

City of Cle Elum
Regular City Council Meeting
June 13, 2022, 6:00 pm

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, Sarah Lackey, Steven Harper, Siw Bay-Hansen, Beth Williams and Ken Ratliff. Other members present were City Administrator Robert Omans, Public Works Director Mike Engelhart, Police Chief Kirk Bland, Fire Chief Ed Mills and City Clerk Kathi Swanson.

Approval of the Meeting Agenda

A motion was made by Matthew Lundh and seconded by John Glondo to approve the meeting agenda as presented. The motion carried unanimously.

Consent Agenda

A motion was made by Steven Harper and seconded by Matthew Lundh to accept the consent agenda as presented. The consent agenda included the minutes to the 05/23/2022 Regular City Council meeting; the minutes to the 05/31/2022 Special Study Session; 06/13/2022 Accounts Payable EFTs and Vouchers #44559 – 44573 in the amount of \$263,036.25; May Payroll Vouchers #44515 – 44521 in the amount of 263,036.25. The motion carried unanimously.

Officer Reports

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

- The City received another application for the position of City Planner. Construction is underway to create office space.
- The next phase of the Downtown Revitalization will be start at the end of June and finish in November.
- The RFP for the Hearing Examiner is now in the newspaper and on the website.
- The City is working on and RFQ for an architectural firm for the Community Recreation Center group.
- The Building Department has received 10 more plans for review. No inspections.
- TextMyGov is now up and running. This app will allow people to receive alerts from the City regarding Street, Water, Garbage and General Information.
- *Councilmember Lundh commented he has heard that Meagan Hayes is no longer contracted with the City. Rob Omans confirmed she submitted her resignation due to a potential conflict of interest with her full-time job. Councilmember Lundh stated he would like to have heard this from the City Administration rather than someone on the street.*
- *Councilmember Williams asked how much will be accomplished in the next phase of the First Street Downtown Revitalization. Ben Annen responded the project includes Billings to Oakes on the south side, from Oakes to Harris on the north side, and undergrounding the overhead utilities along Harris.*
- *Councilmember Lundh asked to have regular Planning updates at council meetings.*

Public Works Director – Mike Engelhart - Reported:

- The first “City Brush Dump Event”, using the new tub grinder, was held the week of 06/06 – 06/11 at the Water Treatment Plant and was a success. More information will be provided at a later meeting.
- Crews have cleared the brush (firewised) on the Coal Mine Trail.

- Members of the City Parks crew have been coming up with creative solutions for maintenance on the parks, flowers and the cemetery. Jacob McLeary, new crewmember, was able to obtain a new lowering device, which was donated by the City of Puyallup, for the cemetery.

Police Chief Kirk Bland – Reported:

- Anthony Venera is in the second week of the Equivalency Academy; the course will be completed on 06/17/2022.
- The weekend of 06/10 through 06/12 was very busy with calls for service and multiple infractions issued. Chief Bland expects this to continue through the summer season.
- Vehicle thefts and burglaries have increased.
- Thanked the Ellensburg Police Department for helping in a recent drug related arrest of a Cle Elum resident.
- Participated in the High School Field Day event on 06/10/2022.
- Tony Schwartz, the City Prosecutor, has resigned. City Attorney Alex Kenyon is working on an RFP for a replacement.
- An RFP has been sent out to replace the HVAC system at the Police Department.
- The Department is applying for a grant from the Law and Justice Council for a new BAC room entry door.

Councilmember Lundh commented there have been several stolen license plates in his neighborhood and asked if this is common throughout city. Chief Bland responded that, since police officers are no longer allowed to pursue, stolen cars within the state are up 800%. Cle Elum is a convenient location for individuals driving stolen vehicles to change plates.

Fire Chief – Ed Mills - Reported:

- The Department had 39 toned calls in May, including 29 EMS calls, 2 fires, 3 hazardous conditions, 4 service calls and 1 false alarm.
- Looking forward to utilizing the TextMyGov system.
- The Tub Grinder was used during the Cle Elum Brush Dump week and will continue to be used to rid the community of biofuels.
- The burn ban may be implemented, with council approval, at the end of the month.
- Attended a wildland urban interface training. He requested the use of Councilmember Ratliff and Mayor McGowan's houses, as well as 4 others, for training for 12 of the volunteers. This is a great opportunity to work with house owners to make their homes safer. He will be categorizing vacant and empty lots with evaluation forms. The city will contact homeowners if there are fuel dangers on the property.
- Working with Phil Hess to categorize vacant lots for evaluation of fire hazards.
- Working to get a brush truck from Thorp and Roslyn to help make the 4th of July fireworks show safer.

Veolia- William LaRue Reported:

- Graphs of Water Plant Flows, Run Times, Precipitation, Wastewater Flows and Water Plant versus Wastewater Plant Flows for May 2022 were provided.

At the Water Treatment Plant:

- Kaman Industries was on site to make repairs to the new Variable Frequency Drive that had a failure of the #2 capacitor. Kaman replaced all three capacitors and checked torque specs on all fittings, several of which were loose.
- Flows are up due to the warmer weather; currently the plant is running between 1.1 and 1.3 MGD.

- River elevation has been up due to rain and snow melt, causing raw turbidity increases. The plant has been approaching 10 ntu, which is about the maximum that the filters can handle.

At the Wastewater Treatment Plant:

- The grit pump should be shipped on 06/14; it will be installed upon arrival. The grit pump is important, as it removes the grit and gravel that migrates into the collection system. If not removed this material can cause damage to other pumps and equipment. Impellers for the motive pumps are in excess of \$15,000 and can take up to 9 months for delivery.
- The offer of a tour still stands to anyone that would like to see the plants; please reach out to William LaRue to schedule a date and time.

Citizen Comments on Non-Agenda Items

Beth Marker – 202 East Third Street: Noted there is a \$100,000 disbursement to City Heights, marked as damages, per the May 31st agreement and asked what this means to the community. Councilmember Ratliff suggested she read the newspaper article, which gives accurate information regarding the mediation/arbitration. Mayor McGowan stated he is not prepared to make statement at this time but would be able to provide a statement at the next council meeting. Councilmember Harper commented the MOU is a form of a settlement as to the limits of damages City Heights will execute against the City. Councilmember Lundh asked if the City would publish the newspaper article and Councilmember Harper recommended that staff put the newspaper article on the website. Councilmember Harper noted this is not the final solution and the \$100,000 is in payment of City Heights legal fees.

Larry Stauffer – 2661 Lower Peoh Point Road:

Commented he saw the RFP for the Hearing Examiner on the website and asked how far out this is expected to reach. He reported he contacted the Hearings Examiner Association of Washington if they were aware the City of Cle Elum is looking for a Hearing Examiner, and they responded they did not. Mr. Stauffer asked the council and Mayor to extend the amount of time to expect applications for a Hearing Examiner, to modify the RFP to extend the time of response, and to forward it to the Hearing Examiner Association of Washington.

Ingrid Vimont - 291 Nelson Creek Road: Reported the Hospital District submitted a letter to the City asking to be part of the discussions with regard to Sun Communities Development. Asked what the status is for the hiring of the Hearing Examiner and if the City is discussing hiring a full-time attorney. *Mayor McGowan responded the Hearing Examiner process is ongoing and the City already has a full-time attorney.*

Public Appearances – 15 Minute limit

Downtown Association – Main Street Week Proclamation – Debbie Bogart, Mark

Kirkpatrick and Adam Crawford: Mayor McGowan read the Proclamation declaring June 6th through 12th, 2022 as Main Street Week into the record.

Business Requiring Public Hearings

2023 – 2028 Six-Year Transportation Improvement Program – TIP: Ben Annen presented the Plan and explained the purpose of the 22 projects included. The City was awarded a \$50,000 grant to determine if a pedestrian crossing from Columbia Avenue to Railroad Street is feasible.

At 6:50, Mayor McGowan opened the Public Hearing for comment. Larry Stauffer asked if the order of the projects is the order of priority. Ben Annen responded that, to a certain extent, it is. Hearing no further comments, the public hearing was closed at 6:52. *A motion was made by Matthew Lundh and seconded by Beth Williams to approve the 2023 – 2028 Six-Year Transportation Improvement Program. The motion carried unanimously.*

New Business

- a. **Resolution 2022-014 – DOE Water Quality Combined Financial Assistance Agreement:** Dean Smith, of HLA, reported this is a 5-year loan of \$331,655.00 for the development of a stormwater plan, including the Stormwater utility. *A motion was made by Steven Harper and seconded by Matthew Lundh to adopt Resolution 2022-014. The motion carried unanimously.*
- b. **Professional Services Agreement – First Street Downtown Phases 3A & 3B:** Ben Annen presented the agreement to the council explaining the project will begin on 06/27/2022 and be complete by 11/18/2022. *A motion was made by Matthew Lundh and seconded by Steven Harper to authorize the mayor to sign the Professional Services Agreement between HLA Engineering and Land Surveying and the City of Cle Elum for the First Street Downtown Revitalization Project Phases 3A and 3B. The motion carried unanimously.*
- c. **Progress Estimate No. 1 - \$98,739.54 – City Safety Improvements – Larry Brown Construction** – Public Works Director Mike Engelhart reported the project was completed and HLA has reviewed the grant documents. Staff Recommended approval of the City Safety Improvement Project completed by Larry Brown. *A motion was made by Matthew Lundh and seconded by Sarah Lackey to approve Progress Estimate No. 1 in the amount of \$98,739.54. The motion carried unanimously.*
- d. **Materials Testing Agreement – First Street Downtown Phases 3A & 3B – Baer Testing:** *A motion was made by Ken Ratliff and seconded by Matthew Lundh to authorize the Mayor to sign the Materials Testing Agreement with Baer Testing in the maximum amount of \$18,205.00. The motion carried unanimously.*
- e. **Resolution 2022-011 – Employee Handbook Amendment:** Councilmember Siw Bay-Hansen reported the Employee Relations Committee reviewed the updates and changes to the Handbook, which added a holiday, corrected spelling errors, and brought the City in compliance with state law. *A motion was made by Steven Harper and seconded by Matthew Lundh to table this agenda item until the next meeting to allow council more time to review. The Employee Handbook Amendment was tabled and will be on the agenda on 06/27/2022*
- f. **Resolution 2022-012 – Adoption of Standards of Conduct Policy – CDBG:** *A motion was made by Matthew Lundh and seconded by John Glondo to adopt Resolution 2022-012 as presented. The motion carried unanimously.*
- g. **Resolution 2022-013 – Amending Resolution 2020-017 – Procurement Policy:** *A motion was made by Matthew Lundh to table this agenda item until the 06/27/2022 because the Exhibit was not included in the electronic packets. Rob Omans reported the paper packets did have the Exhibit included. The item was tabled.*
- h. **Interlocal Library Agreement between Ellensburg, Cle Elum and Roslyn for a Shared Library System:** *A motion was made by Beth Williams and seconded by Ken Ratliff to adopt the Interlocal Agreement. The motion carried by a vote of 6 ayes and 1 nay.*
- i. **DNR – Firewising I-90 Properties Abutting City Property :** Information was provided by Ed Mills, Phil Hess and Nolan Brewer. This project will take place at a later date as the application process is a little more time consuming. This project may be fully funded.
- j. **DNR – Firewising City Water Tank 4.98 Acres:** Information was provided by Ed Mills, Phil Hess and Nolan Brewer. The water tower will be put out to bid soon, with work to begin in the fall.
- k. **DNR Firewising the Airport:** Information was provided by Ed Mills, Phil Hess and Nolan Brewer. Work on this project may be fully funded and will start at a later date. *A motion*

was made by Steven Harper and seconded by Matthew Lundh to authorize the mayor to sign the 3 Eastern Washington Forest Landowner Cost Share Applications to include the I-90 property, City Water Tank Property and the Airport. The motion carried unanimously.

Committee Reports

Lodging Tax Committee: Councilmember Harper reported the committee reviewed a lodging tax application for Sassy Trash Market and Flea Market for an event during Pioneer Days. The Committee agreed to approve the application to include the rental of portable toilets, wash and hand sanitizer stations, parking rental, fence rental, postage, and a 2-person security team in the amount not to exceed \$5,000.00; the grant money must be used specifically for the expenses detailed by Councilmember Harper. *A motion was made by Ken Ratliff and seconded by John Glondo to authorize Lodging Funds not to exceed \$5,000, to Sassy Trash Market.*

County Homelessness Housing Committee: Matthew Lundh reported this committee approved giving \$750,000 to Hope Source to purchase the Nite's Inn Motel property for Homeless Housing. Donations from other Cities were also received and the committee is hoping to get additional grant money for the project.

Mayor/Councilmember Handbook Committee: Mayor McGowan asked to set a date for a study session for the final review of the Mayor/Councilmember Handbook. The meeting was set for 06/27/2022 from 4 to 5 and again on 07/18/2022 at 6 pm, if needed. Going forward, Mayor McGowan would like to set all study sessions for the Mondays between regular council meetings to create a semblance of regularity.

Motion to Adjourn.

*A motion was made by John Glondo to adjourn. The meeting adjourned at 8:05
The next regular meeting is scheduled for Monday June 27, 2022, at 6:00 p.m.*



Mayor



Attest