

LEAVENWORTH CITY COUNCIL MINUTES

June 23, 2026

Mayor Pro Tempore Hessburg called the June 23, 2026 Leavenworth City Council meeting to order at 7:00 PM. Councilmember Strand led the City Council in the Pledge of Allegiance.

ROLL CALL

Council Present: Mayor Pro Tempore Anne Hessburg, Clint Strand, Zeke Reister, Shane Thayer and Rob Eaton.

Council Absent: Travis McMaster and Mike Bedard

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

Councilmember Strand moved to excuse Councilmembers McMaster and Bedard from the June 23, 2026 City Council meeting. The motion was seconded by Councilmember Reister and passed unanimously.

APPROVAL OF THE CONSENT AGENDA

Consent Agenda

1. Approval of Agenda
2. Approval of May 12, 2026 Study Session and Legislative Meeting Minutes
3. Approval of May 26, 2026 Study Session and Legislative Meeting Minutes
4. Approval of May 29, 2026 Council Retreat Minutes
5. 2026 Claims EFT & Checks 72177 - 72294 = \$855,437.69
6. May 2026 Payroll \$500,896.99
7. 2025 Annual Report Acceptance
8. Noise Variance for Block Party at 139 West Street for Etienne & Teara St-Onge on July 11, 2026 from 4:00- 9:00 PM
9. Noise Variance for Block Party at 162 W. Whitman Street for Matthew Moser on July 23, 2026 from 5:00-9:00 PM
10. Set Public Hearing for Parks, Recreation and Open Space Plan for July 14, 2026 @ 7:00 PM

Councilmember Strand 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

11. Public Safety Reports:

CORPORAL RANDY LAKE, LIAISON OFFICER

Chelan County Sheriff Corporal Randy Lake provided the current Sheriff Report for the month of May 2026. He supplied 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 May. He reported on other items of interest and answered questions from the Council.

DEPUTY CHIEF MIKE SMITH, FIRE DISTRICT #3

Chelan County Fire District 3 Deputy Chief Mike Smith provided the current fire report for the month of May 2026, including the calls for service that have taken place around the City of Leavenworth and surrounding areas, as well as the number of incidents and Fire Marshal Services for May. He reported on other items of interest and answered questions from the Council.

12. Presentation: America 250 Celebration – Mike Worden

Mike Worden presented plans for a local America 250 bicentennial celebration to be held at Alpine Lakes Elementary School on the Fourth of July; framed as a nonpolitical, family-friendly, free community event for local residents. Due to budget constraints, the originally planned drone show was replaced with an innovative laser light show projected onto a 40-foot inflatable screen, featuring a narrative history of America. The event, running from 5:00 to 10:00 PM, will include a food court, patriotic games and activities, a water feature coordinated with the fire department, Latino and Western dancers, an air-conditioned history tent with a documentary on the Declaration of Independence, displays honoring eight historically significant upper valley families, a community Declaration of Independence signing.

13. Public Hearing: 2027-2032 Six-Year Transportation Improvement Plan on June 23, 2026 @ 7:00 PM

Mayor Pro Tempore Hessburg opened the public hearing at 7:29 PM.

Public Works Director Andi Zontek-Backstrum noted that the Transportation Improvement Plan's format is consistent with state submission requirements, and that design versus construction cost breakdowns may be incorporated in future cycles.

Councilmember Eaton raised concern regarding a planned sidewalk project on Evans to Pine Street and the potential removal of shade trees. Director Zontek-Backstrum explained that maintaining the project's categorical environmental exemption requires a net-zero increase in impervious surface, and that an arborist is being consulted to explore whether the sidewalk could be ramped over tree roots. Construction is not anticipated until 2027, allowing time for further evaluation.

No public comments were received either in person or online.

Hearing no additional comments, Mayor Pro Tempore Hessburg closed the public hearing at 7:34 PM.

RESOLUTIONS, ORDINANCES, ORDERS AND OTHER BUSINESS

14. Resolution 11-2026 – Adoption of the 2027-2032 Six-Year Transportation Improvement Plan

Councilmember Thayer moved to approve Resolution 11-2026 – Adoption of the 2027-2032 Six-Year Transportation Improvement Plan. The motion was seconded by Councilmember Reister and passed unanimously.

15. Bid Award – 2026 Public Works On-Call Construction Services

Councilmember Strand moved to accept and authorize the Mayor to sign a contract with J.M. Pacific, Inc. of Moses Lake, for on-call public works construction services. The motion was seconded by Councilmember Thayer.

16.Task Authorization 2026-03 – RH2 Engineering for Water Main Connections & Upgrades

Councilmember Reister moved to approve and authorize the Mayor to execute a Task Authorization 2026-03 with RH2 Engineering, Inc. for the water main connections & upgrades project in the amount of \$71,468.00. The motion was seconded by Councilmember Strand and passed unanimously.

17.Authorization to Purchase Garbage Truck & Surplus Garbage Truck

- A. Councilmember Strand moved to authorize the expenditure of funds for the purchase of a 2026 Peterbilt 520/Labrie garbage truck at a cost of \$500,714.68 including sales tax and excluding licensing fees. The motion was seconded by Councilmember Thayer and passed unanimously.
- B. Councilmember Strand moved to authorize the sale/auction of the 2010 Peterbilt 320 Diesel garbage truck (VIN#3BPZH58X2AF110100) and declare as surplus. The motion was seconded by Councilmember Thayer and passed unanimously.

18.Authorization to Purchase Asphalt Compaction Roller & Surplus 2006 Roller

- A. Councilmember Reister moved to authorize the expenditure of funds for the purchase of a Tandem Drum Vibratory Roller (Asphalt Compactor) in the amount of \$63,212, including sales tax. The motion was seconded by Councilmember Thayer and passed unanimously.
- B. Councilmember Reister moved to authorize the sale/auction of the 2006 Whacker RD11 Asphalt Compactor Roller and declare as surplus. The motion was seconded by Councilmember Thayer and passed unanimously.

19.Approval to Use Affordable Housing Dollars for Upper Valley MEND/Matt Melton Cottage Housing Project at 203 Orchard Street

Councilmember Thayer moved to approve the use of up to \$500,000 in affordable housing funds to assist in the Upper Valley MEND / Matt Melton Cottage Housing Project, at 203 Orchard Street. The motion was seconded by Councilmember Reister and passed unanimously.

20.Approve Amended Contract for Industrial Wastewater Disposal

Councilmember Thayer moved to approve and authorize the Mayor to sign the Icicle Brewing Company, LLC Industrial Wastewater Contract Authorization and Approval. The motion was seconded by Councilmember Strand and passed unanimously.

COUNCILMEMBER REPORTS

Councilmember Strand attended the Our Valley Our Future listening event in Peshastin and their Housing Summit in Leavenworth.

Councilmember Hessburg attended the Economic Development meeting, the Joint Planning Commission meeting, the Splash Bash at the City pool, the Leavenworth Area Promotions (LAP) Committee meeting and the Link Transit Board meeting. She also met with new Link Transit CEO Don Billen and discussed how Link can best serve Leavenworth.

Councilmember Reister attended Our Valley Our Future Housing Summit, the Finance Committee meeting and the Upper Valley Historical Society Board meeting.

Councilmember Thayer attended the Council Retreat, the Economic Development Committee meeting, the Joint Planning Commission meeting and the Peshastin Community Council meeting with Administrator Selby and Recreation and Tourism Manager Steven Rubinstein.

Councilmember Eaton had no report.

MAYOR/ADMINISTRATION REPORTS

City Administrator Selby reported that the Parking Advisory Committee directed staff to implement a validation-required policy for the Enchantment Lot (behind City Hall), limiting access to visitors of City Hall and the library on weekdays. This change is expected to roll out alongside the locals parking program offering \$1/hour rates for up to three hours, at the end of July. He also noted attending the Association of Washington Cities (AWC) conference in Spokane and he addressed Councilmember Thayer's report on the Peshastin Community Council meeting, suggesting that opposition to the community center project may not reflect the broader community's views.

Finance Director Chantell Steiner noted that the 2025 Annual Report was accepted via the consent agenda and that an audit is expected in the fall. She highlighted that federal grant expenditures came in below the \$1,000,000 threshold for the first time in many years, reducing audit complexity. She also announced the formal launch of the 2027 budget process, with staff training beginning the following day.

Community Development Director Maggie Boles reported on the Planning Commission's progress on short-term rental regulations, noting a likely path forward on the 4% cap, though the treatment of the pre-approved plans used for Bed & Breakfasts remains under discussion and may return to Council separately.

She noted that the Parks, Recreation and Open Space Plan cleared its Planning Commission hearing with community-supported revisions and is scheduled for Council consideration on July 14th. The comprehensive plan update remains on track for a September Council Public Hearing.

She also announced that a conditional use permit was approved for a small new distillery, Base Camp Distilling, to be located at 939 Front Street.

Public Works Director Andi Zontek-Backstrum reported that fence installation at the water treatment plant and wellfield is expected to be completed by Thursday (6/25).

She noted that two trees in Front Street Park are scheduled for removal on approximately July 15th, including a large tree at the intersection of 9th Street and US Highway 2.

She confirmed that the utilities division is now fully staffed with the addition of new hire Spencer Smith.

She also shared that a kickoff meeting with HDR Engineering will explore hotel/motel customers as a separate rate class eligible for conservation-based pricing and evaluate appropriate connection fees for fire sprinkler service lines, with outcomes intended for inclusion in 2027 rate setting.

The amended contract for Icicle Brewing Company will require Biochemical Oxygen Demand (BOD) and Total Suspended Solids (TSS) testing which will then be required for all alcohol producers going forward.

INFORMATION ITEMS & FUTURE CONSIDERATIONS

21. May 2026 Finance Report

22. May 2026 Public Works Dept. Report

23. May 2026 Design Review Board Minutes

ADJOURNMENT

Seeing no other business, Councilmember Thayer moved to adjourn the June 23, 2026 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Reister and passed unanimously.

The meeting was adjourned at 8:28 PM.

APPROVED

Signed by:



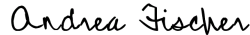
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Anne Hessburg

Mayor Pro Tempore

ATTEST

Signed by:



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Andrea Fischer

City Clerk