

CITY ADMINISTRATOR
ROBERT OMANS

CITY CLERK
DEBBIE LEE

FINANCE DIRECTOR
ROBIN NEWCOMB

PUBLIC WORKS DIRECTOR
MATHEW BAILEY

POLICE CHIEF
RICH ALBO

FIRE CHIEF
ED MILLS

PLANNER
COLLEDA MONICK

Public Works & Community Development Committee

Agenda
July 2, 2025
12:00 PM



119 W FIRST STREET
CLE ELUM, WA 98922

MAYOR
MATTHEW LUNDH

MAYOR PRO TEM
STEVEN HARPER

PUBLIC WORKS &
COMMUNITY
DEVELOPMENT
COMMITTEE
STEVEN COOK
KEN RATLIFF - CHAIR
JERRED WEIS

CITY ATTORNEY
ALEXANDRA KENYON

Join Virtually with Zoom: <https://zoom.us/j/7573184018?pwd=dERndjBJVC9GdVQ1d2ISRExwZFhXZz09>
Meeting ID: 757 318 4018 Passcode: 98922

Join by Phone: 1-(253)215-8782, Meeting ID: 757 318 4018, Passcode: 98922

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DISCLAIMER: The City does not guarantee that virtual or telephonic access to the City Council meeting will be available and the City does not warrant audio quality. Attendees are encouraged to attend in-person.

1. **Call to Order/Pledge of Allegiance**
2. **Unfinished Business**
 - a. Cemetery Code Amendment Ordinance - Mathew Bailey, Public Works Director
 - b. Signage at Laurel Hill Cemetery - Mathew Bailey, Public Works Director
 - c. UKC Baseball Further Discussion - UPDATE
 - d. Flag Pole Park Proposal - Gary Berndt, Rotary
3. **New Business**
 - a. June 4, 2025, Meeting Minutes
4. **Other Committee Comments**
5. **Adjourn**

Upcoming Meetings:

Coal Mines Trail Commission Meeting: July 7, 2025 @ 6:00 p.m.

Regular Council Meeting: July 8, 2025 @ 6:00 p.m.

Lodging Tax & Events Committee Meeting: July 9, 2025 @ 8:30 a.m.

Historic Preservation Commission Meeting: July 15, 2025 @ 3:00 p.m.

Planning Commission Meeting: July 15, 2025 @ 6:00 p.m.

Public Safety & Health Committee Meeting: July 16, 2025 @ 2:00 p.m.

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General Government Committee Meeting: July 23, 2025 @ 8:30 a.m.

Next Public Works & Community Development Committee Meeting: August 6, 2025 @ 12:00 p.m.

Proposed Cemetery Rules

As recommended by the Cemetery Committee

1. Hours of Operation:

The cemetery is open daily from dawn to dusk.

2. Prohibited Items:

Glass items, including glass vases, are not permitted within the cemetery.

3. Maintenance Requirements:

Decorations or items that interfere with the regular maintenance of cemetery grounds are not allowed.

4. Caretaker Authority:

The cemetery caretaker is authorized to remove any items that interfere with maintenance activities or that are dead, damaged, or unsightly in appearance.

5. Annual Spring Cleanup:

The City will conduct an annual two-week spring cleanup. Any items that impede maintenance during this time will be removed. We kindly ask that you remove or reposition any decorations to avoid disposal. Items may be returned to gravesites following the cleanup period.

6. Live Plants and Flowers:

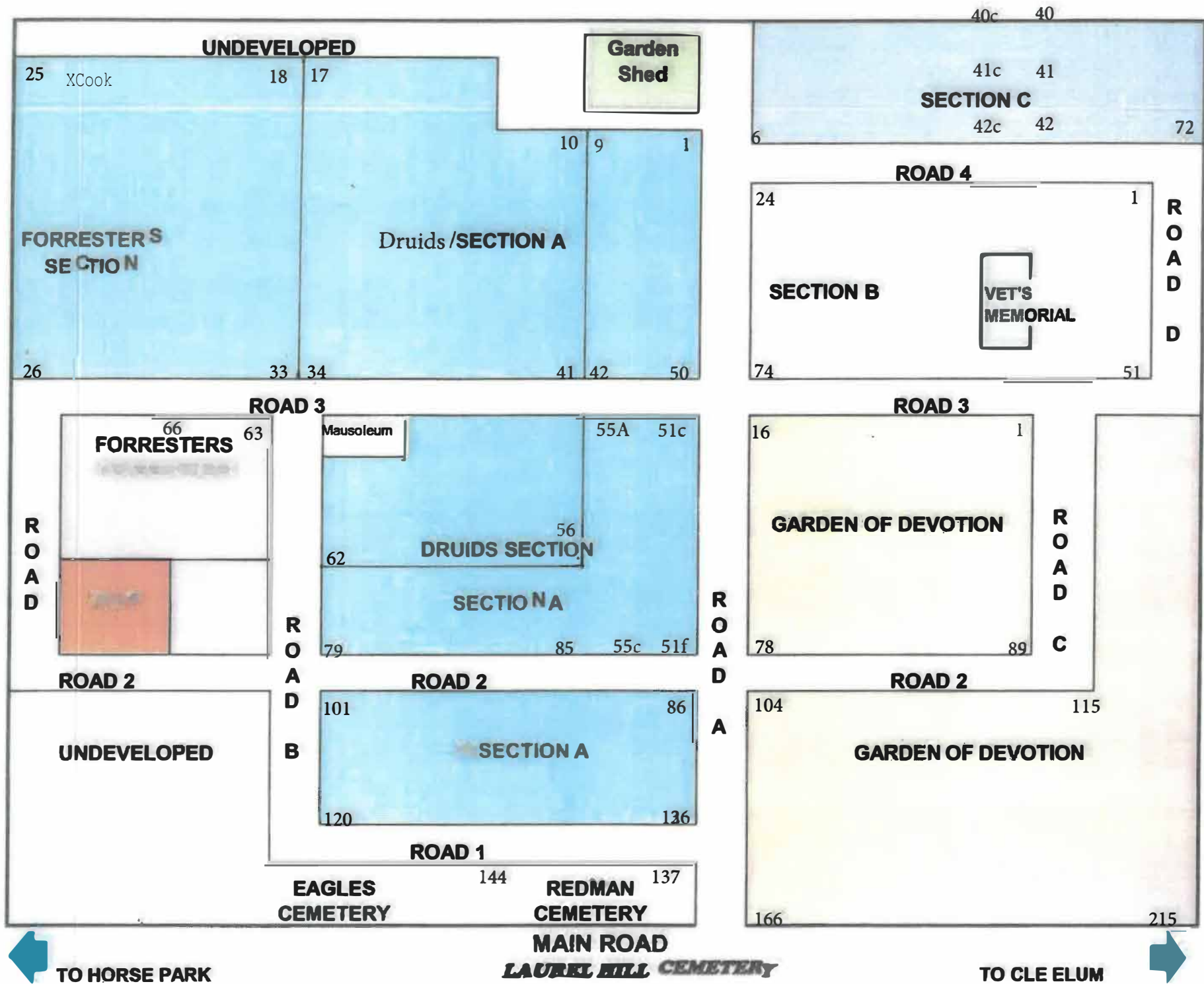
Please maintain any live flowers or plants placed at gravesites. Dead or unmaintained items will be subject to removal by cemetery staff.

7. Pets:

Dogs are not permitted on cemetery grounds.

8. Volunteer Days:

The City will schedule and post volunteer cleanup and maintenance days throughout the year. Participation is encouraged and appreciated.



Cemetery Signage

Cemetery Map

Sign Typology Illustration



Figure 9: Sign Typology

1. Signage should follow wayfinding standards already established by the council.
2. Map of Cemetery with QR code to GPS find grave sites

FLAGPOLE PARK PROJECTS... per City discussion

I spoke with Mayor Lundh about needs at Flagpole park if Rotary wants to have some ability to add Rotary's name onto the Park.

I later heard that the use of "Rotary" as naming may not be supported by someone somewhere in the larger Rotary. I am happy to take that risk!

Last fall the City funded the pruning of the trees , and removed a large Pine tree, prior to the holiday lights installed. (\$3000)

Projects:

- Improve the electrical system to meet code and add additional capability. (see attached diagram and estimate)
- Improve the sprinkler system to provide automatic watering for the flowers around the flagpole. The area that Bev Gonyea always takes care of. I believe that Matt (public works) will accommodate this project
- Repair, re-paint and relocate the patriotic sign. The evergreen trees are growing and crowding the sign out.
- Mayor Lundh indicated that the City would contact Mountains to Sound Greenway about the large entry sign that currently says "Wye" Park and change it to Flagpole or perhaps Rotary at Flagpole park ?
- There is currently only one furniture for folks to sit and have a sandwich or contemplate life in general. I suggest we find a way to place a few pieces that are tamper and theft proof.
- Mayor Lundh is not too supportive of a restroom for the park, but perhaps a porta potti?
- The City is the landowner of a portion of the parking area adjacent to the restaurant and is in need of some maintenance.
- There is a tree/large bush (Hawthorne) that is interfering with the flags and needs to be removed or at least move to another place.

In my conversations, it seems that routine maintenance would be a City function, **but we have not discussed a Rotary role going forward ?**

I have been requested to present a plan to the City Council/staff committee so that an action can be forwarded to Council for formal action, if we are wishing to proceed.

In a recent (april 2025) conversation with Mayor Lundh regarding the funding for projects he asks **"What can Rotary do? "**

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

MINUTES

JUNE 4, 2025

12:00 PM

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1. Call to Order/Pledge of Allegiance

Steven Cook - absent

Ken Ratliff - present

Jerred Weis - present via zoom 12:20 p.m.

Rob Omans - City Administrator

Debbie Lee - Clerk

Mathew Bailey - Public Works Director

2. Unfinished Business

a. Cemetery Code Amendment Ordinance - Mathew Bailey, Public Works Director

Ken Ratliff thanked Darcie and Rebecca for the time that they had spent on this issue.

Mathew Bailey will take the recommendations from the Citizen Cemetery Committee and come up with a list of rules for the cemetery. Mathew Bailey will send an invitation to the committee, and Henry Johnston, to pick a day and time for a meeting to help form the list.

[Cemetery Citizen Committee Report - Rebecca Hackett](#)

b. Federal Local Bridge Program - Mathew Bailey, Public Works Director

Mathew Bailey explained that he just wanted to inform the Public Works & Community Development Committee that the 1st Street Bridge needs some work and HLA has submitted this project for grant approval. The City should hear back sometime in November if the application is successful. Matthew Bailey will let the committee know as soon as he is notified.

c. Signage at Laurel Hill Cemetery - Mathew Bailey, Public Works Director

Signage and maps would be helpful, so visitors are able to locate sites around the cemetery. Mathew Bailey explained that when the committee chooses the signage for the cemetery they will follow the way-finding standards that are in the municipal code.

A discussion was had about Roslyn Cemetery, and they had a kiosk with a map. The committee thinks that the Heritage Club helped with this kiosk.

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Mathew Bailey would like to postpone this discussion until the rules of the cemetery are updated, so signs could be made at the same time. He will also give an estimate as to the cost of the signs.

d. UKC Baseball Further Discussion

Discussion was had about trying to get an agreement together that incorporated the old agreement and possibly some of the ideas of UKC Baseball. City Administrator Rob Omans will work on this with the attorney and have a draft at the next committee meeting.

e. Sewer Usage Reimbursement - Alpine Lodge

The City has no legal authority to issue a refund per the municipal code. The owner has received the application for a sewer deduct meter and at this time that is all that the city is able to do to help with sewer charges.

3. New Business

a. May 7, 2025, Meeting Minutes

MOTION: Committee Member Weis made a motion to approve the Public Works & Community Development meeting minutes dated May 7, 2025 ; seconded by Committee Member Ratliff.

MOTION CARRIED: 2 yes 0 no.

A discussion was had regarding the status of the irrigation project at the cemetery. Mathew Bailey said the city will need to go out to bid for the materials and some temporary help. This should happen after Labor Day.

4240 Bullfrog Flats apartment project submitted their calculations for sewer hook-up charges, and they calculated a .58. This data seems to be inline with other projects of similar size. They will use a .6 calculation instead of a .9. This is approved by the Public Works Director per the municipal code.

b. 13.10.080 Low Income Housing Facilities Schedule of Charges - Mike Heit, HLA

Mike Heit of HLA informed the committee that the current municipal code regarding low income/affordable housing needs to be updated and this will take some time. HLA suggests repealing code 13.10.080 since it is outdated and the fees that are currently listed are less than what the city has to pay Suncadia for capital reimbursement fees, so the city would be at a deficit. Currently, the city does not collect a sales tax fee to help cover these costs, so the city will need to decide where these fees come from. Currently, the code would give the developer a 90% discount on sewer hook-up fees. There will be an Ordinance prepared to present at the next Council Meeting to repeal 13.10.080 Low Income Housing Facilities Schedule of Charges. HLA will work on preparing a new ordinance that will cover

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Affordable Housing.

MOTION: Committee Member Weis made a motion to recommend to Council an Ordinance to repeal title 13.10.080; seconded by Committee Member Ratliff.

MOTION CARRIED: 2 yes 0 no.

c. [Flag Pole Park Proposal - Gary Berndt, Rotary](#)

Gary Berndt gave a presentation regarding Flag Pole park. Rotary would like to take some responsibility for the park and rename it possibly Rotary Flag Pole Park. The park is 6/10 of an acre and has about 45 trees on it. There are some electrical upgrades and irrigation upgrades that are needed. Rotary usually sponsors the Arbor Day celebration yearly at this park. The rotary would like to see some tables and possibly benches added to the park to make it more welcoming.

Rob Omans will work with the City attorney and come up with an agreement and present it at the next meeting.

d. [Montgomery Water Main Replacement - Mathew Bailey, Public Works Director](#)

Mathew Bailey informed the committee that Public Works had identified a problem waterline that needs repair. It currently has four repair bands. This project would need to go out to bid. The cost of this project would come from the water fund. It is about 230 lineal feet from the main waterline, which is currently 4" and will be expanded to 8" lines.

MOTION: Committee Member Weis made a motion to recommend Task Order No. 2025-002 Montgomery Waterline Replacement to the Council for consideration; seconded by Committee Member Ratliff.

MOTION CARRIED: 2 yes 0 no.

e. [Alleyway Sewer Lining Project - Mathew Bailey, Public Works Director](#)

Mathew Bailey informed the committee that this is a problem sewer line that Public Works has to jet frequently. There is a sewer liner application that costs less than replacing the lines. You put a latex-type balloon inside the sewer pipes and apply an epoxy treatment and the heat hardens the balloon. This liner hardens like fiberglass and is 1/4" thick. It is supposed to increase the life of a sewer line by 50–75 years. The City of Cle Elum has not used this type of fix before. When Mathew Bailey worked for the City of Issaquah, they used it and were happy with the outcome. HLA also stated that they know other cities that have used this same treatment.

MOTION: Committee Member Weis made a motion to recommend Task Order No. 2025-003 Alleyway Sewer Main Improvements to the Council for consideration; seconded by Committee Member Ratliff.

MOTION CARRIED: 2 yes 0 no.

4. **Other Committee Comments**

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5. Adjourn

The meeting was adjourned at 1:14 p.m.

Ken Ratliff, Chair

Debbie Lee, Clerk