

## **LEAVENWORTH CITY COUNCIL MINUTES**

**March 13, 2018**

Mayor Farivar called the March 13, 2018 Leavenworth City Council meeting to order at 6:30 PM and Public Works Director Herb Amick led the City Council in the Flag Salute.

### **ROLL CALL**

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

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

Mayor Farivar excused Councilmember Clint Strand from the meeting.

### **APPROVAL OF THE CONSENT AGENDA**

#### **Consent Agenda**

1. Approval of Agenda
2. Approval of February 27, 2018 Regular Meeting Minutes
3. February 2018 Payroll \$208,937.15
4. 2018 Claims \$185,598.37

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

### **PUBLIC SAFETY REPORT: SERGEANT SCOTT LAWRENCE, LIAISON OFFICER**

None.

### **COUNCILMEMBER AND COMMITTEE REPORTS**

None.

### **MAYOR/ADMINISTRATION REPORTS**

None.

### **COMMENTS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA**

Mayor Farivar recognized Mr. Finn Johnson who was in attendance for his "Citizens of Washington in a Contemporary World" class criteria at Cascade High School. She welcomed Mr. Johnson to the meeting and asked what he will be doing for his senior class volunteer work. Mr. Johnson stated that his Project Citizen work will begin in the fourth quarter. Mayor Farivar and the City Council thanked him for attending the meeting and Mayor Farivar presented him with a City of Leavenworth lapel pin.

Micah Baker, 408 Ash Street, Apt. A, Leavenworth; Ms. Baker spoke to her opposition of the proposed Adventure Park. She noted her awareness that the City was not building the park, but is still opposed to the construction of the park. She presented the Mayor with a document containing over 4,000 signatures, also in opposition to the building of the park. She added that the town is beautiful and adding a park to the gateway is not a smart idea in regard to transportation; parking is already a large problem and she said that the City should focus on what needs to be done, instead of building more on top of what we already have.

Steve Demarest, 7205 Icicle Road, Leavenworth; Mr. Demarest stated that he is representing the Riverbend Park Association. He noted the earlier discussion regarding RV travel on a residential street at the Study Session meeting, noting that some Council members thought it was a bad idea and others were in favor of the idea. He said that since 1989, the code has stated that it can't be done. He asked that the Council think hard about changing a code that has been in place since 1989.

## **RESOLUTIONS, ORDINANCES, ORDERS, AND OTHER BUSINESS**

### **1. Lodging Tax Group Funding Requests**

Mayor Farivar asked if anyone from the public would like to speak to the Council prior to the Council's decision regarding the group funding allocations.

Andy Jaynes, 426 Cedar Street, Leavenworth; Mr. James spoke to the Leavenworth Film Festival and noted that the Film Festival has requested group funding for their upcoming event. He explained that although the Film Festival is in its 6<sup>th</sup> year, the group is expanding the festival to a two night event and adding a third night in Wenatchee. He addressed the costs associated with putting on the annual Film Festival, the numbers of volunteers, and the group's charitable contributions. On a final note, he thanked the Council for their consideration.

Mayor Farivar addressed the Council and noted that the funding requests were also discussed in the Parks Committee meeting. Councilmembers briefly discussed the requests for funding; Infinity Cycling / Bavarian Battle of the Bikes requested \$5,000 and the Council recommended \$2,500; Ski Hill Heritage Foundation / Leavenworth Film Festival requested \$2,500 and the Council recommended \$2,000; Cascade Medical Foundation / Leavenworth Charm Walk requested \$325 and the Council recommended \$500; and Cascade Farmlands / Leavenworth Fall Wine Walk requested \$4,000 and the Council recommended \$3,000.

Councilmember Larsen motioned to approve \$2,500 for Infinity Cycling / Bavarian Battle of the Bikes, \$2,000 for Ski Hill Heritage Foundation / Leavenworth Film Festival, \$500 for Cascade Medical Foundation / Leavenworth Charm Walk, and \$3,000 for Cascade Farmlands / Leavenworth Fall Wine Walk for use of the Lodging Tax Group Funds for the 2018 calendar year. The motion was seconded by Councilmember Bretz and passed unanimously.

### **2. Resolution 2-2018 Senior / Disabled Utility Discount Policy**

Finance Director Chantell Steiner stated that the City Council is being asked to approve a resolution that specifies the requirements for the current 62 and older Senior and Disabled Utility Discount program; this topic was also discussed at the morning Study Session meeting. She

noted that the financial thresholds have not been updated in 12 years. She stated that the low income discounts for a household would increase from \$24,000 per year to \$30,000 per year and that the discounts for households with an additional hardship that are at or below the federal poverty level limit will go from \$12,000 per year to \$15,000 per year with Council approval. She noted that the Finance Committee has recommended the new income thresholds for the discounted Senior and Disabled application with no recommended changes to the discounted utility rates within the Rate & Fee Schedule.

Micha Baker, 408 Ash Street Apt. A, Leavenworth; Ms. Baker asked for clarification regarding discounts for individual income levels. Director Steiner clarified the hardship and low income discounts ranging from 50 – 75 percent.

Councilmember Waters motioned to approve Resolution 2-2018 Senior / Disabled Utility Discount Application Guidelines. The motion was seconded by Councilmember Wilson and passed unanimously.

### **3. Purchase Parks Riding Lawn Mower / Surplus 2011 John Deere 997 #34**

Public Works Director Herb Amick stated that the City Council is being asked to authorize the expenditure of funds for the purchase of a John Deere Z997R Diesel with a 72” Side Discharge Deck Mower in an amount not to exceed \$19,118.03 excluding sales tax. He said that this mower will replace the 2011 Parks John Deere 997 #34, which is scheduled for replacement on the Equipment Rental & Revolving (ER&R) schedule for 2018 in the amount of \$16,711. He added that three (3) bids were obtained as required; however, only the John Deere quote met the specified diesel horsepower requirement. He went on to say that the approval and purchase of the mower will allow for the surplus sale, trade-in, or consignment of the 2011 John Deere 997 #34 presently valued at approximately \$10,000. On a final note, he added that the City is currently in possession of a 2010 John Deere 997 mower, as it was unsalable last year at public auction due to low bids; staff requests that this mower also be authorized for trade-in or consignment.

Councilmember Wilson motioned to approve the purchase amount of \$19,118.03 excluding tax for a John Deere Z997R Diesel with 72” Side Discharge Deck Mower. The motion was seconded by Councilmember Neighbors and passed unanimously.

Councilmember Wilson motioned to declare the 2011 John Deere 997 #34 mower as surplus equipment and approves selling the mower via trade-in/consignment. The motion was seconded by Councilmember Bretz and passed unanimously.

Councilmember Wilson motioned to declare the 2010 John Deere 997 #33 mower as surplus equipment and approves selling the mower via trade-in/consignment. The motion was seconded by Councilmember Bretz and passed unanimously.

### **4. Acceptance of Chumstick Trail-Water/Sewer Lines-Sewer Lift Station Project**

Public Works Director Herb Amick stated that the City Council is being asked to approve Final Acceptance of the Chumstick Highway Multi-purpose Trail and Water / Sewer Extension Project, which was completed under a contract with Advantage Dirt Contractors, Inc. at a bid cost of \$780,899.17 for the trail, water, and sewer portion, and an additional bid cost of

\$198,682.78 for the lift station portion of the project. He noted that the physical completion date of onsite work was May 23, 2017 and that the date the work was accepted was July 11, 2017.

Councilmember Larsen motioned to approve Final Acceptance of the Chumstick Multipurpose Trail and Water / Sewer Extension Project. The motion was seconded by Councilmember Bretz and passed unanimously.

## **5. Confirmation of Mayor's Appointments / Downtown Revitalization Steering Committee**

Mayor Farivar stated that the Council is being asked to confirm new appointments to the Downtown Revitalization Steering Committee; Mr. Grant Stoebner, owner operator of Blewett Brewery is being recommended by the Leavenworth Area Chamber of Commerce to fill an open three-year position representing the Chamber of Commerce. She added that the Council is also being asked to confirm two other appointments; Mr. Oliver Brulotte for a three-year term as a community member and the Mayor's Designee, City Administrator Joel Walinski for a one-year term.

Councilmember Neighbors motioned to confirm the Mayor's appointments to the Downtown Revitalization Steering Committee: 1.) Mr. Grant Stoebner recommended by the Leavenworth Area Chamber and appointed by Mayor Farivar for a three-year term ending March 1, 2021; 2.) Mr. Oliver Brulotte for a member at large position, appointed by Mayor Farivar for a three-year term ending March 1, 2021; and 3.) Mr. Joel Walinski, the Mayor's designee on the Committee, appointed by Mayor Farivar for a one-year term ending March 1, 2019. The motion was seconded by Councilmember Larsen and passed unanimously.

## **6. Professional Service Agreement: Water Plant Assessment**

City Administrator Joel Walinski stated that the City Council is being asked to consider approval of a Professional Services Agreement (PSA) with Gray & Osborne, Inc. for the completion of the Water Treatment Plant (WTP) Assessment. He noted that the study was identified as one of the top priorities for completion in the 2017 Water System Plan; the estimated cost of the study is \$33,120 and will be completed by August of 2018. He explained the selection process, which began with a Request for Qualifications (RFQ); four RFQ's were received and followed with interviews by City staff members. He said that Gray & Osborne scored well in regard to their overall understanding and approach to the project, their familiarity with the plant, they work primarily in house, and their primary contact person, Mr. Adam Miller, P.E. resides in the Leavenworth area. On a final note, he briefly addressed the life of the water plant, detailed the scope of work, and noted that the assessment is needed prior to beginning any upgrades to the Water Plant.

Councilmember Bretz motioned to approve and authorize the Mayor to sign the Professional Services Agreement with Gray & Osborne Inc. for the completion of the Water Treatment Plant Assessment for a not to exceed cost of \$33,120. The motion was seconded by Councilmember Lundgren and passed unanimously.

## **INFORMATION ITEMS FOR FUTURE CONSIDERATION**

Mayor Farivar noted that the Annual Council Retreat will take place on March 23, 2018 from 7:00 AM – 2:00 PM at the Bavarian Lodge Montafon Room and that the Public Disclosure document is due by April 15, 2018.

**ADJOURNMENT**

Seeing no other business, Councilmember Larsen motioned to adjourn the March 13, 2018 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Neighbors and passed unanimously.

The meeting adjourned at 7:10 PM.

**APPROVED**



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**Cheryl K. Farivar**  
Mayor

**ATTEST**



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**Chantell Steiner**  
Finance Director / City Clerk