

CITY OF LYNDEN

CITY COUNCIL MINUTES OF REGULAR MEETING



June 2, 2025

1. CALL TO ORDER

Mayor Scott Korthuis called to order the June 2, 2025 regular session of the Lynden City Council at 7:00 p.m. in the city council chambers.

PLEDGE OF ALLEGIENCE

ROLL CALL

Members present: Councilors Gary Bode, Lee Beld, Gary Vis, Brent Lenssen, Nick Laninga, Kyle Strengtholt and Mark Wohlrab.

Staff present: Community Development Director Heidi Gudde, Finance Director Laura Scholl, Fire Chief Mike Noonan, Interim Police Chief Jeremy Bos, Public Works Director Jon Hutchings, City Clerk Pam Brown, City Administrator John Williams, and City Attorney Luke Phifer.

OATH OF OFFICE - None.

SUMMARY REPORTS AND PRESENTATIONS – None.

APPROVAL OF MINUTES

Councilor Strengtholt moved and Councilor Beld seconded, to approve the May 19, 2025 regular council minutes. Motion approved on 7-0 vote.

CITIZEN COMMENT - None.

2. CONSENT

BHC Consultants, LLC – Amendment No. 7 – Services During Construction for Stage 2 Prep – WWTP Demolition Project

Amendment No. 7 to the Professional Services Agreement with BHC Consultants, LLC adds Task 14 to provide Engineering Services During Construction of the Stage 2 Prep – WWTP Demolition Project. Services will include Project Management, Construction Observations and Special Inspection Services, Submittal Reviews, RFI Support and Responses, Change Order Support, Weekly Construction Meetings, Site Visits, and Contract Record Drawings. The contract cost for Task 14 shall not exceed \$273,417.

The Public Works Committee reviewed the agreement at their meeting on April 2, 2025, and recommended forwarding to City Council for approval.

CITY OF LYNDEN

CITY COUNCIL MINUTES OF REGULAR MEETING



Appointment to the Planning Commission – Steve Jilk

The Council is being asked to consider and confirm the Mayor's appointment of Steve Jilk to the City's Planning Commission for a four-year term. Mr. Jilk has expressed an interest in serving the community by taking a seat on the Planning Commission. Mr. Jilk has been involved in many different aspects of the Lynden Community for over 30 years, including the former City of Lynden Administrator, School Board Member, Director of the Economic Development and Marine Services for the Port of Bellingham, as well as the General Manager of Whatcom County PUD #1.

Mr. Jilk will be filling a Planning Commission seat that has been vacant for some time. The Mayor has appointed him to a four-year term beginning in June 2025 and ending at the close of December 2029 and asks that the Council confirm this appointment

Award Bid for 1st & Main Street Overlay

The City solicited bids for the structural overlay of 1st Street, starting north of Grover Street and extending north approximately to existing railroad tracks, and a structural overlay of Main Street, starting west of 2nd Street and extending to 1st Street. It will also include pedestrian ramp reconstruction, and the widening of the northbound lane of 1st Street from approximately Grover Street to Main Street.

Two (2) responsive bids were received on May 22, 2025, as shown on the Certified Bid Tabulation. At the Public Works Committee meeting on May 7, 2025, the Committee concluded that results could be forwarded directly to City Council after being informed of the results. The recommendation is to award the contract to Colacurcio Brothers, Inc, who provided the lowest responsive bid in the amount of \$463,538.00, pending TIB concurrence. This project is exempt from Washington State Sales Tax. Engineer's Estimate was \$467,820.00.

Award Bid for Bradley Road Improvements

The City solicited bids for improvements to Bradley Road from Eastwood Way to Line Road. The work to be performed under this contract shall include installation of curb and gutter, sidewalks, storm drainage, water main, roadway widening, grinding and pre-level, HMA overlay, planting, restoration, and other work.

Six (6) responsive bids were received on May 22, 2025, as shown on the Certified Bid Tabulation. At the Public Works Committee meeting on May 7, 2025, the Committee concluded that results could be forwarded directly to City Council after being informed of the results. The recommendation is to award the contract to Len Honcoop Gravel, Inc, who provided the lowest

CITY OF LYNDEN

CITY COUNCIL MINUTES OF REGULAR MEETING



responsive bid in the amount of \$2,678,926.65, including Washington State Sales Tax. Engineer's Estimate was \$3,207,197.25.

Councilor Bode moved and Councilor Vis seconded, to approve the Consent Agenda. Motion approved on 7-0 vote.

3. PUBLIC HEARING

ORD-25-1708 – Amending LMC 2,17, and 19 Regarding Design Standards and Dissolution of the Design Review Board

State Legislation (ESHB 1293) has required that cities revise design review processes to eliminate standards which could be subjectively applied. The primary goal in this requirement is to reduce the review and approval time for proposed projects. The City of Lynden must comply with the State's directives by the close of 2025. Historically the City of Lynden has maintained a Design Review Board (DRB) for project review. This volunteer group has handled the aesthetic aspects of sign applications, commercial and multi-family projects. Each of these projects must be submitted 45 days prior to a Board meeting to allow for review time. Requests to revise from the DRB can extend the review time beyond that 45-day period. Prescriptive code standards mean that the DRB role can be dissolved. It also provides consistency in design, certainty for designers, and is expected to expedite the review process.

The proposed design standards were sourced from the city's design guidelines and existing sections of code that are written to apply to 'big box' stores. The goal of the standards is to facilitate safe and efficient site design while ensuring that parking and landscape areas meet the Code, and quality architecture is required. Several 'housekeeping' items were also included in this amendment. The Planning Commission took public comment and reviewed the amendment at their February 27th and March 13th meetings. The Department of Commerce subsequently completed their 60 day comment period without comment. The Design Review Board was also invited to provide feedback on this amendment.

Mayor Korhuis opened the public hearing at 7:05 pm. There was no public comment. Mayor Korhuis closed the public comment at 7:05 pm.

Councilor Lenssen moved and Councilor Strengholt to approve Ordinance 25-1708 amending LMC 2, 17, and 19 regarding prescriptive design standards and implementing code clarifications and housekeeping items throughout and to authorize the Mayor's signature on the ordinance. Motion approved on 7-0 vote.



4. UNFINISHED BUSINESS - None

5. NEW BUSINESS

Request to Petition for Annexation – Benson Holdings

The City's annexation process begins with a request to petition for annexation. If the request is granted the applicant can then petition for supporting signatures of those property owners within the proposed annexation area. If the petitioner successfully gains the support of property owners representing at least 60% of the assessed value of the annexation area, then the petitioner may begin an application for annexation.

Attorney Lesa Starkenburg-Kroontje, representing property owner Benson Holdings, LLC, has submitted a request to petition for annexation. The 75-acre Benson Holdings property is located within the Pepin Creek Subarea and, if brought into the city, it would be zoned residentially. The annexation area is also proposed to include an additional four small parcels representing three other property owners for a total annexation area of approximately 77 acres.

The applicant has previously sought the Council's permission to petition for annexation and this was granted on July 17, 2022, however, at the time, the applicant decided not to pursue annexation. The annexation of the subject area is anticipated by the Pepin Creek Subarea Plan. Adding this northern portion at an early stage in subarea development is likely to facilitate a more comprehensive development strategy including the construction of a more complete roadway and result in financial contributions to other infrastructure improvements needed in this area.

Councilor Lenssen moved and Councilor Strengholt seconded, to grant the Benson Holdings, LLC, request to petition for annexation. Motion approved on 7-0 vote.

6. REPORTS

Councilor Strengholt reviewed Finance Committee Meeting Minutes for May 19, 2025.

Councilor Vis reviewed Parks Committee Meeting Minutes for May 19, 2025.

Councilor Lenssen reviewed Community Development Committee Meeting Minutes for May 21, 2025.

CITY OF LYNDEN

CITY COUNCIL MINUTES OF REGULAR MEETING



After some discussion among council members concerning a recent meeting with staff, developers and landowners concerning the Pepin Creek Project, Mayor Korthuis agreed to set up a meeting with Mr. Dekoster to discuss pricing that would benefit both the city and Mr. Dekoster. The Mayor agreed to bring information back to council at a future meeting.

7. EXECUTIVE SESSION

Council did not hold an executive session.

June 2, 2025 regular session of the Lynden city council adjourned at 7:45 pm.

Scott Korthuis, Mayor

Pamela Brown, City Clerk