

MINUTES OF THE CASHMERE CITY COUNCIL MEETING  
MONDAY NOVEMBER 13, 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. Utility Clerk, Michelle Voie 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 Pistoresi Jayne Stephenson Derrick Pratt	
Staff:	Steve Croci, Director of Operations Michelle Voie, Utility Clerk	Kay Jones, Clerk-Treasurer Chuck Zimmerman, City Attorney

ANNOUNCEMENTS

A reminder that winter regulations are in effect and a request that trailers and cars be moved off the streets and parked for the winter.

PUBLIC COMMENTS

There were no public comments made.

APPROVAL OF AGENDA

MOVED by Councilor Carlson and seconded by Councilor Pistoresi to approve the agenda as presented. Motion carried.

CONSENT AGENDA

Minutes of October 23, 2023, Regular Council Meeting  
Payroll and Claims Packet Dated November 13, 2023

Claims Direct Pay and Check #43043, #43046 through #43074 totaling \$1,090,356.11.

Payroll Direct Deposit and Check #43040 through #43042 totaling \$79,107.87.

Christmas in Cashmere Street Closure on the 100 block of Cottage Ave  
Fire Hydrant Emergency Replacement Project completion and acceptance  
PRV 1050 Zone Project completion and acceptance

MOVED by Councilor Perry and seconded by Councilor Stephensen to approve the items on the Consent Agenda. Motion carried.

PUBLIC HEARING ON PRELIMINARY BUDGET FOR 2024

The public hearing started at 6:03 PM. The mayor stated he had graphs to help the public understand the budget but did not show them as no public was in attendance apart from the Cashmere Valley

Record Journalist.

With no comments from the public, the mayor closed the hearing at 6:05 p.m.

#### 2024 PRELIMINARY BUDGET DISCUSSION

The council discussed a \$400,000 budget shortfall in the water/wastewater department. The mayor explained that there is no 2024 budget shortfall. The water/wastewater department and public works transfer \$400,000 from their respective accounts to the capital funds at the end of every year. With the 2024 preliminary budget numbers, the city will not be able to transfer as much money into the capital fund.

The council talked about pool revenues and expenditures and asked if the revenue could be increased. The mayor stated that rate increases for the pool are typically done in the spring. The mayor stated that chlorine prices have increased substantially.

Perry mentioned rafter fees are down and asked if that was normal. The mayor explained that water flow and debris at take-out do have an effect. In addition, some rafting companies are trying to use different takeout spots to avoid fees. Councilor Carlson stated the pool and parks are where the city can make the most money.

It was noted that wastewater system development fees show zero for 2022. The mayor stated that projected revenues for 2022 were carried over into 2023.

The council questioned why the Water Department building rental fund was zero. Croci explained the city does not charge Woodard & Curran because the city would pay the rental fee plus 8%. The mayor explained what the building rent and vehicle rent funds are used for.

The city has received \$112,573 of the 250,000 TBI grant. The council discussed how the federal Highway Grant goes straight to the county even though it's in the city's budget.

#### INTERLOCAL AGREEMENT WITH CHELAN-DOUGLAS TRANSPORTATION COUNCIL – PLANNING ACTIVITIES

The interlocal agreement starts the process of developing the master pathways plan. The council previously approved the allocation of \$40,000 for the Regional Pathways Master Plan. Multiple agencies and federal funding contributed to completing the Master Plan for constructing multi-use transportation paths. This path will eventually connect the communities of Cashmere, Malaga, Rock Island, and Leavenworth.

MOVED by Councilor Pistoresi and seconded by Councilor Stephenson to approve the Interlocal Agreement with Chelan Douglas Transportation Council and authorize the mayor to sign. Motion carried.

#### INTERLOCAL AGREEMENT WITH CHELAN COUNTY FOR MAINTENANCE, OPERATION, AND UTILITY PAYMENTS FOR THE GOODWIN ROAD ILLUMINATION SYSTEMS

The Interlocal Agreement was established to maintain the illumination system efficiently and consistently and streamline billing to ensure each jurisdiction pays its share. The system is located within the county road right of way and city limits. The system is powered by a single electrical service and billed from a single meter. The city placed its preferred colonial lights on Sunset Highway but not up Goodwin Rd.

MOVED by Councilor Perry and seconded by Councilor Carlson to approve the Interlocal Agreement with Chelan County for Goodwin Rd illumination systems and authorize the mayor to sign documents. Motion carried.

PACE ENGINEERING ADDITIONAL SERVICES AGREEMENT #1 FOR THE 1050 ZONE IMPROVEMENT PROJECT

The 1050 ZONE PRV upgrade needed additional engineering work. Conditions on South Division St were not as expected. The Additional engineering service amounts to \$10,997.00. The contractor was initially unable to find the line they were looking for. Once secured, the pipe location and size were not as expected.

The lowest bidder made a clerical error on their bid and the second lowest bidder challenged. Additional work was needed from Pace to address the challenge. The council would like a breakdown of services that total the requested amount. They are questioning the 12-hour charge for the bid challenge.

The council requested more information before approving additional services.

MOVED by Councilor Carlson and seconded by Councilor Pistorresi to table the Pace Engineering additional services agreement #1 for the 1050 zone improvement project. Motion carried.

SCADA IMPROVEMENTS – CHANGE ORDER #1

Additional items were identified to address changes in operations and maintenance after the original project scope was determined. These changes will address additional safety issues. Electrical work needed to be addressed at Well 4. Along with a new booster pump at Sherman Reservoir. A pressure monitor that is accessible 24/7 could be mounted in City Hall. The monitor information is for reporting purposes and to manage data. Vista Heights did not have any recordings. The Pressure Transducer is the most expensive item.

The additional amount requested is \$31,961.50 which includes Washington State sales tax.

MOVED by Councilor Perry and seconded by Councilor Carleson to approve the SCADA improvements, change order #1, and authorize the mayor to sign documents. Motion carried.

PROGRESS REPORTS

Winterizing water meters with new foam and doing lead service line inspections.  
Currently gathering the annual fall brush pick-up.  
Cleaning storm drains.  
Cleaning up graffiti tagged around town.

ADJOURNMENT

Mayor Fletcher adjourned the meeting at 6:54 p.m.

  
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James Fletcher, Mayor

Attest:

  
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Michelle Voie, Utility Clerk