

**MINUTES OF THE CASHMERE CITY COUNCIL MEETING
MONDAY, OCTOBER 28, 2013 AT CASHMERE CITY HALL**

OPENING

Mayor Jeff Gomes opened the regular city council meeting at 6:00 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 of Operations Kay Jones, Clerk-Treasurer Mark Botello, Dir of Planning/Building	

FLAG SALUTE

ANNOUNCEMENTS & INFORMATION

Corporal Lake from Chelan County Sheriff's Department gave a report on the number of incidents and calls in Cashmere for August and September.

PUBLIC COMMENT

Daniel Scott and his two children Elani Scott and Adam Scott live next to the Wenatchee River. They walk along the river frequently and pick up trash. There is a lot of trash under the Cottage Avenue Bridge and some items are too large to put in their trash bags. They wanted to know if they brought the trash up and piled it alongside the road would the city pick it up.

Mayor Gomes told Mr. Scott to call city hall and the city would dispose of the garbage. The Council thanked the Scott family for their efforts.

APPROVAL OF AGENDA

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

CONSENT AGENDA

Minutes of October 14, 2013 Regular Council Meeting
Payroll and Claims Packet Dated October 28, 2013

Claim Check Nos. 33816 through 33844 totaling \$1,697,386.55

Manual Check No. 33817

MOVED by Councilor Bryant and seconded by Councilor Knutsen to approve the consent agenda. Motion carried.

AMENDMENT NO. 2 TO OWNER-ENGINEER AGREEMENT – WASTEWATER TREATMENT FACILITY PROJECT

The original Owner-Engineer Agreement with RH2 for the Wastewater Treatment Facility project was \$2,705,202. In April 2012 RH2 Engineering requested an amendment to the agreement in the amount of \$615,640, which was approved by council.

RH2 Engineering presented Amendment No 2 to the Owner-Engineer Agreement in the amount of \$524,000. The Amendment increases General Administration of Construction Contract an additional \$305,000, Resident Project Representative (onsite inspection) an additional \$150,000 and an additional \$69,000 for Training and Operations Support.

Mayor Gomes stated that with the second amendment the increase to the original Agreement is 42% (\$1,139,640). Councilor Moore questioned the reason for the increase when the project or scope of work hasn't changed or enlarged.

Don Popoff and Rick Ballard from RH2 Engineering were present. Rick Ballard stated that the first amendment was for adding the Control Programming Services, which was a new task to their agreement and for additional work tasks for Final Design. As for the second amendment, Rick stated that it's difficult to bid a project three years out. They have spent a lot more time and effort than they estimated on administration and onsite inspection services. Rick explained that a contractors change orders can be very costly and can increase a project substantially. RH2's time and effort on the project shows because they have been successful in keeping the contractors change orders to less than 1%, which is very minimal.

Councilor Bryant questioned the \$69,000 for Training and Operations Support when there is \$43,088 already provided for in the agreement. Rick Ballard explained that the additional amount is for an outside company (Donohue and Associates) to come in and assist RH2 Engineering in providing the Training and Operations Support.

With Amendment No. 2 the Owner-Engineer Agreement for the Wastewater Treatment Facility project would be an adjusted \$3,844,842.

MOVED by Councilor Fletcher and seconded by Councilor Wynne to approve Amendment No. 2 to the Owner-Engineer Agreement in the amount of \$524,000. Motion carried.

RATIFY MAYOR'S SIGNATURE ON EASEMENT FOR OVERHEAD AND/OR UNDERGROUND UTILITY AT THE NEW WASTEWATER TREATMENT PLANT

Mayor Gomes explained that the PUD was at the WWTP site putting in a new electric service when they realized they didn't have an easement for the new line. The PUD wouldn't finish the project without an easement. Mayor Gomes had Attorney Chuck Zimmerman review and approve the easement before he signed it to keep the project moving.

MOVED by Councilor Fletcher and seconded by Councilor Moore to ratify the mayor's signature on the Easement for Overhead and/or Underground Utility at the WWTP project site. Motion carried.

PROPOSED RATES FOR 2014 LEGAL SERVICES

The proposed increase in rates for legal services for 2014 range from \$1 an hour increase for paralegals to \$4 to \$6 an hour for the three tiers of attorney rates. The attorney rate increases are between less than 2% and 3.5%.

MOVED by Councilor Fletcher and seconded by Councilor Wynne to approve the proposed rates for 2014 Legal Services. Motion carried.

PRELIMINARY BUDGET FOR 2014

Clerk-Treasurer Kay Jones gave a brief summary of the changes in the budget for 2014 compared to 2013. A public hearing is scheduled for the next council meeting to discuss the Preliminary Budget for 2014.

PROGRESS REPORTS

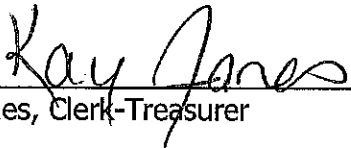
Clerk-Treasurer Kay Jones reported that on-line bill presentment and payment will begin on November 1st. She encouraged the council members to check it out and to sign up to go paperless. Her next goal is to go to full page utility bills next year. The full page utility bill will match the bill on-line that includes a graph to show usage. The office will be promoting the on-line paperless bill presentment in an effort to save printing and mailing costs.

Director Botello announced that he and Councilor Bryant will be attending another Chelan Douglas County Homeless Steering Committee next week. They will be reviewing grant applications and interviewing the applicants before awarding the grants.

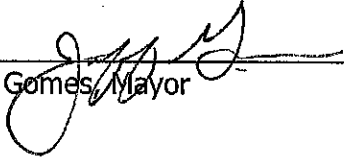
ADJOURNMENT

Mayor Gomes adjourned the meeting at 6:57 p.m.

Attest:



Kay Jones, Clerk-Treasurer



Jeff Gomes, Mayor