

# CITY OF LYNDEN

## CITY COUNCIL MINUTES OF REGULAR MEETING



January 21, 2020

### 1. CALL TO ORDER

Mayor Korthuis called to order the January 21, 2020 regular session of the Lynden City Council at 7:00 p.m. at the Lynden City Hall Annex.

### ROLL CALL

Members present: Mayor Scott Korthuis and Councilors Ron De Valois, Jerry Kuiken, Brent Lenssen, Nick Laninga, Kyle Strengholt, and Mark Wohlrab.

Members absent: Councilor Bode absent with notice.

Staff present: Finance Director Anthony Burrows, Fire Chief Billmire, HR Manager Denise Bosman, Parks Director Vern Meenderinck, Planning Director Heidi Gudde, Acting Police Chief Russ Martin, Public Works Director Steve Banham, City Clerk Pam Brown, City Administrator Mike Martin, and City Attorney Bob Carmichael.

### OATH OF OFFICE

Mayor Korthuis administered the Oath of Office to Police Chief Steve Taylor. Council and staff extended their well wishes to Chief Taylor and welcomed him into the organization.

### APPROVAL OF MINUTES

*Councilor Strengholt moved and Councilor Wohlrab seconded to approve the regular council minutes of January 6, 2020. Motion approved on a 6-0 vote.*

### ITEMS FROM THE AUDIENCE

Scheduled: None

Unscheduled: None

### 2. CONSENT AGENDA

#### Approval of Payroll Disbursed –January 1 through January 15, 2020

|  |                     |
|--|---------------------|
| Paychex EFT .....                        | \$283,506.56        |
| City of Lynden EFT .....                 | \$68,542.80         |
| Warrant Liability .....                  | \$57,284.06         |
| <b>Subtotal</b>                          | <b>\$409,333.41</b> |
| Paychex EFT Liability                    | \$1,424.43          |
| <b>Total EFT &amp; Other Liabilities</b> | <b>\$410,757.84</b> |

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### Approval of Claims –January 21, 2020

|                      |              |         |              |                      |                       |
|----------------------|--------------|---------|--------------|----------------------|-----------------------|
| Manual Warrants No.  | <u>74489</u> | through | -            |                      | \$3,165.40            |
| EFT Payment Pre-Pays |              |         |              |                      | \$0.00                |
|                      |              |         |              | Sub Total Pre-Pays   | \$3,165.40            |
| Voucher Warrants No. | <u>74492</u> | through | <u>74648</u> |                      | \$1,192,295.38        |
| EFT Payments         |              |         |              |                      | <u>\$26,763.51</u>    |
|                      |              |         |              | Sub Total            | \$1,219,058.89        |
|                      |              |         |              | Total Accts. Payable | <b>\$1,222,224.29</b> |

### Amending Addendum K of the 2020 Budget

On December 2, 2019 the City Council approved the 2020 Annual Budget complete with addendums. Addendum K to the 2020 Budget states the salary schedule and cost of living allowances for the salaried non-represented positions. A correction to that addendum has been requested changing the Fire Chiefs cost of living allowance from the original 3.25% to 4% to match the union increase given to the rank and file firefighters.

The Finance Committee reviewed this issue at their committee meeting on January 21, 2020.

### Resolution No. 1017- Request to Cancel Warrant #74403

RCW 39.56.040 states that any registered or interest-bearing warrants of any municipal corporation not presented within one year of the date of their call, or other warrants not presented within one year of their issue, shall be canceled by passage of a resolution of the governing body.

Upon notice of the passage of such resolution the auditor of the municipal corporation and the treasurer of the municipal corporation shall transfer all records of such warrants so as to leave the funds as if such warrants had never been issued; and Warrant No. 74403 has not and will not be presented for payment and should be canceled.

***Councilor De Valois moved and Councilor Strengholt seconded to approve the Consent Agenda. Motion approved on a 6-0 vote.***

### **3. PUBLIC HEARING - None**

### **4. UNFINISHED BUSINESS**

#### Ordinance No. 1602- Setting the Final Property Tax Levy for 2020

The City of Lynden is required by State regulations to adopt a 2020 property tax levy. On November 18, 2019 the City Council approved Ordinance No. 1595 which was passed relying on the preliminary figures for the assessed valuation of the City's tax base, as provided by the Whatcom County

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Assessor's Office at that time. The original executive summary presented to Council on November 18, 2019 indicated that an ordinance setting the exact final levy would be forwarded to the Finance Committee and City Council for consideration when the County Assessor's Office provided the final assessed valuation for 2019. The County Assessor's office has provided the final numbers at this time.

The final calculations result in a total dollar levy amount of \$3,422,000. Per Council's direction this amount incorporated a 1% increase in the regular property tax, as allowed per the Revised Code of Washington. This total dollar levy reflects a mil rate of \$1.68926 per \$1,000 of assessed valuation. This is a decrease of approximately 11 cents from the 2019 rate.

The Finance Committee reviewed this ordinance at their committee meeting, prior to the Council meeting on January 21, 2020.

***Councilor Strengholt moved and Councilor Laninga seconded to approve Ordinance No. 1602 and authorize the Mayor's signature. Motion approved on a 6-0 vote.***

### 5. NEW BUSINESS - None

### 6. OTHER BUSINESS

#### Council Committee Updates

Councilor Kuiken reporting for the Public Works Committee which involved discussion of:

- EDI presentation to County Council
- Fire station expansion
- Traffic impact fees for West Lynden
- Benson Road roundabout
- Homestead fees
- Various street projects
- Various water projects and trails
- Front Street mobile home park

Councilor De Valois reporting for the Parks Committee which involved discussion of:

- Benson Barn
- Benson Road land lease
- Impact fees next step
- Rotary project and project issues
- Berthusen restrooms on hold
- Parks seasonal workers
- Parks department work plan

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Councilor Strengholt reporting for the Finance Committee which involved discussion of:

- Claims and payroll
- Police and Fire overtime
- Sales tax revenue for the year
- Online sales tax dollars
- Budget amendment for Fire Chief COLA
- Sales tax ordinance
- Uniform allowance for nonrepresented employees (parks employees)

***Councilor Kuiken moved and Councilor Lenssen seconded to approve the Mayor's recommendation for Council Committee assignments and appointed Chairs. Motion approved on a 6-0 vote.***

***Councilor Laninga moved to appoint Councilor Gary Bode as Mayor Pro Tem for 2020. The motion was not seconded. The motion failed. (Councilor Bode was absent)***

City Directors and the city's HR Manager presented their departments' workplan for the last quarter of 2019 to the Council.

Councilor Wohlrab stated his appreciation for the PW crews and the great work they did in keeping the city streets cleared during last weeks' snowstorms.

### 7. EXECUTIVE SESSION

Council did not have an executive session.

### 8. ADJOURNMENT

The January 21, 2020 regular session of the Lynden City Council adjourned at 7:55 p.m.

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Pamela D. Brown, MMC  
City Clerk

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Scott Korthuis  
Mayor