

LEAVENWORTH CITY COUNCIL MINUTES
May 14, 2024

Mayor Carl J. Florea called the May 14, 2024 Leavenworth City Council meeting to order at 7:03 PM. Councilmember McMaster led the City Council in the Pledge of Allegiance.

ROLL CALL

Council Present: Mayor Carl J. Florea, Sharon Waters, Clint Strand, Anne Hessburg, Zeke Reister, Shane Thayer and Travis McMaster.

Council Absent: Rhona Baron.

Staff Present: Matthew "Selby", Chantell Steiner, Lilith Vespier, Tom Wachholder, Andi Zontek-Backstrum and Andrea Fischer.

Councilmember Thayer moved to excuse Councilmember Baron from the Council meeting. The motion was seconded by Councilmember Waters and passed unanimously.

APPROVAL OF THE CONSENT AGENDA

Consent Agenda

1. Approval of Agenda
2. 2024 Claims \$1,148,471.85
3. April 2024 Payroll \$438,519.42
4. PRSA Voucher Request \$110,000.00
5. Noise Variance – Alpine Lakes Elementary School
6. Right-of-Way Agreement Alley – 829 Front Street
7. Proclamation National Public Works Week

Councilmember Hessburg moved to approve the consent agenda. The motion was seconded by Councilmember Reister and passed unanimously.

COMMENTS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA

None.

8. Public Hearing: Flood Regulations on May 14, 2024 @ 7:00 PM

Mayor Florea opened the public hearing at 7:05 PM.

Community Development Director Lilith Vespier stated these changes have been reviewed by the Department of Ecology for a periodic review in 2023. The recommendations came from the Department of Ecology and were approved by staff. The Planning Commission held a public hearing and recommends approval. There have been no public comments made during the Planning Commission hearing or during the City Council workshop.

Hearing no comments, Mayor Florea closed the public hearing at 7:07 PM.

RESOLUTIONS, ORDINANCES, ORDERS AND OTHER BUSINESS

9. Review of Code Consistencies in Preparation for Public Hearing on May 28, 2024

Director Vespier reviewed the changes that are being proposed for the Public Hearing on May 28, 2024 and included an additional item of moving the code under LMC 18.36.035(G) regarding Accessory Dwelling Units (ADU) and their requirement of hooking up to City water and sewer utilities. Many residents who live in the Urban Growth Area (UGA) do not have access to City water or sewer, making it difficult for residents to build an ADU due to how Chelan County is interpreting the code. To help resolve this issue, this code will be moved to LMC 14.14.085 in a new section.

The City Council asked questions and discussed this topic.

10. Cemetery Burial Lot Size and Liner Discussion

Public Works Director Tom Wachholder stated there are only a few lots available for sale in the cemetery. The cemetery master plan has been platted to include pre-lined lots, with City Council approval in 2022, which would allow more lots and will create ease in excavation for burials. Due to the immediate need for lots, and due to the \$600,000 capital outlay for liners, he is asking the City Council to consider deviating from the cemetery master plan to have the cemetery re-platted with the traditional 10'x4' lots. Traditional 8'x3' lots would yield 712 lots as opposed to the 940 lots if the City invested in liners.

The City Council asked questions and discussed this topic.

11. Ordinance 1692 – Flood Regulation Amendments

Councilmember Thayer moved to adopt Ordinance 1692, amending the Flood Regulations and Definitions, as recommended by the Department of Ecology and the Planning Commission. The motion was seconded by Councilmember Hessburg and passed unanimously.

12. Resolution 11-2024 – Rate & Fee Schedule

Councilmember Hessburg moved to approve Resolution 11-2024 – Rate & Fee Schedule. The motion was seconded by Councilmember Thayer and passed unanimously.

13. Acceptance of Zelt Strasse Stormwater and Road Improvements & Dedication of City Utility

Councilmember Strand moved to accept the improvements in Zelt Strasse and associated stormwater facilities, as denoted in the Bills of Sale. The motion was seconded by Councilmember McMaster and passed unanimously.

Councilmember Hessburg moved to accept and authorize the Mayor to sign the dedication of land for the Zelt Strasse stormwater infrastructure. The motion was seconded by Councilmember McMaster and passed unanimously.

14.2024 Street Maintenance Bid Award

Councilmember Hessburg moved to accept the construction bid and authorize the Mayor to execute a contract with Central Paving, LLC for the 2024 Street Maintenance project in the amount of \$141,693.68, pending TIB approval. The motion was seconded by Councilmember Reister and passed unanimously.

15. Professional Services Agreement – Pacific Security

Councilmember Thayer moved to approve and authorize the Mayor to sign a Professional Services Agreement with Pacific Security for Parking Enforcement for an amount not to exceed \$51,139.24. The motion was seconded by Councilmember McMaster and passed unanimously.

Councilmember Reister moved to approve and authorize the Mayor to sign a Professional Services Agreement with Pacific Security for Security Patrols for an amount not to exceed \$53,191.20. The motion was seconded by Councilmember Hessburg and passed unanimously.

16. On-Call Dust Control Bid Award

Councilmember Hessburg moved to accept the Lyman Dust Control Bid Proposal and authorize the Mayor to execute an On-Call Dust Control Services contract between the City of Leavenworth and Lyman Dust Control, Inc. in the amount of \$53,346.10. The motion was seconded by Councilmember Reister and passed with a vote of 5-1 with Councilmember McMaster opposed.

17. Professional Services Agreement – Ardurra Group, Inc. – 2024 On-Call Transportation Engineering

Councilmember Hessburg moved to approve and authorize the Mayor to execute a Professional Services Agreement with Ardurra Group, Inc. for 2024 On-Call Transportation Engineering services. The motion was seconded by Councilmember Strand and passed unanimously.

18. Professional Services Agreement – RH2 Engineering, Inc. – 2024 On-Call Utility Engineering

Councilmember Hessburg moved to approve and authorize the Mayor to execute a Professional Services Agreement with RH2 Engineering, Inc. for 2024 On-Call Utility Engineering services. The motion was seconded by Councilmember Thayer and passed unanimously.

COUNCILMEMBER REPORTS

Councilmember Waters stated that May 19-25, 2024 is public works week. She attended the Upper Valley Aquatic Boosters meeting, the North Road Cemetery Cleanup with the Upper Valley Historical Society, the Planning Commission meeting, the Chumstick Wildfire Stewardship Coalition town hall meeting, the Community Engagement Night, the Upper Valley Historical Society Board meeting, the Women's Exchange Luncheon, PRSA special meeting, the Apple Blossom Parade and the Maifest Parade.

Councilmember Strand reported he was the Master of Ceremonies at the Upper Valley MEND "Celebrate Workforce Housing!" fundraiser. He attended the Chumstick Wildfire Stewardship Coalition town hall meeting. He thanked the City for all the work putting on the Community Engagement night.

Councilmember Hessburg had no report.

Councilmember Reister volunteered at Holden Village. He attended the Housing Advisory Board meeting, the Finance Committee meeting and Community Engagement Night.

Councilmember Thayer had no report.

Councilmember McMaster attended the Community Engagement Night, the PRSA special meeting, the Association of Washington Cities (AWC) Small City Connector in Roslyn, WA and the Maifest Parade.

MAYOR/ADMINISTRATION REPORTS

Mayor Florea attended the AWC Small City Connector meeting in Roslyn, WA and the Upper Valley MEND "Celebrate Workforce Housing!" fundraiser.

City Administrator Selby reported at Community Engagement Night there were 120 attendees, and our next event is the annual Block Party which will be held on August 22, 2024 with many of our City partners attending.

He stated that he submitted another technical correction for the "A Place for ALICE" grant asking to use all the funds on the Osborn adaptive reuse project, as the other projects we had slated for this money have been completed or are on hold.

He attended the Labor Relations Institute in Yakima put on by AWC, where he met the City Administrator from the City of Medical Lake, which has recently dealt with a wildfire. He would like to invite the Mayor and City Administrator of Medical Lake to a Study Session soon, so the City can hear about their experience and find out what we can do to be better prepared. He also attended the AWC Small City Connector in Roslyn, WA.

Finance Director Chantell Steiner stated the pool liner is in disrepair. The City is using emergency funding to fix the liner. The City did not make it to the next round for the Recreation and Conservation Office (RCO) grant for the pool to replace the pump. If the pump

goes out, this could be another big expenditure in the future. She has completed the Lodging tax annual report and is finishing up the City annual report.

The Finance Committee will be going over the Six-Year Transportation Improvement Plan (TIP) in preparation for the Public Hearing at the next Council meeting.

Community Development Director Lilith Vespier reported the Planning Commission is talking about allowing condos in residential zones which Upper Valley MEND is really excited about this. There is a Public Hearing with the Planning Commission on June 5, 2024 for the condos in residential zones. Prior to the Public Hearing, the City is hosting a zoom only meeting on behalf of the Residents Coalition of Chelan County regarding condos in the residential area on May 22, 2024. This meeting is open to the public and information is on the city website calendar.

The Housing Advisory Committee has approved their bylaws and will be presented to the City Council at the May 28, 2024 meeting.

The City has hired a new Building Official and he will begin working on Monday, May 20, 2024.

Public Works Director Tom Wachholder asked if there are questions about the April 2024 Public Works report, he would be happy to answer them. The Mayor made a Proclamation for Public Works Week on May 19-25, 2024. Each department will be featured on the City's social media and a BBQ for the Public Works staff will be held on Wednesday. Bigbelly garbage cans are in use downtown but will need to be cleaned more often. The 2024 Scrub Seal re-bid opening is being held on Wednesday, May 15, 2024 at 10 AM. The new Vector truck for the City has arrived! The pool liner is being repaired as quickly as possible and the pool will open after Memorial Day at best.

INFORMATION ITEMS & FUTURE CONSIDERATIONS

- 19.** April 2024 Public Works Department Report
- 20.** Finance Committee Meeting on April 18, 2024 @ 3:00 PM

ADJOURNMENT

Seeing no other business, Councilmember Waters moved to adjourn the May 14, 2024 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Reister and passed unanimously.

The meeting was adjourned at 9:07 PM.

APPROVED



Carl J. Florea
Mayor

ATTEST



Andrea Fischer
City Clerk