

MINUTES OF THE CASHMERE CITY COUNCIL MEETING
MONDAY JULY 25, 2022, AT CASHMERE CITY HALL – In Person and Digital

OPENING

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

The 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 Jayne Stephenson Derrick Pratt	Shela Pistoresi
Staff:	Kay Jones, Clerk-Treasurer Steve Croci, Director of Operations	Chuck Zimmerman, City Attorney

EXCUSED ABSENCE

MOVED by Councilor Pratt and seconded by Councilor Stephenson to excuse the absence of Councilor Pistoresi. Motion carried 4-0.

ANNOUNCEMENTS

Mayor Fletcher announced the County will be hosting an open house at Riverside Center on August 30th to update citizens on the Goodwin Road and Sunset Highway projects.

The Chamber of Commerce will be holding a meeting at City Hall, Thursday, July 28, 2022, to discuss goals and ways to partner with the city.

Director Croci announced there are several groups working together to promote river safety this year. The river is still high for this time of year.

PUBLIC COMMENTS

No comments from the public.

APPROVAL OF AGENDA

MOVED by Councilor Carlson and seconded by Councilor Perry to approve the agenda as provided. Motion carried 4-0.

CONSENT AGENDA

Minutes of July 11, 2022, Regular Council Meeting
Minutes of July 11, 2022, Workshop Meeting
Payroll and Claims Packet Dated July 25, 2022

Claims Direct Pay and Check #42053 through #42074 totaling \$50,224.78
Manual Check #42051 and #42052 not needing prior approval
Schedule a public hearing August 8th at 6:00 p.m. on the Six-Year Transportation Program

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

WOODARD & CURRAN MONTHLY REPORT

Heath Loven, Interim Project Manager for Woodard and Curran reported on the progress for May and June for the water and wastewater utilities. Woodard and Curran took over operations on May 1st and Heath arrived on June 13th. Heath will be here until W&C finds a permanent Project Manager to operate Cashmere's utilities.

W&C submitted the first Monthly Operating Report, which included both May and June operations. The report was very informative and included safety information, environmental compliance, plant operations, maintenance activities, and a financial update. The monthly report will keep the council apprised of everything going on at both utilities.

MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN THE CITY AND NCW LIBRARIES

The city owns the property where NCW Libraries operates the Cashmere Library. NCW Libraries completed a Facility Condition Assessment on the city-owned building and noted \$55,000 observed deficiencies. The library requested that observed deficiencies be corrected before NCW invests any allocated funds for their approved Facilities Improvement Plan. The report also listed up to \$490,000 in various structural, mechanical, HVAC, and site improvements.

The city has been seeking other uses for Riverside Center to better utilize the Center and approached NCW library about moving to Riverside Center as an alternative to upgrading the current building.

The MOU is the first step in declaring mutual interest for Riverside Center as the Cashmere Library Branch. Subsequent legal agreements will include an interagency agreement; outlining the terms and conditions between the agencies for the use of the Center as a library and permission to make tenant improvements.

MOVED by Councilor Pratt and seconded by Councilor Carlson to approve the Memorandum of Understanding and authorize the mayor to sign. Motion carried 4-0.

WEST CASHMERE LIFT STATION BID AMENDMENT

The City Council approved the single bid received from Whitney Equipment Company for the West Cashmere Lift Station upgrade in the amount of \$59,735.31. A performance bond is required since the project is over \$50,000, which was not listed in the specifications. The staff is requesting approval of the amended bid amount of \$61,527.31, which includes the performance bond.

MOVED by Councilor Carlson and seconded by Councilor Perry to approve the amended amount of \$61,527.31 to include the performance bond. Motion carried 4-0.

SELECTION OF CONTRACTOR FOR PAINTING SHERMAN RESERVOIR

The city requested MRSC Small Works Roster bids to paint Sherman Reservoir. The city received three bids, the lowest of which was Coating Specialty in the amount of \$9,898.62. Staff recommended the selection of Coating Specialty for the Sherman Reservoir Painting project.

MOVED by Councilor Perry and seconded by Councilor Carson to approve the selection of Coating Specialty for the Sherman Reservoir Painting project. Motion carried 4-0.

DRAFT TRANSPORTATION IMPROVEMENT PROGRAM FOR 2023-2028

Director Croci presented the draft six-year Transportation Improvement Program (TIP) and explained that it is a short-range planning document that is updated annually and coordinated with the city's water and sewer capital plans. Croci explained the projects and the prioritization. A public hearing will be held on August 8th before the council takes action to adopt the resolution approving the TIP for 2023-2028.

PROGRESS REPORTS

Clerk-Treasurer Kay Jones reported that the City Pool has been busy, and the Pool Manager and staff are doing a great job.

The meter replacement project is progressing. The new equipment for reading meters has been delivered and will make meter reading easier and quicker this month. Correct Equipment is waiting on over 600 1-inch meters to come in before the project can be finished.

Director Croci reported that the Sunset Highway project is progressing, and the Public Works crew is working on street striping, trimming trees, and watering.

ADJOURNMENT

Mayor Fletcher adjourned the meeting at 6:53 p.m.



James Fletcher, Mayor

Attest:



Kay Jones, Clerk-Treasurer