

MINUTES OF THE CASHMERE CITY COUNCIL MEETING
MONDAY MARCH 25, 2024, 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. The 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:	Chris Carlson Shela Pistorosi Jayne Stephenson Jeff Johnson	John Perry
Staff:	Kay Jones, Clerk-Treasurer	Steve Croci, Director of Operations

ANNOUNCEMENTS

Mayor Fletcher informed the council of the Port District Summit and encouraged them to attend either the breakfast or the lunch.

EXCUSED ABSECES

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

PROCLAMATION

Mayor Fletcher proclaimed April 26th, 2024, as Arbor Day in Cashmere. The City of Cashmere has been a Tree City since 1989.

APPROVAL OF AGENDA

MOVED by Councilor Carlson and seconded by Johnson to approve the agenda as presented with the addition of item #6. Motion carried 4-0.

CONSENT AGENDA

Minutes of February 26, 2024, Regular Council Meeting

March 11, 2024 Council meeting canceled

Payroll and Claims Packet Dated March 11, 2024

Claims Direct Pay and Check #43279 and #43281 through #43301 totaling \$186,496.15

Payroll Direct Pay and Check #43274 through #43277 totaling \$78,824.32

Manual Check #43278 and #43280 not needing prior approval

Voided Check #43262 totaling \$58.48

Payroll and Claims Packet Dated March 25, 2024

Claims Direct Pay and Check #43302 through #43324 totaling \$215,417.32

Affirm the mayor's appointment of Steve Vradenburg as the city's representative to the Housing Authority Board of Commissioners.

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

LINK CEO NICK COVEY – UPDATE ON LINK TRANSPORTATION

Nick Covey CEO of Link Transit spoke on the progress made towards reaching their goals, with additional services, fleet, and facilities. Mr. Covey stated they were the largest public transit service area in the state.

INTERAGENCY AGREEMENT FOR 2024-2025 CLIMATE PLANNING GRANT FROM DEPARTMENT OF COMMERCE

New goals of the Growth Management Act require that climate change and resiliency elements be incorporated into the city's next land use comprehensive plan, which is due to be updated by the end of 2026. Washington Department of Commerce is providing up to \$100,000 to incorporate these elements. For the 2024-2025 state budget biennium the city is requesting \$35,000 to address three of the seven deliverables; Initialize Project, Explore Climate Impacts and Comprehensive Plans and Policy Audit.

MOVED by Councilor Johnson and seconded by Councilor Pistoresi to approve the Interagency Agreement for 2024-2025 Climate Planning Grant from Department of Commerce. Motion carried with three voting in favor and Councilor Stephenson voting no.

CHANGE ORDER REQUEST FOR SCADA PROGRAMMING AT REMOTE SITES

The city has an Out-of-Scope Services Agreement with Woodard and Curran to provide SCADA Programming at remote sites. As the project progressed things were not as originally understood. The attached document describes the need for additional work and what has been, and will be, accomplished to complete the project. The estimated additional cost is not to exceed \$45,568. With the Change Order the total project cost is \$114,068.

MOVED by Councilor Stephenson and seconded by Councilor Carlson to approve the Change Order request for SCADA Programming at remote sites, not to exceed \$45,568 and authorize the mayor to sign. Motion carried 4-0.

EMERGENCY GENERATOR – REQUEST FOR INCREASE IN FUNDING TO COVER THE CHANGE IN PROJECT COSTS

The city in conjunction with Chelan County received a grant award for a mobile generator and the installation of quick electrical connections to the generator at five critical water facilities. The grant award was based on 2020 cost estimates, the year when a grant application was submitted. A recently updated engineer estimate indicates costs have substantially increased in the amount of \$118,601. The funding agency will consider providing additional funds if the city provides an updated commitment letter indicating the city is prepared to cover the additional Non-Federal cost share. The estimated additional cost share is \$14,825.13. With the additional share cost the total local match required is \$28,125.

MOVED by Councilor Carlson and seconded by Councilor Johnson to approve the request for an increase in funding to cover the change in projects costs for the Emergency Generator. Motion carried 4-0.

EXPRESS EMPLOYMENT STAFFING RATE AGREEMENT FOR GENERAL LABORER/TEMPORARY EMPLOYEES

One of the sand filters at the water treatment plant needs to be cleaned. Previously the city utilized an agreement with Express Employment Professionals to provide temporary laborers and the city would like to do that again. Approximately ten laborers are needed for approximately ten days at a rate of \$30.84 per hour. Supervision is provided by Woodard and Curran. The cost for this action is not to exceed \$12,336. Attached is an updated Express Employment Professionals agreement and rate sheet.

MOVED by Councilor Stephenson and seconded by Councilor Pistoresi to approve the Express employment Staffing Rate Agreement for general laborer for temporary employees. Motion carried 4-0.

DISCUSSION ON NCW LIBRARY IN RIVERSIDE CENTER

The mayor and city council discuss the library moving to the Riverside Center facility. The mayor informed the council that if an agreement was reached the library would pay the city \$4.00 a square foot annually, for the 5400 square foot of the facility. The per square foot price would increase \$.25 every three years. According to their policies the library only pays for interior square footage, so they will not pay anything for the courtyard they are wanting to use for their programs.

The library's other locations have the same contract with the same rate and increases. Their policy is to keep all contracts consistent.

The concern is that the larger facility and grounds will greatly increase the cost of maintenance for the library. The city's costs continue to increase annually; however, the library payment will only increase every three years. The cost of the new location is estimated to be \$15,000 to \$20,000 higher than the current facility and the janitorial fees are unknown at this point.

Mayor Fletcher reminded the council of the study NCW Libraries performed on all their contracted locations. The capital repairs and improvements listed for the Cashmere Library building was \$400,000 plus, which can be made over several years. The Cashmere Library will cost the city in capital improvements at the current location or in annual maintenance costs if relocated to Riverside Center.

The mayor advocated that the building was paid for by the taxpayers and should be used by the taxpayers. As a library the building would be used by the taxpayers daily.

If an agreement is approved, NCW Libraries expects to spend \$480,000 grant funds for architect and interior design and improvements, furniture, shelving, and technology upgrades for the Riverside Center facility.

PROGRESS REPORTS

Mayor Fletcher reported there are a couple of concrete slabs at the City Pool that have settled, creating a trip hazard. The Public works crew will be working on eliminating the trip hazard.

The mayor spoke to the council about removing most of the green and brown directional signs and posts around town.

City Council Minutes
March 25, 2024

ADJOURNMENT

Mayor Fletcher adjourned the meeting at 7:33 PM.


James Fletcher, Mayor

Attest:


Kay Jones, Clerk-Treasurer