

City of Cle Elum
Regular City Council Meeting
February 13, 2018

Call to Order – Roll Call of Membership

The meeting was called to order by Mayor Pro Tempore Ken Ratliff 7:00 p.m. The Pledge of Allegiance was recited. Members present were Tom Hastings, John Glondo, Ron Spears, Steven Harper, Mickey Holz and Ken Ratliff. Mayor Jay McGowan and Beth Williams were absent. *A motion was made by Steven Harper and seconded by John Glondo to excuse Mayor McGowan and Beth Williams. The motion carried unanimously.* 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

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

Announcements – Appointments, Awards and Recognition

Robert Omans announced upcoming mandatory training in the Open Public Meetings Act and Public Records Requests. The training is Webinar based. A motion was made by Steven Harper and seconded by Mickey Holz to set 03/06/18 at 6:00 pm at the Cle Elum City Hall for the OPMA and PRR Training. The motion carried unanimously. Ken Ratliff noted he will not be able to attend and will take the class on-line. Staff will publish the notice of public meeting in the City's newspaper of record.

Consent Agenda

A motion was made by Mickey Holz and seconded by Steven Harper to accept the consent agenda as presented; which included the minutes of the 01/23/18 Regular Council Meeting and Vouchers and Checks numbered 39499 through 39570 in the amount of \$177,405.40. The motion carried unanimously.

Officer Reports

City Administration – Robert Omans:

- Reported meeting with the Chamber of Commerce and their planning consultant Perteet about the Upper Kittitas County Emergency Response Plan
- Reported he is working with the Treasurer on a billing system for the other communities. Once significant part of the negotiations is how much the City of Cle Elum charges for water and sewer.

Building Official – Robert Omans:

- Reported the City has received 9 building permit applications to date, compared to 3 at this time last year.

Network Administrator: Robert Omans:

- Reported the City had received a Phishing email during the time he was out of the office. Staff contacted the County IT Department to handle the issue. No damage was reported.

Planner – Lucy Temple

- Reported the 60% Design Review of the Downtown Revitalization Phase 1 project at Peoh Avenue and First Street went wells. Coordination with adjacent landowners is ongoing. Letters have been sent to all four corner properties and one adjacent building which will lose a driveway access. The main issue is now undergrounding of power. A ribbon cutting event has tentatively been set for 06/29, before the Pioneer Days Parade.
- Reported Ordinance No. 1480, amending the zoning code for annexing properties to be assigned a zoning and land use designation similar to their pre-annexation County zoning and land use designations, was sent to the Department of Commerce for a special 10-day expedited review. The ordinance will help bridge any gaps that may have been inadvertently created by the City by not having assigned zoning and land use to the land within the UGA. The zoning/land use gaps within our UGA will be addressed while updating zoning and land use as part of the 2016 Comp Plan Update process.
- Provided a Zoning fact sheet and map that is available to the public electronically and in hard copy at the front counter of City Hall.

- Reported attending a national Flood Insurance Program Floodplain Manager Training in Bellevue on the day of this council meeting.
- **Public Works Director –Jim Leonhard:**
- Reported the 212 grader is broken down and temporarily out of service.
- Reported the sweeper is also down with hydraulic issues.
- Reported the In-River work is complete; the higher water shows how well the improvements are working.
- Reported the crew is able to begin replacing the batteries in the meters due to the mild weather.
- Reported the mild weather has also enabled the crew to patch potholes in the streets in town.

Police Chief - Scott Ferguson): (absent - excused – no report)

Fire Chief – Ed Mills:

- Reported the Department logged 35 calls in January including 2 fires, 29 EMS calls, 1 motor vehicle accident, 1 public assistance call and 2 false alarms.
- Reported the decals are on the new rescue vehicle and fire engine.
- Reported the heavy rescue 511 vehicle is now in service. There will be an announcement in the paper and the unit will be at Sno-Fest 2018 on 02/17/18 for the public to view.
- Reported 5 members of the Department are completing their EMT training.
- Reported 5 members of the Department have started their on-line training courses for their Certified Red Card Training. Chief Mills hopes to have most of the membership complete their training throughout the year.
- Reported he is attempting to enroll as many officers as possible in a free Officer and Administrative 2-day development course offered by the State. The course will be held in Yakima.
- Reported he is working with the Oversight Committee, Robert Omans, Mayor McGowan and Robin Newcomb to establish an ongoing budget to address long term plans for keeping gear and equipment up to date and compliant with fire codes.
- Reported he has talked to the Oversight Committee about Ordinance #1489 and the concerns of council regarding the 15 member minimum requirement. Based on that meeting, Chief Mills' recommendation is to leave the ordinance as is and address the issued if it arises.
- *Council member Mickey Holz publicly thanked the Fire Department for the prompt response and courteous manner during an emergency response to his home.*

Veolia – William LaRue:

- Graphs of the Water Plant Flow, Water Plant Run Time, Precipitation, Wastewater Flows and Water versus Wastewater Plant Flows for January 2018 were provided to the council in their packets. LaRue reported precipitation and temperatures have contributed to a high INI (Infiltration and Inflow).
- Reported the Treatment Plants are prepared for cold weather; the Water Treatment Plant will go to the well fields if necessary.

City Treasurer – Robin Newcomb

- Provided Revenue, Expenditure and Treasurer's Report through 01/31/18 for the Council's Review.

Citizen Comments on Non-agenda Items

None

Public Appearances

None

Business Requiring Public Hearings

None

Unfinished Business

a. **Ordinance no. 1486 - Amending CEMC 17.32.030 Relating to Short Term Rentals – Lucy Temple:** Temple explained the purpose of the ordinance is to amend CEMC 17.32.030 to include Boardinghouses/Lodging house "short-term rentals" under Conditional Use Permits. *A motion was made by Steven Harper and seconded by John Glondo to accept Ordinance #1486 as presented. The motion carried unanimously.*

b. **Ordinance No. 1487 – Amending CEMC 17.08.335 – Adding Short Term Rental Definition – Lucy Temple:** Temple explained the purpose of the ordinance is to amend CEMC 17.08 to include section 17.08.335,

defining “short –term rental” within the Zoning title definitions. *A motion was made by John Glondo and seconded by Steven Harper to accept Ordinance No. 1487 as presented. The motion carried unanimously.*

c. Resolution No. 2018-008 – Adopting City Parks and Recreation (RCO) Plan – Lucy Temple.

Temple explained the City contacted with HLS for an upgraded Parks & Recreation element that would also serve as a recognized plan by the State Recreation and Conservation Office (RCO), a granting agency. HLA has completed the RCO Plan / Parks & Rec Element, which makes the City eligible for RCO funding from the State. The recommendation to council is to adopt Resolution No 2018-007. Council member Harper noted the Council had not been provided with a copy of the Plan to review in their council packets. Council member Spears commented he trusted the work of Lucy Temple and staff; with that being said, *a motion was made by Ron Spears and seconded by Mickey Holz to approve, and authorize the Mayor to sign, Resolution No. 2018-007, adopting the Cle Elum 2018 Parks and Recreation Plan. The motion carried unanimously.* Lucy Temple will provide copies of the finalized Parks and Recreation Plan for Resolution No. 2018-007 to members of the Council by the end of the week.

New Business

a. Ordinance No. 1490 – Water/Sewer Revenue Refunding Bond/Refinance Loans with Columbia

Bank: Cynthia Weed of K&L Gates, explained to council the City is refinancing outstanding DOE, Public Works Trust Fund and 3 USDA loans. Ordinance No. 1490 provides for a Water/Sewer Refunding bond to refund certain outstanding water and sewer revenue obligations of the City. This process must be approved by council.

Columbia Bank has offered to purchase the bond at a rate of 3.6%, which is payable in June and December of each year, with a maturity date in 2032. By refinancing the existing loans, the projected savings is approximately \$500,000. There are no penalties for prepay after 5 years and the terms in the bond ordinance makes it possible for the City to negotiate more favorable terms for future loans. *A motion was made by Steven Harper and seconded by Tom Hastings to approve Ordinance No. 1490 as presented. The motion carried unanimously.*

b. Resolution No 2018-004 - Airport Fund Inter-fund Loan & Transfer from General Fund – Repeals

Resolution No. 2016-005 – Robin Newcomb: The Treasurer explained the Airport Fund is in need of a permanent inter-fund transfer to sustain the Airport Fund and the General Fund has sufficient cash to meet these needs. *A motion was made by Steven Harper and seconded by John Glondo to accept Resolution No. 2018-004 as presented and to authorize the Mayor to sign. The motion carried unanimously.*

c. Intent to Annex / Resolution No. 2018-009 – Whispering Pines – Lucy Temple: Temple reported to Council that the Whispering Pines RV Park, within the City’s UGA, has submitted an official letter of intent to annex into City limits. *A motion was made by Ron Spears and seconded by Tom Hastings to accept Resolution No. 2018-009 as presented and to accept the intent to annex submitted by Whispering Pines to the City of Cle Elum and to authorize the Mayor to sign. The motion carried unanimously.*

d. Intent to Annex / Resolution No. 2018-010 – Weis Olson Properties – Lucy Temple: Temple reported to Council that the Weis and Olson properties, within the City’s UGA have collectively submitted an official letter of intent to annex into City limits. *A motion was made by Mickey Holz and seconded by Ron Spears to accept Resolution No. 2018-010 as presented and to accept the intent to annex submitted by Weis and Olson to the City of Cle Elum and to authorize the Mayor to sign. The motion carried unanimously.*

e. Resolution No. 2018-008 – CDBG Economic Opportunity Grant – Lucy Temple: Temple reported to Council that Karen Roe, the director of the Washington State Department of Commerce DCBG contacted City staff to suggest applying for the Economic Opportunity Grant they have open. An application has been prepared by the City for this first-come first-served application opportunity. Approval of Resolution 2018-008 will allow staff to submit the CDBG application for a grant of \$850,000 for First Street stormwater improvements as soon as possible. *A motion was made by Tom Hasting and seconded by Mickey Holz to accept Resolution No. 2018-008 as presented and to authorize the Mayor to sign. The motion carried unanimously.*

f. Resolution No. 2018-005 – Surplus Police Department Equipment – Robert Omans: Omans explained to Council the Police Department has compiled a list of outdated and/or broken items. The items on the list will be recycled. *A motion was made by Tom Hastings and seconded by John*

Glondo to accept Resolution No. 2018-005 as presented and to authorize the Mayor to sign. The motion carried unanimously.

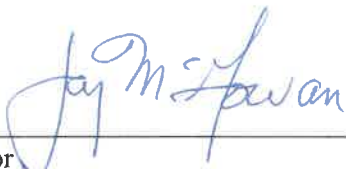
g. Resolution No. 2018-006 – Surplus City Hall Equipment – Robert Omans: Omans reported to Council that the City has compiled a list of outdated and/or broken items to be disposed of. *A motion was made by Steven Harper and seconded by Tom Hastings to accept Resolution No. 2018-006 as presented and to authorize the Mayor to sign. The motion carried unanimously.*

Committee Reports

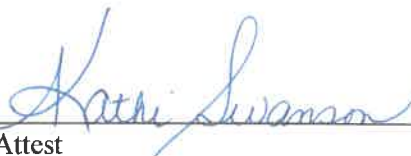
- **Council member Steven Harper:** Requested a meeting between the Treasurer and the Finance Committee regarding amending a resolution. A meeting time and date was set for 02/27/18 at 6:00 pm prior to the regular City Council meeting. Ken Ratliff may not be able to attend the Committee meeting at that time and date.

Motion to Adjourn

A motion was made by Ron Spears to adjourn. The motion carried unanimously and the meeting adjourned at 8:20 p.m. The next regular scheduled meeting is Tuesday February 27, 2018 at 7:00 p.m.



Mayor



Attest