

To City of Cle Elum
Regular City Council Meeting
August 13, 2019

Call to Order – Roll Call of Memberships

The meeting was called to order by Mayor Pro-Tem Ken Ratliff at 6:00 p.m. The Pledge of Allegiance was recited. Members present were Tom Hastings, John Glondo, Steven Harper, Mickey Holz, Beth Williams and Ken Ratliff. Mayor Jay McGowan and Ron Spears were 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 Mickey Holz to excuse Mayor McGowan and Ron Spears. The motion carried unanimously.*

Approval of the Meeting Agenda

A motion was made by Steven Harper and seconded by Tom Hastings to amend the meeting agenda to add discussion of Fire Department Equipment; and a report from the Pangrazi Committee to Committee Reports; and to change the words "Finance Committee" to "Budget Committee" under New Business items e and f; and to approve the agenda as amended. The motion carried unanimously.

Announcements – Appointments, Awards and Recognition

On behalf of Mayor McGowan, Mayor Pro-Tem Ken Ratliff appointed Devin Smith to the City of Cle Elum Parks and Recreation Committee. The committee will consist of Devin Smith, Beth Williams and Matthew Lundh.

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 07/23/19 Regular Council Meeting; 08/13/19 EFTs and Vouchers #41365 - 41424 in the amount of \$1,826,448.92; and 07/30/19 Payroll Vouchers in the amount of \$138,925.88. The motion carried unanimously

Officer Reports

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

- Reported the City issued 3 building permits, valued at \$30,915, with associated permit fees of \$1,073.51 for the month of July.
- Reported 24 inspections were performed during the month of July.
- Reported the City is working with Time Value Investments to reinvest the 2 year bond purchased in 2018. He reported the note was called at 17 months. During that 17 month period since the bond was purchased, the note earned almost \$50,000 in interest. The old interest rate was 2.4%; the new interest rate will be 1.9% for the 2-year re-investment.
- Reported the City submitted a Kittitas County Distressed County Sales and Use Tax Grant application in the amount of \$450,000 for the First Street Stormwater and Billings Avenue to Oakes Avenue Improvements. The City will know by the next regular meeting in September if we were successful recipients. If so, the City will be going out to bid for the project later this year or early next year.
- Reported Sergeant Kirk Bland has been promoted to the position of the Cle Elum, Roslyn and South Cle Elum Police Chief and will be sworn in at the first Council meeting in September.

City Planner – Lucy Temple:

- Reported there are several permits and developments applications in the queue, several of which are being reviewed by the consultants.
- Reported she is working on Development Regulation Updates, including the Shoreline Master Program.

- Reported the City received a grant in the amount of \$11,200 from the Department of Ecology for the Shoreline Master Plan periodic update. The City has until 2021 to finalize the update.
- Reported Michelle Capp, District Ranger of the Forest Service, is asking for a group of community leaders in Upper Kittitas County that would be interested in engaging in a conversation about recreation, tourism and quality of life for the local communities. Ms. Capp would like to have someone from the City as representation at the meeting on 08/16/19.

Public Works – Mike Engelhart:

- Reported a major water main break on 07/24/19; the Public Works team worked from 3:00 am until 10:30 pm to make repairs, with the help of William LaRue and his team from the Water Treatment Plant.
- Reported the Pine Street Sidewalk Improvement Project is close to being finished; however, there were quality assurance issues that must be repaired.
- Reported the Highway 903 Water Extension project for the water main and sewer system for the County shop is on schedule.
- Reported signs have been installed for winter parking restrictions and bus stop restrictions; curbs have been painted in the bus parking areas.
- Introduced crew member Marshall Stewart to the Council and members of the public. Marshall was transferred from his temporary public works crew position as a result of a budget amendment approved by council to help the water department improve the 60% failure of water meters. He is reading water meters, cycling hydrants, painting hydrants, as well as other water-related tasks.

Acting Police Chief – Sergeant Bland:

- Provided a written report of bookings, citations and infractions for July.
- Reported the Cle Elum Roundup was a successful event and noted a member of the Liquor Control Board was on site.
- Reported the National Night Out event was held on 08/06/19 at the Wye Park. The event may continue to be held at Wye Park in the future.
- Reported the Department is buying a used 2014 SUV from a private vendor; the vehicle is fully loaded with police equipment.
- Reported he will be starting the New Hire process to replace Chief Ferguson; the department will be testing lateral and entry level applicants.
- Reported the Department is working on an extensive felony case in South Cle Elum.
- Reported the Cle Elum Department was involved in a pursuit which began on I-90 by the WSP and ended in Cle Elum. All suspects were apprehended.

Fire Department – Chief Ed Mills:

- Reported 22 calls for the month of July, including 2 fire calls, 15 EMS, 1 hazardous condition, 2 services calls, 1 false alarm and 1 good intent; Chief Mills commented the community has had another safe year due to the fireworks ban.
- Reported Engine 511 is back from Yakima after having the lights replaced to correct a shorting problem. The Engine is back in service.
- Reported Engine 521 is in desperate need of replacement. It is well past the recommended years for qualifying for WSRB. Chief Mills is researching the best options for replacement.
- Reported Brush Truck 511 is still out of service; Reliable Auto is installing new heads.
- Reported he is working on a new ten-year strategic plan which should be available by the next Council meeting.

- Reported he is updating the camera system at the fire stations, which will help protect and monitor all gear and apparatus. The system will include new security doors with scan cards, which is the same system as what the rest of the City has.

Veolia – William LaRue:

- Provided graphs of the Water Plant Flows, Run Times, Precipitation, Wastewater Flows and Water versus Wastewater Plant Flows for July 2019.
- Reported one basin at the Water Treatment Plant is down and a replacement prop meter has been ordered to replace the defective one.
- Reported the west settling basin at the Water Treatment Plant is down to 90% dry; once dry, mechanical equipment will be used to clean it out in preparation for winter.
- Reported the grid pump at the Waste Water Treatment Plant has been rebuilt to improve efficiency.
- Reported 200,000 gallons of water loss in 45 minutes due to the 07/24/19 water main line break.

Citizen Comments on Non-Agenda Items

Patsy Preston – 906 West Second: Asked if the proposed cell tower will be erected in a park. **Mayor Pro-Tem Ken Ratliff responded the City Planning Commission is taking the lead on the issue and a final decision has not been made. Council member Steven Harper cautioned the Council not to comment on the issue as it is currently in litigation. The Council advised Ms. Preston the Planning Commission would be the correct forum to obtain more information.**

Public Appearances

None

Business Requiring Public Hearing

None

Unfinished Business

HVAC and Lighting Upgrades Project: Robert Omans reported the need for HVAC and lighting upgrades throughout the City. The City received a grant in the amount of \$136,389 from the Department of Commerce for the project. The Water Regional Fund would pay \$352,705, the Sewer Regional Fund would pay \$27,784 and the General Fund would pay \$13,805. City staff will continue to pursue grants to help finance the project. Once the project is complete, the City would realize an annual energy savings. ***A motion was made by Steven Harper and seconded by Beth Williams to authorize the Mayor to sign all contracts and agreements with the Washington State Department of Enterprise services for HVAC and Lighting upgrades throughout the City as presented in the documents provided.*** Questions on the motion: Council member Hastings voiced concerns that the City has spent a lot of money this year, but agrees there are dangers to the Water Treatment facilities without the upgrades. Council member Steven Harper commented the upgrade will lead to a better quality of service and quality of life for employees. ***The motion passed unanimously.***

New Business

a. Ordinance No. 1561 – Budget Amendment: Robert Omans presented the Ordinance to Council and explained the amendment is to include a \$1,500,000 Large Cap Lodging Tax grant issued to the Horse Park for the covered arena in the budget. The City, as the property owner of the Horse Park, will pay for the arena, and then will receive the funds back from the grant awarding agency. ***A motion was made by Steven Harper and seconded by John Glondo to approve Ordinance No. 1561, amending the 2019 Budget of the City of Cle Elum as adopted by Ordinance No. 1511. The motion carried unanimously,***

b. Resolution No. 2019-011 – Park Reserve Fund: Mayor Pro Tem Ken Ratliff read the recitals into the record. Resolution No. 2019-011 is to dedicate \$5,000 gambling tax revenue, as well as any funds received from lease payments, co-location fees, taxes or other funds collected from current or future agreement leases, sub-leases, activities, structures or facilities or

modifications on 34 specific parcels of City-owned property (Miller-Guzzie Park), to the Park Reserve Fund. *A motion was made by Steven Harper and seconded by Mickey Holz to approve Resolution 2019-011 specifically the version that includes the 34 parcels named in the Resolution. The motion carried unanimously.*

c. **Contract for On-Call Planning & GIS Services:** Lucy Temple reported to the council a need for additional planning services. Funds are available within the existing 2019 Planning Budget, with no new funding requested. Council member Tom Hastings asked why the City is not looking for staff as approved by council. Lucy Temple responded that there are not many qualified individuals who can perform the work that is required; but there is no need for full time staff. *A motion was made by John Glondo and seconded by Beth Williams to approve the Contract for on-call planning and GIS services, not to exceed \$50,000, as requested by the Planner and to authorize the Mayor and staff to sign the contract with SCJ, Inc. The motion carried unanimously.*

d. **Progress Estimate No. 1 – Belsaas & Smith – Pine Street Sidewalk Improvements:** Mike Engelhart presented the progress estimate to the Council noting the payment amount requested of \$106,914.86 is for work completed to date. All work for this Project Estimate has been inspected by Mike Engelhart and HLA and does not include the quality of work repairs to the asphalt pathway due to puddling issues. *A motion was made by Steven Harper and seconded by Mickey Holz to approve Progress Estimate #1 for Belsaas and Smith and authorize the release of \$106,914.86. The motion carried unanimously.*

e. **City Line of Credit:** Council member Steven Harper reported the Budget Committee met to discuss entering into an agreement with Umpqua Bank to open a line of credit. Conditions from the Budget Committee include City Council approval for every use of the line of credit; a specific plan for reimbursement, not to exceed 2 years duration; and the line of credit will be used exclusively for Main Street Revitalization and related capital projects and upgrades. *A motion was made by Tom Hastings and seconded by Mickey Holtz to approve a line of credit agreement with Umpqua Bank, with the 3 specific conditions noted and to authorize the Mayor to sign all contracts and documents. The motion carried unanimously.*

f. **City Credit Cards:** Council member Steven Harper reported the Budget Committee met to discuss switching the City credit card accounts from Wells Fargo to Umpqua Bank. *A motion was made by Tom Hastings and seconded by Mickey Holz to authorize the Mayor to sign all contracts and documents required to change the City's commercial credit card company to Umpqua Bank from Wells Fargo according to the Umpqua Bank Commercial Credit Card Agreement Rev 11.18. The motion carried unanimously.*

g. **Water Meter Replacement Bids:** Public Works Director Mike Engelhart reported the City published Requests for Proposals to replace the City's water meters. Four bids were received; H.D. Fowler submitted the lowest bid for the best option of all new Master ¾-inch magnetic meters and radios for all sizes of meters, and will include a drive-by system that is migratable from AMR to AMI. Larger Master meters are already in place and will not have to be replaced. A standard 20-year warranty is offered with the H.D. Fowler system, 10 full years and 10 pro-rated years. *A motion was made by Tom Hastings and seconded by Steven Harper to proceed with the purchase of meters and radios from H.D. Fowler and to pay for the equipment from the Reserve Fund.*

Questions on the motion: Council member Beth Williams asked if the City has other

projects that would take from the Reserve Fund and asked what the approximate cost of the water main break was. Mayor Pro-Tem Ratliff noted there is no reason to expect any additional emergency issues that would take away from the Reserve Fund; but there are always risks. Public Works Director Mike Engelhart estimated the cost of the water main break to be approximately \$10,000, not including labor and equipment. Planner Lucy Temple noted the City will rate better after all meters are replaced, making the City more eligible for grants. City Administrator Robert Omans suggested the purchase price could be taken from both the Water and the Sewer Reserve Funds. *Tom Hastings amended his motion to accept the RFP results from H.D. Fowler and to pay for it using Water and/or Sewer Reserve funds. Council member Harper's original second stood in effect. The motion carried unanimously.*

Committee Reports

a. **Fire Department Oversight Committee:** Mayor Pro-Tem Ken Ratliff reported the Fire Department Oversight Committee met to discuss the need to replace one of the two aging fire engines with a new one, noting the Department's rating will improve, which allows for better insurance rates. The Fire Department has saved about \$300,000 and will need an additional \$100,000 to \$150,000 to replace one fire engine. The Oversight Committee will discuss further and bring back to the 09/10/19 City Council meeting.

b. **Pangrazi Award:** Tom Hastings reported the Pangrazi Award Committee met to discuss the 4 nominations received for the 2019 Pangrazi Award. The Committee recommended that Stanley Roy Susich, who received 2 of the nominations, be considered as the recipient of the 2019 Pangrazi Award. *A motion was made by Steven Harper and seconded by John Glondo to accept the Committee recommendation and award Stanley Roy Susich, Jr. the 2019 Pangrazi Award. The motion carried unanimously.*

c. **Letter of Support for the TNC to the DNR:** Mayor Pro-Tem Ken Ratliff read the proposed letter of support of the Cabin Creek Forest Legacy project to be submitted to the Washington State Department of Natural Resources. The Nature Conservancy proposes the conservation of 5,870 acres of watershed property within the Wenatchee National Forest to protect valuable habitat for threatened wildlife and to protect the working forest. *A motion was made by Steven Harper and seconded by Mickey Holz to approve the letter of support from The Nature Conservancy to the Washington State DNR with a correction to a Scribner's error within the letter. The motion carried unanimously.*

Motion to Adjourn

A motion was made by Steven Harper and seconded by John Glondo to cancel the regular scheduled business meeting and resume regular meetings on 09/10/19. The motion carried unanimously.

A motion was made by John Glondo and seconded by Steven Harper to adjourn. The meeting adjourned at 8:20 p.m. The next regular scheduled meeting is Tuesday September 10, 2019 at 6:00 p.m.



 Mayor



 Attest