

## **LEAVENWORTH CITY COUNCIL MINUTES**

### **September 25, 2018**

Mayor Cheryl Kelley Farivar called the September 25, 2018 Leavenworth City Council meeting to order at 6:30 PM and Leavenworth resident Mr. Zeke Reister 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, Clint Strand, and Jason Lundgren.

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

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

#### Consent Agenda:

1. Approval of Agenda
2. Approval of September 11, 2018 Study Session Minutes
3. Approval of September 11, 2018 Regular Meeting Minutes
4. 2018 Claims \$546,369.57

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

### **COUNCILMEMBER AND COMMITTEE REPORTS**

Councilmember Waters reported on the Public Safety Committee meeting and stated that the Committee received reports from the Sheriff's Department and Fire District #3, they discussed the upcoming festivals regarding law enforcement and scheduled detours, and confirmed that a Christmas Lighting Festival meeting will take place on October 4, 2018. She briefly reported on the Chelan Douglas Health District Board and Trout Unlimited meetings and the active shooter training at Cascade High School in Leavenworth.

Councilmember Neighbors reported that the Upper Valley Museum's Harvest Tea will take place on Thursday, October 4, 2018 at 1:00 PM; the cost is \$30 per person.

Councilmember Bretz reported on the Housing Committee meeting and stated that the group discussed the Committee's goals and direction. They also addressed funding, how the City can participate, and perhaps working with the Legislature on the definition of "affordable housing" to also include "workforce housing."

Councilmember Wilson reported that she attended the Leavenworth Area Promotion (LAP) and Downtown Steering Committee meetings. She reported on the Finance Committee meeting and stated that the Committee discussed the City's revenues, expenditures, and investments. The group also discussed their priorities for the 2019-2020 biennial budget and added that the Council will receive the full budget for review in November.

Councilmember Strand reported that he attended the active shooter training as well. He briefly addressed the training and how thoroughly it was executed. He also addressed the upcoming Oktoberfest Marathon and noted that it will take place on Saturday, October 6, 2018 along Icicle and East Leavenworth Roads.

## **MAYOR/ADMINISTRATION REPORTS**

City Administrator Joel Walinski reported that interviews for the Development Service Manager position begin on September 26<sup>th</sup>; those involved with the interviews need to arrive at City Hall by 12:30 PM.

Public Works Director Herb Amick noted that the Ribbon Cutting Ceremony for the new Waterfront Park Playground is scheduled to take place on Wednesday, October 10, 2018 at 3:30 PM.

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

Zeke Reister, 508 Ash Street, Leavenworth; Mr. Reister addressed the weekend traffic counts along Highway 2 and stated that the weekend counts are twice as high as the weekdays. He addressed the City of Leavenworth Comprehensive Plan as it relates to traffic and suggested that the Council address the actual peak traffic in the City. He addressed the proposed Adventure Park and the traffic that will be created at that intersection if the Adventure Park is constructed. It was noted that the Planning Commission will be working on the Transportation Element of the Comprehensive Plan as part of their upcoming Docket assignment.

Tim Seaman, 221 West Street, Leavenworth; Mr. Seaman addressed statements by the City Attorney regarding the methodology of the peak traffic counts. He stated that the Adventure Park would have been a catastrophe with regard to the traffic and that the City needs to be held accountable for allowing developers access to our town at the lowest possible cost. He addressed quality of life, uncontrollable growth, and traffic congestion. He said that the more people that come here are most certainly impacting their quality of life. On a final note he said that the City Council should reconsider the idea of not requiring the developers to go through the mitigation in the true impact to the City of Leavenworth.

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

**1. Motion to Set Public Hearing – Resolution Supporting continuation of the PRSA Operations & Maintenance Levy Proposition No. 1 on October 9, 2018 @ 6:45 PM**

City Administrator Joel Walinski stated that the City Council is being asked to set a public hearing to discuss and consider a resolution of support for the continuation of the Upper Valley Park and Recreation Service Area (PRSA) Proposition No. 1, which is a six-year Operations & Maintenance Levy (O&M Levy) on the November 2018 ballot. He said that the .11 cent levy is necessary in order to keep the pool open for the 2019 season, as 60% of the operating budget comes from the levy.

Councilmember Larsen motioned to set a public hearing on October 9, 2018 supporting the Upper Valley Park & Recreation Service Area Six-Year Operations & Maintenance Levy. The motion was seconded by Councilmember Strand and passed unanimously.

## **2. Stop Sign Location Request**

Public Works Director Herb Amick stated that the City Council is being asked to approve the recommendations of the Public Safety Committee regarding a change in the traffic control signage at the intersection of Cedar Street and Burke Avenue. He said that Ms. Tawnee Melton submitted a request to change the intersection control from a two-way stop to a four-way stop intersection. He explained that data was collected at the intersection from July 27 through August 23, 2018, which pertains to traffic counts, speed, etc. and the Public Safety Committee reviewed the information on August 28, 2018. He said that the Council Policy for the installation of a stop sign is that the intersection must meet three (3) of the six (6) warrants, which include accidents, visibility, multiple uses, traffic volume, public safety review, and public works review; this intersection met two (2) of the six (6) warrants, therefore the Public Safety Committee recommended against the proposed changes as the criteria required by the Warrants Checklist was not met; the decision is now to be considered by the City Council. The Council discussed the visibility and unreported accidents in the area. Director Amick proposed a painted yellow curb for no parking within 30 feet of the corner in order to improve visibility, which the Council agreed with. There was discussion of installing too many stop signs, traffic speed limits, and increasing the visibility in the area. The Council will watch the intersection and make additional changes as they are deemed necessary.

Councilmember Strand motioned to approve the recommendations of the Public Safety Committee, recommending against the change of the intersection of Cedar Street and Burke Avenue from a two-way stop intersection to a four-way stop intersection as per adopted Council policy and the Warrants Checklist. The motion was seconded by Councilmember Larsen and passed unanimously.

## **3. 2<sup>nd</sup> Reading Ordinance 1573 – Business Licenses and Regulations**

Finance Director Chantell Steiner stated that this is the second reading of Ordinance 1573 regarding Business Licenses and Regulations; the first reading took place on September 13, 2018. She said that the Ordinance is related to new business license regulations that are state mandated and will be implemented in mid-October of 2018. She confirmed that the City Attorney has reviewed the changes and recommends adoption. Administrator Walinski noted that businesses with revenues less than \$2,000 are not required to purchase a business license.

Councilmember Neighbors motioned to adopt Ordinance 1573 Business Licenses and Regulations. The motion was seconded by Councilmember Lundgren and passed unanimously.

#### **4. Nelson Geotechnical Associates Contract for Pine Street Construction**

City Administrator Joel Walinski stated that the City Council is being asked to consider approval of a Professional Services Agreement (PSA) with Nelson Geotechnical Associates for the geotechnical and pavement investigation, evaluation, and construction support for the Pine Street Reconstruction Project, Phase I. He noted that the cost is for a not to exceed amount of \$39,500, of which fees will be billed on a time and materials basis. He went on to provide a brief background of the firm, as Nelson Geotechnical has a significant amount of experience working in the project area. He addressed the Scope of Work and stated that the “general conditions” pages will be removed from the contract. He then provided a brief update on the progress of the right-of-way acquisitions. He confirmed that the right-of-way plans will be approved prior to the Public Open House that is scheduled to take place on November 1, 2018 at 6:30 PM at the Festhalle.

Councilmember Lundgren motioned to approve and authorizes the Mayor to sign the Professional Services Agreement with Nelson Geotechnical Associates, Inc. for geotechnical services and consultation related to the Pine Street Reconstruction, Phase I Project for a not to exceed cost of \$39,500. The motion was seconded by Councilmember Waters and passed unanimously.

#### **5. Motion to Set Set Public Hearing – Surplus Property on October 23, 2018 @ 6:45 PM**

City Administrator Joel Walinski stated that the City Council is being asked to consider setting a public hearing regarding the surplus of a portion of City owned property, parcel number 27375. He displayed the location of the property on Highway 2 and confirmed that the request is being made by the abutting property owner Mr. Thomas Lin. He briefly explained the process for the City Council to consider declaring a City owned property as surplus property, which begins with setting a public hearing. He noted that the City will obtain documents regarding a land exchange with the Forest Service prior to the public hearing. There was a brief discussion amongst the Council regarding recent land purchases and Councilmember Waters stated that she feels that this property surplus is moving too quickly. Mayor Farivar explained that this topic is merely to set a public hearing; more information will be provided at the public hearing.

Councilmember Wilson motioned to set a public hearing on October 23, 2018 for taking public testimony and consideration of declaring a portion of Parcel 27375 owned by the City of Leavenworth as surplus property. The motion was seconded by Councilmember Lundgren and passed 6/1 with Councilmember Waters opposed.

#### **6. 1<sup>st</sup> Reading Waste Management Solid Waste Service Agreement**

City Administrator Joel Walinski stated that the City Council is being asked to review the Solid Waste Service Agreement with Waste Management, Inc. as a first reading. There was a discussion and demonstration of a bear proof garbage cart along with a price comparison of

similar carts. Ms. Tami Yager representing Waste Management was in attendance to answer questions from the Council. There was a discussion regarding recyclables and Ms. Yager stated the current restrictions that have been placed on recyclable materials, which Waste Management is currently working to resolve. Waste Management is also working on new education regarding recycling. Administrator Walinski briefly outlined the services included within the contract and noted that the Council will be asked to set a public hearing prior to the second reading and consideration of approval. He confirmed that public outreach and change of service would begin after the City Council approves the agreement and full implementation would be February 1, 2019.

Councilmember Larsen motioned to set a public hearing on October 23, 2018 for taking public testimony and consideration of the Waste Management Solid Waste Service Agreement. The motion was seconded by Councilmember Neighbors and passed unanimously.

**ITEMS FOR FUTURE CONSIDERATION**

Mayor Farivar stated that the public hearing for the resolution in support of the PRSA Operations & Maintenance Levy will take place on October 9, 2018 and that the preliminary budget public hearing will take place on November 13, 2018. There was a brief discussion of the meeting place and who will participate in the Autumn Leaf Parade on September 29, 2018.

**ADJOURNMENT**

Seeing no other business, Councilmember Bretz motioned to adjourn the September 25, 2018 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Waters and passed unanimously.

The meeting adjourned at 7:59 PM.

**APPROVED**



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**Cheryl Kelley Farivar**  
Mayor

**ATTEST**



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**Chantell Steiner**  
Finance Director / City Clerk