

City of Cle Elum
Regular City January 11, 2021

Call to Order – Roll Call of Membership

The Regular meeting of the City Council 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, City Planner Lucy Temple, Public Works Director Mike Engelhart, Police Chief Kirk Bland, Fire Chief Ed Mills, Veolia Water/Sewer Treatment Plants Operator William LaRue, City Attorney Alexandra Kenyon and City Clerk Kathi Swanson.

Approval of the Meeting Agenda

A motion was made by John Glondo and seconded by Steven Harper to approve the agenda as presented. The motion carried unanimously.

Consent Agenda

A motion was made by Steven Harper and seconded by John Glondo to approve the consent agenda as presented. The consent agenda included the minutes to the 12/14/2020 Regular City Council meeting; the minutes to the 12/23/2020 Special City Council Meeting; 12/31//2020 Payroll EFTs and Vouchers #43039 – 43043 in amount of \$146,525.23; 12/29/2020 EFTs and Vouchers #43008 – 43038 in the amount of \$189,815.17; 12/31//2020 EFTs and Claim Vouchers #43044 – 43076 in the amount of \$133,685.91; 01/11/2021 EFTs and Vouchers #43077 - 43092 in the amount of \$237,051.22. The motion carried unanimously.

Officer Reports

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

- During the 2020 calendar year, the Building Department issued 102 building permits, conducted 296 inspections, and collected \$100,742.78.
- Continues to work with the IT consultant on the server project.

City Planner – Lucy Temple – Reported:

- Vertical Bridge has submitted applications for the new location of the cell tower. The City website has information on the public notices; comments can be made until 01/20/2021.
- The Notice of Application for Gravity Coffee, located at the old Burger King Building, will be in the Tribune on 01/14/21. Online comments are also accepted on that application.
- Firewising is being done at the Police Department and will also be done at the airport.

Public Works Director – Mike Engelhart - Reported:

- The crew is maintaining the hills on a regular basis for snow removal and sanding.
- The crew continues to repair potholes as weather allows.
- Crews have been jetting the sewer lines on a regular basis.
- Public Works met to set goals, plan objectives and review the safety program.
- Purchased backup cameras for the Vac Truck to improve safety.
- Obtained new uniforms for the crew.
- Suggested posting codes and procedures to include education of the City's snow and ice removal policies, including roles and expectations of the property owners.

Police Chief – Kirk Bland - Reported:

- In 2020, over 100 Concealed Weapons Permits were issued; weapons transfers doubled.
- Overall numbers for patrol are anticipated to be lower than normal in 2020.
- Thanked Lucy Temple and the DNR for the Firewising project at the Police Department.
- He and Sgt. Albo will be attending a management class on January 25th through the 29th.

Fire Chief – Ed Mills - Reported:

- Asked the Mayor to officially install the new officers for 2021. *Mayor McGowan appointed Fire Chief Edwin Mills, 1st Assistant Chief Nathan Henderson, 2nd Assistant Chief Casey Orndorff and Secretary/Treasurer Cole Lowenstein. A motion was made by Steven Harper and seconded by Matthew Lundh, to authorize the Mayor to approve the appointment of the 2021 Fire Department Officers. The motion carried unanimously. Mayor McGowan commended the Department on behalf of the City.*
- The Department had 37 calls in December: 30 EMS, 2 hazardous conditions, 1 service call, 1 good intent, 2 false alarms and 1 burn complaint.

Veolia – William LaRue - Reported:

- Graphs of Water Plant Flows, Run Times, Precipitation, Wastewater Flows and Water Plant versus Wastewater Plant Flows for December 2020 were provided.
- In 2020, the Water Plant produced 433.8 million gallons and ran a total of 4,832 hours, an average of 13.2 hours per day.
- The Wastewater Plant treated 343 million gallons and ran 8,760 hours, 24 hours per day, in 2020.
- 2020 rainfall was recorded as 27.98” at the Water Plant and 25.35” at the Wastewater Plant, a difference of 2.63” between the 2 plants
- The average river level in 2020 was 5.28’.
- There were 2,009 maintenance work orders completed at the 2 plants, which equates to one work order completed every hour of the workday.

Council member Williams asked if the plants had enough capacity to handle future growth. Mr. LaRue responded the capacity should be okay, but the City will need reservoirs in addition to the current plant when Bullfrog Flats builds out.

Citizen Comments on Non-Agenda Items

Jim Shuman spoke regarding his request for approval to replace his failing septic tank. He hopes to be approved, since City sewer is not available at this time.

Public Appearances – 15 Minute limit

Kittitas County – Crystal Creek Study: Arden Thomas spoke regarding the flood studies focused on key tributaries of the Yakima River, including Crystal Creek, to update the flood maps. Details of the study were provided to council members, including the Draft Crystal Creek and Cedar Gulch Creek Hydraulic Analysis, FEMA Flood Map Basics and a Memorandum from the Kittitas County Department of Public Works outlining the Mapping Process. The model developed by Kittitas County, and completed maps and GIS information, will be made available to the City of Cle Elum. The County is proposing to identify any affected landowners and conduct outreach efforts.

Unfinished Business

- a. **Ordinance No. 1601 – Second Review – Short Term Rental Regulations:** Gary Berndt provided the history of the proposed Ordinance. Council member Lundh, noted a scrivener’s error under “Local Contact Person”. Discussion regarding off street parking included the ability to lease parking spaces off site. Gary Berndt noted the purpose is to keep traffic from collecting and not tear up lawns in the vicinity. Council member Harper added it makes sense to keep parking within the Short-Term Rental property. *A motion was made by Steven Harper and seconded by Matthew Lundh, to approve Ordinance 1601 as presented with the correction of the scrivener’s error on line 107, page 3 of the Ordinance under Section E.2, Local contact person, to change “(4)(i)” to “(6)(b)”.* Steven Harper, Ken Ratliff, Ruston Weaver, Matthew

Lundh, Beth Williams and John Glondo voted aye. Mickey Holz voted nay. The motion carried 6-1.

b. 2021 LTAC (Chamber of Commerce) Contract: Amy McGuffin reported she received the revised contract on this date and asked to have questions directed to her so she can answer them. Council member Harper reported the committee has reviewed the contract and want to have the Visitor's Center continue; however, the social medial marketing allocation was diminished from \$49,000 to \$5,000 with the suggestion to recirculate old posts. The \$44,000 would be used for events. Under Section 3, the committee added "Maintain affiliated social media accounts with regular organic content posts". Council member Harper recommended approval by Council. Council member Weaver emphasized diminishing digital marketing would be harmful to the businesses in Cle Elum at this time. Council member Holz commented this is not the time to reduce funding; once the advertising is taken away, it will be difficult to bring the numbers back up. Matthew Lundh, commented the City may consider bringing in someone in a PIO role to fill the void of cutting the social media advertising. *A motion was made by Steven Harper and seconded by Matthew Lundh, to accept the contract as presented between the City of Cle Elum and the Kittitas County Chamber of Commerce. A poll vote was taken. Matthew Lundh, John Glondo, Steven Harper and Beth Williams voted aye. Mickey Holz, Ruston Weaver and Ken Ratliff voted nay. The motion passed 4 – 3. Steven Harper pledged diligence to contact the committee to move forward with the wishes of the council.*

c. Local Mo'tion Taxi Service Application – Council member Harper reported the Committee met to discuss the taxi application submitted by Monica Grays for her Transportation & Delivery Services called Local Mo'tion. The committee approved the application and directed staff to contact Ms. Grays to complete the application by fulfilling the Vehicle Safety Inspection Report criteria.

Executive Session

Mayor McGowan announced that the council will go into executive session for a period of 30 minutes under the authority of RCW 42.30.110(1)(i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency. *The executive session began at 7:25. The council reconvened at 7:55. A motion was made by Steven Harper and seconded by Mickey Holz to move new Business Item c to New Business Item a. The motion carried unanimously.*

New Business

a. Recreational Parcel Agreement with Suncadia: *A motion was made by Steven Harper and seconded by Ken Ratliff to authorize the Mayor to sign the amended Recreational Parcel Agreement. The motion carried unanimously. Council member Harper explained, for the record, that the agreement deeds the land to the City quickly with an immediate payment of \$400,000; a payment of \$1.6 million by December 31, 2021; the balance of \$2 million will be paid by December 31, 2028 for a total of \$4 million. The City has received a promissory note for the payment schedule. The creation or approval of the final plat, or its functional equivalent, or a potential sale of the Suncadia property would trigger the immediate payment of the full balance. The Mayor will sign the document after this meeting and reported there will be an article in the newspaper explaining the process.*

b. Resolution No. 2021-001 Increase Cemetery Rates: Steven Harper reported the cemetery has a shortfall every year; therefore, a rate increase is necessary. The committee is looking at other creative ways to make money, as well. *A motion was made by Matthew Lundh*

and seconded by Ken Ratliff to approve Resolution 2021-001 as presented. The motion carried unanimously.

c. **Resolution No. 2021-002 – Updating the 2021 Fee Schedule:** Mike Engelhart reported to council this Resolution is to add equipment that was omitted from the fee schedule approved in December 2020. *A motion was made by Beth Williams and seconded by Mickey Holz to approve Resolution 2021-002 as presented. The motion carried unanimously.*

d. **Resolution No. 2021-003 and ILA with DNR – Forest Practices Permits and Dismissals:** Mayor McGowan explained this resolution will withdraw the City’s objection to the Forest Service Practice at the east end of town and enters the City into an Inter Local Agreement with the DNR that puts the City in the SEPA lead whenever there are Forest Practices within the City limits. *A motion was made by Steven Harper and seconded by Mickey Holz to enter into the Inter Local Agreement with DNR. The motion carried unanimously.*

e. **Ordinance No. 1602 – Building Code Update – Robert Omans reported the State Building Code Council has extended the adoption date to July and therefore withdrew the Ordinance.**

f. **Ordinance 1603 – Amending the Salary Schedule:** Robert Omans explained this changes the Police Sergeant salary from \$6,566 to \$6,630 due to contract negotiations with the Police Department Union. *A motion was made by Mickey Holz and seconded by John Glondo to adopt Ordinance 1603. The motion carried unanimously.*

g. **Final Progress Estimate – SR 903 & Stafford Avenue Project – Belsaas & Smith Construction, Inc. - \$27,489.99:** Mike Engelhart reported this project has been satisfactorily completed by the contractor. *A motion was made by John Glondo and seconded by Mickey Holz to accept Final Progress Estimate #2 in the amount of \$27,489.99 to Belsaas & Smith Construction, Inc. for the SR 903 & Stafford Avenue Project. The motion carried unanimously.*

h. **2021 Wesley Craven Contract for Grave Digging Services:** *A motion was made by Mickey Holz and seconded by Steven Harper to approve the contract with Wesley Craven for grave digging services. The motion carried unanimously. Steven Harper thanked Wesley Craven who has tirelessly served our community.*

i. **Amend the Inter Local Agreement with the City of Kittitas:** Mike Engelhart explained the agreement is being amended to include the entire Staff and Equipment Schedule. *A motion was made by Mickey Holz and seconded by Ruston Weaver to amend the Inter Local Agreement between the City of Cle Elum and the City of Kittitas as presented. The motion carried unanimously.*

j. **Cle Elum Ranger District Grant Support Letter:** *A motion was made by John Glondo and seconded by Mickey Holz to authorize the Mayor to sign the letter of support to the Washington State Recreation and Conservation Office for the Cle Elum Ranger Service’s 2020 proposals to the Recreation and Conservation Office’s RTP and NOVA grant application. The motion carried unanimously. Council member Lundh, asked that documentation for the purpose of approving support letters be provided to council in their packets in the future.*

k. **Mid-Columbia Fisheries Enhancement Group Support Letter:** Mitch Long reported the Mid-Columbia Fisheries Enhancement Group and the Kittitas Conservation Trust are applying for grant funding in the amount of \$50,000 from USDA and the Department of Health for the Drinking Water Providers Partnership Program. If awarded, the City will act as the fiscal sponsors in administering the grant. *A motion was made by Steven Harper and seconded by Ruston Weaver to authorize the Mayor to sign the letter of support for the Mid-Columbia Fisheries Enhancement Group’s proposal to assess restoration potential in the Cabin Creek watershed. The motion carried unanimously.*

l. **2021 Downtown Tax Credit Incentive Program:** Robert Omans asked the council to discuss a pledge request of \$15,000 to the Cle Elum Downtown Association. If additional Main Street Tax Credits become available after 03/31/2021 through a second round of funding, an

additional \$15,000 is requested. *A motion was made by Steven Harper and seconded by John Glondo to authorize the City to pledge \$15,000 in the first round of tax credits and an additional \$1,000 in the 2nd round, if needed, to the Downtown Association. Matthew Lundh, John Glondo, Steven Harper, Mickey Holz, Beth Williams and Ken Ratliff voted aye. Ruston Weaver voted nay. The motion carried by a vote of 6 to 1.*

Committee Reports

Legislative Procedures Committee Report – Matthew Lundh:

- Reported the committee is meeting on 01/12/2021 to work through the initial draft for the handbook. The committee will bring information back to council in installments, beginning with legislative procedures for conducting business. Council member Lundh thanked Gary Berndt for his assistance as the chair of the committee.

Cemetery Committee Report – Steven Harper:

- Reported the Cemetery committee will continue to bring more items before the council.

Motion to Adjourn

A motion was made by Steven Harper and seconded by John Glondo to adjourn. The meeting adjourned at 8:47.

The next regular meeting is scheduled for Monday January 25, 2021 at 6:00 p.m.



Mayor



Attest