

Agenda

CITY OF GOLD BAR COUNCIL MEETING

Tuesday, June 18, 2024

7:00 PM

CITY HALL

CALL TO ORDER, FLAG SALUTE, ROLL CALL

AGENDA APPROVAL

MAYOR'S REPORT, STAFF REPORTS, COUNCIL COMMENTS

CITIZEN COMMENTS (SIGN-IN REQUIRED, LIMITED TO 3 MINUTES)

CONTINUED BUSINESS

1. ORDINANCE #778 AMENDING TITLE 2 – SECOND READING AND ACTION

NEW BUSINESS

1. RESOLUTION #24-03 AMENDING PUBLIC RECORDS – DISCUSSION AND ACTION

2. RESOLUTION #24-04 AMENDING COUNCIL POLICIES – DISCUSSION AND ACTION

FINAL COUNCIL COMMENTS

MINUTES APPROVAL

June 4, 2024

VOUCHER APPROVAL

CHECKS

37675 - 37699

CLAIMS

\$134,145.18

PAYROLL & TAXES

\$1,200.00

TOTAL

\$135,345.18

ADJOURNMENT

**CITY OF GOLD BAR, WASHINGTON
ORDINANCE #778**

**AN ORDINANCE FOR THE CITY OF GOLD BAR, WASHINGTON AMENDING GOLD BAR
MUNICIPAL CODE TITLE 2 FOR CREATING A TREE BOARD**

WHEREAS, regulation of trees on public property helps maintain the health and safety of both trees and residents; and

WHEREAS, regulation of trees on public property provides standards for planting, pruning, and removal; and

WHEREAS, the regulation of trees provides for potential impacts to city watermains, streets, sidewalks, stormwater runoff, power lines, and soil stabilization;

NOW THEREFORE, THE COUNCIL FOR THE CITY OF GOLD BAR ORDAINS that Title 2, Administration and Personnel, shall have a new chapter created as follows.

Section I, Title 2.40.010 – Purpose

Section II, Title 2.40.020 – Establishment of Gold Bar Tree Board

Section III, Title 2.40.030 – Duties and Responsibilities

Section IV, Severability

Section V, Effective Date

Section I, Title 2.40.010 – Purpose

In order to enhance the quality of life and the present and future health, safety, and welfare of all residents, to enhance property values, and to ensure proper planting and care of trees on public property, the City herein delegates the authority and responsibility for managing public trees and creates a Tree Advisory Board for establishing practices governing the planting and care of trees on public property.

Section II, Title 2.40.020 – Establishment of Gold Bar Tree Board

- A. There shall be created a board to be known and designated as the Gold Bar Tree Board composed of four members. Three of these members, who shall be citizens of Gold Bar, shall be appointed by the mayor after filing an application with the city clerk. The fourth member shall be a city official or employee who shall be a nonvoting ex officio member.
- B. The initial three members appointed by the mayor shall be appointed as follows: one for one year, one for two years, and one for three years, and each shall serve until a successor is duly appointed. Successors to the original members appointed by the mayor shall thereafter be appointed for terms of four years.
- C. Vacancies shall be filled for the unexpired term in the same manner as original appointments are made.
- D. All voting members of the board shall serve without pay and without respect to political affiliations. Voting members are not employees of the City of Gold Bar, but volunteers acting under the guidance of city staff. Such volunteers shall comply with city requirements as provided by staff.

E. Within a reasonable time after appointment of said board and the approval of the members thereof, said committee shall meet and organize the election of a Director. The board shall then provide for the adoption of rules and procedures and for the holding of regular and special meetings as the board shall deem advisable and necessary in order to perform the duties set forth.

Section III, Title 2.40.030 – Duties and Responsibilities

The Gold Bar Tree Board shall have the following duties:

1. To meet a minimum of four times a year, at which the subject of trees, insofar as it relates to the city, may be discussed by the members of the board, officers, and personnel of the city, its divisions, and all others interested in the tree program;
2. To study the problems and determine the needs of the city in connection with its tree program;
3. Prepare a manual containing guidelines and regulations, which it may add to, delete from, or adjust in the best interest of the City, with final approval by the Council for the City of Gold Bar. The manual will be known as ‘A Community Tree Program, Gold Bar, Washington’ and will contain, at a minimum, the following.
 - a. An historic and landmark tree nomination process.
 - b. Pruning standards.
 - c. A master tree list containing trees recommended for planting in specific areas and those trees that are prohibited as street trees.
 - d. An inventory of existing trees on public property, completed by the board, that includes all public trees, that will be kept current, and that will be placed on file in the office of the mayor.
4. After consulting with those familiar with the subject of plantings (such as landscape architects, arborists, nursery professionals, and/or the Public Works Director, the board will prepare a master tree list, to be adopted by the Council for the City of Gold Bar, that identifies the size and species of trees suitable and desirable for planting on public property. All trees hereafter planted on public property shall be guided by the master tree list unless permission from the city is first obtained to plant a tree not on the master tree list.
5. Provide news and information regarding the selection, planting, and maintenance of trees on public and private property with said public education subject to the availability of funding and other necessary resources.
6. As necessary, advise the Council for the City of Gold Bar on desirable legislation concerning tree programs and tree activities.
7. Devise a process to develop a comprehensive urban tree plan to be adopted by the Council for the City of Gold Bar.
8. Coordinate and promote Arbor Day activities.
9. Assist with the annual application to renew the Tree City USA designation.

Section IV, Severability

This ordinance is severable and if any portion of it shall be declared invalid or unconstitutional, the remaining portion shall remain valid and enforceable.

Section V, Effective Date

This ordinance shall take effect from, and after, its passage, approval, and publication as provided by law.

Passed by the Council for the City of Gold Bar on this _____ day of _____, 2024.

Attest: _____
Steve Yarbrough, Mayor

Attest: _____
Lisa Stowe, Clerk/Treasurer

**CITY OF GOLD BAR, WASHINGTON
RESOLUTION NO. 24-03**

**A RESOLUTION OF THE CITY OF GOLD BAR, WASHINGTON AMENDING THE PUBLIC RECORDS
MANUAL**

WHEREAS, a recent Washington Supreme Court ruling impacts the Public Records Act; and

WHEREAS, the City of Gold Bar’s Public Records Manual must be updated to reflect those changes; and

WHEREAS, the majority of changes as a result of the Supreme Court’s recent ruling are administrative and do not require amendments; and

WHEREAS, one update requires the setting of a formal timeframe which does require an amendment;

NOW THEREFORE BE IT RESOLVED by the governing body of the City of Gold Bar that the Public Records Manual be amended as follows.

- Section I Procedure**
- Section II Severability**
- Section III Effective Date**

Section I, Procedure

4. Response to Requests.

F. The requester may submit follow-up questions to a fulfilled and/or closed request within *seven (7) business days* following the date of request closure. This information must be included in the fulfilled/closure notification.

Section IV, Severability

This resolution is severable and if any portion of it shall be declared invalid or unconstitutional, the remaining portion shall remain valid and enforceable.

Section V, Effective Date

This Resolution shall take effect from, and after, its passage and approval, as provided by law.

Resolved this _____ day of _____, 2024.

APPROVED:

ATTEST/AUTHENTICATED:

Steve Yarbrough, Mayor

Lisa Stowe, Clerk/Treasurer

**CITY OF GOLD BAR, WASHINGTON
RESOLUTION NO. 24-04**

**A RESOLUTION OF THE CITY OF GOLD BAR, WASHINGTON AMENDING POLICIES AND
PROCEDURES FOR THE COUNCIL FOR THE CITY OF GOLD BAR**

WHEREAS, during the COVID outbreak virtual meetings became necessary; and

WHEREAS, there are many advantage in holding virtual meetings; and

WHEREAS, virtual meetings have now become commonplace; and

WHEREAS, council policies must be updated to reflect this new method of attendance;

NOW THEREFORE BE IT RESOLVED by the governing body of the City of Gold Bar that the Council Policies and Procedures be amended as follows.

Section I Title 6, Quorum
Section II Severability
Section III Effective Date

Section I, Title 6, Quorum

~~A Councilmember may participate by an agreed upon electronic means with prior approval by a majority of the Council, and on non-quasi-judicial matters only. A Councilmember may participate by this means no more than two times per year.~~

While in-person attendance of Council meetings is the preferred method, councilmembers may attend meetings virtually as needed.

Section IV, Severability

This resolution is severable and if any portion of it shall be declared invalid or unconstitutional, the remaining portion shall remain valid and enforceable.

Section V, Effective Date

This Resolution shall take effect from, and after, its passage and approval, as provided by law.

Resolved this _____ day of _____, 2024.

APPROVED:

ATTEST/AUTHENTICATED:

Steve Yarbrough, Mayor

Lisa Stowe, Clerk/Treasurer

City of Gold Bar

EST. 1910



107 – 5th Street, Gold Bar, WA 98251

City of Gold Bar Council Meeting Minutes Tuesday, June 4, 2024

CALL TO ORDER, FLAG SALUTE, ROLL CALL

Mayor Yarbrough called the meeting to order at 7:00 pm. The meeting was held in hybrid format. Present in person were Councilmembers Lie, Martin, and Russell. Staff members present in person were Chief Whalen, Public Works Director Norris and Clerk Stowe. Councilmembers Phillips and Sears attended via Zoom as did Office Manager Beaston.

AGENDA APPROVAL

Councilmember Russell moved to adopt the agenda as presented and with a second by Councilmember, the motion carried.

MAYOR'S REPORT - none

STAFF REPORT

Chief Whalen reviewed statistics and the large number of calls that were deputy-initiated. He also talked about partnerships with the Violent Offenders task force and the cities of Sultan and Monroe that resulted in apprehensions of offenders.

Director Norris spoke briefly about changes in lighting and screens in the council chambers, the hiring of a new maintenance person, and work done for contracted water districts. Councilmember Lie asked about fire hydrants in Big Bend.

Mayor Yarbrough reviewed the process for making comments for any citizens attending.

COUNCIL COMMENTS

Councilmember Sears gave information on Pride Month events.

Councilmember Lie reviewed ATV activity, and talked about a recent house fire, commending the fire department.

Councilmember Martin attended the recent memorial for Dorothy Croshaw, a former councilmember and long-time resident. She also touched on river safety and the house fire.

Councilmember Russell talked about hiking to Wallace Lake and the recent house fire.

Councilmember Phillips also talked about the house fire.

CITIZEN COMMENTS - none

PUBLIC HEARING

Clerk Stowe called the public hearing to order at 7:13 pm and reviewed the hearing process. No councilmember disclosed any reason to be recused from the hearing. She then introduced Ordinance #776 relating to amending Title 17. There was discussion around one amendment discussed at the previous meeting, and a new amendment. After discussion, Councilmember Sears moved to amend the ordinance to add the word 'additional' and with a second by Councilmember Russell, the motion carried.

After further brief discussion Councilmember Phillips moved to accept Ordinance #776 as amended, for a second reading and approval, and with a second by Councilmember Russell, the motion carried.

With no further business, Councilmember Sears moved to adjourn the public hearing and with a second by both Councilmembers Russell and Phillips, the motion carried and the regular agenda was returned to at 7:27 pm.

CONTINUED BUSINESS - none

NEW BUSINESS

Ordinance #777, Comprehensive Plan. There was brief discussion around the timeline for adoption and potential comments. After discussion, Councilmember Lie moved to accept Ordinance #777 for an introduction and first reading, and with a second by both Councilmembers Russell and Sears, the motion carried.

Confirmation of Bid Awards. Director Norris talked about the winning bids for the seal coat project and the 9th Street Overlay. After discussion, Councilmember Sears moved to formally accept the winning bids and with a second by Councilmember Russell, the motion carried.

Ordinance #778, Amending Title 2. This ordinance creates a Tree Board, which is a first step to becoming a Tree City. After discussion, Councilmember Sears moved to accept Ordinance #778 for an introduction and first reading, and with a second by Councilmember Phillips, the motion carried.

FINAL COUNCIL COMMENTS/OTHER BUSINESS

Councilmember Lie spoke briefly about the recent Snohomish County Tomorrow meeting.

Councilmember Martin gave information on the next recreational meeting.

Councilmember Russell is going on a ride along with deputies.

MINUTES APPROVAL

Councilmember Sears moved to approve the May 21st, 2024, minutes as presented and with a second by Councilmember Russell, the motion carried.

VOUCHER APPROVAL

Councilmember Martin moved to approve checks numbering 37646 through 37674 with \$8,600.55 for claims and \$46,827.79 for payroll and taxes, for a grand total of \$55,428.34 and with a second by Councilmember Russell, the motion carried.

ADJOURNMENT

Councilmember Sears moved to adjourn the meeting and with a second by Councilmember Russell the motion carried, and the meeting was adjourned at 7:40 pm.

Steve Yarbrough, Mayor

Lisa Stowe, Clerk/Treasurer

CHECK REGISTER

City Of Gold Bar

Time: 15:36:58 Date: 06/12/2024

06/05/2024 To: 06/18/2024

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
1036	06/05/2024	Claims	7	37675	Debit Account Coastal Community Bank	3,565.56	
1052	06/11/2024	Payroll	7	37676	Richard L Baker	200.00	
1053	06/11/2024	Payroll	7	37677	Denise J Beaston	800.00	
1054	06/11/2024	Payroll	7	37678	Timothy M Shiers	200.00	
1063	06/18/2024	Claims	7	37679	A&H Well Services, LLC	21,545.66	Big Bend Pump Install
1064	06/18/2024	Claims	7	37680	AM Test, Inc.	225.00	
1065	06/18/2024	Claims	7	37681	Atwell, LLC	18,658.84	Crack Seal, 9th St.
1066	06/18/2024	Claims	7	37682	City Of Gold Bar	497.34	
1067	06/18/2024	Claims	7	37683	Comcast Business	671.45	
1068	06/18/2024	Claims	7	37684	Core & Main LP	352.71	
1069	06/18/2024	Claims	7	E37685	Dept Of Revenue-Excise Tax	2,217.62	
1070	06/18/2024	Claims	7	37686	Dunlap Industrial Hdwre	620.15	
1071	06/18/2024	Claims	7	37687	Express Employment Professionals	2,504.94	
1072	06/18/2024	Claims	7	37688	ICONIX Waterworks	917.55	
1073	06/18/2024	Claims	7	37689	Pacifica Law Group	35.00	Big Bend
1074	06/18/2024	Claims	7	37690	Pumpstech Inc.	38,151.60	Well Pump Repairs
1075	06/18/2024	Claims	7	37691	Sno County PUD	1,794.57	
1076	06/18/2024	Claims	7	37692	Sno County Sheriff	41,022.83	June 2024
1077	06/18/2024	Claims	7	37693	Sound Publishing	8.60	
1078	06/18/2024	Claims	7	37694	Utilities Underground	17.19	
1079	06/18/2024	Claims	7	37695	WA State Treasurer	175.68	
1080	06/18/2024	Claims	7	37696	Waste Management	586.45	
1081	06/18/2024	Claims	7	37697	Xerox Corporation	260.89	
1082	06/18/2024	Claims	7	37698	Ziply Fiber	265.65	
1083	06/18/2024	Claims	7	37699	Ziply Fiber	49.90	
001 General Government						44,614.21	
101 City Street						2,745.57	
302 General And Street Grants Fund						18,658.84	
401 Water Operating						67,484.93	
403 Water Capital Improvement						917.55	
415 Stormwater Fund						748.40	
633 Agency Fund						175.68	
						135,345.18	
						Claims:	134,145.18
						Payroll:	1,200.00