



NORTH BONNEVILLE CITY COUNCIL

Mayor Brian Sabo
Councilmember Terry Norris
Councilmember Margie Lee

Councilmember Travis Randall
Councilmember Judie Whitcomb
Councilmember John Acton

City Council Meeting Minutes March 24, 2020 7:00 PM

Refer to www.northbonneville.net for full audio

Meeting Call to Order: The meeting was called to order by Mayor Sabo at 7:00 PM.

Roll Call: Present; Mayor B. Sabo, Councilmembers J. Acton, T Randall, T. Norris.

Absent; Councilmembers M. Lee, J. Whitcomb

Pledge of Allegiance

Agenda Changes & Additions: Excuse M. Lee and J. Whitcomb, add a one time water credit for resident

Public Hearings: N/A

Consent Agenda:

- **Approval of March 10th meeting minutes. Approval of the March 2nd half vouchers for \$15,844.64.**

Motion by T. Randall, seconded by T. Norris. Passed 3-0

Guest Presentations: N/A

Public Comment: N/A

Councilmember Comments: T. Randall thanked all for coming.

Mayor's Comments: Mayor Sabo thanked everyone for "not coming" and updated the council members on the COVID-19 response. He stated that the City has closed the disc golf course, and will close the City Hall lobby to the public. However, these closures will not affect City operations and business will be conducted as normal. The staff will be working in the office and available by phone or email but if a resident needs a permit, they can set up an appointment. City pathways and trails will remain open to residents, as it is important that they have the opportunity to stay active. Mayor Sabo also addressed the financial repercussions that COVID-19 could have on the City, including low revenue projections for the year. He stated that the City is used to running on a very small budget, so the setback should not have a dire impact. He also reported that department heads are on pause for spending, other than the necessary supplies to fight the virus. He stated that because one of the public works employees is leaving at the end of the month, they will not be replaced until after the emergency, to save on funds.

Chief Administrative Officer Report: CAO, Deanna Adams, reported that she is conducting business as usual, like reconciliations and taxes, with additional cleaning and sanitizing of the office taking some of her time up. She also stated that she was excited to put the first phase of the IT upgrade in front of the council this evening.

City Attorney's Report: Ken Woodrich reports that he has spent some time working on the City's Declaration of Emergency and the Phoenix IT Agreement, which have both been going very well.

Unfinished Business: N/A

New Business:

- **Excuse J. Whitcomb from the March 24th council meeting;** Motion by T. Randall, seconded by T. Norris. Passed 3-0.
- **Excuse M. Lee from the March 24th council meeting;** Motion by T. Norris, seconded by J. Acton. Passed 3-0.
- **Ratification of the Declaration of Emergency for the City of North Bonneville;** Motion by T. Randall, seconded by J. Acton. Passed 3-0.
Mayor Sabo explained the benefits of declaring a disaster or emergency for the City including bypassing of normal procedural requirements for expenditures and competitive bidding. Furthermore, it can potentially open up state or federal emergency funding if it becomes available. He added that due to the foresight of the public works supervisor, the City purchased some back up water and sewer supplies to have on hand a few weeks ago. This has proven to be a good call because most of the suppliers have had to temporarily close, making item much harder to find.
Ken added that this declaration can also allow for temporary workers and waives some of the technicalities that can tie things up.
- **Approval of the IT agreement from Phoenix Technology for completion of Phase 1, not to exceed \$1,200 for the initial setup and \$464 per month for service;** Motion by T. Randall, seconded by J. Acton. Passed 3-0.
Deanna Adams explains that Phase 1 of the IT upgrade will update the City's malware/security and Windows systems. It will also establish Phoenix Technology as the IT service provider, as they are the most inexpensive, cooperative and highly rated (the EDC and the Port both recommend them)
- **One time water bill adjustment/credit for Andrea Truelove, not to exceed \$30.** Motion by J. Acton, seconded by T. Randall. Passed 3-0.
Deanna explained that a resident found a small leak and fixed the problem but was concerned about the extra charges.

Closing Public Comment: N/A

Closing Council Comments: T. Randall thanked everyone for coming/not coming. He also shared his opinion on the purchase of smart meters, and where residents can find more information about that. Mayor Sabo mentioned that the municipal courts are closed, and he has added an article to the packets of council members that talks about the financial shortfalls due to COVID-19 for municipalities. J. Acton reported on the daily County Emergency Management Meetings that he has been attending. He said that the State of Washington has had 2,021 COVID-19 positive tests, with 110 fatalities but the County has had 6 negative tests and no positives. He also reported that all trailheads have been closed in the County, information can be found on the County's website (updated daily), the Sheriff's office will not fine people for being out but they may break up large groups if needed and the emergency command officer for the City of North Bonneville is Fire Chief Bell. T. Norris asked about blood drives, and T. Randall updated the group that the Red Cross is still trying to facilitate safe spaces to hold them.

Adjournment: Mayor Sabo adjourned the meeting at 7:31 PM.

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