmember Lagerholm seconded by Councilmember Valaas to approve the lowest qualified bidder proposal, Pro-Pipe, Inc for an amount not to exceed \$25,000.00.

VOTE: 4 For, 0 Against. Motion carried.

### **9. AB 22-39: Pagoda Maintenance & Pagoda Plan**

Councilmember Valaas discussed poor quality results from the vender who has rebuilt recent pagodas in the town.

Council directs Engineer Schroeder to talk with the chosen contractor to about expectations regarding the build quality of the pagodas. Staff will monitor the reconstruction.

### **10. AB 22-36: Honorary Payment to the Mayor**

The Mayor's monthly "honorary payment" was last adjusted in March of 2016, when it was amended from \$2,500/month to \$2,750/month. It is proposed that this stipend now be raised from \$2,750 to \$3,000. It is believed that this raise is justified because the Mayor's stipend has not considered for cost-of-living adjustments like the full time employees.

Council will consider the Honorarium annually in the budget process. Council requested to have it be rolled into the budget process.

MOTION: Motion by Councilmember Lagerholm seconded by Councilmember Valaas to adopt Ordinance No. 717: An Ordinance of The Town of Yarrow Point, Washington Increasing the Amount of the Honorary Payment Made to the Mayor for Services Rendered in Her Capacity as Official Representative of the Town; Increasing the

Amount of the Honorarium Payment from \$2,750 Per Month to \$3,000 Per Month; and Setting the Effective Date of the Increase as June 1, 2022.

VOTE: 4 For, 0 Against. Motion carried.

### **11. AB 22-37: Little Lending Library Placement**

#### **Options**

Councilmember Smith discussed the proposed options for sites and designs for little libraries at Town Hall and Road End Beach.

Council discussed the proposed placement options. Councilmember Smith will pass along the comments by Council to the design committee.

MOTION: Motion by Councilmember Lagerholm seconded by Councilmember Valaas to approve the proposed options for sites and designs for little libraries at Town Hall and Road End Beach.

VOTE: 4 For, 0 Against. Motion carried.

### **12. AB 22-38: Commemorate Istvan Lovas' 25 years of service to the Town**

Mayor Harris discussed plans for commemorating Public Works Director Istvan Lovas for his 25 years of service to the Town of Yarrow Point.

MOTION: Motion by Councilmember Valaas seconded by Councilmember Porter to approve Resolution 363, A RESOLUTION OF THE TOWN OF YARROW POINT, WASHINGTON, RECOGNIZING ISTVAN LOVAS, PUBLIC WORKS COORDINATOR, FOR 25 YEARS OF SERVICE WITH THE TOWN OF YARROW POINT, AND NAMING THE OPEN SPACE AT THE END NE 42ND STREET "ISTVAN'S LANDING"

VOTE: 4 For, 0 Against. Motion carried.

### **13. MAYOR AND COUNCIL REPORTS:**

#### **Mayor:**

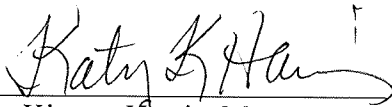
- Memorial Day coming up. Honoring men and woman and fallen spouses of men and women.
- WSDOT is looking to renegotiate maintenance of the lids. They would like to discontinue their maintenance and put the sacrifice on the local jurisdictions. Mayor Harris is working with the surrounding Mayors on this issue.
- Arbor Day Celebration April 29 - 14 saplings taken by residents and one tree planted at Town Hall.
- Sharing Bench installed at Sally's Alley.
- Spam emails are going around- be on the lookout.
- Outgoing mailbox: The outgoing USPS mailbox will be moved to 92<sup>nd</sup> Ave NE.
- Party for Istvan Lovas: June 1, 5-7PM
- Fourth of July Committee: New chair people were found

**14. ADJOURNMENT:**

MOTION: Motion by Councilmember Smith seconded by Councilmember Lagerholm to adjourn the meeting at 9:37 p.m.

VOTE: 4 For, 0 Against. Motion carried.

APPROVED:

  
Katy Kinney Harris, Mayor

ATTEST:

  
Austen Wilcox, Deputy Clerk

