

**TOWN COUNCIL MINUTES**  
**Monday, February 1, 2016**

**CALL TO ORDER, FLAG SALUTE, ROLL CALL**

Mayor Nichols called the first Council meeting for the month of February to order at 7:04 p.m. at Woodway Town Hall, 23920 113<sup>th</sup> Place West. Councilmembers William Anderson, Kent Saltonstall, Tom Whitson, Elizabeth Mitchell, and Tom Howard were present. Town Administrator Eric Faison was also present.

**APPROVAL OF MINUTES:**

*Councilmember Mitchell* moved to approve the minutes of January 19, 2016. *Councilmember Howard* seconded the motion. The motion carried unanimously.

*Councilmember Saltonstall* moved to approve the minutes of January 28, 2016. *Councilmember Mitchell* seconded the motion. The motion carried unanimously.

**APPROVAL OF VOUCHERS:**

*Councilmember Saltonstall* moved to approve 2015 Claims Checks #11111 and 11112 for the amount of \$4,332.69. *Councilmember Howard* seconded the motion. The motion carried unanimously.

*Councilmember Anderson* moved to approve 2016 Claims Checks #11113 through 11126 and one EFT for the amount of \$10,697.05. *Councilmember Whitson* seconded the motion. Questions were raised regarding the total cost of the state audit as well as repairs for the fireplace. Staff will research and report back. The motion carried unanimously.

*Councilmember Mitchell* moved to approve Payroll Checks #11107 through 11110 and EFTs for the amount of \$58,549.85. *Councilmember Howard* seconded the motion. The motion carried unanimously.

**AUDIENCE COMMENTS:** None

**COUNCIL REPORTS:**

Councilmember Saltonstall commented on the preliminary BSRE geotechnical reports that were recently distributed to the council. He also gave a brief explanation of the New World billing from SnoCom.

Mayor Nichols reminded the council of the upcoming SnoCom Orientation on Thursday, February 4.

Councilmember Mitchell reported that she and Mayor Nichols attended the recent Snohomish County Cities meeting. She will distribute the group's legislative agenda and information on upcoming WCIA training.

**MAYOR'S REPORT:**

Mayor Nichols reported on the first emergency preparedness neighborhood captains meeting that she hosted last Saturday. Two training sessions are planned with the Snohomish County Department of Emergency Preparedness and the Shoreline Fire Department.

**TOWN ADMINISTRATOR'S REPORT:**

Nothing to report.

**PETITION FOR ANNEXATION OF UPPER BLUFF:**

Town Administrator Eric Faison explained the legal requirement to set a public hearing date for the public to give input on the proposed annexation petition and gave a brief outline of the boundary review board process.

**ACTION:** *Councilmember Saltonstall* moved to establish a public hearing on February 16, 2016 to consider the petition for annexation of the Upper Bluff. *Councilmember Mitchell* seconded the motion. The motion carried 4-0 with Councilmember Whitson abstaining.

**HEARING EXAMINER ANNUAL REPORT - 2015:**

Mayor Nichols shared the 2015 Hearing Examiner Report; a brief discussion followed.

**CONFIRMATION OF NEW PLANNING COMMISSIONER:**

Mayor Nichols referred the council to Lisa Marquart's resume and requested that the council confirm her appointment to the Planning Commission to fill a vacant seat.

**ACTION:** *Councilmember Mitchell* moved to confirm the Mayor's appointment of Lisa Marquart to the Planning Commission. *Councilmember Howard* seconded the motion. The motion carried unanimously.

**AUDIENCE COMMENTS:** None

**GENERAL COUNCIL DISCUSSION-CHOICE OF SUBJECTS:**

None.

**ACTION:** *Councilmember Saltonstall* moved to amend the agenda to add an executive session for approximately 10 minutes to discuss potential litigation. *Councilmember Whitson* seconded the motion. The motion carried unanimously.

*Mayor Nichols* recessed to Executive Session at 7:37 pm for approximately ten minutes to discuss potential litigation.

*Mayor Nichols* reconvened the meeting at 7:47 pm.

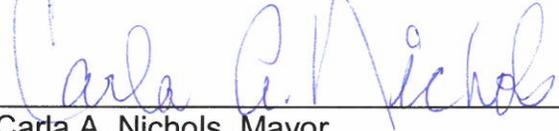
**ADJOURNMENT:**

*Councilmember Mitchell* moved to adjourn the meeting. *Councilmember Howard* seconded the motion. The motion carried unanimously. The meeting was adjourned at 7:48 p.m.

Respectfully Submitted,

  
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Heidi K. S. Napolitano, Deputy Clerk

**APPROVED BY THE TOWN COUNCIL**

  
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Carla A. Nichols, Mayor

(These minutes accurately reflect what was said at the Council Meeting. Publication does not vouch for the veracity of these statements.)