

**CITY COUNCIL AGENDA
Special Meeting Executive
Session**

Wednesday July 10, 2023

6:00 p.m.



119 W FIRST STREET
CLE ELUM, WA 98922

ITEM 4 A

MAYOR
JAY MCGOWAN

MAYOR PRO-TEMPORE
KEN RATLIFF

CITY COUNCIL
JOHN GLONDO
BETH WILLIAMS
SIW BAY-HANSEN
STEVEN HARPER
MATTHEW LUNDH
SARAH LACKEY

CITY ATTORNEY
ALEXANDRA KENYON

CITY ADMINISTRATOR
ROBERT OMANS
CITY CLERK
Debbie Lee
CITY TREASURER
ROBIN NEWCOMB
PUBLIC WORKS

POLICE CHIEF
RICH ALBO
FIRE CHIEF
ED MILLS
PLANNER

1. Call to Order - Pledge of Allegiance & Roll Call

Councilmember Harper – present
Councilmember Hansen – present
Councilmember Williams – present
Councilmember Glondo – present
Councilmember Ratliff – present
Councilmember Lackey – present
Councilmember Lundh – present
Mayor McGowan – present
Rob Omans – City Administrator – present
Debbie Lee – Clerk - present
Aaron Barr – Public Works - present
Ben Annon – HLA - present
Colleda Monick – HLA – present
Rich Albo – Chief of Police - present
William LaRue – Veolia (via zoom)
Ed Mills- Fire Chief (via zoom)

Mayor McGowan asked for a moment of silence in memory of Jim Eidemiller. Mr. Eidemiller was a Cle Elum Police Officer, a member of the Cle Elum Volunteer Fire Department and a member of Cle Elum City Council.

Councilmember Harper requested that Council go into an immediate Executive Session for potential litigation RCW 42.30.110 (i) at 6:10 p.m. for 20 minutes, returning at 6:30 p.m. Council returned with no action taken at this time.

2. Public Comment – Limited to 5 Minutes

Phil Hess (see attached report) spoke in favor of Ordinance 1646 which is on tonight's agenda.

Larry Stauffer presented a box which contained the 2700 public comment letters regarding 47* North. He encouraged all of Council to read them. Mr. Stauffer also applauded the Mayor for taking control of the project and hiring Perteet as the Planner.

Ingrid Vimont, a Hospital District 2 Commissioner stated she is concerned about the impact that 47* North will have on the community. She also is amazed with some of the agency letters.

3. Announcements Appointments, Awards & Recognition

4. Consent Agenda

Items listed have been distributed to Councilmembers in advance for study and will be enacted by one motion. If a separate discussion is desired on an item, that item may be removed from the Consent Agenda and placed on a Regular Agenda at the request of a Councilmember or at the request of a member of the public with concurrence of a Councilmember:

- a. Minutes of the 06/26/2023 Council Meeting
- b. Accounts Payable Vouchers 07/10/2023 – As Approved by the Budget Committee (see report)
- c. Payroll Vouchers 07/05/2023
- d. Minutes of the 06/28/2023 Special Meeting Executive Session

MOTION: Councilmember Harper made a motion to approve the Consent Agenda; seconded by Councilmember Williams.

MOTION CARRIED: 7 yes 0 no.

5. Approval of Meeting Agenda

Mayor McGowan would like to add under New Business 10 E. Noise Variance Request, Cle Elum Round Up July 28th & 29th 2023.

Councilmember Williams would like to add under Unfinished Business D. Councilmember Pay.

Councilmember Harper would like to add under New Business A. Ordinance 16XX Appointment of the Public Works Director and Planning Director.

MOTION: Councilmember Harper made a motion to approve the agenda as amended; seconded by Councilmember Ratliff.

MOTION CARRIED: 7 yes 0 no.

6. Officer/Commissioner Reports

City Administrator – Rob Omans

WCIA Annual Review – This afternoon our risk management representative came by to do our annual review. Every year they pick a topic to review and this year it was simply a tour of the city and all the city parks. Went very well.

Six Month Budget Report – (see attached) The first page of the report gives you a good overall citywide picture and overall, the budget looks good. As you look through the entire document there are some notes from our finance department, however one thing pointed out is that our REET income is very low, we budgeted \$500,000.00, which we are only at about 9% to date.

Building permits – (see attached)

At the last Council Meeting there was mention of some missing minutes on our website. We reviewed the website and found 3 missing minutes. One was a cancelled study session, another was the special meeting with the county, and the other one was a special meeting with the Planning Commission. The website is now up to date.

Currently the City is going thru a single federal audit. This happens when \$750,000.00 federal dollars have been spent. The audit started about two weeks ago for the year 2022. This audit should not take too much longer.

Planning Department – Colleda Monick

Current Planning Permits: Right of Way Vacation (resolution for setting date before Council), Fowler Creek; waiting on updated legal descriptions before submitting petition for county review, Inland Franchise Agreement (second reading of Ordinance before Council), 47 North assisting with review process (in review), Crystal Creek Apartment 24 units, and another Franchise Agreement.

Code Enforcement: Two ROW encroachments, downtown parking signs, long term RV parking.

General Planning Support: Provided planning support to the public related to zoning/development; short term rentals; ADU's; building permits; sign permits; and rezones. Onsite support; walk-ins, onsite meetings. Planning Commission – Firewise Amendment before council; planning priority matrix, Council presentation.

Councilmember Lundh inquired about how the enforcement was going on Broadway. Planner Colleda stated that it is still ongoing.

Public Works – Aaron Barr

4th of July weekend: there was some mis communication on parade day that needs to be addressed before next year but working with Chief Albo everything was pulled off.

Park Irrigation: we have been having issues with a few of the park's sprinklers, but the crew has been trying to get them up and running.

The cemetery is coming along. Adam is doing a great job up there.

Barr also wanted to thank the short staffed crew for all their efforts these last few weeks, they have been run a little ragged but pulled off what was needed to be done.

There is a current leak on Ronald & Stafford that Public Works is waiting on parts for both a 12" and 16" inch line. This way they will be prepared for whatever size is in the ground.

Police Chief – Rich Albo

Chief Albo reported that they have concluded the interviews for Sergeant Promotion and Anthony Venera and Brad Helgeson were promoted. Chief Albo has monthly meetings and trainings already scheduled.

Chief Albo has started planning for National Night Out which will take place on August 1, 2023, at the City Park from 3:00 – 6:00 p.m. He will advertise for this on Facebook and the newspaper.

There have been several car thefts outside of town in broad daylight. The police cannot pursue these, so he is asking people to be aware. Also, it is hot outside and warned people of leaving animals in cars.

4th of July was successful and relatively calm.

Fire Chief – Ed Mills

My apologies for the zoom. I'm in the middle of an after-action review from our fire on 07-02-2023 on the 200 block of East First which is still under investigation 13 hours on scene outside fire that became interior. Very good response with two engines, R511 for air fill support, aid 511 as rehab unit from Cle Elum Fire. From automatic aid we received one engine from Roslyn, one engine and two support rigs from District 6. With requested mutual aid from District 7 one engine, one support, one ladder truck and two tenders, one tender from Easton Fire and Hospital District 1 with a standby medic unit. All crews worked well to stop the fire as we faced many challenges. Damages were kept to three buildings and mostly due to smoke and water damage. One business affected was Trout Water Fly Shop and they are back up and running thanks to Clean Image out of Ellensburg. Two others remain closed, Urban Interior Designs and Coal Mt. Caboose are waiting for repairs and the investigation to be complete.

Report of calls in the month of April. We had 5 fires, 39 EMS, 15 others for a total of 59 calls. Fires we had 3 brush fires paged out along I-90. One brush fire from a cooking fire behind the park and ride appeared to be a homeless camp with abandoned cooking fire. One rag or rubbish fire out on arrival was a stain rag fire, extinguished by homeowner or occupant. Reminder to have working smoke detectors and don't leave oily rags out as they can spontaneously catch fire.

Fourth of July went well. A fire broke out on the John Wayne Trail. The Fire Department was still able to cover the 4th of July events during this time.

Councilmember Harped inquired if the investigation was complete. Chief Mills explained that KVFR Rich Elliott was investigating along with other agencies and different Insurance Agencies. The report would be made available to the public when it is completed.

Veolia – William LaRue

See attached graphs and report.

Councilmember Ratliff would like a report on how much water goes monthly to Cle Elum, Roslyn, Suncadia and South Cle Elum at the next Council Meeting.

7. Public Appearances – 15-Minute Limit

Wastewater Outfall Hanson Ponds – Kittitas Conservation Trust – Mel Babik

Babik presented three different options for this project. (See attached). Pros and cons were also discussed. Hopefully this project will not have a cost to the City of Cle Elum. Babik will be at the next Council Meeting to see what direction Council would like Kittitas Conservation Trust to take.

8. Business Requiring Public Hearing

9. Unfinished Business

a. 2023-016 Resolution of the City of Cle Elum, Washington, Adopting the City of Cle Elum Council & commissions Operating Policies & Procedures Manual – Gary Berndt

Gary Berndt reported to Council that his intent when starting on this project was as the City grows to protect its culture and for Council and Board Members to understand their expectations.

Councilmember Harper stated that the Committee worked hard to create this manual but that he is concerned of the length at 60 pages, Harper was hoping for a smaller document. Harper stated he would be voting against this resolution.

Discussion was had by Council about the different aspects of the manual and that they either liked or disliked.

MOTION: Councilmember Lundh made a motion to approve 2023-106 Resolution; seconded by Councilmember Hanson.

MOTION CARRIED: 6 yes 1 no (Councilmember Harper).

b. 1646 Ordinance of the City of Cle Elum, Washington, Adopting Finding of Fact, Amending the Comprehensive Plan to Add a New Goal and Policies to Further Protect the City from Threat of Wildfires; Providing for Severability; and Establishing an Effective Date – Colleda Monick HLA

Colleda Monick stated that this was the second reading, and the only difference was Attachment "B" was changed to say New Policies and Goals.

MOTION: Councilmember Harper made a motion to approve Ordinance No. 1646; seconded by Councilmember Ratliff.

MOTION CARRIED: 7 yes 0 no.

c. 1645 Ordinance Inland Franchise Agreement – Colleda Monick HLA

MOTION: Councilmember Lundh made a motion to approve Ordinance No. 1645; seconded by Councilmember Williams.

MOTION CARRIED: 6 yes 0 no. (Councilmember Harper recused himself).

d. Councilmember Pay – Councilmember Williams

Councilmember Williams stated that she felt the Salary Survey was not out of line but suggested that Council consider possibly paying Councilmember's \$50 for each additional committee that they served on, and it could be up to three or four.

Discussion was had regarding this and that it would be possibly hard on the budget. It might help someone with kids on Council to have the means to pay a sitter. It was also discussed to pay on a reimbursement basis. It was talked about having a group of citizens be on this committee to look at increasing Council pay but could possibly take the risk of the public cutting pay.

Mayor McGowan would like to leave this on the agenda for further discussion.

10. New Business

a. 16XX Ordinance Appointments of the Public Works Director and Planning Director – Councilmember Harper

Councilmember Harper presented this Ordinance to Council and would like to have this voted on. Councilmember Harper asked that the Clerk assign this Ordinance a number if approved.

MOTION: Councilmember Ratliff made a motion to approve Ordinance No. 1647; seconded by Councilmember Harper.

MOTION CARRIED: 6 yes 1 no (Councilmember Lackey).

b. 2023-019 Resolution ROW Vacation Request – Colleda Monick HLA

Colleda Monick explained that this Resolution 2023-019 is to set a time for a Public Hearing for the ROW Vacation for Stubbs. This Public Hearing will be August 14, 2023, during the Regular Council Meeting.

MOTION: Councilmember Harper made a motion to approve 2023-019 Resolution; seconded by Councilmember Lundh.

MOTION CARRIED: 7 yes 0 no.

c. Professional Service Agreement- 47 Degrees North Project – Perteet Signed - Ben Annen HLA

It was explained that Greg Dohrn with HLA is trying to retire and to make the transition smoother it would be best to have this agreement.

Discussion was had that this is the best way to acquire a Planner. All fees are pass thru.

Councilmember Harper stated that the Mayor needs to make hiring a full time Planner at the City a priority and is disappointed that more effort has not been made. Councilmember Harper stated he would be voting no.

MOTION: Councilmember Ratliff made a motion to sign the Professional Agreement with Perteet regarding 47 Degree North; seconded by Councilmember Williams.

MOTION CARRIED: 6 yes 1 no (Councilmember Harper).

d. Professional Service Agreement – City Heights Planner – Signed Perteet 2023 Contract Extension – Ben Annen HLA

MOTION: Councilmember Ratliff made a motion to approve the Professional Service Agreement with Perteet regarding City Heights; seconded by Councilmember Williams.

MOTION CARRIED: 6 yes 1 no (Councilmember Harper).

e. Noise Variance Request July 28th & 29th Cle Elum Round Up

Julie Cloninger with the Cle Elum Round Up would like to request a noise variance for the nights of July 28th & July 29th until 11:00 p.m. at the Horse Park. They will be having live music.

MOTION: Councilmember Lundh made a motion to approve the noise variance; seconded by Councilmember Ratliff.

MOTION CARRIED: 7 yes 0 no.

11. Committee Reports

Councilmember Lundh reported that Phase 1 of the skate park is complete and open. Councilmember Ratliff stated this was a volunteer effort and had phenomenal success.

Councilmember Harper reported that the Budget Committee met with the Police Chief, and they asked for budget purposes to keep their staff at 10 officers. Councilmember Ratliff would not like to see the workload increased and wants the City to be able to compensate officers and would not like to see any layoffs. Council asked if Finance Director Newcomb could prepare a schedule for the budget process.

12. Adjournment by Motion

Meeting was adjourned by Councilmember Glondo at 8:35 p.m.

Jay McGowan - Mayor

Debbie Lee - clerk

