

City of Cle Elum
Regular City Council Meeting
December 13, 2016

Call to Order – Roll Call of Membership

The meeting was called to order by Mayor McGowan at 7:00 p.m. The Pledge of Allegiance was recited. Other members present were Tom Hastings, Burt Okitsu, Ron Spears, Steven Harper, Mickey Holz, Christine Simpson and Ken Ratliff. Other members present were City Administrator Robert Omans, City Treasurer Lindsey Vaughn, City Attorney Alex Kenyon and City Clerk Kathi Swanson.

Approval of the Meeting Agenda

A motion was made by Steven Harper and seconded by Mickey Holz to accept the agenda as presented. Motion carried unanimously.

Announcements – Appointments, Awards and Recognition

None

Consent Agenda

Tom Hastings asked if the vouchers had been reviewed by the Finance Committee. Ken Ratliff, Steven Harper and Mickey Holz all responded they had reviewed the vouchers and signed the Voucher Approval. A motion was made by Mickey Holz and seconded by Steven Harper to approve the Consent Agenda as presented, which included the minutes of the November 22, 2016 Regular City Council Meeting; vouchers and checks numbered 37641 through 38032 totaling \$402,966.36 for the December 13, 2016 voucher run; and payroll vouchers in the amount of \$111,662.62 for the November 30, 2016 payroll. Motion carried unanimously.

Officer Reports

City Administration – Robert Omans:

- Reported the flag at Flag Pole Park was taken down around Thanksgiving because the pole was leaning by nearly 2 feet. (Mayor McGowan suggested asking PSE to look at the pole to determine if it is safe).
- Reported the City's contract with HLA (The City Engineer) will expire at the end of the year. "Invitation for Statements of Qualifications" was published in the Northern Kittitas County Tribune, the City's official newspaper of record, in the 12/01/16 and 12/08/16 issues. Qualifications are due at City Hall by 2:00 pm on Thursday 12/15/16. Once the Consultants' qualifications are compiled, the City will develop a rating form and bring a recommendation to City Council.
- Cle Elum received the Complete Streets Grant in the amount of \$125,000.00 from TIB; the grant is 100% with no matching funds required. TIB is asking the City to provide a work plan by the end of 2016. A draft of the work plan will be presented later on this agenda.

Building Official – Robert Omans:

- No Report.

Network Administrator: Robert Omans:

- No Report

Public Works Director – Jim Leonhard:

- Reported the crew has been busy plowing snow.
- Reported the push arm on the grader broke on 12/09/16.

- Reported the chain on the blower driver broke; therefore the crew was unable to finish clearing the sidewalks on the West First and West Second hills.
- Reported three bridges on Crystal Creek were inspected; the bridge south of First Street has issues. The inspector recommended posting a 5 ton weight limit.
- Reported the City was not selected for 2017 TIB funding due to cuts in TIB funds.

Police Report – Mayor Jay McGowan:

- Reported the Police Department is actively working with, and educating, vehicle owners in all three communities to insure the streets are clear for plowing.
- Reported there have been multiple snow-related vehicle accidents, numerous hit and run property accidents, downed power lines, trees in roadways and snowmobile complaints.
- Reported the Police Department is working with Jim Leonhard to order informational signs to be placed on First Street in the event of a pass closure. Signs will assist in a more effective traffic flow, freeing up an officer's involvement.
- Reported responding to normal police department calls, including thefts and assaults.

Fire Department Report – Mayor Jay McGowan:

- Reported the bunker gear made possible by grant money will be arriving soon.
- Reported the Fire Chief has been obtaining estimates for the installation of a sprinkler system at the Fire Department.

Veolia:

- No Report

Citizen Comments on Non-agenda Items

Jim Armstrong – Kittitas County Chamber – Cle Elum Accomplishments for 2016:

- Provided a handout to council outlining the activities of the Chamber for 2016.
- Reported operating the Visitors' Center and Tourism Campaign.
- Reported producing and paying for 2 new "Welcome to Cle Elum" signs, installed new brochure racks, organized 2 downtown cleanups in the spring, coordinated the Cle Elum flower baskets in the summer, produced 2 new Upper County maps; held 2 Lodging Tax Training workshops, organized Christmas in Cle Elum, organized the Pioneer Days Parade, organized 2 candidate forums, and held Legislative Day 2016.
- Reported economic development emphasis by assisting several new businesses.
- Reported opening Catalyst Co-Working.
- Reported Chamber support for the Upper County Port Measure.
- Reported Chamber involvement in the committees for Recreation District Advisory committee and the Cle Elum Roundup committee.
- Reported membership is at 65, up from 30 five years ago.
- Reported sponsoring the Rotary Golf Tournament, The Rotary Basketball Court Project and the Pioneer Queen Coronation.
- Reported awarding the Rotary Club the Non-Profit of the Year Award.
- Reported the Chamber will be administering the Downtown Association Program for the next 2 years.

Helga Johnson – South Cle Elum:

- Commented the mural was dedicated in October of 2015 and the Kiwanis put up 2 cameras; however, the City has still not put up a light. (*Public Works Director Jim*

Leonhard stated he is looking for 5 solar LED lights, as power is difficult to get to the site.)

- Commented the BNSF crossing over the Yakima River is getting bad and would like to see it fixed.
- Commented that there is junk on the south side of Railroad Avenue, including a trailer with mattresses. She would like to see it cleaned up.
- Commented the speed sign on the east side is without power. *(Public Works Director Jim Leonhard stated the sign has to be wired so PSE can hook it up.)*

Kris Sullivan – 311 Grant Street:

- Provided pictures of a shed his neighbor placed within the setback between their abutting properties. Sullivan asked the council to address the companies selling sheds to inform them they must observe the setback rules when dropping sheds off. Sullivan also asked the City to tighten their ordinances regarding enforcement of the 5-foot setback requirements.

Virginia Lund – 6360 Upper Peoh Point Road (representing the Historical Society)

- Requested an exemption from the proposed rate increase for the Carpenter House Museum and the Telephone Museum. *(Steven Harper suggested the two museums apply to the Lodging Tax Committee for money to pay for the utilities.)*

Public Appearances

Jodi Larsen – Upper Kittitas County Rotary:

- Commented the Rotary has, in the past four years, renovated the park with the flag poles, bricks, flowers and memorials. Rotary International has awarded the local Rotary Club with a marketing grant to allow the club to put their name on the projects they have completed in the area. Larsen presented a proposal for a sign the Rotary Club is asking for permission from Council to place at Flag Pole Park. The sign would be double-sided and would face the road. The sign was designed by a local Rotarian and would be fully funded by the Rotary International grant.

- Thanked Rob Omans for taking the flag down at Flag Pole Park. Larsen acknowledged the pole is not strong enough to hold the flag they would like to fly and, on behalf of the Interact Club, provided a proposal for a 50-foot pole in the amount of \$9,600.00 (installed). Larsen reported they have received pledges of \$2,000.00 each from Interact Club and Rotary, and \$1,000.00 from the VFW. Interact will be applying for the Suncadia Fund for Community Enhancement. Larsen asked the City for some type of financial commitment, as well. The goal is to put the pole up by Memorial Day of 2017.

Business Requiring Public Hearings

None

Unfinished Business

- Chamber of Commerce 2017 Budget:** Steven Harper, on behalf of the Lodging Tax Committee, reported the committee is not comfortable with the proposed contract, as written; the committee believes they are acting in the public's best interest. Harper further stated this is not a delay or cancellation; the committee will meet again to discuss more of the details before signing the contract. Harper recommended no action be taken at this time. The committee will continue to meet and will make their decision by the first or second meeting in January 2017. Christine Simpson added that the committee

had asked for more line items to be changed and they did not see that on the amended budget provided by the Chamber.

Amy McGuffin, Director of Tourism, noted she had been asking for meetings with the committee since August to address the contract for the Chamber and had received no feedback from the council. City Administrator Robert Omans suggested funding the Chamber for one month while the committee makes their decision. No action was taken on the suggestion. *No action was taken to pass the Chamber Budget.*

b. Resolution 2016-011 – Adopting the 2017 Water Rate Fee Schedule – Robert Omans: Omans presented Resolution No. 2016-011 to council with the recommendation to approve as written. *Tom Hastings commented about a credit issued to the Horse Park for a leak, which did not go through the council as directed by ordinance. Mayor McGowan stated the water usage was the result of a City-caused event. Hastings stated the City should consider increasing the amount of late fees and never issue credit for water leaks. Steven Harper recommended Councilman Hastings propose an ordinance or policy change. Hastings recommended that all future credits go through the Utilities Committee with their recommendations to Council. A motion was made by Steven Harper and seconded by Hickey Holz to approve Resolution No. 2016-011 adopting the 2017 water rates as presented. Burt Okitsu, Ron Spears, Steven Harper, Mickey Holz and Ken Ratliff voted aye. Tom Hastings and Christine Simpson voted nay. Motion carried by a vote of 5-2.*

c. Resolution 2016-012 – Adopting the 2017 Sewer Rate Fees Schedule – Robert Omans: Omans presented Resolution No. 2016-012 to council with the recommendation to approve as written. *A motion was made by Steven Harper and seconded by Mickey Holz to approve Resolution No. 2016-012 adopting the 2017 sewer rates as presented. Burt Okitsu, Ron Spears, Steven Harper, Mickey Holz and Ken Ratliff voted aye. Tom Hastings and Christine Simpson voted nay. Motion carried by a vote of 5-2.*

d. Ordinance No. 1459 – Establishing the 2017 Garbage Rates – Robert Omans: Omans presented Ordinance No. 1459 to council with the recommendation to approve as written. *A motion was made by Ken Ratliff and seconded by Steven Harper to approve Ordinance No 1459 as presented. Motion carried unanimously.*

e. Ordinance No. 1461 – 2017 Final Budget – Robert Omans and Lindsey Vaughn: Mayor McGowan read the Mayor's Message for the record. *A motion was made by Steven Harper and seconded by Mickey Holz to adopt Ordinance No. 1461 adopting the Budget for the City of Cle Elum for the fiscal year ending December 31, 2017.* Tom Hastings commented not enough information was provided to pass the budget. Members of council stated the short form of the budget leaves unanswered questions about line items. Mickey Holz stated that councils in previous years did not want the long form of the budget, but requested the short form as was provided for the 2017 budget packets. Council discussed not having a full police department, not having replaced a public works position vacated in 2015, hiring a planner instead of a police officer or public works personnel, policies regarding the unpaid intern, having a part time Office Assistant and placing a 10% share of the Medical Insurance Premiums on the staff. Hastings asked Committees and staff to involve the Council in their decision process and recommendations to Council. Mayor McGowan stated the Planning position was added to the 2016 budget due to necessary requirements of the Comprehensive Plan, among other needs. Steven Harper recommended passing the budget as presented, as

budgets can be amended as needed. Steven Harper asked for a vote on the original motion. A poll vote was taken. *Steven Harper, Mickey Holz and Ken Ratliff voted aye. Burt Okitsu, Tom Hastings, Ron Spears and Christine Simpson voted nay. Motion did not pass. A motion was made by Mickey Holz and seconded by Steven Harper to set a meeting for 12/15/16 at 7:00 to discuss the 2017 budget. Some members of council were not able to meet on 12/15/16. Ron Spears, Tom Hastings and Mickey Holz voted aye; Steven Harper, Ken Ratliff, Christine Simpson and Burt Okitsu voted nay. Motion failed. A motion was made by Steven Harper and seconded by Ken Ratliff to set a special meeting for Monday, December 19, 2016 at 7:00 p.m. to discuss the budget. Motion carried unanimously. Steven Harper and Mickey Holz recommended the long form of the budget be made available to council for future annual budget discussions.*

New Business

- a. **Ordinance No. 1463 – 2016 Budget Amendment: Lindsey Vaughn, City Treasurer:** Vaughn presented Ordinance No. 1463 to amend the 2016 Operating Budget with the recommendation to council to approve. *A motion was made by Ron Spears and seconded by Steven Harper to approve Ordinance No. 1463 amending the 2016 Operating Budget as presented. Motion carried unanimously.*
- b. **Resolution No. 2016-013 – Adopting the 2016 Hotel/Motel Tax Fund Grants – Robert Omans:** Omans presented Resolution No. 2016-013 to the council recommending approval. *A motion was made by Steven Harper and seconded by Ron Spears to approve Resolution No. 2016-013 adopting the distribution of the 2016 Hotel/Motel Tax Fund Grants as presented. Motion carried unanimously.*
- c. **Resolution No. 2016-014 - Authorizing the Mayor to sign the Interlocal agreement between the City of Cle Elum and the Kittitas County Public Hospital District No. 2, related to occupation of the Cle Elum Fire Station and funding necessary improvements – Robert Omans:** Omans presented the Resolution explaining to council that KCHD 2 has offered to loan the City \$100,000.00 to install a sprinkler system at the Fire Station. The City would then repay part of the loan and would allow District No. 2 to occupy the Station 24 hours per day, which would require a sprinkler system. Omans recommended approval of Resolution No. 2016-014 as presented. Members of Council discussed the proposed Interlocal Agreement. Mayor McGowan stated for the council the new Fire House was built with the occupation of the Fire Hall by EMTs in mind. *A motion was made by Steven Harper and seconded by Mickey Holz to approve Resolution No. 2016-014 as presented. Steven Harper, Mickey Holz and Ken Ratliff voted aye. Burt Okitsu, Tom Hastings, Ron Spears and Christine Simpson voted nay. Motion did not pass. Council asked the agenda item be placed on the December 19, 2016 Special Meeting agenda.*
- d. **Resolution No. 2016-015 restricting the use of unused Fire Department funds – Robert Omans:** *A motion was made by Steven Harper and seconded by Mickey Holz to approve Resolution No. 2016-015 stating the City Council's intent to restrict the use of unused 2016 Fire Department Funds.* Robert Omans noted the Resolution as presented to Council was not the final document and requested council to review the completed Resolution at the December 19, 2016 Special meeting. *Councilman Harper withdrew his motion with the request to review the corrected resolution at the 12/19/16 Special Meeting.*

e. **Ordinance No. 1462 – 2017 Salary Ordinance – Lindsey Vaughn:** City Treasurer Vaughn presented Ordinance No. 1462 to Council requesting. *A motion was made by Ron Spears and seconded by Steven Harper to approve Ordinance No. 1462 adopting the 2017 Salary Schedule for the employees of the City of Cle Elum. Motion carried unanimously.*

f. **Discussion – Complete Streets Work Plan – Robert Omans:** Omans presented the Complete Streets Work Plan as provided by HLA Engineering to the Council and asked for discussion. After discussion, *a motion was made by Ken Ratliff and seconded by Steven Harper to endorse the Complete Street Work Plan as presented. Motion carried unanimously.*

Committee Reports

None

Council Members Comments & Concerns

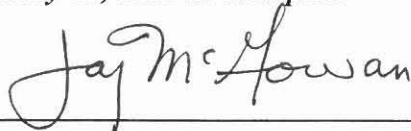
- Steven Harper thanked the council on behalf of the Lodging Tax Committee for adopting Resolution No. 2016-013.
- Ken Ratliff thanked everyone who had anything to do with Christmas in Cle Elum.

Executive Session

Mayor McGowan announced the Council would convene an Executive Session to conclude a complaint or charge brought against a public employee, pursuant to RCW 42.30.110 (1)(f). The Mayor stated the Executive session would last for 5 minutes, beginning at 10:40 p.m. No decision will be made at the executive session. At 10:45, the Executive Session was extended an additional 20 minutes. The regular Council meeting reconvened at 11:06 p.m. No action was taken during the Executive Session.

MOTION TO ADJOURN

A motion was made by Steven Harper and seconded by Burt Okitsu to adjourn the meeting at 11:07 p.m. Motion carried unanimously. A special meeting will be held on Monday December 19, 2016. The next regular scheduled meeting is Tuesday January 10, 2017 at 7:00 p.m.



Mayor



Attest