



City of Cashmere

101 Woodring Street
Cashmere, WA 98815
Ph (509) 782-3513 Fax (509) 782-2840
Website www.cityofcashmere.org

CASHMERE CITY COUNCIL MEETING
MONDAY, JANUARY 25, 2021 6:00 P.M., CITY HALL

DUE TO THE COVID-19 PANDEMIC AND THE GOVERNOR'S STAY AT HOME ORDER; CITY COUNCIL MEMBERS AND THE PUBLIC ARE REQUIRED TO CALL IN TO PARTICIPATE IN A DIGITAL CONFERENCE CITY COUNCIL MEETING. PLEASE CALL IN 5 MINUTES PRIOR TO MEETING.

**To Join the Meeting Go To <https://zoom.us>
Meeting ID: 882 719 9871 Passcode: 788276
Audio Only: PH# 1-(253)-215-8782**

AGENDA

CALL TO ORDER

ROLL CALL

ANNOUNCEMENTS

APPROVAL OF AGENDA

CONSENT AGENDA

1. Minutes of January 11, 2021 Regular Council Meeting by Digital Conference
2. Payroll and Claims Packet Dated December 31, 2020 Year End
3. Payroll and Claims Packet Dated January 25, 2021
4. Affirm the Mayor's appointment of Paul Kinser to the Cashmere Planning Commission

BUSINESS ITEMS

1. FEMA Grant Application for Emergency Generator
2. Discussion on Cashmere Food Bank
3. Discussion and Updates on the following projects:
 - Safe Routes to School
 - City Pool Structural Repair
 - Sullivan Street WA/WW Utility Replacement
 - Division Street WA Extension and PRV

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 JANUARY 11, 2021 AT CASHMERE CITY HALL – DIGITAL CONFERENCE

OPENING

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

Now for the roll call of the council members 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 - digital Chris Carlson - digital Dave Erickson - digital Jayne Stephenson - digital Derrick Pratt - digital	
Staff:	Kay Jones, Clerk-Treasurer Steve Croci, Director of Operations	Chuck Zimmerman, City Attorney
Public:	Kirk Beckendorf, Cashmere Valley Record – digital	

APPROVAL OF AGENDA

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

CONSENT AGENDA

Minutes of December 14, 2020 Regular Council Meeting by Digital Conference
Payroll and Claims Packet Dated December 31, 2020 Month End
Claims Direct Pay and Check #40901 through #40932 totaling \$1,347,054.66
Payroll Direct Deposit and Check #40865 through #40900 totaling \$136,037.78

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

BUSINESS ITEMS

The Mayor discussed the following topics with the City Council for advice and guidance regarding future operation and projects. No action was needed at this time, each of these topics require additional information before recommendations can be made or Council action is needed.

- Draft report on utility technology control and monitoring upgrades (SCADA)
- Utility services succession and future operations
- Railroad Avenue property utility extensions
- North Central Regional Library District report on Cashmere Library

PROGRESS REPORTS

Director Croci reported that the following projects will be ready to go out to bid soon: City Pool Structural Repair, Sullivan Utility upgrades and the Safe Routes to School project.

Mayor Fletcher reported that several meetings have been scheduled and refinancing the bonds is on schedule.

The Mayor informed the Council that there may be an interested party in the BVF property. He is looking into how to remove the apple waste, which is not hazardous.

ADJOURNMENT

Mayor Fletcher adjourned the meeting at 7:12 p.m.

James Fletcher, Mayor

Attest:

Kay Jones, City Clerk-Treasurer

Staff Summary

Date: 1/20/2021
To: City Council
From: Steve Croci, Director of Operations
RE: FEMA Grant Application for Emergency Generator

The City's Water Comprehensive Plan and the Chelan County Multi-Jurisdictional Natural Hazard Mitigation Plan indicate the City of Cashmere should have an emergency generator to protect critical water infrastructure.

RH2 assessed the need and recommended acquiring one trailer-mounted 150 kW generator. Additionally, RH2 recommended installing generator docking stations with manual transfer switches at the Water Treatment Plant, Museum Lift Station, and Sherman Booster Pump Station.

Chelan County Natural Resources Department is seeking grant funding through Federal Emergency Management Agency's FY2020: Post Fire Recovery, Hazard Mitigation Grant Program for the City of Cashmere to purchase the generator, docking stations and transfer switches.

The total estimated cost is \$225,000 and the City would be responsible for 12.5% or \$28,125. There is also a cost associated with completing the application of about \$1,500 for a contractor to do a cost analysis.

Staff Recommendation:

MOVE to have Chelan County Natural Resources submit a grant application to FEMA for an emergency generator and connections to critical infrastructure for the City and commit to an agency match of 12.5%.



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January 20th, 2021

Washington State Military Department
Emergency Management Division
Mitigation and Recovery Section
Bldg. 20/ MS: TA-20
Camp Murray, WA 98430-5011

RE: Funds Commitment Letter for 2020 Post Fire Recovery Proposal: City of Cashmere
Mobile Generator for Critical Water Facilities

Chelan County Natural Resources Department in conjunction with The City of Cashmere are applying for HMGP FY20 Post Fire Recovery grant funding for the procurement and installation of one trailer-mounted, mobile generator to support critical water facilities in the Cashmere area. Understanding that this funding source requires a 12.5% local match be provided, this letter confirms that the City of Cashmere commits to meeting the full match requirement of \$28,125.00. Match will be provided in the form of cash and/or in-kind donation of staff time associated with implementation of this project. Please accept this letter as proof of funds committed by the City of Cashmere in the amount of \$28,125.00 or 12.5% of the total funding request (\$225,000).

Please contact Hannah Pygott at the Chelan County Natural Resources Department at 509-670-9306 if you have any questions.

Sincerely,

Steve Croci,
City of Cashmere Director of Operations

Landowner Acknowledgement Form

Landowner Information

Name of Landowner: City of Cashmere

Landowner Contact Information:

Mr. Ms. Title: Director of Operations

First Name: Steve Last Name: Croci

Contact Mailing Address: 101 Woodring Street, Cashmere, WA 98815

Contact E-Mail Address: steve@cityofcashmere.org

Property Address or Location: 2 Riverfront Drive

I, City of Cashmere, (Landowner or Organization) am the legal owner of property described in this grant application.

1. I am aware that the project is being proposed on my property.
2. If the grant is successfully awarded, I will be contacted and asked to engage in negotiations.
3. My signature does not represent authorization of project implementation.
4. If I am affiliated with the project sponsor, I will recuse myself from decisions made by the project sponsor to work on or purchase my property.

Landowner Signature

2/20/2021
Date

Project Sponsor Information

Project Name: City of Cashmere Mobile Generators for Critical Water Facilities

Project Applicant Contact Information: Hannah Pygott; 509-670-9306; Hannah.pygott@co.chelan.wa.us

Mr. Ms. Title: Department Director

First Name: Mike Last Name: Kaputa

Mailing Address: 411 Washington Street, Suite 201, Wenatchee, WA 98801

E-Mail Mike.Kaputa@co.chelan.wa.us Address: 411 Washington Street, Suite 201, Wenatchee, WA 98801

Staff Summary

Date: January 21, 2021
To: City Council
From: Jim Fletcher, Mayor
RE: Cashmere Food Bank

Cashmere Food Bank Board is requesting use of space within a city building for storage and distribution of food. The Board has searched for a permanent location for some time and has increased effort when the Gilyard property (their present location) was posted for sale.

During most of 2020 the National Guard has been helping the Food Bank with delivery and distribution of food from Wenatchee. This supporting service is ending. The Food Bank Board has reviewed several alternative locations.

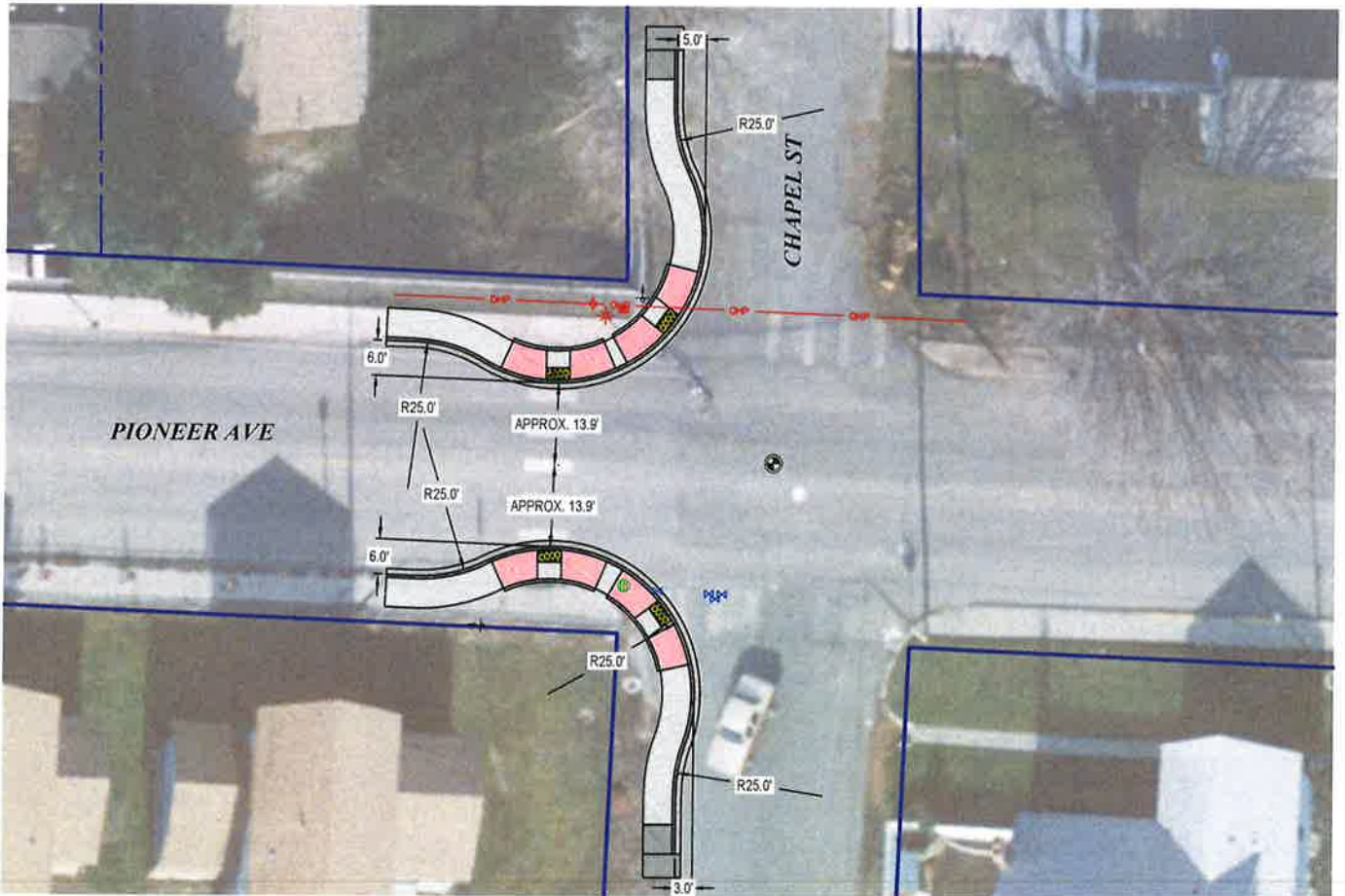
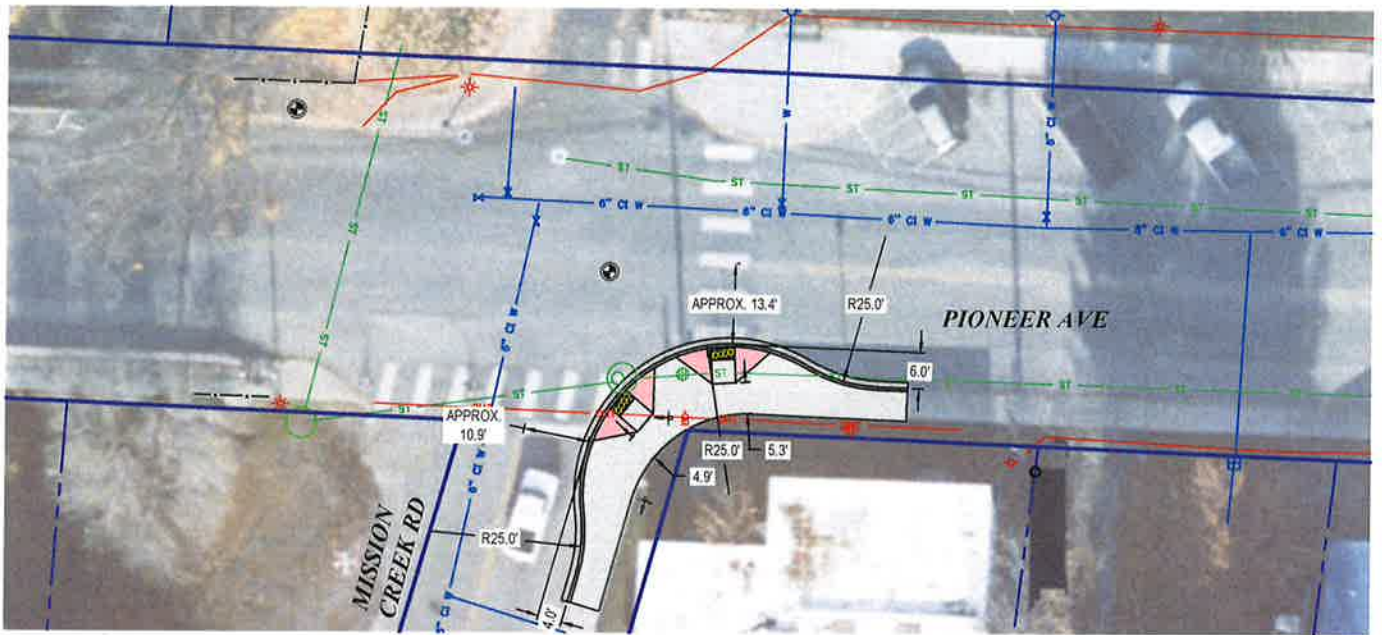
Staff findings:


Of the options considered a space that would result in minimal change to City storage needs is in the yellow garage at former recycling center. *[Note: doors number 1 to 5 left to right]* Two of the five garage doors open into the center of the building. This central space is insulated and heated. By relocating stored supplies and one truck to the Railroad Ave. shop the center area could be cleaned and available to the Food Bank. Minimal city expenses include adding an access door in garage door 5

Staff Recommendation:

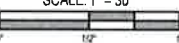
Authorize staff to continue discussions with the Food Bank Board, negotiate a lease, identify any cost to the City for structural changes.







 SCALE: 1" = 30'



 DRAWING IS FULL SCALE WHEN

 BAR MEASURES 1"

 PLOT DATE: 1/19/2011

 FILE PATH: J:\GIS\CAD\2008\1\CAD\SRFS=sidwalks.dwg



SIDEWALK BULBOUTS

CITY OF CASHMERE
SAFE ROUTES TO SCHOOL