

CITY OF ROSLYN
CITY COUNCIL MEETING MINUTES

April 24, 2012 – 7:00 P.M.

Roslyn Council Chambers, 109 S. 1st, Roslyn, Washington

CALL TO ORDER, FLAG SALUTE, ROLL CALL, AGENDA UPDATE: 7:00pm

Mayor Lockett called the meeting to order, led the flag salute, and asked the Clerk – Treasurer to call roll.

PRESENT: Mayor Neal Lockett, Councilmember Andy Januskiewicz, Councilmember James Begley, Councilmember Laura Osiadacz, Councilmember Geoff Scherer, Councilmember Karen Flowers, and Councilmember Derek Gruber

ABSENT: Councilmember Nolan Weis

MOTION: Councilmember Januskiewicz **MOTIONED** to excuse the absent Council Member. Councilmember Gruber **SECONDED** the motion. The motion was **APPROVED 6-0.**

STAFF: Amber Shallow, Clerk – Treasurer; Joe Peck and Mitch Long, Public Works Crewmembers; Margaret King, City Attorney

CONSENT AGENDA:

- 1.) Accounts Payable Checks #11402 - #11426, in the amount of \$66,706.73
- 2.) Payroll Checks of April 16, 2012 #7826 - #7838, in the amount of \$11,633.92
- 3.) Minutes of February 28, 2012 Regular Council Meeting

Mayor Lockett read the consent agenda.

MOTION: Councilmember Scherer **MOTIONED** to approve the consent agenda. Councilmember Begley **SECONDED** the motion. The motion was **APPROVED 6-0.**

CITIZEN'S COMMENTS: (non-agenda items)

Jonine Collins, Ronald – the Market begins June 17th and I would like to update the Council. The market is in full swing, we are receiving applications and so far we have two new farmers (one of which is an organic farmer), and two new food vendors. In addition to the booth fees, sponsorships are also important, and they give businesses a chance to advertise. For this year we have received sponsorships of \$1,500 from Puget Sound Energy, Chris Martin's CleanScapes, Northern Kittitas County Tribune and we've received a hotel/motel grant from Kittitas County in the amount of \$4,500 and from the City of Roslyn in the amount of \$1,500. We greatly appreciate that grant and thank you.

Mayor Lockett – we chatted some time ago about portable restrooms and storage shed. You chose to go with a rental at the NWI Building, why?

Ms. Collins – because it is such a convenient location; it's tucked out of the way and the portables are right there at the market. Even though we aren't required to provide portables we do.

Mayor Lockett – how will people know where they are?

Ms. Collins – there are signs pointing the way that we put out.

Councilmember Osiadacz indicated she received a letter from Marianne Ojurovich and was asked to read it out loud. The letter indicated that she feels it is hard to find parking in front of her house during the market and has concerns over access for fire and medical emergencies. Ms. Ojurovich also suggested the market move to the park with signage advertising where the market is located and the signs could be left up all summer to advertise seven days a week.

Jonine Collins asked if she could reply and Mayor Lockett indicated that she should.

Ms. Collins – I've talked to Marianne at length about her concerns. I approached the Council at the beginning of the year about extending the market to the end of the block but Mayor Lockett and I have not pursued that option. We will not be extending the market down to the end of the block. I met with Chief Osiadacz & Mayor Lockett about fire and medical emergency access and all emergency vehicles will have full access. The park is not an option as the City isn't going to want that amount of vehicles and traffic in the park and there are rules prohibiting off-site signage.

Councilmember Flowers – some of the business owners on the main section of Pennsylvania seemed to be open to maybe moving the market down there. People really don't want you to leave downtown.

Mayor Lockett – the reason why malls exist is because people don't like to go to a business then get back into their car and go somewhere else. If the market was moved to the park the people who go to the market wouldn't visit the businesses in town. Another thing is the business that this lady is talking about, I think, derives a large amount of business from the market.

Ms. Collins – I don't know that Marianne would agree with that, but Steve does.

Councilmember Scherer – the fact is the market is only four – six hours a day one day a week for 13 weeks a year.

Ms. Collins – It is true, some of the vendors do arrive at 6:30am, but most of them arrive at 7am and we try to be quite. Most of these farmers have been up since 4am to get to Roslyn and they are tired and they are not being overly loud.

Mayor Lockett – When the vendors come to set up are you there at that time?

Ms. Collins – Oh yes, we also hire students to help unload and pack up so they are there as well.

ANNOUNCEMENTS, PRESENTATIONS, APPOINTMENTS:

4.) AB12-020 2012 1st Quarter Budget Update Report

Mayor Lockett introduced this item and read the agenda bill then invited the Clerk – Treasurer, Amber Shallow to give her presentation.

Amber Shallow – basically Mayor and Council the revenues are right where we would expect them to be this time of the year. If the current trend continues then we will meet our revenue projections for 2012. You will notice your packets only include information for revenues and nothing for expenditures. This is due to the volatile nature of expenditures; there is no real pattern to when funds get spent other than when it is needed. Therefore, it is harder to give you an idea of where we are at with expenditures. However, I can tell you that the expenditures for fuel will more than likely be increased with the next budget amendment as the propane tanks have been refilled once already. This is due to the construction and the contractor needing heat for the work being done. Now that the insulation is in place we expect that we won't be using as much propane as they did at the beginning of the year when construction started. We also will need to make changes to rent payments to more accurately reflect the amount of time we will be in the Osmonovich building before moving to the ground floor of the Old City Hall building.

COMMISSION, BOARD, AND COMMITTEE REPORTS:

Dick Watts, Cemetery Commission Chair – The cemeteries are looking great. We are preparing for our first commission meeting for this year on Thursday, April 26 at 2pm and everyone is invited.

Last year at this time we presented our maintenance plan of how we will take care of 22 of the 26 cemeteries. Last year I met with then Mayor Porter and walked through the cemeteries and looked at some of the cemeteries, that are marked in yellow on this handout. Those cemeteries are the Red Men Lodge, Silvio Pellico, Polish, a portion next to the Eagles, and the newly cleared area above Dr. Starcevich #2. All of these areas have been groomed by hand over the last four year and we are looking for a simpler way of taking care of these areas because our volunteers are getting older and can't do as much as they once did. At the time I met with Mayor Porter I asked for either, money to buy a riding mower, permission for a responsible person to use the city mower, or provide a city employee to mow. The gravesites and ditches will still need to be mowed by hand we just need help with the bigger areas.

Mayor Lockett – Will Craven maintains the Mt. Olivet cemetery; what is the commission's relationship with him.

Mr. Watts – he is an assistant sexton, but his interest is that he has family buried in that cemetery. These cemeteries we are talking about don't have many relatives left to help take care of them. Don Hill takes care of the New City Cemetery, I take care of the Slovak Cemetery, and the Knights of Pythias Cemetery is taken care of by the Browitt family and Teresa Kloss. Teresa also takes care of the Lithuanian Cemetery along with 3 or 4 volunteers. The Dr. Starcevich lodge is becoming more and more involved with the cemeteries. The Eagles have inherited some money and hopefully will be taking care of their cemetery.

Mayor Lockett – was the money to put up the fence around the Lithuanian from family members?

Mr. Watts – Mostly yes, but also some of the money came from the Lithuanian club.

Mayor Lockett – It's my understanding that you are just looking to present this information and not necessarily get a decision tonight is that correct?

Mr. Watts – Yes.

PUBLIC HEARING:

5.) AB12-021 USDA Funding Application for the 2012 Sewer Projects
Mayor Lockett read the agenda bill for this item and then **opened** the public hearing at **7:35pm**, and **closed** it at **7:46pm**.

After opening the public hearing Mayor Lockett asked if there were any comments from the public or Council.

Councilmember Flowers – I was at the meeting when this was discussed last year and they had a presentation for a bond for a considerable amount of money. I was under the impression that the bond was approved at that time.

Joe Peck, Public Works Crewmember – When they did the rate study with FCS Group, the presentation included information on the rate study assumptions which were municipal bonds at 5% interest. This is definitely a better option, the rate study didn't actually secure the bonds; it just told the City how much we would need to raise the rates to fund these projects. The rate study was just that – a rate study – it was to advise the Council that if you want to improve your system and do these projects this is what you need to raise the rates and they used a worst case scenario of 5% interest with 30 year bonds to make sure we had enough to cover our debt needs. There are two sections of the sewer system that actually have a reverse flow and as part of this application for funding we'll be fixing those sections as well as the remaining clay tile pipe. The request loan amount is a little more than what was estimated in the rate study, but the repayment terms are longer and the rates are better so it should all even out.

Mayor Lockett – Joe can you tell us about the line that's being replace?

Mr. Peck – there are segments of the old clay tile pipes and most of those areas with that type of pipe have no manholes or clean outs and it's substandard. Since I've been here, over the past twenty years or so, we've been working to repair the clay tile pipes and this project will finish it.

Mayor Lockett – Joe this is not an optional project is it? Because of our need to decrease I&I which is inflow & infiltration, this old sewer here could be part of the problem of our flows that we send to the regional plant so this is something that is mandated that we fix them. So my question is what is going to happen to the pipe we abandon?

Mr. Peck – With some of the projects in the past we've left the old pipe to be converted at a later date to a storm system, but that's not necessarily an option in all areas. For example the section in Second Street Alley, we did what was called pipe bursting where they ran a larger diameter HDPE (high density polyethylene) pipe through the old clay tile and broke the old pipe apart. The reason we did this was because there was not enough room to lay the new pipe down and have the required amount of separation between the sewer and water pipes and still leave the old clay tile pipe intact.

Mayor Lockett – Is there an alternative for the storm sewers if the old pipe isn't used?

Mr. Peck – Not with this project funding, but most of the areas we will be replacing are up on the hill and storm water and flooding isn't as big of a problem as the lower areas of town.

INTRODUCTION:

- 6.) **AB12-022** Resolution Authorizing a Professional Services Agreement for a Grant Writer

Mayor Lockett read the agenda bill for this item.

MOTION: Councilmember Gruber **MOTIONED** to approve **Resolution #12-008**. Councilmember Flowers **SECONDED** the motion. The motion was **APPROVED 6-0**.

Councilmember Begley – it seems like a good decision.

Councilmember Scherer – I went through all the proposals and then consulted several people who write grants, city staff, and the Friends of the Library (FOL) president. I was invited to attend and I will go to the FOL meeting on Thursday to make a presentation but I highly recommend Mr. Kask.

Mayor Lockett – Mr. Kask actually has a higher hourly rate than some of the people we interviewed; why do you think he takes precedence over some of the others?

Councilmember Scherer – When I asked Mr. Kask how he approached grant writing, and finding information, he had an answer right away. He already has ideas on where to find money. The other people said we hope to get your money, Mr. Kask said I will get your money.

Councilmember Gruber – I want to thank the Friends of the Library and Councilmember Scherer for your work on this.

- 7.) **AB12-023** Resolution Granting temporary use of city owned property in Ronald, WA to Kittitas County Water District #2

Mayor Lockett read the agenda bill for this item.

MOTION: Councilmember Begley **MOTIONED** to approve **Resolution #12-009**. Councilmember Scherer **SECONDED** the motion. The motion was **APPROVED 6-0**.

Commissioner Boyle – I hope to put your mind to rest regarding responsibility for that lot. This is a portion of the contract with our contractor that any damage done to that lot, if this is approved, will be repaired by the contractor and he is also bonded and insured.

Mayor Lockett – Will you describe where the new tank will go?

Mr. Boyle – It will go across the road and down the hill from Roslyn's treatment plant and there won't be any room for the tank, and the construction equipment. The City's property would be ideal and the contractor may fence it temporarily as a security measure.

Mayor Lockett – Is there a problem with your current tank?

Mr. Boyle replied yes.

Mayor Lockett – Have you've tried everything possible to repair it?

Mr. Boyle – we had someone come in and do a dive and they found that it is rotting from the inside out and some of the pieces are too large to get out and are laying on the bottom of the tank. We don't even know if there is rebar in the old tank.

Mayor Lockett – how long do you think this project will take?

Mr. Boyle – We are hoping to start in the middle of May and then the contractor has 180 days from the contract start day to finish the project.

Mayor Lockett – I just want to note that this is exactly the type of use we have that property for.

Mr. Boyle – One more thing I would like the Council to know is that the engineer is getting a letter from the contractor to back up his responsibility for the property and I'll get that to you as soon as we get it.

8.) AB12-024 Resolution Authorizing an Advertising Partnership Contract with the Roslyn/Ronald Heritage Club
Mayor Lockett read the agenda bill for this item.

MOTION: Councilmember Scherer **MOTIONED** to approve **Resolution #12-010**. Councilmember Begley **SECONDED** the motion. The motion was **APPROVED 6-0**.

Councilmember Gruber – Budget, Finance, and Administration Committee members, do you feel that this is a good use of our funds?

Councilmember Scherer – last year our funds were probably spent well but we were unable to monitor our return on that investment. We are hoping that with this use of the money this year we will be able to track the results better.

Councilmember Flowers – Mr. Watts, do have you thought about where you would advertise?

Dick Watts – we asked for the money from the county but they didn't see this as an important enough of an event. We look at this event as a way to share our history with visitors to our area and I have a break out of where the money will be spent. We will have 4 – 1/8" ads in the Tribune which is about \$625. We will also advertise in the Lithuanian, Croatian, and Suncadia Newsletters to bring people in from outside the area. We also want to get a generic banner that can be put up to advertise the event. We also have a brochure mailer that can be sent out. This event is tied in with the Kiwanis, Rotary, and RDA. We wanted to separate this event from Labor Day Weekend and every year we'll celebrate our history. This year is also the 100 year anniversary of the Salmon La Sac Cabin and we are working with the Forest Service to have artifacts and information about the cabin. We are hoping this will jump start things and we won't be back next year to ask for money.

Councilmember Januskiewicz – I'm very interested in this idea about providing for additional services in the cemetery. Will there be opportunities during this event for people to donate.

Mr. Watts – we haven't got that far yet, we are still planning but there will be things for sale to help gather money for the community.

Mayor Lockett – if this is approved will you let us know if you hit your target of 200 people?

Mr. Watts – yes

Councilmember Flowers – who is your target visitor or attendee?

Mr. Watts – there are two groups; the 3rd and 4th generation members from this community that went through Fred Kreuger's classes, we want to bring these people back. Then there are the visitors that come over from Seattle and other areas. We know they come to decorate their family graves Memorial weekend and we want them to stay here and enjoy our town as well. The focus is to bring people into town.

Councilmember Januszkiewicz – so you are also doing direct mailings?

Mr. Watts – yes

Councilmember Januszkiewicz – so how much does a ticket cost?

Mr. Watts – the tickets cost \$30 and the event starts at 5pm.

Councilmember Januszkiewicz – if I want a ticket how do I get one?

Mr. Watts – write to Barb or Steve Sowers, PO Box 5 in South Cle Elum, we'll also have them available locally we just don't have that worked out yet.

Councilmember Januszkiewicz – will you come to the next meeting and tell us where to get them?

Mr. Watts – yes absolutely

MAYOR AND COUNCIL CONCERNS AND INITIATIVES:

Councilmember Gruber – we had a Transportation & Publicworks Committee meeting tonight and we discussed the part of our rate study that included money for updating our 20 year old meters and we would like to know where we are at?

Mayor Lockett asked Joe Peck to respond.

Mr. Peck – we actually asked the committee that. We also were going to purchase some handhelds to enter the readings into rather than writing them down on paper and then they could be downloaded in the office.

Councilmember Begley – one thing we discussed is do we purchase them in bulk or a few here and there, also where are the funds going to come from to do that.

Mr. Peck – We are looking for a purchasing policy direction as to how, when, and where are we going to get them and where do we store them. We looked at the doing about 120 per year which could be pretty ambitious.

Mayor Lockett – how long do you think it would typically take to change out one?

Mr. Peck – I think it would take about an hour, some may be less but some might be a lot longer.

Jim Boyle, Kittitas County Water District #2 Commissioner – 142 meters cost about \$42,000, those were radio reads with handhelds.

Councilmember Osiadacz – we voted before the beginning of the year about putting an additional tax on cable in Roslyn. I had some people that just noticed it on their bill and called me asking who to be mad at. Do we want to look at that again and if so how do we do that and when does it need to be done? After looking at it again and shopping locally and all those things I think maybe there could be a different decision made and I'm not for sure one way or the other but I would like to explore it.

Councilmember Flowers – I would like to see some type of sign indicating what could be found in town.

Councilmember Osiadacz – you also want to consider the location for the sign so no one is excluded.

Margaret King, City Attorney – there are regulations by WSDOT and they are pretty strict as to what you can do for signage on SR903.

Mayor Lockett – on April 21st I spoke with Mrs. Velma Craven and she assured me they are going to be working on their home on the corner of 3rd and Dakota. Our sign on Nelson Dairy Road has been replaced thanks to publicworks; it disappeared on a Friday night. I think we need to revisit the medical marijuana moratorium to see where we are at on that. I went to a County Comprehensive Plan compliance meeting. Right now I'm reviewing the City's and County's Comprehensive Plans and the City's Capital Facility Plan. I invite you to grab a copy of the Old Cit Hall project meeting minutes that are on the table and next I'm going to ask Mitch to report on the project.

STAFF REPORTS:

Mitch Long, Public Works Crewmember – the project is winding down and we are hoping to get a punch list around May 3rd and we are expecting substantial completion around mid-June. We are still looking at a couple of change orders addressing structural and design issues and there are a couple minor details that need to be corrected. There is another pretty significant one that will add trim work and beam wraps to finish up the grant money available. It was originally left out of the base project due to concern over budget but it's looking like the money will be available to complete this work.

Mayor Lockett – the original bid included some rubber trim that would be temporary and this will change it to wood?

Mr. Long – yes the wood trim will match what's already in some areas.

Councilmember Osiadacz – what is the floor?

Mr. Long – some carpet and concrete

Mr. Long – the pavers that were sold as a fundraiser by the Friends of the Library were installed today.

Councilmember Flowers – thank you for all your detailed work and reporting to us.

ADJOURNMENT: 8:44pm

MOTION: Councilmember Begley **MOTIONED** to adjourn the meeting.
Councilmember Scherer **SECONDED** the motion. The motion was
APPROVED 6-0.

Neal R. Lockett, Mayor

Attest: _____
Amber Shallow, Clerk - Treasurer