

MINUTES OF THE CASHMERE CITY COUNCIL MEETING
MONDAY SEPTEMBER 14, 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 - phone Kait Schilling, City Attorney – phoned in for executive session only	
Public:	Kirk Beckendorf, Cashmere Valley Record – phone Rich Magnussen, Chelan County EMS - phone Stan Smoke, Chelan County EMS - phone	

ANNOUNCEMENTS AND INFORMATION

No announcements.

APPROVAL OF AGENDA

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

CONSENT AGENDA

Minutes of August 24, 2020 Regular Council Meeting by Telephone Conference
Payroll and Claims Packet Dated September 14, 2020

Claims Direct Pay and Check #40646 and #40647 through #40676 totaling \$48,071.19
Payroll Direct Pay and Check #40644 through #40645 totaling \$100,576.43

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

PUBLIC HEARING ON THE SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

Mayor Fletcher opened the public hearing at 6:02 p.m. to receive public comment or questions on the Six-Year Transportation Program. The Mayor waited a couple of minutes, however, there was no public that called in. The hearing was closed at 6:04 p.m.

RESOLUTION 06-2020 APPROVING THE SIX-YEAR TIP

MOVED by Councilor Scott and seconded by Councilor Carlson to approve Resolution 06-2020 approving the Six-Year Transportation Improvement Program for the years 2021 through 2026. Motion carried 5-0.

2021 AGREEMENT FOR EMERGENCY SERVICES - DEPUTY RICH MAGNUSSEN AND STAN SMOKE

Deputy Rich Magnussen, Emergency Management Director and Stan Smoke, Program Specialist were available to explain the Emergency Management Program and the services provided to Cashmere. Director Magnussen explained the budget breakdown and the services provided to the City through the Emergency Services Agreement.

Director Magnussen explained that the Department of Emergency Services coordinates the operational and support activities before, during and after an emergency and/or disaster. The Department works with the elected officials and public works officials; however, the City is in control. The Department will work with the City and State agencies on damage assessment and recovery. On request the Department of Emergency Services will provide training to officials and public works personnel.

The Department has two helicopters and they contract with four part-time pilots and a part-time mechanic for maintenance of the helicopters. The helicopters are used for search and rescue, damage assessment and emergencies. Search and rescues have been at an all-time high this year.

The council questioned the \$33,000 for pilots, a mechanic and maintenance of the helicopters, since it was unlikely a helicopter would be used for a rescue in the City.

The Chelan County Department of Emergency Management's budget is shared between the county and five cities by a per capital calculation. Cashmere's share of the \$459,305 for 2021 is \$9,115.

MOVED by Councilor Scott and seconded by Councilor Pratt to approve the 2021 Agreement for Emergency Services. Motion carried 5-0.

ORDINANCE NO. 1293 AMENDING CITY OFFICE HOURS

Currently the City office hours are set by ordinance from 9:00 a.m. to 5:00 p.m. The proposed ordinance removes the specific office hours and authorizes the City Mayor to establish office hours as needed from time to time. Mayor Fletcher explained that consistency for customer service is important and standard office hours will be the normal operating schedule for customer service. He would like the ability to adjust office hours to reflect changes in customer service, staff training or special community circumstances.

MOVED by Councilor Scott and seconded by Councilor Erickson to approve Ordinance No. 1293 amending City Office Hours. Motion carried 5-0.

FEASIBILITY STUDY FOR EXTENDING UTILITIES ON SUNSET HIGHWAY

PACE Engineering did a study to determine the feasibility of extending water and sewer on Sunset Highway. The study shows that extending the sewer is feasible, however, water extension is not feasible due to insufficient fire flow. An additional reservoir would be needed in the area of the Flowery Divide Road in order to achieve adequate fire flow.

Questions and discussion included the following;

- Should the City extend just the sewer line or construct Sunset roadway with sidewalk on one side to allow the extension of both utilities in the future.
- Should the City fund the design of the sewer extension now and seek funding for the construction.
- If outside funding is not acquired should the City fund the construction or shelf the project for the future.
- How far should the City take the sewer line extension; Sunset Highway and Goodwin Road and/or into the adjacent neighborhood.
- If the line is extended, there is no guarantee on who or when customers will hookup.

The study shows that the Sunset Highway and Goodwin Road construction cost for sewer line extension is estimated at \$800,000, which includes \$80,721 for design and permitting. To extend the sewer line into the neighborhood west of Goodwin Road, the construction cost is estimated at \$500,000, which includes design and permitting in the amount of \$51,283.

If the City were to proceed with the design of Sunset Highway and Goodwin Road, and the neighborhood west of Goodwin Road, the total design and permitting cost is \$132,000.

MOVED by Councilor Pratt and seconded by Councilor Erickson to proceed with design of sewer line extension on Sunset Highway and Goodwin Road, and the neighborhood west of Goodwin Road and to seek outside funding for construction. Design is subject to Council review and approval of an agreement with Pace Engineering to perform the design services. Motion carried 5-0.

RAILROAD AVENUE WATER AND SEWER AVAILABILITY STUDY SCOPE OF SERVICE AND FEE SCHEDULE

The scope of work is to look at the availability and determine the preferred route of extending water and sewer to the vacant lot on Railroad Avenue and Maple Street.

MOVED by Councilor Erickson and seconded by Councilor Carlson to approve the Scope of Services and Fee Schedule for Railroad Avenue water and sewer availability study in the amount of \$5,612. Motion carried 5-0.

PROGRESS REPORTS

Director Croci reported that the crew is starting work on the Angier and Chapel streetlights and South Douglas will be paved on Wednesday.

The Planning Commission is working on accessory dwellings, short-term rentals and chickens. They will soon have a recommendation for the City Council to review.

EXECUTIVE SESSION

RCW 42.30.110 (1) (i) pending/potential litigation and RCW 42.30.140 (4) exemption.

Mayor Fletcher closed the regular meeting at 7:14 p.m. to discuss potential litigation for approximately 20 minutes. No action will be taken after the executive session. The council was instructed to dial in to the executive session number.

City Clerk Kay Jones and Director Steve Croci stayed for the executive session and Attorneys Chuck Zimmerman and Kait Schilling called in.

The executive session was closed at 7:46 p.m.

ADJOURNMENT

Mayor Fletcher adjourned the meeting at 7:46 p.m.


James Fletcher, Mayor

Attest:


Kay Jones, City Clerk-Treasurer