

**City of Kittitas  
Council Meeting Minutes  
May 10, 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. May 10, 2016. Councilmembers present: Dan Sherman, Jerry Gilmour, Ben Whitehurst, Jasen Carlson and John Camarata. Staff present: Debbie Lee – Clerk/Treasurer., Dave, Anderson – Police Department, Michelle Geiger – Building Inspector and Cathy Doyle – Utility Billing Clerk.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING DATED  
APRIL 26th, 2016**

**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**

Mayor Whitford would like to amend the agenda by adding under New Business D. TIB Patrick Avenue Project Fuel Tax Agreements.

**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**

None

**REPORT OF OFFICES AND SPECIAL GUESTS**

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

**Michelle Geiger – Building Inspector**

- Michelle informed Council that she got a response from the City Attorney that there is no legal liability associated with banning marijuana. The Council will need to decide if they want to ban marijuana altogether or impose another moratorium.
- Councilmember Sherman asked that since there are currently no zoning regulations would the sale/manufacturing of marijuana be allowed. Yes.

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- Councilmember Carlson was concerned about the risk of being sued. Michelle explained that the previous attorney had stated there was a chance, but the new attorney stated that the City of Kittitas would be within their rights to ban if they chose to.
- Councilmember Gilmour inquired as to how many times the City could impose a ban. Michelle stated she thought as long as the City was showing they were discussing and taking action on the issue you could have impose another moratorium.
- Mayor Whitford stated that if the City banned marijuana they would not receive any state revenues.
- It was the census of Council to have the attorney draw up an interim zoning ordinance.

**B. Budget Report**

- Councilmember Gilmour is concerned with the amount of money paid to the attorney. The City has already exceeded the amount budgeted for the year. Mayor Whitford thought this expense would even out and not be so much in the future.
- Councilmember Carlson had questions about inmate care expenses. It was explained that the City gets charged per inmate, the City used to be charged a flat yearly fee.

**C. Treasurer's Report**

None

**UNFINISHED BUSINESS**

**A. Gray & Osborne Patrick Avenue Phase 1 Consultant Agreement**

- Tabled until Gray & Osborne get the finalized Consultant Agreement.

**B. Water/Sewer 2% Increase Auditor Response – Discussion only**

- Mayor Whitford explained that MRSC was contacted and they suggested the City speak with the Auditors office as to the clerical error of not increasing the sewer base rate by 2% Ordinance last year in May that this could be considered gifting. The Auditor responded by stating the City has the ultimate authority to raise utility rates as long as they are in compliance with RCW 35.21.870. They would not question any decision of the Council to not retroactively impose a fee that was rescinded before being imposed such as you described. This appears to be more of an administration correction, not a gifting of public funds.

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- Mayor Whitford stated that they will look at the rates at the budget meeting on the 17<sup>th</sup> of May.
- Councilmember Carlson stated that nothing needed to be done at this time regarding this issue.

**NEW BUSINESS**

**A. Resolution 16-008R Surplus City Property**

- A new refrigerator was gifted to the Community Hall. Three were two old refrigerators that were removed. Mayor Whitford would like to add these to the surplus list and placed in the Swap Meet.
- Councilmember Gilmour was concerned about the state of the old refrigerators and Mayor Whitford explained they would put a disclaimer on them and maybe someone would offer a donation of some amount.

**MOTION:** Councilmember Gilmour made a motion to place the refrigerators on the surplus list; second by Councilmember Camarata.

Motion Carried: 5 yes 0 no.

**B. The Chairperson for the Planning Commission Meetings/Fees**

- Mayor Whitford explained that the Planning Commission depends on volunteers to sit on the board and typically this is 3-4 people. This board is very important and needs support and consistency. Michelle has been the chairperson she helps direct the meetings and takes the minutes. Mayor Whitford would like Council to look at this issue and will discuss further at the Budget Meeting on May 17<sup>th</sup>.
- Mayor Whitford also explained that she would like Council to understand that to get a complete picture of the budget when it comes to the building permit revenues and expenses they will need to look at an entire year of revenue and expenses with Safebuilt.

**C. Building Department Job Position – Needs Action By Council to Eliminate Job Position**

- Mayor Whitford explained that the contract with Safebuilt has been executed and agreed upon by all parties. The next step is eliminating the Building Inspector job position.
- Councilmember Sherman asked Michelle if she was happy with the contract. Michelle stated yes.
- Councilmember Carlson stated that Michelle is not resigning the City of Kittitas no longer has a

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Building Inspector job position.

**MOTION:** Councilmember Sherman made a motion to eliminate the Building Inspector job position; second by Councilmember Whitehurst.

Motion Carried: 5 yes 0 no.

**D. TIB Patrick Avenue Project Fuel Tax Agreements.**

- This agreement is for Phase 1 & 2 Patrick Avenue Fuel Tax Grant.
- Councilmember Carlson asked if this had anything to do with car tabs. No.

**MOTION:** Councilmember Gilmour made a motion to sign the Fuel Tax Grant for Patrick Avenue Projects Phase 1 & 2. Second by Councilmember Whitehurst.

Motion Carried: 5 yes 0 no.

**PAYMENT APPROVALS**

**A. May 10<sup>th</sup>, 2016 Payables \$43,895.29**

- Councilmember Carlson inquired about the expenses for the Police Tahoe. Officer Anderson stated the charges are for a fuel pump and he will need new tires soon. Councilmember Carlson stated that the City should be thinking about vehicle replacement in the future. Officer Anderson stated that it is running pretty good right now.

**MOTION:** Councilmember Camarata made a motion to pay the May 10<sup>th</sup> payables; second by Councilmember Gilmour.

Motion Carried: 5 yes 0 no.

**B. April EFT's \$3,599.08**

**MOTION:** Councilmember Camarata made a motion to approve April EFT's; second by Councilmember Gilmour.

Motion Carried: 5 yes 0 no.

**C. April Payroll/May Mid-Month Draws \$48,985.03**

**MOTION:** Councilmember Gilmour made a motion to approve April Payroll/May Mid-Month Draw; second by Councilmember Whitehurst.

Motion Carried: 5 yes 0 no.

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**MAYOR'S REPORT**

- Mayor Whitford informed Council that the swap meet has raised \$923.85 for the purchase of a new sign. In April there were 10 tables and May 20 tables reserved. Mayor Whitford is working on getting more foot traffic and has talked with the Chamber regarding this.
- There will be a budget meeting May 17<sup>th</sup> at 6:00 p.m. Mayor Whitford stated she has been in office six months and will look at where the city has been and where they are headed with the budget.
- On Saturday Mercer Creek Church will have 250 volunteers from 9:00 a.m. to 1:00 p.m. coming to the City to work on the Community Center and surrounding areas cleaning things up. Councilmember Camarata will be available to help assist the volunteers if they need anything.
- Brian Stickney will take down the announcer's booth at Palmerio Park once the electricity is shut down. Bryan Nash from Public Works wants to make sure they sign a hold harmless agreement before the work is done.
- There will be a Town Hall Meeting on May 23<sup>rd</sup> at 6:00 p.m. Mayor Whitford would like Council to attend.
- Mayor Whitford met with Jim Armstrong from the Chamber and they are in the talking stages of placing a kiosk at Wilson Park by the Train Depot. This will hold all kinds of information. They also discussed having a meeting regarding the burnouts with the police and fire departments.
- Officer Anderson has been helping Mayor Whitford with the Community Hall. The tables are now built.
- Mayor Whitford handed out a Councilmember Liaison sheet explaining that she would like each Councilmember to be the liaison regarding different aspects of the City. Mayor Whitford thought this would help with communication within the Council. Councilmember Whitehurst did not think this was a good idea as he feels it is the Department Heads responsibility to inform Council of what their needs are. Councilmember Gilmour did not think there was anything wrong with this idea.
- Mayor Whitford will look over Councilmember Whitehurst liaison suggestion and get back to Council.

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**COUNCIL DISCUSSION**

- Councilmember Gilmour is concerned about the water leak getting fixed and wondered if the City could hire someone to finish it. Councilmember Sherman stated that Bryan was very busy as he is the only one currently in his department and the work that Bryan and Mike have done so far is impressive.
- Councilmember Gilmour stated that the lilac bushes on Okanagan and Patrick need trimmed. Mayor Whitford stated he should come in and fill out a citizen complaint form, which would be the best way to handle this.
- Councilmember Sherman wanted to know how long term the consideration of eliminating the building inspector position would be. Mayor Whitford explained that she would like to look at the budget after one year.
- Michelle explained that the contract can be terminated between both parties at any time.

**ADJOURN: 8:05 p.m.**

**Attest:**

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Mayor Whitford

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Debbie L. Lee Clerk/Treasurer