

City of Cle Elum
Regular City April 13, 2020

Call to Order – Roll Call of Membership

The Regular meeting of the City Council was held "virtually", in compliance with the Covid-19 Social Distancing Mandate issued by Governor Jay Inslee. The meeting was called to order by Mayor McGowan at 6:00 p.m. The Pledge of Allegiance was recited. The Roll was called. Members present were Matthew Lundh, John Glondo, Ruston Weaver, Steven Harper, Mickey Holz and Ken Ratliff. Beth Williams was absent. Other members present were City Administrator Robert Omans, City Planner Lucy Temple, Public Works Director Mike Engelhart, Police Chief Kirk Bland, Fire Chief Ed Mills, Veolia Water and Sewer Treatment Plants Operator William LaRue and City Clerk Kathi Swanson. *A motion was made by Matthew Lundh and seconded by Mickey Holz to excuse the absence of Beth Williams. The motion carried unanimously.*

Approval of the Meeting Agenda

A motion was made by Matthew Lundh and seconded by Steven Harper to amend the agenda to add Resolution 2020-012, asking the Kittitas Board of County Commissioners and Kittitas County Solid Waste to accept yard waste at the Transfer Station, to item f under New Business and to accept the agenda as amended. The motion carried unanimously.

Announcements – Appointments, Awards and Recognition

Mayor McGowan commented these are extraordinary times requiring virtual meetings and thanked everyone for their presence.

Consent Agenda

A motion was made by Mickey Holz and seconded by Ken Ratliff to approve the consent agenda. Questions on the motion: John Glondo noted Ken Ratliff's name was omitted as present from the Roll Call in the 03/09/2020 minutes. Mayor McGowan stated the minutes would be amended. The consent agenda included 03/16/2020 Payroll EFTs and Vouchers #42110 - 42118 in the amount of \$81,151.65; 03/23/2020 EFTs and Claims Vouchers #42119 - 42153 in the amount of \$374,024.34; 03/31/2020 Payroll EFTs and Vouchers #42155- 42161 in the amount of \$148,069.08; and 04/13/2020 EFTs and Claims Vouchers #42154 and #42162 - 42226 in the amount of \$446,931.18. The motion, with the amendment to correct the 03/09/2020 minutes to add Ken Ratliff's name to the Roll Call as present, carried unanimously.

Officer Reports

City Administrator, Building Official and Network Administrator – Robert Omans

- Reported he has been going to a lot of virtual meetings regarding the pandemic.
- Reported 4 building permits were issued in March and 20 building inspections were performed. No unnecessary inspections are being performed.
- Reported the Building Code Council has postponed the adoption of the new code from 07/01/2020 to 11/01/2020 due to the pandemic.
- Reported there have been a lot of email scams due to COVID-19; however, City Hall has been able to avert a potential scam.

City Treasurer - Robin Newcomb:

- Not present - provided 1st Quarter 2020 Budget Position reports in Council's packets for their review.

City Planner – Lucy Temple

- Reported she has been working with the Corp of Engineers and the Fish & Wildlife Department for 5 to 10 year permitting for maintenance work in city-wide critical areas, and routine maintenance on the freshwater intake project.

- Reported work is continuing with the developers on the 47 Degrees North project Supplemental Environmental Impact Statement. The website will be updated if and when information or timelines change.
- Reported she will be sending out an RFQ this week for mandatory update work on the Shoreline Master Program and Critical Areas ordinances; this work was budgeted last year.
- Reported she will be sending out an RFQ this week for work on the Hanson Ponds/Yakima River bank stabilization work. All of this work was funded through a grant.
- Reported she is working on the City Firewising code and a housing white paper, which will help support future development.
- Reported a Housing Survey has been shared on the City website and Facebook page and will run through the end of April.
- Reported she is finalizing some of the planned parks projects so they will be shovel ready when work can proceed.

Public Works Director – Mike Engelhart:

- Reported the Downtown Project was postponed for 2 weeks due to the crew self-quarantining because of the virus. The crew is healthy and will be back to work as of 04/13/2020.
- Asked the public not to flush sanitary wipes down the drain as they will plug and become a hindrance to the Public Works staff.
- Reported the pile of recycled asphalt previously stored at Wye Park has been placed along the Hanson Ponds Road, in the downtown core, and in alleys and roadways in the City.
- Reported the crew has been repairing potholes around the City.

Police Chief – Kirk Bland:

- Reported business as usual; the department continues to take precautions due to the virus.
- Reported there has not been a spike in crime due to the COVID virus and calls for service have leveled off.
- Reported packages have been stolen from porches; social media shares from neighbors enabled the Police Department to discover who committed the crimes.
- Reported teachers will be driving to all 3 communities as a mobile rally at 3 pm on Wednesday 04/15/2020. The rally is to show their support for the students, and more on-line events are planned for the near future.
- Booking data for the first quarter of 2020 was provided to council for their review.

Fire Chief – Ed Mills:

- Reported there were 24 calls in March, including 10 basic life support, 2 standby, 1 first aid with injury, 3 EMS and 8 other calls. Chief Mills reported there were no fires in March.
- Reported the new engine is in service and is running great.
- Reported flyers have been mailed out to all citizens explaining the voter ballots for the proposed levy. Voters should be receiving their ballots soon, as well.
- Reminded the community that, per state law, there is no burning allowed within the City limits other than a recreational fire no larger than 3 feet by 3 feet with flames no higher than 2 feet. In the future, burning permits may be required for recreational burning.

Veolia – William LaRue:

- Provided graphs of the Water Plant Flows, Run Times, Precipitation, Wastewater Flows and Water Plant versus Wastewater Plant Flows for March 2020.
- Reported both plants are running well, considering the weather events that have taken place over the past several months.
- Reported he is training Mike Lackey as his new plant operator.
- Reported his staff is preparing for summer flows for the Water Treatment Plant.
- Reported he is submitting the annual reports, including the Bio Solids Report, the Annual Inflow Infiltration Assessment Report and the Waste Flow Report to the

Department of Ecology; as well as the Cross Connection Control Annual Summary Report to the Department of Health. These reports are submitted on behalf of the City.

- *Council member Ratliff asked why there was a spike in the wastewater flow in February. Mr. LaRue explained this was due to flooding, which was the result of rain on snow events; reporting it is all I and I. The plant handled the spike very well, thanks to the hard work of the staff.*

Public Appearances - 15 Minute Limit

None

Business Requiring a Public Hearing

None

Unfinished Business

None

New Business

- 2020 Distressed County Sales and Use Tax Agreement:** Mayor McGowan reported Cle Elum received \$450,000 from the .09 fund. Kittitas County is asking the City to sign the contract outlining the conditions for the money the City will receive. *A motion was made by Steven Harper and seconded by Matthew Lundh to authorize the Mayor to sign the document as presented. The motion carried unanimously.*
- Ordinance No. 1585 – Waiving Utility Late Fees and Non-Pay Shut-Offs:** Robert Omans presented the Ordinance to council, explaining that, due to the COVID-19 pandemic, the City is proposing to waive late fees on utility bills and refrain from non-pay shutoffs until the Civil Emergency is terminated. Mr. Omans noted this action does not waive the bill, which will continue to accrue; arrangements must be made by the bill payer for payment in full in a timely manner once the Civil Emergency is over. *A motion was made by Mickey Holz and seconded by John Glondo to approve Ordinance No. 1585 as presented. The motion carried unanimously.*
- Resolution 2020-011 – Authorizing the Mayor to sign the MOU between the City and Kittitas Conservation Trust:** Lucy Temple reported the City received assurance of a FEMA Hazard Mitigation Grant Program award in the amount of \$433,000 to study, plan and implement a bank stabilization and habitat restoration project on the Yakima River adjacent to the City's Hanson Ponds property. The City teamed with the Kittitas Conservation Trust (KCT) to perform project management duties. KCT successfully procured an additional grant of approximately \$180,000, from the State's Salmon Recovery Funding Board, which will be used for hiring a consultant to study the state of the Hanson Ponds river bank, levee and ponds relative to river flow and function, habitat, and existing infrastructure. The grant will also cover the in-kind amount the City is required to contribute. The MOU commemorates the relationship between the City and KCT for this work, documents shared, resources and goals. Council member Harper read Resolution 2020-011 and the MOU into the record. *Council member Ratliff asked for confirmation that the project will not limit accessibility and use by the public. Planner Lucy Temple responded there are requirements that make public access to Shorelines a priority. A motion was made by Steven Harper and seconded by Ruston Weaver to authorize the Mayor to sign the City of Cle Elum-Kittitas Conservation Trust MOU and Resolution 2020-011 as was read into the record. Question on the motion: Council member Holz voiced his concerns that the \$180,000 grant obtained by KCT is not mentioned in the MOU. Council member Harper stated the grant is referenced in the MOU, without a dollar amount, but was verbally reported by staff in the Planner's Staff Report Presentation. The motion carried unanimously.*
- Ordinance 1586 - Set a Time and Date for a Public Hearing regarding the Short Term Rental Moratorium:** Lucy Temple presented the ordinance, which re-enacts a six month moratorium on the establishment of new short short-term rentals within City limits. This action requires a Public Hearing within 60 days of enacting the moratorium. The original public hearing deadline was missed due to the pandemic social distancing and stay at home orders issued by

Governor Inslee. Ordinance No. 1586 will extend the moratorium for 60 days and sets the time and date for the required public hearing. *A motion was made by Mickey Holz and seconded by Matthew Lundh to approve Ordinance 1586 extending the moratorium on the establishment of new short-term rentals within City limits and to set the date for the Public Hearing for June 8, 2020. The motion carried unanimously.*

e. Release Retainage Bond of \$31,735.56 - DJB Construction - 903 Utility Extension: Mike Engelhart reported DJB Construction has fulfilled their contract obligations and reported all L&I information to HLA; HLA has reviewed the documentation and recommends releasing the retainage bond for the 903 Utility Extension for the new County shop. *A motion was made by Mickey Holz and seconded by John Glondo to release the retainage bond to DJB Construction in the amount of \$31,735.56. The motion carried unanimously*

f. Added Agenda Item: Resolution 2020-012 – Asking Kittitas County Solid Waste to open the yard waste receptacle at the County Transfer Station: Matthew Lundh reported he is concerned about a potential fire hazard being created due to yard waste collecting on small properties. Council member Lundh believes it is important to ask the Board of County Commissioners to consider pushing Kittitas County Solid Waste to open the yard waste facility to the public to alleviate the possibility of creating another fire hazard. Council member Harper commented yard waste can currently be distributed at the transfer station as regular trash, which is more costly and not fair to the public. Council member Ratliff stated he supports the resolution as KCSW has created an undue hardship on the community. Council member Weaver noted the shut down has been a result of the pandemic. *A motion was made by Ken Ratliff and seconded by Ruston Weaver to approve Resolution 2020-012 as presented. The motion carried unanimously.*

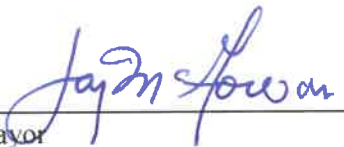
Committee Reports:

a. Council member Matthew Lundh reported the Technology Committee met on 04/09/2020 regarding the City server and getting a better solution in place, along with an on-going support agreement. John Storch has put together an RFP. The Committee also discussed paperless council packet options and live streaming the Council agendas and meetings. The Committee will meet every Friday until solutions can be found. Council member Steven Harper reported the Budget Committee will be kept updated.

b. Council member Steven Harper noted he will call a Budget Committee meeting before the next council meeting for a budget amendment regarding Lodging Tax funding. He will speak with the Treasurer regarding a change in a line item in the budget.

Motion to Adjourn

A motion was made by Steven Harper and seconded by Mickey Holz to adjourn at 7:22 p.m. The next regular scheduled meeting is Monday April 27, 2020 at 6:00 p.m. and will be held virtually, with access by phone and/or computer.



Mayor



Attest