

CLE ELUM CITY COUNCIL
MINUTES
DECEMBER 9, 2025
6:00 PM
119 W FIRST STREET
CLE ELUM, WA 98922

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

Councilmembers Present:

Cassidy Buechle-Curtis
Ken Ratliff
Beth Williams
Steven Harper
Jerred Weis via zoom
Audrey Malek
Steven Cook

Staff Present:

Matthew Lundh - Mayor
Rob Omans - City Administrator
Debbie Lee - Clerk
Colleda Monick - Planner
William La Rue - Water/Wastewater Manager
Mathew Bailey - Public Works Director
Ed Mills - Fire Chief
Rich Albo - Police Chief
Mike Heit - HLA via zoom

- a. December 9, 2025 — Sign In Sheet

2. Oaths of Office

Mayor Lundh administered the oaths of office to Cassidy Buechle-Curtis, Steven Harper, and Jon Cornelius.

- a. Cassidy Buechle-Curtis
- b. Steven Harper
- c. Jon Cornelius

7. 13

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9. 15

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3. Public Comment – Limited to 5 Minutes per Speaker

Richard Rawlings, who is associated with Bullfrog Flats Development, stated that New Home Co. has merged with Risewell Homes. He noted that this is a name change only and will not affect development.

4. Announcements, Appointments, Awards, and Recognition

a. Councilmember Weis Service Proclamation — Mayor Lundh

The matter was moved to the January 23, 2026, Council meeting.

b. 2026 Council Committee Assignments — Mayor Lundh

Mayor Lundh announced the 2026 Council Committee assignments and noted that everyone will receive a calendar invite. He explained that December and January meeting times will remain the same, and once the committees meet and elect a chair, new meeting times may be established.

5. Approval of Meeting Agenda

MOTION: Councilmember Cook made a motion to approve the meeting agenda as presented; seconded by Councilmember Buechle-Curtis.

MOTION CARRIED: 7 yes 0 no.

6. Consent Agenda

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

MOTION CARRIED: 7 yes 0 no.

Mayor Lundh noted that the items placed on the consent agenda are those that have been discussed previously or are noncontroversial, and the Council may always remove items from the agenda if needed.

a. Council Meeting Minutes — November 25, 2025

b. Payroll Vouchers — December 5, 2025 — \$305,778.26

c. Payables — December 9, 2025 — \$456,255.11

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- d. 2026 Seal Coat Grant Agreement — Transportation Improvement Board
- e. 2025 Kittitas County Lodging Tax Services Agreement Upper Kittitas County Community Recreation Center
- f. 2025 Kittitas County Lodging Tax Services Agreement Washington State Horse Park Facilities Expansion
- g. William LaRue's Employment Contract
- h. Updated Maintenance Worker — Job Description
- i. Updated Heavy Equipment Operator — Job Description
- j. Memorandum of Agreement — Teamsters Union 760 — Update Job Classifications
- k. Upper Kittitas County Senior Center Agreement 2026
- l. Pitney Bowes Leasing Agreement — Renewal
- m. Lodging Tax Advisory Committee Interlocal Agreement — Amended Agreement

7. **Department Head Reports**

- a. Rob Omans — City Administrator
See attached reports

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b. Colleda Monick — Planner

See attached report.

Councilmember Harper asked about the public comments on the Teanaway Court project. Colleda Monick, Planner, stated that the issues raised will be addressed during the public hearing before the Hearing Examiner. Monick noted that the building height is not a deviation from the municipal code and that the Hearing Examiner is the final decision-maker. Monick also explained that the apartment complex itself is a permitted use, and that the inclusion of a daycare triggered the higher level of review.

c. Mathew Bailey — Public Works Director

See attached report.

- Staff reported that the PSE electric vehicle charging station was completed on December 11, 2025.
- The First Street Revitalization project replanting is on hold until spring, and work continues to address tree lighting and power issues.
- The Montgomery Water Main project is moving forward, with a pre-construction meeting scheduled for Thursday and construction expected to begin next week.
- Sewer line relining is planned for the first quarter of the year.
- The City has received a new snow plow truck, which is in excellent condition and ready for service.
- Approximately three inches of rain fell over the past two days, resulting in localized flooding that crews are actively addressing.
- A small landslide occurred in town, affecting one resident.
- A sandbag filling station has been established on Owens Road, with sandbags available to the public as needed.
- The Transportation Improvement Board awarded the city a \$210,000 grant for chip sealing.
- The recent vehicle surplus generated \$52,000 in revenue.
- Second Street Roundabout remains under open construction, pending the installation of breakaway sign mounts on the signage; once those are completed, the project will be finished.

Councilmember Williams inquired as to what areas reported street flooding. Mathew Bailey, Public Works Director stated that several areas, including Third Avenue, Cottage Avenue at the top of the hill, and a few locations within the downtown corridor.

d. Rich Albo — Police Chief

See attached report.

e. Ed Mills — Fire Chief

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See attached report.

- f. William LaRue — Water/Wastewater Manager

See attached report.

8. Public Appearances – 15-Minute Limit

9. Business Requiring Public Hearings

10. Unfinished Business

11. New Business

- a. Traffic Mitigation Agreement — Bullfrog Flats Amendment — Colleda Monick — Planner
Colleda Monick, planner, provided a brief overview of the Traffic Mitigation Agreement.

Councilmember Harper noted that the bonding covers only the roundabout and not the Douglas Munro tie-ins. He clarified that this specific amendment pertains only to the roundabout.

The original plan for the roundabout was included in the Bullfrog Flats Development final plat. Traffic engineers had intended to complete it quickly, but the timeline was not realistic. From a planning and traffic perspective, there is not a significant amount of traffic in the area, and making this provision allows the project to move forward.

Councilmember Ratliff noted that the overall traffic impacts should be added to a future agenda for further discussion.

MOTION: Councilmember Harper made a motion to adopt the first amendment to the Traffic Mitigation Agreement; seconded by Councilmember Cook.

MOTION CARRIED: 7 yes 0 no.

- b. Axon Agreement — Rich Albo — Police Chief

Chief Albo provided a brief overview of the Axon Agreement.

Chief Albo noted that Central Washington University Police, Washington State Patrol, Kittitas County and Ellensburg Police all use Axon, and that live-streaming could be helpful

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for agencies to stay informed and up to speed when they arrive at an incident. He explained that live-streaming includes safeguards, allowing only authorized personnel with Axon login access to view the feed, following the same protocols as police officers. The system also facilitates easier video redaction and uses AI to recognize individuals, reducing processing time while protecting private information. Cameras will activate under certain conditions, and footage can only be accessed by other agencies if authorized.

MOTION: Councilmember Harper made a motion to approve the Mayor's signing of the Axon agreement; seconded by Councilmember Cook.

MOTION CARRIED: 7 yes 0 no

c. [Planning Director Job Description — Steven Harper — Councilmember](#)

Councilmember Harper thanked the staff for their work and provided an overview of the Planning Director's Job Description.

MOTION: Councilmember Buechle-Curtis made a motion to approve the Planning Director Job Description; seconded by Councilmember Cook.

MOTION CARRIED: 7 yes 0 no.

d. [Assistant City Administrator Job Description — Steven Harper — Councilmember](#)

Councilmember Harper presented a job description for the Assistant City Administrator position, explaining that the role is intended to support the City Administrator.

MOTION: Councilmember Cook made a motion to approve the Assistant City Administrator job description; seconded by Councilmember Malek.

MOTION CARRIED: 7 yes 0 no.

e. [Ordinance 1718 — 2026 Salary Ordinance — Steven Harper — Councilmember](#)

Councilmember Harper provided an update that included the proposed positions as well as updates to the water and wastewater jobs. The General Government Committee recommended approval of the updates.

MOTION: Councilmember Cook made a motion to approve Ordinance 1718; seconded by Councilmember Buechle-Curtis.

MOTION CARRIED: 7 yes 0 no.

f. [Ordinance 1717 — Interest Income to General Fund — Steven Harper — Councilmember](#)

Councilmember Harper explained that any money held for any period of time that accrues interest is allocated across all funds. Under this policy, the resulting interest income is placed exclusively into the General Fund, where it may be used to pay a portion of the judgment or to assist in mediating bankruptcy, as recommended by the General Government Committee.

MOTION: Councilmember Harper made a motion to approve Ordinance 1717

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amending the finance committee as the reviewing committee; seconded by Councilmember Cook.

MOTION CARRIED: 7 yes 0 no.

- g. Cancellation of the December 23, 2025, Regular City Council Meeting — Mayor Lundh

MOTION: Councilmember Harper made a motion to approve the cancellation of the December 23, 2025, Council Meeting; seconded by Councilmember Ratliff.

MOTION CARRIED: 7 yes 0 no

12. Report of Committees

- a. Public Works & Community Development

Flag Pole Park Proposal — Discussion

Councilmember Ratliff stated that Rotary has completed a considerable amount of work at Flag Pole Park over the years and has expressed interest in renaming the park to Rotary Flag Pole Park. Although there is no formal proposal at this time, Rotary would like its name included in the park's title. Councilmember Cook noted that Rotary has assisted with clearing trees, replacing the flags, and cleaning litter along First Street up to Safeway. It was suggested that the Mayor direct staff to prepare a memorandum of understanding MOU memorializing Rotary's contributions and responsibilities, as well as an ordinance to formally rename the park.

MOTION: Councilmember Cook made a motion to authorize the Mayor to direct staff to prepare a memorandum of understanding MOU with Rotary and a Ordinance to formally rename the park; seconded by Councilmember Malek.

MOTION CARRIED: 7 yes 0 no

Cle Elum Youth Art Project Overview — Discussion

Councilmember Ratliff reported that the updated documents for the Youth Art Project overview and complete proposal are included in the packet, and staff will work to initiate the grant process. Authorization is requested for the council to approve the continuation of the art project and to allow planning to move forward in coordination with Public Works. The city will also need to provide a letter of support for the T-Mobile grant application.

Councilmember Cook explained that the project will be implemented in two phases: the first phase will feature youth-designed banners, and the second phase will involve statues designed by youth and placed throughout the downtown core. Cook shared example images and noted that a potential theme, such as elk, is being considered. Councilmember Harper requested that the memorandum of understanding include language requiring council approval or disapproval of the final design.

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MOTION: Councilmember Harper made a motion to approve Mayor Lundh signing a letter of support for the youth art project; seconded by Councilmember Ratliff.

MOTION CARRIED: 7 yes 0 no.

Councilmember Buechle-Curtis complimented Shasta Marion for her work and also recognized Director Bailey for collaborating with her. She noted that the partnership between downtown and the neighboring visitor center has been a positive development.

b. Public Safety & Health

Councilmember Buechle-Curtis reported that the group has not met recently but is scheduled to meet on December 17, 2025, to discuss e-bikes and public safety code issues.

c. Lodging Tax & Events

There were no updates to report, and a meeting is scheduled for tomorrow.

d. General Government

There will not be a meeting in the month of December.

e. Coal Mines Trail

There will be no meeting in December.

Councilmember Malek thanked Public Works for their work on the manholes along the Coal Mines Trail.

13. Councilmember Comments - Limited to 5 Minutes

Councilmember Buechle-Curtis reported on the Affordable Homeless Committee's work with the county, noting that a productive tour was conducted of upper county properties, including a visit to the Teanaway Court site. Buechle-Curtis also highlighted the significant contributions Hopesource makes within the community.

Councilmember Harper expressed appreciation and thanked Councilmember Weis for his service.

14. Mayor's Report

- Mayor Lundh thanked the citizens for cleaning up graffiti.
- General kudos were given to staff for their hard work, both on day-to-day responsibilities and the many end-of-year tasks.
- Attendance at the Elected Officials Essentials in Union Gap was excellent, and certificates will be provided to the city clerk.
- City Action Days in Olympia are scheduled for January 21–22, and the clerk will assist with registration.
- Councilmember Williams was recognized for 44 years of dedicated service to the

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community upon her retirement.

- Discussions with City Heights are ongoing.
- Councilmember Weis was thanked for his service and will be presented a certificate on January 13, 2026.
- Jon Cornelius was welcomed to the council body.
- Councilmember Harper noted that, effective January 1, the tax rate for vendors will increase to 8.5%.

15. Executive Session RCW 42.30.110(1)(i)

- a. (i) To discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party.

16. Adjournment

The council returned from Executive Session at 7:46 p.m. with no decisions made, and the meeting was subsequently adjourned.



Matthew Lundh, Mayor



Debbie Lee, Clerk

