

MINUTES OF THE CASHMERE CITY COUNCIL MEETING
MONDAY AUGUST 9, 2021 AT CASHMERE CITY HALL – In Person and Digital

OPENING

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

Due to the COVID-19 pandemic and the Governor’s proclamation; public can attend the council meeting in person, by phone or by digital conference.

ATTENDANCE

	<u>Present</u>	<u>Not Present</u>
Mayor:	Jim Fletcher	
Council:	Vacant Chris Carlson Dave Erickson - Digital Jayne Stephenson Derrick Pratt	
Staff:	Kay Jones, Clerk-Treasurer Steve Croci, Director of Operations Chuck Zimmerman, City’s Attorney Kait Schilling, City’s Attorney	

ANNOUNCEMENTS

No announcements.

APPROVAL OF AGENDA

Mayor Fletcher added the following item to the agenda: Diversified HR Consulting Letter of Engagement.

MOVED by Councilor Pratt and seconded by Councilor Carlson to approve the agenda as amended, with the addition of Item #7 Diversified HR Consulting Letter of Engagement. Motion carried 4-0.

CONSENT AGENDA

Minutes of July 26, 2021, Regular Council Meeting

Payroll and Claims Packet Dated August 9, 2021

Claims Direct Pay and Check #41324 and #41331 through #41356 totaling \$62,369.73

Payroll direct Deposit and Check #41325 through #41327 totaling \$96,082.11

Manual Check #41328 through #41330 not needing prior approval

Schedule a Public Hearing on August 23, 2021 at 6:00 p.m. for the Six-Year TIP

MOVED by Councilor Carlson and seconded by Councilor Pratt to approve the items on the Consent Agenda. Motion carried 4-0.

CMC 5.40 VENDORS – LEGAL INTERPRETATION OF CODE

The Farmer’s Market has been a discussion item at several meetings. At the July 26th meeting, Brooklyn Holton speaking on behalf of the Farmers Market stated that the existing code and fee structure is not clear and is being interpreted unfairly and the fees are not sustainable for the Market. City Council tabled

the subject to get a legal interpretation of the code from the City attorney.

City Attorney Chuck Zimmerman explained to Council that the mayor is interpreting the code correctly and actually his interpretation is to the benefit of the Market. Mr. Zimmerman explained several sections of Title 5.40 Vendors and how the Mayor's interpretation was a benefit to the Market.

Councilor Carlson expressed his support for the Farmers Market stating that he felt the Market is a huge benefit to the community and added to the small-town character of Cashmere. He stated that he would like to do more to assist the Farmers Market to keep them in the community. Councilor Erickson mentioned the need to be fair and consistent with all vendors and fees.

Attorney Chuck Zimmerman suggested rather than try to do a complete overhaul of Title 5.40 to address the Farmers Market, the Council could enter into an agreement with the Farmers Market for the use of Simpson Park with clear expectations of responsibilities. Zimmerman explained he would draft an ordinance to approve the Farmers Market Agreement for the use of Simpson Park.

The consensus of the Council was to leave the code as is and enter into an agreement with the Farmers Market for the use of Simpson Park. The Council discussed the length of the season, quarterly permit fee of \$150 paid by the Market and forego charging the individual vendors. Council also discussed prorating the permit fee for the remainder of the current season.

MOVED by Councilor Pratt and seconded by Councilor Stephenson to authorize the Mayor to finalize and sign a new agreement that will allow the Farmers Market to be held in Simpson Park from May through October with an annual permit fee of \$300 and a prorated \$80 for the remainder of this year. Motion carried 4-0.

ORDINANCE NO. 1302 REVISING CHAPTER 12.20 ADDING PROCEDURES AND REQUIREMENTS FOR SPECIAL USE PERMITS

The proposed ordinance is amending provisions within Title 12. Adding a procedure and requirements for special use permits for use of unimproved right of ways for driveways. Developers may request permission from the City to use a portion of an unimproved right of way in the City as a driveway until the City determines development of the right of way is appropriate. Creating a special use permit procedure will create a uniform process for the City to use to respond to requests from developers.

MOVED by Councilor Erickson and seconded by Councilor Carlson to adopt Ordinance No, 1302 revising Chapter 12.20 adding procedures and requirements for special use permits. Motion carried 4-0.

RESOLUTION NO. 01-2021 SETTING AN APPLICATION FEE AND ANNUAL FEE FOR SPECIAL USE PERMITS

MOVED by Councilor Erickson and seconded by Councilor Carlson to approve Resolution No. 01-2021 setting an application fee and annual fee for special use permits for the use of unimproved City right of ways for driveways. Motion carried 4-0.

DRAFT SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM – PRIORITIZING PROJECTS

The Six-Year TIP is updated annually to identify and prioritize projects within the City. The intersection of Rank Road and Olive Street and the one at Rank Road and Kennedy Road. These two projects allow the City to assign a fair share of the road improvement costs to property development on Rank and Kennedy Roads.

A public hearing will be held on August 23rd to receive comments from the public on the Transportation Improvement Program.

MOVED by Councilor Pratt and seconded by Councilor Carlson to direct staff to work with the Mayor on adding projects to the TIP. Motion carried 4-0.

TASK AUTHORIZATION NO. 2 - SCOPE OF WORK FOR UPDATING UTILITIES ON GIS

The City's GIS has not been updated for several years. GIS mapping is a necessary planning tool for the City's water, sewer and stormwater infrastructure. RH2 Engineering will update the existing GIS shapefiles for the City's utilities using RH2 infrastructure designs previously done in CAD.

MOVED by Councilor Stephenson and seconded by Councilor Carlson to approve Task Authorization No. 2 – Scope of Work for updating City utilities in GIS. Motion carried 4-0.

CASCADE PUBLIC INFRASTRUCTURE FUND GRANT INTERLOCAL AGREEMENT

The Cascade Public Infrastructure Fund Grant Interlocal Agreement is between Chelan County and the City of Cashmere for a grant to reimburse up to \$50,000 to extend water and wastewater utilities to the Railroad Avenue property. The project would begin in 2022 or 2023. The next step would include an interagency agreement with Chelan-Douglas Regional Port Authority to identify developers and plan development of a commercial business structure that may be used by small business.

MOVED by Councilor Pratt and seconded by Councilor Carlson to approve the Cascade Public Infrastructure Fund Grant Interlocal Agreement. Motion carried 4-0.

DIVERSIFIED HR CONSULTING LETTER OF ENGAGEMENT

Diversified will be providing consulting services in negotiating a Collective Bargaining Agreement between the City of Cashmere and Teamsters Local Union #760. The City has used the services of Diversified HR Consulting in previous years.

MOVED by Councilor Pratt and seconded by Councilor Carlson to approve the letter of Engagement with Diversified HR Consulting. Motion carried 4-0.

PROGRESS REPORTS

Director of Operations Steve Croci announced that the water leaks on Parkhill, Cottage and Vine Street are being addressed. Sullivan Street utilities update project and chip sealing the alleys (Lincoln and Weeds) will begin on Monday.

ADJOURNMENT

Mayor Fletcher adjourned the meeting at 7:17 p.m.

EXECUTIVE SESSION – Collective Bargaining exempt from OPMA

The City Attorney discussed collective bargaining with Mayor Fletcher and City Council. Collective Bargaining discussions are exempt from OPMA.


James Fletcher, Mayor

Attest:


Kay Jones, City Clerk-Treasurer