

CLE ELUM CITY COUNCIL

MINUTES

APRIL 9, 2024

6:00 PM

119 W FIRST STREET
CLE ELUM, WA 98922

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

John Glondo - Councilmember present
Beth Williams - Councilmember present via zoom
Steven Harper - Councilmember present
Jerred Weis - Councilmember absent
Ken Ratliff - Councilmember present
Steven Cook - Councilmember present
Audrey Malek - Councilmember present

Matthew Lundh - Mayor
Debbie Lee - Clerk
Aaron Barr - Public Works
Ed Mills - Fire Chief
Rob Omans - City Administrator
Colleda Monick - Planner HLA
Ben Annen - HLA via zoom
Joseph Calhoun - HLA

MOTION: Councilmember Harper made a motion to approve the absence of Councilmember Weis; seconded by Councilmember Ratliff.

MOTION CARRIED: 6 yes 0 no.

a. April 9, 2024, Sign In Sheet

2. Public Comment – Limited to 5 Minutes

Caryn of PSE reported that PSE will be having an Open House at the Senior Center on April 30, 2024, to discuss preventing wildfires.

Tino Rizo presented a petition signed by citizens to not remove his awning at his business. He is also concerned about snow in the winter.

Curt is also concerned about awnings being removed and the amount of snow that will be on the sidewalks.

Patricia Garris is concerned about the cost to remove and replace the awnings that are being required to be removed. She also encouraged the Council to have discussions with City Heights.

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Brad Helgeson county resident has concerns about the water fill station's new ordinance and not being able to use it, since he does not reside within the city limits.

Dan Semiano has concerns as he used the water fill station as a county resident, and now he does not have access and was not given any notice.

Mayor Lundh explained that the primary reason for the code change is that the Department of Health permit does not allow the City of Cle Elum to sell the water outside of the service area. This will put the permit in jeopardy.

3. Announcements, Appointments, Awards & Recognition

Mayor Lund reported that he would like to appoint Jonathan Cornelius to the Planning Commission.

MOTION: Councilmember Harper made a motion to approve the appointment of Jonathan Cornelius to the Planning Commission; seconded by Councilmember Glondo.

MOTION CARRIED: 6 yes 0 no.

a. April National Child Abuse Prevention Month - Proclamation - Mayor Lundh

Sandy Bankstrom thanked the Council for having the Proclamation for the April National Child Abuse Prevention Month on the agenda. Sandy stated there are ways to help. If you see something, say something, call 911 or call the hot line.

Mayor Lundh read the Proclamation aloud declaring April National Child Abuse Prevention Month.

4. Approval of Meeting Agenda

MOTION: Councilmember Glondo made a motion to approve the agenda as presented; seconded by Councilmember Harper.

MOTION CARRIED: 6 yes 0 no.

5. Consent Agenda

MOTION: Councilmember Harper made a motion to approve the consent agenda; seconded by Councilmember Cook.

MOTION CARRIED: 6 yes 0 no.

a. Approve the Minutes from the Study Session Dated March 26, 2024

b. Approve the Minutes from the Council Meeting Dated March 26, 2024

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- c. Approve Accounts Payables Dated April 9, 2024 \$368,421.27 - As Approved by the General Government Committee
- d. Approve March 2024 Payroll \$300,635.56 - As Approved by the General Government Committee

6. Staff Reports

a. City Administrator - Rob Omans

See attached report.

Councilmember Harper asked if the new building code allowed people to get permits to hook up to natural gas. Rob Omans explained that yes you can, but this will lower your energy credits, and you will have to find ways to bring this number up in other energy-efficient ways.

1st Quarter 2024 Budget Reports -

No Comment.

b. Police Department - Chief Albo

See attached report.

c. Planning Department - Colleda Monick HLA

See attached report.

Colleda Monick also answered the question about the Railroad Feasability Study. Colleda explained that this is a study only and they will propose three options. BNSF is also receptive to the study.

d. Public Works - Aaron Barr

See attached report.

Aaron Barr showed some examples of the water lines that are being replaced with the new water line project as they have collapsed. It will be interesting to see what the water leak reports show after this project is completed.

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e. Fire Department - Chief Mills

See attached report.

f. Veolia - William LaRue

See attached report.

7. **Public Appearances – 15-Minute Limit**

a. Kittitas County Public Health Department - Nea Alfaro

Nea Alfaro gave a presentation on Quit Kits that are being passed out at the local schools.

See attached report.

b. Cle Elum Climate Element - Joseph Calhoun HLA

Joseph Calhoun did a presentation on the Climate Element that is a requirement of the Department of Commerce. This is grant funded.

See attached report.

8. **Business Requiring Public Hearings**

9. **Unfinished Business**

10. **New Business**

a. Second Street Pathway Fuel Tax Agreement - Ben Annen HLA

Ben Annen of HLA reported that both projects, Complete Streets and the Second Street Pathway, will be bid together. This is grant funded and the City is also looking at different funding options. Currently, there is a 5% city match.

MOTION: Councilmember Ratliff made a motion to approve the Mayor to sign the TIB Fuel Tax Agreement; seconded by Councilmember Williams.

MOTION CARRIED: 6 yes 0 no.

b. Progress Estimate No. 6 Second Street & Rossetti Way Water Main Improvements Ascent Foundations & More \$274,118.18 - Ben Annen HLA

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Ben Annen of HLA stated that this request is for the work that was done in the month of March. They have made good progress, continuing on replacing services that have collapsed and there is one month remaining for the completion of the project. Ben Annen also reported that HLA will be documenting all the new service lines and water lines that are being located.

MOTION: Councilmember Harper made a motion to approve progress estimate No. 6; seconded by Councilmember Glondo.

MOTION CARRIED: 6 yes 0 no.

- c. [Change Order No. 1 First Street Improvements Phase 3 Downtown Revitalization - Ben Annen HLA](#)

Ben Annen of HLA stated that the change order utilizes the surplus funding that was available due to the climate of bidding. They will be extending the tree illumination and the circuitry. The contractor will also be replacing some of the damaged concrete on the sidewalk.

MOTION: Councilmember Ratliff made a motion to approve Change Order No. 1 First Street Improvements Phase 3 Downtown Revitalization; seconded by Councilmember Harper.

MOTION CARRIED: 6 yes 0 no.

- d. [2024-011 Resolution CAT 950 Wheel Loader Lease - Rob Oman City Administrator](#)

This is a three-year lease with a \$1 buyout at the end.

MOTION: Councilmember Ratliff made a motion to approve Resolution 2024-011 CAT 950 Wheel Loader Lease; seconded by Councilmember Cook.

MOTION CARRIED: 6 yes 0 no.

- e. [License Agreement Fire Department Association - Public Safety & Health Committee Chair Glondo](#)

This License Agreement would allow the VFFA to use two rooms in the Fire Department. They have provided insurance and the contract can be revoked at anytime. This license agreement is non transferable.

MOTION: Councilmember Cook made a motion to approve the License Agreement between the VFAA and the Fire Department; seconded by Councilmember Ratliff.

MOTION CARRIED: 6 yes 0 no.

- f. [2024-012 Resolution Fire Department - Surplus 13 SCBA Bottles - Chief Mills](#)

MOTION: Councilmember Harper made a motion to approve the Fire Department Surplus Resolution 2024-012; seconded by Councilmember Ratliff.

MOTION : 6 yes 0 no.

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- g. Resolution 2024-010 Procurement Policy - General Government Committee Chair Harper

This is a language update.

MOTION: Councilmember Glondo made a motion to approve Resolution 2024-010 Procurement Policy; seconded by Councilmember Harper.

MOTION CARRIED: 5 yes 0 no 1 abstention. (Councilmember Ratliff)

- h. Ordinance 1669 Purchase Policy - General Government Committee Chair Harper

This update was to strengthen the language with grants and budgeted items.

MOTION: Councilmember Cook made a motion to approve Ordinance 1669 Purchase Policy; seconded by Councilmember Glondo.

MOTION CARRIED: 5 yes 0 no 1 abstention (Councilmember Ratliff)

11. Report of Committees

- a. Public Safety & Health Committee

Chair person John Glondo reported that the Committee met. The attorney and the Committee approved the Police Rental Contract.

The Committee also recommended the approval of the Fire Department License Agreement and will look at updating some of the Cle Elum Criminal Municipal Codes.

- b. General Government Committee

Chair Steven Harper reported that they recommended approving the Procurement Policy and the Purchase Policy updates. The Committee will be looking at making a few changes to the Personnel Policy in the upcoming meeting.

Steven Harper reported that the General Government Committee recommends the following regarding city properties:

Increase Sr. Bones monthly rental amounts to \$1100.00 and the tenant is required to pay for electricity and garbage.

Discontinue the lease to Salon 2120 because they are moving locations in June. City Hall needs this extra space.

Discontinue the rental properties. Mayor Lundh will get the verbiage from the City Attorney to give to the current tenants, allowing them time to find housing. This could possibly free up housing for recruiting employees to the City of Cle Elum.

City Administrator Rob Omans wanted Council to know that the city does receive revenue

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from the rentals.

MOTION: Councilmember Harper made a motion to approve increasing Sr. Bones monthly rent to \$1100.00 per month plus they pay electricity and garbage, discontinuing the renting of the 2 houses and Salon 2120; seconded by Councilmember Glondo.

MOTION CARRIED: 6 yes 0 no.

c. Public Works & Community Development Committee

Chair Ken Ratliff reported that the Public Works & Development Committee met and recommended the leak forgiveness of Steven Harper in the amount of \$165.17.

MOTION: Councilmember Glondo made a motion to approve the leak forgiveness of Steven Harper; seconded by Councilmember Williams.

MOTION CARRIED: 5 yes 0 no Steven Harper recused himself from the vote.

Committee Member Ratliff also informed the Council that Ben Annen of HLA met with the Committee, and they are going to change the sewer class rate of churches to a class A. This will have a minimal effect on the amount of projected annual revenue by about \$5,000.00. HLA will work on the Ordinance Language and meet with the Committee one more time before having a Public Meeting on May 2, 2024, allowing the public to come and get a presentation on the rate structure with a question and answer time after the presentation on May 9, 2024. This will be from 6:00 p.m. - 8:00 p.m. possibly at the Senior Center. Discussion was had about how the public would be notified. They will notify with notices in the paper, fliers, text my gov notifications. Facebook and the City Website.

Discussion was also had about the need to update the Construction Standards as they have not been updated since 2002. HLA will be presenting a Task Order in the amount of \$30,000 (roughly).

The John Deere Tractor has been delivered and with the passage of the Resolution tonight the new loader will be coming soon.

Committee Member Ratliff thinks that the acronym FOG needs to be incorporated into the education portions of the Sewer Class explanation. FOG stands for fats, oil and grease and how it affects the sewer system.

d. Lodging Tax & Events Committee

Steven Cook is the new Chair of the Lodging Tax Committee.

Committee Member Harper reported that the Committee discussed creating a fee for the use of the Airport, and there was a recommendation to have a \$250 per day event cost plus the

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cost of city employees, police or fire if needed. They also discussed charging a \$100 per day event cost for renting the "coke" trailer.

MOTION: Councilmember Harper made a motion to approve charging a fee of \$250 per event day for the Airport and \$100 per day event fee for the "coke" trailer; seconded by Councilmember Williams.

MOTION CARRIED: 6 yes 0 no.

This will be updated on the fee schedule.

They are also continuing the discussion about charging an application fee for Event Applications of \$50.00.

Committee Member Harper would like to memorialize the amount that the Council verbally agreed to give the Upper Kittitas County Rec Center previously. The Rec Center is currently short on revenue for architect funds, they have gone to the County to request \$130,000 and Harper would like to see the City of Cle Elum have a Resolution that would be percentage based on yearly revenues to the Hotel Motel Tax. The Rec Center would still need to complete a JLARC yearly to receive this revenue from the City. It was suggested 35% of the yearly revenue.

MOTION: Councilmember Ratliff made a motion to approve having legal draw up a Resolution allocating 35% of the Hotel Motel Tax to the Upper County Rec Center; seconded by Councilmember Harper.

MOTION CARRIED: 6 yes 0 no.

12. Councilmember Comments - Limited to 5 Minutes

Councilmember Ratliff stated the Public Works & Community Development Committee made the decision to recommend shutting down the fill station. He would like staff to coordinate with the County for further follow-up on water sources for County residents.

Mayor Lundh stated that Audrey is working with the County.

Councilmember Ratliff was concerned as to why he was just now hearing about the awnings that needed to be torn down. Mayor Lundh explained that this has been in the works for the last 6 years and the reason some have to be torn down is they are on the City Right of Way and this Main Street update has been in the works just as long. Also, there are utilities that were overhead, and now they will be underground and some of the awning posts are in the Right of Way.

Councilmember Ratliff also inquired about snow removal on the downtown sidewalks. It was noted that with the new tractor the city will assist with sidewalks.

Councilmember Cook had seen the letter to the editor regarding speeding on 2nd Street. It was discussed that enforcement is happening. Mayor Lundh might suggest painting a big 25 MPH on the road itself. He will be looking into this.

13. Mayor's Report

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Mayor Lundh reported that they had a kickoff meeting regarding the Stafford Street Project. Mayor Lundh, Steven Harper and Rob Omans will have a collective bargaining session next week. There are some upcoming AWC Events that would be beneficial for Councilmembers to participate in.

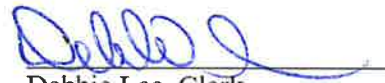
The Public Works Heavy Equipment Operator/Maintenance Worker job was posted internally and offered to Marshall Stewart, who applied. He is currently a temporary employee of the City.

The Public Works Director position will be posted soon. The City of Ellensburg will assist in the hiring process.

14. Adjournment by Motion

MOTION: Councilmember Glondo made a motion to Adjourn at 8:37 p.m.


Matthew Lundh, Mayor


Debbie Lee, Clerk

