

City of Cle Elum
Regular City April 27, 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 6:15 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, Beth Williams and Ken Ratliff. Other members present were City Administrator Robert Omans, City Planner Lucy Temple, Public Works Director Mike Engelhart, Police Chief Kirk Bland and City Clerk Kathi Swanson.

Approval of the Meeting Agenda

A motion was made by Beth Williams and seconded by Steven Harper accept the 04/27/2020 meeting agenda as presented. The motion carried unanimously.

Announcements – Appointments, Awards and Recognition

Mayor McGowan stated that citizen comments on non-agenda items is difficult during a virtual meeting and asked members of the public to put their concerns or comments in writing and drop them off at City Hall. Those comments will be read into the record at the next scheduled council meeting. Steven Harper noted this is not a permanent policy change; that it is temporary due to the current situation.

Consent Agenda

A motion was made by Beth Williams and seconded by Matthew Lundh to approve the consent agenda as presented; which included the minutes to the 04/13/2020 regular City Council Meeting; 04/16/2020 Payroll EFTs and Vouchers #42228 - 42235 in the amount of \$77,315.99; 004/27/2020 Claims Voucher #42227 in the amount of \$550.00 for Wesley Craven; and 04/27/2020 Claims Vouchers #42236 - 42263 in the amount of \$366,670.61. The motion carried unanimously.

Officer Reports

City Administrator, Building Official and Network Administrator – Robert Omans

- Reported there were 22 participants in this virtual meeting.
- Reported the Spring Cleanup has been temporarily postponed, but will be rescheduled for a later time. The information was posted in the newspaper, and is on the City's website and Facebook page.
- Reported City Hall is still closed to the public but citizens are paying their bills on line. Mr. Omans cautioned the system does get overloaded and asked customers to call City Hall to make their payments or go to the website during early morning or late night hours.
- Reported the Water Treatment Plant CCR, a mandatory report, is completed and can be found on the City Website.
- Reported the Treasurer has compiled a list of all of the grants received by the City, totaling over \$6 million, since 2016.
- *Council member Lundh reported the spring cleanup postponement announcement is not on Facebook and asked the City Administer to repost it.*

City Planner – Lucy Temple

- Reported there is movement on the Dru Bru property development as well as the Hospital District's ambulance garage project.
- Reported she will provide an update at a later date regarding the large developments.

- Reported the Stafford Avenue Project was held up in review at WSDOT, but the city is confident the project will be advertised in May.
- Reported the City has received the long-term freshwater intake permit from the Corps of Engineers. The permit covers the maintenance of the freshwater intake structure and the upstream side channel annual debris removal. The permit will be applied for every 5 years.
- Reported she worked with a division of the county public health department for assistance with public outreach on the Downtown Project and other outdoor recreation goals. The health department is preparing a brochure highlighting the project benefits.
- Reported two grants will be brought before City council at one of the meetings in May.
- Reported the Planning Commission will hold their first virtual meeting on 05/05/2020 to discuss the results of the month-long Housing Survey.

Public Works Director – Mike Engelhart:

- Reported the flashing 4-way stop light at Second and Pennsylvania has been upgraded to LED solar powered flashing lights positioned at each corner of the intersection.
- Reported the parks are fully irrigated, with the exception of the City Park; they are set to irrigate in the middle of the night to lessen the demand on the Water Treatment Plant during the day.
- Reported the City published an ad for a Cemetery Caretaker; no applications were received. The previous caretaker has started his own landscaping business and has agreed to sub-contract with the City for the position, which will save the City money.
- Reported the storm water project is going well, and the contractor has gained ground enough to possibly get back to the original deadline schedule. Businesses will still be accessible during construction.
- Reported a significant leak on Third Street; the new GIS system allowed the crew to find a shut-off valve that had been buried during the chip seal project.

Police Chief – Kirk Bland:

- Reported the Department is healthy and conducting business as usual.
- Reported the Department has had the opportunity to complete arms training.
- Reported a lot of traffic is being diverted to Second Street due to the downtown construction and asked citizens to watch their speed and be very careful.

Public Appearances - 15 Minute Limit

Chamber of Commerce Report: Madison Ford

- Provided analytic information for February and March 2020 for Discover Cle Elum
- Reported the Discover Cle Elum Campaign has made great progress.
- Reported the downtown businesses remain open during construction.
- Reported the Chamber is focusing on outdoor recreation and scenic drives throughout the summer to encourage the practice of social distancing.
 - Reported the Visitor Centers are closed, but online resources are available and updated daily.
 - Reported the Chamber is working on planning for the Independence Day Celebration and Pioneer Days in July.
 - Reported the Town Guide is being updated; a report will be provided at the next meeting.
 - Reported meeting with Suncadia to discuss the Discover Cle Elum campaign; Suncadia wants to be part of this campaign.
 - Reported she has joined the Recreation Forum and Mountains to Sound Greenway Trust Advisory Committee.

Downtown Association Report: Debbie Bogart

- Reported CEDA adopted a short term goal aimed at helping with business recovery, including work plans and budget to prioritize activities that meet the needs of businesses.
- Reported CEDA launched grants of up to \$2,000 to help small businesses with rent/mortgage and/or utilities during the Covid-19 shut-down. A total of \$20,000 will go out to businesses. Cle Elum Strong t-shirt and hoodie sales are helping support additional funding for the grants; they can be ordered on the CEDA website.
- Reported a county-wide committee is discussing a safety plan for how events and gatherings are conducted. It is still unclear if any events will happen this summer.
- Reported the CEDA sponsored City Clean up has been cancelled this year.
- Reported CEDA is sponsoring an Adopt-A-Basket (hanging basket) program this year.
- Reported the Upper County Pioneer Day Committee will meet to discuss Pioneer Days and options for modifications. A co-marketing team, including Roslyn, Suncadia, the Chamber and CEDA has been formed to cross promote events.
- Reported business promotions this year will help operating businesses as well as those who are only available online. Promotional games include \$50 Gift Card Friday and "I Spy".
- Reported safety planning for events and gatherings, as well as the hair care industry, is progressing.
- Reported business connection is a priority and she spends 1 - 3 hours daily with communications. Responses included appreciation for CEDA being here and appreciation for the Yellow A-frame lending program.
- Reported meeting weekly with the county-wide recovery committee for the past 3 weeks. The committee is looking at economic indicators, current resources available, economic recovery messaging and identifying the next steps for economic recovery.
- Reported state-wide and national surveys have been conducted to look at the effect of Covid-19 on small businesses.
- Reported the Main Street Administrators meet weekly with "coffee on-line" to discuss issues.
- Reported their office move is complete and CEDA hopes to have an open house soon.

Gregg Dohrn and Associates - Development Updates - Added to the agenda by Mayor McGowan:

- Provided a status report on the Bullfrog Flats Master Site Plan and proposed 47 Degrees North Project, which provides for the construction of 1,334 dwelling units including single family, multi-family and affordable housing units, and a business park. The draft Supplemental EIS will be ready for public review and comment in August. In addition, the City Attorney has notified New Suncadia that the failure to dedicate the 12.5 acres for the community recreation center would constitute a breach of and potentially invalidate the Development Agreement. New Suncadia has expressed a readiness to dedicate the 12.5 acres to the City once the Suncadia Resort reopens.
 - Provided a status report on the City Heights Master Site Plan, which may, or may not, require an additional environmental review. The issue is being discussed and the Council will be updated as more is learned about the Phase 1 development plans.
 - Provided a status report on Phase 3 of the Cle Elum Pines West Master Site Plan. The project is near completion; however, the Bullfrog Flats Development Agreement includes a condition of approval that calls for a connection to the Coal Mines Trail and access to the City Heights property.
 - Reported the Olson Brothers have met with City Staff to express interest in proceeding with development plans for their properties, located in the Cle Elum UGA, and annexation into the City.

- Reported the Whispering Pines RV Park Annexation request will require additional information before the City can proceed with processing their application.
- Cautioned the council they will be acting in a quasi-judicial role making decisions on these applications; therefore, they must be careful to avoid saying or doing anything that might give reason to call into question their ability to make a fair and impartial decision. He recommended that any questions from constituents be directed to Mayor McGowan or City Administrator Robert Omans, who may consult with the City Attorney, who will provide advice, as appropriate.

Business Requiring a Public Hearing

None

Unfinished Business

None

New Business

a. First Street Stormwater Project – Strider Construction Progress Estimate #1 - \$212,340.67: Mike Engelhart reported he and HLA have reviewed the project estimate. All paperwork has been submitted; he and HLA recommend approval. *A motion was made by Matthew Lundh and seconded by Steven Harper to pay Progress Estimate #1 in the amount of \$212,340.67 to Strider Construction. Question on the motion: Ken Ratliff asked what the total amount of the project would be. Engelhart reported the total will be \$1,408,798.00. The motion carried unanimously.*

b. FAA – CARES Act Airport Grant Approval: Robert Omans reported the City received a \$1,000 grant for the Cle Elum Airport, which will be used for the maintenance. Omans asked council to authorize the Mayor to enter into the agreement. Councilperson Beth Williams asked what kind of maintenance would be performed. Public Works Director Engelhart reported the runway needs crack sealing and the main runway and taxiway from the helipad is in need of new striping. *A motion was made by Beth Williams and seconded by Mickey Holz to authorize the Mayor to enter into the agreement with the FAA and to accept the Airport Grant. The motion carried unanimously.*

c. Discussion: Council Procedures to make Policies, Ordinances and Resolutions: Mayor McGowan is in the process of setting guidelines for how the council makes policy. The meeting was opened for council discussion. *Matthew Lundh commented he understands his job as a council member is to develop policy and agrees there should be a procedure, but does not want to be unable to bring issues to council. Steven Harper stated it is important to have a policy outlining procedures on how to conduct meetings. Council members agreed they would like to be allowed to bring Ordinances or Resolutions to Council; however, the City attorney should review all proposed Ordinances and Resolutions. A motion was made by Steven Harper and seconded by Matthew Lund to have the Mayor appoint a committee to determine procedures on how to conduct meetings. The motion carried unanimously. Mayor McGowan will obtain advice from the City Attorney and will decide who will be on the committee and report back to council with his decision. Beth Williams suggested Kathi Swanson should be on the committee.*

Committee Reports:

Matthew Lundh – Parks Committee:

- Reported the Committee is waiting for a survey before they can go to bid for getting the fencing be placed in the Dog Park.

- Reported work on the Hanson Ponds project is wrapping up some final construction details before toilets and other amenities can be installed.
- Reported the City Park structure is moving forward with the construction date; there is a lot of work that needs to be done before the structure is delivered in June.

Steven Harper – IT Committee:

- Reported the IT committee has taken great steps and publicly thanked John Storch for his work. IT Committee Reports will be given at future meetings.

Mike Engelhart on behalf of Fire Chief Ed Mills:


- Reminded everyone tomorrow is voting day and encouraged everyone to cast their ballots.

Motion to Adjourn

A motion was made by John Glondo to adjourn at 7:54 p.m. The next regular scheduled meeting is Monday May 11, 2020 at 6:00 p.m. and will be held virtually, with access by phone and/or computer.



 Mayor



 Attest