

CLE ELUM CITY COUNCIL
MINUTES
JULY 24, 2023
6:00 PM

1. Call to Order, Pledge of Allegiance, and Roll Call

Present:

Councilmember John Glondo
Councilmember Siw Bay-Hansen
Councilmember Steven Harper
Councilmember Matthew Lundh
Councilmember Kenneth Ratliff

Absent:

Councilmember Beth Williams
Councilmember Sarah Lackey

Jay McGowan- Mayor
Rob Omans - City Administrator
Debbie Lee - Clerk
Rich Albo - Police Chief

MOTION: Councilmember Lundh made a motion to approve the absence of Councilmember Lackey and Councilmember Williams; seconded by Councilmember Glondo.

MOTION CARRIED: 5 yes 0 no.

2. Public Comment – Limited to 5 Minutes

3. Announcements, Appointments, Awards & Recognition

Mayor McGowan informed Council that the Council and Mayor received a thank you from the Queen Coronation Committee thanking the City of Cle Elum for keeping the event going that celebrates pioneer women in the Cle Elum area.

4. Consent Agenda

MOTION: Councilmember Lundh made a motion to Approve the Consent Agenda; seconded by Councilmember Glondo.

MOTION CARRIED: 5 yes 0 no.

- a. [Approve the Minutes of the 07/10/2023 Regular City Council Meeting](#)

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- b. [Accounts Payables Vouchers 07/24/2023 - as approved by the Budget Committee - See Report](#)

5. Approval of Meeting Agenda

Councilmember Ratliff would like to add under Unfinished Business for discussion Firewise & Fire Preparedness.

MOTION: Councilmember Harper made a motion to amend the agenda as presented adding Firewise & Fire Preparedness for Discussion under Unfinished Business ; seconded by Councilmember Glondo.

MOTION CARRIED: 5 yes 0 no.

6. Officer Reports - City Administrator, Public Works, Police Chief

Rob Omans - City Administrator

Administrator Omans reported that Finance Director Newcomb had started the budget process by sending out five-year budgets to all of the department heads asking for them to return to her by August 20th. Mayor McGowan and Administrator Omans will then look it over. Finance Director Newcomb also sent a schedule to all Budget Committee members.

Administrator Omans informed Council that the City had applied for a CDS Congressional Direct Spending Grant with Senator Murray and was awarded \$1.5 million to assist with First Street Downtown Revitalization. The City is trying to fully fund the First Street Downtown Revitalization Project and they will know within the next few weeks if the FWH Administration will award some money to the City for this shovel ready project. It was helpful that the Council agreed to the design of this project so that the City has a shovel ready project.

The Park & Ride will be completed within the next week or so with a bus shelter and bike rack added. PSE will also need to install about 4 light posts.

The Douglas and Monroe light signal is in the DOT yard being tested. It should be installed prior to Labor Day Weekend.

The Watermain Replacement Project is getting closer to going out to bid. It will take about 2 weeks for the bid process and 3 weeks to receive and process bids. The project is expected to start around October 16th, 2023.

Councilmember Lundh would like to get the word out to business owners and or the Downtown Association that they can take care of weeding the planters. Councilmember Lundh likes the First Street Downtown Project.

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Councilmember Harper would like to see if the snow removal this year can possibly be pushed into the center of the road and not against the new curbs and sidewalks. Mayor McGowan stated that he would look into this and work with Public Works Barr and DOT to find the best solution.

Rich Albo - Chief of Police

Chief Albo informed the Council that National Night Out is August 1st from 3:00 p.m. to 6:00 p.m. Chief Albo encouraged people to attend. There will be hotdogs and hamburgers served. Fire, Police and Medics will be in attendance.

Chief Albo stated he would like to bolster the reserve program. This is a great program and opportunity for the City. This program is a 5 month commitment.

Chief Albo reported that they would keep the officer count at 10 for the time being.

Washington State Patrol will be helping with traffic emphasis on Second Street during the weekend.

Aaron Barr - Public Works

Public Works Barr reported that the 16" water main has been repaired in the 400 block of West Second. There were two different pipes hooked through a union/coupler which they didn't expect. It was a 16" AC pipe from a 16" steel tar wrap pipe. The connection had about a 5-7 gallon a minute leak. Public Works did not have the parts on hand for the steel tar pipe end. After a few phone calls, they located the parts at one of the romac warehouses in Bothell. Public Works Mechanic Dave was sent over and Public Works had the parts back to the City by 3:30 p.m. Matt from South Cle Elum assisted with the repairs and they had water restored around 9:00 p.m. The hillside where the repair was made has been backfilled and erosion measures have been made. Our mechanic and parks employees helped throughout the entire project and were able to get some training also. While Public Works was waiting on the parts, another water leak showed up down the street at 315 W. Second. Public Works quickly jumped on that leak and got it repaired.

The parks' irrigation issues have been corrected and all parks are currently being watered.

Public Works Barr completed the filing process and submitted his application to Washington State to become a CDL training instructor to help the new Public Works employees obtain their CDL. This will allow us to do the process and employees won't need the 3 or 4 month class and the \$4,000-\$5,000 it now takes to get a CDL.

7. Public Appearances – 15-Minute Limit

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8. Business Requiring Public Hearings

9. Unfinished Business

- a. 2023-014 Resolution of the Cle Elum City Council Accepting the Dedication of Property Within the Cle Elum Pines West Subdivision for Preservation and use as Public Open Space and Authorizing the Mayor to Sign the Statutory Warranty Deeds and to Perform Such Administrative Actions As May be Necessary for the City to Assume Ownership of the Dedicted Property - Gregg Dohrn

This is one of two resolutions that need approval. Resolution 2023-015 the City is still waiting for a deed to be able to process this resolution. Resolution 2023-014 is complete and ready to be approved. This will make it easier to work/access the Coal Mine Trail.

MOTION: Councilmember Harper made a motion to approve Resolution 2023-014; seconded by Councilmember Lundh.

MOTION CARRIED: 5 yes 0 no.

- b. Wastewater Outfall Hanson Ponds - Mel Babik (Kittitas Conservation Trust)

Mitch from Kittitas Conservation Trust gave a short presentation on the pros and cons of options A, B, & C. The trust's recommendation is Option B. They stated this is the best option for flood risk mitigation.

The council discussed all of the pros and cons of the options and talked about the temperature of water and wildlife, fish, different flows, etc.

Mitch from Kittitas Conservation Trust said that the Council is welcome to attend the Conservation Trust meetings where they can get answers to their questions.

MOTION: Councilmember Harper made a motion to select option B for the Wastewater Outfall of Hanson Ponds; seconded by Councilmember Lundh.

MOTION CARRIED: 4 yes 1 no. (Councilmember Ratliff)

- c. Councilmember Wages - Councilmember Williams

Councilmember Williams was absent for this meeting so this will be pushed until the next meeting.

- d. Firewise & Fire Preparedness - Ken Ratliff

Councilmember Ratliff reported that he was up near Roslyn and there was a prescribed burn

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right after the fire level was increased. Councilmember Ratliff does not think that this is a good idea and he presented pictures of areas that were burnt last year and hoped that the City of Cle Elum was not part of this. Mayor McGowan stated that the City of Cle Elum is not part of this.

Discussion was had regarding UKC Roslyn Fuel and that maybe they could attend a meeting and give a report on what they are doing.

10. New Business

a. [Park & Ride Progress Estimate #4 Pacific Civil and Infrastructure - HLA](#)

Councilmember Harper stated he was not voting since the attachment is incorrect. Councilmember Lundh stated the same.

Aaron from HLA stated this was not the final pay request as there is still some work that needs to be completed for a bus shelter, bike racks and PSE needs to add about four light posts.

MOTION: Councilmember Ratliff made a motion to approve Park & Ride Progress Estimate #4; seconded by Councilmember Glondo.

MOTION CARRIED: 3 yes 0 no. (Councilmember Lundh and Councilmember Harper abstained since the attachment was incorrect)

b. [Pine Alpha Emergency Water Main Replacement #1 & Final Accept Project as Complete-HLA](#)

MOTION: Councilmember Ratliff made a motion to approve Pine Alpha Emergency Water Main Replacement #1 and accepting the job as complete; seconded by Councilmember Glondo.

MOTION CARRIED: 4 yes 0 no. (Councilmember Harper abstained)

c. [First Street Downtown Revitalization Phase 3 C Progress Estimate #1 Ascent Foundations & More - HLA](#)

MOTION: Councilmember Ratliff made a motion to approve First Street Downtown Revitalization Phase 3C Progress Estimate #1; seconded by Councilmember Glondo.

MOTION CARRIED: 4 yes 0 no. (Councilmember Harper abstained)

d. [Task Order #2023-05 Approval for Second Street & Rossetti Way Water Main Improvements - "Crystal Creek Crossing" - HLA](#)

Aaron from HLA explained that this is additional work due to Public Works not being able to complete this work due to staffing issues.

MOTION: Councilmember Ratliff made a motion to approve task order #2023-05

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**Crystal Creek Crossing; seconded by Councilmember Lundh.
MOTION CARRIED: 5 yes 0 no.**

- e. [Ordinance 1650 - An Ordinance Related to Water Connection Charges - Councilmember Ratliff](#)

Councilmember Ratliff stated that the water connection fees have not been increased for over 20 years. The increase would help the water fund and help with capital reimbursement. Discussion was had about giving more notice to the citizens regarding the increase. It was decided that the increase would be effective January 1, 2024.

**MOTION: Councilmember Ratliff made a motion to approve Ordinance 1650 with an effective date of January 1, 2024 ; seconded by Councilmember Lundh.
MOTION CARRIED: 5 yes 0 no.**

- f. [Sewer Rate Study Task Order #4 Amendment #1 - Councilmember Ratliff](#)

Councilmember Ratliff stated that the Utility Committee met and discussed the state of the infrastructure, age of the community and how residential vs. commercial users are billed. Rates need to be looked at in order to bolster funds and work on infiltration. The Utility Committee also discussed educating different businesses on how they could help reduce the impact that their sewer has on the City.

**MOTION: Councilmember Ratliff made a motion to approve the Sewer Rate Study Task Order #4 Amendment #1; seconded by Councilmember Glondo.
MOTION CARRIED: 5 yes 0 no.**

- g. [Ordinance 1648 - An Ordinance Amending Sections of the CEMC 9.04 Related to Assault and Battery - Chief Albo](#)

Chief Albo explained that both ordinances that are on the agenda are changing the verbiage that the City of Cle Elum prosecutor processes the crimes and not the County prosecutor. This will help better the relationship within the City and help the County not get backlogged.

**MOTION: Councilmember Lundh made a motion to approve Ordinance 1648 & 1649; seconded by Councilmember Harper.
MOTION CARRIED: 5 yes 0 no.**

- h. [Ordinance 1649 - An Ordinance Establishing CEMC Chapters 9.64 & 9.68 Related to Possession of Marijuana and Possession of Drug Paraphernalia - Chief Albo](#)

Councilmember Hansen noticed a typo in the word repealing and asked that it be fixed before adopting.

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i. [Mouse About - Camping Request - Stephanie Mifflin](#)

Stephanie Mifflin asked the Council for permission to camp in the far east parking lot during the Mouse About Softball Tournament on August 11th & 12th, 2023. They will leave on Sunday. Mayor McGowan stated that they ask for this every year and there have not been any problems in the past.

MOTION: Councilmember Ratliff made a motion to approve the players to camp at the far east end of the softball fields; seconded by Councilmember Glondo.

MOTION CARRIED: 5 yes 0 no.

j. [Resolution 2023-020 - Accepting the Official City Paper - Rob Omans](#)

Bids were placed in the Ellensburg Daily Record and the Northern Kittitas County Tribune. One bid was received on July 21st, 2023. This bid was accepted. It was from the Northern Kittitas County Tribune.

MOTION: Councilmember Lundh made a motion to approve the Northern Kittitas County Tribune as the official newspaper; seconded by Councilmember Glondo.

MOTION CARRIED: 5 yes 0 no.

k. [2023-021 Resolution of the City of Cle Elum, Washington, Adopting an Amendment to the "City of Cle Elum Employee Handbook" - Rob Omans/Chief Albo](#)

City Administrator Omans stated that the Employee Handbook is looked at yearly and as things/issues come up. The Employee Relations Committee also reviews when needed.

Discussion was had about employees using their comp time that is earned and how the Council would rather that happen instead of employees banking their time for cash out. The council wants to encourage time off so employees don't get burnt out. The Council also discussed the impact on the budget, getting paid out at a higher pay rate, and possibly considering a different hour limit. The Council also discussed the clarification of language for CDL physicals being covered. The Council would like the language to state that if the job description requires a CDL, that the physical is paid for, and not paid for if an employee just happens to have a CDL.

The Council would like discussion to continue regarding comp pay out requests.

MOTION: Councilmember Harper made a motion to amend the employee handbook regarding coverage of physicals for required CDL jobs; seconded by Councilmember Lundh.

MOTION CARRIED: 3 yes 2 no. (Councilmember Glondo & Councilmember Hansen)

11. Report of Committees

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12. Adjournment by Motion

**MOTION: Councilmember Glondo made a motion to Adjourn; seconded by None.
MOTION CARRIED: 5 yes 0 no.**