

City of Cle Elum
Regular City Council Meeting
July 24, 2018

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. Members present were Tom Hastings, John Glondo, Ron Spears, Steven Harper, Mickey Holz and Ken Ratliff. Beth Williams was absent. Staff present was City Administrator Rob Omans, City Planner Lucy Temple, City Treasurer Robin Newcomb and City Clerk Kathi Swanson. *A motion was made by Steven Harper and seconded by Mickey Holz to excuse Beth Williams. The motion carried unanimously.*

Approval of the Meeting Agenda

A motion was made by Steven Harper and seconded by Tom Hastings to approve the agenda with the amendment to allow Kittitas County Commissioner Laura Osiadacz to present her Upper County Traffic Task Force report after the consent agenda, before Officer's Reports and to strike her appearance under 7b. The motion carried unanimously.

Announcements – Appointments, Awards and Recognition

None

Consent Agenda

A motion was made by John Glondo and seconded by Steven Harper to accept the consent agenda as presented; which included the minutes of the 07/10/18 Regular Council Meeting; Voucher and Check #40066 in the amount of \$3,500.00 for the annual base rent for the railroad lease at the SW corner of Railroad and Oakes Avenue; Vouchers and Checks #40067-40120 for Claims in the amount of \$264,333.03, Manual EFT payments for June 2018 in the amount of \$63,604.44 and 07/15/185 Payroll Vouchers in the amount of \$70,038.34. The motion carried unanimously.

Public Appearances

Laura Osiadacz – Kittitas County Commissioner District 2: Commissioner Osiadacz reported the Board of County Commissioners is assembling an Upper County Traffic Task Force Group, consisting of multiple representatives within the County, to address the issue of weekend traffic diverting from I-90 over County side roads. Applications for membership must be submitted to Kittitas County Public Works by 08/03/18.

Officer Reports

City Administrator – Robert Omans:

- No Report

Building Official – Robert Omans:

- Reported he has been in contact with the Washington State Department of Enterprise Services, Division of Energy Systems, to look at the City's need for HVAC systems in all city buildings. The company will review and submit grants to help with financing. Solar Power is an option through this company. No RFP's will be required as the contractors have been pre-approved by the state, per RCW.

Network Administrator: - Robert Omans:

- No Report.

City Planner – Lucy Temple:

- Reported the City is continuing forward with .09 funding to continue with the Downtown Plan as well as RCO funding for the Hanson Ponds project.
- Reported HLA is working on a funding application to TIB for a sidewalk to connect Second and First Streets and to add Rapid Flashing Beacons at Pine and First and mid-block at Stewart Lodge and Safeway.
- Reported she is reviewing CUPs, SDRs, Variances and Sign Permits.

- Reported the Planning Commission is continuing to update the Land Use Element of the Comprehensive Plan.
- Reported the Planning Commission is working towards the City becoming a fire adapted community, which involves ongoing discussions with KFACC, and other entities.
- Reported the Planning Commission has had multiple discussions regarding the proposed Emergency Management Plan.
- Reported the Historic Preservation Commission plans to hire an experienced historian to complete an inventory of the downtown core area to build upon our 2002 Historic Buildings Inventory.

Public Works – Mike Engelhart

- Reported the temporary crew member removed weeds and mowed at the airport in preparation for an FAA inspection on 07/11/18.
- Reported the east lift station has been drained and cleaned up in preparation for the pump inspection on 07/11/18.
- Reported working with the WSDOT and Advantage Dirt to complete the Hwy. 903 water crossing.
- Reported the WSDOT assisted the City in amending the franchise to add sleeves to the water crossing for future utilities to cross Hwy. 903.
- Reported the City's portion of the installation of the hydrant fill station at the Memorial Ball Fields has been completed. PSE will complete power and meter connection this week; the fill station should be fully operational next week.
- Reported there was a significant water leak on Power Street which required coordination and shut down of water to the clinic, Safeway and several businesses in the area, for repairs.
- Reported he is working with Public Surplus, an auction site, to list surplus equipment. The site will provide announcements to allow the public, as well as government entities, to have the opportunity to bid on the City's items. Notifications of equipment for sale will be on the City website and in the newspaper of record.
- Reported the crew is continuing to perform water meter repairs.
- Reported the crew is continuing to perform City yard and shop cleanup.
- Reported the crew is continuing with pothole repairs.
- Reported a community service worker picked up litter, including on Safeway Hill.
- Reported the Vactor truck is broke down again. After much research, he will be seeking a budget amendment to purchase a new used hydro excavator at the next council meeting. He has located a hydro excavator in the City of Portland that will suit the City's needs. Currently, the City is renting the truck for \$14,000 per month, which will be taken off the purchase price.

Police Chief - Scott Ferguson:

- Thanked the Kittitas County Sheriff Reserves for working during Pioneer Days at no cost to the community.
- Reported the Police Department experienced no issues during the 4th of July holiday weekend, although Saturday was very busy with the parade, street fair and basketball tournament.
- Thanked Public Works Director Mike Engelhart and his crew for the good job they did during the Pioneer Days Parade and events.
- Announced the 2nd National Night Out will be held on Tuesday, 08/07/18 from 2 to 7 pm at the City Park on Reed and Second. Sponsors include PSE, Kittcom, Kittitas County Sheriff and Cle Elum Police.

Fire Department – Chief Ed Mills:

- Reminded the public to take precautions to prevent fires, such as checking safety chains, not parking on dry grass, and having water available when running power equipment or mowing.
- Reported the tender truck was used to be on watch while the city crew mowed the airport.

- Reported 2 members supplied mutual aid with the water tender truck in Vantage.
- Reported working with Chief Hadden of So. Cle Elum for mutual aid training with Cle Elum once a month.
- Reminded everyone the burn ban is still in effect.
- Reported several people have contacted him to become Cle Elum Volunteer firefighters. The Department has approximately 50 members, with room for about 7 more.
- Reported he will be going to Snoqualmie Pass on 07/25/18 to visit the Firefighter 1 recruit academy, which is planned to start in September and will be open for 20 firefighters in the Upper County to get their FF1 certification.

Citizen Comments on Non-agenda Items

Ronald Carl Richter, Jr. – 104 W Railroad Street: Reported he has witnessed several shady characters around town and suggested organizing a neighborhood watch.

Stephanie Haag - 109 West Second Street: Commented she received the notification in her utility statement regarding the planned Chip Seal Project and asked to be provided additional information as the date the project begins gets closer. *City Planner Lucy Temple reported there would be additional information, including web page and Facebook Updates, and door to door contacts as the project date nears.*

Public Appearances

a. Amy McGuffin – Director of Tourism – Kittitas County Chamber of Commerce and Executive Director of the Downtown Association Report:

- Provided status reports for the Website, Facebook, Instagram, Snap Chat, Discover Cle Elum and Google Marketing for June.
- Reported on the Hotel Booking Report, saying it can be used for determining the numbers for destination marketing, which can be helpful with lodging tax grant evaluations.
- Reported workshops for the Lodging Tax Application Committees will be held on 08/07/18 from 4:30 to 6:00 at the Upper Kittitas County District Court and on 08/14/18 at the City Hall Council Chambers in Ellensburg.
- Reported she is conducting a survey of current and dropped members of the Chamber.
- Reported the Chamber may need to appoint a dedicated person for the Director of Tourism.
- Reported the Downtown Association is planning for Boo Elum and is working with the WSDOT and the Cle Elum Police Chief regarding street closures.
- Reported the Downtown Association is working on roof top lighting on First Street businesses. She hopes to have them installed by the 3rd week in August; however, they will not be lit until Christmas, but will remain lit year round after that. The cost to the building owners/tenants should be only \$3 to \$5 per month.
- Reported the Downtown Association is working on getting a new speaker system installed in the downtown corridor. McGuffin is working with PSE to dovetail with their existing power lines; the project is slated to be completed by the end of September.
- Reported DAHP is close to completion of a Downtown Historic Building Assessment and Inventory Plan in partnership with the Downtown Association.
- Reported she hopes to have a ribbon cutting in October for the Park at Umpqua Bank.
- Reported she has been talking to the Glondo family regarding a Piazza in their vacant lot next to their meat shop business on First Street.
- Reported she has been talking with Pioneer Coffee regarding a park, complete with irrigation, in the vacant lot next to their business, with the completion goal set prior to freezing.
- Reported she attended the Main Street Conference in Colfax where they discussed fiber connections. Inland Networks may be interested in bringing their fiber into Cle Elum.
- Reported the State is coming up with a funding mechanism to get pre-1958 unreinforced Masonry Buildings reinforced.

Business Requiring Public Hearing

None

Unfinished Business

None

New Business

- a. **Ordinance Number 1496 – Amending CEMC Chapter 3.56 related to Library Fund:** Treasurer Robin Newton explained the ordinance is to remove the word “fund” and replace with “reserve account”. *A motion was made by Steven Harper and seconded by Mickey Holz to approve Ordinance No. 1496 as presented. The motion carried unanimously.*
- b. **Ordinance No. 1497 – Amending CEMC Chapter 12.28 related to Street Trees:** *A motion was made by John Glondo and seconded by Ron Spears to approve Ordinance No. 1497 as presented.* Council member Ken Ratliff commented that this is a requirement to be a Tree City, and failure to pass the ordinance will disqualify the City’s intention of being a Tree City. *The motion carried unanimously.*
- c. **Ordinance No. 1498 – Amending CEMC Chapter 3.90 – Police Vehicle and Vehicle Equipment:** Treasurer Robin Newcomb explained the purpose of this ordinance is to remove the word “fund” and add “cumulative reserve account within the general (fund)”. *A motion was made by Steven Harper and seconded by Mickey Holz to approve Ordinance No. 1498, with the amendment to strike “the maximum amount to accumulate in this fund is twenty-five thousand dollars” in Section 4, Chapter 3.90.030 as recommended by the Budget Committee. The motion carried unanimously.*
- d. **Ordinance No. 1499 – Amending CEMC Chapter 3.98 – Fireman Park Improvement Reserve Account:** Treasurer Robin Newcomb noted the purpose of the amendment to the Cle Elum Municipal Code is to remove the word “fund” to “reserve account”. *A motion was made by Steven Harper and seconded by Mickey Holz to approve Ordinance No. 1499 as presented. The motion carried unanimously.*
- e. **Ordinance No. 1500 – Amending CEMC Chapter 3.96 related to the Police Department equipment reserve fund** – Treasurer Robin Newcomb explained the purpose of this ordinance is to eliminate a duplicate reserve account. *A motion was made by Ken Ratliff and seconded by John Glondo to approve Ordinance No. 1500 as presented. The motion carried unanimously.*
- f. **Ordinance No. 1501 – Amending CEMC Chapter 3.52 – Fire Department Automotive Apparatus Cumulative Reserve Fund.** Treasurer Robin Newcomb explained the purpose of the amendment is to change “cumulative reserve fund” to “reserve account within the general fund”. *A motion was made by Mickey Holz and seconded by Ken Ratliff to approve Ordinance No. 1501 as presented. The motion carried unanimously.*
- g. **Resolution No. 2018-027 – Adopting the Fund Reserve Policy:** *A motion was made by Steven Harper and seconded by Mickey Holz to adopt Resolution No. 2018-027, with the amendment to strike “The maximum amount to accumulate in this fund is \$25,000 per Ordinance 1498”, under Notes – Other City Reserves Per Ordinances/Resolutions. The motion carried unanimously.*
- h. **Amended Agreement for Wastewater Treatment and Disposal Services – South Cle Elum.** Robert Omans, City Administrator, presented the Agreement to council, explaining the amendments would allow 24 more sewer connections for the City of Cle Elum on the South side of the river. *A motion was made by Tom Hastings and seconded by Mickey Holz to approve the Cle Elum/South Cle Elum Amended Agreement No. 2 for Wastewater Treatment and Disposal Services as presented and to authorize the mayor to sign. The motion carried unanimously.*
- i. **Upper County to Ellensburg Commuter Bus:** City Planner, Lucy Temple presented a proposal from Hope Source and Ellensburg Transit to provide a commuter bus between Ellensburg and the Upper County, free to all riders. Hope Source will be submitting for a WSDOT, grant which requires a 20% match for operation and a 10% grant for equipment. The

application is due in September of this year. The overall match required will be \$97,770. Other grants will be applied for in the amount of \$430,851. The City of Cle Elum will be asked to contribute \$20,000 to join the partnership in the 2-year pilot program. Council member Holz suggested the contribution come out of the Hotel/Motel Fund. *A motion was made by Steven Harper to direct staff to bring a specific proposal. The motion died due to the lack of a second. A motion was made by Ken Ratliff and seconded by Mickey Holz to issue a letter of intent to commit up to \$20,000 of the 2019 budget, provided we encourage Suncadia, other Cities, Kittitas County and other entities to commit to contributing the remaining \$78,000. The motion carried unanimously.*

Committee Reports

John Glondo reported he has been attending the monthly Kittitas Fire Adapted Communities Coalition, a coordinated movement to increase community resilience to wild fire by providing education, planning and technical assistance for implementing activities with the people who live, work and recreate in Kittitas County. The Coalition has sent letters to municipalities and other involved entities asking for monetary help to fund the project. The suggested amount of contribution for municipalities is \$1,000. Representatives from the KFACC will attend a future council meeting to give a presentation.

Steven Harper called a meeting of the Lodging Tax committee for 08/14/18 at 6:00 pm to discuss the proposed amendment to the Interlocal Agreement for Lodging Tax with Kittitas County. Council member Harper noted he is not comfortable with the proposed 13% flat rate and would prefer to allot a specific funding amount.

Motion to Adjourn

A motion was made by Steven Harper and seconded by John Glondo to adjourn. The motion carried unanimously and the meeting adjourned at 9:02 p.m. The next regular scheduled meeting is Tuesday August 14, 2018 at 7:00 p.m.



Mayor

Attest