

**CITY OF SEQUIM  
MINUTES OF SPECIAL AND REGULAR MEETINGS  
FEBRUARY 24, 2020**

**SEQUIM CIVIC CENTER  
152 WEST CEDAR STREET  
SEQUIM, WA**

**SPECIAL MEETING CALL TO ORDER**

The City Council of the City of Sequim, Washington, met in a work session at the Sequim Civic Center, 152 W Cedar St., Sequim, WA 98382, on Monday, February 24, 2020. At 5:00 p.m., Mayor William Armacost called the work session to order. The meeting was quorate. Deputy Mayor Ted Miller, and Councilmembers Jennifer States, Dennis Smith, Brandon Janisse, Tom Ferrell and Troy Tenneson were present. City Manager Charlie Bush was in attendance.

**Engineering Design Standards Update**

Public Works Director David Garlington introduced a project to update the City of Sequim Engineering Design Standards. He requested Council discussion and feedback. Assistant Public Works Director Matt Klontz reviewed street standards, which include sidewalks, shared use paths and street parking. Mr. Klontz said the City's Comprehensive Plan and Transportation Master Plan define the vision of the City's transportation network, and staff then structures design standards to achieve the vision. Councilmembers discussed the downtown area. Sidewalk width, street trees and the landscape buffer between streets and sidewalks and their impact on businesses was discussed. Mayor Armacost requested more information on sandwich board signs.

**Park Host Program Relaunch**

Assistant City Manager Charisse Deschenes reported that due to liability concerns, the City's policies and procedures for the park docent program needed to be revised. Under the terms of a contract, a park host will now live in Carrie Blake Park free of charge from April to November only and will be paid \$100 a month in exchange for performing specific duties related to park maintenance and security. A competitive process will be used for selecting the park host. The new program will launch in April, Assistant City Manager Deschenes said.

**Open Council Discussion**

City Councilmembers discussed the possible need for a hospital facility in Sequim. Taking the steps needed for getting a hospital here might take a decade or more, but a hospital is a worthwhile project, Councilmembers said. Having a hospital locally assists in getting

higher medical reimbursement rates and might make economic sense, Councilmember States commented.

The Council then talked about ways the City could collaborate with the Sequim School District. City Councilmembers may be able to assist schools by constructing better roads, increasing traffic flow and in other ways. Councilmember Tenneson mentioned that he would like the Council to talk about increasing Council salaries.

Councilmembers concluded the work session at 5:54 p.m.

## REGULAR MEETING CALL TO ORDER

The City Council of the City of Sequim, Washington, met at Sequim Civic Center, 152 W Cedar St., Sequim, WA 98382, on Monday, February 24, 2020. The meeting was called to order at 6:00 p.m., with Mayor Armacost presiding. The meeting was quorate.

## PLEDGE OF ALLEGIANCE

Mayor Armacost led the flag salute.

## ROLL CALL

City Clerk McMillon conducted roll call. Mayor Armacost, Deputy Mayor Miller and Councilmembers Ferrell, Tenneson, Janisse, Smith and States were in attendance. City Manager Bush also was present.

## APPROVAL OF FINAL AGENDA

Mayor Armacost pulled item 9.1, "AB 20-023 Pro Tempore Hearing Examiner Confirmation," from the City Council agenda. He stated consideration of the item should be postponed to the March 9, 2020, City Council meeting.

MOTION: Deputy Mayor Miller moved to approve the agenda as amended. Councilmember Tenneson seconded. VOTE: 7 in favor, 0 against. Motion *carried*.

The City Council approved the agenda for the February 24, 2020, regular City Council agenda with the postponement of item 9.1, Agenda Bill 20-023, Pro Tempore Hearing Examiner Confirmation, until March 9, 2020.

## PRESENTATIONS

### Resolution Recognizing Councilmember Jennifer States for Public Service

Mayor Armacost, read a resolution recognizing Councilmember Jennifer States for service on the City Council. Councilmember States was appointed to the City Council January 8, 2018, and elected to a four-year term beginning January 1, 2020, but announced her resignation effective February 25, 2020.

The Council by unanimous consent approved **Resolution No. R2020-03**, a resolution of the City of Sequim recognizing Jennifer States for her service on the City Council.

## PUBLIC COMMENT

Bob Bilow, a local resident, said it is not necessary for the City Council to appoint an interim Hearing Examiner, and there is no rush. He urged the Council to follow a logical, competitive selection process.

Terry Yoshii, a local resident, said the medication-assisted treatment clinic is a life-safety matter, not a political issue. The City Council should not risk a costly lawsuit simply to be responsive to vocal members of the community who are against the clinic.

Jenna Rose, a local resident said the decision concerning the medication-assisted treatment facility should not be an administrative process but should be a City Council decision according to Sequim Municipal Code 20.01.04. Clearly there is broad public interest as Sequim has never before heard such an uproar from the community, she said.

Karen Hogan, a local resident living within two miles of the proposed site of the medication-assisted treatment clinic, said there is no evidence the clinic would degrade Sequim. Addiction is a medical problem and not a moral problem. A city cannot thrive if it governs for one demographic.

Ellen Fetchiet said medication-assisted treatment is the gold standard of care for opioid addiction. The current opioid crisis is overwhelming public institutions and personnel and a harm reduction strategy must be implemented.

Jodi Wilke, a Port Townsend resident, said the Save Our Sequim group is made up of compassionate people who care about having a clean, well-ordered and safe community. The group has the entire community at heart.

Marjorie Whitmore, Sequim, said she has seen many people come and go at the City of Sequim, and she has been impressed with the minimal amount of disruption that occurs during these transitions. She said she has always felt the city to be in caring, competent hands. She thanked City Manager Bush for his service.

Shenna Younger, a local resident, thanked Councilmember States for her contributions to the city during her time on the City Council, and thanked City Manager Bush for his service. She urged City Councilmembers to talk with the Sequim School District concerning school facilities.

Charlie, a Sequim resident, said the City's utility tax rate on electricity is burdensome. He urged City staff and the City Council to find efficiencies and reduce costs.

## CONSENT AGENDA

City Clerk McMillon read the consent agenda.

MOTION: Councilmember Smith moved to approve the consent agenda. Councilmember Miller seconded. VOTE: 6 in favor, 0 against, 1 abstention. Motion *carried*. Mayor Armacost, Deputy Mayor Miller and Councilmembers Janisse, Smith, States and Ferrell voted in favor. Councilmember Tenneson abstained.

The Council approved:

1. Minutes of the Regular City Council Meeting January 27, 2020
2. Minutes of the Special and Regular City Council Meetings February 10, 2020
3. Claim Vouchers Totaling \$881,743.75
4. Contract Award for Port Williams Well 2 Pump and Motor Replacement Project
5. Contract Award for Infiltration Gallery Generator Project
6. Approval of Contract with Sister City Association

## GENERAL BUSINESS

### AB 20-024 Resolution Adopting Multijurisdictional Hazard Mitigation Plan for County

Police Chief Sheri Crain said every five years Clallam County is required to update its Hazard Mitigation Plan. Plan updates are prepared by multiple local jurisdictions and reviewed by the State of Washington and Federal Emergency Management Agency. These plans identify risks, outline capabilities to deal with hazards, prescribe actions to reduce risks and provide implementation strategies. Federal funding opportunities are available to jurisdictions with approved plans. The City of Sequim's information is incorporated into the Clallam County base plan and is also separated into an annex to the plan.

MOTION: Councilmember States moved to approve the resolution adopting the 2019 Clallam County Multi-Jurisdictional Hazard Mitigation Plan as presented. Deputy Mayor Miller seconded. VOTE: 7 in favor, 0 against. Motion *carried*.

The Council approved **Resolution No. R2020-04**, a resolution of the City of Sequim adopting the Clallam County Multi-Jurisdictional Hazard Mitigation Plan update and Sequim Annex.

### AB 20-025 Review of OPNET Interlocal Agreement

Police Chief Crain said in March 2007, the City Council approved an inter-agency agreement between the Olympic Peninsula Narcotics Enforcement Team (OPNET) and the Sequim Police Department for interagency illegal narcotics enforcement. The OPNET Executive Board directed a comprehensive review be performed. Under the coordination of the Clallam County Civil Deputy Prosecutor, representative attorneys for participant agencies conducted a review and revised the original to the satisfaction of all parties.

MOTION: Councilmember States moved to authorize the City Manager to sign the OPNET Interlocal Agreement as presented. Deputy Mayor Miller seconded. VOTE: 6 in favor, 0 against, 1 abstention. Motion *carried*. Mayor Armacost, Deputy Mayor Miller and

Councilmembers States, Smith, Ferrell and Tenneson voted in favor. Councilmember Janisse abstained.

#### AB 20-026 Process for Appointing a Councilmember to Fill Council Vacancy

Council Position No. 2 will be vacant February 25, 2020, due to the resignation of Councilmember Jennifer States. Following the provisions of RCW 42.12, the remaining members of the City Council shall appoint a new Councilmember.

Councilmembers reviewed a proposed schedule for appointing a Councilmember to Council Position No. 2. They also reviewed a proposed application including supplemental questions prepared by City Clerk McMillon.

The Council by **unanimous consent**:

1. Moved the application due date to Friday, March 13, 2020, by 4 p.m.;
2. Established that if there are six or more applicants the schedule is to be followed as presented;
3. Established that if there are less than six applicants the interviews shall be conducted on March 23;
4. Approved the application and supplemental questions as presented and stated that Councilmembers may each ask their own questions with all candidates asked the same questions.

## REPORTS

### Committee, Board and Liaisons

Councilmember Smith reported on the Sister City Association. He said the group decided students from Shiso City, Japan would visit Sequim on September 18, 2020, and students from the City of Sequim would visit Shiso in October. Councilmember Smith then discussed the importance of participation in the Peninsula Regional Transportation Planning Association as far as coordinating efforts and receiving grant funding.

Councilmember States reported on the Clallam County Solid Waste Advisory Committee. A ban on plastic grocery bags is under discussion in the State Legislature and has passed in the House. This ban might be a worthwhile topic for a City Council work session.

Mayor Armacost and Deputy Mayor Miller discussed a meeting of the Clallam County Transit Board. The transit system continues to move forward with plans for electric-powered buses that don't pollute the atmosphere with carbon emissions. These buses have a longer mileage range than ever, Mayor Armacost said.

Mayor Armacost said he is excited to participate in the Sequim Chamber of Commerce meetings. The Sequim Arts Commission is excited about the upcoming Sunshine Festival and the organization of music jam sessions in the Centennial Plaza.

## Student Liaisons

Hannah Hampton reported on a Youth Services Task Force meeting and upcoming Youth Summit. The environmental club at the High School recently planted over 100 trees.

## City Manager

Assistant City Manager Charisse Deschenes discussed the charter for the City Arts Advisory Commission. She said the commission performs an important role in the community. Commission members are requesting Council discussion concerning funding for art and art programs. Some Councilmembers agreed this is an important discussion as art is not considered to be an essential City service like police protection and utilities. Mrs. Deschenes said the City of Seattle, King County and other agencies provide dedicated funding sources for art. An art district might be an option.

Assistant City Manager Deschenes also requested Council input on associate members of the arts commission. These are volunteers who don't want to commit to full participation, but still provide an important source of input. The Council by **unanimous consent** directed Mrs. Deschenes provide a proposed ordinance establishing associate members of the arts commission.

## Council Committee Assignments

City Clerk McMillon said a vacancy on the Clallam County Boundary Review Board is available for a Sequim City Councilmember. Councilmember States' positions on the North Olympic Development Council and Clallam County Solid Waste Advisory Committee also need to be filled. The Council requested more information on these groups before making a decision.

## EXECUTIVE SESSION

At 7:51 p.m., Mayor Armacost announced an executive session pursuant to RCW 42.30.110(g), to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. He said the executive session would be 30 minutes in duration.

Mayor Armacost, Deputy Mayor Miller, and Councilmembers Tenneson and Ferrell attended the executive session. Councilmembers Janisse and Smith were not in attendance. Councilmember Smith left the City Council meeting at 8:00 p.m.

The Council came out of executive session at 8:21 p.m., and stood at ease until 8:23 p.m.

MOTION: Councilmember Ferrell moved that we ask Charisse Deschenes to be our Interim City Manager. Deputy Mayor Miller seconded. VOTE: 5 in favor, 0 against, 1 abstention. Motion *carried*. Mayor Armacost, Deputy Mayor Miller and Councilmembers Ferrell, States and Tenneson voted in favor. Councilmember Janisse abstained.

The Council appointed Assistant City Manager Charisse Deschenes as Interim City Manager, contingent on Council approval of a contract for these services at a future date.

#### COUNCIL COMMENT

Councilmember States left the City Council meeting at 8:25 p.m.

Mayor Armacost reviewed the details of an ad-hoc committee meeting held February 13 to discuss the process for recruiting a new City Manager. Some members of the Council expressed concern that the entire Council did not have the opportunity to comment on the selection process at that time. Mayor Armacost said at the next regular City Council meeting March 9, 2020, the Council will have an opportunity to comment.


#### ADJOURNMENT

With no further business before the City Council, Mayor Armacost announced meeting adjournment at 8:34 p.m.

Approved:

  
\_\_\_\_\_  
William Armacost, Mayor

Attest:

  
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Sara McMillon, City Clerk