



**City of Port Orchard  
Council Meeting Minutes  
Regular Meeting of May 26, 2020**

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**1. CALL TO ORDER AND ROLL CALL**

Mayor Putaansuu called the meeting to order at 6:30 p.m.

Roll call was taken by the City Clerk as follows:

Councilmember Ashby	Present via Remote Access
Councilmember Chang	Present via Remote Access
Councilmember Clauson	Present via Remote Access
Councilmember Cucciardi	Present via Remote Access
Councilmember Diener	Present via Remote Access
Councilmember Lucarelli	Present via Remote Access
Mayor Pro-Tem Rosapepe	Present via Remote Access
Mayor Putaansuu	Present via Remote Access

Staff present via Remote Access: Public Works Director Dorsey, Finance Director Crocker, Community Development Director Bond, HR Coordinator Lund, City Attorney Archer, Police Chief Brown, and City Clerk Rinearson.

Mayor Putaansuu stated pursuant to the Governor's "Stay Home - Stay Safe" Order, the City will take actions on necessary and routine business items. The City is prohibited from conducting meetings unless the meeting is not conducted in-person and instead provides options for the public to attend through telephone access, internet or other means of remote access, and also provides the ability for persons attending the meeting (not in-person) to hear each other at the same time.

**A. PLEDGE OF ALLEGIANCE**

Mayor Putaansuu led the audience and Council in the Pledge of Allegiance.

**2. APPROVAL OF AGENDA**

**MOTION:** By Councilmember Clauson, seconded by Councilmember Rosapepe, to approve the agenda as published.

The motion carried.

**3. CITIZENS COMMENTS**

There were no citizen comments.

**4. CONSENT AGENDA**

- A. Approval of Voucher Nos. 79588 through 79609 and 79613 through 79694, including bank drafts in the amount of \$312,376.80 and EFT's in the amount of \$514.34 totaling \$312,891.14.
- B. Approval of Payroll Check Nos. 79610 through 79612 including bank drafts and EFT's in the amount of \$132,269.47; and Direct Deposits in the amount of \$188,268.16 totaling \$320,537.63.
- C. Approval of the May 12, 2020, City Council Meeting

**MOTION:** By Councilmember Clauson, seconded by Councilmember Lucarelli, to approve the consent agenda as published.

**The motion carried.**

**5. PRESENTATION**

There were no presentations.

**6. PUBLIC HEARING**

There were no public hearings.

**7. BUSINESS ITEMS**

- A. **Adoption of a Resolution Expressing Support for Application to the Governor for a Variance from Governor Inslee's Healthy Start Four-Phase Plan to Ensure the Expedient and Safe Restart of Economic and Social Activity in Kitsap County**

**MOTION:** By Councilmember Cucciardi, seconded by Councilmember Clauson, to adopt a resolution expressing support for application to the governor for a variance from Governor Inslee's healthy start four-phase plan to ensure the expedient and safe restart of economic and social activity in Kitsap County.

**The motion carried.**

**(Resolution No. 018-20)**

- B. **Adoption of an Ordinance Amending Port Orchard Municipal Code 9.30 (Nuisances) to Address Nuisance Bees and Other Stinging Insects**

**MOTION:** By Councilmember Rosapepe, seconded by Councilmember Clauson, to adopt an ordinance amending POMC Chapter 9.30, adding provisions for nuisance bees and stinging insects.

**The motion carried.**

**(Ordinance No. 012-20)**

**C. Approval of Memorandums of Understanding with the Police Guild Representing Patrol and Sergeants**

**MOTION:** By Councilmember Diener, seconded by Councilmember Cucciardi, to authorize the Mayor to sign Memoranda of Understanding with the Police Guild representing Sergeants and with the Police Guild representing Patrol Officers regarding scheduling.

**The motion carried.**

**(Amendment No. 3 to Contract No. 046-19-Officers and Amendment No. 3 to Contract No. 047-19-Sergeants)**

**D. Adoption of a Resolution to Accept a Multifamily Property Tax Exemption Agreement (MPTE) for the Sedgwick Multifamily Project**

**MOTION:** By Councilmember Diener, seconded by Councilmember Clauson, to approve a resolution authorizing the Mayor to accept and sign a Multifamily Housing Limited Property Tax Exemption Agreement between the City and Sedgwick Ventures LLC, as presented.

**The motion carried.**

**(Resolution No. 019-20)**

**E. Adoption of a Resolution Approving a Contract with Murraysmith, Inc. for the 2020-2021 McCormick Woods Well No. 11 Phase 1 – Site Improvement (Schematic 30%) Project**

**MOTION:** By Councilmember Lucarelli, seconded by Councilmember Diener, to adopt Resolution No. 015-20, thereby approving Contract No. C048-20 with Murraysmith, Inc. for the 2020-2021 McCormick Woods Well No. 11 Phase I – Site Improvements (Schematic 30% Design) Project in the amount of \$94,673 and documenting the Professional Services procurement procedures.

**The motion carried.**

**(Resolution No. 015-20)**

**8. DISCUSSION ITEMS (No Action to be Taken)**

**A. Furlough Policy Considerations**

Mayor Putaansuu noted the Council has given him the authority to amend personnel policies and report back to Council, however, we currently do not have a furlough policy.

HR Coordinator Lund explained the City has not furloughed, laid off, or reduced hours of any staff member since the start of COVID-19. She said this is a testament to the Mayor and leadership team of the City.

In the event we need to look at reduction of staffing hours or positions, we do not have a furlough policy. A furlough would be a temporary reduction of hours and could be for a week, a couple of weeks, or only certain days of the week. We are writing a policy to be broad enough to cover a couple different scenarios.

Council and staff discussed the furlough policy including what to do with other leave benefits, insurance benefits, paid leave, not accruing additional time while on furlough, employees working with other departments, and limitations on furloughing.

Mayor Putaansuu said we will bring this back in two weeks in the form of a resolution.

## **9. REPORTS OF COUNCIL COMMITTEES**

Mayor Putaansuu reported the Finance Committee is scheduled to meet June 9<sup>th</sup> and provided a brief explanation of the City's financial situation. The Sewer Advisory Committee is scheduled to meet June 17<sup>th</sup>. The Land Use Committee is scheduled to meet June 1<sup>st</sup>.

Councilmember Cucciardi reported on the May 18<sup>th</sup> Economic Development and Tourism Committee meeting.

Councilmember Lucarelli reported on the May 19<sup>th</sup> Utilities Committee meeting. The next meeting is scheduled for June 16<sup>th</sup>. She also reported on the May 18<sup>th</sup> Chimes and Lights Committee meeting.

Councilmember Ashby reported on KRCC [Kitsap Regional Coordinating Council] meetings scheduled for this week and provided a brief summary.

Mayor Putaansuu reported on the Kitsap Public Health Board, Public Facilities Board, and AWC [Association of Washington Cities].

## **10. REPORT OF MAYOR**

The Mayor reported on the following:

- Updated police sergeants' job descriptions; and
- Request from local high school seniors wanting to do a downtown mural.

Councilmember Ashby said we should create a policy or guidelines regarding public art.

- Disposal masks, touchless hand sanitize station order, and Cares Act money;
- Video conference TV/Camera for council chambers;
- City revenues have declined; and
- Meeting to discuss Bethel properties.

**11. REPORT OF DEPARTMENT HEADS**

City Attorney Archer discussed fireworks and firework regulations in the City due to COVID.

Development Director Bond reported on single-family residential building permits; apartment projects; and the South Kitsap Community Event Center.

Police Chief Brown reported on parking and homelessness issues.

**12. CITIZEN COMMENTS**

**Matt Murphy**, Chamber of Commerce, said PPE is an important step the City is taking; would like to move faster to Phase 3; and spoke about building owners and downtown murals and art.

In response to Councilmember Rosapepe, Mayor Putaansuu and Councilmembers spoke about the Governor's OPMA and social distancing during meetings.

**13. ADJOURNMENT**

The meeting adjourned at 8:01 p.m. No other action was taken. Audio/Visual was successful.

  
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Brandy Rinearson, MMC, City Clerk

  
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Robert Putaansuu, Mayor

