

MINUTES OF THE CASHMERE CITY COUNCIL MEETING  
MONDAY MARCH 23, 2020 AT CASHMERE CITY HALL

OPENING

DUE TO THE COVID-19 PANDEMIC AND THE GOVERNOR DECLARING A STATE OF EMERGENCY; CITY COUNCIL MEMBERS WERE ENCOURAGED TO CALL IN TO PARTICIPATE IN A PHONE CONFERENCE COUNCIL MEETING.

Mayor Jim Fletcher opened the regular City Council meeting at 6:00 p.m. at City Hall. City Clerk-Treasurer Kay Jones took minutes.

ATTENDANCE

Present

Not Present

Mayor: Jim Fletcher

Council: Daniel Scott  
Chris Carlson  
Dave Erickson - phone  
Jayne Stephenson  
Derrick Pratt - phone

Staff: Kay Jones, City Clerk-Treasurer  
Steve Croci, Director of Operations - phone

Chuck Zimmerman, City Attorney

APPROVAL OF AGENDA

Mayor Fletcher added the following item to the agenda; Item #5 Suspend utility late fees due to COVID-19.

MOVED by Councilor Carlson and seconded by Councilor Stephenson to approve the agenda as amended with the addition of Item #5 Suspend utility late fees due to COVID-19. Motion carried 5-0.

CONSENT AGENDA

Minutes of February 24, 2020 Regular Council Meeting

March 9, 2020 Regular Council Meeting was cancelled

Payroll and Claims Packet Dated March 9, 2020

Claims Direct Pay and Check #40331, #40332, #40335 through #40349 totaling \$298,976.96

Payroll Direct Deposit and Check #40333 through #40334 totaling \$98,568.16

Payroll and Claims Packet Dated March 23, 2020

Claims Direct Pay and Check #40350 through #40373 totaling \$89,494.27

MOVED by Councilor Scott and seconded by Councilor Carlson to approve the items on the consent agenda. Motion carried 5-0.

RESOLUTION NO. 02-2020 DECLARING A STATE OF EMERGENCY WITH RESPECT TO COVID-19

The resolution declares a state of emergency with respect to COVID-19, invoking the emergency powers set forth in Chapter 38.52 RCW, and authorizing the Mayor to request State, Federal or other funding as necessary on behalf of the City to address the impacts of COVID-19 on the City.

MOVED by Councilor Carlson and seconded by Councilor Stephenson to approve Resolution No. 02-2020 declaring a state of emergency with respect to COVID -19. Motion carried 5-0.

RESOLUTION NO. 03-2020 AUTHORIZING COVID-19 SUPPLEMENTAL LEAVE

The resolution authorizes the availability and use of Supplemental Leave for absences related to the COVID-19 emergency. The Supplemental Leave is separate and in addition to other Sick Leave or paid leave, to reduce the exposure to COVID-19 virus in the workplace.

MOVED by Councilor Scott and seconded by Councilor Carlson to approve Resolution No. 03-2020 authorizing COVID-19 Supplemental Leave. Motion carried 5-0.

CONTRACT AMENDMENT FOR WELL #10 IMPROVEMENTS REQUIRING A BUDGET AMENDMENT

Schneider Water Services was awarded a contract to improve Well #10 for \$37,924.10, which was the amount of the base bid. The original quote included optional items to be determined upon inspection. The inspection is complete and in order to finish the project, which includes replacing the motor, rehabilitating the well, redeveloping the well and modifying the access port for the transducer, an additional \$24,399.10 is needed. The total amount to complete the work is \$62,323.20, which is less than the original quote. A budget amendment for City funds will be needed.

MOVED by Councilor Scott and seconded by Councilor Carlson to approve the amendment to the contract with Schneider Water Service for Well #10 project to \$62,323.30. Motion carried 5-0.

RIVERSIDE CENTER LEASE - REQUEST FOR RELIEF

Due to the Governor's proclamations concerning COVID-19 the events at Riverside Center have been cancelled. Due to the extenuating circumstances that are out of the Lessee's control a request for relief of lease payment has been requested.

The consensus of the council was to suspend the lease payment with two conditions;

1. There will be no events or use of the Center during the month the lease payment is suspended.
2. With the suspension of the lease payment the Lessee cannot receive Federal or State small business relief due to COVID-19.

MOVED by Councilor Scott and seconded by Councilor Stephenson to approve suspension of the Riverside Center lease payment for the month of April and authorize the Mayor to extend the suspension of lease payment on a month to month basis through June 2020 or until the emergency set forth in Proclamation No. 20-05 has ended, whichever occurs first. Motion carried 5-0.

SUSPEND UTILITY LATE FEES DUE TO COVID-19

Due to the Governor's proclamations and statewide orders to shutdown restaurants, bars and non-essential businesses, and limiting the size of gatherings, the City anticipates a larger volume of customers having difficulty paying the utility bill on time.

Charging a late fee during this COVID-19 threat will only add to the financial difficulties. City staff is recommending that the late fee charge be suspended on all accounts through the end of June.

MOVED by Councilor Carlson and seconded by Councilor Stephenson to approve the suspension of all utility late fees through June. Motion carried 5-0.

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PROGRESS REPORTS

A written progress report was provided in the council packet.

ADJOURNMENT

Mayor Fletcher adjourned the meeting at 6:36 p.m.

  
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James Fletcher, Mayor

Attest:

  
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Kay Jones, City Clerk-Treasurer