

**City of Kittitas
Council Meeting Minutes
January 12, 2016**

COUNCIL MEETING

Mayor Whitford led those assembled in the Flag Salute. Mayor Whitford called the regular Council Meeting to order at 7:00 p.m. January 12, 2016. Councilmembers present: Ben Whitehurst, Dan Sherman, Jerry Gilmour, David Doyle and John Camarata. Staff present: Michelle Geiger – Building Official and Debbie Lee – Clerk/Treasurer. Mayor Whitford swore in Councilmembers Whitehurst, Doyle and Gilmour for the 2016 term.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING
DECEMBER 22nd, 2015**

MOTION: Councilmember Gilmour made a motion to approve the minutes second by Councilmember Camarata.
Motion Carried: 5 yes 0 no.

ADDITIONS TO AND/OR APPROVAL OF AGENDA

Councilmember Camarata would like to add under New Business C. Breck - New Water/Sewer Connection.

MOTION: Councilmember Camarata made a motion to approve the agenda as amended; second by Councilmember Gilmour.
Motion Carried: 5 yes 0 no.

PUBLIC APPEARANCE COMMENTS

- Bev Allphin informed Council that she had contacted PSE to see about getting a new refrigerator for the Community Hall through the rebate program. They do not offer this to businesses.

REPORT OF OFFICES AND SPECIAL GUESTS

A. Special Guests/ Staff Reports (informational only)

Michelle Geiger – Building Inspector

- The planning commission signed a recommendation they would like Council to consider. They would like the City to pursue annexation of property near Exit 115 that is in our UGA. This property is industrial and that is the only zoning that will allow manufacturing of medical marijuana. This would help with permanent zoning issues for medical marijuana.
- Michelle would like Council to review current building codes/fee schedules in the near future. In June of 2016 is when the City can adopt the most recent updated building codes. The County's fee schedule has increased on the commercial side, remodels and additions. There was a slight decrease in new home construction fees.

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- A permit for a new manufactured home and water/sewer service has been submitted, also a couple of remodels.

B. Budget Report

- No comment.

C. Treasurer's Report

- No comment

UNFINISHED BUSINESS

A. Rufus Tech Service Contract

- Mayor Whitford explained that Council is still researching the server benefits and cost.

MOTION: Councilmember Camarata made a motion to table until all the information was gathered; second by Councilmember Gilmour.

Motion carried: 5 yes 0 no.

Tabled for further discussion.

B. The Building Department Inc. Contract

- Mayor Whitford explained that the attorney is still reviewing this contract.

MOTION: Councilmember Camarata made a motion to table the Building Department Inc. Contract until further review from the attorney; second by Councilmember Gilmour.

Motion Carried: 5 yes 0 no.

Tabled for further discussion.

C. Safe Built Contract

- Mayor Whitford stated that the attorney is still reviewing this contract.

MOTION: Councilmember Camarata made a motion to table until further review from the attorney; second by Councilmember Gilmour.

Motion Carried: 5 yes 0 no.

Tabled for further discussion.

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D. 16-001 Assuming the Transportation Benefit District TBD

- Mayor Whitford explained that the attorney was still reviewing this.
- Tony Helland stated that all of the items had to be tabled or they would die due to lack of motion.

MOTION: Councilmember Camarata made a motion to table the Assumption of the TBD until the attorney reviews completely; second by Councilmember Sherman.

Motion Carried: 5 yes 0 no.

Tabled for further discussion.

NEW BUSINESS

A. Surplus Cell Phones

- Mayor Whitford explained that in cleaning out the office she came across 5 used cell phones. Jose Preciado stated that he can take them to Aspen and donate for emergency 911 use only.
- Councilmember Whitehurst asked if we can surplus or does the City have to use fair market value. It was decided the phones were all old and there was no value.

MOTION: Councilmember Gilmour made a motion to surplus the phones; second by Councilmember Sherman.

Motion Carried: 5 yes 0 no.

B. Liquor License Renewal – Gibson Fruit

MOTION: Councilmember Gilmour made a motion to approve the liquor license renewal; second by Councilmember Camarata.

Motion Carried: 5 yes 0 no.

C. New Water/Sewer Connection Breck

- Michelle explained that per KMC code Council needs to approve all new water/sewer connections to the main in the City of Kittitas. This is for a placement of a modular home and shop on 1st Ave.

MOTION: Councilmember Camarata made a motion to approve the connection; second by Councilmember Whitehurst.

Motion Carried: 5 yes 0 no.

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PAYMENT APPROVALS

A. December 31, 2015 Payables \$6,309.66

MOTION: Councilmember Camarata made a motion to approve December 31st payables; second by Councilmember Gilmour.

Motion Carried: 5 yes 0 no.

B. December 2015 EFT'S \$12,914.76

- Councilmember Camarata inquired as to what the Amazon purchases were; they are library books that were purchased.

MOTION: Councilmember Gilmour made a motion to approve December 2015 EFT payables; second by Councilmember Whitehurst.

Motion Carried: 5 yes 0 no.

C. December 2015 Payroll \$54,834.42

MOTION: Councilmember Camarata made a motion to approve December 2015 Payroll; second by Councilmember Sherman.

Motion Carried: 5 yes 0 no.

D. January Mid-Month Draws \$2,800.00

MOTION: Councilmember Gilmour made a motion to approve January Mid-Month Draws; second by Councilmember Camarata.

Motion Carried: 5 yes 0 no.

E. January 12, 2016 Payables \$8,345.48

MOTION: Councilmember Camarata made a motion to approve January 12, 2016 Payables; second by Councilmember Gilmour.

Motion Carried: 5 yes 0 no.

MAYOR'S REPORT

- A liquor license application has been submitted to the state for Thrall & Dodge Winery. They are going to move into the space in the Colockum Brewery spot.
- There were seven applications turned in for the Utility Billing Clerk position. Mayor Whitford, Scott Ciraulo and a person Human Resources at Kittitas County will be on the interview board. Three applicants were chosen and they will have interviews tomorrow starting at 1:00 p.m.

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- Mayor Whitford worked last weekend on personnel files and organizing the office. She will set up employee evaluations in the near future.

COUNCIL DISCUSSION

- Councilmember Gilmour would like to thank Councilmember Sherman for helping with the plowing of snow in the City.
- Councilmember Sherman inquired about the TBD. Discussion was had regarding the TBD and its functions.

ADJOURN: 7:40 p.m.

Attest:

Mayor Whitford

Debbie L. Lee Clerk/Treasurer