

**City of Kittitas  
Council Meeting Minutes  
March 24, 2015**

**COUNCIL MEETING**

Mayor Huber led those assembled in the Flag Salute. Mayor Huber called the regular Council Meeting to order at 7:00 p.m. March 24, 2015. Councilmembers present: Ben Whitehurst, Jerry Lael, John Camarata and Darrell McLean. Staff present: Debbie L. Lee – Clerk/Treasurer, Michelle Geiger – Building Official, Chris Taylor – Police, Brenda Bach – WWTP, Jose Preciado – Fire Department, Becky Bosch - Library and Bryan Nash – Public Works.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING MARCH 10, 2015**

**MOTION:** Councilmember Lael made a motion to excuse Councilmember J. Huber; second by Councilmember Camarata.  
Motion carried: 4 yes 0 no.

**MOTION:** Councilmember Camarata made a motion to approve the minutes for the Regular Council meeting dated March 10<sup>th</sup>; second by Councilmember McLean.  
Motion carried: 4 yes 0 no.

**ADDITIONS TO AND/OR APPROVAL OF AGENDA**

Councilmember Whitehurst would like to add under A. Unfinished Business Brush Truck.

**MOTION:** Councilmember Lael made a motion to approve the agenda as amended; second by Councilmember Camarata.  
Motion carried: 4 yes 0 no.

**PUBLIC APPEARANCE COMMENTS**

None

**REPORT OF OFFICES AND SPECIAL GUESTS**

**A. Staff Reports (informational only)**

**Michelle Geiger – Building Official**

- Michelle attended training last week on flood plain certification. This training will help the City save money on their insurance rating. Michelle learned that the City needs to get grading permits for grading to be done in flood plains. She will not get the test results back for three weeks.
- Verizon submitted their pre application to the City last Friday for the antenna they want to place on the water tower. A meeting will be held towards the end of April.

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- Colockum Craft Brewery submitted a CUP.
- Advantage Dirt will have a pre submittal meeting April 9<sup>th</sup> to go over site plans and will submit final plans by April 15<sup>th</sup>.
- The Hearing Examiner approved Farmview's plat amendment. Farmview will have to install street lights, pathway etc. before completing the project.
- SCJ Alliance and Gray & Osborne will have a comp plan update meeting on Thursday.
- Another telecommunication company is requesting a franchise in the City.
- Councilmember Lael had question regarding flood elevation certificates. Michelle will be authorized to fill these out. This training is to stay in compliance with FEMA.

**Chris Taylor – Police**

- Officer Taylor informed Council that Chief Nierman is attending the Domestic Violence Conference in Texas and will report to Council next week.
- The violations at the trailer parks are moving ahead, the prosecutor had questions on to how the penalties were broken down. Mayor Huber explained the Cities ultimate goal was to get the property cleaned. Mayor Huber will get with Officer Taylor and discuss moving forward.

**Bryan Nash – Public Works**

- Bryan reported that all ditches are cleaned.
- They repaired a water line leak at Clerf's. Craig and Bob helped Bryan and Tom.
- Bryan did some street sweeping with the tractor and broom.
- They have been working on maintenance of the mower and tractor.
- The PW Building is almost complete there is some discrepancy on who will complete some items on the punch list.
- Some street grading has been completed.
- The Operating Engineers will be starting some surveying and storm water work about the third week in April.

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- Work will start on the old water main and the new hydrant placement at the PW Shop. Bryan has contacted the land owners that will be affected and they are fine with the relocation.

**Becky Bosch – Library**

- Attendance has been good for the Library.
- The library would like Council to keep them in mind when it is time to replace the computers. They are currently using a public computer as theirs got a virus.

**Jose Preciado – Fire Department**

- Jose reported that all of the volunteers have been working on the new brush truck and it is almost complete.
- Two volunteers have left the department and they have hired one that is finishing her EMT tomorrow and another that just graduated from the KVFR academy.

**Brenda Bach – WWTP**

- Brenda reported that since the City has an accredited lab at the treatment plant they are busy this week with performance testing.
- The nutrient removal study is longer than Brenda had thought and it will continue through August possibly September. YVCC will be helping with the testing this summer so that should help keep costs down. This will be additional testing that is not mandated by DOE.
- The alarm for the chlorinator will be installed soon.

**UNFINISHED BUSINESS**

**A. Fire Department Brush Truck**

- Mike Long informed Council that the brush truck is 95% complete; they did flow testing last week. The department is requesting to use funds available from other line items in their budget to complete the brush truck. These items are shelter, packs, hose, adapter, gloves, shovels etc.
- Councilmember Lael inquired about the sale of the explorer. Mayor asked the fire department if there were sufficient funds in their equipment budget line, if so Council gave their consensus to move forward.

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**NEW BUSINESS**

**A. Consultant Agreement Patrick Avenue Gray & Osborne**

- Mike from Gray & Osborne recommends the Council to approve the consultant agreement contingent on the approval from TIB for the design and engineering portion. This project could be exempt from a cultural resource study. Councilmember Lael inquired as to what they are looking for when they do these types of studies. Mike explained that the department of archeology has known site of project areas and they visit and assess the area.

**MOTION:** Councilmember Lael made a motion to approve the Consultant Agreement with Gray & Osborne contingent on TIB's approval; second by Councilmember Whitehurst.

Motion carried: 4 yes 0 no.

**B. Sewer Feasibility Study Gray & Osborne**

- Mike explained that this is an amendment to the current contract allowing Gray & Osborne to do a feasibility study funded through a grant from COG. This study will look at three areas and the placement of a lift station.

**MOTION:** Councilmember Lael made a motion to approve the Sewer Feasibility Study; second by Councilmember Camarata.

Motion carried: 4 yes 0 no.

**C. Belsaas & Smith Pay Request #3**

- Mayor Huber explained that there was change orders added that Bryan, Michelle and Mayor Huber will discuss with Belsaas. Mayor Huber would like council to approve the pay request less the change orders until an agreement can be reached between the City and Belsaas & Smith.

**MOTION:** Councilmember Lael made a motion to pay Belsaas & Smith pay request #3 less the change orders; second by Councilmember Whitehurst.

Motion carried: 4 yes 0 no.

**PAYMENT APPROVALS**

**A. March 24, 2015 Payable \$38,322.09**

**MOTION:** Councilmember Lael made a motion to approve March 24, 2015 payables; second by Councilmember: McLean.

Motion carried: 4 yes 0 no.

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**MAYOR'S REPORT**

- Mayor Huber informed Council that she had met with TVI, an investment firm that Debbie had made contact Debbie with through WFOA; we will get the cities CD rates and check compatibles.
- Thursday there will be a meeting at City Hall with Gray & Osborne, SCJ Alliance, Michelle, Bryan and Brenda to discuss UGA compliance and the Sewer Feasibility Study.
- Mike Varnum has started.
- Bryan, Tom and Mike will start on the water main relocation and the South end of the PW Shop; this will take approximately 22 days and needs to be completed before the irrigation is turned on.
- Tom has officially started at the WWTP to do his operating in training.
- The first meeting in April council will need to consider a rate increase for water/sewer.
- Mayor Huber would like Debbie to start working on different policies for the City; she would like to get policies from the County to begin this process.

**COUNCIL DISCUSSION**

- Councilmember Lael inquired about the discussion on replacement vehicles. Officer Taylor said that he has been talking with Ardor Design regarding being a surplus purchaser.

**ADJOURN: 7:59 p.m.**

**Attest:**

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Mayor Huber

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Debbie L. Lee Clerk/Treasurer