

MINUTES OF THE CASHMERE CITY COUNCIL MEETING
MONDAY AUGUST 14, 2023, 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. Clerk-Treasurer Kay Jones 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 Shela Pistorosi - Digital Jayne Stephenson Derrick Pratt	
Staff:	Kay Jones, Clerk-Treasurer Steve Croci, Director of Operations	Chuck Zimmerman, City Attorney

ANNOUNCEMENTS

Mayor Fletcher announced that as part of the City's water maintenance program, the Water Department will be flushing fire hydrants beginning in mid-August. After the hydrants are flushed, the department will start testing all the fire hydrants.

PUBLIC COMMENTS

No comments from the public.

APPROVAL OF AGENDA

MOVED by Councilor Carlson and seconded by Councilor Pratt to approve the agenda as submitted. Motion carried.

CONSENT AGENDA

Minutes of July 24, 2023, Regular Council Meeting

Payroll and Claims Packet Dated August 14, 2023

Claims Direct Pay and Check #42856 and #42863 through #42894 totaling \$209,470.60

Payroll Direct Deposit and Check #42825 through #42855 totaling \$111,853.29

Manual Check #42824, 42857 through #42862 not needing prior approval

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

APPROVAL OF FREEDOM HILLS SUBDIVISION PHASE II – LIBERTY LANE (PVT)

The Freedom Hills Subdivision Phase II project received preliminary approval pursuant to the quasi-judicial review process. A hearing was held before the Hearing Examiner and preliminary approval with conditions was granted.

Freedom Hills Subdivision Phase II – Liberty Lane has been completed and all conditions have been met. Liberty Lane is a private road and will be maintained by the Homeowners Association. An easement has been dedicated to the city for the water and sewer main lines. Once the subdivision is approved the city accepts ownership of the utilities.

MOVED by Councilor Carlson and seconded by Councilor Stephenson to approve the Freedom Hills Subdivision Phase II - Liberty Lane. Motion carried.

AMENDMENT TO OUT-OF-SCOPE WORK AUTHORIZATION ON THE WATER METER REPLACEMENT PROJECT

MOVED by Councilor Pratt and seconded by Councilor Carlson to approve the Amended Out of Scope Work Authorization for the Water Meter Replacement project with Woodard & Curran from \$50,000 to \$61,000. Motion carried.

FITZPATRICK SURVEYING PROVIDING PROFESSIONAL SURVEY SERVICES FOR CEMETERY PLAT SURVEY - THIRD ADDITION

The Third Addition of the Cashmere Cemetery, which is approximately 1.8 acres is undeveloped. The city has less than 5% of the plotted area available for sale. The first step in developing the Third Addition is to have it surveyed and plotted. The second step will be to get water to the area either by upgrading the line from the irrigation ditch or drilling a well. Once the irrigation is solved grass can be planted. The Agreement is \$26,000 for Fitzpatrick Surveying, the city's surveyor, to survey and set markers in the Third Addition.

MOVED by Councilor Perry and seconded by Councilor Pratt to approve the Agreement for Fitzpatrick Surveying to survey and set markers in the Third Addition in the amount of \$26,000. Motion carried.

DRAFT SIX-YEAR TRANSPORTATION IMPROVEMENT PROGRAM

Director Croci presented the draft Six-Year TIP. The recommended transportation projects were prioritized 1 through 14.

DISCUSSION ON DRAFT ORDINANCE NO. 1320 WATER AND SEWER LINE OWNERSHIP

The draft ordinance clarifies the description of water and sewer lines that are owned by the city and would be responsible for locating, repairing, and maintaining. Further clarification is made regarding the water and sewer service lines that are the responsibility of the property owner.

LOCAL FUNDING MATCH FOR REGIONAL PATHWAYS PLANNING

Chelan County along with Chelan Douglas Transportation Council and TREAD acting as co-sponsors are seeking federal grant funding to select preferred pathway routes, prepare designs and grant applications for initial projects. Total Comprehensive planning Cost is \$1,368,000.

At least \$400,000 in local funds needs to be raised to receive \$900,000 federal funds for a comprehensive County wide planning document to support construction grants. The study cost for Wenatchee to Cashmere to Leavenworth is \$740,000. Mayor Fletcher recommended pledging financial support of \$40,000.

MOVED by Councilor Perry and seconded by Councilor Carlson to approve support of the comprehensive regional pathways study in the amount of \$40,000 local funds, paying \$20,000 in 2023 and \$20,000 in 2024. Motion carried.

PROGRESS REPORTS

The mayor reported that when the library's architect and engineer were at Riverside Center, he asked the engineer to look at the HVAC and provide a professional opinion on whether to repair or replace the HVAC system.

Director Croci met with RH2 Engineering to discuss and prioritize projects for design. RH2 will be submitting a scope of work for the design S. Douglas St. project.

The Sunset Highway project is moving along and looking good. The contractor is pouring sidewalks and approaches. The light poles are still a ways out before delivery.

The 1050 PRV is complete, however a few leaks were discovered that need to be addressed.

The WWTP has had violations for excessive phosphorus discharge. Woodard & Curran and Crunch Pak are working together to adjust operations at the production and treatment plants to address the issue.

ADJOURNMENT

Mayor Fletcher adjourned the meeting at 6:59 p.m.


James Fletcher, Mayor

Attest:


Kay Jones, Clerk-Treasurer