

**CLE ELUM PUBLIC WORKS & COMMUNITY DEVELOPMENT
COMMITTEE**

MINUTES

MARCH 7, 2024

12:00 PM

**119 W FIRST STREET
CLE ELUM, WA 98922**

1. Call to Order

Ken Ratliff - Committee Member
Audrey Malek - Committee Member
Jered Weis - Committee Member
Audrey Casassa - Utility Clerk
Debbie Lee - Clerk
Matthew Lundh - Mayor
Rob Omans - City Administrator
Ben Annen - HLA
Dean Smith - HLA
Aaron Barr - Public Works

2. Unfinished Business

3. New Business

a. Elect a Chairperson - Public Works & Community Development Committee

Jerred Weis nominated himself as chair.

Ken Ratliff nominated himself as chair.

Audrey Malek nominated Jerred Weis.

A vote was taken and 2 votes for Jerred Weis and 1 vote for Ken Ratliff.

Jerred Weis is the Chairperson of the Public Works & Community Development Committee.

Mayor Lundh stated that the Chairperson would work with the Clerk to set the agenda.

b. Leak Forgiveness - Don Owens - Utility Clerk Audrey Casassa

Discussion was had regarding the timeline as to when and how the owner was notified of a leak. The Committee inquired as to what the policy is for notifying customers of leaks. Audrey explained that she would give a leak list to Public Works. They place a door hanger

Public Works & Community Development Committee Agenda

March 7, 2024

119 W FIRST STREET
CLE ELUM, WA 9922

and usually Audrey would follow up with a phone call.

The Committee felt that this fell within the parameters of the code for forgiveness. The water consumption and tax will be credited.

c. **Leak Forgiveness - Kayleen Gordon - Utility Billing Clerk**

This leak was in the crawl space. Discussion was had about how much the City would accept and how much the homeowner should accept. It was agreed to give 50% of the request due to the location of the leak. Ken Ratliff stated that hopefully all the insulation will be replaced when the fix is completed.

d. **Leak Forgiveness - Mary Lutz - Utility Clerk Audrey Casassa**

The Committee did not think that this leak forgiveness fit within the code. This leak forgiveness was not granted.

e. **Leak Forgiveness - Stanley Smith - Utility Clerk Audrey Casassa**

This house has been vacant for many years. There was discussion on how the water got turned on to begin with. The Committee had questions as to the procedure of water shut-offs. The Committee recommended the full request for relief for Stanley Smith.

f. **Leak Forgiveness - Steven Harper - Utility Clerk Audrey Casassa**

The Committee felt that this request was vague and that Utility Clerk Casassa will request more information.

g. **Construction Fill Station Concerns - Utility Clerk Audrey Casassa**

Utility Clerk Casassa explained that the water filling station can only have 100 customers and currently the City is at its capacity. This filling station is for construction use only and not for potable use. Utility Clerk Casassa stated that she noticed that more people are using water for potable water outside the city limits. It appears that there is a certain area on the map that indicates water is being used due to possible wells that are not producing water. Utility Clerk Casassa checked with other municipalities, and they only sell non-potable water to contractors who show proof of business and list their current job site that the water will be used for.

Discussion was had about revising the application and adding the above stipulations regarding contractor and uses. The Committee recommended sending out notifications to all current filling station code holders and giving them notice of the changes. This will be an annual review of who is allowed to use the filling station.

Discussion was also had about backflow devices and the Department of Health water system plan for the City of Cle Elum specifically states who can use City of Cle Elum water and for what reasons they are using the water. This is attached to our water rights. Wholesale for water sales outside the city limits causes concerns.

Public Works & Community Development Committee Agenda

March 7, 2024

119 W FIRST STREET
CLE ELUM, WA 9922

The Committee recommended this back to the Mayor and staff to review the code.

h. Sewer Rate Study Recap & Next Steps - HLA

Ben Annen and Dean Smith from HLA informed the Committee that they were glad these discussions were starting back up again as this has been an ongoing topic for several years. The residential sewer rates subsidize the commercial and industrial accounts. This study would possibly cause a substantial increase in commercial and industrial users. Dean Smith of HLA stated that their recommendation is to use a tier system A, B and C types that the City of Yakima uses. The City of Yakima uses a pre-treatment program that can be done quarterly or monthly. Dean Smith explained that it takes a lot of resources to test, but the city is getting a portable sampler tester. HLA explained that this rate study is for the city system and pipes and that the regional sewer is a different topic.

Ken Ratliff had concerns about raising the rates in Cle Elum and not the other regional parties that also have sewer services within the City. Ben Annen of HLA explained that the regional sewer rates have been increased for the regional partners and the City has been progressive with this increase.

Committee member Jerred Weis stated that this is a better structure than what is currently in place.

Committee member Audrey Malek would like this brought to the Council, so this can move forward. Audrey Malek did ask if increases were made that they be done in the summer months so as not to affect businesses during the winter months when business could be possibly slower.

The recommendation is to submit this to the Council and move forward as there will need to be a Public Hearing, implementation, phasing and educating the commercial and industrial users to be better users of the sewer (waste) system.

i. Tractor Replacement - Public Works Aaron Barr

Aaron Barr of Public Works stated that this new tractor will help with snow removal on sidewalks and Public Works also has a PTO mower attachment that can be used for the airport and other areas around Cle Elum. This smaller tractor will also help with how they do work at the cemetery.

The Committee supports this purchase and thinks that it will have many uses and help save time for Public Works and will recommend the purchase to the Council.

j. Excavator Purchase - Public Works Aaron Barr

Aaron Barr of Public Works would like to upgrade the loader for the City. This would help immensely with cleaning up the alleys during the winter time, it would also help with snow removal, and be used for multiple water projects.

Public Works & Community Development Committee Agenda

March 7, 2024

119 W FIRST STREET
CLE ELUM, WA 9922

Committee member Ken Ratliff likes that the City is in a position to purchase one.

Mayor Lundh would like the Council to look at all options for possible purchase or acquiring a loan to not tax all the funds. This cost can be shared between the different funds.

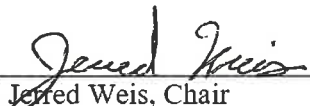
All Committee members were in favor of recommending moving forward with the purchase of a new loader for Public Works.

4. Other Committee Comments

Aaron Barr of Public Works informed the Council that the hydraulic pump is going out in the Vac Truck for the second time. This will be covered under the warranty. Discussion was had about borrowing one from another city. Aaron Barr stated they don't usually loan out Vac Trucks.

5. Adjourn

Meeting was adjourned by Committee Member Weis at 2:10 p.m.


Jerred Weis, Chair


Debbie Lee, Clerk