

LEAVENWORTH CITY COUNCIL MINUTES

January 22, 2019

Mayor Cheryl Kelley Farivar called the January 22, 2019 Leavenworth City Council meeting to order at 6:30 PM and the local Weblos Scouts led the City Council in the Flag Salute.

ROLL CALL

Council Present: Mayor Cheryl K. Farivar, Mia Bretz, Elmer Larsen, Margaret Neighbors, Sharon Waters, Clint Strand, and Jason Lundgren.

Staff Present: City Administrator Joel Walinski, City Attorney Tom Graafstra, Chantell Steiner, Lilith Vespier, Herb Amick, and Sue Cragun.

Mayor Farivar excused Councilmember Carolyn Wilson from the meeting.

APPROVAL OF THE CONSENT AGENDA

Consent Agenda:

1. Approval of Agenda
2. Approval of January 8, 2019 Study Session Minutes
3. Approval of January 8, 2019 Regular Meeting Minutes
4. 2018 Claims \$210,828.40
5. 2019 Claims \$197,773.67
6. Set Public Hearing on Zero Lot Line Code Amendment and Comprehensive Plan Map Amendments for March 12, 2019 @ 6:30 PM

Councilmember Larsen motioned to approve the consent agenda. The motion was seconded by Councilmember Bretz and passed unanimously.

Mayor Farivar welcomed local Weblos Scout Leaders Ms. Jessica Ising and Ms. Cindy DeCoria to the meeting. Weblos Scouts Tristan McLeod, Chase Hancock, and Payson Stimmel introduced themselves to the Council and stated that they are working on their "Building a Better World" adventure pin. Mayor Farivar and Councilmembers thanked the group for attending the City Council meeting.

COUNCILMEMBER AND COMMITTEE REPORTS

Councilmember Strand reported on the Finance Committee meeting and stated that the City's finances are in good order and that sales and property taxes have increased over previous years. He stated that the City has finally rebounded to previous collections of property taxes since the recession that began in 2008-2009.

Councilmember Waters reported on the Public Safety Committee meeting and stated that there will be a meeting to review the Christmas Lighting Festival on January 15, 2019. She said that the Committee discussed the Ice Festival fireworks display, the City's risk for wildfires, an upcoming Firewise public meeting, and extension of the Fire District Contract for one year.

Councilmember Bretz reported on the Link Transit Board meeting and noted some development that will be taking place on Wenatchee Avenue in Wenatchee. She said that there is a grant application in

the works and that the Board has been working on strategic planning, which will go out to the voters regarding expanded services. She reported on the Housing Committee meeting and stated that the Committee has been working on definitions of “affordable” and “near market housing”; which will be sent to the Planning Commission. There was also discussion of density solutions.

MAYOR/ADMINISTRATION REPORTS

Mayor Farivar reported that she met with the Leavenworth Golf Club Board regarding a new lease agreement with the City.

Development Services Manager Lilith Vespier reported that the Planning Commission recently held a public hearing on proposed map amendments and zero lot line development; there will be a public hearing on those items at the March 12, 2019 City Council meeting.

COMMENTS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA

Mayor Farivar recognized Mr. Raul Mata, Ms. Abigail Brown, Ms. Amber Vandegraft, and Ms. Brittany Ryan who were in attendance for their “Citizens of Washington in a Contemporary World” class criteria at Cascade High School. Each student introduced themselves and stated their ideas for their upcoming “Project Citizen” volunteer work. Mayor Farivar and the City Council thanked the students for attending the meeting and the Mayor presented each with a City of Leavenworth lapel pin.

Ann Crosby, 306 Cascade Street, Leavenworth; Ms. Crosby shared her thoughts on Leavenworth traffic and stated that the important principle is long term planning. She said that utilizing every square acre of land for maximum development at maximum density is way out of balance and creates traffic and air pollution for the rest of us, as well as out of control land prices. She spoke to the air pollution caused by the traffic on Highway 2, weekend traffic, and the unnecessary traffic study. She asked Council to change the City Code regarding traffic tonight.

Christina Durtschi, 238 Park Avenue, Leavenworth; Ms. Durtschi stated that she began visiting Leavenworth in 2003, prior to purchasing a home with her husband. She spoke to the beautiful area, sustainable businesses, and nature. She hopes that the Council can see what makes the town magical outside of the businesses before making a decision to open the Adventure Center.

Julie Hamstreet, 268 Scholze Street, Leavenworth; Ms. Hamstreet stated that she lived out on the Icicle for over 25 years, and just recently moved into town. She reached out to the Council in the past and received some comments back. She noted Councilmember Larsen’s comment in regard to peak traffic being misunderstood, because a city can’t build enough roads to accommodate a Seafair, Apple Blossom, or Christmas Lighting weekend. She asked that the City Council consider using the accurate information, as we can’t keep adding to the traffic load in the way that we are.

Susan Butruille, 12150 Titus Place, Leavenworth; Ms. Butruille stated that she is concerned about traffic and planning for our community. She said that planning takes accurate information. She noted that the Mission Statement claims that the people who come first are the residents, followed by business interests, visitors, and Upper Valley neighbors. She said that the peak traffic policy is not accurate, we don’t need another study to determine peak traffic, and we don’t need a study because they believe their own eyes. She would like to see residents come first.

Heidi Forchemer, 8000 Icicle Road, Leavenworth; Ms. Forchemer stated that she has lived in this town since 1977 and added that traffic has always been an issue. She spoke to the population in 1910

and noted that the population has not increased that much, although there was a decline when the railroad and mining dried up and the town died. She said that traffic is an issue during the holidays, people are traveling, and they want to come to Leavenworth. She would like to increase safety, but added that traffic will be a problem, and we cannot change the fact that people want to travel over Highway 2 on their way to other places. She wants to focus on real solutions.

Zeke Reister, 508 Ash Street, Leavenworth; Mr. Reister stated that he was born in Leavenworth and came back in 1994. He began by quoting statements from the Leavenworth Comprehensive Plan regarding peak traffic on the weekdays. He disagrees, as he feels that the peak traffic is on the weekends. He displayed a graph from WSDOT, which displayed traffic counts on the weekends. He said that the evidence is there, that in order to take care of the community, we need the weekend traffic numbers to provide for a quality of life. He said that if developers want to come here, they need to pay for the impacts caused in the community, and for the benefit.

F. Margo Hornbeck, 9559 East Leavenworth Road, Leavenworth; Ms. Hornbeck stated that she has lived in Leavenworth since 1989 and has lived on or near Highway 2 since 1950. She spoke to the evolution of Highway 2 in correlation to the construction of Interstate 90, and the City of Monroe, where Highway 2 runs through the town. She stated that new homes are built in Leavenworth, but not for locals, and community businesses persist on low wages; yet the people who want to harvest the beauty of Leavenworth, without experiencing the day to day reality of life in a small town, influence the policies of what she considers her home town. She said that Leavenworth should learn from history and research and support the people and families who will nurture the community, rather than enrich the city coffers by profiteering and destroying the natural beauty that sustains us. She provided a handout to staff.

Duane Goehner, 11670 River Bend Drive, Leavenworth; Mr. Goehner stated that his concern for the last three years has been that we have a policy in the Comprehensive Plan that is short circuiting what developers have to mitigate for their impacts. He said that the corridor study is important to the Council, in order to determine if the impacts of traffic are really peak on the weekends or not. He noted that Jeff Wilkens from the Chelan-Douglas Transportation Council (CDTC) stated that the traffic study is a technical evaluation of how we can improve things and should not be used as a determination of when a City's peak traffic is and should not be used for policy. He added that he doesn't want to wait another year for the study and that the Friends of Leavenworth are not trying to destroy tourism. He wants to ensure that the quality of life is not destroyed for the residents. He reiterated that peak traffic should be on the 2019 Planning Commission Docket.

Terry Anderman, 240 Mine Street, Leavenworth; Ms. Anderman stated that she and her husband moved to Leavenworth in 1979 and have been in their current home for 11 years. She said that the second Saturday of Christmas Lighting, there was a solid stream of cars that were stopped in front of her house, which they have never seen before. She said that the concern is for her family, but they are very close to Mountain Meadows Senior Assisted Living Facility, which sees a lot of emergency traffic. She spoke to peak traffic and stated that everyone in the room knows when it occurs.

Bruce Williams, 8050 East Leavenworth Road, Leavenworth; Mr. Williams stated that he and neighbors live out on Icicle and are very concerned about traffic, particularly on the weekends. He said that it is an inconvenience, it's noisy, and it's a safety issue. He spoke to neighborhood meetings in 2017 with county officials regarding the traffic concerns. The neighborhood was so concerned that they raised \$5,000 to purchase the flashing speed limit signs on the bridge. He spoke to the tragic bicycle accident that occurred on Icicle Road last year. They are concerned about the traffic getting worse and it is the decisions of this group that will affect his neighborhood, which is located in the County.

Chris Clark, 9281 Icicle Road, Leavenworth; Ms. Clark stated that she moved to Leavenworth 35 years ago because it was a tourist community and she wanted to start a tourist business. She said that Leavenworth was a beautiful small mountain town and over the years she has seen a huge amount of growth. She said that the traffic was never a problem in the early years, which lately, has become a problem on weekends. She said that the Council really needs to address weekend traffic, as the residents are being thrown under the bus.

Buford Howell, 187 McMahon Road, Leavenworth; Mr. Howell stated he and his wife have lived in Leavenworth for the last 29 years. He said that 20 years ago he attended a forum with Dr. Bob Smith and others. He said that Bob asked the question 20 years ago, "How much is enough?" He said that in a recent NCW Life interview, Mayor Farivar said that this year's Christmas Lighting was managed. He went on to explain how long he and his wife were stopped in traffic during one of the Saturdays. He doesn't agree that traffic during Christmas Lighting was "managed". He spoke to emergency services and what would happen in an emergency situation. He said that traffic, right now, is not manageable.

Allen Hunt, 510 Dempsey Road, Leavenworth; Mr. Hunt stated that the City uses weekday traffic levels instead of weekend traffic levels as peak traffic basis for determining the traffic impact of proposed commercial projects in the City. He said that the practice facilitates developments by not requiring the developer to mitigate the true incremental impact of the development. He said that weekend traffic should be the designated peak traffic period. He went on to state data found in the Leavenworth Comprehensive Plan and from the WSDOT. He said that the City's use of weekend traffic levels for determining traffic impact for development may show that the project is acceptable because they are using a lower base to begin with; the result is that traffic levels on the weekend will be unacceptable when the project is completed, which leaves the residents holding the bag for the cost of any necessary improvements, instead of the developer. He spoke to the City's Transportation Plan and requirements of the Growth Management Act with regard to the City's responsibilities of managing traffic.

Bob Stroup, 12482 Prowell Street, Leavenworth; Mr. Stroup stated that he is a 77-year-old resident of the community. He said that there will be problems and this can probably be blamed on the group that organized the Bavarian theme. He handed out a copy of Miracle Town to all of the Councilmembers and stated that the book is the true story of Leavenworth, which is why they are there. He said that there were solutions written in the book regarding parking, but that was not believed to be a problem at that time. He said that they need to work together and find solutions.

Tibor Lak, 1553 Alpensee Strasse, Leavenworth; Mr. Lak stated that the highway is the backbone of the community and feels that the traffic issue starts in Wenatchee, not Leavenworth. He noted that the WSDOT can better manage the traffic lights in order to slow down the traffic. He said that there are a lot of cars on the road, and people use cars on this highway that goes from Seattle to Chicago. He said that the problem is the number of cars and how they flow through Leavenworth.

Kim Tobiason, 12380 Village View Drive, Leavenworth; Ms. Tobiason stated that she has owned property up the Icicle since 1992. She said that about 5 years ago her firm gave her the opportunity to work at home, so she left West Seattle because of the traffic and congestion issues, overbuilding, and density and came to Leavenworth. She spoke to her job in working with developers and municipalities; she said that developers have to mitigate, put in sidewalks, playgrounds, etc. She was surprised to find that the City doesn't require developers to mitigate their impacts. She said that businesses should have to mitigate for their profit. She said that the peak traffic is not being represented and she would like to see accurate data in place and that the developers are going to have to mitigate; there should be no exceptions.

Aaron Hansen, 11515 Eagle Creek Road, Leavenworth; Mr. Hansen thanked the Council for the work they do in the community. He said that he is at the meeting because his children's future needs a voice. He spoke to his elderly neighbors and his fear of first responders not being able to get through traffic. He said that the children deserve a better future than the current track we are on and the seniors deserve the support and services that they have earned. He went on to say that we don't have a traffic problem, we have a parking problem. He said that the traffic is there because everyone comes to town and it takes hours to find a place to park. He said that he has to travel for work and these situations are affecting his quality of life; it's time to do things different for the next generation.

JOINT WORKSHOP WITH THE PLANNING COMMISSION

Mayor Farivar opened the joint workshop with the planning commission and thanked the commissioners for attending the meeting.

Development Services Manager Lilith Vespier began by providing Councilmembers and Planning Commissioners an updated 2019 Docket and the Docket rating sheet; she displayed the updated Docket on the overhead screen. She provided a brief history of how the Docket came to be and noted that the Council began their review at the November and December Study Session meetings and reviewed the priority sheet at the January Study Session. She addressed how the Docket items were prioritized, scored, and tallied, and how the tie votes were addressed.

Manager Vespier addressed the mandated items #1 – #8, which include Transportation Element, bitcoin, review of development regulations, review of critical area regulation, define "Affordable Housing", housing incentives, zero-lot line development, and a placeholder for public requests. It was suggested to include a section three item – Update of Comprehensive Plan and Zoning Map Review spot and split zoning boundaries with the item #8 placeholder.

Manager Vespier went on to address the secondary items, beginning with item #3 – Review of Peak Traffic, which is a private application from the Friends of Leavenworth. The group went around the table and expressed their thoughts on the topic. Mayor Farivar noted that she was able to secure funding from the Chelan-Douglas Transportation Council (CDTC) and WA State Department of Transportation (WSDOT) for the Traffic Study and would like to move forward once the Study is complete. She said that it is important to address the traffic, but would like to wait until the data is available. Discussion proceeded regarding Leavenworth traffic and it was determined that the Review of Peak Traffic will be included on the 2019 Docket.

Manager Vespier went on to address item #2 – Review of Map Boundaries for the Multifamily District and asked the group to weigh in with their thoughts on the topic. There was discussion of looking into new open space areas rather than diversifying the current housing stock. It was noted that the Housing Task Force recommended diversifying housing and being creative with infill. The group agreed that the City needs more housing.

Manager Vespier went on to address item #15 – Residential Parking and Access Requirements and item #14 – Review of lot standards, width, setbacks, and density; both items are recommendations from the Housing Task Force. There was a brief discussion of the current parking standards and the ability to access a unit from an alley. There was a suggestion to combine item #15 with the update of Title 18 – Bed and Breakfast Discuss parking and use of alley ways as access. Further discussions included updating alley's and a "parking bank," where parking rights may be purchased and saved in a fund to be used in the future. Manager Vespier addressed the workload and noted that the section three items will be included where they make sense.

RESOLUTIONS, ORDINANCES, ORDERS, AND OTHER BUSINESS

1. Acceptance of 2019 Planning Commission Docket

Development Services Manager Lilith Vespier stated that the City Council is being asked to approve the 2019 Docket, based on the Joint Workshop prioritization.

Anne Hessburg, 205 W Benton Street, Leavenworth; Ms. Hessburg questioned the timing of the comprehensive plan map amendment and added that she would like the Planning Commission to work on cleaning up some of the split zoning at the same time.

Duane Goehner, 11670 River Bend Drive, Leavenworth; Mr. Goehner thanked the Council for including a review of peak traffic on the 2019 Docket.

Councilmember Bretz motioned to approve the 2019 Planning Commission Docket subject to potential modification for Urban Growth Area Map amendments forwarded to the City in March. The motion was seconded by Councilmember Lundgren and passed unanimously.

2. Motion to Approve Leavenworth Area Promotions 2019 Budget Request

City Administrator Joel Walinski stated that the City Council is being asked to consider approval of the 2019 budget request from the Leavenworth Area Promotions (LAP) Committee. He detailed the budget request and the different options that the Council has had the opportunity to review: 1.) \$586,000 is the current 2019 Budget, which is the original 2017 and 2018 budgets, no increase is included; 2.) \$644,000 is the 2018 amended LAP budget allocation with an increase of \$58,000 per LAP's 2018 request, which was approved by the City Council for expenditures in 2018; 3.) \$708,400 is the 2018 amended budget of \$644,000 plus a new request of \$64,400 per LAP's 2019 request; and 4.) the allocation of \$20,000 for the Ski and Stay Program.

Councilmembers individually stated their favor and/or disfavor of the individual allocations. There was discussion of setting aside funding, which can be used for capital improvements in the future.

Councilmember Larsen motioned to approve the total allocation of \$708,400 for the 2019 Budget for Leavenworth Area Promotions Committee expenditures. The motion was seconded by Councilmember Neighbors and failed 2/4 with Councilmembers Bretz, Waters, Strand, and Lundgren opposed.

Councilmember Strand motioned to approve the total allocation of \$644,000 for the 2019 Budget for Leavenworth Area Promotions Committee expenditures. The motion was seconded by Councilmember Lundgren and passed 5/1 with Councilmember Larsen opposed.

3. Mayor Pro Tempore Standing Committee Assignments

Mayor Farivar stated that the City Council is being asked to confirm Mayor Pro-Tempore Wilson's appointments of City Council Members to the Council Standing Committees of Economic Development, Parks, Public Works, Housing, Public Safety, and Finance.

Councilmember Bretz motioned to confirm the City Council appointments by Mayor Pro Tempore Wilson to the City Council Standing Committees for 2019. The motion was seconded by Councilmember Strand and passed unanimously.

4. Mayor Ad Hoc Committee Assignments

Mayor Farivar stated that the Council is being asked to reconfirm the Mayoral appointments to the Ad Hoc Committees and City representatives on agency boards. She stated the appointments to the Downtown Steering, Festhalle Oversight, Residential Advisory (RAC), Parking Stakeholder Group, Chelan Douglas Health District, Chelan-Douglas Transportation Council (CDTC), Leavenworth Golf Club, Leavenworth Area Promotions (LAP), Link Transit, Mosquito District, Upper Valley Museum, Upper Valley Park & Recreation Service Area (PRSA), and Icicle Work Group Committees and Boards. She noted that she is looking for an additional Councilmember to serve on the Downtown Steering Committee.

Councilmember Larsen motioned to confirm the Mayor's appointments to Ad Hoc Committees and the City Representatives on other agency boards for 2019. The motion was seconded by Councilmember Bretz and passed unanimously.

5. Ordinance 1581 – Amending Chapter 2.04.020 City Council Study Sessions

Finance Director Chantell Steiner stated that the City Council is being asked to approve Ordinance 1581 amending Chapter 2.04.020 "Study Sessions – When" for the new Study Session start time of 8:30 AM rather than 8:00 AM.

Councilmember Larsen motioned to adopt Ordinance 1581 amending Chapter 2.04.020 for a new Study Session start time of 8:30 AM. The motion was seconded by Councilmember Bretz and passed unanimously.

6. Resolution 1-2019 – Amending Council Policy, Procedures, and Rules of Conduct

Finance Director Chantell Steiner stated that the City Council is being asked to amend the Council Policy, Procedures, and Rules of Conduct regarding the inclusion of voting by conference call with a maximum allowance of three times per year. She also included the change to the Study Session start time from 8:00 AM to 8:30 AM.

Councilmember Larsen motioned to approve Resolution 1-2019 amending the Council Policy, Procedures, and Rules of Conduct. The motion was seconded by Councilmember Strand and passed unanimously.

7. Ordinance 1582 – Amending 2019 Salary Schedule

City Administrator Joel Walinski stated that the City Council is being asked to approve an amendment to the 2019 Salary Schedule for three changes that were not included in the 2019 Salary Schedule that was approved by the Council at the December 11, 2018 City Council meeting. He stated the changes as follows: 1.) City Administrator monthly salary, which Council approved via Contract on December 11, 2018; 2.) a step increase in addition to an annual cost of living adjustment for Executive Assistant Sue Cragun, which is a consideration provided for executive staff based on years of service, as they are not covered by the Union Contract; and 3.) the addition of a Building Official position, which would be an internal promotion for the current Building Inspector Mark Barnes, contingent on Mr. Barnes making progress in acquiring Building Official Certifications and a six month probationary period.

Councilmember Lundgren motioned to adopt Ordinance 1582 Amending the 2019 Salary Schedule. The motion was seconded by Councilmember Larsen and passed unanimously.

8. Leavenworth Wastewater Treatment Upgrade Agreement Amendment #1

City Administrator Joel Walinski stated that the City Council is being asked to approve an Amendment to the Agreement with Varela & Associates, Inc. for the engineering services necessary for the upgrades at the City's Wastewater Treatment Facility. He said that the contract amendment amount is for \$339,957 and that the amendment covers costs associated with additional design work requested by the City, Electrical Engineering sub-contract work, and other additions to the scope of work that were not included in the original agreement. He briefly detailed the changes to the original agreement. Councilmembers asked for and received clarification to individual questions.

Councilmember Lundgren motioned to approve and authorize the Mayor to sign Amendment No. 1 to the Varela & Associates Agreement for engineering services in the amount of \$339,957.00. The motion was seconded by Councilmember Waters and passed unanimously.

9. Vehicle / Equipment Purchases

Public Works Director Herb Amick stated that the City Council is being asked to authorize the expenditure of funds for the purchase of three (3) vehicles and one (1) trailer mounted Hydro (Vactor) Excavator. He confirmed that the City Equipment Rental & Revolving (ER&R) schedule identified the replacement of the four items in the 2019 budget. He detailed the purchases as follows: 1.) The purchase of a used 2018 Ford Escape at a cost of \$21,000 including tax and license, which will replace the 1999 Subaru Legacy that is primarily used by the Building & Code Inspector and City Hall staff; the ER&R replacement cost was estimated at \$16,500; 2.) The purchase of a 2019 Ford F150 4WD truck at a cost of \$27,834.95 including sales tax, excluding license, to replace the Parks Department 1994 Chevy 2500 ¾ ton pickup truck; the ER&R replacement cost was estimated at \$26,500; 3.) The purchase of a 2019 Ford F350 4WD truck at a cost of \$31,411.07 including sales tax, excluding licensing, to replace the Utility Department 2004 Ford F350 4WD truck; the ER&R replacement cost was estimated at \$34,000; and 4.) The purchase of a MS800 Diesel Vacuum Trailer at a cost of \$131,392.18 including sales tax, excluding license, to replace the Utility Department 2004 Tiger Vactor TGU-1000; the ER&R replacement cost was estimated at \$161,000.

Councilmember Neighbors motioned to affirm the purchase of a 2018 Ford Escape in the amount of \$21,000 including sales tax and licensing. The motion was seconded by Councilmember Larsen and passed unanimously.

Councilmember Neighbors motioned to approve the purchase of a 2019 Ford F150 4WD Pickup in the amount of \$27,834.95 including sales tax, excluding licensing. The motion was seconded by Councilmember Larsen and passed unanimously.

Councilmember Neighbors motioned to approve the purchase of a 2019 Ford F350 in the amount of \$31,411.07 including sales tax, excluding licensing. The motion was seconded by Councilmember Larsen and passed unanimously.

Councilmember Neighbors motioned to approve the purchase of a MS800 Diesel Vacuum Trailer in the amount of \$131,392.18 including sales tax, excluding licensing. The motion was seconded by Councilmember Lundgren and passed unanimously.

10. Vehicle / Equipment Surpluses

Public Works Director Herb Amick stated that the City Council is being asked to declare three (3) vehicles and one (1) trailer mounted Hydro (Vactor) Excavator as surplus vehicles and equipment to be advertised for sale or auction upon the arrival of the replacement items. He stated those vehicles as follows: 1.) 1999 Subaru Legacy with an estimated value of approximately \$2,000; 2.) 1994

Chevy 2500 with an estimated value of approximately \$1,500; 3.) 2004 F350 4WD with an estimated value of approximately \$6,000; and 4.) 2004 Tiger Vactor TGU1000 with an estimated value of approximately \$5,000.

Councilmember Strand motioned to approve the surplus of the 1999 Suburu Legacy VIN# 4S3BD4352W7211146 to be sold or auctioned at market value. The motion was seconded by Councilmember Lundgren and passed unanimously.

Councilmember Strand motioned to approve the surplus of the 1994 Chevy 2500 Pickup VIN# 1GCGC24K8RE271482 to be sold or auctioned at market value. The motion was seconded by Councilmember Lundgren and passed unanimously.

Councilmember Strand motioned to approve the surplus of the 2004 Ford F350 4WD VIN# 1FTSF31L64ED37136 to be sold or auctioned at market value. The motion was seconded by Councilmember Lundgren and passed unanimously.

Councilmember Strand motioned to approve the surplus of the 2004 Tiger Vactor TGU-1000 Trailer VIN#1S9KJ18293C381768 to be sold or auctioned at market value. The motion was seconded by Councilmember Waters and passed unanimously.

11. Utility Reimbursement

City Administrator Joel Walinski stated that the City Council is being asked to approve a one-time reimbursement payment to Ward's Funeral Chapel located at 303 Pine Street in Leavenworth in the amount of \$16,555.60. He said that the amount was calculated based on a utility billing overcharge to Ward's Funeral Chapel beginning in November 2009. He explained that a new water meter was installed at the Ward's Funeral Chapel commercial property; during installation, the meter calibration was mistakenly coded to provide a 1000-multiplier reading instead of a 100-multiplier reading, which caused an over billing on water usage and sewer charges. Administrator Walinski and Mr. Jim Ward reviewed and discussed the history of the account and the accuracy of the meter installation; the records were reviewed and it was determined that the water use and sewer billing calculations for over payment of water and wastewater fees was accurate, consequently, this request for reimbursement for overpayment of utility fees.

Councilmember Larsen motioned to approve a one-time reimbursement payment to Ward's Funeral Chapel, 303 Pine Street, in the amount of \$16,555.60 for over payment of monthly water and sewer utility fees since 2009. The motion was seconded by Councilmember Neighbors and passed unanimously.

12. 2017 Pavement Preservation Project Acceptance

Public Works Director Herb Amick stated that the City Council is being asked to approve Final Acceptance of the Whitman, Commercial, & Enchantment Way Street Improvement project that was completed under a Public Works Contract with Central Washington Asphalt, Inc. at a final cost of \$426,268.15. He noted the savings of \$4,750, which was under the bid award amount of \$431,018.15. He confirmed that the project was completed with formal acceptance on July 19, 2018.

Councilmember Larsen motioned to accept the Whitman, Commercial & Enchantment Way Street Improvement Project and sets the acceptance date as July 19, 2018. The motion was seconded by Councilmember Strand and passed unanimously.

ITEMS FOR FUTURE CONSIDERATION

Mayor Farivar reminded the Council that their Public Disclosure filing is due by April 15, 2019.

ADJOURNMENT

Seeing no other business, Councilmember Larsen motioned to adjourn the January 22, 2019 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Strand and passed unanimously.

The meeting adjourned at 9:49 PM.

APPROVED



Cheryl Kelley Farivar
Mayor

ATTEST



Chantell Steiner
Finance Director / City Clerk