

MINUTES OF THE MAY 24, 2012 CITY COUNCIL MEETING
City Hall, 135 East Johnson Avenue, Chelan, Washington

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

2. ROLL CALL

ELECTED OFFICIALS PRESENT: Mayor Goedde, Councilmembers Cooney, Harper, Higgins, Isenhart, McCardle, Morehouse, Steele.

STAFF PRESENT: Administrator Reinbold, Attorney Galbraith, Clerk/Administrative Assistant Allison-Liles, Finance Director Grant, Parks & Recreation Director Sablan, Planning & Community Development Director Gildroy, Public Works Director Van Epps

3. AGENDA CHANGES

None

4. CITIZEN COMMENTS

A. TOWN TOYOTA CENTER: Stan Morse, 219 Center Street, voiced concerns related to the Town Toyota Center debt.

5. CONSENT AGENDA

Cooney moved to approve the consent agenda as follows. Seconded by McCardle, motion passed unanimously.

- A. Approve Claim Warrants No. 79131 – 79215 totaling \$633,045.96 and Payroll Warrants No. 38351 - 38449 totaling \$161,915.17
- B. Excuse Councilmember Steele from April 24 and May 10, 2012 Council Meetings
- C. Adopt Ordinance No. 2012-1439 Repealing Chapter 1.28 of the Chelan Municipal Code Relating to Prisoners of the City Jail.

6. SPECIAL PRESENTATIONS

None.

7. PUBLIC HEARINGS

None.

8. ORDINANCES, RESOLUTIONS AND OTHER ACTION ITEMS

A. LIBRARY RELOCATION PROJECT: Reinbold reported that the Community Foundation of North Central Washington had granted the City \$4,000 to pay for improvements to the Masonic Temple's HVAC system so the building can be used as the new public library. Reinbold praised the New Library Planning Committee and consultants Larry Hibbard and Mary Murphy for securing this grant.

Isenhart moved to accept a grant of \$4,000 from the Community Foundation of North Central Washington to pay for Masonic Temple HVAC improvements as part of the Library Relocation

Project and to authorize the Mayor to sign the funding agreement with the Foundation. Seconded by McCardle, motion passed unanimously.

- B. LIBRARY RELOCATION PROJECT: Reinbold reported that the Washington State Department of Commerce had granted the City \$490,000 to help fund the Library Relocation Project. Reinbold credited the Library Advisory Board, Friends of the Library, New Library Planning Committee and consultants Larry Hibbard and Mary Murphy for securing the grant.

At Cooney's request, Reinbold reported on funding for the project: the two grant awards announced at this meeting, the City's contribution, the local fundraising effort, and five grant applications pending.

Morehouse asked if asbestos had been removed from the Masonic Temple. Reinbold assured him that asbestos was removed before the City purchased the building. Isenhart noted that citizen Paul Ayers said its removal was not listed on a national registry as required. She said if such a registry exists but doesn't include a listing for the Masonic Temple, the Masons should bear the expense of seeing that the record is corrected. She asked that staff look into the matter.

Steele moved to accept a \$490,000 Community Development Block Grant from the Department of Commerce to help fund the Library Relocation Project and to authorize the Mayor to sign the grant agreement. Seconded by Morehouse, motion passed unanimously.

- C. DON MORSE PARK SHORELINE RESTORATION/BEACH ENHANCEMENT/MARINA EXPANSION: Sablan reported that Administration authorized a number of change orders on Phase I of the Don Morse Park Shoreline Restoration/Beach Enhancement/Marina Expansion Project consistent with Resolution 2011-1232, and staff is now seeking final approval from Council. Sablan noted that this meeting's information packet contained his memo of May 16, 2012 listing the changes and their costs. He also stated that he anticipates additional change orders on the project.

McCardle moved to approve change orders numbered 1, 2, 3, 4, 5, 8 and 9 on Phase I of the Don Morse Park Shoreline Restoration/Beach Enhancement/Marina Expansion Project, increasing the total project cost by \$21,667.49. Seconded by Isenhart, motion passed unanimously.

- D. SOUTH BRADLEY STREET SIDEWALK PROJECT: Van Epps briefly described the South Bradley Street Sidewalk Project, noting one change since the project was proposed to Council last fall: at the request of Bradley Street residents, the strip between sidewalk and street will be gravel rather than plantings to reduce maintenance. Van Epps explained that the sidewalk project will be funded by a Transportation Improvement Board grant in the amount of \$306,241 to be matched with \$93,894 in local funds. Van Epps reported that Hurst Construction's bid was by far the lowest of the three bids received, likely because they are already mobilized for another job in Chelan.

Isenhart moved to award the South Bradley Street Sidewalk Project to Hurst Construction, the lowest responsible bidder at \$318,678.00, and to authorize the Mayor to sign the contract with Hurst Construction as presented. Seconded by Cooney, motion passed unanimously.

- E. SOUTH BRADLEY SIDEWALK PROJECT SUPPLEMENTAL ENGINEERING AGREEMENT: At Van Epps' request, Isenhart moved to authorize the Mayor to sign a **Consultant Supplemental Agreement with RH2 Engineering for services related to construction of the South Bradley Street Sidewalk Project. Seconded by McCardle, motion passed unanimously.**
- F. PERSONNEL MANUAL UPDATE/SICK LEAVE CASH OUT FOR NON-UNION EMPLOYEES: Reinbold reported as follows. After negotiating the current union contract in late 2010, he began a review of the City's Personnel Manual. The manual hadn't been reviewed since 2006 and a thorough update was required. Over the next several months, he attempted to complete his review/update, but eventually appointed a committee of employees to take over the project. The committee began in July 2011 and recently completed a draft revision. Once he completes a review of the draft, it will be submitted to WCIA for a legal review and then brought to Council for adoption. The goals in updating the manual are compliance with current employment law and consistency between the collective bargaining agreement and the manual.

Reinbold noted one provision of the union contract that is not in the existing Personnel Manual, i.e., union employees who have officially applied for retirement are allowed to cash out a portion of their accumulated sick leave. These funds are placed into the employee's VEBA account to be used to pay medical expenses during retirement and are not counted toward final compensation for retirement. The City will cash out the total amount of hours up to a cap of 960 hours at a rate of one hour for every four hours accumulated for a maximum pay out of thirty days or 240 hours. This practice was conceived as a way to reward employees who do not take a lot of sick leave.

Reinbold explained that at the time the current union agreement was executed, extending this benefit to the City's seven non-union employees was discussed, but action was delayed pending update of the Personnel Manual. That has taken longer than expected, and the City has a long-time, dedicated, non-union employee who will be retiring before the manual can be brought to Council for adoption. Staff therefor asks that the sick leave cash out policy for non-union employees be approved effective immediately and included in the updated Personnel Manual.

Following brief discussion, **Steele moved to approve the proposed sick leave cash out policy for retiring non-union employees as recommended. Seconded by Isenhart, motion passed 6-1 with Steele, Isenhart, Cooney, Harper, McCardle and Morehouse voting aye and Higgins voting nay.**

10. MAYOR AND COUNCIL COMMENTS

- A. JOHNSON AVENUE PEDESTRIAN SAFETY PROJECT: At Steele's request, Van Epps explained how it happened that Johnson Avenue reconstruction and Memorial Day weekend coincided.
- B. SMALL CITY REGIONAL CONNECTOR: Morehouse reported that the Public Works Trust Fund grant program was discussed at the Small City Regional Connector held in Tonasket on May 21, 2012. Morehouse said City of Chelan is fortunate to have a Public Works Director who is very knowledgeable about that program.
- C. REVITALIZEWA/MAIN STREET PROGRAM: Morehouse reported that Historic Downtown Chelan Association (HDCA) and City of Chelan were recognized for an "Outstanding Partnership" at the Excellence on Main Street Awards Ceremony held in conjunction with the RevitalizeWA conference, which was hosted by Washington Trust for Historic Preservation in Chelan May 22, 23 and 24, 2012.

Morehouse praised Gildroy for his work on the Chelan Downtown Master Plan and for including HDCA in that process.

McCardle said she'd participated in RevitalizeWA walking tours and heard positive comments about our community from out-of-town conference attendees. She enjoyed seeing Chelan through the eyes of visitors.

- D. DON MORSE PARK: Morehouse reported walking the Don Morse Park beach with Sablan. He said the Shoreline Restoration/Beach Enhancement/Marina Expansion Project will enhance the Chelan experience and make people want to come back. He visited mid-week and observed lots of kids using the park's new playground equipment. However, bathrooms in both parks still need to be addressed. He hopes the Tourism Promotion Group will contribute.

Cooney said he's visited the beach each week during construction to monitor the Shoreline Restoration/Beach Enhancement/Marina Expansion project and can attest to the fact that it is very well done. He said it is great for visitors but also a real asset for residents - a true community waterfront that will enhance the quality of life in Chelan. He congratulated Sablan for his work on the project and asked the media to get the word out that the beach is open.

- E. LAKEVIEW DRIVE IN: Cooney observed that the Lakeview Drive In remodel turned out much nicer than he'd expected.
- F. MEETING WITH SENATOR PARLETTE: Mayor Goedde reported on topics discussed when he and Reinbold met with Senator Parlette earlier in the day, including funding to begin the No-See-Um intersection improvement project.
- G. SISTER CITY: Mayor Goedde reported meeting with the Mayor of Oliver, B. C., who is encouraging Chelan City Councilmembers to attend Oliver's first Council meeting in October. A barbeque or other event will be held for officials of the two towns. It is hoped the Sister City relationship will be revitalized and the student exchange program reactivated.

10. CITY ADMINISTRATOR'S REPORT

- A. REVITALIZEWA: One of the RevitalizeWA tours included the Masonic Temple building. Participants were impressed with the building and its acquisition by the City for use as Chelan's Public Library.
- B. BUILDING INSPECTOR/CODE ENFORCEMENT OFFICER: The City received fifty applications for the Building Inspector/Code Enforcement Officer job. Gildroy has reviewed and evaluated the applicants and passed them along to Reinbold who will do the same. Mayor Goedde will then decide who to appoint to the position.
- C. CITY CLERK/ADMINISTRATIVE ASSISTANT: The City is currently accepting applications for the City Clerk/Administrative Assistant position.
- D. HISTORIC DOWNTOWN CHELAN ASSOCIATION: Nick Pasco has been elected to his second term as HDCA's President.

E. LAKESIDE PARK IRRIGATION: Sablan reported that the irrigation system at Lakeside Park isn't working, but necessary parts for repairs have been ordered and should arrive next week. In the meantime, the crew will hand water.

11. RECESS (AIRPORT BOARD MEETING)

Council meeting was recessed at 6:40 p.m. to allow the Mayor and Councilmembers to participate in the regular meeting of the Lake Chelan Airport Board. Council meeting reconvened at 6:41 p.m. following adjournment of the Airport Board meeting.

-- COUNCIL PRESENTATION

EDIBLE CHELAN: Isenhart showed a video on Edible Chelan's community roundtable held April 14, 2012. She said the video needs a little more work and then she hopes it can be posted to the City's website for public viewing.

12. EXECUTIVE SESSION

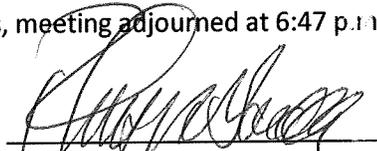
None

13. ADJOURNMENT

There being no further business, meeting adjourned at 6:47 p.m.



Linda Allison-Liles, City Clerk
City-Clerk



Robert R. Goedde, Mayor
Mayor

DATE APPROVED BY COUNCIL:
June 14, 2012