

**TOWN OF YARROW POINT  
COUNCIL SPECIAL MEETING MINUTES  
October 26, 2015  
9:00 AM**

The following is a summary of the proceedings and is *not* a verbatim transcript.

**CALL TO ORDER:**

Mayor Dicker Cahill called the meeting to order at 9:02 a.m.

**PRESENT:**

**Mayor:** Dicker Cahill

**Councilmembers:** Mary Elmore  
Andy Valaas  
Steve Bush  
Bruce Jones  
Carl Scandella - Excused

**Staff:** Anastasiya Warhol – Town Clerk-Treasurer  
Stacia Schroeder – Town Engineer  
John Joplin – Finance Coordinator

**Guests:** Susan Castle –Town Resident

**APPEARANCES:**

None.

**MINUTES:**

**MOTION:** Councilmember Jones moved to approve the Study Session minutes of October 19<sup>th</sup>, 2015, as presented. Councilmember Elmore seconded the motion.

**VOTE:** 4 For, 0 Against, 0 Abstain. Motion carried.

**MOTION:** Councilmember Jones moved to approve the Special Council Meeting minutes of October 19<sup>th</sup>, 2015, as presented. Councilmember Bush seconded the motion.

**VOTE:** 4 For, 0 Against, 0 Abstain. Motion carried.

**STAFF REPORTS:**

Clerk-Treasurer Warhol explained that the Town received a clean audit for 2012-2014, which is great news. Moving forward, the auditors issued some recommendations for future success and Town staff has collectively agreed to pursue the following improvements:

- A) Consider a payroll software module thereby preventing risk of errors caused by manual spreadsheets
- B) Pay special attention to how Executive Sessions are labeled in meeting minutes. The reasons for the sessions must use language specified in the RCWs
- C) Publish a list of all awarded contracts above \$35,000 annually

**REGULAR BUSINESS:**

**AB 15-39 92<sup>nd</sup> Pathway and UGC, Approve Low Bidder, for Authorization**

Town Engineer Stacia Schroder explained that earlier this month, the 92<sup>nd</sup> Avenue UGC and Pathway Project was successfully re-bid. The Town received the following eight proposals:

1. Jansen Inc, Bellingham	<b>\$659,650.40</b>
2. Laser Underground & Earthworks, Inc., Snohomish	\$685,413.50
3. Mid Mountain Contractors, Kirkland	\$734,302.45
4. 3 Kings Environmental, Battle Ground	\$777,140.00
5. Pivetta Brothers Construction, Inc., Sumner	\$802,429.45
6. Sanders General Construction, LLC, Auburn	\$885,024.41
7. Welwest Construction, Inc., Monroe	\$905,455.50
8. Earthwork Enterprises, Inc., Mukilteo	\$1,315,002.60

Jansen, Inc. was the lowest bidder. At the direction of Council, the Engineer has qualified the lowest bidder by contacting references, checking past performances, speaking with the project contact to verify project understanding, and checking information posted with the Better Business Bureau. All references had positive remarks about Jansen, Inc. Based on the Engineer's assessment; the lowest bidder has been officially qualified.

With regard to the updated budget, the Council recommended that a "project budget" be adopted to better track spending. The Engineer explained that while she doesn't anticipate using contingency funds, extra work associated with unsuitable soils may result in using the contingency.

**MOTION:** Councilmember Valaas moved to accept Jansen Inc., as the low bidder and to authorize Mayor to enter into contract with Jansen Inc., for Phase I of the 92<sup>nd</sup> Avenue UGC & Pathway Project. Councilmember Elmore seconded the motion.

**VOTE:** 4 For, 0 Against, 0 Abstain. Motion carried.

**AB 15-40 City of Bellevue Utility Developer Extension Agreement, for *Authorization***

Town Engineer explained that the City of Bellevue has requested that the Town execute a Developer Extension Agreement as part of the 92<sup>nd</sup> Avenue UGC & Pathway project. This agreement is necessary due to fire hydrants and meters being affected by the project. Now that the contractor has been selected by the Town, the rights and responsibilities of this agreement will be transferred to them.

*MOTION:* Councilmember Jones moved to authorize the Mayor to enter into the Utility Developer Extension Agreement with the City of Bellevue, with intent to transfer rights and responsibilities to the contractor selected for the 92<sup>nd</sup> Avenue UGC & Pathway project, Jansen Inc. Councilmember Elmore seconded the motion.

*VOTE:* 4 For, 0 Against, 0 Abstain. Motion carried.

**AB 15-4 Transportation Improvement Board Grant Agreement, for *Authorization***

Town Engineer explained that the Transportation Improvement Board (TIB) has partnered with PSE/IntoLight in order to upgrade PSE-owned street lights from High Pressure Sodium to energy efficient LED. If the Town is interested, PSE will invoice the Town for the costs of the conversion and the invoice will be forwarded directly to TIB for payment. In general, LED fixtures create a light which is comparable with moonlight, allowing the eyes to more easily distinguish details and colors. LEDs are also more energy-efficient. On the other hand, LEDs create an obtrusive light which may obscure water views. One benefit to keeping current lights is that they emit a yellow, “warmer” color.

The Council determined that it was important to gather some resident feedback as to whether the Town is in favor of using the LED lights. There are two main objectives to consider, efficiency; cost-savings to the Town, and aesthetics; color and feel of the lights. The Council decided to hold a public comment period on the subject at the November Council meeting. In the meantime, the Engineer was directed to gather a bit more information on cost-savings and implementation timing.

*MOTION:* Councilmember Bush moved to table the discussion on AB 15-41 until the next meeting. Councilmember Valaas. Councilmember Elmore seconded the motion.

*VOTE:* 4 For, 0 Against, 0 Abstain. Motion carried.

**MAYOR AND COUNCIL REPORTS:**

Councilmember Elmore requested that the Town pressure wash the rock wall on 92<sup>nd</sup> Avenue; Mayor agreed to investigate.

Councilmember Andy Valaas requested that if possible, the POW flag be retired from the Council Chambers; Clerk agreed to research.

Councilmember Bush requested that the Town offer an update on the noise monitoring project; Clerk will provide update at the November meeting.

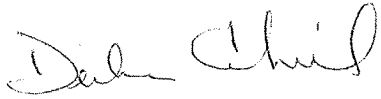
**ADJOURNMENT:**

**MOTION:** Councilmember Jones moved to adjourn the meeting at 10:18am. Councilmember Valaas seconded the motion.

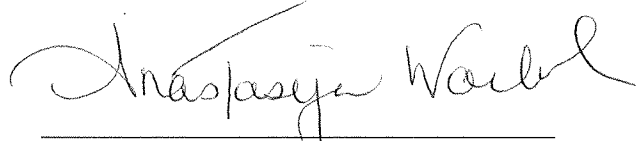
**VOTE:** 4 For, 0 Against, 0 Abstain. Motion carried.

APPROVED:

ATTEST:



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Dicker Cahill, Mayor



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Anastasiya Warhol, Clerk-Treasurer

