

LEAVENWORTH CITY COUNCIL MINUTES

December 8, 2015

Mayor Farivar called the December 8, 2015 Leavenworth City Council meeting to order at 6:00 PM and Councilmember Bangsund led the City Council in the Flag Salute.

ROLL CALL

Council Present: Mayor Cheryl K. Farivar, Tibor Lak, Michael Molohon, Elmer Larsen, Robert Francis, Larry Meyer, Carolyn Wilson, and John Bangsund.

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

Councilmember Meyer motioned to recess the City Council meeting for 1/2 hour for the PUD presentation. The motion was seconded by Councilmember Larsen and passed unanimously.

PUD PRESENTATION

Summary Provided by Teka Parks - Customer Relations Administrator, Chelan County PUD

Chelan County PUD held a community meeting as part of the Leavenworth City Council meeting on Tuesday, December 8, 2015. The purpose of the community meeting was to introduce the need for a new substation and explain how the PUD will work with the community to find a location.

All of the Leavenworth City Council was in attendance along with many City employees. The new City Council members were also in attendance. Besides City officials, there were about fifteen members of the public. Commissioner Bergren, John Stoll, Andy Wendell, Chad Rissman, Shaun Seaman, Teka Parks, Gary Rice, and Becky Jaspers attended from the PUD.

John Stoll opened the meeting at 6:00 PM, followed by Chad Rissman who provided a high-level overview of substations. Shaun Seaman then explained how the PUD will collaborate with the community through the focus group process to find a location for the substation. Andy Wendell closed the meeting at 6:45 PM after a question and answer period.

Summary of discussion:

- The PUD is committed to meeting the needs of the community
- The PUD wants to work with the community to find a location for the substation
- The PUD is working through a similar process in the Chelan area
- Leavenworth Substations #1 and #2 serve all of Leavenworth
- Both have reached 85% capacity
- A new substation is needed in the next 3-5 years to support growth
- The PUD will need to find a balance in criteria when siting the substation
- A focus group will be formed to engage the community in siting the substation
- The focus group will be representation of residential and business representatives as well as public agencies
- Shaun Seaman asked for volunteers and will work to find other volunteers

- The PUD anticipates that the focus group will be formed by the end of December with the first meeting to be held in January

Q&A:

- It is not the PUD's practice to use Eminent Domain to acquire property
- The PUD standard is a minimum 1 acre parcel for a 28 MVA substation
- The PUD would prefer a location that does not undermine operational standards
- Transmission feeding into the substation will be overhead
- A 28 MVA substation will support approximately 1,500-2,000 homes
- Results of the health risks and impacts to property values associated with living near a substation are inconclusive

Councilmember Lak motioned to reconvene the regular City Council meeting. The motion was seconded by Councilmember Bangsund and passed unanimously.

APPROVAL OF THE CONSENT AGENDA

Consent Agenda

1. Approval of Agenda
2. Approval of November 24, 2015 Regular Meeting Minutes
3. 2015 Claims \$66,627.93
4. November 2015 Payroll \$195,674.70
5. PRSA Voucher Request End of Year Final \$13,250.00

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

PUBLIC SAFETY REPORT: SARGENT BRUCE LONG, LIAISON OFFICER

Chelan County Sheriff Sergeant Bruce Long reported on the current Sheriff Report for the month of October 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 September. There was a brief discussion of the first Christmas lighting weekend.

COMMENTS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA

Susan Nolan, 427 Orchard Street, Leavenworth; Ms. Nolan informed the Public Works Director that the storm drains around town still need to be cleared from the recent snow fall. Public Works Director Herb Amick confirmed that the storm drains will be addressed as time allows.

Bill Brownlee, 833 Front Street, Leavenworth; Mr. Brownlee addressed the Winter Parking Ordinance and stated that he lives downtown, needs overnight parking, and feels that the ordinance is enforced at random; he has received tickets while others parked in the same location and length of time have not. He noted that the ordinance has been on the books since the 1970's, downtown Leavenworth has changed since that time, and the City itself has changed with regard to the increase in overnight rentals, hotels, etc. The Council briefly discussed downtown rentals with inadequate overnight parking, the numbers of bars and restaurants combined with alcohol

consumption, and although the Council agreed that the City does not want to encourage those to drive when they shouldn't, there should be consistency when enforcing the parking ordinance. Councilmember Francis confirmed that when he was a Sheriff Deputy, the cars were ticketed and/or towed consistently.

Linda Bradshaw, 238 Birch Street, Leavenworth; Ms. Bradshaw questioned who enforces the parking in the City. She went on to address the parking on Highway 2 that blocks the crosswalk near City Hall. She stated that we invite people here and we want the visitors to respect our city and rules.

COUNCILMEMBER AND COMMITTEE REPORTS

Councilmember Bangsund reported that he attended the Public Safety Committee meeting and stated that the Committee discussed the parking situation downtown, received a presentation from the Department of Transportation (DOT) regarding a highway message sign that will be located near the DOT parking lot; the sign will be installed this summer and will be used only for emergency messages. He went on to say that the Committee met with Mr. Bud Tweten from Pacific Security and discussed proposal for the contracted services in 2016 which include the hours that have been dedicated to issuing parking citations, downtown security patrols, and patrolling the Waterfront Park parking area along the river throughout the past year; the Committee then recommended approval of the 2016 contract with Pacific Security in the amount of \$61,000. He went on to say that he attended an Icicle Work Group meeting and that the Council will review the results of that meeting later in the agenda. On a final note he announced that Cashmere resident and local church member Mr. Clarence Buck turned 80 years old today.

Councilmember Wilson reported that she attended the Public Safety and Parks Committee meetings. She announced that the Upper Valley Museum has received a \$1,000 grant that will be used specifically for their marketing needs, she was an evaluator at the High School and stated that she evaluated group presentations regarding policy in the City that the students would like to see changed.

Councilmember Meyer reported that he attended the Economic Development Committee meeting. He reported to the Mayor that he presented Mr. Nolan Ryan with a lapel pin on behalf of the City; he stated that Mr. Ryan apologized to the Mayor for not having a pin to share with her in return.

Councilmember Francis reported that he attended the Public Works and Public Safety Committee meetings.

Councilmember Larsen reported on the Residential Advisory Committee (RAC) meeting and noted that it was not well attended. He said that the group discussed water usage and would like a way to gauge individual water usage in order to gain a more accurate idea of how much water is being used. He said that there was also a discussion of Accessory Dwelling Units and noted that the topic will need further discussion.

Councilmember Molohon reported that he attended the Parks Committee meeting and stated that the Committee addressed the following: they received a presentation from the Marson's regarding a grant that would allow for them to create a wetland trail/park through their property, the Maipole has been removed from its downtown location and the new pole should be installed

prior to Maifest, discussed the future of the skateboard park and its location, the wood carver began working on the Woody Goomsba stump carving which will be completed by Saturday, and the Parks Department has been working on snow making in Front Street Park.

Councilmember Lak reported that he attended the Economic Development and Public Works Committee meetings. He reported on the Economic Development Committee meeting and stated that the Committee met with the local carriage driver's downtown and discussed how the City may be of assistance with those businesses; the City is looking at implementing a franchise fee similar to what the rafting companies use, and there was discussion that addressed parking issues, bicycles and motorcycles. He went on to report on the Public Works Committee meeting and stated that the Committee discussed a small plat on West Cherry Street with a utility issue regarding an inadequate fire hydrant, the Pine Street Reconstruction project, the School District Development, and the Pete Olson Property. He said that Public Works Director Herb Amick reported on snow removal and the Committee continued the Meadowlark Development discussion. He congratulated Public Works Director Herb Amick and his crew for the way that they have been clearing the snow from the City's streets.

MAYOR/ADMINISTRATION REPORTS

Mayor Farivar reported on the earlier morning Study Session meeting and stated that the Council received a report from the Chamber of Commerce regarding parking during the Christmas Lighting Festival, had a discussion regarding Upper Valley MEND and their financial shortfall for the Meadowlark Development, reviewed the draft 2016 Planning Commission Docket, reviewed a potential update to the City's fence permitting process, reviewed Accessory Dwelling Unit changes, and received an update regarding the end of year project tracking and future Council agenda items.

Mayor Farivar invited Councilmember's Lak, Meyer, and Bangsund to join her at the podium and she individually stated their names, years of service to the City, accomplishments, thanked them for their service, and presented them with a plaque from the City. This was the final Council meeting of the year prior to the newly elected Council members beginning their terms.

City Administrator Joel Walinski reported that Finance Director Chantell Steiner is not in attendance as she has had surgery on her shoulder and is doing well, although she will have a long recovery and will be beginning physical therapy soon.

Development Services Manager Nathan Pate reported that he attended the Chelan County Planning Commission meeting and stated that it was a successful meeting and he is happy to report that the County's Planning Commission has recommended adoption of City ordinances that will be used by the County in the urban growth area. He said that the public hearing has taken place and will now go before the Board of County Commissioners for final approval.

Jennifer Anderson, 802 Pine Street, Leavenworth; Ms. Anderson thanked Public Works Director Herb Amick for clearing the snow from the Pine Street sidewalks.

RESOLUTIONS, ORDINANCES, ORDERS AND OTHER BUSINESS

1. Resolution 11-2015 for 2016 Rate & Fee Schedule

City Administrator Joel Walinski stated that the City Council is being provided Resolution 11-2015, 2016 Rate & Fee Schedule for final approval. He said that there have been many discussions regarding a utility rate increases and at the November Study Session suggestion was made for a singular 2% on water with no increases to waste water or garbage services; the new base rate for residential utility accounts will be \$142.88 for water, sewer and garbage beginning January 1, 2016. He said that additional changes to the rates include building fees related to the fire alarm system plan reviews which reduces fees, a new compliance fee for non-compliant grease traps, removal of the special use permit fee for noise permits, and a change in parking fees at lots P-1 and P-4 from \$1.50 - \$1.75, added an all-day rate of \$5.00 to lots P-3 and P-4, and increased the daily parking rate to \$10.00 at lots P1 and P4. Councilmember Larsen addressed the discussions by High School students regarding their thoughts on parking and the possible use of a shuttle service. Councilmember Meyer stated that he felt that the right-of-way rental for restaurant seating on the City's sidewalks is too low for the prime space downtown.

Councilmember Molohon motioned to approve Resolution 11-2015 for the 2016 Rate & Fee Schedule. The motion was seconded by Councilmember Wilson and passed unanimously.

2. Ordinance 1515 Budget Amendment 2015-2016 Budget

City Administrator Joel Walinski stated that the City Council is being asked to adopt Ordinance 1515, Budget Amendment for the 2015 – 2016 Budget which amends the budget at the fund level. He said that because the City works with a biennial budget, the budget is reviewed at the end of the first year and those funds that will need to move forward into next year are addressed within this budget amendment.

Councilmember Meyer motioned to adopt Ordinance 1515 Budget Amendment for the 2015 – 2016 Budget. The motion was seconded by Councilmember Bangsund and passed unanimously.

3. A) Annexation Request – East Pine Street Area

Development Services Manager Nathan Pate stated that the City Council is being asked to commence annexation proceedings and have a meeting with property owners Nina Rinke, Heinz Best, Shane Anderson, Lester and Marie Nunn, and Mathew and Courtney Porter. He explained that, with City Council approval, the Mayor approached the property owners and explained that the City will sponsor the annexation if that is something that the property owners wished to consider; the property owners submitted an annexation intent letter to the City on September 2, 2015. He said that the next step in this process was for the City Council to set a public meeting date in order to determine if the City will accept the annexation and to allow for public input on the proposed annexation. Mayor Farivar noted that she hand delivered a letter with each of the residents, and was able to answer all of their questions regarding the proposed annexation into the city limits.

Jennifer Anderson, 802 Pine Street, Leavenworth; Ms. Anderson stated that she is a building designer and works in planning and has concerns regarding her home based business and stated that her concern regarding the annexation is the cost of a city business license as there is no license fee when doing business in the County. City Administrator Walinski stated that a City business license would pertain to her home based business.

Councilmember Larsen motioned to: 1) accept for annexation the properties described as Varneys Block 2 Lots 1 - 10; 2) retain the existing zoning of Low Density Residential 6,000 (RL-6); and 3) require the assumption of all or any portion of existing city indebtedness by the area to be annexed. The motion was seconded by Councilmember Meyer and passed unanimously.

4. B) Motion to Set a Public Hearing on Annexation Request for East Pine Street Area

Councilmember Molohon motioned to set a Public Hearing on annexation request for January 12, 2016 at 6:30 PM. The motion was seconded by Councilmember Wilson and passed unanimously.

5. Contract Amendment – IntegriTech On Call Services

Councilmember Larsen recused himself from the discussion and vote.

City Administrator Joel Walinski stated that the City Council previously approved an On Call Services Contract with IntegriTech for small engineering projects with a not to exceed amount of \$5,000. He confirmed that the contract is effective from April 1, 2015 through March 31, 2016 and that throughout the year, the Council has requested additional small engineering projects that have been completed by IntegriTech Engineering. He said that the City has currently expended \$3,216.25 on the parking improvement engineering costs and \$7,668.75 on the water/hydrant investigation for the Ski Hill. He said that there may still be minor costs incurring prior to the ending of the contract in March 2016, therefore staff is requesting an increase to this contract for a new maximum allowable amount up to \$15,000.

Councilmember Francis stated that he didn't agree with spending nearly \$7,700.00 on the engineering at the Ski Hill when the Forest Service has not yet decided that they are going to allow snow making on their property. Councilmembers Lak and Bangsund both agreed that in regard to the Ski Hill, the City will have a hydrant that can service the Ski Hill area, regardless if snow making is allowed.

Councilmember Wilson motioned to approve and authorizes the Mayor to sign the contract Amendment for the IntegriTech On Call Services Contract with a not to exceed amount of \$15,000. The motion was seconded by Councilmember Lak and passed unanimously.

6. Letter of Support – Ski Club Snowmaking

Public Works Director Herb Amick stated that the City Council is being asked to approve a letter of support from the City, signed by the Mayor, for the Leavenworth Winter Sports Club (LWSC) proposal to the Wenatchee River District of the Forest Service for the allowance of temporary snow making facilities on the Forest Service property currently being used for downhill skiing and tubing. He noted that the forest service is requesting comment from the public at this time.

Councilmember Meyer motioned to authorize the Mayor to sign a letter of support for the Leavenworth Winter Sports Club proposal for temporary snow making at the Ski Hill Forest Service site. The motion was seconded by Councilmember Francis and passed unanimously.

7. Resolution 12 – 2015: Icicle Work Group Base Package

City Administrator Joel Walinski stated that the City Council is being asked to adopt Resolution 12 – 2015 which supports the Icicle Work Group Base Package of projects and supports the next step in the process of having a public review of the workgroup’s Guiding Principles and Metrics and Base Package of Projects. He said that the next step is to complete a State Environmental Policy Act (SEPA) review with the lead agencies being the WA Department of Ecology and Chelan County. He noted that the Icicle Work Group has spent quite some time in developing the Base Package of Projects list and went on to explain to the Council that they are not approving the particular projects, but the investigation and moving the projects forward. He briefly detailed how a particular project on the list will benefit the City of Leavenworth. Councilmember Bangsund stated that he has been attending meetings for the last two years and added that it is great to see the Work Group moving to the next level.

Councilmember Bangsund motioned to approve resolution 12 – 2015 in support of the Icicle Work Group and the identified base package of projects. The motion was seconded by Councilmember Larsen and passed unanimously.

INFORMATION ITEMS FOR FUTURE CONSIDERATION

Mayor Farivar stated that the Transportation Benefit District Meeting will immediately follow the evening meeting.

Councilmember Lak commented on a previous discussion regarding parking and stated that on a Saturday, when everyone is working in his building, there are 17 cars taking up parking downtown. He reiterated that this is just employee cars, and that if one considers all of the downtown business, there could be as many as 100 employee driven cars per day that are using the parking spaces. Councilmembers briefly voiced their thoughts regarding employee parking and the use of a shuttle.

Mayor Farivar thanked Councilmembers Lak, Meyer, and Bangsund for the time that they have served on the City Council. She asked if they would like to say something as it is their final City Council meeting of the year. Councilmember Bangsund stated that he has learned a great deal and appreciates the opportunity to learn. He appreciates that he has been able to work with and help the community, kids, and the Leavenworth Ski Hill. On a final note he said that it has been great getting to know and learn from the other Council members as well as City staff. Councilmember Meyer briefly told the story of how he became a City Council member and expressed how much he has learned from the experience. He said that there is a lot of wisdom sitting on the City Council, wisdom based on patience, perseverance, and cooperation. He went on to say that he has had a lot of joy in putting the community first and has enjoyed his time on the City Council. Councilmember Lak stated that it has been an honor and a pleasure to serve the City of Leavenworth for the past 12 years. He said that he is very proud of what the City Council has accomplished and went on to thank the City’s staff for the support in which they bring to the Council.

EXECUTIVE SESSION: RCW 42.30.140 (4)(B) COLLECTIVE BARGAINING

Mayor Farivar stated that the Council will enter into Executive Session at 8:10 PM for approximately 15 minutes to discuss collective bargaining with action to be taken.

Councilmember Meyer motioned to enter into Executive Session at 8:10 PM for approximately 15 minutes to discuss collective bargaining with action to be taken. The motion was seconded by Councilmember Wilson and passed unanimously.

Councilmember Meyer motioned to reconvene the Regular Council meeting at 8:25 PM. The motion was seconded by Councilmember Lak and passed unanimously.

Councilmember Lak motioned to approve the proposed Labor Agreement between the Teamsters Local Union No. 760 and the City of Leavenworth dated November 20, 2015 and authorizes the Mayor to sign the agreement once a review of the final agreement has been completed. The motion was seconded by Councilmember Meyer and passed unanimously.

ADJOURNMENT

Seeing no other business, Councilmember Larsen motioned to adjourn the December 8, 2015 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Wilson and passed 4/3 with Councilmembers Lak, Meyer, and Bangsund opposed.

The meeting adjourned at 8:26 PM.

APPROVED



Cheryl K. Farivar
Mayor

ATTEST



Sue Cragun
Executive Assistant