



## TOWN OF BEAUX ARTS VILLAGE

### TOWN COUNCIL MINUTES

April 14, 2020

Remote Meeting via Zoom

**PRESENT:** Mayor Gillem, Councilmembers Paula Dix, Aletha Howes, Hans Juhle, and Tom Stowe.

**EXCUSED:** None.

**STAFF:** Clerk/Treasurer Sue Ann Spens.

**GUESTS:** None.

**MINUTES:** Councilmember Stowe moved to approve the February 11, 2020 minutes. Councilmember Juhle seconded.

Vote: 4 For, 0 Against, 0 Abstain. Motion carried.

**CLAIMS:** Councilmember Howes moved to approve the Final March 10, 2020 Claims Register for check numbers 15409 and 15432 through 15450 (including check# 15433 voided for a printing error) in the amount of \$18,778.11. Councilmember Juhle seconded.

Vote: 4 For, 0 Against, 0 Abstain. Motion carried.

Councilmember Stowe moved to approve the Final April 14, 2020 Claims Register for check numbers 15451 through 15473 in the amount of \$22,641.86. Councilmember Howes seconded.

Vote: 4 For, 0 Against, 0 Abstain. Motion carried.

#### **CLERK'S REPORT:**

**COVID-19 RESPONSE:** Clerk/Treasurer Spens outlined the Town's response to the COVID-19 pandemic, including information focusing on prevention and self-protection and links to other official resources, including Public Health of Seattle and King County and the Center for Disease Control. This information has been shared via the Town website, newsletters, and special emails. She noted that Councilmember Howes and Mayor Gillem have served as a sounding board for that messaging helping staff keep a balance so that we neither add to the hysteria fanned by the 24/7 media coverage nor overloading residents with so many messages that they tune us out. She also outlined the Town's process for complying with Governor Inslee's stay-home order, particularly as it impacted construction projects. And she explained how the Town's meetings are complying with the relaxed requirements of the Open Public Meetings Act.

**OTHER WEBSITE UPDATES:** Clerk/Treasurer Spens reported that she has added pages to the website for:

> Trees in Beaux Arts Village (on the COMMUNITY tab) to host the Urban Forest Study. This page will remain indefinitely.

> SE 27<sup>th</sup> Street Stormwater Upgrade (on the RESOURCES FOR RESIDENTS tab) to post

updates for that project. This tab will remain for the duration of the project.

**STAIRS CONNECTING SE 28<sup>TH</sup> AND 103<sup>RD</sup> SE:** Clerk/Treasurer Spens received an email from Bron Richards expressing concerns about the safety of this stairway. Mayor Gillem commented that he has a plan to remedy the situation and will proceed with implementing it.

**WSRB REVIEW OF WATER SYSTEM:** Water Supervisor Bob Durr and Water Superintendent Roger Lillejord met at the water tower recently with Bellevue Fire Marshal Ken Carlson and a representative of the Washington State Rating Bureau to confirm the status and condition of our water system. This review is part of WSRB's periodic rating of the Bellevue Fire Department and the communities it serves.

**MEETING CHANGES DUE TO THE STAY-HOME ORDER:** Clerk/Treasurer Spens noted that there were a couple of changes to the anticipated agenda for this meeting and to other meetings as a result of the pandemic and the stay-home order.

> King County Councilwoman Balducci's visit will be postponed to a date when larger meetings can resume.

> Councilmember Howes' plans to ask the Council to adopt the updated Hazard Mitigation Plan have been postponed until at least May.

> The Planning Commission's plans to hold a public hearing about the 5G Wireless regulations they propose are postponed until the restrictions on meetings with 5 to 50 attendees are lifted. Though the requirements of the OPMA have been relaxed to allow remote meetings, those meetings are restricted to "necessary and routine" matters. It is our Town Attorney's opinion that public hearings do not fall under the definition of "necessary and routine".

**NEXT COUNCIL MEETING:** The next meeting of the Council is scheduled for Tuesday May 12<sup>th</sup> at Councilmember Stowe's house, though the location is subject to change depending on stay-home requirements in effect at that time.

**MARSHAL'S REPORT:** No report.

**WATER REPORT:** No additional information to report other than the WSRB Review.

**WABA REPORT:** No WABA representative attended the meeting; however, it was noted that WABA's Spring Beach Clean Up is underway for the entire month and on an individual basis. No organized clean-up work or crews are planned due to social-distancing requirements.

**APPEARANCES:** None.

**STORMWATER UPGRADE PROJECT STATUS REPORT:** Councilmember Stowe reported that Town Engineer Schroeder received two bids for the project, one from Bonner Brothers Construction, the other from Iron Creek. The Bonner Brothers bid was the lower of the two at \$210,520.00. Ms. Schroeder has reviewed the bids and Bonner Brothers qualifications and determined that they are the lowest qualified bidder.

Clerk/Treasurer Spens noted that she has confirmed with the Town Attorney that this project meets the requirements to proceed despite the stay-home order's limits on construction, because the work is for the Town's critical infrastructure improvements and the FEMA funding has a short deadline for completion that cannot be extended.

MOTION: Councilmember Stowe moved to accept Bonner Brothers as the low bidder for the SE 27<sup>th</sup> Street Stormwater Upgrade Project. Councilmember Dix seconded.  
Vote: 4 For, 0 Against, 0 Abstain. Motion carried.

MOTION: Councilmember Stowe moved to authorize the Mayor to execute a contract with Bonner Brothers in an amount not to exceed \$210,520.00. Councilmember Dix seconded.  
Vote: 4 For, 0 Against, 0 Abstain. Motion carried.

Councilmember Stowe added that Town Engineer Schroeder is working out a way to hire former Street Superintendent Bill Beck to help supervise this project on site. He remarked that Mr. Beck and Dan Bonner have worked together on numerous projects and have a good working relationship.

#### **MAYOR AND COUNCILMEMBER REPORTS:**

**EMERGENCYMANAGEMENT:** Councilmember Howes noted that the current pandemic is giving her new opportunities to review the Town's emergency-management plans in action. She noted that our current plans focus primarily on using a "gather-and-work together to solve" approach, which cannot be used under these circumstances and added that the Council will need to review our current plans when this emergency ends to decide how to improve and strengthen them in light of what we have learned.

She also noted great interest among residents in how best to help their neighbors and explained to each that the Map Your Neighborhood (MYN) system is set up for this type of response. MYN emphasizes a system of neighbors checking on neighbors without the Town's intervention or assistance by collecting contact information about each person or family within a zone as well as any special needs of those within the zone. When asked who specifically to contact for help, she suggested 911 for emergencies and appropriate agencies for non-emergencies.

Councilmember Howes also noted that other cities have been discussing ways to help those who are in financial distress because they have lost their jobs due to COVID-19. She commented that we have few opportunities to provide direct assistance, but she recommended that the next few water bills should include a note to customers stating that if they are having difficulty making payments on time due to COVID-19, they should contact Clerk./Treasurer Spens to make payment arrangements. The Council agreed and noted that late fees will be temporarily waived for any customer who contacts Ms. Spens to make such arrangements.

Concerns were expressed about the possibility of civil unrest if the stay-home order continues for an extended period. Mayor Gillem reminded all that, because of the state's

Mutual Aid Agreement, a call to 911 that warrants an immediate response will bring the closest police officer to Beaux Arts.

Councilmember Juhle suggested that the next newsletter include a reminder to Villagers to check in with each other during this pandemic. Councilmember Stowe also suggested that we have an unprecedented number of empty houses, and Villagers should help keep an eye on them also.

**4Q2019 TREASURER'S REPORTS:** Councilmember Juhle reported that he has completed his review of the 4Q2019 Treasurer's Reports and found them and their supporting documentation to be complete and accurate.

**TREES PLANTED AND OTHER ROW WORK:** Councilmember Dix reported that Applied Ecology has planted four grand firs and one incense cedar in designated places. She has continued working to remove ivy and laurel from Town property and has added mulch/chips in several places.

**SPRING CLEAN UP:** Councilmember Dix plans to schedule the Town Clean Up for May 15 through 17. She will have dumpsters in the usual locations but will not organize group projects. Instead, she is preparing a list of suggested projects that individuals and small groups can tackle while practicing appropriate social distancing.

**TREE FLYER FOR REALTORS:** Councilmember Dix distributed a flyer she has written to convey the Town's strong commitment to its trees. She suggested that the flyer can be distributed to realtors who are selling a home in Beaux Arts so that they can make it available at their Open Houses. She also asked that it be posted to the Town's website.

**FLOWER BASKETS:** Councilmember Dix estimates that it will cost about \$660 to purchase flower baskets like last year's from Squak Mountain Nursery. This is a budgeted expenditure, and it was the consensus of the Council that she proceed with the purchase. Clerk/Treasurer Spens remarked that she and Councilmember Dix can coordinate this purchase so that the Town's credit card can be used.

**LIMB HANGING NEAR 103<sup>RD</sup>:** Councilmember Dix reported that there is a large dead limb stuck in the branches of a tree near the power lines on 103<sup>rd</sup> Ave SE. She will work with Arborwell to have it removed.

**EMERGENCY PROCLAMATION:** Mayor Gillem noted that we may be the only city in the Seattle area that has not issued an emergency proclamation. He added that he has no plans to issue one unless the situation deteriorates significantly. Councilmembers agreed.

**RETURN TO TOWN SERVICES:** Mayor Gillem reported that he plans to work with staff to put together a plan for returning to full services while still protecting staff safety.

**NEXT MEETING:** The next regular Council meeting is scheduled for 7:00 pm on Tuesday May 120, 2020. The location will be determined when possible.

**ADJOURN:** Councilmember Stowe moved to adjourn the meeting at 7:47 pm.  
Councilmember Juhle seconded.  
Vote: 4 For, 0 Against, 0 Abstain. Motion carried.

Respectfully submitted,

Sue Ann Spens  
Clerk-Treasurer