

City of Cle Elum
Regular City Council Meeting Minutes
January 23, 2023

Call to Order – Roll Call of Membership

The Regular meeting of the City Council was called to order by Mayor Jay McGowan at 6:00 p.m. The Pledge of Allegiance was recited. The Roll was called. Members present were Matthew Lundh, John Glondo, Sarah Lackey, Steven Harper, Siw Bay-Hansen and Ken Ratliff. Other members present were City Administrator Rob Omans, Public Works Director Mike Engelhart, Acting Police Chief Rich Albo and City Clerk Kathi Swanson. *A motion was made by Matthew Lundh and seconded by Sarah Lackey, to excuse the absence of Beth Williams. The motion carried unanimously.*

Public Comment – Limited to 5 Minutes

None

Approval of the Meeting Agenda

Mayor McGowan asked to allow 2 HLA Consultant Agreements to be added to the agenda under New Business items 10e and 10f. A motion was made by Steven Harper and seconded by Matthew Lundh to approve the meeting agenda as amended, adding HLA Consultant Agreements under New Business, Agenda Items 10e and 10f. The motion carried unanimously.

Announcements, Appointments, Awards & Recognition

Library Board: Mayor McGowan appointed Megan Swift, Ann Pierson, Paul Kantwill, Erin Krake and Taryn Lundh to the Library Board. Three of the five are City residents and the other 2 live just outside the City. Council recommended reviewing the ordinance to require a super majority of the members live in the City. *A motion was made by Ken Ratliff and seconded by Matthew Lundh to accept the appointments of Paul Kantwill, Erin Krake, Taryn Lundh, Ann Pierson and Megan Swift as the Library Board. Councilmember Harper suggested Councilmember Lundh abstain from the vote. The motion carried with 5 ayes. Councilmember Lundh abstained. A motion was made by Steven Harper and seconded by Siw Bay-Hansen to review the library agreement at this time. The motion carried unanimously. A motion was made by Steven Harper and seconded by Ken Ratliff to authorize the Mayor and the Library to sign the City/County Library Agreement. The motion carried unanimously.*

Consent Agenda

A motion was made by John Glondo and seconded by Matthew Lundh to approve the consent agenda as presented. The consent agenda included the minutes of the 01/09/2023 Regular City Council meeting; 12/30/2022 Claim Voucher EFTs and Checks #45147– 45164 in the amount of \$161,957.21; and 01/23/2023 Claim Voucher EFTs and Checks #45165 – 45184 in the amount of \$377,103.95. The motion carried unanimously.

Officer Reports

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

- The City will advertise for the City Clerk position in March, interviewing in April, with the new Clerk in place by May 1st. The retiring clerk will stay until 12/31/2023 and will train the new Clerk for about a month and complete records retention and public records requests.
- The 2023 Council calendar is ready; if councilmembers need help, they can contact him.
- AWC City Action Days on February 15th and 16th. Councilmembers Williams and Lundh have signed up.

- City Staff is working on updating the fee schedule, which will be presented to council at a later date.

Public Works Director - Mike Engelhart – Reported

- The crew has been working on sewer backups. The camera truck will be brought out to take pictures of the aging infrastructure to determine where the damaged lines are located. Replacement of failing pipes will happen as needed.
- The crew is working on getting vehicles serviced and washed in preparation for spring.
- The sweepers will be cleaning sand from the streets and hills; hoping to recycle the sand.

Acting Police Chief – Rich Albo - Reported:

- Working toward hiring 3 new officers. He has received multiple applicants for lateral and entry level. Background checks will include polygraph and psychological exams, talk to previous agencies, employers, family and friends.
- Will be attending Incident Command Training in Ellensburg.
- The Department has only 2 officers with Field Training Officers' School training but needs 3; one more officer will be sent to the training to bring the total to 3.
- In-service training with Ellensburg will begin in March.
- Dog licensing is required every January for residents within the City limits.

Public Appearances

Chamber of Commerce – Amy McGuffin:

- Expressed her gratitude that councilmembers and staff meet with the Chamber.
- The Chamber has been looking at the efficiency and strategy of their programs and the role the Chamber has in economic development. Tourism is an economic development driver.
- The Chamber hired a certified adviser in 2021 who has served over 300 small businesses in Kittitas County, 60% of which are in the City of Cle Elum.
- Will be conducting 10 focus groups and starting up a candidates workshop so citizens can hold these seats.

Chamber of Commerce – Nicole Ahola:

- Introduced herself as the incoming chairperson for 2023.
- The goal for 2023 is to inform Upper County businesses what the Chamber does for them, including Enterprise Challenge..
- The 115th annual gala is on March 16th; many Cle Elum businesses are up for awards.

Downtown Association Report:

- Provided information on the 2023 Board of Directors.
- Reported 80% contact with the downtown businesses on a weekly basis.
- Reported 9 new businesses in the downtown.
- CEDA has given out \$1,500 in façade improvement grants.
- All 2022 Events were successful. A new event for 2023 will be the Brunch Bunch.
- Reported volunteers put in more than 1,556 hours of service
- Doing a better job of tracking the visitors that come to Cle Elum.
- Working with HLA on a letter of support from the local businesses for the RAISE grant application.
- Received a small grant from Washington Main Street to work with Berk Associates to determine what needs to be done to further support businesses and economic growth.
- A new event called the Brunch Punch will begin in February.
- Rooftop lighting will undergo large transition in 2023.
- The downtown sound system is not working.
- An outreach committee is working on MSTICP funding, a winter quarterly social, 2023 events and welcoming new businesses.

- The CEDA email address domain has changed from .com to .org.

Update to Cle Elum Skatepark Project:

Melissa Speeg, Secretary for the Rotary Club, provided a Power Point presentation on the Cle Elum Skatepark Revival, noting they have raised over \$250,000 to date. An additional \$35,000 remains for the Phase 1 construction. *Councilmember Harper reported the Lodging Tax Committee met to discuss the application, in the amount of \$35,000, submitted by the Rotary Club on behalf of the Skatepark and recommended approval. A motion was made by Ken Ratliff and seconded by John Glondo to approve \$35,000 in lodging tax funds to be directed for the construction of the future skatepark. The motion carried unanimously.*

Business Requiring Public Hearing

None

Unfinished Business

- a. **Kittitas County / City of Cle Elum Agreement for Library Services:** Approved under Announcements, Appointments, Awards & Recognition

New Business

- a. **Franchise Agreement – River Oakes Communication Corp:** Colleda Monick, Contract Planner through HLA, reported the City was asked to enter into a franchise Agreement with Ziple Fiber so they would have the right to service customers within the City. River Oakes was recommended by the City's legal team to help draw up the franchise agreement. In the past, River Oakes has been able to negotiate at least partial reimbursement from the customer obtaining the franchise agreement with the municipality they will be serving. There is a timeline as to when the city has to respond *A motion was made by Steven Harper and seconded by Ken Ratliff to authorize the Mayor to sign the River Oakes Communications Agreement and Addendum to the Scope of Work, dated 01/11/2023. Councilmember Lundh stated he would like to hear from River Oakes before council makes a decision. A poll vote was taken. The motion to authorize the Mayor to sign the agreement carried by a vote of 4 ayes and 2 nays.*
- b. **Ordinance 1641 – Updating the 2023 Salary Schedule:** Councilmember Harper commented this document is in keeping with the intent of what the Budget Committee wanted to accomplish. The police union agreement was for a 3% pay increase; however, all other City employees received 5%,. It was the intent of the Budget Committee to give the Police Department the full 5%. *A motion was made by Matthew Lundh and seconded by John Glondo to approve Ordinance 1641 as written and to sign the letter to send to the Police Union. The motion carried unanimously. The raise will be retroactive to 01/01/2023.*
- c. **Mainstreet Tax Incentive Program and Pledge Request:** Debbie Bogart – Executive Director of CEDA, reported the City funded the Main Street Tax Incentive Program in the amount of \$45,000 in 2022. *A motion was made by Matthew Lundh and seconded by John Glondo to grant the Cle Elum Downtown Association \$45,000 as requested in coordination with the Mainstreet Tax Incentive Program. The motion carried unanimously.*
- d. **Distressed County Sales and Use Tax:** *A motion was made by Ken Ratliff and seconded by Steven Harper to authorize the Mayor to sign the contract for the 2023 Distressed County Sales and Use Tax Infrastructure Improvement Program Agreement between Kittitas County and the City of Cle Elum in the amount of \$591,000. The motion carried unanimously. Mayor McGowan reported this will be added to the \$700,00 received from TIB, as well as an additional \$800,000 from a legislative proviso for the First Street Project. Ben Annen of HLA also reported there is a potential for a second request of \$4 million.*
- e. **HLA Consultant Agreement – Project 23041E for the First Street – Pennsylvania Avenue to Harris Avenue (Phase 3C) in the amount of \$15,000:** *A motion was made by Ken Ratliff and seconded by Matthew Lundh to authorize the Mayor to sign the Consultant*

Agreement with HLA for the First Street - Pennsylvania Avenue to Harris Avenue Phase 3C Project Number 23041E. The motion carried unanimously.

f. HLA TIB Consultant Agreement for Project 23042E the Second Street and Stafford Avenue Roundabout in the amount of \$85,000: Ben Annen of HLA reported this intersection has been evaluated as a deficient level of service standard. Because this is a state route, WSDOT has jurisdiction of the channelization and maintenance. A traffic signal and roundabout were both considered and TIB was favorable to a roundabout, not a traffic signal, and, therefore, awarded the grant for a roundabout. Councilmember Harper commented he is opposed to a roundabout and would rather see a traffic light at that intersection. *A motion was made by Ken Ratliff and seconded by Matthew Lundh to authorize the Mayor to sign Project 23042E for HLA to design the roundabout, not to exceed \$85,000, the funding of which comes through TIB.*

Councilmember Harper commented this is a grave mistake to put a speed bump at the bottom of the hill and implored the council to vote in opposition of this motion. Ben Annen responded in order for the City to apply for TIB funding, the State must concur with the proposed plan. The City must get ahead of the traffic problems that will be created by the increase in traffic due to the new development. The motion carried by a vote of 5 to 1.

Committee Reports

Lodging Tax Committee Dispute Resolution Board: The dispute Board met to discuss an application: Certain reimbursements from the Consolidated Tax process could not be made as the because they were not within the scope of the contracts given by the County in the Consolidated process. The applicants included the Downtown Association and the Cowboy Cross. No further disputes are anticipated.

Motion to Adjourn

A motion was made by John Glondo to adjourn. The meeting adjourned at 7:47. The next scheduled regular council meeting will be Monday, February 13, 2023, at 6:00 pm.



Mayor



Attest