

**TOWN OF YARROW POINT
COUNCIL REGULAR MEETING MINUTES
October 11, 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 4:01 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: Town Attorney – Emily Miner
Bruce Jones – Wetherill Nature Preserve Chairman
David Bergey – Resident

1. APPROVAL OF AGENDA.

MOTION:

Motion by Councilmember Porter, seconded by Councilmember Smith to remove the Laserfiche system purchase from the Consent Calendar to allow for discussion after the Consent Calendar approval.

VOTE: 5 For. 0 Against. Motion carried.

MOTION:

Motion by Councilmember Valaas, seconded by Councilmember Smith to approve the amended agenda.

VOTE: 5 For. 0 Against. Motion carried.

2. STAFF REPORTS:

A. Police Report

Lt. Dawn Hanson reviewed the police report for September 2022 and shared an update on the open position for a new police officer.

Mayor Harris discussed the Fire-EMS reporting procedures.

B. Engineer Report

- NE 36th St

The contractor mobilized to the site on 9/26/22 and he has 40 working days to obtain physical completion. Gray & Osborne is providing inspection services and aiding the Town Engineer with general project management activities.

- 94th Ave NE

The project schedule is still on track. We expect the City of Bellevue Water Utility to complete their design this year, bid their project in early 2023, and construct in the summer of that same year. Meanwhile we will continue working with PSE/ Lumen/ Comcast to obtain their final designs by the end of this year and Gray & Osborne to determine a scope of work for their civil design in 2023. Construction is still anticipated for 2024.

C. Third Quarter 2022 Financial Report

Clerk-Treasurer Bonnie Ritter discussed the financial report/budget worksheet for the third quarter of 2022.

3. APPEARANCES:

None.

4. MINUTES

Minutes of September 13, 2022 regular meeting

MOTION: Motion by Councilmember Valaas, seconded by Councilmember Lagerholm to approve the September 13, 2022 regular meeting minutes as amended.

VOTE: 5 For, 0 Against. Motion carried.

5. CONSENT CALENDAR:

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

VOTE: 5 For, 0 Against. Motion carried.

Laserfiche System:

Clerk-Treasurer Bonnie Ritter discussed the need to have an archival system to readily search Town records. She discussed the capabilities of the Laserfiche system and recommends it for Yarrow Point. The Town received a grant to purchase the program.

Council discussed:

- Policy for public records requests
- Access to records
- Staff management of records system

MOTION: Motion by Councilmember Valaas to authorize the Mayor to negotiate the acquisition of the Laserfiche system with the purchase of a possible larger scanner seconded by Councilmember Smith.

VOTE: 5 For, 0 Against. Motion carried.

REGULAR BUSINESS

6. AB 22-54: 2023 Property Tax Levy

The setting of the property tax levy is routine:

- The levy is limited to an increase of 1% on existing properties' Property Tax revenue the Town receives PLUS an amount related to new construction. Property tax levies are set by ordinance and filed with the County.
- If the estimated levy request is higher than the finally determined allowable rate, the assessor will reduce the levy appropriately.

Mayor Harris opened the public hearing at 4:40 p.m., and upon hearing no comments, closed the public hearing at 4:41 p.m.

MOTION: Motion by Councilmember Lagerholm, seconded by Councilmember Valaas to adopt ORDINANCE NO. 720: AN ORDINANCE OF THE TOWN OF YARROW POINT, WASHINGTON INCREASING THE TOWN OF YARROW POINT'S PROPERTY TAX REGULAR LEVY FROM THE PREVIOUS YEAR, COMMENCING JANUARY 1, 2023 ON ALL PROPERTY; AND ESTABLISHING AN EFFECTIVE DATE.

VOTE: 5 For, 0 Against. Motion carried.

7. AB 22-55: The State of The Wetherill Nature Preserve

Chairman Bruce Jones provided a State of The Wetherill Nature Preserve along with observations for the future. Council thanked Chairman Jones.

8. AB 22-56: 2023 Budget

A public hearing is required to give citizens an opportunity to be heard with reference to the 2023 preliminary budget. Council briefly discussed the preliminary budget. No action required.

Mayor Harris opened the public hearing at 5:04 p.m., and upon hearing no comment, closed the public hearing at 5:05 p.m.

9. MAYOR AND COUNCIL REPORTS:

Council discussed:

- Increasing legal fees
- Storage of materials in right of way for upcoming 94th Ave NE underground project
- Projects on Council project tracking sheet
- Sally's Alley project – discuss as a future agenda item
- Include a standing executive session option on agenda for future meetings

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 5:25 p.m. announcing the reopening of the regular meeting to be at 5:55 p.m. No action to be taken.

Mayor Harris closed the executive session at 5:58 p.m.

Mayor Harris reopened the regular meeting at 5:58 p.m. stating that the executive session is extended for 30 minutes, until 6:25 p.m.

Mayor Harris closed the executive session executive session at 6:25 p.m.

Mayor Harris reopened the regular meeting at 6:25 p.m. stating that the executive session is extended for 10 minutes, until 6:35 p.m.

Mayor Harris closed the executive session executive session at 6:40 p.m.

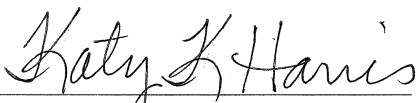
Mayor Harris reopened the regular meeting at 6:40 p.m.

10. ADJOURNMENT:

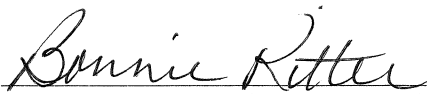
MOTION: Motion by Councilmember Valaas, seconded by Councilmember Lagerholm to adjourn the meeting at 6:40 p.m.

VOTE: 5 For, 0 Against. Motion carried.

APPROVED:


Katy Kinney Harris, Mayor

ATTEST:


Bonnie Ritter, Clerk-Treasurer

