

City of Cle Elum
Regular City Council Meeting
September 12, 2017

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, John Glondo, Ron Spears, Steven Harper, Mickey Holz and Ken Ratliff. Christine Simpson was absent. Staff present was City Administrator Robert Omans, City Planner Lucy Temple, City Treasurer Robin Newcomb, City Attorney Alexandra Kenyon and City Clerk Kathi Swanson.

Approval of the Meeting Agenda

Mayor McGowan added a presentation from Pacific Northwest Team 2 Incident Command Team to Officer Reports and moved Police Chief Scott Ferguson and Fire Chief Ed Mills ahead of the City Administrator Officer reports. Mayor McGowan also moved item 10(g) – Event Application for Boo Elum - to 7(a) Public Appearances. *A motion was made by Steven Harper and seconded by John Glondo to approve the agenda as amended. The motion carried unanimously.*

Announcements – Appointments, Awards and Recognition

- a. Mayor McGowan announced the Planning Commission will be advertising for a new member.
- b. Mayor McGowan announced the Great Basin Team 4 presented the City of Cle Elum with a Certificate of Thanks for the City's cooperation and assistance for the use of the City Airport during the Jolly Mountain Fire.
- c. Miller Coleman of the Department of Ecology presented the Veolia Wastewater Treatment Plant with the 2016 Outstanding Treatment Plant Award.

Consent Agenda

A motion was made by John Glondo and seconded by Steven Harper to accept the consent agenda as written; which included the minutes of the 08/08/17 Regular Council Meeting; the minutes of the 09-02-17 Emergency City Council Meeting; Vouchers and checks #38825 through #38887 in the amount of \$300,080.42 for the check run dated 08/23/17; Claim vouchers for voided check #38585 and the reissue of check #38888, both in the amount of \$450.00; vouchers and checks #38889 through #38948 in the amount of \$91,970.50 for the current council period. The motion carried unanimously.

Officer Reports

Pacific Northwest Team 2 – Dwight Robanski, retired commissioner from Columbia County; Dave Tyne, Operations Chief; John Zalk, Assistant Fire Management Officer for the Northwest Region of the Bureau of Indian Affairs; Lieutenant DeCoppa, Liaison Officer for the National Guard - Report on Jolly Mountain Fire:

- Due to the difficult terrain, the fire could not be fought by crews on the ground when it initially started.
- Reported crews were using several back burn techniques to form a containment strategy.
- Reported no structures have been lost to date.
- Reported 15% containment to date.
- Reported the evacuation levels in the Teanaway had been lowered from Level 3 to Level 2 as of 09/12/17.
- Reported the evacuation levels in the Driftwood Acres area and below will be lowered from Level 3 to Level 2 on 09/13/17. There will still be 188 in level 3 evacuation above Driftwood Acres.
- Reported areas in Level 1 evacuation areas will be downgraded at a date yet to be determined.
- Reported there are 92 Air Force National Guardsmen supporting the fire camps; 40 personnel from the Army National Guard serving as fire fighters; 40 personnel from the Airside on security patrol helping local law enforcement; 2 Chinook helicopters and 2 Blackhawk helicopters flying out of the heli-base in Cle Elum and the airport in Ellensburg.
 - Reported the team welcomed the Governor and a two-star Major General.
 - The team thanked the Mayor, staff and citizens of the community for the encouragement and support given to the firefighting teams.

Police Department – Chief Scott Ferguson:

- Commented it was a pleasure to work with all 3 of the Fire-Fighting Teams.
- Provided council and staff with a 2nd quarter summary of Police activity.
- Reported a robbery occurred at the Umpqua Bank on 8/18/17. The suspect left the scene; however, was identified by that afternoon and arrested in Tacoma that evening. Most of the money was recovered and the suspect confessed to approximately 10 additional robberies in Tacoma, Olympia and Puyallup.

- Reported a 2-vehicle accident, involving a pickup truck striking a City vehicle, on 08/30/17 at First and Stafford. The driver of the pickup was cited for several violations.
- Reported a City police officer created a map of Roslyn for the Level 2 evacuation status. That same officer, along with the Cle Elum and Roslyn Fire Departments, and 6 Chelan deputies notified approximately 670 residences in Roslyn of the evacuation status. Information for special needs in case of evacuation was also obtained by the officers.
- Reported he worked with City staff on 09/01/17 to create a similar type of report in case of a Cle Elum evacuation.
- Reported he has been attending EOC meetings and incident briefings daily.
- Urged City officials to work towards an emergency management policy in case of future incidents.
- Reported attending Patriot night at the Ellensburg Rodeo, which honored all police agencies in Kittitas County.

Fire Department Report – Ed Mills:

• Reported the 43 members of the Volunteer Fire Department went on full alert to act on a moment's notice early on the morning of 09/02/17. Some skipped work and logged hours of unpaid service to the community. Chief Mills was contacted on the night of 09/01/17 for an emergency meeting and immediately went into full emergency mode. All members of the Department were asked to be on full stand by and to stay prepared as though they were at a Level 3 evacuation status. A meeting was held with Roslyn and a State of Local Emergency was declared at 7 a.m. on 09/02/17. By 9 am on 09/02/17, Chief Mills and a team of 20 Cle Elum Firefighters spent over 3 hours in Roslyn and, along with the Roslyn Fire Department, and Cle Elum and Chelan County Police, went door to door to over 600 residences to notify them they were in a Level 2 evacuation status. Chief Mills continued his day by planning with Public Works and William LaRue, water treatment plant supervisor, to obtain supplemental water, if needed, and to form back up plans for power failures. Chief Mills continued worked with Mayor McGowan to clear out the old fire road as well as fire-wising parts of the city and clearing the Coal Mines Trail for emergency vehicle access in case of evacuation. A Cat operator was hired to resurface an emergency route off the Coal Mines Trail and the old fire line between East Fifth and Montgomery, and from Montgomery to Columbia. Chief Mills gave credit to the volunteer department for their dedication to the community during this ongoing emergency.

- Thanked the local businesses for allowing Volunteer fire fighters to leave work and help perform the tasks of preparing for the Jolly Mountain Fire.
- Thanked the community for supporting the Fire Department during this time and for providing food and supplies to the volunteers.
- Thanked the Cle Elum Eagles and the Cle Elum Farm and Home for allowing the Department to take up their parking areas during the co-op meetings being held at 10 am daily.
- Reported the department covered 53 total calls in August including 6 fires, 38 medical, 4 hazardous conditions, 2 good intent and 3 false calls, as well as serving as backup for District 7 during their extra activity.
- Reported 1 house fire that the department was able to extinguish quickly, limiting its spread to the porch and basement below.
- Reported having an emergency phone installed outside the front door of the station that will dial 911 only, as a result of this local state of emergency. The project had previously been recommended by the Washington State Rating Bureau.
- Reported that Cle Elum residents are not being required to conserve water at this time.
- Reported the extrication vehicle is failing and the Department has been looking for a good replacement for Aid Car 521 per approval from the Fire Department Oversight Committee.
- *Mayor McGowan thanked Chief Mills for working the wildfire emergency during his vacation from his regular job, logging in approximately 17 hours per day.*

City Administration – Robert Omans:

- Reported the City held an Emergency meeting on 09/02/17 to declare a State of Local Emergency due to the Jolly Mountain Fire. The declaration was made at the Sheriff's recommendation and will allow for FEMA reimbursement for expenses incurred as a result of the fire. Staff has developed a good system to track hours spent and supplies used during the Fire Emergency. A FEMA grant will be applied for once the fire is declared as over. Currently there are no reports of what the Wildfire Emergency is costing the City.
- Reported he and the City Clerk spent approximately 10 hours on Saturday 09/02/17 developing lists and routes of every home in the city to assist police should Cle Elum be placed at a level 2 evacuation status.
- Reported City staff and the Mayor have been working toward a Disaster Plan to ensure continuity of government in case of current and future natural incidents. An evacuation plan is now in place, which identifies important City

communications and assets that must be removed at the time of declaration. A network diagram has been created to insure disconnection and reconnection at the new location has a smooth transition.

- Reported the new Water Treatment Plant re-roof bid date opening was 08/10/17. The project was awarded to the only contractor who submitted a bid. Contracts have been signed to enable work to begin the week of 09/18/17 so the project can be completed before winter.
- Reported the bid opening for the old Water Treatment Plant re-roof was held on 09/07/17. There were 2 bidders. The low bidder was identified and the project will be addressed later on this agenda.

Building Official – Robert Omans:

- Reported conducting building inspections and plan reviews.

Network Administrator: Robert Omans:

- Reported the City's backup device is now off site.
- Reported Noel Communications has agreed to increase the city's fire speed to 100mb for free while the daily incident command briefings are being held at the fire station.

Planner – Lucy Temple

- Reported the Cle Elum Pines West project administrators have paved the first section of the Marian Drive extension along with the internal road that leads into the first pod of the 8 homes they are planning to build this season. Staff continues to be involved with compliance, ongoing permitting and approvals for this and future phases of the development, which will ultimately extend to the Transfer Station. Any complaints received will be handled by staff, the contractor, the developer and the developer's onsite compliance monitor.
- Reported the PSE substation improvements have begun, which include tree removal necessary for site access and preparation, as well as fire-wising. The project will be completed in the 1st quarter of 2018. Several new PSE staff will be working within the County, as well as in the Chamber's Catalyst co-working space on Pennsylvania Avenue in Cle Elum.
- Reported representatives from Homelessness and Affordable Housing Committee will be talking about the housing needs in the community at a future meeting.
- Reported the City Zoning Map was updated recently, with the help of the CWU interns, to reflect zoning changes made since 2005 that were not incorporated into the map, as well as other clerical errors that resulted in an inaccurate map. Staff has been working with the County to integrate the updated City zoning map into the County's Compas online Mapping program, which will assist the City in providing accurate information to the public.
- Reported she has coordinated with Officer Nathan Reynolds from the WA State Liquor Control Board regarding the outdoor service of alcohol on city sidewalks. It was determined that 3 businesses in Cle Elum did not have current liquor licensing for outdoor service, which requires written permission from the City. Those business owners were contacted by the Liquor Control Board to inform them of the requirement; however, none of the businesses have contacted the City for permission to continue with their outside service. The Liquor Control Board will continue to work on the issue and the Planner will defer to them on enforcement. Mike's Tavern has completely removed their outside service area since being contacted by the Liquor Control Board.

City Treasurer – Robin Newcomb:

- a. The Treasurer was introduced to council by Administrator Omans.
- b. Provided Revenue and Expenditure Summaries for the budget to the council for their review. Omans informed the council that the Budget will be presented in the Vision software format, and not on a spreadsheet as has been done in the past.
- c. Reported working towards reconciling the books to correct errors.

Public Works Director – Jim Leonhard:

- Reported the Water Treatment Plant operator has placed sprinklers on the roof and is prepared to stay on site in the event the Jolly Mountain Fire becomes a threat to the plant.
- Reported a City truck was damaged in a 2-vehicle accident on West First Street and South Cle Elum Way. During the TIB pothole repair project, the City truck was parked in the left turn lane on West First Street and appropriately coned off. The City vehicle was struck by another pickup. A claim has been filed with WCIA. The driver of the vehicle that struck the City vehicle was apparently not appropriately insured.
- *Response to a question from Tom Hastings:* Reported the City does not maintain the internal roads for the Cle Elum Pines West project on SR 903 and no parking will be allowed on the Marian Drive extension. Snow removal will be subject to terms of the Development agreement and the Developer will put up "No Parking" signs.

- Reported a resident of Cle Elum Manor has asked for a handicap parking space and a handicap ramp on Railroad and Pennsylvania Avenue. Leonhard would like to meet with the Transportation Committee to discuss the possibility of adding an additional handicap stall near the corner, which will result in the loss of two regular parking spaces.
- Reported the City crew has begun clearing at the Howard Carlin Memorial Park.
- Reported receiving the rapid flashing beacon for SR 903 and Denny Avenue, adding the D.O.T. would like to be involved in where and how the bases are set.
- Reported the City mechanic is in Wenatchee for a 3-day training for certification to work on Fire Department apparatus and pumps. The cost of the training is being paid for through a scholarship.
- Reported the Fall Cleanup will be held during the week of 10/17 through 10/21/17.
- Reported office staff has been researching the cost for a card lock control panel for the water filling station. The current "honor" system has resulted in the loss of approximately \$32,367 of revenue in 2015 and 2016. The cost of the purchase and installation of a card lock station is approximately \$22,000. The utilities committee met prior to the Council meeting and agreed to allow staff to pursue the project with the goal of having the station ready for spring of 2018.
- The yard waste dump is full and will remain closed until the contents can be chipped and hauled away.

Veolia – William LaRue:

- Mr. LaRue provided graphs of Water Plant Flows and Run Times, Wastewater Plant Flows, Precipitation and Water versus Wastewater Plant Flows for the month of August.
- Thanked Tom Hastings for the 2016 efforts which enabled Veolia to be awarded their 11th Outstanding Treatment Plant Award.
- *Council member Hastings commented that only 100 of 300 plants win the award each year.*
- *Mayor McGowan recognized William LaRue for his efforts in preparing the Water Treatment Plant for Levels 2 and/or 3 during the fire emergency.*
- LaRue reported the tanks could operate without power from PSE for approximately 10 days around the clock.

Citizen Comments on Non-agenda Items

Patsy Preston – 906 West Second: Commented that, on the evening of 09/11/17, a Fire Truck, during the shift change from fighting the Jolly Mountain Fire, slid into a ditch, landing on it's top, on Teanaway Road. Two fire fighters were taken to the hospital, but had no significant injuries.

Draig Dittman – on behalf of the Rotary Club: Thanked the council and staff, as well as Amy McGuffin of the Chamber of Commerce and Cle Elum Downtown Association, for working with the Rotary Club and allowing the Cruise Cle Elum Car Show, stating there was a 94% increase in participation since last year.

Public Appearances

Event Application – Cle Elum Downtown Association – Boo Elum: Amy McGuffin presented the 2017 application to council and staff, adding that additional insurance has been provided due to the addition of a Bouncy House, which was not on the original application. McGuffin stated First Street, between Pennsylvania and Wright Avenues, will be closed and all activities will be held within that closure area. *The City Planner commented that all required staff signatures have been acquired and a Registration form has been developed for the Trunk or Treat entries. A motion was made by Steven Harper and seconded by John Glondo to approve the event application submitted by the Cle Elum Downtown Association for the 2017 Boo-Elum Trunk or Treat event to be held on 10/31/17. The motion carried unanimously.*

A ten-minute break was taken at 8:45 p.m. The meeting reconvened at 8:55 p.m.

Business Requiring Public Hearings

a. **Ordinance No. 1471 – Site Specific Rezone:** Lucy Temple, City Planner, reported the purpose of the rezone from Industrial to Residential is to bring the site located at the northeastern portion of the 900 block between East Second and East Third, and bordered by Floral Avenue on the east into Compliance with the GMA requirement for the 2008 Comprehensive Plan. Mayor McGowan opened the hearing for public comment at 9:00 pm. No comments were made; therefore, the public portion of the hearing was closed at 9:01 pm. *A motion was made by Tom Hastings and seconded by Steven Harper to adopt Ordinance No. 1471, approving a site specific rezone located in Block 23 of the Hazelwood addition to the City of Cle Elum as written. The motion carried unanimously.*

b. **Ordinance No. 1472 – Alley Vacation:** Lucy Temple, City Planner, presented her staff report to the council. The developer of the property is proposing an alley vacation of 10,197 square feet in Block 23 of the Hazelwood Addition, and the dedication of 12,991 square feet to the City for new right-of-way. Mayor McGowan opened the meeting for public comment at 9:04 pm. Hearing no comments, the public portion of the meeting was closed at 9:05 pm. *A motion was made*

by Ron Spears and seconded by Mickey Holz to approve Ordinance No. 1472 with the amendment that the City Attorney reviews the Quit Claim deed. The motion carried unanimously.

Unfinished Business

a. **Bid Acceptance – Storage Building on South Cle Elum Way:** Robert Omans reported to council that P.O.W. Contracting of Pasco, Washington submitted the lowest bid on the roof replacement project. The project engineer for HLA Engineering and Land Surveying recommended accepting their bid of \$158,976.00. *A motion was made by Steven Harper and seconded by Mickey Holz to authorize the Mayor to accept the low bid for \$158,976.00 from P.O.W. Contracting of Pasco, Washington. The motion carried unanimously*

New Business

a. **Resolution No. 2017-015b – Inter-local agreement with Kittitas County Health Department for the provision of Sharps disposal kits:** Robert Omans presented the resolution to renew the existing agreement for successive five-year periods. *A motion was made by Ron Spears and seconded by Mickey Holz to authorize the Mayor to sign Resolution No. 2017-015b to renew the Inter-local agreement between the Kittitas County Public Health Department and the City of Cle Elum for the provision of Sharps disposal kits. Mickey Holz, John Glondo, Tom Hasting and Ron Spears voted aye. Steven Harper voted nay. Ken Ratliff abstained. The motion carried 4-1-1.*

b. **Resolution No. 2017-016:** Robert Omans presented the Resolution for the first amendment to the water delivery agreement with the Town of South Cle Elum. *A motion was made by Steven Harper and seconded by John Glondo to approve and authorize the mayor to sign Resolution No. 2017-16, amending the agreement between the City of Cle Elum and the Town of South Cle Elum related to water delivery to the Town of South Cle Elum. The motion carried unanimously.*

c. **Bike Pedestrian Plan:** Lucy Temple, City Planner, provided details of the final draft of the proposed Bicycle and Pedestrian Plan to the Council for their review. The plan will be a part of the Complete Streets Program and will be brought before council at the 09/26/17 meeting for their comments, with the intention of bringing a resolution to the 10/10/17 City Council meeting.

d. **Resolution No. 2017-018 – Providing for the disposal of certain inventory items:** *A motion was made by Tom Hastings and seconded by Mickey Holz to approve Resolution No. 2017-018 to dispose of surplus items. The motion carried unanimously*

e. **Resolution No. 2017-019 – Comp Plan Work Program:** City Planner Lucy Temple presented the details of Resolution 2017-019 as recommended by Department of Commerce to update the Comprehensive Plan and Development Regulations per RCW 36.70A.130. *A motion was made by Mickey Holz and seconded by Ron Spears to approve Resolution No. 2017-019 adopting a work plan including a public participation program and scheduling for updating the Comprehensive Plan and Development Regulations. The motion carried unanimously.*

f. **Task Order No. 2017-07: Agreement for Comp Plan Engineering Services:** *A motion was made by Tom Hastings and seconded by Ron Spears to authorize the Mayor to sign Task Order No. 2017-07 allowing HLA to assist in updating the City of Cle Elum's current GMA Comprehensive Plan. The motion carried unanimously.*

Ordinances and Resolutions

- a. Ordinance No. 1471 – Approved unanimously under Public Hearings (a.)
- b. Ordinance No. 1472 – Approved unanimously under Public Hearings (b.)
- c. Resolution No. 2017-015b – Approved 4-1-1 under New Business (a.)
- d. Resolution No. 2017-016 – Approved unanimously under New Business (b.)
- e. Resolution No. 2017-18 – Approved unanimously under Bew Business (d.)
- f. Resolution No. 2017-019 – Approved unanimously under New Business (e.)

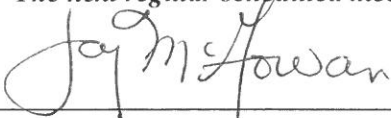
Committee Reports

a. **Pangrazi Award Committee:** Ron Spears announced the award committee will make its recommendation for the 2017 winner at the next City Council meeting.

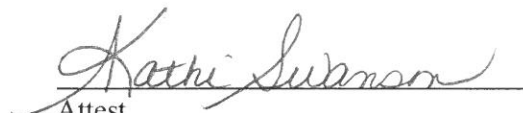
b. **Cle Elum Roundup:** Steven Harper reported the Cle Elum Roundup event committee has submitted a request for payment of \$6,800 as was approved by the Council at the 06/28/17 regular council meeting.

Motion to Adjourn

A motion was made by Steven Harper and seconded by John Glondo to adjourn. The meeting adjourned at 9:40 p.m. The next regular scheduled meeting is Tuesday September 26, 2017 at 7:00 p.m.



Mayor



Attest