

To City of Cle Elum  
Regular City Council Meeting  
February 12, 2019

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

**Approval of the Meeting Agenda**

*A motion was made by Steven Harper and seconded by Mickey Holz to accept the agenda with the amendments to add Council Comments and Concerns to Item 12 on the agenda and to move Adjournment by Motion to Item 13. The motion carried unanimously.*

**Announcements – Appointments, Awards and Recognition**

Police Chief Scott Ferguson gave tribute to former Police Chief Rich Shupert, who passed away on December 3, 2018. Mayor McGowan led the proceedings in a moment of silence for former Chief Shupert.

**Consent Agenda**

*A motion was made by Steven Harper and seconded by John Glondo to accept the consent agenda as presented; which included the minutes of the 01/22/19 Regular Council Meeting; 02/12/19 EFTs and Vouchers #40752 – 40813 in the amount of \$362,879.02; and 01/31/19 Payroll Vouchers in the amount of \$131,115.50. The motion carried unanimously.*

**Officer Reports**

**City Administrator, Building Official and Network Administrator: - Robert Omans:**

- Reported only 1 building permit was issued in January; however, there were 31 inspections in January.
- Reported the security glass is now installed in the front office of City Hall, as well as new doors, which are operated by key card.
- Reported he and the Public Works Director, Mike Engelhart, met with the DNR at our Airport on 01/28/19. The DNR is looking for airports to relocate their helicopter operations from Ellensburg. Currently the City is in the second position of consideration out of 3 airports.
- Reported City staff met with the City engineers on 01/30/19 to discuss the plans for the First Street and Billings Avenue Intersection project. Currently, the city is at 60% plan completion; still on track for construction this summer.

**City Planner – Lucy Temple:**

- **No Report**

**Treasurer Report – Robin Newcomb – presented by Robert Omans**

- A Budget Position Report was provided to the Council members.
- Reported the General Fund cash flow increased in 2018 due to an increase in Tax Revenue, including Sales Tax, Business Licenses, Marijuana Sales Tax and Excise Tax and Building Permit revenues.
- Reported the Cle Elum Pines Development Mitigation Fees totaled \$112,000 in 2018 for the fire, police and street departments.
- Reported the city received about \$45,000 from the sale of Public Works surplus equipment.
- Reported over \$350,000 was received in grants for the First Street and Peoh Avenue Improvement Project, in addition to grants for Police, Fire and the Comprehensive Plan Update.

**Public Works – Mike Engelhart:**

- Reported there have been some issues with winter parking, although many individuals were very cooperative regarding parking.
- Reported several residents have reported frozen water pipes and broken water lines.
- Reminded citizens to watch the winter temperatures and to leave water running during very cold weather.
- Reported the crew is performing snow and ice removal.
- Reported the Merry-Go-Round has been re-installed.

**Mike Engelhart, special report on behalf of William LaRue, Veolia:**

- Reported Veolia has been monitoring the water temperatures throughout the duration of this recent cold spell and are currently operating on the Cle Elum well field for the following reasons:
  - The Yakima raw water temperature is 32.9 degrees F
  - The Cle Elum source temperature is 41 degrees F
  - The Inlet channel is frozen from entrance to exit; the City is not getting water, or very little water, flowing through the channel.

**Police Chief - Scott Ferguson:**

- Reported Snoqualmie Pass has been closed since Monday 02/11/19 at 4:30 pm and will continue to be closed into Wednesday 02/13/19. This closure has created a parking issue in Cle Elum, especially with semi-trucks, keeping the police officers busy.
- Reported the department has purchased 2 new vehicles for a total of approximately \$22,000.
- Commented a Reader Board would be helpful in directing vehicle traffic during Pass closures.

*Discussion among council members: Council member Holz commented a reader board could be used for other events and occurrences year round within the City; and perhaps other event sponsors would be willing to donate towards a reader board. Council member Ratliff noted the Sign Ordinances would have to be re-addressed to allow for reader boards.*

**Fire Department – Chief Ed Mills:**

- Reported there were 35 calls for the month of January, including 28 EMS and 7 fire service calls.
- Asked that citizens help the fire crews by keeping hydrants shoveled out to make access easier in the event of a fire.
- Reported his crews have been out the past few days shoveling around and clearing off hydrants.

**Veolia – William LaRue – absent – written report submitted:**

- Reported he would not be at this meeting due to attending training out of the area.
- Reported the Wastewater and Water Treatment Plants continue to perform very well and are well within all permit parameters.
- Reported the recent City wide power outage affected the Wastewater Plant and the Yakima Pump Station; both locations were operated off of emergency power supplied by the generator for the duration of the 6 hour outage.
- Provided graphs of the Water Plant Flows, Run Times, Precipitation, Wastewater Flows and Water versus Wastewater Plant Flows for January 2019.

**Citizen Comments on Non-agenda Items**

**Kris Sullivan – 310 Grant Street:** Reported he has had 2 meetings with County Commissioner Osiadacz regarding air traffic noise over Cle Elum.

**Public Appearances**

None

**Business Requiring Public Hearing**

None

**Unfinished Business**

None

**New Business**

a. **Ordinance No. 1515 – Amendment for Alley Vacation – Lucy Temple:** Lucy Temple noted there was a Scribner’s error in the original Ordinance No. 1515, which was passed on 12/11/18. *A motion was made by Ken Ratliff and seconded by John Glondo to approve Ordinance No. 1515 as amended. The motion carried unanimously.*

b. **Resolution 2019-002 – 2019 fee Schedule – Lucy Temple:** Temple presented the updated Fee Schedule which establishes new fees and existing fees, including the removal of outdated or unnecessary fees; noting the existing Fee Schedule has been in place since 2014. As directed by the City Attorney, all corresponding ordinances must be updated to take out specific dollar amounts for fees and replace with the verbiage “the applicable fee as set forth by resolution of the city council”. Resolution 2019-002 is related to, and should be adopted alongside Ordinance No. 1550, Developer Reimbursement (Staff Time). Temple noted that the fee schedule presented has been vetted by the Planning Commission. Temple also noted the Developer Reimbursement Staff Time is actual staff time and benefits plus 10%. The change is by recommendation of City Treasurer, Robin Newcomb, to discontinue a \$90.00 flat fee, which State Auditors will find issues with during an audit. Temple also stated this type of staff time Fee Schedule is an industry standard. A consolidated summary of all ordinance amendments or establishments for Ordinances numbered 1518 through 1549 related to Resolution 2019-002 was provided to council. During the review of the changes to Ordinance No. 1520, Council noted the fee statement was omitted, and should be added to the ordinance.

**Comments from Council:****Steven Harper:**

1. Does not like that a code book is not available for purchase, as indicated by its deletion from the updated Fee Schedule. *Staff stated Code Publishing Company no longer provides Code Books. If a member of the public wishes to have a copy of an ordinance, or any or all of the code book, staff will photocopy for the customer at the copy charges set forth in the Fee Schedule. No Public Records Request is required.*
2. Would like to see the Business License Fees changed back to charging \$30.00 for businesses with 1 to 2 employees, and \$60.00 for businesses with 3 to 5 employees.

**Ken Ratliff:**

1. Agreed the business license rates should not be changed and asked that they be changed back as described by Council member Harper.
2. Agreed the Fee Schedule, as presented, is the correct process to charge for services.

*Staff agreed to change the business license fee as requested.*

**Mickey Holz:**

1. Would prefer the Staff Time for Developer Fees be only 2 or 3 rates, breaking down rates by departments, and not a different rate for each individual staff member.

*A motion was made by Ron Spears to table the Fee Schedule until the next meeting when the Treasurer can be available to answer questions. The motion failed due to the lack of a second.*

*A motion was made by Ron Spears and seconded by Beth Williams to approve Resolution No. 2019-002 Fee Schedule as presented. Discussion: Steven Harper asked that the motion be amended to include a change to the Business License fees for*

*1 to 2 employees to \$30.00 and to add the fee statement to Ordinance No. 1520. Ron Spears amended his motion to include the changes as recommended by Council member Harper. The motion to accept the amendment to the original motion carried unanimously. The motion to adopt Resolution No. 2019-002 as amended carried unanimously.*

**c. Ordinance No. 1518-1549 (2019 Fee Schedule) – As presented by Lucy Temple:** Council member Harper asked the other members of Council if they were comfortable with raising rates by Resolution, which does not allow for public input. Council member Ratliff noted he would be most comfortable if changes to fee schedules would come to public review in front of City Council. Council member Spears asked to have the Treasurer, a representative from the Planning Commission, or a report from the Planning Commission, and the City Attorney at the next Council meeting to discuss the Fee Schedule. *Lucy Temple, City Planner, suggested adopting an Ordinance stating Fee Schedules go to Council and include public input. A motion was made by John Glondo to adopt Ordinances No. 1518 through 1549 with the change to Ordinance No. 1520 to add the Fee Schedule statement. The motion died due to the lack of a second.* Council members agreed to table Ordinances 1518 through 1549 until the 02/26/19 regular Meeting under New Business. *Staff informed Council that the City will be out of compliance by approving the Fee Schedule under Resolution 2019-002 and not passing the corresponding ordinances. A motion was made by Steven Harper and seconded by Mickey Holz to rescind Resolution 2019-002. The motion carried with a vote of 5-1, with Ron Spears voting nay.* Resolution No. 2019-002 will be tabled until the 02/26/19 Regular Council meeting under Unfinished Business.

**d. Ordinance No. 1550 – Developer Reimbursement – Lucy Temple:** *A motion was made by Ken Ratliff and seconded by Steven Harper to approve Ordinance 1550 relating to Developer Reimbursement of staff time with the addition of Exhibit B, Staff Time Rates, as part of the Ordinance. The motion carried by a vote of 5-1, with Council member Holz voting nay.*

#### Committee Reports

None

#### Council Comments and Concerns

a. Steven Harper commented that he is on the Budget Committee that audits the payables before each meeting and disclosed that one of the payments he signed off on for the current vouchers is for his company. Ken Ratliff and Mickey Holz stated they are also on the Budget Committee and have no concerns regarding the invoice that was paid. Both thanked Council member Harper for his disclosure.

#### Motion to Adjourn

*A motion was made by John Glondo to adjourn. The meeting adjourned at 9:03 p.m. The next regular scheduled meeting is Tuesday February 26, 2019 at 7:00 p.m.*



Mayor



Attest