

LEAVENWORTH CITY COUNCIL MINUTES

June 13, 2017

Mayor Farivar called the June 13, 2017 Leavenworth City Council meeting to order at 6:30 PM and Ms. Arnica Briody led the City Council in the Flag Salute.

ROLL CALL

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

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

Mayor Farivar excused Councilmember Richard Brinkman from the meeting.

APPROVAL OF THE CONSENT AGENDA

Consent Agenda

1. Approval of Agenda
2. Approval of May 23, 2017 Regular Meeting Minutes
3. May 2017 Payroll \$199,173.51
4. 2017 Claims \$240,212.45

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

PUBLIC SAFETY REPORT: SERGEANT BRUCE LONG, LIAISON OFFICER

Chelan County Sheriff Sergeant Bruce Long reported on the current Sheriff Report for the month of May and stated the events that have taken place around the City of Leavenworth and nearby surrounding areas. He stated the numbers of incidents, citations, traffic accidents, false alarm calls, and arrests and compared those to the prior month of April and the previous year's statistics.

2016 WATER USE EFFICIENCY REPORT PRESENTED BY WATER PLANT OPERATOR ARNICA BRIODY

Leavenworth Water Plant Supervisor Ms. Arnica Briody briefly addressed the water quality requirements mandated by the Department of Health and how the Water Department goes about achieving the required results. She touched on water conservation and water production in the City of Leavenworth, the benefits and need for updating the City's aging water meters, identifying and preventing leaks, and public awareness. She addressed water loss that has been found and the City's goals in regard to accounting for all of the City's water production. On a final note, she stated that in order for the Division to be efficient, there needs to be efficiency within the water plant itself; she briefly addressed the updates that will need to be addressed at a future date and how the Division will remedy those fixes in the meantime. There was a brief discussion of partnering with the Chelan County PUD regarding the use of smart meters.

COUNCILMEMBER AND COMMITTEE REPORTS

Councilmember Waters reported that she attended the Study Session, Design Review Board, Alpen Blick Condo Board, Festhalle Oversight, Residential Advisory, Public Safety, Parks, and Public Works Committee meetings. She added that the Leavenworth Drive Car Event will take place on June 24th.

Councilmember Neighbors reported that she attended a meeting with Rick Williams Consulting regarding the Parking Study, attended the Ad Hoc Skatepark Committee, Upper Valley Museum Board, Festhalle Oversight Committee, Parks Committee, and Study Session meetings. She noted that Mr. Max Reister is the new Manager at the Museum.

Councilmember Bretz reported that she visited with 7th grade students, had a discussion and answered questions regarding civics. She also reported that she works with Mountain Sprouts and hosted the recent Bike & Juice Festival. On a final note, she reported on the highlights of the Public Works Committee meeting.

Councilmember Larsen reported that he attended the Residential Advisory Committee (RAC) meeting and stated that the Committee updated the residents on current activities taking place around the City. He noted that the group would like to have more accessible hours at the City's recycle center.

Councilmember Wilson reported that she attended the Maifest Festival and had the opportunity to welcome the visitors to town. She also attended the Study Session and Public Safety Committee meetings, was a judge at the 5th Grade Speech Festival, spoke to the WA State Female Veterans at the Cemetery on Memorial Day, and will be attending the Naturalization Ceremony tomorrow.

MAYOR/ADMINISTRATION REPORTS

Mayor Farivar reported that she attended the Chelan Douglas Transportation Council (CDTC) meeting, the Chelan County Mayors' Summit, and a meeting with Rick Williams Consulting regarding the Parking Study. She then reported on the morning Study Session and stated that the Council received an update from the Chamber of Commerce, received an update regarding recent Public Works Department system upgrades, discussed the Public Safety Contract, discussed the financing for the Wastewater Treatment Plant upgrades, discussed the financial pledge by the City for the Chelan County Port Air Service Investment Program, received a status report regarding Development Services permitting, and had a Council open discussion.

City Administrator Joel Walinski reported on the Festhalle Oversight Committee meeting and stated that Festhalle Manager Ms. Michele Harrod has been working events and is getting comfortable in her new position.

Finance Director Chantell Steiner reported that she completed a temporary Interfund loan to the Water Fund from the Water Bond Reserve Fund due to cash flow concerns in May for \$3,300; the temporary loan has been paid back as of early June.

Development Services Manager Nathan Pate stated that the Planning Commission is currently working on the Transportation Plan; Commissioners wish to be thorough in their updates and therefore will be moving the public hearing back.

COMMENTS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA

Jac Cates, 404 N. Western Avenue, Wenatchee; Mr. Cates stated that he represents the Freedom Foundation and would like to provide the Council with information regarding open and transparent labor negotiations. He briefly provided some background information and Mayor Farivar invited him to meet with the Finance Committee at a later date for further discussion.

PUBLIC HEARING ON SIX-YEAR TRANSPORTATION IMPROVEMENT PLAN @ 6:45 PM

Mayor Farivar opened the public hearing at 7:30 PM.

Public Works Director Herb Amick stated that the City attends to the process of updating the Six-Year Transportation Improvement plan annually. He said that the City has compiled a list of transportation improvement projects that are priorities for the City to complete over the next six years. He addressed the document and explained that the top items are items that are currently either fully funded or in the process of securing funding. He went on to briefly detail the items from the list and how they will be funded.

Mayor Farivar asked if there were any questions from the public. Hearing none, she closed the public hearing at 7:34 PM.

RESOLUTIONS, ORDINANCES, ORDERS AND OTHER BUSINESS

1. Resolution 12-2017 Amending Six-Year TIP for 2018 – 2023

Councilmember Wilson motioned to approve Resolution 12-2017 amending the Six-Year Transportation Improvement Plan for 2018 – 2023. The motion was seconded by Councilmember Bretz and passed unanimously.

2. Otto Street Easement

Development Services Manager Nathan Pate stated that the City Council is being asked to approve, accept, and authorize the Mayor to sign the “former Otto Street” utility easement. He explained that this process is necessary in order to perfect the easement; Otto Street was previously a road, but was vacated back to the property owners, and at that time a fifteen foot utility easement on each of the properties was created; the property owners researched the land and have identified a water line within the easement. He confirmed that the action tonight will permanently establish a reduced six foot easement on each of the properties in order for the City to maintain the waterline; there are two separate entities establishing the easement, Boyd Brothers and Boyd Partnership.

Councilmember Waters motioned to accept and authorize the Mayor to sign both the "Boyd Brother's" and "Boyd Partnership" utility easements. The motion was seconded by Councilmember Neighbors and passed unanimously.

3. TIB Grant Award

City Administrator Joel Walinski stated that the City Council is being asked to review and accept a \$50,000 grant award from the Transportation Improvement Board (TIB) under their 2017 Emergency Pavement Repair Project. He explained that this is the emergency funding that was previously addressed by Public Works Director Herb Amick; the grant application was submitted

by Director Amick. He added that the overall estimated cost for repair work to specific streets is \$73,440, which leaves \$23,440 to be funded through the Transportation Benefit District (TBD) local funds.

Councilmember Larsen motioned to accept the 2017 Emergency Repair Program Grant Award of \$50,000 and authorizes the Mayor to sign the Grant Agreement. The motion was seconded by Councilmember Wearne and passed unanimously.

4. Authorization to Bid Paving Projects

Public Works Director Herb Amick stated that the City Council is being asked to authorize the public bid by qualified contractors for asphalt repair and replacement on specified areas of pavement throughout the City. He briefly detailed the two types of necessary repair work on portions of ten (10) city streets. He added that the City will be soliciting the bids through the Municipal Research and Services Center (MRSC) of Washington's Small Public Works Roster for projects under \$300,000. He went on to detail the rules for using this type of bidding process and confirmed that the estimated cost of the full repaving project is \$180,000.

Councilmember Bretz motioned to authorize the public bid by qualified contractor through the use of the MRSC Small Works Roster for asphalt repair and replacement of various specified sites throughout the City. The motion was seconded by Councilmember Waters and passed unanimously.

5. Proclamation: Honor Guards Day July 1, 2017

City Administrator Joel Walinski stated that the Council is being asked to proclaim July 1, 2017 Honor Guards Day in the State of Washington and honor the sacrifices made by those who wear the uniforms, plan the service of the fallen, march and present the colors with honor, stand over the fallen in all weather, and comfort those in duress.

Councilmember Neighbors motioned to hereby proclaim July 1, 2017 Honor Guards Day in the State of Washington. The motion was seconded by Councilmember Wilson and passed unanimously.

6. Pangborn Airport Air Service Expansion

City Administrator Joel Walinski stated that the City Council is being asked to consider approval of a pledge dollar amount supporting the Air Service Investment Program. He explained that the Chelan County Port oversees the operation of Pangborn Airport and is soliciting pledges from the local community to secure daily air service between Pangborn Airport and the San Francisco Bay area. The Council discussed the amount of \$5,000 and expressed favor that the program will likely increase tourism to the area.

Farzan Farivar, 10200 Titus Road, Leavenworth; Mr. Farivar questioned if the private donors will have a way to recoup their money. Administrator Walinski explained how any remaining pledged funds within the program accounts is refunded once the air service is profitable or at the end of the two year period.

Councilmember Larsen motioned to approve the expenditure of \$5,000 for the Chelan County Port's Air Service Investment Program. The motion was seconded by Councilmember Bretz and passed 5/1 with Councilmember Waters opposed.

7. Motion to Approve 2016 Annual Report for the City of Leavenworth

Finance Director Chantell Steiner stated that the City Council is being asked to officially approve the 2016 Annual Report for the City of Leavenworth. She noted that Councilmember Wilson thoroughly reviewed the document and made one correction; the document will be audited at the end of the year.

Councilmember Wilson motioned to approve the 2016 Annual Financial Report for the City of Leavenworth. The motion was seconded by Councilmember Neighbors and passed unanimously.

INFORMATION ITEMS FOR FUTURE CONSIDERATION


Mayor Farivar stated that the joint mid-year meeting with the Planning Commission is on June 27, 2017.

ADJOURNMENT

Seeing no other business, Councilmember Wilson motioned to adjourn the June 13, 2017 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Larsen and passed unanimously.

The meeting adjourned at 7:55 PM.

APPROVED



Cheryl K. Farivar
Mayor

ATTEST



Chantell Steiner
Finance Director / City Clerk