- *Meetings may be viewed on the City of Anacortes website, on the City of Anacortes YouTube Channel, or on TV Channel 10.*
- *The public may also watch, listen to, or participate in the meeting live by visiting https://us02web.zoom.us/j/89255646791 or by telephoning 1-253-215-8782 and entering Meeting ID 892 5564 6791.*
- *The public is encouraged to comment via email to cityclerk@cityofanacortes.org or via written comment addressed to City Clerk, P.O. Box 547, Anacortes, WA 98221. Public comments received by the City Clerk prior to 3:00 p.m. the day of the meeting will become part of the record for the meeting, just as if presented in person.*
- *Complete guidelines for virtual participation in Anacortes City Council meetings are available here. View the quick video example for connecting to the meeting here.*

# Anacortes City Council

**Municipal Building Council Chambers**
**904 6th Street**

**** Attendees in Council Chambers must comply with Dept. of Health orders ****

## January 3, 2022
## 6:00 PM

**PRELIMINARY AGENDA**
**Packet Materials / Watch Meeting**

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Oaths of Office**
   a. Mayor Matt Miller (Action)
   b. Councilmembers Amanda Hubik, Bruce McDougall, Carolyn Moulton and Anthony Young (Action)
   c. Election of Mayor Pro Tem (Action)
4. **Announcements and Committee Reports**
   a. COVID-19 Update (Discussion)
   b. Public Works Committee (Discussion)
5. **Public Comment**
6. **Consent Agenda**
   a. Minutes of December 27, 2021 (Action)
   b. Approval of claims in the amount of $262,983.93 (Action)
7. **Other Business**
8. **Adjournment**

***Per Resolution 3051, citizens wishing to comment on items not on the agenda may do so under Public Comment. Citizens wishing to comment on items indicated with an asterisk (*) may do so as those items are considered by Council during the course of the meeting.***

The City of Anacortes is committed to making public meetings available and accessible to all members of the community.
For assistance with special needs, please contact the City Clerk at 360-299-1960 in advance of the meeting.

# City Council Agenda Bill

**Meeting Date:** January 3, 2022 **Agenda Item:** 3.c.

**Agenda Item Title:** Election of Mayor Pro Tem

**Staff Contact(s):** STEVE HOGLUND

| **Approved for Submittal to Council by** | **Action Type** |
|---|---|
| MARCIA HUNT<br>STEVE HOGLUND | Motion |

**Item Summary:** Per City Council Procedures paragraph 2.2(a): "The City Council must elect a Mayor Pro Tem from among the Councilmembers at the first Council meeting in January after each general municipal election, and whenever a vacancy occurs."

**Budget Impact:**
None

**Previous Action:** Council procedures were adopted by Resolution 3051 on December 13, 2021.

**Recommended Motion:** I move to elect ______________________ to serve as Mayor Pro Tem for 2022 and 2023.

**Alternative Actions:** N/A

**Attachments (listed in order presented):** None

# Anacortes City Council Minutes - December 27, 2021

**Call to Order**
Mayor Laurie Gere called to order the Anacortes City Council meeting of December 27, 2021 at 6:00 p.m. Councilmembers Jeremy Carter, Ryan Walters, Anthony Young, Christine Cleland-McGrath, Carolyn Moulton and Matt Miller participated in the meeting remotely via Zoom. Councilmember Bruce McDougall was absent.

**Consent Agenda**
Mr. Young moved, seconded by Mr. Walters, to approve the following Consent Agenda items. The motion carried unanimously by voice vote.

a. Minutes of December 20, 2021
b. Approval of claims in the amount of $655,530.16
   The following vouchers/checks were approved for payment:
   EFT numbers: 102043 through 102088, total $514,349.08
   Check numbers: 102089 through 102102, total $122,687.94
   Wire transfer numbers: 295834 through 296144, total $18,959.89

**Adjournment**
There being no further business, at approximately 6:02 p.m. the Anacortes City Council meeting of December 27, 2021 was adjourned.

**The following claims against the City of Anacortes have been preaudited and certified by the Clerk-Treasurer as ready for City Council approval at the January 3, 2022 City Council meeting:**

Download this file in OpenDocument spreadsheet format.

| Invoice Doc # | Transaction Date | Invoice # | Vendor Full Name | Description | Total Amount | Approval Queue |
|---|---|---|---|---|---|---|
| 296454 | 6/29/2021 | 21149I | BEAVER EQUIPMENT, LLC | ROTORK PARTS | $ 1,443.97 | dwtp |
| 296234 | 9/23/2021 | 52885 | MT BAKER OVERHEAD DOORS INC | GARAGE DOOR REPAIRS MULTIPLE LOCATIONS | $ 2,122.36 | pwfac |
| 296175 | 11/1/2021 | 2018-10827 | CRITICAL INSIGHT, INC | MANAGED DETECTION & RESPONSE SERVICES FOR 2022 | $ 32,688.00 | infosys |
| 296446 | 11/15/2021 | INV00013522 | DEMCO, INC. | 2022 PASSPORT SIGNUP SOFTWARE SUBSCRIPTION | $ 780.36 | ap direct |
| 296242 | 11/15/2021 | 236936 | SCOTT RICHARDS INSURANCE, INC | WT PRESTON INSURANCE | $ 4,363.00 | finance |
| 296249 | 11/15/2021 | 236938 | SCOTT RICHARDS INSURANCE, INC | CONTRACTOR EQUIPMENT INSURANCE RENEWAL | $ 8,637.00 | finance |
| 296258 | 11/18/2021 | 3939807 | LTI, INC. | ROAD SALT / SNOW & ICE | $ 5,454.67 | dshop |
| 296232 | 11/29/2021 | 97174 | BLYTHE PLUMBING & HEATING, INC | A/C REPAIR IN SERVER ROOM | $ 350.88 | pwfac |
| 296420 | 11/30/2021 | 71669704 | LINDE GAS & EQUIPMENT INC. | CEMS GAS CYLINDER RENTAL | $ 292.80 | dwwtp |
| 296250 | 11/30/2021 | 243807 | NAPA | SPLITTER PLUG- #192 | $ 10.87 | dshop |
| 296438 | 12/1/2021 | INVLEX7271 | LEXIPOL, LLC | 2022 ANNUAL FIRE POLICY MANUAL & DAILY | $ 5,917.97 | medic |
| 296150 | 12/1/2021 | 1121 | NELSON, BONNIE | AGING MASTERY PROGRAM ADMINISTRATION - NOVEMBER 2021 | $ 412.50 | parks1 |
| 296165 | 12/6/2021 | AN000514 | FLOORING CONNECTIONS | FIRE STATION 2 FLOORING | $ 12,306.39 | pw1 |
| 296256 | 12/7/2021 | 413034 | DITCH WITCH WEST | PARTS #6974 | $ 359.64 | dshop |
| 296187 | 12/12/2021 | 2021-326 | NORTHWEST BIOSOLIDS | 2022 MEMBERSHIP | $ 262.50 | dwwtp |
| 296253 | 12/14/2021 | 812-22410 | GCR TIRES & SERVICES | TIRES- #511/ #512 | $ 1,863.79 | dshop |
| 296260 | 12/14/2021 | 812-22411 | GCR TIRES & SERVICES | DISMOUNT & MOUNT- #511/ #512 | $ 352.68 | dshop |
| 296185 | 12/15/2021 | 212691 | NORTHSTAR CHEMICAL INC. | PLANT CHEMICALS | $ 2,721.31 | dwwtp |
| 296251 | 12/15/2021 | 16976 | SKAGIT PUBLISHING LLC | PUBLISH AA-179838 | $ 129.92 | finance |
| 296252 | 12/15/2021 | 16977 | SKAGIT PUBLISHING LLC | PUBLISH AA-179843 | $ 158.34 | finance |
| 296452 | 12/16/2021 | 94088 | ASSOCIATION OF WASHINGTON | AWC 2022 ANNUAL MEMEBERSHIP | $ 13,645.00 | hr |
| 296453 | 12/16/2021 | 94478 | ASSOCIATION OF WASHINGTON | 2022 AWC WORKER'S COMP RETRO & D & A CONSORTIUM MEMBERSHIP | $ 30,980.51 | hr |
| 295879 | 12/16/2021 | ACH003FM | SIMPLIFILE, LC | FIBER EASEMENT RECORDING | $ 433.76 | fiber |
| 296442 | 12/17/2021 | 3312 | 911 SUPPLY, INC | RADIO MAINTENANCE 1ST QTR 2022 | $ 8,241.00 | medic |
| 296233 | 12/17/2021 | 3001 | ADVANTAGE WINDOW COVERINGS | BLIND REPAIR @ ASAC | $ 45.00 | pwfac |
| 296181 | 12/17/2021 | 989 800 0000 8 | CASCADE NATURAL GAS CORP. | WWTP 11/17-12/16/21 | $ 15.07 | dwwtp |
| 296239 | 12/17/2021 | 538 000 0000 1 | CASCADE NATURAL GAS CORP. | 411 HILLCREST DR. 11/17-12/16/21 | $ 69.38 | parks1 |
| 296240 | 12/17/2021 | 440 400 0000 0 | CASCADE NATURAL GAS CORP. | FIDALGO CENTER 11/17-12/16/21 | $ 728.03 | parks1 |
| 296243 | 12/17/2021 | 917 600 0000 9 | CASCADE NATURAL GAS CORP. | 1915 13TH ST.1 1/17-12-16/21 | $ 64.25 | parks1 |
| 296245 | 12/17/2021 | 638 000 0000 0 | CASCADE NATURAL GAS CORP. | 411 HILLCREST DR. #B,11/17-12/16/21 | $ 157.52 | parks1 |

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|---|---|---|---|---|---|---|
| 296246 | 12/17/2021 | 260 037 3822 1 | CASCADE NATURAL GAS CORP. | 611 R AVENUE11/17-12/16/21 | $ 516.50 | parks1 |
| 296247 | 12/17/2021 | 304 713 4234 2 | CASCADE NATURAL GAS CORP. | 607 R AVE SERVICE DATES 11/17-12/16/21 | $ 13.83 | parks1 |
| 296377 | 12/17/2021 | 169 400 0000 9 | CASCADE NATURAL GAS CORP. | STA 2: 11/17-12/16/21 | $ 278.48 | medic |
| 296188 | 12/17/2021 | 3242 | ELOGGER INC. | MAINTENANCE AGREEMENT 02/15/2022-02/15/2023 | $ 5,240.85 | dwwtp |
| 296261 | 12/17/2021 | 1052815 | FERGUSON ENTERPRISES, INC | WATER INVENTORY RESTOCK | $ 6,322.49 | wdist |
| 296257 | 12/17/2021 | 13209472 | POWERPLAN | PEDAL VEH #410 | $ 289.26 | dshop |
| 296317 | 12/17/2021 | 650121 | SAN DIEGO POLICE EQUIP CO INC | TRAINING AMMO | $ 73.43 | apd |
| 296318 | 12/17/2021 | 650151 | SAN DIEGO POLICE EQUIP CO INC | TRAINING AMMO | $ 698.54 | apd |
| 296321 | 12/17/2021 | 3311 | SKAGIT 911 | USER FEE - LAW / 1ST INSTALLMENT FOR 2022 - 911 | $ 56,570.00 | apd |
| 296262 | 12/18/2021 | 183297 | LAKESIDE INDUSTRIES, INC. | DUMP FEES | $ 25.80 | dshop |
| 296263 | 12/18/2021 | 183295 | LAKESIDE INDUSTRIES, INC. | EZ STREET ASPHALT | $ 1,416.45 | dshop |
| 296322 | 12/18/2021 | 183296 | LAKESIDE INDUSTRIES, INC. | 1 1/4" - 3/8 ROCK SALES | $ 54.25 | dshop |
| 296196 | 12/20/2021 | 06358 | ANCHOR QEA, LLC | A AVENUE LANDFILL MATTER NO.200 | $ 847.75 | legal |
| 296198 | 12/20/2021 | 06359 | ANCHOR QEA, LLC | WTP CLEANUP/DEMO MATTER #96 | $ 13,674.57 | legal |
| 296201 | 12/20/2021 | 06360 | ANCHOR QEA, LLC | WTP DEMO MATTER NO. 96 | $ 23,985.60 | legal |
| 296449 | 12/20/2021 | 22730 | APSCO, INC | MAINTENANCE SUPPLIES | $ 115.46 | dwwtp |
| 296323 | 12/20/2021 | 245924 | NAPA | BATTERY- #037 | $ 190.35 | dshop |
| 296255 | 12/20/2021 | 238953 | SCOTT RICHARDS INSURANCE, INC | COMMERICAL PROPERTY DNLD RENEW | $ 2,704.20 | finance |
| 296236 | 12/21/2021 | 311640A | BAY CITY SUPPLY | FACILITY SUPPLIES FIRE | $ 162.92 | pwfac |
| 296320 | 12/21/2021 | 020049431 | GALLS, LLC. | UNIFORM PANTS; CSO LINDQUIST | $ 180.34 | apd |
| 296461 | 12/22/2021 | 12804721 | HACH COMPANY | CL17 MAINT KITS X 7 | $ 2,102.64 | dwtp |
| 296237 | 12/22/2021 | ReimbPancoast | PANCOAST, ANTHONY | REIMBURSEMENT FOR OP1 TEST, APPLICATION - ANTHONY P | $ 187.00 | dwtp |
| 296443 | 12/23/2021 | AN 872904 | CENTRAL WELDING SUPPLY CO, INC | O2 FOR AMBULANCE | $ 78.40 | medic |
| 296460 | 12/23/2021 | 12806434 | HACH COMPANY | FREE CHLORINE REAGENT SET X 36 | $ 2,486.61 | dwtp |
| 296324 | 12/23/2021 | 246281 | NAPA | HYDRAULIC HOSE FITTINGS- #514 | $ 77.06 | dshop |
| 296325 | 12/23/2021 | 246283 | NAPA | BRAKE CLEANER- SHOP | $ 80.69 | dshop |
| 296326 | 12/23/2021 | 246251 | NAPA | PARTS FOR #023 & #024 | $ 95.13 | dshop |
| 296421 | 12/23/2021 | B14530937 | SHI INTERNATIONAL CORP. | ADOBE ACROBAT PRO FOR TEAMS | $ 32.92 | infosys |
| 296315 | 12/23/2021 | 202112220105 | SIMPLIFILE, LC | AYRS FIBER EASEMENT RECORDING FEES | $ 216.38 | fiber |
| 296319 | 12/23/2021 | 114715 | WALTON BEVERAGE COMPANY, INC | OPS BREAKROOM SUPPLIES | $ 184.25 | dshop |
| 296330 | 12/23/2021 | 114713 | WALTON BEVERAGE COMPANY, INC | CITY HALL BREAK ROOM SUPPLIES | $ 111.00 | finance |
| 296376 | 12/23/2021 | 114714 | WALTON BEVERAGE COMPANY, INC | APD BREAKROOM SUPPLIES | $ 106.50 | medic |
| 296439 | 12/27/2021 | 2021-ANA | NW WASHINGTON SECTION | MEMBERSHIP FEE FOR WWTP EMPLOYEES 2021 | $ 130.00 | dwwtp |
| 296447 | 12/27/2021 | B14538013 | SHI INTERNATIONAL CORP. | 2022 WINDOWS - MULTIPLE WINDOWS PLATFORM | $ 494.55 | infosys |
| 296444 | 12/28/2021 | 7048998 | CARDINAL HEALTH 110, INC. | PHARMA: PHENERGAN, ACCU-CHEK AVIVA | $ 408.36 | medic |
| 296448 | 12/28/2021 | 22Hiles9134 | DEPARTMENT OF ECOLOGY | WWTP OPERATOR CERTIFICATION - BH | $ 98.00 | dwwtp |

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|---|---|---|---|---|---|---|
| 296456 | 12/28/2021 | HRS | HUMAN RESOURCES SYSTEMS | 2021 FIRE CAPTAIN ASSESSMENT CTR, DEVELOPMENT & ADMIN | $ 6,700.00 | hr |
| 296458 | 1/1/2022 | 0542005-001 | UNUM LIFE INS CO OF AMERICA | JANUARY UNUM GROUP LONG TERM CARE INSURANCE | $ 1,024.90 | hr |

**Total** **$262,983.93**