

MINUTES OF THE CASHMERE CITY COUNCIL MEETING  
MONDAY AUGUST 24, 2020 AT CASHMERE CITY HALL – TELEPHONE CONFERENCE

OPENING

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

Mayor Fletcher announced that this meeting of the City Council is being conducted via a telephone conference call pursuant to Governor Inslee's Proclamation No. 20-28. To provide some organization to this meeting because it is being conducted over the phone, I will be recognizing the councilmembers on each issue before the City Council, starting from my right to my left around the Council table. When it is a councilmember's turn to speak, the councilmember may respond with "no comment" or "I agree with the previous comments" or with additional comments or questions.

As items appear on the agenda, motions will be sought first from Councilmember Erickson, and so on from right to left. Motions will be followed by a request from me for a second to the motion in the same order. I will ask the councilmembers for comments in the same order until all comments and questions on the agenda items have been made.

Now for the roll call of the councilmembers to document attendance. Please respond with an acknowledgment of your presence when your name is called.

ATTENDANCE

	<u>Present</u>	<u>Not Present</u>
Mayor:	Jim Fletcher	
Council:	Daniel Scott - phone Chris Carlson - phone Dave Erickson - phone Jayne Stephenson - phone Derrick Pratt - phone	
Staff:	Kay Jones, Clerk-Treasurer Steve Croci, Director of Operations	Chuck Zimmerman, City Attorney
Public:	Kirk Beckendorf, Cashmere Valley Record – phone	

ANNOUNCEMENTS AND INFORMATION

Mayor Fletcher reported that the City received the 2021 billing rates from the Chelan County Regional Justice Center. The Mayor has been in communication with the City of Wenatchee and the CCRJC. Discussion under progress reports.

The Mayor discussed the agenda; business items versus progress reports. He explained that the council minutes were not verbatim minutes, they were action minutes that record the action taken by the City Council on business items. Progress Reports is where the Mayor and staff keep the council informed and updated on City projects. Progress Reports is a place for discussion only, no action is taken to record in the minutes.

Councilor Pratt's concern was that if he or a member makes a statement or asks a question, it should be recorded in the minutes so when you look back you can see when that issue was discussed.

Councilor Carlson suggested that during Progress Report discussions, if there was a matter that a member wanted on the record, the member could request that it be included in the minutes.

#### APPROVAL OF AGENDA

MOVED by Councilor Carlson and seconded by Councilor Pratt to approve the agenda as submitted. Motion carried 5-0.

#### CONSENT AGENDA

Minutes of August 10, 2020 Regular Council Meeting by Telephone Conference  
Payroll and Claims Packet Dated August 24, 2020

Claims Direct Pay and Check #40618 through #40643 totaling \$128,523.57

Manual Check #40615 through 40617 not needing prior approval

Reschedule a Public Hearing on the Six Year TIP for September 14, 2020 at 6:00 p.m.

MOVED by Councilor Pratt and seconded by Councilor Stephenson to approve the items on the Consent Agenda. Motion carried 5-0.

#### CHELAN COUNTY COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

MOVED by Councilor Scott and seconded by Councilor Carlson to approve the Chelan County Comprehensive Emergency Management Plan. Motion carried 5-0.

#### 2021 AGREEMENT FOR EMERGENCY SERVICES WITH CHELAN COUNTY

The 2021 Agreement for Emergency Services is an annual agreement with Chelan County. The annual cost is a per capital calculation, which is \$9,115.20 for 2021. The per capita cost is being reduced from \$2.93 to \$2.88 due to a shift in management to a non-commissioned staff director. The City Council has several questions regarding the Emergency Management budget and the services the City receives for the annual fee.

MOVED by Councilor Carlson and seconded by Councilor Pratt to table the 2021 Agreement for Emergency Services with Chelan County to a future meeting and invite Rich Magnussen, Emergency Management Specialist to a council meeting for information and to answer questions. Motion carried 5-0.

#### SELECTION OF CONTRACTOR FOR THE SOUTH DOUGLAS ST. OVERLAY PROJECT

The City requested bids to chip seal South Douglas Street and an alternate bid request to asphalt South Douglas Street. The City received one asphalt bid in the amount of \$30,500 from Central Washington Asphalt and the lowest bid for chip sealing was \$24,800 from A&W paving. Staff recommended the chip seal overlay since it was the lowest bid and the overlay is a temporary fix. The street will be repaved when the water and sewer lines are upgraded in a few years.

The consensus of the City Council was to select the asphalt overlay. The smooth surface of the asphalt was preferred over the chip seal and the cost of the asphalt was only \$5,700 more. The council believes the asphalt is a better product and will last longer.

MOVED by Councilor Scott and seconded by Councilor Carlson to approve the selection of Central Washington Asphalt as the contractor for the South Douglas Street project for \$30,500 for an asphalt overlay. Motion carried 5-0.

DISCUSSION ON CITY BUSINESS HOURS

Mayor Fletcher discussed City business hours with the Council. There are three different departments and only City office hours are set by ordinance. The Public Works department and the Water/Wastewater department can be changed administratively. The Mayor suggested amending the ordinance to authorize the Mayor to establish office hours as needed to serve the public.

PROGRESS REPORTS

Mayor Fletcher discussed the billing rates received from the Regional Justice Center using a new billing method. There is now a base fee calculated on the number of bookings, which is \$12,000 for Cashmere. Since there is now a base fee the daily bed rate has decreased from \$120.50 to 112.00. The annual cost for housing inmates for 2019 is \$34,171.96 and with the new billing method the annual cost for Cashmere is \$38,147.00.

The Mayor reported that the City of Wenatchee has informed the CCRJC that they disagree with the proposed billing method based on bookings and requested that the billing method be revisited. The City sent a similar letter. The concern is that the proposed "base fee" calculated on each customer's proportion of bookings, improperly shifts the burden of paying for the cost of incarcerating those persons charged with felonies to the Cities. We are still waiting for a response from the Justice Center.

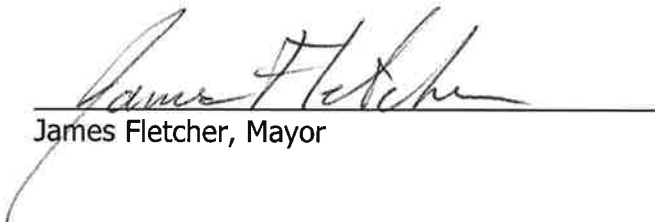
Director Croci reported that the streetlight project on Perry Street has been completed and all that remains is patching the street. The next two streetlight repair projects will be on the 300 block of Chapel Street and the 200 block of Elberta Street.

The Director reported that he is working with Chelan County and the Department of Ecology on a permit and a possible grant to remove a transformer from the gravel bar in the river.

Director Croci updated the Council on the status of the projects with RH2 Engineering and Pace Engineering.

ADJOURNMENT

Mayor Fletcher adjourned the meeting at 7:18 p.m.

  
James Fletcher, Mayor

Attest:  
  
Kay Jones, City Clerk-Treasurer