

CITY ADMINISTRATOR
ROBERT OMANS

CITY CLERK
DEBBIE LEE

FINANCE DIRECTOR
ROBIN NEWCOMB

PUBLIC WORKS

POLICE CHIEF
RICH ALBO

FIRE CHIEF
ED MILLS

PLANNER

General Government Committee

Agenda
August 28, 2024
8:30 AM



119 W FIRST STREET
CLE ELUM, WA 98922

MAYOR
MATTHEW LUNDH

MAYOR PRO TEM
STEVEN HARPER

GENERAL GOVERNMENT
COMMITTEE
STEVEN HARPER - CHAIR
JERRED WIES
BETH WILLIAMS

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

 Receive city text alert notifications: text CLEELUM to 91896

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. Cle Elum Municipal Code Review - Discussion
 - b. CEMC 8.05.050 Exceptions and waivers (noise)
3. **New Business**
 - a. Approve the July 17, 2024, Special Meeting General Government Committee Meeting Minutes
4. **Other Committee Comments**
5. **Adjourn**

Upcoming Meetings:

General Government Committee Meeting: September 25, 2024 @ 8:30 a.m.

Regular Council Meeting: September 10, 2024 @ 6:00 p.m.

Planning Commission Meeting: September 3, 2024 @ 6:00 p.m.

Lodging Tax & Events Committee Meeting: September 9, 2024 @ 8:30 a.m.

Public Safety & Health Committee Meeting: September 17, 2024 @ 1:00 p.m.

Public Works & Community Development Committee Meeting: September 12, 2024 @ 12:00 p.m.

Coal Mines Trail Commission Meeting: September 9, 2024 @ 6:00 p.m.

8.05.050 Exceptions and waivers.

A. *Exceptions.* The provisions of this chapter shall not apply to:

1. Noise originating between the hours of seven a.m. and ten p.m. from regularly scheduled community events or associated with preparation for such events, such as sporting events, public concerts, parades, or public ceremonies, including regularly scheduled events approved by the city;
2. Normal construction activity between the hours of six a.m. and ten p.m.;
3. Special community events approved by majority vote of the city council;
4. Noise associated with street cleaning, emergency repair to any street, building or structure, fire suppression, law enforcement response or any other emergency activity designed to preserve life or property, undertaken by the United States, the state of Washington, the city, or any of their respective officers, employees or contractors;
5. Noise associated with snow removal;
6. Noise created by sources in industrial zones which over the previous years have consistently operated as a consequence of process and necessity or demonstrated routine normal operation;
7. Between the hours of seven a.m. and ten p.m., noise created by powered equipment used in temporary or periodic maintenance or repair of residential property, grounds and appurtenances, including but not limited to sounds from lawnmowers, snow removal equipment and powered hand tools.

B. *Approval of Waivers.*

1. The mayor and his/her designee may grant a waiver to an event or activity otherwise subject to the provisions of this chapter, upon approval of the request by the city administrator and the police chief. Notwithstanding the foregoing, the mayor or his/her designee may refer any waiver request to the city council at the next scheduled council meeting for consideration of whether it should be approved.
2. A request for a waiver must be submitted to the city administrator no later than fourteen calendar days prior to the event for which the waiver is sought. In granting a waiver, the mayor or his/her designee, or city council, may prescribe reasonable conditions, including but not limited to limiting the times and location for which the waiver applies. The grant of any such waiver shall be specific to the location of the particular event or activity for which the waiver is granted, unless a broader geographic application of the waiver is identified by the city council.

(Ord. 1611 § 1 (Exh. A), 2021)

The Cle Elum Municipal Code is current through Ordinance 1670, passed May 14, 2024.

Disclaimer: The city clerk's office has the official version of the Cle Elum Municipal Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited here.

City Website: cityofcleelum.com

City Telephone: (509) 674-2262

Hosted by General Code.



NOISE WAIVER APPLICATION

(Note: To receive consideration, this application must be received by the City Clerk's Office (119 W. First Street or dlee@cleelum.gov) at least fourteen (14) days in advance of the planned date of your event.)

1. _____
Sponsoring Organization or Entity _____ Date of Application _____
2. _____
Contact Person _____ Telephone Number _____

Mailing Address _____

Email Address _____
3. Describe Event and Activities: _____

4. Specific Location(s) of Event (include street address): _____

(If the event will be conducted at more than one location, attach a list of all event locations and addresses)
5. Is event being held ☐ INDOORS or ☐ OUTDOORS at this location?
6. Date(s) of Event: _____
7. Specific Hours of Each Event Date for Which a Noise Waiver is Requested:
Date: _____ Hours: _____
Date: _____ Hours: _____
(If the event will be conducted on more than two dates, attach a list of all event dates and the specific hours for which a waiver is requested)

STAFF REVIEW:

1. Police Department Comments: _____

Signature of Police Chief _____
2. City Manager's Comments: _____

Signature of City Administrator _____

CITY ACTION: Approved ☐ Denied ☐ Referred to City Council ☐

Approved with the following Modifications: _____

Signature of Mayor (or designee) _____ Date: _____

CLE ELUM GENERAL GOVERNMENT COMMITTEE

MINUTES

JULY 17, 2024

8:00 AM

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

1. Call to Order

Beth Williams - present via zoom
Steven Harper - present
Jerred Weis - present

Matthew Lundh - Mayor
Rob Omans - City Administrator
Debbie Lee - Clerk
Robin Newcomb - Finance Director
Jane Agar - Librarian

2. Unfinished Business

3. New Business

a. Department Head Employment Agreements - City Administrator Rob Omans

All the contracts are basically a boilerplate agreement and similar. Discussion was had regarding the rates. The committee will discuss this further when they get to the Salary Ordinance.

It was noted that the Librarian does not have a current job description. Mayor Lundh and City Administrator Omans will work on having this ready for the July 23, 2024, Council Meeting. The Council will be able to review the job descriptions and contracts at the same time.

MOTION: Committee Member Harper made a motion to approve the job descriptions and contracts and recommend them to the Council for approval; seconded by Councilmember Weis.

MOTION CARRIED: 3 yes 0 no.

Committee Member Williams asked at what point the department heads/staff decided not to join the union. City Administrator Omans explained that the attorney stated that it was not formed correctly, also law enforcement non-union employees could not be in the same union. The union was not opposed to this as long as everyone got a contract with a severance pay section. This was the sticky point.

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Ed Mills - Fire Chief Administrator Agreement

Jane Agar - Librarian Agreement

Rich Albo - Police Chief Agreement

Robert Omans - City Administrator/ Building Official/ Network Administrator Agreement

Robin Newcomb - Finance Director/ Deputy Clerk Agreement

b. Salary Ordinance (Exhibit A) - Mayor Lundh

Committee Member Harper asked if the 10% increase was reflected in the salary ordinance that was presented. Yes, it does reflect the increase. This additional increase is to make up for all department heads being non-exempt employees and not subject to overtime.

Discussion was had about how much overtime was earned in the past. Mayor Lundh stated that he and City Administrator Rob Omans have tried to minimize overtime since the beginning of the year, and it has worked well with only appropriate amounts of overtime being needed. Committee Member Harper asked if these increases were already considered in the 2024 budget. Yes, they have been included. Two different ordinances will be presented to the Council, and they can decide what is fair and makes the most sense.

MOTION: Committee Member Williams made a motion to approve recommending the salary ordinance in two different formats regarding retro pay or just a 10% increase to the Council for consideration; seconded by Councilmember Weis.

MOTION CARRIED: 3 yes 0 no.

c. Employee Handbook July 2024 Update - City Administrator Rob Omans

Committee Member Harper stated these changes to the Employee Handbook were precipitated by the Union Contract. Some of the changes are:

1. The definition of a temporary employee.
2. The education incentive was removed.
3. No longer able to compound longevity.
4. Part-time benefits hours are defined.
5. The tool stipend is in the union contract and no longer the Employee Handbook.
6. An increase in the amount the city contributes to an employee's VEBA and sick leave buy out can only be placed in the VEBA.

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- 7. The accrual amounts changed and are in the union contract.
- 8. If you are placed on administrative leave, you have to be available during work hours. This language was per the attorney's request.

MOTION: Committee Member Harper made a motion to recommend these changes to the Employee Handbook to the Council for review; seconded by Councilmember Williams.

MOTION CARRIED: 3 yes 0 no.

d. Approve the June 26, 2024, General Government Committee Meeting Minutes

MOTION: Committee Member Harper made a motion to approve the minutes of the June 26, 2024 meeting minutes; seconded by Councilmember Williams.

MOTION CARRIED: 3 yes 0 no.

e. July 24, 2024, General Government Committee Meeting - Discussion

Discussion was had about canceling the regular scheduled General Government Committee Meeting dated July 24, 2024. Chair Steven Harper will provisionally keep it open in case something comes up that needs to be addressed otherwise it will be canceled since they had this special meeting.

4. Other Committee Comments

5. Adjourn

Committee Member Harper made a motion to adjourn at 8:33 a.m.

Steven Harper, Chair

Debbie Lee, Clerk