



## MINUTES

### City Council Regular Meeting

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**6:00 PM - Tuesday, May 9, 2017**

Council Chambers, 15728 Main Street, Mill Creek, WA 98012

Minutes are the official record of Mill Creek City Council meetings. Minutes document action taken at the council meeting, not what was said at the council meeting.

A recording of this City Council meeting may be found here: [Part 1](#), [Part 2](#)  
The agenda packet for this City Council meeting may be found [here](#).

### CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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Mayor Pruitt called the meeting of the Mill Creek City Council to order at 6:00 p.m. and led the Pledge of Allegiance.

### ROLL CALL

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Councilmembers Present:

*Pam Pruitt, Mayor  
Brian Holtzclaw, Mayor Pro Tem  
Sean Kelly, Councilmember  
Donna Michelson, Councilmember  
Mike Todd, Councilmember  
Mark Bond, Councilmember  
Vince Cavaleri, Councilmember*

Councilmembers Absent:

### AUDIENCE COMMUNICATION

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- A. No public comment was made.

### PRESENTATIONS

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- B. Proclamation: National Public Service Recognition Week  
A proclamation was read by Mayor Pruitt recognizing National Public Service Recognition Week and public employees and volunteers for their service.

### NEW BUSINESS

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- C. Appointments to the Planning Commission  
(City Council)  
Mayor Pro Tem Holtzclaw advised that two candidates applied for the two open Planning Commission vacancies. After interviews and review by the Council Interview Committee, both Stan Eisner and Dennis Teschlog were chosen to fill the three-year vacancies which expire on April 30, 2020.

**Mayor Pro Tem Holtzclaw made a motion to appoint Stan Eisner and Dennis Teschlog to fill the full-term vacancies expiring April 30, 2020. Councilmember Kelly seconded the motion. The motion passed unanimously.**

## WORK SESSION

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### D. [ADP Demonstration and Process Review](#)

*(Rebecca C. Polizzotto, City Manager)*

City Manager Polizzotto presented a demonstration on ADP and reviewed the process for purchase/implementation. Staff also reviewed the many features and flexibility of the platform from a human resource, payroll and employee perspective. The Council discussed the efficiency of storing records electronically and thanked staff for all of the hard work that got ADP this far.

## CONSENT AGENDA

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### E. Approval of Checks #56890 through #56935 and ACH Wire Transfers in the Amount of \$92,016.15

*(Audit Committee: Mayor Pruitt and Councilmember Bond)*

### F. Payroll and Benefit ACH Payments in the Amount of \$197,158.53

*(Audit Committee: Mayor Pruitt and Councilmember Bond)*

**Councilmember Bond made a motion to approve the consent agenda.  
Councilmember Kelly seconded the motion. The motion passed unanimously.**

## REPORTS

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### G. Mayor/Council

Mayor Pruitt reported the SERS long-term funding board met last week where the SERS board and committee approved going out for an RFP for the \$70 million radio system. She assured the Council that there will be a lot more discussion and work before a decision is made.

Councilmember Bond reported that the Snohomish Health District Food Safety Board recognized Skinny D's Yogurt in Mill Creek for the Limited Menu award.

Councilmember Michelson read a prepared statement into the record in response to articles in the May 5, 2017 edition of the Mill Creek View newspaper.

Councilmember Todd reported that he hadn't received the Economic Development District report discussed at the last meeting, therefore was unable to forward it. He assured that he will still forward it upon receipt.

Sound Cities Association and King County had an economic development summit and reached out to Snohomish County Cities, Snohomish County, Pierce County Cities and Pierce County to participate. Councilmember Todd reported that there was a lot of work to be done but this was a great first step towards improved marketing for the entire Puget Sound area.

Councilmember Todd reported an upcoming Snohomish County Cities dinner on May 18 where the topic will be the SNOCOM/SNOPAC Joint Task Force.

### H. City Manager

- Council Planning Schedule
- Legislative Summary
- Quarterly Financial Report
- PUD Update

The City Manager reported that several bills referenced in the Legislative Summary

were being signed by the Governor. Department directors had been advised to provide summaries of the bills impacting their department and outline any operational impacts they anticipate as a result.

Mayor Pruitt discussed the bill which requires a ballot box to be placed in Mill Creek and requested staff reach out to the Washington State Auditor's Office. The City Manager assured that Director Lauerman and Chief Elwin would be working together to provide recommended locations for review and recommendation to the Council.

City Manager Polizzotto discussed the Marketplace Fairness Act & The Remote Transactions Parity Act Resource Center article from the Government Finance Officers Association (GFOA) included in the packet. She reported sharing this article as a way to continue to communicate legislative information from a State, as well as Federal, level which had the potential to trickle down and affect cities.

Finance & Administration Director Lauerman reviewed the Quarterly Financial Report and provided a brief explanation on the slightly different format. Mayor Pro Tem Holtzclaw asked if construction sales tax had been segregated. Director Lauerman reported that staff was working on it and she anticipated having this information by the next quarterly report. City Manager Polizzotto clarified that this tax would be treated as one-time revenues and would be placed in a Capital Fund for one-time expenditures.

City Manager Polizzotto discussed the many projects currently underway by Snohomish County PUD and referenced the construction update put out by Communications and Marketing Director Kirk. The Council discussed a historical issue with this type of work and asked staff to make sure the projects were brought to completion in a timely manner. City Manager Polizzotto assured the Council that public works and communications staff will monitor the projects and maintain communication with both citizens and PUD staff in order to work through any concerns.

Councilmember Michelson reported that a large boulder had appeared on the shoulder of the road, just before the Heatherstone sub-division on the left. The City Manager offered to have public works staff take a look and get this resolved.

Councilmember Todd asked that more information regarding PUD projects be shared with Spring Tree residents due to the amount of work now being done in this development. Director Kirk offered to check with PUD again to get more information out.

#### **AUDIENCE COMMUNICATION**

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1. No public comment was made.

## RECESS TO EXECUTIVE SESSION

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*(Confidential Session of the Council)*

- J. The meeting recessed to executive session at 7:34 p.m. for up to 30 minutes, which was subsequently extended.
- Review negotiations on the performance of a publicly bid contract per RCW 42.30.110 (1)(d).

**At 8:30 p.m. Councilmember Cavaleri made a motion to extend the meeting to 9:00 p.m. Councilmember Todd seconded the motion. The motion passed unanimously.**

## RECONVENE TO REGULAR SESSION

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The meeting reconvened to regular session at 8:44 p.m.

## ADJOURNMENT

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With no objection, Mayor Pruitt adjourned the meeting at 8:44 p.m.



Pam Pruitt, Mayor



Peggy Lauerman, City Clerk