



Minutes

1. **Opening Meeting - Pledge of Allegiance**
2. **Roll Call** – Mayor Christensen, Councilmember Bosch, Councilmember Morgan, Councilmember Josh Clawson, Councilmember Jesse Clawson and Councilmember Postma were all present.
3. **Review/Correct and/or Approve Minutes**
November 08, 2021 Minutes Approved
November 22, 2021 Minutes Approved
3. **Citizen Input** - No Citizen Input
4. **New Business**
 - a. Rollin Harper, City Planner - County Wide Planning Policy Amendment Procedures

Rollin Harper, City Planner went over the County Wide Planning Policy Amendment Procedures that have been proposed. Rollin has a concern about subsection 9A, he is suggesting revisions to the proposed amendment procedures. The main change would require the 85% population criteria to also represent at least 50 percent of the total number of jurisdictions. Rollin is satisfied with the revised proposed amendments with his suggested revisions moving forward.

Mayor Christensen and all councilmembers approve of moving forward with the suggestions that Rollin has proposed to Whatcom County, with the County Wide Planning Policy Amendment Procedures. The final version for the county should come back in the second or third month of 2022.

- b. Rollin Harper, City Planner - Review and Evaluation Program (Buildable Land) Methodology

Rollin Harper, City Planner - Review and Evaluation Program (Buildable Land) Methodology, this is required by the State under the growth management act. Whatcom County has been included to also follow this process; this is a methodology briefing to be finalized by the Whatcom County Planning Director. The methodology looks back at on our growth from 2016 which was when our last growth management was updated. Rollin advises this looks at our achieved density, and thus far the City has had been in line with what is expected. The process should take six months and the final buildable land review should be finalized and submitted to the State by June 2022. Councilmember Jesse Clawson inquired about Sumas' possible growth moving forward due to there is not lot of area for more growth. Rollin states we do not have lot of developable land left, through the next comprehension plan update process between 2022 -2025 we will have to do some careful evaluations.

5. Staff Reports

Finance Director

1. Memo - Salary Step Increase

Jennifer Bell went over the memo, there are three employees due for their step increases. Mollie Bost has completed one year of service in her role as Finance Clerk and is eligible for a salary step increase. Councilmember Bosch made a motion to move Mollie Bost from Step 1 to Step 2 effective Dec. 01, 2021, Councilmember Morgan seconded; all were in favor the motion carried.

Tessa Sytsma has completed one year of service as the Utility Clerk and is eligible for a salary step increase. Councilmember Jesse Clawson made a motion to move Tessa Systema from step 1 to step 2 effective December 01. 2021, Councilmember Josh Clawson seconded; all were in favor the motion carried.

Daniel DeBruin, Chief of Police has done an exceptional job representing the City and leading his department and he is eligible for a salary step increase too. Councilmember Bosch made a motion to move Daniel DeBruin from step 4 to step 5 for a salary increase, Councilmember Morgan seconded; all were in favor the motion carried.

2. Ordinance No. 1788 Amending Chapter 4.04 of the Municipal Code regarding Business Licenses

Jennifer Bell explained Ordinance 1788, this is updating our municipal code regarding business license application to meet the State guidelines. Jim Wright, City Attorney advises these changes are to create a general uniform of codes for the business license application procedure through the state. Councilmember Jesse Clawson was wondering if people will pay the new rate. Jennifer Bell explained that this is in line with what most cities charge, and Mayor Christensen believes people will be okay with the new fee as just a cause to do business. Councilmember Josh Clawson made a motion to adopt Ordinance 1788, Amending Chapter 4.04 of the Sumas Municipal Code regarding Business Licenses, Councilmember Morgan seconded, all were in favor the motion carried.

3. Emergency Contract with Stremler Gravel

Jennifer Bell explained this a Contract with Stremler Gravel, Inc. they have been assisting the City with the emergency flood situation. The City had a verbal contract with Stremler to help with the immediate flood response and assisting with debris removal. This draft agreement is to formalize the agreement after the fact. The contract has a cap of \$350,000.00 which was the initial agreement, it is now drafted in the contract. Jim Wright City Attorney states this information is for the council to be aware of the emergency expenses and repairs. Sunny Aulakh, Public Works Director stated they are billing off the Wash-Dot specks, meaning they can't charge any more then what Wash-Dot has set. Councilmember Jesse Clawson made a motion to authorize Mayor Christensen to sign the Agreement with Stemler Gravel, Inc and not to exceed \$350,000.00, Councilmember Josh Clawson seconded; all were in favor the motion carried.

Mayor

4. Interlocal Agreement for Mutual Aid

Mayor Christensen went over the Interlocal Agreement for Mutual Aid with all the cities, this agreement is to provide mutual aid to respond to emergencies and disasters. Councilmember Josh Clawson made a motion to authorize Mayor Christensen to sign the Interlocal Agreement for Mutual Aid, Councilmember Morgan seconded; all were in favor the motion carried.

5. Flood Response Update

Mayor Christensen updated on the flood situation; meetings are going on to hopefully put a plan in action for any future flooding. The dump on Halverstick Road is still open to assist the community with flood debris removal from their homes. Mayor Christensen stated that the damage to the City Hall was extensive, discussion on rebuilding the City Hall on the property purchased at the other end of town. The concern is we need to have a better infrastructure at the other end of town to respond to emergency situations. Mayor Christensen advises there are different funding and grants options that may be able to assist in rebuilding the city hall in the new location. Councilmember Josh Clawson was concerned with the appearance of moving the city hall; when everyone who was flooded does not have the same ability. Daniel DeBruin, Chief of Police would like to be able to evacuate everyone to the south end of town and run the command center from the new location. The land was originally purchased for a new city hall to be built eventually. Councilmember Jesse Clawson is concerned about the cost and asking the taxpayers for support. Jennifer Bell believes there will be no burden to the taxpayers and Mayor Christensen is not in favor of burdening the taxpayers either, this would be funded with grants or special funding. Sunny Aulakh would like the councilmembers to allow for funds to put together a design of a new city hall; to see what kind of funding options are available, the preliminary work needs to be done in order to move forward. Councilmember Jesse Clawson approved up to \$50,000.00 to explore design options for a new city hall, Councilmember Josh Clawson seconded; all were in favor the motion carried.

City Attorney

6. City of Sumas Executive Order 2021-01
Resolution No. 818 Confirming Executive Order 2021-01

Jim Wright City Attorney presented Resolution No. 818, waiving the fees for permits and reviews related to repairs to structures due to flooding. Councilmember Postma inquired if there will fees be assessed if the design inside the house is changed. Sunny Aulakh, Public Works Director as long as the footprint stays the same there will be no extra fees. Councilmember Josh Clawson made a motion to adopt Resolution No. 818, Confirming Executive Order 2021-01 Waiving Fees for Reviews and Permits related to Repairs to Structures Damaged Due to Flooding, Councilmember Morgan seconded; all were in favor the motion carried.

6. Voucher Approvals

The bills were present from approval and payment. Check numbers 21905, 21907 thru 21989 in the amount \$457,966.54; EFTs in the amount \$11,645.82 and November Payroll \$188,651.10. Voided Check 21790 for (\$767.70). Councilmember Bosch made a motion to pay the bills, Councilmember Josh Clawson seconded; all were in favor the motion carried.

7. Adjournment

Councilmember Jesse Clawson motioned to adjourn the meeting; Councilmember Josh Clawson seconded; all were in favor the motion carried

_____, Mayor

ATTEST:

_____, City Clerk