

# **LEAVENWORTH CITY COUNCIL STUDY SESSION MINUTES**

## **April 10, 2018**

Mayor Cheryl Kelley Farivar called the April 10, 2018 Study Session to order at 9:00 AM.

Council Present: Mayor Cheryl Kelley Farivar, Carolyn Wilson, Elmer Larsen, Margaret Neighbors, Sharon Waters, Clint Strand, and Jason Lundgren via Conference Call.

Staff Present: Joel Walinski, Herb Amick, Nathan Pate and Chantell Steiner.

Mayor Farivar excused Councilmember Mia Bretz.

### **1. Chamber Report**

Chamber President Paula Helsel updated the Council on electronic and paper statistics regarding communications that occur with visitors to the Chamber of Commerce that included emails, phone calls, social media hits and the distribution of the visitor's guide. The Lodging Tax Advisory Committee (LTAC) for Chelan County recently met to discuss the distribution of the funding to the various stakeholders; she noted that some reallocations are being considered due to a recent bond payoff and those dollars will be considered to be included in their application and award process for funding. The Leavenworth Chamber receives about 35% of those dollars which equates to about \$200,000 annually. She updated the Council on the Maifest activities being planned including a new event for children to participate in a mock Mai Pole raising. She discussed some thoughts on Christmas Lighting regarding lights and traffic control, the 2018 membership letter that is coming out soon, the annual Best of the Northwest competition will be conducted online for people to vote, and that Ale Fest is looking for a non-profit organization to take over the current festival operations. Councilmember Waters mentioned an opportunity to coordinate an "active shooter" training with the Sheriff's Office, the Chamber, the Council and other officials.

### **2. Resolution 03-2018 KOA Sewer Connection Exemption**

Development Services Manager Nathan Pate reviewed the current failure concern of the KOA's septic system. He noted the public health concern that comes with this type of failure that could contaminate the local land and specifically the adjacent Wenatchee River. He identified the Council's option to consider connection to the City's sewer system that would eliminate these concerns. City Administrator Joel Walinski reviewed a map of the area and identified the key locations of buildings, roads and the KOA access point from the new entrance on Zelt Strasse. In the interim, the City would connect KOA and meter the sewer usage for billing purposes; a lift station would be built by KOA to allow for the connection to the City's sewer transmission pipeline. Council discussed authoritative ability to allow this connection due to the KOA currently residing within the County and options to consider for future requirements for KOA to annex into the City including compliance with the current conditional use permit requirements with the County.

### **3. Development Agreement Icicle Brewery Sewer Utility**

Manager Pate discussed the history of the area around County Shop Road and that the City currently has sewer utilities along the Chumstick Highway and onto County Shop Road. He identified the specific location of the planned Icicle Brewery that is located where the previous recycle center was located. Due to the amount of waste that will be generated, the Brewery will need to replace the current 2 inch line with a 3 inch line. The new 3 inch line will feed in the 6” force main line that runs on the Chumstick Hwy. Public Works Director Herb Amick identified the current users in the area that includes a few homes that are just past the Fire Station. There was discussion of this area being in the urban growth area and is a light industrial zone; the new line is anticipated to assist in future use. Council discussed annexation of the area that includes several homes, the PUD and some Chelan County offices, current concerns with drainage issues along Alpensee Strasse, and the option for the Brewery to do a latecomer’s agreement for the upsizing of the sewer line. It was noted that the current water pipe into the area is an 8” mainline and that water connection lines may be the only lines that would need upgrading by the Brewery. At this time city staff is working on creating the necessary development agreement with the Brewery that will come back to the Council at a later date for consideration.

#### **4 . Resolution 04-2018 – Housing Committee – New Standing Committee**

Mayor Farivar updated the Council on the discussion from the recent retreat to create a new standing committee to continue discussions for housing concerns. Mayor Pro Tempore Wilson stated that the interested members of the Council are Councilmembers Strand, Waters and Bretz that will be up for consideration of appointment this evening.

#### **5. Council Retreat Follow-up Discussion**

Administrator Walinski reviewed the goal development worksheet from the 2017 retreat recommendations that the Council was not able to review at the 2018 retreat. He stated that these goals and objectives are meant to be reviewed from a higher level and should be considered for long-term success rather than short-term. Councilmember Larsen suggested adding Mill/Mine Street to the Infrastructure Goal initiatives for future consideration that would include right-of-way access to allow for future access as a by-pass (corridor) route from the highway. Administrator Walinski added that the Department of Transportation and the Chelan-Douglas Transportation Council (CDTC) is also discussing opportunities for other routes through a corridor study that may be buildable in the future to help reduce congestion issues. Council briefly discussed tourist mitigation and how lodging tax dollars are useful for capital improvements such as adding restrooms and parking but this larger traffic impact needs to be addressed from a different funding level and different government agencies. Mayor Farivar and Administrator Walinski discussed the steps that are currently underway with the CDTC to get a corridor study funded and approved; the CDTC anticipates a consultant hiring process over the next few months and then about two years total for the study to be completed and available for review by the public. Administrator Walinski stated this objective fits well for all the goal areas of the goal development worksheet: Infrastructure, Economic Development, Growth and Vitality, Transparency and Accountability and Community Building Goals and is a high priority of the Community. No other recommendations were noted for changes needed to the goals.

Councilmember Waters questioned the ability to have a spotlight of future council agenda items included in the Leavenworth Echo for getting information out to people that do not use the internet or social media. The Council discussed value versus cost and making judgements on what is or is not important as well as the concern at an item actually moving forward as planned.

They identified the various means of communication that the Council currently does such as posting on City boards, on the City's website, on Facebook and in the City Council's Leavenworth Courier Newsletter. It was noted to look into adding the Senior Center as a posting location.

## **6. Leavenworth Adventure Park Annexation Follow-up**

Manager Pate reviewed with the Council a potential need to reconsider approval of the annexation for the Leavenworth Adventure Park due to the timing of the official petition by the property owner and when it was certified by the County. Manager Pate explained that in most annexations there are multiple parties involved that would require certification of the requestors to meet a 60% threshold; the Adventure Park annexation included a single property owner; therefore, the percentage of property owners is 100% and the property owner is known. He stated that this is an official procedural step that may need to be reconsidered and will include the City conducting a new public hearing and passing a subsequent ordinance of approval. He added that the County Assessor is currently reviewing the process and will be determining if the annexation needs to be reconsidered.

## **7. Varela & Associates Contract Review: Waste Treatment Plant Improvements**

Administrator Walinski updated the Council on the progress to date and a final review of the contract with Varela & Associates for design and engineering at the Waste Treatment Plant. He noted that some questions on the types of equipment upgrades needed are still being explored to efficiently and effectively upgrade the plant in the most cost-efficient method for construction and ongoing maintenance. He anticipates answers to these questions by mid-summer. At this time, the Council will be asked to approve the consultant agreement to get the work underway which also includes approval of the contract by Rural Development who is providing the funding for the project. He noted that the City's insurance company has reviewed the contract and has included some additional changes that will be presented this evening with an updated contract.

## **8. Quarterly Update Future Council Agenda Items / Project Tracking**

Staff answered questions from the Council regarding the Financial Policy Review, Flood Control Zone District, LMC changes for multi-family districts to consider duplexes that might consider land sharing by two property owners, the purchase of the Lane residence, Apple Maggot Quarantine Issue, City Hall roof replacement, street extension from Titus to Chumstick Highway, Lions Park Pavilion demolition and replacement, Waterfront Park play structure replacement, the 65' Boom Lift future purchase, and the Emergency Response ordinance. Mayor Farivar added that several local agencies are meeting this week to discuss transportation related issues for festival related impacts and how best to address those during the events.

## **9. Quarterly City Newsletter Recommendations – Distribution in May**

Councilmember Larsen noted the request today to add a small topic on the Council meeting agenda website address. Councilmember Strand suggested having some information on how much yard waste is generated during spring cleanup. Councilmember Waters asked about whom to speak with regarding getting information on water exercise in the newsletter.

## **10. Committee Reports and Council Open Discussion**

**a. Committee & Meeting Reports**


Councilmembers reported on the various committee meeting discussions from March. Council had brief discussions on more outreach for the Waterfront playground park structure and the upcoming Parking Study meeting, Emergency Preparedness meeting discussions on natural disasters, fires and evacuation procedures, FEMA training that Councilmember Strand attended in Alabama last month and the significant importance of governmental relationships within a community, the Mayor's Summit discussion on bitcoin, cryptocurrency and blockchain concerns for the PUD and the moratoriums that can be extended until proper regulations can be designed, and Mayor Farivar announced a new Mayor for Entiat, Mr. John Alt.

**b. Open Discussion**

Not items were presented.

Study Session adjourned at 11:46 AM.

**APPROVED**



**Cheryl K. Farivar**  
Mayor

**ATTEST**



**Chantell Steiner**  
Finance Director/City Clerk