

CLE ELUM CITY COUNCIL

MINUTES

DECEMBER 10, 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
Ken Ratliff - Councilmember present
Beth Williams - Councilmember present
Steven Harper - Councilmember present
Jerred Weis - Councilmember present
Steven Cook - Councilmember present
Audrey Malek - Councilmember present

Matthew Lundh - Mayor
Rob Omans - City Administrator
Debbie Lee - Clerk
Colleda Monick - HLA
William La Rue - Veolia
Aaron Barr - Public Works
Ed Mills - Fire Chief
Rich Albo - Police Chief via zoom
Ben Annen - HLA
Jakob Michael - HLA

a. December 10, 2024, Sign In Sheet

2. Public Comment – Limited to 5 Minutes

Phil Hess stated the city should extend the public comment on the Kamiak Project (Bullfrog Apartments) due to the holidays.

Brian Tate has concerns about the parking regulations within the city and allowing junk vehicles to remain parked.

Christine Heimbigner Simpson stated she had a meeting with the Mayor and was not happy with the City Administrator.

Larry Stauffer had asked to be added to the agenda and was denied, so he is speaking at the Council.

Ingrid Vimont informed the Council that the local ham radio group will talk to Santa at the Fire Station on December 21, 2024, from 5:00 p.m. - 7:00 p.m.

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Sean Northrup via zoom stated he has requested to talk to the City regarding the recent award, but the City has not responded.

3. Announcements, Appointments, Awards & Recognition

a. John Glondo Letter of Resignation from City Council - Mayor Lundh

Mayor Lundh read the letter of resignation from John Glondo and wanted to thank John for his years of service to the city. Mayor Lundh asked if he would come to the first meeting in January to be honored.

Mayor Lundh also reported that the Council had a special meeting and confirmed the hire of Mathew Bailey as the new Public Works Director. He will start on the 16th of December.

4. Approval of Meeting Agenda

Councilmember Harper stated he was not staying silent because he objected to the Hanson Ponds Project, but wanted his responses to be in the public.

MOTION: Councilmember Harper made a motion to amend the agenda as presented and add Hanson Ponds Discussion under Unfinished Business; seconded by Councilmember Ratliff.

MOTION CARRIED: 7 yes 0 no.

5. Consent Agenda

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

MOTION CARRIED: 7 yes 0 no.

a. Approve the City Council Meeting Minutes Dated November 26, 2024

b. Approve the City of Cle Elum Special Meeting Minutes Dated December 5, 2024

c. Approve the Payroll Vouchers Dated December 6, 2024, \$295,509.83

d. Approve the Payables Dated December 10, 2024, \$232,727.10

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- e. Approve Progress Estimate No. 2 Second Street Pathway - Safety Stabilization \$171,040.09 Ascent Foundation & More LLC.

6. Department Head Reports

- a. City Administrator - Rob Omans

See attached report.

City Administrator Omans wanted to publicly thank John Glondo for his years of service and also Aaron Barr for stepping up and doing a good job in the last year.

4th Qtr Budget Report - FYI

- b. Planning - Colleda Monick

See attached report.

- c. Public Works - Aaron Barr

See attached report.

Aaron wanted to thank Matt McKenzie for helping with the water leak today. Aaron also stated that after 18 months he is excited to work with the new Public Works Director and enjoys working for the City as it is his hometown. Mayor Lundh also thanked Aaron for the last 18 months.

- d. Police Chief - Rich Albo

See attached report.

- e. Fire Chief - Ed Mills

See attached report.

Chief Mills thanked Councilmember Glondo for his role with the Fire Advisory Committee over the years. Chief Mills stated there is a mailbox at the fire station and anyone that wants to drop a letter to Santa, the fire department will make sure that it is delivered and answered. The 1999 command rig sold for \$1,800.00 on govdeals.com.

- f. Veolia - William LaRue

See attached report.

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Councilmember Harper asked William LaRue if he believes the water system is handled efficiently. William LaRue stated that the Public Works crew is highly capable of making repairs and is pleased with the quality of work.

7. Public Appearances – 15-Minute Limit

- a. Upper Kittitas County Recreation Center Update - Melissa Becker/Gary Berndt

See attached reports.

Melissa Becker and Gary Berndt presented to the Council the status of the Upper Kittitas County Recreation Center.

8. Business Requiring Public Hearings

- a. Six Year Transportation Program Amendment - Ben Annen HLA

Ben Annen of HLA stated that the City of Cle Elum had adopted the 6-year TIP in June but since there was federal funding that was awarded to the City, it needs to be amended. Federal funding also came through for the W. First & Hartwig Blvd. Intersection Safety Improvements. This project is 100% fully funded with a federal grant. It will have radar detection like the lights near the Safeway, and ADA accommodations.

The Public Hearing was opened at 7:11 p.m. and closed at 7:12 p.m. with no public comment.

9. Unfinished Business

- a. Hanson Ponds - Discussion

Discussion was had that currently there is no active work being done on this project at the moment. Mayor Lundh reported that at the last study session the conversation at the end steered towards possible liability issues that needed to be brought to the attention of the city attorneys. The attorneys have been busy with other matters but got back to the Mayor recently, and they have completed their review of the project. The attorneys felt that the city would not be held accountable for the liability if there was any. Mayor Lundh stated that since this was not on the agenda, he would like to have the Hanson Ponds Resolution put on the agenda for the first meeting in January for consideration. Discussion was had that the feeling of the Council was that they would suggest option 3 to Kittitas County Conservation Trust. KCCT did not do anything further with this project until they heard from the City.

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10. New Business

a. Water Intake Compressor - William LaRue Veolia

William LaRue informed the Council that the old air compressor in the intake building needed to be replaced since it had caught fire last month. Discussion was had about what type of replacement was being purchased and if it was a better option. William LaRue explained that it has two pistons, so if one fails it will still run and maintenance will be a lot less expensive.

b. Stafford Ave Corridor Improvements HLA Supplement Agreement No. 1 for Construction Engineering Services - Ben Annen HLA

Ben Annen of HLA stated that this Construction Engineering Agreement is for the additional funding from CDBG for the Stafford Avenue Corridor Project. This contract is for \$45,870.00.

MOTION: Councilmember Harper made a motion to approve Stafford Ave Corridor Improvements HLA Supplement Agreement No. 1; seconded by Councilmember Cook.

MOTION CARRIED: 7 yes 0 no.

c. Task Order 2024-07 City Heights Development Review Extending Expiration Date - Ben Annen HLA

Ben Annen of HLA reported that their current contract with City Heights is ending December 31, 2024, and they would like to extend this to December 31, 2025. This is for development review, attendance of meetings, and observation of construction of public improvements like water and sewer. These charges will be covered in the cost recovery agreement.

MOTION: Councilmember Harper made a motion to approve Task Order 2024-07 City Heights Development Review Extending Expiration Date; seconded by Councilmember Weis.

MOTION CARRIED: 7 yes 0 no.

d. Task Order 2024-08 Zone 3 Booster Pump Improvements HLA - Ben Annen HLA

Ben Annen stated that there was a placeholder at the water treatment plant for the Zone 3 Booster Pump. This is necessary for the Blue Fern development and Zone 3. There is a cost recovery agreement with the developer to reimburse the City of Cle Elum at 100%, which includes programming of the pump. This accommodates the development at Bullfrog Flats.

MOTION: Councilmember Harper made a motion to approve Task Order 2024-08 Zone 3 Booster Pump Improvements; seconded by Councilmember Ratliff.

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MOTION CARRIED: 7 yes 0 no.

- e. [Blue Fern - Cost Recovery Agreement - Zone 3 Booster Pump HLA Project - Ben Annen HLA](#)

Ben Annen of HLA stated this cost recovery agreement was prepared by city lawyers and will cover the Zone 3 Booster Pump Improvements.

MOTION: Councilmember Harper made a motion to approve Blue Fern Cost Recovery Agreement Zone 3 Booster Pump HLA Project; seconded by Councilmember Williams.

MOTION CARRIED: 7 yes 0 no.

- f. [Authorize the Mayor to Sign the Signalized Intersection Safety Improvements at W. First Street & Hartwig Blvd. CA Agreement - Ben Annen HLA](#)

Ben Annen of HLA stated that this CA Agreement with the County is for construction oversight on the Signalized Intersection Safety Improvements Project. The cost is not to exceed \$5,000.00, which is covered by the funding. The County has not charged the city in the past for CA Agreements but told Ben Annen they may see some invoices. The Council will also need to vote to amend the 6-year TIP that was discussed earlier during the Public Hearing.

MOTION: Councilmember Harper made a motion to approve the CA Agreement with Kittitas County for the Signalized Intersection Safety Improvements Project; seconded by Councilmember Ratliff.

MOTION CARRIED: 7 yes 0 no.

MOTION: Councilmember Harper made a motion to approve amending the 6-year TIP moving the Signalized Intersection Safety Improvements Project up on the list; seconded by Councilmember Weis.

MOTION CARRIED: 7 yes 0 no.

- g. [Ordinance 1691 Construction and Design Standards Update 2024 - Jakob Michael HLA](#)

Jakob Michael stated the City requested that HLA update the Construction Standards in the Spring of 2024. The last time they were updated was in 2002. There have been a lot of industry updates. The new document is technically robust, easy to use, and easy to read, including digital links. The Public Works and Community Development Committee reviewed this document as well as placed it on the City web page for comment. HLA shared it with Blue Fern and got their input, which they were in agreement with. The Public Works Committee had concerns regarding the height of manholes, and they made sure they were at least 1/2 inch below the pavement so as not to be hit by a snow plow. Discussion was had about whether a contractor already has a development agreement currently in place and what standards they use. The construction specs used are the ones that were in place at the time of the agreement.

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Councilmember Harper thanked HLA for their work.

MOTION: Councilmember Harper made a motion to approve Ordinance 1691 Updating the Construction and Design Standards Update; seconded by Councilmember Weis.

MOTION CARRIED: 7 yes 0 no.

- h. Kittitas County Law & Justice Grant #25-03 Established Drone Program \$6,500.00- Chief Albo

Chief Albo explained this was a Law & Justice Grant to help create a drone program that will assist with indoor and outdoor drones.

MOTION: Councilmember Harper made a motion to approve Chief Albo to sign #25-03 Kittitas County Law & Justice Grant Establishing a Drone Program; seconded by Councilmember Ratliff.

MOTION CARRIED: 7 yes 0 no.

- i. Mark Garka City Prosecutor Employment Agreement 2025 - Chief Albo

Mayor Lundh reported to the Council that this contract states it is in effect from January 1, 2024, through December 31, 2024, and renewing each year unless a 60-day written notice is given.

Chief Albo stated that Mark is a great asset to the program and there are no increases this year.

MOTION: Councilmember Ratliff made a motion to approve the Mayor to sign the Mark Garka City Prosecutor Employment Agreement for 2025; seconded by Councilmember Cook.

MOTION CARRIED: 7 yes 0 no.

- j. Ordinance 1690 - 2024 Budget Amendment #2 - Rob Omans City Administrator

Councilmember Harper stated the amendment is straight forward and wanted to thank Finance Director Robin Newcomb for her work.

MOTION: Councilmember Harper made a motion to approve Ordinance 1690 2024 Budget Amendment #2; seconded by Councilmember Glondo.

MOTION CARRIED: 7 yes 0 no.

- k. Kittitas County American Rescue Plan Act ARPA Grant Program - Skate Park - Mayor Lundh

Mayor Lundh explained that this is the funds that Kittitas County obligated to the Skate Park. These are Kittitas County ARPA funds and this will allow the City to pay the contractor for the completion of the skate park.

Councilmember Ratliff thanked everyone for all of their work on this project.

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MOTION: Councilmember Harper made a motion to approve the Mayor to sign the Kittitas County American Rescue Plant Act ARPA Grant Program for the Skate Park for \$175,000.00; seconded by Councilmember Ratliff.

MOTION CARRIED: 7 yes 0 no.

- l. Resolution 2024-031 KVH Parking Signage Request - Jerred Weis Chair of the Public Works & Community Development Committee

Councilmember Weis reported that this issue was brought to the attention of the Public Works & Community Development Committee. There were pay parking signs placed in front of the KVH building. They were removed the same day. KVH requested that they be allowed to put up 3 signs that say reserved for KVH Patient Parking. This is a health and safety issue and the signs will enable better access to the building.

MOTION: Councilmember Weis made a motion to approve reserved parking spaces in front of KVH Urgent Care; seconded by Councilmemeber Cook.

MOTION : 7 yes 0 no.

- m. Planning Technician Job Description - Rob Omans City Administrator

Rob Omans informed the Council that this is a new position and, since the City has not been able to find a full-time planner, this might alleviate some of the work load. This position was calculated into the 2025 budget. The General Government Committee had input as well as HLA and Colleda Monick with the job description. This position would be an assistant to the planner.

MOTION: Councilmember Harper made a motion to approve the Planning Position Job Description; seconded by Councilmember Williams.

MOTION CARRIED: 7 yes 0 no.

- n. Fire Department Administrative Assistant - Rob Omans City Administrator

Mayor Lundh stated this was currently a part-time position and would turn into a full-time position. This application was also looked at by the Fire Advisory Committee.

MOTION: Councilmember Harper made a motion to approve the Fire Department Administrative Assistant Job Description; seconded by Councilmember Glondo.

MOTION CARRIED: 7 yes 0 no.

11. Report of Committees

- a. Public Works & Community Development Committee

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School Sewer Billing Discussion

Committee Chair Weis informed the Council that the school gets their water from the City of Roslyn and there is an issue with the reads from that meter. This has affected their sewer billing. There has since been a meter placed in the sewer, so the City will not be dependent on the City of Roslyn for the meter reads. The committee recommends waiting until there is a full month of billing with the new meter to charge for December. January's reading will be the read for October and November. The finance fees will be reversed.

MOTION: Councilmember Weis made a motion to approve waiving the late fees and using January's meter read for the billing of October and November; seconded by Councilmember Cook.

MOTION CARRIED: 7 yes 0 no.

Request For Leak Adjustment - Cherie Brumbaugh

Discussion was had about the Cle Elum Municipal Code not allowing for a sewer excess adjustment as there is on the waterside. This is due to the new sewer rate structure. The Committee will look at the code at the first meeting in January. The Council was concerned about waiving the excess sewer fee since there is not a provision in the code, the committee and council will work on revising the municipal code.

MOTION: Councilmember Harper made a motion to grant water relief as proposed by the committee, excluding sewer relief, with a provision for a temporary refund of sewer charges, reserving the right to reimpose these charges at a future date, and hold penalties in abeyance until the February 2025 billing cycle, pending further deliberations by the Council; seconded by Councilmember Glondo.

MOTION CARRIED: 7 yes 0 no.

This is for both Cherie Brumbaugh and James Staecheli.

Request for Leak Adjustment - James Staecheli

MOTION: Councilmember Harper made a motion to grant water relief as proposed by the committee, excluding sewer relief, with a provision for a temporary refund of sewer charges, reserving the right to reimpose these charges at a future date, and hold penalties in abeyance until the February 2025 billing cycle, pending further deliberations by the Council; seconded by Councilmember Glondo.

MOTION CARRIED: 7 yes 0 no.

This is for both Cherie Brumbaugh and James Staecheli.

b. Lodging Tax & Events Committee

Jingle Bell Dash - Reschedule December 14, 2024.

Committee Chair Cook informed the Council that the Jingle Bell Dash that was canceled

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last week due to ice is wanting to be rescheduled for Saturday, December 14, 2024. The police will not be able to provide extra support as the schedule is already set.

MOTION: Councilmember Harper made a motion to approve the rescheduling of the Jingle Bell Dash; seconded by Councilmember Cook.

MOTION CARRIED: 7 yes 0 no.

Northern Kittitas County Historical Society - Night of The Museum Lecture Series - 2024 Lodging Tax Application

Committee Chair Cook would like the Council to approve a Lodging Tax application from the Northern Kittitas County Historical Society - A Night at the Museum Lecture Series. They are requesting \$6,450.00 for digital support and support of the video recording of the events.

*motion: Councilmember Cook
made the motion to approve
\$6,450.00
2nd: Councilmember Williams
7 yes 0 no*

12. **Councilmember Comments - Limited to 5 Minutes**

13. **Mayor's Report**

Mayor Lundh reported:

- Talks have started with the school district about potential expansion into the UGA or annexation. In order for the school to do upgrades, their property has to be in the same jurisdiction. Since the County is updating their UGA this would be a good time to run the process at the same time.
- Public Works is currently going through the process of obtaining their water distribution certificates.
- The new Public Works Director will be starting on Monday, and he has a level 3 water certificate.
- Mayor Lundh explained the process of adding items to the agenda. This can happen in several ways with a council consensus or any two members can add an item to the agenda.
- Mayor Lundh thanked Jordan from the Downtown Association for her success with the lighted parade and fireworks.

MOTION: Councilmember Harper made a motion to approve canceling the December 24, 2024 Council Meeting; seconded by Councilmember Williams.

MOTION CARRIED: 7 yes 0 no.

a. City Council Appointment Timetable

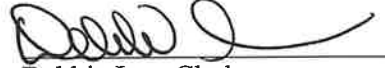
Mayor Lundh explained the timeline of the vacant Council position. The city will be accepting applications from December 3, through December 19, 2024. The clerk will email the applications out to the Council for review and tentatively there is a meeting scheduled for January 6, 2025, to select a candidate for the vacant position. This will be an open public meeting. There will be an Executive session to review the qualifications of an applicant.

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14. Adjournment by Motion

Councilmember Glondo made a motion to adjourn at 8:45 p.m.


Matthew Lundh, Mayor
Debbie Lee, Clerk

