

**Algona City Council  
Council Meeting  
June 14<sup>th</sup> , 2021**



Mayor Hill called the meeting to order at 7:00 PM. He initiated the flag salute. Roll call was taken. Council members Troy Linnell, Mike Dawkins, Dawn Dofelmire, William Thomas, and Lynda Osborn were present. Staff members Jimmy Griess – Public Works Director, James Schrimpscher – Police Chief and Jessica Griess – Acting City Clerk were present.

**APPROVAL OF AGENDA** – Council Member Linnell moved to approve the agenda and Council Member Dawkins seconded it. The Mayor asked for a vote from the council and received a unanimous response in favor to approve the agenda.

**CONSENT AGENDA** – Council Member Thomas moved to approve the Consent Agenda and Council Member Dawkins seconded it. Mayor Hill asked for a vote from the council and received a unanimous response in favor to approve the consent agenda.

**First Quarter Finance Report** – Acting City Clerk Griess provided a presentation on the First Quarter fund totals, account totals, and the budget position.

**REPORTS** –

**Councilmember Dawkins**- None.

**Councilmember Dofelmire**- None.

**Councilmember Linnell**- Thank you to Tara and Jessica for putting together the finance committee meetings. It has helped to understand the finances. Chief, did you find out anything about the trailer on 8<sup>th</sup> Ave? Chief responded that the person has not submitted a request to stay and has reached out to them about city code around living in a RV.

**Councilmember Osborn**- We setup the 23<sup>rd</sup> as our Hometown Giveaway as well as 7<sup>th</sup> and 21<sup>st</sup> in July to help our community.

**Councilmember Thomas**- None.

**Public Works Director** – The guys are working hard on the NPDES grant work. Just waiting on some safety equipment to finish up and then move on to the ponds.

**Acting City Clerk Griess**- Gary has been working on setting up Party in the Park in place of Algona Days this year. It will Saturday August 28<sup>th</sup>. Hot dogs, chips, city booth, corn hole tournament, bouncy houses, face painting, etc. will be out. Ms. Dona has been working on the transportation program and is meeting our first volunteer driver tomorrow.

**Police Chief**- My wife and I walk the trail and the public works crew is doing a great job mowing and taking care of the parks. The officers are doing very well with a busy workload lately. There are more accidents and people on the road keeping them busy. Kuddos to Jessica and staff for putting together the finance report. We have 13 uses so far for the metro transportation vehicle. We are working on getting the third vehicle to be parked at ALPAC. Reminder that this will be our last remote meeting. Next meeting will be hybrid, council and staff in person and audience can still view online. City hall will be partially back open tomorrow and fully open in July. City staff has been doing a great job getting ready to open. Department heads are working on employee evaluations that should be completed by the end of June. Really excited that we are completing

this requirement.

**Mayor Hill-** Question about any major assumptions from the treasurer's report. Tara responded that the revenue is low since most of our tax revenue comes in at the end of May. There has been a lot of expenses from 2020 and late fees/penalties. We want to see our revenue being higher than our expenditures. Mayor Hill asked if there were any other questions and moved to the next item.

**AUDIENCE PARTICIPATION** – None.

**Discussion** –

- A. Ordinance 1191-21, An Ordinance of the City Council of the City of Algona, Washington, Amending and Renaming as Civil Violations Chapter 1.26 AMC; Repealing Chapter 2.14 AMC Board of Adjustment; Amending Title 2 AMC by the Addition of a new Chapter 2.45 Hearing Examiner thereto; Amending Chapter 2.50 AMC Fee Schedule; Amending Chapter 14.04 AMC Permit Processing; Amending Chapter 16.18A General Provisions; Amending Title 22 AMC by the Addition of a new Chapter 22.35 Variances thereto; Amending Chapter 22.76 AMC Violation-Penalty; Amending Chapter 22.80 AMC Development Agreements; Defining the Hearing Examiner's Jurisdiction and Decisional role with respect to Variances and Administrative Appeals; Adopting Preliminary Supportive Findings; Setting a Post-Adoption Public Hearing Date; Providing for Severability; and Establishing an Effective Date and an Initial Six-Month Term.

Council Member Thomas asked why this is an interim ordinance. Chief Schrimpscher explained that this will replace a hearing board since we have not utilized a hearing board. This will help us move forward with current projects. Eric Jensen with The Blueline Group further explained that there aren't any volunteers for the board so a hearing examiner is needed. The hearing examiner cost would be pass through since it is covered by a grant.

- B. Ordinance 1192-21, An Ordinance of the City of Algona, Washington, Making Certain Findings of Fact and Amending the 2021 Budget Adopted with Ordinance No. 1181-20 on December 15, 2020 and Providing for Severability, an Effective Date, and for Summary Publication by Ordinance Title Only.

Tara Dunford provided a presentation on the budget amendment. She discussed under budgeted items, documentation to support budget lines, and the differences between the amended budget and the original adopted budget.

- C. Hearing Examiner contract with Olbrechts & Associates LLC

This is a proposal for Olbrechts & Associates LLC. 99% is pass through costs to the client. Jimmy sent out four different requests and they were the only one to respond back.

- D. Resolution 1231-21, A Resolution of the City Council of the City of Algona, Washington, Authorizing the Mayor to Execute and City Staff to submit an

application for Community Development Block Grant funds for AC Watermain replacements.

This grant would assist us in replacing Seattle and Tacoma Blvd water mains the city has needed to replace for years. Public works would do the inspections and construction. This will cost nothing to the city, but there will be another budget amendment in the future to include this new revenue.

**New Business** –

A. Confirmation of City Clerk and approval of City Clerk contract.

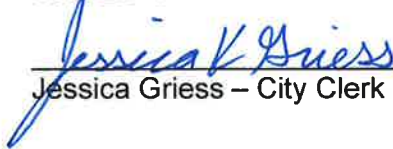
Council Member Linnell made a motion to confirm the City Clerk and the City Clerk Contract. Council Member Thomas seconded the motion. Mayor Hill asked if there was any further discussion.


B. Approve contract with Department of Revenue for online business license services.

Council Member Dawkins moved to approve the contract and Council Member Linnell seconded the motion. Mayor Hill asked for a vote and received a unanimous response in favor of approving the contract.

**Adjournment** – Meeting adjourned at 8:22 pm.

ATTEST:

  
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Jessica Griess – City Clerk

  
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David E. Hill - Mayor  
Mayor - Pro Tem