

**TOWN OF YARROW POINT  
COUNCIL REGULAR MEETING MINUTES  
September 13, 2022  
4:00 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 4:10 p.m.

**PRESENT:**

**Mayor:** Mayor Katy Kinney Harris

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

**Staff:** Bonnie Ritter – Clerk Treasurer  
Austen Wilcox – Deputy Clerk  
Stacia Schroeder – Engineer  
Scott Missall – Attorney

**Guests:** John McGlenn – Park Board Chairman  
Carolyn Whittlesey – Park Board Member  
Robert Afzal – Park Board Member  
Krista Fleming – Park Board Member  
Mary Elmore – Resident

**1. APPROVAL OF AGENDA.**

**MOTION:**

Motion by Councilmember Lagerholm, seconded by Councilmember Valaas to approve the agenda as presented.

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

**2. STAFF REPORTS:**

**A. Police Report**

Lt. Dawn Hanson reviewed the police report for August 2022.

**B. Engineer Report**

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

The low bidder was vetted and determined, and he will have 40 working days to obtain physical completion.

- 94th Ave NE

The Town is working with utility companies and residents to prepare for the underground project. The Town's consulting firm Gray & Osborne, Inc. is expected to prepare civil design in 2023, and construction is to commence in 2024.

**EXECUTIVE SESSION:**

Executive Session with Town Attorney (Pursuant to RCW 42.30.110.(1)(i), the Council will recess into executive session to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

Mayor Harris called the executive session to order at 4:25 p.m. announcing the reopening of regular meeting to be at 4:55 p.m.

Mayor Harris closed the executive session at 4:58 p.m.

Mayor Harris reopened the regular meeting at 4:58 p.m. announcing that the executive session will continue until 5:20 p.m.

Mayor Harris closed the executive session at 5:34 p.m.

Mayor Harris reopened the regular meeting at 5:34 p.m.

The Council took a 5-minute recess at 5:42 p.m.

Council reconvened at 5:49 p.m.

**APPEARANCES:**

Resident Mary Elmore discussed several trees and plantings that were cut and trimmed in a non-professional way due to preparations for the upcoming 94<sup>th</sup> Ave NE underground conversion project. She is displeased about the results and does not want this to happen to others.

Mayor and Council apologized. The Town will no longer use that tree service provider.

**3. MINUTES**

A. Minutes of July 12, 2022 regular meeting

B. Minutes of August 31, 2022 special Council meeting

MOTION: Motion by Councilmember Valaas, seconded by Councilmember Smith to approve the July 12, 2022 regular meeting minutes as amended.

VOTE: 4 For, 0 Against. 1 Abstained. Motion carried.

Councilmember Lagerholm abstained as he was not present at the July 12, 2022 regular meeting.

MOTION: Motion by Councilmember Valaas, seconded by Councilmember Smith to approve the August 31, 2022 special meeting minutes as presented.

VOTE: 5 For, 0 Against. Motion carried.

**4. CONSENT CALENDAR:**

MOTION: Motion by Councilmember Porter seconded by Councilmember Valaas to approve the Consent Agenda as presented.

VOTE: 5 For, 0 Against. Motion carried.

**REGULAR BUSINESS**

**5. AB 22-50: Discussion on 2023 Preliminary Budget**

Council briefly discussed the 2023 preliminary budget.

The schedule for adoption of the 2023 budget is: October 11 - Public hearing on levy increase followed by ordinance adopting the levy for 2023; October 11 - Public hearing on preliminary budget; and November 8 - Public hearing on final budget followed by ordinance adopting the 2023 Final Budget

No action was required or taken.

**6. AB 22-51: Accepting credit card payments/Resolution No. 364**

Local governments use a wide variety of banking services for the deposit, disbursement, and safekeeping of public monies. The Town Council acknowledges that changes in technology, cash management practices, and banking industry structure necessitates periodic evaluation of treasury functions in order to serve our customers in the most efficient way possible. Accepting credit/debit cards for such payments as development and building permit fees is consistent with the practices of many government agencies. Accepting credit/debit cards would provide an additional payment option for donors making contributions to Wetherill Nature Preserve. Banner Bank is currently the holder of the Town's banking services contract, thus able to best understand the Town's daily treasury needs and provide service improvement solutions.

Council discussed modifying the Resolution language to include the acceptance of "direct debits" to Resolution No. 364.

MOTION: Motion by Councilmember Scandella, seconded by Councilmember Porter to approve Resolution No. 364 as amended: A RESOLUTION OF THE TOWN OF YARROW POINT, WASHINGTON, AUTHORIZING THE CLERK-TREASURER TO DEVELOP AND ADMINISTER INTERNAL PROCEDURES COVERING THE ACCEPTANCE OF CREDIT, DEBIT AND DIRECT DEBIT PAYMENT SOLUTIONS PURSUANT TO RCW 39.58.750 AND TO ENTER INTO A MERCHANT BANKCARD SERVICES AGREEMENT WITH BANNER BANK.

VOTE: 5 For, 0 Against. Motion carried.

**7. AB 22-52: Proclaiming September 2022 as National Recovery Month/Resolution No. 365**

To help more people achieve and sustain recovery, the U.S. Department of Health and Human Services (HHS), the Substance Abuse and Mental Health Services Administration (SAMHSA), the White House Office of National Drug Control Policy (ONDCP), King County, and the Town Council of Yarrow Point invite all residents of Yarrow Point to participate in recognizing National Recovery Month.

MOTION: Motion by Councilmember Lagerholm, seconded by Councilmember Valaas to adopt RESOLUTION NO. 365: A RESOLUTION OF THE TOWN OF YARROW POINT PROCLAIMING THE MONTH OF SEPTEMBER 2022 AS NATIONAL RECOVERY MONTH.

VOTE: 5 For, 0 Against. Motion carried.

**8. AB 22-53: Authorize Mayor to sign ILA for Marine Services provided by Mercer Island**

Mayor discussed research she did with neighboring jurisdictions who use Mercer Island marine services and found they have satisfactory results.

MOTION: Motion by Councilmember Scandella, seconded by Councilmember Lagerholm to authorize Mayor Harris to execute a contract with Mercer Island to provide Marine Patrol Services, effective January 1, 2023.

VOTE: 5 For, 0 Against. Motion carried.

**9. MAYOR AND COUNCIL REPORTS:**

**Councilmember Lagerholm**

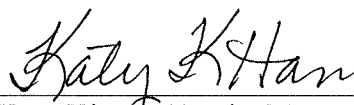
- Councilmember Lagerholm reported on a successful movie night. Mayor Harris thanked the committee who helped coordinate the event.

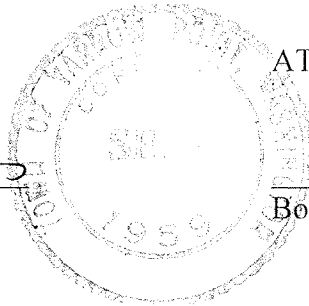
**10. ADJOURNMENT:**

MOTION: Motion by Councilmember Valaas, seconded by Councilmember Scandella to adjourn the meeting at 6:37 p.m.

VOTE: 5 For, 0 Against. Motion carried.

APPROVED:

  
Katy Kinney Harris, Mayor



ATTEST:

  
Bonnie Ritter, Clerk-Treasurer