

City of Cle Elum
Regular City Council Meeting
October 10, 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, Christine Simpson and Ken Ratliff. Staff present was City Administrator Robert Omans, City Planner Lucy Temple and City Clerk Kathi Swanson.

Approval of the Meeting Agenda

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

Announcements – Appointments, Awards and Recognition

a. 2017 Pangrazi Award: Mayor McGowan presented the 2017 Paul P. Pangrazi Award to Heather Trokey. The award included a plaque, an award certificate and a check for \$1,000.00. Mayor McGowan also recognized nominees Craig Mabie, Ron Jacobson and Josey Kalmbach, who received Certificates of Nomination.

b. Mayor McGowan reported that Cole Basterrechea, a candidate for City Council position 3 on the November ballot has withdrawn his candidacy. His name will still appear on the November ballot, however, as his withdrawal was too late to be removed.

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 09/26/17 Regular Council Meeting; Vouchers and checks #39001 through #39061 in the amount of \$131,770.81 for the check run dated 10/10/17; Claim voucher for voided check #38997 for \$.00; and Payroll vouchers for 09/29/17 in the amount of \$120,281.22. The motion carried unanimously.

Officer Reports

City Administration – Robert Omans:

- Reported the replacement of the roof on the Water Treatment Plant has been completed.
- Reported the roof on the old Water treatment Plant (now storage building) will be completed by the end of November.
- Reported Mayor McGowan will attend the 2017 Infrastructure Assistance Coordinating Council (IACC) conference from 10/24 to 10/26/17.
- Reported he is working with the City Treasurer on the preliminary 2018 budget. The budget committee will meet within the next 2 weeks and will present a draft budget by the 11/14/17 meeting.
- Reported there are about 200 remaining water meters that need to be repaired.

Building Official – Robert Omans:

- Reported issuing 8 building permits for 8 homes in the Cle Elum Pines West Development. The developer is awaiting approval of the Final Plat so the project can continue to place infrastructure for 3 other pods, which includes about 43 lots.

Network Administrator: Robert Omans:

- No report

Planner – Lucy Temple

- Reported site of the Howard Carlin Memorial Trailhead Park has been prepped and the City is awaiting the final design plans in order to move forward with the construction of the structure.
- Reported she has been working on updates to the parking, nuisance and camping ordinances, as well as a re-write of the city zoning ordinance.
- Reported working on a process to update the Master Use Permit and Site Specific Permit processes, including developing an application per the current CEMC for use of City Right-of-Way with regard to Wireless Communication Facilities.
- Reported she will be drafting a Wireless Communication Siting Ordinance.
- Reported processing 1 Subdivision, 1 Short Plat, 1 Conditional Use Permit, 2 SEPA, 1 Right of Way Vacation, 1 Variance, 1 Planned Mixed use application approval, 1 Rezone and 7 sign permits, to date in 2017.
- Reported 1 Binding Site Plan, 1 Annexation and 2 sign permits are currently in process.
- Reported she attended the American Planning Association Conference in Seattle on 09/28 and 09/29/17.

- Reported she will be attending the 10/25/17 Infrastructure Assistance Coordinating Council conference, along with the Mayor, City Administrator and City Engineer from HLA in Wenatchee. A Tech Team meeting with TIB, WSDOT, CDGB, USDA, PWTF – Ecology Storm water Division, DAHP and DOH to discuss the Downtown Revitalization Project and how the City can obtain the \$6 Million required to finish it.

Reported she will be attending the Planning Association of Washington Conference on 10/26 and 10/27. Sign Code case law will be discussed at the conference, which will provide guidance to update the Sign Code.

- Reported HLA has started work on the Transportation and Parks & Recreation elements of the Comp Plan and will be starting work on the Utilities element next.
- Reported the interns will be conducting the extensive transportation data analysis, which will result in a significant cost reduction.
- Reported the Historic Preservation Commission is becoming more actively involved with the Downtown Association.
- Reported the Historic Preservation Commission will meet with the State Architect from DAHP to discuss ways the City can maintain the historic character of downtown Cle Elum.
- Reported meeting with the County Flood Control Zone District Representative to look at some examples of where the City should be regulating development within the floodplain.
- Reported continuing education on Shoreline and Critical Areas Management by working with the Departments of Fish and Wildlife, Natural Resources, SEPA Division and Ecology Shorelines Division.

Public Works Director – Jim Leonhard:

- No Report

Police Chief - Scott Ferguson:

- Reported Range Qualifications are complete for the officers.
- Reported the garage at the Police Department location will no longer be used as an animal shelter, but will be used as storage, which will eliminate the storage unit the City is currently paying for.

Fire Chief – Ed Mills:

- Reported 34 calls in September; 4 fire calls, including 1 shoe on fire alongside the highway, 1 mobile home fire on Hundley Road, (mutual aid with District 7), 1 vehicle fire, 1 structure fire and 5 vehicle accidents.
Reported the Fire Department has continued to assist with the Jolly Mountain Fire.
Reported the newer Rescue Vehicle has arrived and is currently being inspected for safety by the City mechanic.
- Reported the Rescue Vehicle comes with on-board foam, a Cascade filling station system, a light bar, an on-board generator and its own air supply.
- Reported the department is in the process of re-decating the aid vehicle and it is close to being fully ready to run aid calls. The unit will need an upgraded gurney.
- Reported ten members attended a hazardous material class given by Nate Henderson for recertification. Twelve new members were certified.
- Reported newer members are finalizing an EVIP class for certification for fire department vehicle driving. A refresher class will be held soon.
- Reported a “Burn to Learn” class, along with a possible search and rescue class, is being offered to new members for live fire training by the Washington State Fire Center in North Bend.
- Reported policies for airport maintenance and bunker gear maintenance have been updated and implemented.

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 September.
- Reported maintenance and winterization of the water treatment plant has been completed
- Reported a new communication system has been implemented.

Councilmember Simpson asked what the status is for a professional leak detector to come to the City to determine where the system is leaking. Administrator Omans will follow up.

Citizen Comments on Non-agenda Items

Patsy Preston – 906 West Second: Asked what the City’s intentions are to prevent the City water lines from freezing this winter. *Mayor McGowan responded the crew is replacing lines and burying them deeper in the ground, adding that customers must remember to leave their water running during cold weather. Staff will be implementing educational practices to ensure the citizens are informed of practices that will help keep water from freezing. Councilmember Ratliff added that the wells, which have warmer water, will be used if the weather turns cold again.*

Public Appearances

Gary Berndt – Arbor Day – Tree City: Mr. Berndt provided an inventory of the memorial trees placed in 2004 by the Rotary Club. The Rotary club would like to maintain the trees; Mr. Berndt suggested this may be a good Arbor Day project, with will fulfill the annual Tree City requirement. *A motion was made by Steven Harper and seconded by Mickey Holz to direct the Tree Committee to work with the rotary Club to make this project successful. The motion carried unanimously.*

Business Requiring Public Hearings

None

Unfinished Business

None

New Business

a. Bike Pedestrian Plan – Resolution No. 2017-017: Lucy Temple presented the Bicycle Pedestrian Plan, which had been provided to Council at the 09/12/17 and the 09/26/17 Regular Meetings for their review. Temple recommended approval of the Plan and corresponding Resolution No. 2017-017. *A motion was made by Christine Simpson and seconded by Mickey Holz to approve Resolution No. 2017-017 adopting a Bicycle and Pedestrian as written. The motion carried unanimously.*

b. New Employee Handbook: Robert Omans presented the revised handbook for review by the council. Omans will recommend approval at the 10/24/17 regular Council meeting. Discussion included:

- Provide a better definition of interns
- Define volunteers
- Define accountability structure
- Does insurance cover interns and volunteers
- Provide better confidentiality standards
- Provide better accountability standards that does not create a greater liability
- Insure the handbook does not create or allow standards and requirements that would be a challenge to the budget.

Council members were asked to continue to review the handbook and bring comments to the next regular meeting in 10/24/17.

Ordinances and Resolutions

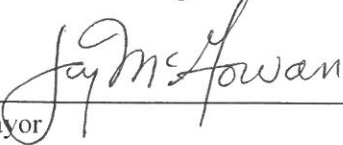
a. Resolution No. 2017-18 – Approved unanimously under Bew Business (a.)

Committee Reports

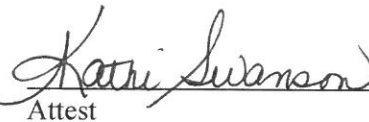
None

Motion to Adjourn

A motion was made by John Glondo and seconded by Steven Harper to adjourn. The meeting adjourned at 8:30 p.m. The next regular scheduled meeting is Tuesday October 24, 2017 at 7:00 p.m.



Mayor



Attest