

City of Cle Elum
Regular City Council Meeting Minutes
September 13, 2021

Call to Order – Roll Call of Membership

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 Mayor McGowan, Matthew Lundh, John Glondo, Ruston Weaver, Steven Harper, Mickey Holz, Beth Williams and Ken Ratliff. Other members present were City Administrator Robert Omans, Contract Planner Gregg Dohrn, Public Works Director Mike Engelhart, Police Chief Kirk Bland, Fire Chief Ed Mills, Veolia Water/Sewer Treatment Plants Operator William LaRue and City Clerk Kathi Swanson.

Approval of the Meeting Agenda

A motion was made by Matthew Lundh and seconded by Ruston Weaver to approve the 09/13/2021 meeting agenda as presented. The motion carried unanimously.

Consent Agenda

A motion was made by Beth Williams and seconded by Mickey Holz to accept the consent agenda as presented, which included the minutes to the 08/23/2021 Regular City Council meeting; 08/2021 Payroll EFTs and Checks #43738 – 43746 in the amount of \$177,076.42; and Claim Voucher EFTs and Checks #43747 – 43789 in the amount of \$254,550.56. The motion carried unanimously.

Officer Reports

City Administrator, Building Official, Network Administrator – Robert Omans – Reported:

- The Fall Clean-up will be held 09/21 to 09/25/2021.
- The Waste Management contract is being discussed.
- Kittcom has finalized their budget with a 24% user fee increase.
- The Fire Camp at the Airport has left after spending 20 days.
- August building activity includes 9 permits for \$11,000, and 41 inspections.
- The IT Consultant has activated the 2-factor authorization system for everyone.

Interim City Planner – Gregg Dohrn – Reported

- The extended comment period for the NOA on the 47 Degrees North project ended on 09/10/2021. The comments will be organized, posted on the website and distributed to the Project Sponsor. The comments will be used by staff during the formal review process.
- Issued a clearing and grading permit for the next phase of City Heights, with a high emphasis on the importance of restoring and repairing ditches, swales and culverts that were damaged during the forestry process. The City is ensuring City Heights puts erosion control measures in place before winter.
- Cle Elum Pines West will submit 2 final applications to complete their Development Agreement.
- The City anticipates receiving a proposed master plan and annexation agreement for property by the Airport owned by Pat Deneen.
- Meagan Hayes is working remotely to assist with the many permits and applications currently under review. The Contract Planning staff hopes to provide a recommendation and series of options for alternative courses of action to fill the City's Planning Position.
- The comment period on the revisions to the Future Land Use and Official Zoning Maps concludes on 09/14/2021. A public hearing will be held by the Planning Commission; their recommended revisions will come to the council at a later date.

Public Works Director – Mike Engelhart Reported:

- WSDOT conducted an Airport Review; lights are working; runway, taxi way and helipad have been painted. Some trees are creating a landing hazard; measures will be taken to correct.
- Recycled asphalt is being placed on the shoulders and rights-of-way on Third Street.
- The crew is preparing equipment for winter.
- The Vac truck is in the repair shop; the City is leasing a sewer jetter truck in the interim.
- Water leak incidents are down; a large leak did occur by the new ambulance garage.
- Working with Veolia to find a cost-effective way to repair/replace aging facilities at the water and sewer treatment plants.

Police Chief – Kirk Bland – Reported:

- Participated in the Roslyn Labor Day activities, including a Log Show on Saturday and parade on Sunday.
- There has been an influx of animal complaints, including bears and loose horses.
- Will conduct the testing process to replace officer Uren; oral boards are on 09/24/2021.

Fire Chief – Ed Mills - Reported:

- The Department had 49 calls in August, including 35 EMS, 3 fires, 2 service calls, 4 good intent, 2 false alarms and 2 special incidents
- *Councilmember Williams asked Chief Mills to talk about the statistics that she provided at a previous meeting. Chief Mills responded that, during the Covid-pandemic and applicable protocol, he asked his volunteers not to respond to aid calls unless they were specifically called by the Hospital District for backup. In addition, Kitcom does not report the department as being on scene in situations where the volunteers do not have radios to call in with. The result is the report shows the department as not being on scene when they actually are on scene.*
- Received a \$3,000 donation from Life Support.

Veolia – William LaRue - Reported:

- Graphs of Water Plant Flows, Run Times, Precipitation, Wastewater Flows and Water Plant versus Wastewater Plant Flows for August 2021 were provided. At the request of councilmember Ratliff, Mr. LaRue provided a graph indicating the annual peak flows and the months in which they occurred from 2013 to present. This report will be provided annually every January.
- The Variable frequency drive units have been replaced.
- The Wastewater SCADA upgrade has been completed.
- Nine of the new LED lights that were installed at the Water Treatment Plant have failed; working with McKinstry to get them replaced.
- Repacked one of the irrigation pumps in August.
- Passed the latest round of proficiency testing with an excellent rating for the Water Treatment Plant.
- Replacing the UV isolation valve at the WWTP, which has a failed seal. Replacement cost of the valve is approximately \$3,500. The plant must be taken off-line, and the river level has to drop before repairs can be made.
- A power outage on 07/02 took down the #1 UV reactor. The plant must have the second UV reactor operational before the winter flows as there are times during flooding conditions that both units must be running to avoid violating the NPDES permit.
- The City must review their rates and set them at a level to ensure funds are available to help with the cost of repairs and operations as infrastructure continues to age and fail.

Citizen Comments on Non-Agenda Items

Elizabeth Kurtz, 112 West Second: Asked to have the 08/23/2021 minutes corrected to change M-First to NFIRS. Reported she submitted Public Records Requests to the Fire Department; those records helped her understand the way the fire department works. The reports show the prevailing focus is on the lack of staffing, resources, funding, support and assistance. The deficiencies contribute to the difficulty of the fire department to respond. The CEFD is doing as much as they can under the circumstances. The Police Department is state of the art and well-funded. Medic One EMS is well organized, well-funded and saves a lot of lives. An all-volunteer fire department takes more than a part time chief; the City would be better served to have a full time, salaried, benefited fire chief and assistant fire chief. The Cle Elum Fire Department deserves the chance to get what they need to do what they can do to prove they can take care of the community. They will need funding and community support to be successful; Ms. Kurtz offered to do whatever she can to help Chief Mills. *A motion was made by Steven Harper and seconded by Matthew Lundh to make the correction to the Scribner's error on page 1 of the 08/23/2021 minutes. The motion carried unanimously.*

Public Appearances – 15 Minute limit

a. **Upper Kittitas County Recreation Committee Survey Information:** Clair Nichols provided a power point presentation regarding the Community Recreation Center Feasibility Study used to gain input from the community about the recreation center. The committee has received over 1,000 surveys to date. Ms. Nichols thanked the Mayor and council for their support and noted they will come back to the council to share the final results of the survey.

b. **The Nature Conservancy – Letters of Support for the Cabin Creek and FY2022 Land & Water Conservation Fund:** Katie Pofahl and Darcy Batura gave a brief history on the 2 projects. The letter of support for the Cabin Creek Forest Legacy Program is being sent to the Washington State Department of Natural Resources. This application is to protect 6,000 acres of working forest and recreation opportunities in Cabin Creek, also known as the Kittitas Working Forest. The intent is to transfer ownership to DNR for management; Kittitas County will be the beneficiary of 75% of the timber revenue. The letter of support for the FY2022 Land & Water Conservation Fund Application on the Taneum Watershed is being sent to the US Forest Service. This application will allow the transition of a patchwork of 12,177 acres of forest land to the Okanogan-Wenatchee National Forest. *Councilmember Lundh asked to have more information provided in the packets in the future. A motion was made by Matthew Lundh and seconded by Steven Harper to authorize the Mayor to sign the letters of support presented by the Nature Conservancy, with Scribner's errors corrected. The motion carried unanimously.*

Unfinished Business

a. **Ordinance 1609 – Replacing & Repealing CEMC Chapter 17.10:** Gregg Dohrn presented the Ordinance to council with the following revisions that were requested by council: to clarify City Staff, as designated by the mayor, is the decision maker for Types 1 and 2 permits; to correct improper reference to the Growth Management Hearings Board, to clarify City Council decides who will conduct a Public Hearing for changes to the City's Development Regulations; to move the approval of a Short Plat from a Type 2 to a Type 4 review, and move Subdivisions from a Type 3 to a Type 4 review. In addition, a provision was added to allow the Notice of Application comment period to be up to 30 days at the request of the Mayor. The Planning Commission reviewed the revisions and approved them. The City Attorney advised that State Law requires Short Plats to be approved administratively; therefore, the council's request to change Short Plats from a Type 2 to a Type 4, could not be completed. *A motion was made by*

Ken Ratliff and seconded by Matthew Lundh to adopt Ordinance 1609 as revised keeping Short Plats a Type 2 application in conformance with State Law. The motion carried unanimously.

b. Ordinance 1615 – Repealing & Replacing CEMC Chapter 15.24 – Flood Hazard: Gregg Dohrn presented the Ordinance to council, noting this is a 2-step process. The 1st step is the adoption of an interim ordinance that will go into effect immediately, thus meeting the FEMA requirements, resulting in the City adopting the updated Flood Insurance Maps, making the citizens of the City eligible for flood insurance. The 2nd step will take the non-required issues back to the Planning Commission for their review. This 2-step approach will meet the mandate and allow the council to review the other issues at length. ***A motion was made by Ken Ratliff and seconded by Beth Williams to adopt Ordinance 1615, including the flood insurance maps, and to send the other issues back to the Planning Commission for further review. The motion carried unanimously.*** A public hearing will be held within 60 days.

c. Legislative Committee – Council Handbook: Gary Berndt described the work of the committee, consisting of Beth Williams, Ken Ratliff, Matthew Lundh and the City Clerk, with Mr. Berndt as the facilitator, to develop the standards that would fit Cle Elum. Mr. Berndt suggested the council set a study session to discuss the draft. Councilmember Williams explained the process the committee used to develop the draft, recommending the council members read the draft and set a study session in about one month. The Clerk will provide the draft to the staff.

d. City Park Mural Project Presentation. Will Bow and Justin Gibbens provided a power point presentation describing the proposed mural on the City Park Bathroom Building. Emphasis was placed on using historical features of Cle Elum. ***A motion was made by Steven Harper and seconded by Ken Ratliff to approve the concept as presented and to permit Will Bow and Justin Gibbens to move forward with this project. Councilmember Lundh noted \$5,000 was provided by the Suncadia Fund for Community Enhancement. The motion carried unanimously.*** The artists reported the project will be completed by the end of October.

e. Update on the Land Exchange with Kittitas County: Kittitas County and the City of Cle Elum have been negotiating a land swap of 5 acres near the Airport in exchange for the old County Public Works Building. Mike Engelhart provided a power point presentation of the County shop, explaining the new location has a covered storage area for equipment and room to allow the City to stockpile materials in one place. The airport acreage does not have any impact on the long-term airport plan. Engelhart is seeking permission from the council for approval of the Short Plat at the Airport, which would allow the City to proceed with the quit claim deed for the land swap. The County proposes to put a Sheriff's Search and Rescue facility at the Airport property. No public comments were accepted at this time.

New Business

a. Interlocal Agreement with Roslyn for Automatic Fire Department Aid: Chief Ed Mills reported the agreement has been approved by the City's legal Department and there is a verbal commitment from Roslyn and Ronald. ***A motion was made by Beth Williams and seconded by Mickey Holz to sign the Interlocal Agreement for Automatic Fire Department Aid between Roslyn and the City of Cle Elum. The motion carried unanimously. A motion was made by Steven Harper and seconded by Matthew Lundh to authorize the Mayor to sign the Interlocal Agreement for Automatic Fire Department Aid between the City of Cle Elum and Fire District 6. The motion carried unanimously.***

b. Resolution 2021-020 – Accepting the Bid for the Official Newspaper: Robert Omans reported this is an annual process. Only one bid was received. ***A motion was made by Matthew Lundh and seconded by Steven Harper to pass Resolution 2021-020 accepting the bid from the Tribune for the Official Newspaper. The motion carried unanimously.***

c. Resolution 2021-022 – Adopting an Updated Employee Handbook: Robert Omans reported this resolution will increase employee vacation accrual from 240 hours to 300 hours. ***A***

motion was made by Matthew Lund to table the resolution until more information can be provided regarding impacts to the budget. The agenda item was tabled.

d. Resolution 2021-023 – Amending the Cemetery 2021 Fee Schedule: Councilmember Williams reported this resolution corrects the fee disparity created when the cemetery rates increased in July. *A motion was made by Ken Ratliff and seconded by Matthew Lund to adopt Resolution 2021-023 as presented. The motion carried unanimously.*

e. Holiday Lighting Lodging RFP: Councilmember Harper reported the Lodging Tax Committee met to discuss the application. *A motion was made by Steven Harper and seconded by Matthew Lundh to approve the 2021 Lodging Tax Fund Application in the amount of \$26,520 with the provision that the committee oversees the line items in the 2021 budget. The motion carried unanimously.*

Committee Reports

Pangrazi Award Committee: No recommendation at this time.

Executive Session:

The Council went into an executive session for 15 minutes at 8:25 to discuss legal matters with the City Attorney. No action will be taken. The council returned from the executive session at 8:39. No action was taken, and no further comments were taken.

Motion to Adjourn.

A motion was made by John Glondo and seconded by Mickey Holz to adjourn at 8:39 pm. The next regular meeting is scheduled for Monday September 27, 2021, at the Cle Elum City Council Chambers at 6:00 p.m.

Mayor



Attest

