

MINUTES OF THE CASHMERE CITY COUNCIL MEETING
MONDAY FEBRUARY 14, 2022, 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. Administrative Assistant Tammy Miller 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:	John Perry Chris Carlson Shela Pistorosi - Digital Jayne Stephenson - Digital Derrick Pratt	
Staff:	Steve Croci, Director of Operations Tammy Miller, Administrative Assistant	Kay Jones, Clerk-Treasurer Chuck Zimmerman, City Attorney

ANNOUNCEMENTS

PUBLIC COMMENT

APPROVAL OF AGENDA

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

CONSENT AGENDA

Minutes of January 24, 2022, Regular Council Meeting
Minutes of January 26, 2022, Special Council Meeting
Payroll and Claims Packet Dated February 14, 2022
Setting a public hearing for March 14, 2022, at 6:00 p.m. on 5701 Evergreen Dr. petition for annexation

MOVED by Councilor Pratt and seconded by Councilor Carlson to add Item No. 5, Appointing Zac Steigmeyer to the Planning Commission and approve the Consent Agenda. Motion carried 5-0.

REVIEW UTILITY CASH FLOW BUDGET

Mayor Fletcher presented cash flow projection through 2027, based on the proposed contract with the utility management firm, Woodard and Curran. Initial figures show that the city will be able to hold rates at the existing annual increases of 4% on water and 2% on wastewater. The projection is based on several main assumptions including, increased expenses are at 5% in 2023 and 3% for each year from

2024 to 2027, administrative costs are decreased, additional 10 new connections are added each year, a reduction in the transfer of funds to the Capital Fund each year, an increase occurs in operating efficiencies and maintaining debt service coverage. The mayor told the Council that he feels comfortable with the budget project for the next couple of years but that a new rate study will need to be conducted in 2024 or 2025.

DECISION ON NEW METERS AND METER READING UPGRADES

Currently the City uses an Automatic Meter Reading (AMR) system; which requires staff to drive around with Itron's AMR radio system to collect meter readings. The meter reads are then downloaded into the billing system. Itron no longer maintains this radio system and the city needs to replace the meter reading system before the current one fails, and we have to read 1100 meters manually.

The most current technology is AMI, which uses collectors (antennas) placed strategically around the city. The AMI system collects the reads and can be read at any time without leaving City Hall, eliminating the need to drive around or interrupt crews. AMI would save several hours of staff time reading meters and re-reads each month.

The benefits to Advanced Metering Infrastructure (AMI) reading system:

- No interruptions for the water crew
- More efficient and saves on labor time
- Readings and Error codes are readily accessible
- Better customer service with leak notifications
- Leak notifications promotes water conservation

Full automation will provide more efficient use of staff time by having direct access to the information and a higher level of customer service.

The city replaced all the water meters with radio read capability in 2007. The meters batteries that enable the radio reads have a 15-year life, which are quickly coming to the end of their life cycle and the entire meter must be replaced.

The ALD meters detect leaks in the City's main lines, which promotes water conservation and will save costs with the ability to identify and schedule water line repairs vs emergency repairs, which cost in overtime.

Benefits of ALD water meters:

- One company for both meter support and reading software support
- No brass, meter is light weight, making for easier installation
- No cable or ERT to attach
- The ERT for read is vacuum sealed under the glass inside of the meter
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The mayor said that ARDA funds can be used for the replacement cost of the meters and the reading system.

MOVED by Councilor Carlson and seconded by Councilor Pratt to authorize bid solicitation for AMI reading system and water meters, including an alternate bid for the ALD water meters. Motion carried 5-0.

TAILGATE CROSS CONVEYOR VENDOR SELECTION

Director Croci explained that the tailgate cross conveyor that was approved in the 2021 Budget had not been purchased and was not included in the 2022 Budget. He recommended that the city purchase the conveyor that would be used for road repairs. The City received a bid from Northstar Industries for \$18,961.17.

MOVED by Councilor Pratt and seconded by Councilor Carlson to approve the purchase. Motion carried with four in favor and Councilor Perry voting no.

PROGRESS REPORTS

Director Croci reported on the new Safe Routes to School crosswalks. The sensors are faulty, and the company has been contacted for replacements. In the meantime, the sensor pads have been turned off, and the crosswalk warning lights are activated by pressing the button. He said that the Commission members would like to discuss the parks' plan, development of the lagoon property and city trails, as well as how to manage city growth. Fletcher suggested that the Council think in terms of a 30-year vision for how best to manage growth and more housing while maintaining the character of the town.

ADJOURNMENT

Mayor Fletcher adjourned the meeting at 6:55 p.m.


James Fletcher, Mayor

Attest:

Tammy Miller, Administrative Assistant