

LEAVENWORTH CITY COUNCIL MINUTES

July 9, 2019

Mayor Cheryl Kelley Farivar called the July 9, 2019 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, Sharon Waters, Clint Strand, and Jason Lundgren.

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

Mayor Farivar excused Councilmember Margaret Neighbors from the meeting.

APPROVAL OF THE CONSENT AGENDA

Consent Agenda

1. Approval of Agenda
2. Approval of June 25, 2019 Regular Meeting Minutes
3. June 2019 Payroll \$242,897.77
4. 2019 Claims \$297,643.14

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

PUBLIC SAFETY REPORT: SERGEANT SCOTT LAWRENCE, LIAISON OFFICER

Chelan County Sheriff Sergeant Scott Lawrence reported on the current Sheriff Report for the month of May and provided information on the calls for service that have taken place around the City of Leavenworth and nearby surrounding areas. He stated the numbers of incidents, citations, traffic accidents, alarm calls, and arrests and compared those to the prior month of April. There was a brief discussion regarding Fourth of July incidents, recent fire activity, low numbers of water rescues, and the recent Leavenworth Drive event.

COUNCILMEMBER AND COMMITTEE REPORTS

Councilmember Lundgren reported on the Economic Development Committee meeting and stated that the group discussed Lodging Tax allocations, downtown bike tours, the Leavenworth Haus apartment project, and tourism promotions. He noted that the Parking Advisory Committee meeting is scheduled for July 16, 2019 at 1:00 PM and that Senator Brad Hawkins Listening Tour will take place in Leavenworth on September 3, 2019 from 2:00 – 4:00 PM.

Councilmember Waters reported that she attended the Chumstick Wildfire Coalition meeting and the Link Transit Ribbon Cutting Ceremony. She stated that the Residential Advisory Committee meeting was cancelled and expressed her appreciation of Councilmember Bretz for her participation on the Link Transit Board. She reported on the Public Works Committee meeting and stated that the group discussed garbage waste; the Committee is recommending a garbage audit as a starting point to identify alternatives for the handling of solid waste; a draft Request for Proposal will be provided for review at the next Council meeting.

Councilmember Wilson reported that she attended the Study Session and Parks Committee meeting. She stated that the Parks Committee discussed the Enchantment Park drainage project and noted that the parking lot will be closed during the construction. She said that there was discussion regarding Osborn Elementary School; the City Administrator will speak with the new Superintendent regarding the City's option on purchasing the property. On a final note, she stated that Holidays on Ice has provided insurance and will begin setup on November 1, 2019, the pool buildings are being rekeyed, and the credit card machine is working at the pool.

MAYOR/ADMINISTRATION REPORTS

Mayor Farivar reported on the Study Session meeting and stated that the Council received a report from the Chamber of Commerce, discussed the creation of a Firewise Community, reviewed the Capital Improvement Plan for the City's Water System, received a mid-year report on the Development Services Department, reviewed the Planning Commission mandatory updates, received a quarterly update on the future Council agenda items and project tracking, and provided recommendation for the quarterly newsletter. She stated that she also attended the Link Transit Ribbon Cutting and shared the highlights of the eventful occasion. She attended the Chelan Douglas Transportation Council (CDTC) meeting, which was preparation for the July 11, 2019 meeting where the Council will review funding proposals from all of the communities that are looking for transportation funding in the next year. She said that the City of Leavenworth is looking into funding for a transportation study for the Pine Street Reconstruction Phase II project.

City Administrator Joel Walinski reported on the Festhalle Oversight Committee meeting and stated that the Committee has been reviewing capital improvements and is focused on refinishing the floor in the main hall; the Festhalle Manager will provide bids on epoxy finishes at the next meeting. He noted that the Committee will make a recommendation that will go to the Council for consideration of approval.

City Attorney Tom Graafstra reported that Attorney Emily Guildner will take his place at the July 23, 2019 City Council meeting. He noted that there will be an Executive Session at that meeting in regard to pending litigation with the WA State Department of Ecology lawsuit regarding water rights. He updated the Council regarding the Leavenworth Adventure Park Superior Court appeal and noted that the court case will likely begin the week of November 6, 2019.

Finance Director Chantell Steiner reported that the WA State Auditors will begin the City's biennial audit on July 18, 2019. She noted that the Auditors will contact the Council members individually, prior to the entrance conference.

Development Services Manager Lilith Vespier reported that the next Planning Commission meeting will take place on July 10, 2019 at 7:00 PM. She said that there will be a hearing with the Hearing Examiner on July 11, 2019.

Public Works Director Herb Amick reported that the Pine Street Reconstruction Phase I project is underway and that the Hwy 2 HAWK System crosswalks are in the process of being powered on.

COMMENTS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA

Lisa Magee, 416 Evans Street, Leavenworth; Ms. Magee apologized for stating a negative opinion at the last City Council meeting. She questioned the Public Works Director about alley maintenance and when that would be taking place. Director Amick stated that the weather will dictate the maintenance schedule.

PUBLIC HEARING: RIGHT-OF-WAY VACATIONS – CONTINUED FROM JUNE 11, 2019

Mayor Farivar opened the public hearing at 6:52 PM.

Development Services Manager Lilith Vespier stated that the City has received a request to vacate an undeveloped portion of Summit Avenue, located between 508 and 510 Birch Street. She confirmed that the property has never been developed and that the City has no need to retain it. There was a brief discussion amongst the Council regarding the location and possible use of the property.

Manager Vespier addressed a second right-of-way vacation request located between 289 and 303 Whitman Street. She said that a portion of the requested property includes a 10-foot pedestrian easement (walkway) that was granted to the City for public use. She noted that the walkway will remain, although the request is for the right-of-way, which will be split between the two property owners. She also noted that the adjacent single-family home currently has no access other than the current access through City Hall's parking lot; if the use of the property changes, a new access will need to be addressed.

There was discussion amongst the Council regarding the exact location of the pedestrian walkway, nearby properties, setbacks to the side property line, and construction near the walkway. It was clarified that the easement for the walkway has been granted into perpetuity and that either land owner is unable to encroach on the easement.

City Attorney Tom Graafstra stated that the Ordinance states that the City owns and retains a perpetual easement, then cross references the easement of record. He said that the map appears to show the pavement trail outside of the actual easement line. He said that the reservation line will need to indicate that the City is reserving the easement of record and the trail as built on the ground. Manager Vespier will incorporate the necessary clarifications per Attorney Graafstra's recommendation.

Mayor Farivar asked if there were any comments from the public.

Steven Booher, 161 W Benton Street, Leavenworth; Mr. Booher stated that he is the Architect representing the property owner. He noted that he has recently completed the drawings for the property and confirmed that construction will not affect the walkway. He noted that he will be looking for a new access to the property.

Mayor Farivar asked if there were any further questions from the public; hearing none, she closed the public hearing at 7:13 PM.

RESOLUTIONS, ORDINANCES, ORDERS, AND OTHER BUSINESS

1. Ordinance 1591 – Summit Avenue Right-of-Way Vacation

Councilmember Wilson motioned to adopt Ordinance 1591 Summit Avenue Right-of-Way Vacation. The motion was seconded by Councilmember Waters and passed unanimously.

2. Ordinance 1592 – Woodward Street Right-of-Way Vacation

Councilmember Bretz motioned to adopt Ordinance 1592 Woodward Street Right-of-Way Vacation as amended subject to the easement of record and the trail as built. The motion was seconded by Councilmember Lundgren and passed unanimously.

3. Ordinance 1593 – Quarterly Budget Amendment

Finance Director Chantell Steiner stated that the City Council is being asked to adopt Ordinance 1593 Quarterly Budget Amendment, which amends the budget at the fund level. She noted that the amendment addresses salaries and wages related to the reduction to the Garbage Fund, the recent purchase of bike racks, and the Pine Street Reconstruction Phase I project.

Councilmember Strand motioned to adopt Ordinance 1593 Quarterly Budget Amendment. The motion was seconded by Councilmember Wilson and passed unanimously.

4. Approval of Parking Advisory Committee By-Laws

City Administrator Joel Walinski stated that the City Council is being asked to review and consider approval of the Parking Advisory Committee Bylaws. He said that the Committee has reviewed the Bylaws at three separate meetings and has recommended approval by the City Council. He went on to state the purpose of the Committee, representation on the Committee, meeting times, and duties. There was a brief discussion that Lyman and Jesse Boyd are sharing one position and therefore have one vote between them.

Councilmember Lundgren motioned to approve the Parking Advisory Committee Bylaws. The motion was seconded by Councilmember Bretz and passed unanimously.

INFORMATION ITEMS FOR FUTURE CONSIDERATION

Mayor Farivar stated that Sheriff Brian Burnett will provide the Chelan County Sheriff Annual Report Presentation on August 13, 2019.

ADJOURNMENT

Seeing no other business, Councilmember Strand motioned to adjourn the July 9, 2019 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Wilson and passed unanimously.

The meeting adjourned at 7:23 PM.

APPROVED



Cheryl K. Farivar
Mayor

ATTEST



Chantell Steiner
Finance Director / City Clerk