

**MINUTES OF THE CASHMERE CITY COUNCIL MEETING  
MONDAY, MARCH 11, 2013 AT CASHMERE CITY HALL**

OPENING

Mayor Jeff Gomes opened the regular city council meeting at 7:00 p.m. at City Hall. Clerk-Treasurer Kay Jones took minutes.

ATTENDANCE

	<u>Present</u>	<u>Not Present</u>
Mayor:	Jeff Gomes	
Council:	Skip Moore Jim Fletcher Donna Wynne Derek Knutsen John Bryant	
Staff:	Bob Schmidt, Director Kay Jones, Clerk-Treasurer Mark Botello, Dir of Planning/Building	

FLAG SALUTE

ANNOUNCEMENTS & INFORMATION

Mayor Gomes reported on the Mayors meeting that took place in Cashmere regarding the jail fees. The Mayors also discussed the Sheriff's contract and negotiations. They all agreed to send a letter to the County Commissioners before sitting down with them to discuss the contracts.

The Mayor announced the MPO boundaries are being extended for transportation planning purposes. The entities will have a rotating voting representative. They estimate the dues after extending the boundary will be \$2500, which is much less than first discussed.

APPROVAL OF AGENDA

Mayor Gomes asked for approval of the agenda with the addition of item #6 selecting a surveyor for the City Storm System Mapping project.

MOVED by Councilor Moore and seconded by Councilor Wynn to approve the agenda as amended. Motion carried.

CONSENT AGENDA

Minutes of February 25, 2013 Regular Council Meeting  
Payroll and Claims Packet Dated March 11, 2013  
Claim Check Nos. 33082 through 33123 totaling \$37,011.36  
Payroll Check Nos. 33077 through 33081 totaling \$90,759.59

MOVED by Councilor Wynne and seconded by Councilor Fletcher to approve the consent agenda. Motion carried.

EXPANDED SCOPE OF WORK FOR SUB-CONSULTANT UNDER TASKS A-18 AND A-22 IN THE WASTEWATER TREATMENT PLANT AGREEMENT BETWEEN OWNER AND ENGINEER FOR PROFESSIONAL SERVICES

Director Bob Schmidt explained that Rick Ballard from RH2 Engineering has proposed an expanded scope of work to sub-contract with Donohue and Associates. The original estimate for training and operations support was based on a concept to hire a retired Class 4 Treatment Plant Operator to help with startup. RH2 and the City have found a valuable resource in Donohue and Associates.

Donohue and Associates services would include process training, an O&M manual, standard operating procedures for various processes, SOP startup training, startup assistance and post startup assistance. The scope of work for Donohue and Associates will not exceed \$85,962. Since some of the tasks are already budgeted in the agreement the extended scope is estimated to be \$50,000. A change order is not needed at this time, but may be necessary down the road.

MOVED by Councilor Fletcher and seconded by Councilor Wynne to approve the expanded scope of work for sub-consultant services under tasks A-18 and A-22 of the WWTP Agreement with RH2 Engineering. Motion carried.

TIB CONSULTANT AGREEMENT WITH RH2 FOR THE PIONEER AVENUE PRESERVATION PROJECT

The TIB Consultant Agreement with RH2 Engineering for the Pioneer Avenue project includes engineering design, documents and specifications for bidding, surveying and pre-design core sampling and testing of existing road conditions. The amount of the agreement is \$32,683.

There will be a separate agreement for construction services at a later date.

MOVED by Councilor Bryant and seconded by Councilor Knutsen to authorize the Mayor to sign the Consultant Agreement with RH2 Engineering for the Pioneer Avenue project, subject to TIB approval. Motion carried.

TIB CONSULTANT AGREEMENT WITH RH2 FOR THE MISSION AVENUE IMPROVEMENT PROJECT

The TIB Consultant Agreement with RH2 Engineering for the Mission Avenue project includes engineering design, documents and specifications for bidding, surveying and pre-design core sampling and testing of existing road conditions. The amount of the agreement is \$63,023.

MOVED by Councilor Bryant and seconded by Councilor Fletcher to authorize the Mayor to sign the Consultant Agreement with RH2 Engineering for the Mission Avenue Improvement project, subject to TIB approval. Motion carried.

LOCAL AGENCY STANDARD CONSULTANT AGREEMENT WITH RH2 FOR THE RAILROAD AVENUE IMPROVEMENT PROJECT

The Local Agency Standard Consultant Agreement with RH2 Engineering for the Railroad Avenue project includes engineering design, documents and specifications for bidding, surveying and pre-design core sampling and testing of existing road conditions. The amount of the agreement is \$51,022.

MOVED by Councilor Fletcher and seconded by Councilor Bryant to authorize the Mayor to sign the Local Agency Standard Consultant Agreement with RH2 Engineering for the Railroad Avenue Improvement project, subject to WSDOT final approval. Motion carried.

PROFESSIONAL CONSULTING SERVICES AGREEMENT WITH ECOPLAN & DESIGN

The Professional Consulting Services Agreement Scope of Work includes the following landscape enhancement projects. Riverside Park design including bid documents for \$7,000, Riverside Park boat ramp, to determine ordinary high water mark for \$600, Ardetta Park re-design for \$300 and the Cashmere Cemetery replacement tree planting program for \$300. The scope of work for all four projects totals \$8,200.

MOVED by Councilor Fletcher and seconded by Councilor Wynne to approve the Professional Consulting Services Agreement with EcoPlan & Design. Motion carried.

SELECT SURVEYOR FOR CITY STORM SYSTEM MAPPING PROJECT

Using the Small Works Roster the City requested quotes for surveying services for the City Storm System Mapping project. The city received quotes from six surveying companies ranging from \$27,900 to \$82,500. The apparent low quote was Fitzpatrick Surveying.

MOVED by Councilor Moore and seconded by Councilor Knutsen to select Fitzpatrick Surveying for the City Storm System Mapping project. Motion carried.

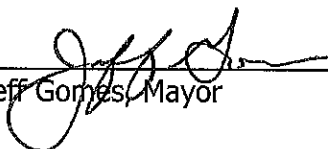
PROGRESS REPORTS

Director Mark Botello informed the Council of the 2013 Tree City USA Tree Planting Grant Program through the Department of Natural Resources. He has applied for a \$10,000 grant for trees to plant in Riverside Park.

Director Bob Schmidt reported that they poured another basin wall, a single wall of a clarifier was poured earlier today, and the rebar and formwork was completed for the sump slab, which was poured today as well.

ADJOURNMENT

Mayor Gomes adjourned the meeting at 7:32 p.m.

  
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Jeff Gomes, Mayor

Attest:

  
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Kay Jones, City Clerk-Treasurer