

To City of Cle Elum
Regular City Council Meeting
April 30, 2019

Call to Order – Roll Call of Membership

The meeting was called to order by Mayor McGowan at 7:00 p.m. The Pledge of Allegiance was recited. The Roll was called. Members present were Tom Hastings, John Glondo, Steven Harper and Ken Ratliff. Ron Spears, Mickey Holz and Beth Williams were absent. Staff present was City Administrator Robert Omans, City Planner Lucy Temple, City Attorney Representative Andrew Tsoming and City Clerk Kathi Swanson. *A motion was made by Ken Ratliff and seconded by Steven Harper to excuse the absences of Ron Spears, Mickey Holz and Beth Williams. The motion carried unanimously.*

Approval of the Meeting Agenda

A motion was made by Steven Harper and seconded by Ken Ratliff to accept the agenda with the amendment to add Resolution 2019-006 – W.S.D.O.T grant application for airport upgrades to New Business, item f. The motion carried unanimously.

Announcements – Appointments, Awards and Recognition

Mayor McGowan noted the Council must appoint a council member to the Finance Committee for review of purchases per Ordinance 1555 relating to CEMC 3.4.9, and recommended Steven Harper. *A motion was made by Steven Harper and seconded by Ken Ratliff to accept the Mayor's recommendation and appoint Steven Harper to the Finance Committee. The motion carried unanimously.*

Consent Agenda

A motion was made by John Glondo and seconded by Ken Ratliff to accept the consent agenda as presented; which included the minutes of the 04/09/19 Regular Council Meeting; EFTs and Vouchers #41005 – 41021 in the amount of \$215,233.46 and 04/01/19 Payroll Vouchers in the amount of \$78,954.67. The motion carried unanimously.

Officer Reports

City Administrator, Building Official and Network Administrator: - Robert Omans:

- Reported the City has advertised for RFP's for the City Hall Exterior Painting Project. The bid opening is scheduled for Thursday 05/09/19 at 3:05 pm.
- Reported the City has accepted a proposal in the amount of \$6,598.80 from Eagle Signs for the proposed new City Hall signage.

Treasurer's Report – Robert Omans for Robin Newcomb:

- Omans. On behalf of City Treasurer Robin Newcomb, reported the Budget position is consistent for this time of the year.

City Planner – Lucy Temple:

- Reported the W.S.D.O.T. awarded Hope Source with a grant for the Commuter Bus, which will stop in Cle Elum, Suncadia, Roslyn and Ronald for transport of riders to Ellensburg. Matching funds were pledged from many other sources. The bus will operate between the hours of 6 am to 7 pm with pickups 7 or 8 times per day. Designated stops should be in place within the next few months.

Public Works – Mike Engelhart:

- Reported PSE has installed street lighting at the City Parking area on Railroad Street.
- Reported the City restrooms are all repaired and open to the public.
- Reported the crew has obtained their updated flagging certifications.

- Reported City staff and crew will be going through CPR Training on 05/23/19. City Hall will be closed for that training.
- Reported the crew is working with the Kiwanis Club and Hartwig Vatheuer to install trees at the Wye Park.
- Reported he and William LaRue from Veolia are starting a public outreach and made a presentation at the High School.
- Reported the crew is continuing street sweeping.
- Reported the Pine Street Sidewalk project has been advertised for requests for bids; with the bid opening scheduled for 05/02/19,

Police Chief - Scott Ferguson:

- Reported the Ellensburg Police Department has invited the Cle Elum-Roslyn-South Cle Elu Police Department to participate in their annual 40-hour training, which will include First Aid, Hostage negotiation, use of force, school response to violence and other training
- Reported the Police Department has held their 1st of 2 annual range instructions.
- Announced that he is retiring after 28 years on the force, 14 of which he served as the Police Chief.
- *(Officer Ferguson received a standing ovation at the completion of his report)*

Fire Department – Chief Ed Mills:

- Absent - No Report

Citizen Comments on Non-agenda Items

None

Public Appearances

Amy McGuffin – Chamber of Commerce and Downtown Association Report:

- Thanked Chief Ferguson for his service to the community
- Provided status reports for the Website, Facebook, Instagram, Snap Chat, Discover Cle Elum and Google Marketing for March 2019.
- Reported the quarterly newsletter for the Chamber is available to the public.
- Reported the Catalyst Building is full of tenants.
- Urged the City of Cle Elum to become a member of the Chamber.
- Reported she went to Omak for statewide training for Visitor Center operations.
- Reported the Chamber had 588 visitors at the Visitor Center in March.
- Reported the Chamber is updating the Town Guide, which should be available by Memorial Day.
- Thanked Mayor McGowan for attending the Economic Development meeting and urged more people to get involved with the Economic Development Committee.
- Reported the Chamber is taking steps to prepare businesses for work project that may impact the businesses.
- Reported the annual Downtown Association Sponsored Spring Cleanup is 05/04/19. The City Public Works will supply the safety vests. Volunteers may access the CEDA website to fill out the volunteer form in order to participate.
- Reported CEDA has hired a full time Executive Director, effective 05/01/19, who will work temporarily out of the Visitor's Center. Ms. McGuffin will make sure the Executive Director's information is made available to the City.

Business Requiring Public Hearing

None

Unfinished Business

a. **Discussion Regarding Changing the City Council Meeting Time and Date to Mondays at 6:00 pm:** Council member Ratliff stated he would not be able to attend any Monday meetings in September, October or November of 2019, and suggested making the time and date change effective in January 2020. Council member Steven Harper stated he encouraged and supported the changes. Council member Hastings noted he would agree to 6:00 pm meetings, but not on Mondays; and requested that staff determine how many Monday Holidays there are in 2020. Council agreed to keep the item on future agendas for discussion in 2019 for the 2020 change.

New Business

a. **Comprehensive Plan Distribution and Update – Lucy Temple:** Planning Director Temple asked the council to review the draft Comp Plan Binders by the 6/10/19 Commerce Review deadline and provide comments as soon as possible. The Comp Plan will be brought before the City Council at the 06/25/19 regular meeting for adoption by the 6/30/19 deadline.

b. **Proposed Zoning Code and Map Amendments – Lucy Temple:** Temple reported the Planning Commission will be hosting an Open House on 5/21/19, which has been duly noticed so Council members may attend. Temple asked the Council to review the proposed Zoning Code and Map amendments for the 5/21/19 Open House and provide comments to Planning Staff in person, either at the Open House, in writing or by email. The Zoning Code Update, consisting of one Ordinance for every change, will be brought back to council on 08/13/19.

At 8:08 pm, Mayor McGowan stated, for the record, that Council member Beth Williams had arrived and should be counted as in attendance.

c. **Discussion of Tom Hastings' email regarding purchase of the sewer camera truck – Jay McGowan:** Mayor McGowan read an email from Tom Hastings, dated 04/16/19 into the record. The email was in regard to the purchase of the camera truck to be used to camera the sewer system. The Mayor noted any email received by the City is a public record. Mayor McGowan discussed the strategies on how the City is proposing to camera the sewer system. McGowan also noted the City was awarded a \$200,000 grant, which is scheduled for 2020. The City checked with the proper authorities to ensure the money could be spent in advance of 2020, and were assured this process is acceptable. Mayor McGowan turned this portion of the meeting over to Ken Ratliff, Mayor Pro-Tem at 8:20. Council member Harper read a letter into the record addressing the verbiage of the email and stated that when the character of staff is unduly attacked, their names need to be vindicated. Council member John Glondo stated he believes this is an improper forum for this discussion and that it would be more productive to address it in executive session. Mayor Pro-Tem noted that an email is a public document; therefore appropriate to discuss in open forum. Mike Engelhart, Public Works Director reported he researched reputable companies and was told it would cost up to \$176,000 to camera the sewer system. It was determined it would be in the best interest of the City to purchase a camera truck and perform their own work. Engelhart noted that "piggy-backing" on the purchase power of larger government entities is legal. The camera truck was purchased via a bid process for \$85,000. Hearing no further discussion, Mayor Pro-Tem Ratliff asked that the matter be put behind and all parties move on. Council member Tom Hastings, in response, stated he will not send any more emails. He noted the Mayor took the responsibility for the purchase of the camera truck and a Purchase Policy is on the agenda

for this meeting, which is what he wanted to accomplish. Hastings publicly apologized to Mike Engelhart, Rob Omans and Robin Newcomb, and thanked Council member Harper for his comments. Hasting offered his help, if needed, to help run the sewer camera. At this point, Mayor Pro-Tem Ratliff turned the meeting back over to Mayor McGowan.

d. **Ordinance No. 1555 – Purchasing Policy – Robert Omans:** Council reviewed the Ordinance as presented and discussed the limits outlined. Council member Harper requested larger amounts than what was specified in the draft. Council member Hastings recommending adding the Public Works Director as an authorized purchaser. *A motion was made by Steven Harper and seconded by Ken Ratliff to adopt Ordinance 1555, with changes to the amount limits in paragraph A from \$15,000 to \$30,000 and to raise the amount limits in paragraphs B and C from \$30,000 to \$50,000. The motion carried unanimously.*

e. **Resolution No. 2019-005 – Surplus Works Equipment – Mike Engelhart:** *A motion was made by Tom Hastings and seconded by John Glondo to adopt Resolution No. 2019-005 as presented. The motion carried unanimously.*

f. **Resolution No. 2019-006 – Authorizing the City to Apply for and accept grant funds in the amount of \$71,250 from the WA. St. Department of Transportation, Aviation Division, to design and construct fencing to enhance security and provide access to the airport via a cantilever gate system for the Cle Elum Municipal Airport.** *A motion was made by Ken Ratliff and seconded by John Glondo to pass Resolution 2019-006 as presented. The motion carried unanimously.*

Committee Reports

a. Steven Harper reported the Lodging Tax Committee met and reviewed the application submitted from the Pioneer Days Queen Committee. The Lodging Tax Committee recommends approval of \$1,150 to be used toward allowable, reimbursable expenses.

b. Steven Harper reported the Lodging Tax Committee met and reviewed the application submitted from the 4th of July Celebration. The Lodging Tax Committee recommends approval of \$7,500 toward reimbursable expenses for fireworks.

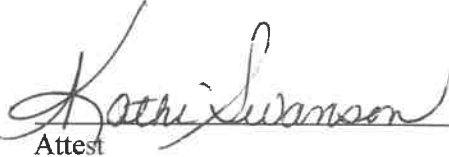
A motion was made by Ken Ratliff and seconded by Beth Williams to award lodging tax money in the amount of \$1,150 for the Pioneer Days Queen; and \$7,500 for the 4th of July Celebration as recommended by the Lodging Tax Committee. The motion carried unanimously.

Motion to Adjourn

A motion was made by Steven Harper and seconded by Tom Hastings to adjourn. The meeting adjourned at 9:04 p.m. The next regular scheduled meeting is Tuesday May 14, 2019 at 7:00 p.m.



Mayor



Attest