

**LEAVENWORTH CITY COUNCIL MINUTES**  
**May 10, 2011**

Mayor Robert Eaton called the May 10, 2011 Leavenworth City Council meeting to order at 6:00 p.m. and led the City Council in the Flag Salute.

Mayor Eaton excused Councilmember Robert Francis.

**ROLL CALL**

Council Present: Mayor Eaton, Tibor Lak, Peter DeVries, Elmer Larsen, Cheri Farivar, Michael Molohon, and Larry Meyer.

Staff Present: Joel Walinski, City Attorney Terry McCauley, Connie Krueger, Chantell Steiner and David Schettler.

**APPROVAL OF THE CONSENT AGENDA.**

Mayor Eaton added item six, a motion to authorize the Mayor to sign the 2011-2013 records grant application and struck the executive session from the agenda.

Mayor Eaton asked for a motion to approve the consent agenda as follows:

Consent Agenda:

1. Approval of Agenda
2. Approval of April 26, 2011 Regular Meeting Minutes
3. Approval of April 27, 2011 Council Retreat Minutes
4. Claims \$224,768.54
5. April 2011 Payroll \$180,270.15
6. PRSA Voucher Request \$15,000.00

Councilmember Meyer motioned to approve the Consent Agenda. The motion was seconded by Councilmember Farivar and passed unanimously.

**PUBLIC SAFETY REPORTS**

None.

**COUNCILMEMBER AND COMMITTEE REPORTS**

Councilmember Larsen noted that he had attended the Solid Waste Advisory Council (SWAC) meeting last Monday. He commented that the City still has a \$125,000 grant application in process, and hopes to have a final report within the next couple of weeks on the funding availability. Councilmember Larsen also stated that there will be a hazardous waste drop off located at the Peshastin School on October 2, 2011. He informed the Council that the County is willing to work again this year with the City on the woody debris location at the corner of Icicle and East Leavenworth Road.

Councilmember Lak stated that the Public Works Committee met earlier and discussed the Designated Sign Areas and the possibilities of creating sign corrals for posting in the downtown core as well as the other possible surrounding areas. Councilmember Lak noted that the committee is working on different designs that will help identify them as sign posting locations. Mayor Eaton referred to his trip to Bavaria and the traditional round onion dome information signs that he had researched while he was there. He thought that the City could use that traditional European concept and add some alpine flavor to create something more suitable to our City.

Councilmember Farivar commented on the Parks Committee Meeting in which she attended. She noted that the City received a request from Grace Smith to recognize and foster significant trees in our community. These recognitions, in which Ms. Grace spoke of, related not specifically to specimen, historic value, and landmark significance. Councilmember Farivar noted that the committee is contemplating moving forward with this program and installing it within the next couple of months. She also informed Council that this project will not consist of intensive labor. The idea will be for citizens to nominate particular trees because of such things as their historic importance in our community.

## **MAYOR AND ADMINISTRATIVE REPORTS**

Mayor Eaton reminded Council of the dedication ceremony that was being held Friday night at 6:00 p.m. for the Carillon Bells and the water fountain. He also commented on the upcoming Maifest Festival and invited Council to join him in the parade. Mayor Eaton also reported on the specific items that were discussed in Study Session held earlier in the day. Some of the topics discussed included the following: Potential Future City Attorney, Critical Areas Update, Transportation Improvement Plan, Freedom Fest Special Use Permit, dialogue was held with Chelan County Commissioner Keith Goehner and Development Director Jeff Wilson regarding the Growth Management Act, Urban Growth Areas and City/County coordination of development projects, Web Site Design Review, Salary Schedule Updates, and the Quarterly Newsletter.

## **PUBLIC HEARING**

Public Works Director Dave Schettler reviewed the annual renewal process for the Transportation Improvement Plan (TIP). Director Schettler noted that the City is amending the TIP to include two projects that have received grant funds. He noted that in order to receive this funding, it is required to be identified in the TIP. Director Schettler described the two separate projects with one being, Ski Hill from Prospect Street to Pine Street, and the other being, Commercial Street from 9<sup>th</sup> Street to Division Street.

Mayor Eaton opened the Public Hearing on the Transportation Improvement Plan (TIP) at 6:20 p.m., hearing no comments; Mayor Eaton closed the Public Hearing at 6:21 p.m.

Economic Development and Community Services Director Connie Krueger noted that there may be some possible modifications due to some software conversions with the Department of Transportation. Director Krueger suggested that the Public Hearing remain open until the next Council meeting.

Councilmember DeVries motioned to re-open the Public Hearing on the Transportation Improvement Plan (TIP). The motion was seconded by Councilmember Lak and passed unanimously.

Councilmember Farivar motioned to continue the Public Hearing until the next City Council meeting. The motion was seconded by Councilmember Lak and passed unanimously.

## **ADMINISTRATIVE REPORTS CONTINUED**

City Administrator Joel Walinski identified Councilmember Larsen, Mayor Pro Tem Lak, Finance Director Chantell Steiner and himself as the committee that will be representing the City during negotiations with the Chelan County Sheriff's office. He noted that these negotiations will be regarding public safety services and RiverCom expenses and will begin within a couple of weeks. Administrator Walinski also noted that he will be attending a meeting amongst concerned property owners along the Icicle River. This meeting will be to discuss concerns related to tubing and river rafting, along with the City's participation in allowing individuals to exit off of City owned property. The Council has received complaints from homeowners pertaining to the behavior of these tubers and rafters. Administrator Walinski lastly commented on the upcoming discussions that will take place with the Department of Transportation's (DOT) facilities representatives to explore improvement possibilities for the DOT Maintenance and continued use by the City for public parking.

## **RESOLUTIONS, ORDINANCES, ORDERS, AND OTHER BUSINESS**

### **1. Resolution 6-2011 City Sponsored Special Events**

Administrator Walinski reviewed prior discussions related to sanctioned events. He noted that the criteria for establishing those special events include:

- The event is open to the public at no cost
- The primary focus of the event, or where the event takes place, is on City owned property or City right a way
- The City has made a significant amount of resources available to the success of the event

Administrator Walinski identified the Christmas Lighting Festival, Autumn Leaf, and Maifest as a fit for the criteria listed above. He also noted that the reasoning behind identifying City Sponsored Special Events is to define those events throughout the various locations in the Leavenworth Municipal Code. He also stated that this will be an annual determination and will most likely take place in January or February.

Councilmember DeVries motioned to approve Resolution 6-2011 City Sponsored Special Events. The motion was seconded by Councilmember Lak and passed unanimously.

### **2. Ordinance 1393 Salary Schedule Update**

Administrator Walinski noted that the City has made some structural and organizational changes to the Community Development Department. One being, the City has changed the Code Enforcement position to a Building and Code Inspector 2 position, which has been filled by Don Heffner. The title for the Community Development Director has been changed to the Economic Development and Community Services Director. The Senior Planner Position has been changed to the Development Review Services Manager. Administrator Walinski stated that Ordinance 1393 was created to reflect the title changes in the City's salary schedule and creation of the salary for the Building and Code Inspector 2.

Councilmember Larsen motioned to approve Ordinance 1393 Salary Schedule Update. The motion was seconded by Councilmember Farivar and passed unanimously.

### 3. Motion to Approve Council Retreat Goal Session Outline

Administrator Walinski informed the Council that the outline before them was created from notes taken directly from the Council Retreat. He stated that staff will use this outline as a base to begin developing the 2012 budget.

Councilmember Molohon motioned to approve the Council Retreat Goal Session Outline. The motion was seconded by Councilmember DeVries and passed unanimously.

### 4. Motion to Approve Freedom Fest Special Use Permit (SUP)

Administrator Walinski asked the Council to consider approval for the Church of the Nazarene's request of exemption from the 70 decibels, and be allowed a noise level up to 90 decibels. This request would be for the Freedom Fest and the use of amplified music and an amplified PA system. Administrator Walinski also noted that the dates applied for are Saturday, July 2, 2011 and Sunday, July 3, 2011. These dates were initially reserved through a Park Use Request Form in November of 2010, and were granted approval before the noise ordinance was put into effect by the Council. Administrator Walinski reviewed various mitigation involved with this request.

Councilmember DeVries motioned to approve the Freedom Fest SUP. The motion was seconded by Councilmember Farivar and passed unanimously.

### 5. Motion to Authorize the Mayor to Dispose of Surplus Property

Director Steiner noted that the City has an opportunity to participate in the annual surplus auction which is held at the Chelan County Fairgrounds. Director Steiner presented a list of potential equipment items that the City may want to include in the auction. Director Schettler also reported on the oldest garbage truck and requested to keep both of the older trucks to use as back up for our recycling program at this time. Director Steiner also informed Council that once the item(s) is placed in the auction the City will receive a detailed report on what items sold and for what price. Booker Auctions receives 11% of gross proceeds, however, it jumps up to 30% if the total is less than \$500.

Councilmember Lak motioned to authorize the Mayor to Dispose of Surplus Property. The motion was seconded by Councilmember Larsen and passed unanimously.

Councilmember Larsen asked if the City was looking into items for purchase.

Director Schettler noted that the City has been in contact with the DOT regarding a plow truck. The DOT works on a first come first serve basis, Director Schettler was the first to make contact and the City is in negotiations with the DOT. The City hopes to have the truck in July or August after the DOT takes possession of their new vehicle.

### 6. Motion to Authorize the Mayor to Sign the 2011-2013 Local Records Grant Application

Director Steiner commented on the Washington State Archives 2011-2013 local records grant application. He noted that the grant application has a deadline of submittal for May 20, 2011. This

application is identical to the previous grant that the City applied for to digitize the City Council Ordinances and Minutes in 2009-2010. This second round would request to continue and possibly complete the digitization of Council Minutes and Ordinances from 1995-1996 to approximately 2010. In addition, the City would include the Council Resolutions that are dated from 1937-2010. All records, once digitized, are being permanently maintained at the State Archives facilities.

Director Steiner noted that if for some reason the City does not get the grant then we would reapply in the next cycle. She commented that it is highly likely that the City would receive some dollar amount due to the City only digitizing a portion of the records from the last round. The City was awarded \$10,000 in the last round, however, was only able to utilize approximately \$7,500 due to the uncertainty of the amount of records to be completed at any given time.

Councilmember Molohon motioned to authorize the Mayor to sign the 2011-2013 Local Records Grant Application. The motion was seconded by Councilmember Larsen and passed unanimously.

### **INFORMATION ITEMS FOR FUTURE CONSIDERATION**

None.

### **COMMENTS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA**

Bill Lynn – 9700 East Leavenworth Road: Mr. Lynn stated that he would again like to invite everyone down to the Festhalle at 6:00 p.m. this Friday for the dedication. The first item on the agenda is going to be the dedication of the statue and then the Carillon Committee will have three speakers to dedicate the Carillon Bells.

Council and Staff briefly discussed the bells ringing and donations for future maintenance of the system.

Councilmember DeVries presented City Attorney Terry McCauley with a gift certificate from the City Council, and thanked him for his 37 years of service.

### **ADJOURNMENT**

Seeing no other business, Councilmember DeVries motioned to adjourn the May 10, 2011 meeting of the Leavenworth City Council. The motion was seconded by Councilmember Meyer and passed unanimously.

The meeting adjourned at 6:56 p.m.

**APPROVED**

\_\_\_\_\_  
**Robert Eaton**  
Mayor

**ATTEST**

\_\_\_\_\_  
**Chantell Steiner**  
Finance Director/City Clerk