

LEAVENWORTH CITY COUNCIL MINUTES
January 28, 2025

Mayor Carl J. Florea called the January 28, 2025 Leavenworth City Council meeting to order at 7:08 PM. Councilmember Bedard led the City Council in the Pledge of Allegiance.

ROLL CALL

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

Council Absent: Clint Strand.

Staff Present: Matthew "Selby", Chantell Steiner, Maggie Boles, Andi Zontek-Backstrum and Andrea Fischer.

Councilmember Waters moved to excuse Councilmember Strand from the January 28, 2025 City Council meeting. Councilmember Reister seconded the motion and passed unanimously.

APPROVAL OF THE CONSENT AGENDA

Consent Agenda

1. Approval of Agenda
2. Approval of January 14, 2025 Study Session Minutes
3. Approval of January 14, 2025 Regular Meeting Minutes
4. 2024 Claims \$556,515.71
5. 2025 Claims \$388,240.14
6. Mayoral Re-appointment for Erika Szuster – Design Review Board Position No. 4 – Expires 12/2029
7. Mayoral Appointment of Elizabeth Sall for Planning Commission Position No. 1 – Expires 4/2026
8. Noise Variance – Cascade Medical Center
9. Mayor Committee Assignments
10. Mayor Pro Tempore Committee Assignments

The agenda was amended to add Councilmember Reister to the Upper Valley Museum Board on the Mayor Committee Assignments in TAB 9 and adding action item no. 18 – Wastewater Collection and Treatment Facilities Improvements – Owner-Engineer Agreement – Varela & Associates, Inc. – Amendment No. 5.

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

COMMENTS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA

Kirvil Skinnarland would like to know what steps the Council is taking to follow up on the input received from the Community Visioning meetings and survey. There does not appear to have been a discussion of what the Council heard and the implications for making goals and priorities for the future of our community. She understands that this information is being gathered in part for the Comprehensive Plan update, but feels it has broader implications for many of the issues that come before Council. She is proposing the Council have a Study Session going over the results to either help to modify or confirm the direction the City is heading.

11. Public Safety Reports:

CORPORAL RANDY LAKE, LIAISON OFFICER

Chelan County Sheriff Corporal Randy Lake reported on the current Sheriff Report for the months of December 2024 and provided information on the calls for service that have taken place within the City of Leavenworth. He stated the number of incidents, citations, traffic accidents, alarm calls, and arrests for December. He answered questions from the Council.

RESOLUTIONS, ORDINANCES, ORDERS AND OTHER BUSINESS

12. Resolution 01-2025 – Council Policy, Procedures and Rules of Conduct

Councilmember Hessburg added attendance at the Autumn Leaf Festival parade to be a mandatory meeting and Councilmember Waters made a grammatical change to the Resolution which will be reflected in the final draft.

Councilmember Thayer moved to approve Resolution 01-2025 – Council Policy, Procedures and Rules of Conduct as amended. The motion was seconded by Councilmember Hessburg and passed with a vote of 5-1 with Councilmember McMaster opposed.

13. Resolution 02-2025 – Room Rental Policy for City Hall

Councilmember Bedard moved to approve Resolution 02-2025 – Public Meeting Room Policies and Application. The motion was seconded by Councilmember McMaster and passed with a vote of 5-1 with Councilmember Waters opposed.

14. Acceptance of 2025 Planning Commission Docket

Councilmember Hessburg moved to approve the 2025 Planning Commission Docket. The motion was seconded by Councilmember McMaster and passed unanimously.

15. Change Order No. 1 – Cale – Additional Costs for Kiosk Installation

Councilmember McMaster moved to approve the purchase and installation of 43 kiosks, including the installation of concrete pads in kiosk locations, for an amount not to exceed \$330,308.25. The motion was seconded by Councilmember Waters and passed unanimously.

16.2025 On-Call Utility Repair Bid Award

Councilmember Waters moved to accept the construction bid and authorize the Mayor to execute a contract with KRCI, LLC for 2025 On-Call Utility Repair in the amount of \$37,102.00. The motion was seconded by Councilmember Thayer and passed unanimously.

17.2024-2025 On-Call Snow Removal Bid Award

Councilmember Bedard moved to accept the construction bid and authorize the Mayor to execute a contract with Hurst Construction, LLC for 2024-2025 On-Call Snow Removal in the amount of \$85,152.44. The motion was seconded by Councilmember Waters and passed unanimously.

18. Wastewater Collection and Treatment Facilities Improvements – Owner-Engineer Agreement – Varela & Associates, Inc. – Amendment No. 5

Councilmember Reister moved to approve and authorize the Mayor to execute Amendment No. 5 to the Wastewater Collection and Treatment Facilities Improvements Owner-Engineer Agreement with Varela & Associates, Inc., increasing the not to exceed amount to \$3,496,620 pending legal counsel and USDA-RD approval. The motion was seconded by Councilmember McMaster and passed unanimously.

COUNCILMEMBER REPORTS

Councilmember Waters attended the Mosquito Board meeting, the Housing Advisory Committee meeting, the Hearing Examiner public hearing for a new Bed & Breakfast, the Chelan-Douglas Health District Board meeting and the Downtown Steering Committee. She also participated in the community dinner at the United Methodist Church.

Councilmember Hessburg attended the Parking Advisory Committee meeting and the Link Transit Board meeting.

Councilmember Reister attended the Housing Advisory Board meeting.

Councilmember Thayer attended the Upper Valley Aquatic Boosters meeting.

Councilmember McMaster attended the Parking Advisory Committee meeting.

Councilmember Bedard attended the Downtown Steering Committee meeting.

MAYOR/ADMINISTRATION REPORTS

Mayor Florea visited Olympia and while there attended the Mayor's Exchange and spoke with our lobbyist Blake Baldwin. He attended meetings with Leavenworth's legislators to ask about capital funding to continue Autumn Strasse from the Leavenworth Meadows

Apartments to Titus Road and to reallocate grant funds to the Osborn project. He also stated that a simple majority vote can break a filibuster in the legislature as opposed to the 2/3 majority that was needed previously.

City Administrator Selby reported on the Downtown Steering Committee meeting.

The Sierra Club has approached the City of Leavenworth about becoming BearWise® and asked how much it would cost the City to get to that point. The City gave her a figure of \$460,000 for bear proof cans for the residential accounts and \$750,000 to swap commercial garbage containers to bear resistant cans, including the 300-gallon commercial cans.

Fire District #3 in Leavenworth will be conducting drills in the Osborn building on February 18, 2025. The City will be notifying homeowners surrounding Osborn what is happening, not to cause alarm.

The wildfire preparedness workshop will be held on April 9, 2025 from 5:00-7:00 PM at City Hall.

Finance Director Chantell Steiner reported the 2024 books are closed and stated she is happy to answer questions about the finance report. The finance department is busy as January has a lot going on.

Community Development Director Maggie Boles gave the Council a year-end recap of everything happening in Community Development. In 2024, 172 building permits were issued, which added 391 new housing units. Community Development performed 1,543 inspections; Maggie gave a shout-out to Building Inspector Kristian Winston for her hard work. Amy McCoy received recognition for issuing all of the Design Review permits and 277 business licenses she processed.

Director Boles met with the Board of Chelan County on January 21, 2025 to discuss the County adopting the City's code. Chelan County had issues with the City's code language, so she will meet with them to get more details about their concerns.

There was a Hearing Examiner public hearing on a Conditional Use Permit (CUP) for a Bed & Breakfast on Evans St. Amy McCoy presented the staff report for the CUP for the first time and did a wonderful job. There will be two more CUP public hearings with the Hearing Examiner soon.

Director Boles mentioned there is an Our Valley Our Future housing summit happening in Wenatchee on Thursday, February 6, 2025 which she will be attending.

Public Works Director Andi Zontek-Backstrum stated that it was discovered that people have been sleeping in the Willkommen Park & Ride restrooms, and staff has found needles in the restrooms as well. The restrooms will be closed to the public for a while. The downtown temporary restroom trailer is frozen and if the City cannot unfreeze it, we will contact Apple Valley Pumping to remove it and bring it back as soon as the temperature rises.

Evergreen Rural Water is conducting a water audit on the City water treatment plant and the wastewater treatment plant. They are looking at safety and emergency preparedness.

Director Zontek-Backstrum reported that the City will be advertising the pool mechanical improvement project next week. The Icicle Road transmission main will be advertised in early February 2025 and the Transportation Improvement Board curb ramp improvement project will be advertised in early March 2025.

INFORMATION ITEMS & FUTURE CONSIDERATIONS

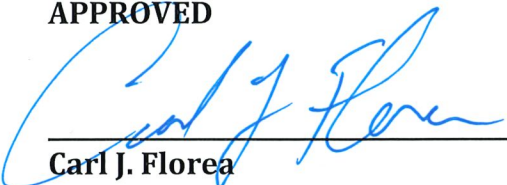
- 19.**December 2024 Finance Report – To Be Provided
- 20.**December 2024 Public Works Department Report
- 21.**December 2024 Planning Commission Minutes
- 22.**January 2025 Lodestar Report
- 23.**Reminder: Community Engagement Night on February 4, 2025 at the Festhalle from 4:00-7:00 PM

ADJOURNMENT

Seeing no other business, Councilmember Hessburg moved to adjourn the January 28, 2025 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Thayer and passed unanimously.


The meeting was adjourned at 8:13 PM.

APPROVED



Carl J. Florea
Mayor

ATTEST



Andrea Fischer
City Clerk