

LEAVENWORTH CITY COUNCIL MINUTES

April 27, 2010

Mayor Eaton called the April 27, 2010 Leavenworth City Council meeting to order at 6:00 p.m., and led the City Council in the Flag Salute.

ROLL CALL

Council Present: Mayor Eaton, Peter DeVries, Tibor Lak, Lucky Moore, Elmer Larsen, Robert Francis and Cheri Kelley Farivar.

Staff Present: Terry McCauley, Connie Krueger, Chantell Steiner, David Schettler and Michelle Brooks.

Mayor Eaton excused Councilmember Michael Molohon and Interim City Administrator Richard Brinkman.

APPROVAL OF THE CONSENT AGENDA

Mayor Eaton moved to amend the consent agenda and amend Claims Vouchers to \$88,631.99 due to the addition of Autumn Leaf Festival Association reimbursement invoices and a technical reporting error. Mayor Eaton asked for a motion to approve the consent agenda amended as follows:

Consent Agenda:

1. Approval of Agenda
2. April 13, 2010 Study Session Meeting Minutes
3. April 13, 2010 Regular Meeting Minutes
4. Claims Vouchers \$88,631.99
5. PRSA Voucher Request \$5,450.00
6. Special Use Permit Agreement with Art in the Park

Councilmember Lak moved to approve the Consent Agenda as amended. The motion was seconded by Councilmember Larsen and passed unanimously.

PUBLIC SAFETY REPORTS

The Chelan County Sheriff's Office was planning on attending to present a report to Council; however were called away last minute to an emergency and will be present at the next meeting for their report.

COUNCILMEMBER AND COMMITTEE REPORTS

Councilmember Cheri Kelley Farivar reported that the Parks Committee held a special meeting to discuss the Parks Plan Update. She stated that Community Development Director Connie Krueger distributed copies of the 1971 and 1997 Park Plans. Councilmember Farivar said that the Parks Committee also discussed whether the Upper Valley Park and Recreation Service District can withstand additional debt, the potential RCO grant and if the City of Leavenworth would like to become a member of Tree City USA. She announced that the Parks Committee will be meeting more frequently over the next several months to work on the Parks Plan Update.

Councilmember Lak reported that the Economic Development Committee invited JC Baldwin from the Port of Chelan County to their meeting this afternoon to discuss the possibility of Incubator Businesses in Leavenworth and partnering with the Port for this project.

Councilmember DeVries reported that the Finance Committee met and reviewed expenditures versus revenues. He stated that the expenditures percentage of revenues in the first quarter of 2008 was at 38.6%, 2009 was at 42.6% and the actual for 2010 is 36%. He said that this demonstrates the City is being frugal about spending and is lower than previous years.

MAYOR AND ADMINISTRATIVE REPORTS

Mayor Eaton requested that Council think about whom they would like to designate as a representative with the Mosquito Control District as he will be appointing someone. Councilmember Farivar stated that she might know an individual to nominate from the Residential Advisory Committee if the representative doesn't have to be a Councilmember. Mayor Eaton stated that if a Councilmember is not able to be the designee he could appoint another representative.

Mayor Eaton reported that he and City Attorney Terry McCauley met with Waldron and Associates earlier in the day and reviewed applications for the City Administrator position. He noted that there were a total of 106 applications received and that Waldron and Associates brought 25 applications that met the qualifications for review. Mayor Eaton stated that he and Attorney McCauley pared down the applications to nine with the possibility of two additional candidates. He went on to say that seven of those nine applicants are from Washington State, and eight of the eleven are from Washington State. Mayor Eaton reported that he will be meeting with Waldron and Associates next week at their office to further interview and create the short list that Council will be interviewing. Councilmember Farivar inquired whether the plan is to still have the Mayor and a designee go to the final candidates' home town for reference checks. Mayor Eaton replied that he would be doing that.

Community Development Director Connie Krueger reported that the Downtown Steering Committee toured Front and Commercial Streets, met and made the final edits on the design drawings. She noted that the Wayfinding Signage consultants will be in Leavenworth on May 10th. Director Krueger said that research is being done regarding applying for a RCO grant for the trail on the PUD property. She then asked Councilmember Larsen to update Council regarding the Safe Routes to School Project.

Councilmember Larsen said that he met with Hammond, Collier, Wade and Livingstone regarding the Safe Routes to School Project and grant application. He noted the deadline for applying is this Friday and that he was waiting to get counts from the school, which is needed in order to apply.

Finance Director Chantell Steiner reminded Council of the draft Ordinance that addressed the Investment of City Funds which she included in a packet of Finance information at the last Council meeting. She stated that this Ordinance had been reviewed by the Finance Committee and they had no changes so this Ordinance will go before Council for approval on May 11th. Director Steiner reported that she has been working on the 2009 Annual Report and that Councilmember Farivar will be assisting her in reviewing the report.

Public Works Director Dave Schettler reported that the brick stockpile ran out for the Gazebo and Paver project and that new ones were ordered. He stated despite the need to order additional bricks, the project is still anticipated to be complete prior to Maifest weekend.

Councilmember Larsen reported that the second shelter for Icicle Station was up and the roof was on. He said the project was about 50% complete.

RESOLUTIONS, ORDINANCES, ORDERS, AND OTHER BUSINESS

1. Ordinance 1364: Financing Utility Maintenance Truck

Director Steiner provided a brief review of Ordinance 1364, explaining that the City has been notified of approval through the LOCAL program for a \$50,000 loan to purchase a Utility Maintenance Truck. She noted

that this process is the same process the City used to purchase the new garbage truck with the exception that the City is not piggy-backing the purchase with Tacoma. Director Steiner said that this Ordinance will finalize the request to proceed and accept the loan funding. She stated that the deadline for submitting this Ordinance is May 1st to the LOCAL program.

Councilmember Larsen moved to approve Ordinance 1364: Financing Utility Maintenance Truck. The motion was seconded by Councilmember DeVries and passed unanimously.

2. Resolution 2-2010: Amendment Rate and Fee Schedule for Pool Fees

Director Steiner briefly reviewed Resolution 2-2010 and the Upper Valley Park and Recreation Service District (PRSA) Board's recommendation to adopt the proposed rate and fee schedule to help facilitate positive funding for 2010.

Councilmember Robert Francis noted that there was no price difference between Youth 17 and under and Adults 18 and over, and stated that he recommends a separation in those rates as adults should be more than youth. Director Steiner explained how the PRSA Board and Pool Manager arrived at their recommendation, and stated that this rate increase will help the PRSA re-establish a reserve for the pool fund.

Councilmember Larsen stated that he fully supports the PRSA's recommendation.

Councilmember DeVries moved to approve Resolution 2-2010: Amendment Rate and Fee Schedule for Pool Fees. The motion was seconded by Councilmember Moore and passed 5 to 1 with Councilmember Francis opposed.

EXECUTIVE SESSION

Mayor Eaton announced that Council was going to enter into executive session at 6:25 p.m. under RCW 42.30.110 (1)(i)(B) to discuss potential litigation for approximately twenty minutes with no action to be taken.

Councilmember DeVries moved to enter into executive session for approximately twenty minutes to discuss potential litigation with no action to be taken. Councilmember Lak seconded the motion, which passed unanimously.

Councilmember DeVries moved to reconvene the meeting at 6:45 p.m. The motion was seconded by Councilmember Moore and passed unanimously.

ADJOURNMENT

Seeing no other business, Councilmember DeVries moved to adjourn the April 27, 2010 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Lak, which passed unanimously. The meeting adjourned at 6:46 p.m.

APPROVED

Robert C. Eaton
Mayor

ATTEST

Chantell Steiner
Finance Director/City Clerk