



City of Cashmere

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CASHMERE CITY COUNCIL MEETING
MONDAY, APRIL 10, 2017 6:00 P.M., CITY HALL

AGENDA

CALL TO ORDER

FLAG SALUTE

EXCUSED ABSENCE

PROCLAMATION

Proclaiming April 26, 2017 as Arbor Day

ANNOUNCEMENTS & INFORMATION

Financial Report for March is on the website

PUBLIC COMMENT PERIOD (For Items Not on the Agenda)

APPROVAL OF AGENDA

CONSENT AGENDA

1. Minutes of March 27, 2017 Regular Council Meeting
2. Payroll and Claims Packet Dated April 10, 2017

BUSINESS ITEMS

1. Chelan County PUD Advanced Metering
2. Ordinance No. 1257 Amending the 2017 Budget including the salary schedule to account for the increase in the State minimum wage

PROGRESS REPORTS

ADJOURNMENT

TO ADDRESS THE COUNCIL, PLEASE BE RECOGNIZED BY THE MAYOR AND STATE YOUR NAME WHEN YOU BEGIN YOUR COMMENTS
Americans with Disabilities Act (ADA) accommodations provided upon request (48-hour notice required)

MINUTES OF THE CASHMERE CITY COUNCIL MEETING
MONDAY, MARCH 27, 2017 AT CASHMERE CITY HALL

OPENING

Mayor 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 Skip Moore Jim Fletcher Dave Erickson Derrick Pratt	Kameon Smith
Staff:	Kay Jones, Clerk-Treasurer Chuck Zimmerman, City Attorney	Mark Botello, Director

FLAG SALUTE

EXCUSED ABSENCE

MOVED by Councilor Fletcher and seconded by Councilor Erickson to excuse the absence of Councilor Smith. Motion carried.

ANNOUNCEMENTS & INFORMATION

Mayor Gomes showed the Council the glass award the City received for being a thirty year member of Tree City USA.

The Mayor reported that Bob's Bark is going to come and haul off all of the mulch that has already been chipped. It's in this year's budget to contract to have the remaining mulch chipped and hauled off, which will totally clean up the site.

The City received a proposed Law Enforcement contract to start negotiations and the Mayor and Director Botello had their first meeting with the Chelan County Regional Jail to discuss next year's contract amount.

PUBLIC COMMENT PERIOD

No comment from the public.

APPROVAL OF AGENDA

MOVED by Councilor Fletcher and seconded by Councilor Pratt to approve the agenda as presented. Motion carried.

CONSENT AGENDA

Minutes of March 13, 2017 Regular Council Meeting

Payroll and Claims Packet Dated March 27, 2017

Claims Check #EFT 02/2017 and #37780 through #37805 totaling \$128,371.86

Manual Check #37779 not needing prior approval

MOVED by Councilor Erickson and seconded by Councilor Moore to approve the items on the consent agenda. Motion carried.

CRAIG GYSELINCK – UPDATE ON THE CASCADIA CONSERVATION DISTRICT

Craig Gyselinck introduced himself as the new program manager for the Cascadia Conservation District for the last year. He stated the district is a public entity and their focus is conservation. The district's encompasses all of Chelan County. The majority of their operations are grant funded. Their top priority is forest help.

RESOLUTION NO. 01-2017 ADOPTING A DRIVER EVALUATION POINT SYSTEM AND A FLEET AND DRIVER POLICY

There was a conflict with the word "Poor" in Section 1 of Exhibit B not matching the Driver Rating "unacceptable" on the Driver Evaluation Rating Guide. City Attorney Chuck Zimmerman recommended that the entire last sentence of Section 1 be removed.

MOVED by Councilor Erickson and seconded by Councilor Pratt to approve Resolution No. 01-2017 with the recommended amendment to Exhibit B. Motion carried.

WELDER/FABRICATOR EMPLOYMENT AGREEMENT

MOVED by Councilor Fletcher and seconded by Councilor Moore to approve the Welder/Fabricator Employment Agreement and authorize the Mayor to sign. Motion carried.

PROGRESS REPORTS

Mayor Gomes reported that bids for the chip seal project are due this Friday and staff will request bids for Rank Road in a couple of weeks.

ADJOURNMENT

Mayor Gomes adjourned the meeting at 7:02 p.m.

Jeff Gomes, Mayor

Attest:

Kay Jones, City Clerk-Treasurer

Chelan County PUD

AMI Frequently Asked Questions (FAQs)

Date: March 10, 2017



Question: Is Chelan PUD installing advanced meters?

Answer: No, Chelan PUD is not installing advanced, two-way digital (also called “smart”) meters at this time. Our utility is reaching out to the community to begin discussions about the benefits and concerns surrounding advanced meters for electric service. The PUD has approximately 6,300 water and 16,000 electric one-way digital meters in place today. We started installing digital meters in the late 1990s. The older meters do not have the information capabilities of the newer, two-way digital meters.

Question: What would be the benefits of having the digital, two-way Advanced Metering Infrastructure (AMI)?

Answer: AMI is a key building block for a more efficient electric system using the new digital advanced meters. Some of the benefits Chelan PUD customers can expect include the ability to:

- Provide greater staff efficiency, meter data reliability and accuracy helping to keep your rates low.
- Provide faster outage detection and restoration without having to wait for you to call. Crews can more accurately pinpoint the problem area.
- Reduce environmental impact by not having to send out employees to read meters saving thousands of miles of travel and carbon emissions.
- Have customers sign up for energy alerts to let them know when energy use is greater than what they budgeted. This can help you detect if there is an issue with an appliance or equipment such as a hot water heater or a heat pump.
- More accurate meter reads and customer bills with digital technology.

- Improve reliability when the advanced meter, combined with other District technologies, help the PUD determine the source of power outages and if there may be a need for a service repair.

Question: Are there any events coming up where I can participate in community discussions on advanced meters?

Answer: Absolutely. Chelan PUD welcomes participation from all of its customers. Visit www.chelanpud.org/AdvancedMeters for a calendar of upcoming events.

Question: Will my meter continue to be read manually every month?

Answer: Chelan PUD’s meter readers will continue to read meters every month using the current analog meters. If we move forward with advanced meters, there will no longer be the need for meter readers to visit your meter every month for billing purposes.

Question: Is Chelan PUD planning to automate meter reading in the future?

Answer: If Chelan PUD moves forward with an Advanced Metering Infrastructure (AMI) for our electric customers, we will begin to collect meter data digitally from the meter itself and there won’t be manual meter reading. Right now, we are getting customer feedback from our community and industry experts to decide whether or not to implement this technology.

Question: What makes an advanced, two-way digital meter different than the meter I have now?

Answer: An advanced meter can transmit energy use information and meter alarms for outages and other events wirelessly to the PUD. With your current meter, representatives from Chelan PUD need to manually read your meter every month and for outages, generally, you



CHELAN COUNTY
www.chelanpud.org

need to call us and tell us your power is out. By installing advanced metering, we'll be able to reduce meter truck visits and improve our carbon footprint. It also means that we will no longer need to access your home and or busines to get that monthly meter read needed for billing.

Question: With the advanced, two-way digital meter, can my electric service be connected or disconnected remotely if I move?

Answer: Yes, you'll no longer need to wait for a field service technician, or leave your gates open or worry about being present for the connection/disconnection.

Question: When would Chelan PUD begin the meter upgrade project?

Answer: Our current schedule is:

- 2017 – Community discussion and further technology research by the District
- 2017-2018 – New PUD Customer Information System (our customer accounting system) is installed
- 2017-2020 – Request for proposals from interested automated metering vendors and meter installation.

Question: Are there any safety concerns with radio frequency emissions (RF) energy from advanced, two-way digital meters?

Answer: No. The meters that Chelan PUD would use must adhere to all federal and local health and safety standards. The RF exposure from advanced meters is much less than those from common household devices such as baby monitors, microwave ovens and cell phones. All meters would be tested prior to and following installation.

Question: Would an advanced, two-way digital meter interfere with my home electronics?

Answer: No. the digital meters are designed not to interfere with home electronics.

Question: Is my personal information available with advanced meters?

Answer: No. Chelan PUD is committed to keeping your personal information safe and secure. With advanced,

two-way digital metering, cyber security best practices such as isolation and encryption of customer data will be used. Additionally, only meter data is transmitted wirelessly not any customer information. Here is a link to our privacy policy: www.chelanpud.org/other/privacy-policy, as well as our Customer Rights: www.chelanpud.org/my-pud-services/rates-and-policies/summary-of-consumer-rights

Question: If I don't want an advanced, two-way digital meter can I opt out?

Answer: Yes, the PUD is looking at industry best practices to offer customers some type of "opt out" method. There will be a cost to customers who choose to maintain an analog meter, since it will require continued manual meter reading. Additionally, customers who choose to opt out will not be eligible for future service offers such as; outage notification, per-pay service, and special rate offerings.

Question: Will I be able to sign up for a web-portal or a mobile app once the new advanced two-way digital meters are installed?

Answer: Chelan PUD is including this customer convenience as priority in its new Customer Information System once the new advanced meters are installed. The advanced meters would let you see your electric use and even set alerts for things such as high bills, outages and more.

Question: Will it cost me extra to have an advanced meter?

Answer: No. Chelan PUD would provide the advanced meters at no additional cost. Advanced meters are more accurate and will provide more detailed energy consumption information. By monitoring and reducing your overall electric use, customers may actually be able to lower their bills with advanced metering.

Question: Where can I learn more about the project?

Answer: You can learn more about the advanced metering project at our website here: www.chelanpud.org/AdvancedMeters

ORDINANCE NO. 1257

**AN ORDINANCE OF THE CITY OF CASHMERE, WASHINGTON,
AMENDING ORDINANCE NO. 1256, ADOPTING THE 2017 BUDGET, AND
SETTING AN EFFECTIVE DATE.**

WHEREAS, the City Council of the City of Cashmere finds that it is necessary and in the best interest of the City to amend certain fund appropriations authorized by the 2017 budget, to provide for additional revenues and expenditures not identified at the time of adoption of the original budget;

NOW, THEREFORE, the City Council of the City of Cashmere, Washington, do ordain as follows:

Section 1. Amendment of Total Fund Appropriations. The 2017 total fund appropriations, Exhibit "A" to Ordinance No. 1256, is hereby amended as set forth in Exhibit "A" attached to this Ordinance.

Section 2. Amendment of Salary Schedule. The 2017 Salary Schedule, Exhibit "B" to Ordinance No. 1256, is hereby amended as set forth in Exhibit "B" attached to this Ordinance to account for the increase in the State minimum wage for the Swimming Pool employees.

Section 3. Budget Amendment. The 2017 City of Cashmere Budget is amended as set forth in Exhibit "C" to this Ordinance.

Section 4. Except as amended by this Ordinance, Ordinance No. 1256 of the City of Cashmere and the 2017 budget of the City shall remain in full force and effect.

Section 5. This Ordinance shall take effect and be in full force five (5) days after this Ordinance or a summary thereof consisting of the title is published.

APPROVED:

JEFF GOMES, MAYOR

ATTEST/AUTHENTICATED:

KAY JONES, CITY CLERK

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY

BY: _____
CHARLES D. ZIMMERMAN

PASSED BY THE CITY COUNCIL	:	April 10, 2017
PUBLISHED	:	April 19, 2017
EFFECTIVE DATE	:	April 24, 2017
ORDINANCE NO.	:	1257

EXHIBIT A
Ordinance No. 1257

**Total Estimated Revenues and Appropriations by Fund
2017 Budget**

Fund Name	Beginning Balance	Estimated Revenues	Budgeted Appropriations	Ending Balance
001 General Government Fund	1,218,025	1,016,378	1,102,807	1,131,596
003 Public Works Fund	1,185,305	1,167,674	1,317,493	1,035,486
108 Lodging Tax Fund		5,000	5,000	0
302 Capital Improvement Fund	1,308,071	474,158	350,552	1,431,677
401 Water/Wastewater Fund	922,366	3,319,563	3,376,601	865,328
411 Water Capital Fund	582,403	405,000	102,500	884,903
412 Wastewater Capital Fund	1,743,468	417,924	42,000	2,119,392
426 Jr. Lien Pretrt Bond, 2011	1,107,184	588,150	535,313	1,160,021
427 Revenue Bond 2013 #R1	111,831	434,170	394,700	151,301
428 Revenue Bond 2013 #R2	64,345	249,810	227,100	87,055
501 Equipment Rental Fund	977,282	261,892	296,215	942,959
702 Cemetery Endowment Fund	229,661	8,670	0	238,331
TOTAL ALL FUNDS	9,449,940	8,348,389	7,750,281	10,048,048
		17,798,329	17,798,329	

EXHIBIT B
Ordinance No. 1257

CITY OF CASHMERE
2017 SALARY SCHEDULE

POSITION	Hourly Wage Step Levels	Monthly Salary	Annual Salary
Executive & Legislative			
Mayor		600.00	
Councilmembers		100.00	
Exempt			
City Clerk-Treasurer		5,757.34	
Director of Planning/Building		5,757.34	
Office/Admin			
Office Staff	15.12 - 20.87		
Public Works Department			
Public Works Maint. 1	13.19 - 18.90		
Public Works Maint. 2 (inc. pesticide)	15.36 - 21.18		
Public Works Maint. 3 (inc. arborist)	16.89 - 23.29		
Public Works Foreman	24.87		
Water/Wastewater Department			
Water/Wastewater in Training (no cert.)	13.53 - 18.93		
Water DM 1 / Wastewater 1	14.75 - 21.12		
Water DM 2 / Wastewater 2	17.25 - 24.21		
Wastewater Treatmnet Plant OP 3	18.93 - 26.57		
Water/Wastewater Foreman	28.27		
City Pool			
Pool Manager	15.00		
30 (+/-) Pool Employees	11.00 - 12.25		
Seasonal/Temporary Employees	12.00		
Fire Department			
Fire Chief		515.00	
Assistant Chief			2,400.00
2 Deputy Chiefs			1,081.50
3 Captains			500.00
2 Lieutenants			400.00
Fire Department Stipend - \$10.00 per call - city calls only (CMC 2.56.070)			
EMT Nightshift Stipend - \$5.00 per night - max 2 people per night (CMC 2.56.070)			

- Above wages do not include longevevity
- Above hourly/base wages may be increased during the year due to step and/or longevity increases according to the Collective Bargaining Agreement.
- Pool Employee wages are determined by the number of years of service for the City, if you teach lessons or if you are a head quard.

EXHIBIT C
Ordinance No. 1257

FUND NAME	CURRENT BUDGET	AMENDED BUDGET	DIFFERENCE +/-
001 GENERAL GOVERNMENT FUND			
Revenues			
Beginning Fund Balance	1,094,271	1,218,025	123,754
Expenditures			
Ending Fund Balance	1,007,842	1,131,596	123,754
003 PUBLIC WORKS FUND			
Revenues			
Beginning Fund Balance	1,108,545	1,185,305	76,760
Expenditures			
Ending Fund Balance	963,626	1,035,486	71,860
Solid Waste Regional Planning	0	4,900	4,900
		<u>4,900</u>	<u>76,760</u>
302 CAPITAL IMPROVEMENT FUND			
Revenues			
Beginning Fund Balance	1,303,209	1,308,071	4,862
Expenditures			
Ending Fund Balance	1,436,815	1,431,677	-5,138
Office Equipment - Server & Computers	15,000	25,000	10,000
		<u>25,000</u>	<u>4,862</u>
401 WATER/WASTEWATER FUND			
Revenues			
Beginning Fund Balance	766,276	922,366	156,090
Expenditures			
Ending Fund Balance	713,638	865,328	151,690
Debt Margin Transfer	44,000	48,400	4,400
		<u>48,400</u>	<u>156,090</u>
411 WA CAPITAL FUND			
Revenues			
Beginning Fund Balance	593,609	582,403	-11,206
Expenditures			
Ending Fund Balance	968,609	884,903	-83,706
Coordinanted Cost Reimb-Water Rights	0	7,500	7,500
Water Comp Plan Update	0	65,000	65,000
		<u>72,500</u>	<u>-11,206</u>

412 WW CAPITAL FUND**Revenues**

Beginning Fund Balance	1,743,468	1,743,468	0
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Expenditures

Ending Fund Balance	2,126,392	2,119,392	-7,000
Server for SCADA System	0	7,000	7,000
			<u>0</u>

426 JR LIEN PRETRT BOND, 2011**Revenues**

Beginning Fund Balance	1,107,159	1,107,184	25
Debt Margin	44,000	48,400	4,400
			<u>4,425</u>

Expenditures

Ending Fund Balance	1,155,596	1,160,021	4,425
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428 REVENUE BOND 2013 #R2**Revenues**

Beginning Fund Balance	59,344	64,345	5,001
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Expenditures

Ending Fund Balance	82,054	87,055	5,001
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501 EQUIPMENT RENTAL FUND**Revenues**

Beginning Fund Balance	981,539	977,282	-4,257
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Expenditures

Ending Fund Balance	947,216	942,959	-4,257
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702 CEMETERY ENDOWMENT FUND**Revenues**

Beginning Fund Balance	237,141	229,661	-7,480
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Expenditures

Ending Fund Balance	237,141	229,661	-7,480
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