

# CITY OF LYNDEN

## CITY COUNCIL MINUTES OF REGULAR MEETING



December 21, 2020

### 1. CALL TO ORDER

Mayor Korthuis called to order the December 21, 2020 regular session of the Lynden City Council at 7:00 p.m. held through an online web-based meeting platform (Microsoft Teams).

### ROLL CALL

Members present: Mayor Scott Korthuis and Councilors, Gary Bode, Ron De Valois, Jerry Kuiken, Brent Lenssen, Nick Laninga, Kyle Strengholt and Mark Wohlrab.

Members absent: None

Staff present: Finance Director Anthony Burrows, Fire Chief Mark Billmire, HR Manager Kim Clemons, Parks Director Vern Meenderinck, Planning Director Heidi Gudde, City Planner Dave Timmer, Public Works Director Steve Banham, City Clerk Pam Brown, City Administrator Mike Martin, and City Attorney Bob Carmichael.

OATH OF OFFICE- None

### APPROVAL OF MINUTES

***Councilor De Valois moved and Councilor Strengholt seconded to approve December 7, 2020 regular council minutes as presented. Motion approved on a 7-0 vote.***

### ITEMS FROM THE AUDIENCE

Scheduled- None

Unscheduled- None

### 2. CONSENT AGENDA

***Payroll information is unavailable at this time because of the finance department's transition to a new payroll system (Caselle)***

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## Approval of Claims – December 23, 2020

Manual Warrants No.	<u>20856</u>	through	-		\$61.25
EFT Payment Pre-Pays					\$479,671.93
				Sub Total Pre-Pays	\$479,733.18
Voucher Warrants No.	<u>20819</u>	through	<u>20848</u>		\$1,554,363.47
EFT Payments					\$0.000
				Sub Total	\$1,554,363.47
				Total Accts. Payable	<b>\$2,034,096.65</b>

Award Bid for Fire Station Renovation

Re-Appointment of Mike Kooy to the Design Review Board

Resolution No. 1026- Approve the 2021 Updated Engineering Design and Development Standards Project Manual

***Councilor Kuiken moved and Councilor Strengholt seconded to approve the Consent Agenda. Motion approved on a 7-0 vote.***

***Mayor Korthuis thanked Mike Kooy for his re-appointment to the Design Review Board and his service to the community.***

### 3. PUBLIC HEARING

Ordinance No. 1613- Vacate Application 20-02

The City of Lynden Public Works Department has initiated the vacation of a portion of right-of-way located on Bradly Meadows Lane. The curved portion of property to be vacated was originally dedication to accommodate a cul-de-sac but became unnecessary when the street was designed as a through street. The area in question significantly affects the single-family residential property owned by Larry and Diane Haak, located at 1519 Bradley Meadows Lane.

It is unclear as to how the dedication for the cul-de-sac remained in place although the design of the Bradley Meadows Lane was altered to accommodate the plat to the north. The issue was discovered when Mr. Haak, in coordination with a City street improvement, began to pursue a short plat which will dedicate the extension of the cross street, Foxtail Street. The Public Works Director agreed to initiate a City-led vacate of the area. Vacation of this unused right-of-way can then be accurately reflected on the subsequent short plat. Necessary utility easements will be retained per typical right-of-way design.

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Mayor Korthuis opened the Public Hearing at 7:05 p.m.

There were no public comments received.

Mayor Korthuis closed the Public Hearing at 7:05 p.m.

***Councilor Bode moved and Councilor De Valois seconded to approve Ordinance No. 1613 which is proposed to vacate a portion of Bradley Meadows Lane which corrects an inaccurate dedication and to authorize the Mayor's signature on the document. Motion approved on a 7-0 vote.***

### Ordinance No. 1610- 2020 Park and Trail Master Plan Update

At the November 12 meeting, the Planning Commission recommended approval of the proposed Park and Trail Master Plan update with conditions/suggestions for additional consideration prior to the City Council hearing.

City Planner Dave Timmer discussed with Council the conditions and considerations provided through public input in the Planning Department's executive summary which is included in the council packet.

Public Hearing at 7:16 p.m.

There were no other public comments received.

Mayor Korthuis closed the Public Hearing at 7:16 p.m.

***Councilor De Valois moved and Councilor Laninga seconded to adopt the proposed 2020 update to the Park and Trail Master Plan, Ordinance No. 1610. Motion approved on a 7-0 vote.***

***Councilor De Valois thanked City Planner Dave Timmer for his work with the Park and Trail Master Plan. He stated that the Plan will serve the City and its residents well.***

## 4. UNFINISHED BUSINESS - None

## 5. NEW BUSINESS

### Resolution No. 1028- Amendment to the Countywide Planning Policies

The Washington State Growth Management Act (GMA) requires the County to adopt county-wide planning policies (CWPP) to establish a framework for developing city and county

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comprehensive plans, and ensuring those plans are consistent. The County Council originally adopted CWPPs in the early 1990's and the policies underwent revisions in 1997 and 2005.

In March 2020, the Lynden City Council voted to approve an interlocal agreement which outlines how CWPP will be amended. Consistent with that agreement, Resolution 1028 has been brought forward to seek the City's approval on the latest proposed amendment.

These changes add Sections Q and R to the CWPP. They focus on two issues:

1. Reference to a state mandated review and evaluation program known as the "Buildable Lands Program"
2. Procedures for dispute resolution between jurisdictions within the county.

The Buildable Lands Program has been in place for some time, but Whatcom County was only recently added to the roster of participating counties. The amendments to the CWPP have been developed by the City/County Planner Group. They were subsequently reviewed by the City's Community Development Committee and the Small Cities Caucus and initially approved by the County Council on October 13, 2020. The Cities of Blaine and Ferndale have adopted as presented.

***Councilor Lenssen moved and Councilor Kuiken Motion to approve Resolution 1028 and authorize the Mayor's signature on the document which indicates City of Lynden support for the proposed amendments to the County-wide Planning Policies. Motion approved on a 7-0 vote.***

### Consideration of the final plat approval for the Young's Long Plat

On August 5, 2019, the City Council granted preliminary approval of the Young's Lot Plat. The application was made at the request of Joan Kayser, on behalf of the Jack and Josephine Young Living Trust. The plat is a subdivision of 3.35 acres located at 8323 Double Ditch Road. The proposed long plat includes 7 single family lots within an RS-100 zoning designation.

As part of the Long Plat request, the applicants were also granted a Development Standards Variance to allow a cul-de-sac which exceeds the maximum cul-de-sac length of 450-feet. Since approval, the infrastructure improvements have been made on the plat and final development fees have been paid in full.

Staff recommends granting final approval based on the following conditions:

1. Completion of all punch list items.
2. Submittal and acceptance of required maintenance bonds and any necessary performance bonds.
3. Payment of final inspection fees for plat construction.

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4. Submittal of final as-built drawings.
5. Submittal of final plat mylars.

***Councilor Strengholt moved and Councilor Lenssen seconded to grant final plat approval of the Young's Long Plat and authorize the Mayor's signature on the plat documents. Motion approved on a 7-0 vote.***

### 6. OTHER BUSINESS.

#### Council Committee Updates

***Mayor Korthuis advised Council of the plan to combine the Community Development and Public Works committee meetings to discuss matter related to Pepin Creek. The joint committee meeting is scheduled for January 20, 2021. The meeting will have a quorum of council members and notices as a special council meeting.***

Councilor Bode for the Public Works Committee reported discussion of:

- Northwood Road water line extension
- New software for meter reading (Radio Read)
- Awarded contract to Honcoop for Fire Station remodel
- Annual bids for supplies and professional services
- Badger Road water pipe replacement
- DOE request for city to take on water service and the availability of water rights for the city
- 17<sup>th</sup> Street Latecomers Agreement for utilities
- Truck route bypass

Councilor Strengholt for the Finance Committee reported discussion of:

- Review OT and sales tax
- Police OT down and Fire OT up
- Sales tax revenue remains robust, highest single month since October 2017

### 7. EXECUTIVE SESSION

Council did not hold an executive session.

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## 8. ADJOURNMENT

The December 21, 2020 regular session of the Lynden City Council adjourned at 7:50 p.m.

*Pamela D. Brown*

Pamela D. Brown, MMC  
City Clerk

*Scott Korthuis*

Scott Korthuis  
Mayor