

CITY OF BLAINE

Hybrid

CITY COUNCIL MINUTES

Monday, March 13, 2023

6:00 PM

Mary Lou Steward – Mayor
Richard May – Mayor Pro Tem

This City Council meeting will be conducted in-person and virtually. Councilmembers and the public will be in attendance in the City Council Chambers. Those wishing to listen or watch the meeting live will be able to call one of the numbers below, or click the link to watch the live stream. Other than the audience participation portion or a public hearing, all callers will be muted during the meeting. All City Council meeting recordings are on the City's website. Instructions on how to listen live to the City Council meeting are below:

For members of the public who want to watch the meeting live, click the link below:

<https://us02web.zoom.us/j/6326365553?pwd=MnhJQlFiU2hxWC9TcU9sN1J0N3VUUT09>

For members of the public who want to listen to the meeting, call one of the numbers below:

- +1 253 215 8782 US (Tacoma)
- 888 475 4499 US Toll-free
- 833 548 0276 US Toll-free
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Meeting ID: 632 636 5553

Participant ID: #

Passcode: 427636

Find your local number: <https://us02web.zoom.us/j/6326365553>

A. STUDY SESSION: 5:50 PM – Park and Cemetery Board Interview – *the interview did not occur.*

B. CALL TO ORDER: 6:00 PM
Moment of Silence and Pledge of Allegiance – *Led by Mayor Steward*

ROLL CALL

COUNCILMEMBERS: Garth Baldwin, Eric Davidson, Mike Hill, Rhyan Lopez, Richard May, and Mary Lou Steward. Kerena Higgins requested to be excused.

**MOTION WAS MADE BY RHYAN LOPEZ TO EXCUSE KERENA HIGGINS,
SECONDED BY GARTH BALDWIN AND APPROVED 6-0.**

C. OFFICER RETIREMENT RECOGNITION: JON LANDIS

D. AUDIENCE PARTICIPATION - Sign-up/Comment Sheet is located in the Council Chambers before the meeting. If it's not there you still have the opportunity to speak. Members of the audience will have three minutes to speak. If you plan on commenting remotely via Zoom, instructions on how to comment are included at the bottom of the agenda. *Please Note: the audience participation portion of the agenda is for public comments only. City Council and City staff will not be responding to comments made by audience members.*

1. Skip Jansen, regarding the recording of the final plat as well as Tax Increment Financing funding.

E. WRITTEN COMMUNICATIONS

1. None

F. CONSENT AGENDA

Items listed below will be enacted by one motion. If separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on the Regular Agenda at the request of a Councilmember.

1. Voucher Memo:
Approval of Bills: \$352,723.09
2. Wire Register: \$382,922.84
3. Approval of Payroll: \$757,858.66
4. Approval of February 27, 2023 City Council Minutes.
5. Amendment #3 to the Deputy City Manager/City Clerk agreement per Amendment #1 of the original agreement. (Harmon)
6. Resolution 1913-23, Surplus Vehicles. (Heverling)
7. Reappointing Mike Lucas and Nate Balcom to the Public Works Advisory Committee. (Crawford)

MOTION WAS MADE BY RICHARD MAY TO APPROVE THE CONSENT AGENDA, SECONDED BY GARTH BALDWIN, AND APPROVED 6-0.

G. COUNCIL ACTION ITEMS

1. Contract for the equipment and labor for Community Center Siding Replacement. (McSpadden)

MOTION WAS MADE BY RICHARD MAY TO AUTHORIZE THE CITY MANAGER TO EXECUTE THE CONTRACT WITH TOPSIDE ROOFING & SIDING IN THE AMOUNT OF \$45,290.00 (EXCLUDING TAXES) FOR SIDING REPLACEMENT AT THE BLAINE COMMUNITY CENTER, AND ALSO AUTHORIZES THE DEPARTMENT'S DISCRETION TO MOVE FORWARD WITH ANY ADDITIONAL COSTS ON THE PROJECT UP TO THE ORIGINAL LINE ITEM AUTHORIZED IN THE BUDGET. THE MOTION WAS SECONDED BY RHYAN LOPEZ AND APPROVED 6-0.

2. Contract for the equipment and labor for insulating the inventory bays at Public Works. (McSpadden)

MOTION WAS MADE BY RICHARD MAY TO AUTHORIZE THE CITY MANAGER TO EXECUTE THE CONTRACT WITH COAST INSULATION IN THE AMOUNT OF \$56,500.00 (EXCLUDING TAXES) FOR CEILING INSULATION OF THE INVENTORY BAYS AT THE PUBLIC WORK'S YARD. THE MOTION WAS SECONDED BY GARTH BALDWIN AND APPROVED 6-0.

3. Appointment to the Park and Cemetery Board. (Crawford)

MOTION WAS MADE BY RICHARD MAY TO APPROVE JANET PICKARD TO THE PARK AND CEMETERY BOARD. THE MOTION WAS SECONDED BY GARTH BALDWIN AND APPROVED 6-0.

H. COMMISSION, COMMITTEE AND BOARD REPORTS

1. Downtown Ad Hoc Advisory Committee – Eric Davidson reported that there has been a lot of good discussion with this committee.
2. International Mobility and Trade Corridor Group (Whatcom Council of Governments) – Richard May reported on a meeting he is going to have on Tuesday, March 13th regarding a movement to inhibit bigger trucks on roads.

I. DEPARTMENT REPORTS

1. Finance Department – Daniel Heverling reported on the change in the customer service hours at the cashier and utility billing counter. The new hours will be 8:30am – 4:30pm starting April 3, 2023, which is the same hours prior to COVID.
2. City Manager – Michael Harmon gave a status update on Family Care Network’s intention to build at the old airport site. The city received the G Street sewer bids, which came in with lower numbers than anticipated.
3. Public Works Department – Gary McSpadden reported on the cut trees on Peace Portal Drive.

J. CALENDARS

Information on how to listen to the meeting live will be on the City Council agenda which is located on the City’s website homepage under Your Government, City Council, City Council Agenda. Please check the agenda prior to each meeting as the call in number or location may change.

Thursday, March 9

9:00am – Parks and Cemetery Board Meeting

6:00pm – Planning Commission Meeting

Monday, March 13

5:50pm – Study Session: Park and Cemetery Board Interview

6:00pm – City Council Meeting

Thursday, March 16

9:00am – Ad Hoc Downtown Advisory Committee Meeting *CANCELLED*

Thursday, March 23

9:00am – Ad Hoc Downtown Advisory Committee Meeting

Monday, March 27

6:00pm – City Council Meeting

Tuesday, March 28

3:30pm – Civil Service Commission Meeting

Contact information for staff and Councilmembers can be found on the City’s website.

K. UNFINISHED BUSINESS

L. COUNCIL NEW BUSINESS

1. Garth Baldwin reported on the status of the Blaine Food Bank.

M. EXECUTIVE SESSION: Council convened in executive session at 6:43 PM for 27 minutes to discuss potential litigation pursuant to RCW 42.30.110 (I)(iii), with no action to be taken.

N. ADJOURNED: 7:13 PM

Mary Lou Steward, Mayor

Samuel Crawford, City Clerk

Council minutes for March 13, 2023, were approved at the March 27, 2023, Council meeting.

Americans with Disabilities Act (ADA) Requirement: The meeting location is accessible. If you require a special accommodation during your attendance at any public meeting, please contact the City Clerk's Office (360) 332-8311 at least 72 hours prior to the meeting date you will be attending. Thank you.

Information on how to view or listen to this City Council Meeting live is below.

Meeting Details

For information on how to join a Zoom meeting via web browser, please read our advice here:

[How to Use Zoom Meeting](#)

Follow the instructions below to join the meeting by desktop computer, laptop, tablet or smartphone:

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Follow the instructions below if you want to give testimony during audience participation or public hearing. Please note that only testimony on the public hearing topic will be placed into the record.

2. When the Chair opens the Audience Participation or Public Hearing, please “raise your hand” (via the “raise hand” option in Zoom) and you will be placed in a queue. When it is your time to speak, the Zoom moderator will call on you and provide you five minutes to make your comments (if you're not planning on providing public comment, no action is required once you join the meeting).

For information on how to use the **Raise Hand** function in Zoom, please read our advice here:

[Zoom Tips on Raising Your Hand](#)

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All callers will be placed on mute until called upon to speak. Otherwise, callers will be placed on mute for the entirety of the meeting.

DRAFT