

LEAVENWORTH CITY COUNCIL MINUTES

August 9, 2022

Mayor Carl J. Florea called the August 9, 2022 Leavenworth City Council meeting to order at 6:31 PM. Councilmember Waters led the City Council in the Flag Salute.

ROLL CALL

Council Present: Mayor Carl J. Florea, Sharon Waters, Jason Lundgren, Anne Hessburg, Zeke Reister, and Marco Aurilio.

Staff Present: Matthew Selby, Chantell Steiner, Lilith Vespier, Tom Wachholder, Christie Voos, and Andrea Fischer.

APPROVAL OF THE CONSENT AGENDA

Consent Agenda

1. Approval of Agenda
2. Approval of July 26, 2022 Regular Meeting Minutes
3. June 2022 Payroll \$364,554.73
4. 2022 Claims \$561,926.76
5. Leavenworth Farmer's Market Noise Permit
6. Modification of Planning Commission Position No. 6 and Appointment Confirmation of Position No. 4

Councilmember Lundgren motioned to amend the agenda adding item 12 A to talk about the compensation of pool employees for the remainder of the season. The motion was seconded by Councilmember Reister and was passed unanimously.

Councilmember Hessburg motioned to approve the consent agenda as amended. The motion was seconded by Councilmember Lundgren and passed unanimously.

COMMENTS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA

Paula Strozyk, 12375 Village View Drive; Ms. Strozyk stated she was pleased the Council is working on updating the mission, vision, and values for the City. She feels it will be a great way to hold the City accountable for the projects we take on, and all the decisions the Council makes. She stated that as mentioned in the Study Session, there are some values that we can aspire to achieve. However, she is disappointed the Council has chosen to confirm the appointment of the new Planning Commission member whom the Mayor has selected, and the community has offered feedback on this choice to the Council. This falls short of the vision to nurture human resources responsibly and equitably. We should be seeking and creating space for all the differing perspectives of all the people who call this community home, instead of filling positions with people who have the same perspective. As the Council moves forward to find a new Council member and fill another Planning Commission position, she encourages the Council to lean into these core values to do this. We need an inclusive public process with different points of view. We will not be the community that we aspire to be without differing perspectives.

Mary Jo Bartholomew, 9349 E. Leavenworth Road; Ms. Bartholomew spoke to the Council regarding challenges for senior water rates, concerns with fecal matters at the City Pool, and other general concerns with social economic issues in communities.

RESOLUTIONS, ORDINANCES, ORDERS AND OTHER BUSINESS

7. Professional Services Agreement – Gray & Osborne – Water System Update

Public Works Director Tom Wachholder presented the Council with a Professional Services Agreement with Gray & Osborne, Inc. to update the City’s Water System Plan (WSP). The City created and adopted the previous Water System Plan in 2016 and it is good for 10 years. By updating it now we are ahead of schedule, however, the previous plan needs updates in the water system model and we have already exceeded our growth assumptions. This project will be funded through the City’s Water Fund. There is capacity in the Water Fund budget due to reprioritizing project design funding; therefore, a budget amendment will not be necessary to fund this project. Updating the water system model will make it more efficient to get water to the community.

The Council discussed the details of the water system with Director Wachholder.

Councilmember Aurilio motioned to approve and authorizes the Mayor to sign the Professional Services Agreement with Gray & Osborne, Inc. in an amount not to exceed \$155,000. The motion was seconded by Councilmember Hessburg and passed unanimously.

8. Change Order No. 2 – Smith Excavation – 14th Street Reconstruction Project

Director Wachholder presented the Council with Change Order No. 2 associated with the 14th Street Reconstruction Project. Change Order No. 2 reconciles quantity under/overruns and increases the construction contract amount due to minor changes. The amount associated with Change Order No. 2 is \$32,148.60. The main reasons for cost increases were due to unforeseen rock excavation and disposal, unlocated water and sewer utilities, increased asphalt tonnage due to expanding pavement area, and expanded base course under the asphalt, and replacing business access ramps resulting from elevation issues. The cost of Change Order No. 2 will be supported by both Street and Water Funds due to both bid schedules being impacted. There is adequate funding in both funds; therefore, a budget amendment is not required.

The Council discussed the details of this Change Order with Director Wachholder.

Councilmember Reister motioned to approve and authorizes the Mayor to sign Change Order No. 2 for Smith Excavation associated with the 14th Street Reconstruction Project in the amount of \$32,148.60. The motion was seconded by Councilmember Hessburg and passed unanimously.

9. Right of Entry & Use Agreement – Rob and Nancy Johnson Snow Storage Agreement

Director Wachholder reported that he is asking the Council to approve a Right of Entry and Use Agreement with Robert and Nancy Johnson for snow storage on the Johnson property located near 9th Street and Main Street. The City has had agreements with the Johnsons for snow storage at this location beginning in 2008. The most recent agreement was negotiated in 2016 and Mr. Johnson submitted a written notice in January 2022 cancelling the 2016 agreement for the purposes

of renegotiating terms. This new agreement is for a period of two (2) years and shall automatically renew at one (1) year periods under the same terms. The cost of this new agreement is \$12,000 annually for each year that this agreement is in effect. If someday we are not able to dump here, we will need to move the snow outside of the City. At this point we only have one truck we can use to haul snow, which is causing Director Wachholder to look at purchasing two new dump trucks in order to move snow faster and move it to other locations.

The Council discussed City snow removal with Director Wachholder.

Councilmember Aurilio motioned to approve and authorizes the Mayor to sign the Right of Entry and Use Agreement with Robert and Nancy Johnson for a not to exceed annual cost of \$12,000. The motion was seconded by Councilmember Reister and passed unanimously.

10. Professional Services Agreement – PACE Engineers, Inc. – On Call Services

Community Development Director Lilith Vespier asked the Council to approve an agreement with PACE Engineers, Inc for surveying services. Development Services and Public Works requested statements of qualifications for a land surveyor in March, using the MRSC roster lists. PACE was the sole respondent and was qualified to perform the work. The purpose of this contract is to identify and locate the boundary of street rights-of-way and other public facilities. They can also be used for the alley study coming up next year. This contract is for two years at \$25,000 per year.

The Council discussed the PACE Engineers work and contract details with Director Vespier.

Councilmember Lundgren motioned to approve and authorizes the Mayor to sign the Professional Services Agreement for PACE Engineers, Inc. to complete on-call land surveyor tasks not to exceed \$25,000. The motion was seconded by Councilmember Hessburg and passed unanimously.

11. Housing Authority Affordable Housing Funding Request – Bavarian Village Apts.

Mayor Carl Florea and Kevin King presented from the Housing Authority of Chelan County that they have recently purchased the Bavarian Village Apartments, the only affordable apartments in Leavenworth available to the general population. They have also secured a grant to begin the process of renovation, (Phase One - which covers health and safety and exterior items). However, while this grant requires that the interior of the three ADA units be included in this first phase of renovation, the grant does not allow for any of the relocation costs associated with the interior renovations of those units be covered by the grant. The Housing Authority is requesting a grant from the City to cover those relocation costs so Phase One can begin. The State grant cannot be received until the renovation plan is in place. They are asking for a maximum of \$33,006.30 for this. This would potentially come from the two funds we have that are specifically restricted for affordable housing independent of the general fund dollars we have set aside in the past two years. The Bavarian Village Apartments are in dire need of renovations. The first part of the project is working on the siding and roofing as well as updating the ADA unit.

The Council discussed the Bavarian Village Apartments and the renovation with Chelan County Housing Authority Director Kevin King.

Councilmember Hessburg motioned to approve and authorizes the Mayor to sign, an affordable housing grant agreement with the Housing Authority of Chelan County and the City of Wenatchee as reimbursement for relocation costs incurred for the three ADA units of the Bavarian Village Apartments in an amount not to exceed \$33,006.30 to come from the 2060 fund. The motion was seconded by Councilmember Waters and was passed unanimously.

12. Cancel August 23, 2022 Regular Council and Subcommittee meetings.

Finance Director Chantell Steiner stated that due to lack of action items for the Council and the annual Block Party this week the Council is presented with this motion to consider cancellation of the August 23, 2022 Council meetings.

Councilmember Hessburg motioned to cancel the August 23, 2022 City Council meeting and subcommittee meetings. The motion was seconded by Councilmember Lundgren and was passed unanimously

12 A. PRSA Pool

The PRSA (Upper Valley Park & Recreation Service Area) is looking to make the most of the last few weeks of the pool being open to offer the lifeguards a little extra for helping the pool be open a little later in the evenings, and to possibly be open on the weekends. The PRSA is recommending to offer pool employees a non-retroactive raise, prior to August, in pay by \$5.00 per hour as an incentive to expand hours at the pool.

Councilmember Lundgren motioned to give City pool staff a maximum of \$5.00 more per hour, and give the pool manager flexibility to extend the pool hours as much as possible. The motion was seconded by Councilmember Hessburg and was passed by a vote of 4-1 with Councilmember Waters abstaining.

COUNCILMEMBER AND COMMITTEE REPORTS

Councilmember Waters attended the Seafair Torchlight Parade in Seattle, Mayors Breakfast at Kristall's, Residential Advisory Committee meeting, Planning Commission meeting, PRSA meeting, the final Parade in Penticton, BC., and Study Session. She also reported on the Parks Committee meeting and there are postcards showing up at mailboxes about the block party on August 25th, the Association of Washington Cities (AWC) has a service where they can survey the downtown to find hazards in our downtown area and to trim trees and roots downtown and in the cemetery, The Rotary Club is having a Labor Day Duck Race and the Rotary has donated a dog waste station that can be put in three potential locations. The City is looking to partner with the School District to improve the tennis courts with bathrooms, lights, and a drinking fountain. The committee also discussed the potential aquatic center and ice-skating rink. She also attended the Public Works Committee meeting.

Councilmember Lundgren attended the PRSA meeting talking about how to salvage the rest of the season. There were five responses to the Request for Proposals (RFP) for the pool.

Councilmember Hessburg attended the parking advisory meeting where they discussed sensor testing, turning 30-minute parking stalls into regular stalls and adding more ADA parking spots

around the City. They also talked about delivery timing, with the Front Street Closure; trying to make it more efficient and easier for the delivery companies. Separate customer pick-up zones are being talked about to take the pressure off of the loading zones. She also attended the Economic Development Committee meeting.

Councilmember Reister attended the RAC meeting and the Public Works Committee meeting.

Councilmember Aurilio attended the Economic Development Committee meeting where Director Vespier went over the Development Services monthly report. They also discussed looking for ways to use the Leavenworth Fund and the multi-family tax exemption as well as condos on any lots in the City. He also attended the Parks Committee meeting where it was discussed to make the tennis courts nicer by adding lighting. He would like to see an interlocal agreement with the school to make that happen. He also reported on the idea of an aquatic center and ice rink.

MAYOR/ADMINISTRATION REPORTS

City Administrator Matthew Selby stated that he has enjoyed his first days in Leavenworth. The staff has been very welcoming and he has enjoyed having many new adventures floating the Icicle River and biking up Ski Hill. He is excited to learn the job and continue learning about Leavenworth.

Communications Analyst Christie Voos reported on parking for a soft launch with parking software and will make parking enforcement easier; it will begin on September 1st. Postcards with the information about the City Council Social and Community BBQ will be sent out to all residents in Leavenworth. We are getting a homepage update on the website. The new calendar wasn't a planned update and isn't going to stay.

Director Steiner stated she is not going to do the financial report for August due to the cancelled committee meetings at the end of the month. She will use the extra time instead working on the budget. The City has moved forward with putting three surplus items up for auction. These items were approved by Council to be auctioned off earlier in the year and it includes two floor scrubbers that were used at the Festhalle and a 1987 forklift. The Assistant Deputy / PRSA Clerk position has been posted and we are accepting applications. First review of applications will be on August 22, 2022. Please encourage anyone you know to apply.

Director Vespier stated we are still searching for a new Building Official; the City has advertised the position again as we have had no applicants. Assistant Planner Nichole Perry has resigned from the City and is moving to the City of East Wenatchee. The City has approved a new e-bike for the City Staff to utilize.

Director Wachholder reported Andi Zontek-Backstrum who is a licensed Civil Engineer and will be starting as the Capital Improvement Project (CIP) manager on September 6, 2022. Ski Hill Drive sidewalk project is moving ahead after receiving four proposals that will now be looked at by staff and awarded. Transportation Improvement Board (TIB) grant program is open and we will be applying for grants to complete Orchard Street. Weekend utility maintenance job is still open and we are putting out another ad in the newspaper to get some applications. At this time the weekends are being subsidized by our existing crew working overtime. A CDL is a requirement for this position. The City is experiencing issues with bears getting into the 300-gallon garbage

cans around town, but the worst is at the boat launch. If we put the garbage can behind an enclosure, people cannot utilize them as easily, so we are thinking about putting in bear proof cans. They don't hold as much as the 300-gallon cans, but would still be accessible and would keep the bears out. This summer so far we haven't exceeded 1.9 million gallons per day as compared to last year we were producing over two million gallons.

INFORMATION ITEMS & FUTURE CONSIDERATIONS

- 13. Economic Development Committee Agenda Items**
- 14. Parks Committee Agenda Items**
- 15. Public Works Committee Agenda Items**

ADJOURNMENT

Seeing no other business, Councilmember Hessburg motioned to adjourn the August 9, 2022 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Lundgren and passed unanimously.


The meeting adjourned at 8:20 PM.

APPROVED



Carl J. Florea
Mayor

ATTEST



Andrea Fischer
City Clerk