

**City of Kittitas
Council Meeting Minutes
February 14, 2017**

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. February 14, 2017. Councilmembers present: Jerry Gilmour, John Camarata, Ben Whitehurst and Jasen Carlson. Pat Cort was absent. Staff present: Debbie Lee – Clerk/Treasurer and Dave Anderson – Police.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING DATED JANUARY
24th, 2016**

MOTION: Councilmember Gilmour made a motion to approve the minutes; second by Councilmember Camarata.
Motion Carried: 4 yes 0 no.

**APPROVAL OF THE MINUTES FOR THE WORK/STUDY MEETING DATED
JANUARY 24th, 2016**

MOTION: Councilmember Camarata made a motion to approve the minutes; second by Councilmember Whitehurst.
Motion Carried: 4 yes 0 no.

ADDITIONS TO AND/OR APPROVAL OF AGENDA

MOTION: Councilmember Whitehurst made a motion to approve Councilmember Cort's absence; second by Councilmember Gilmour.
Motion Carried: 4 yes 0 no.

MOTION: Councilmember Camarata made a motion to approve the agenda as presented; second by Councilmember Whitehurst.
Motion Carried: 4 yes 0 no.

PUBLIC APPEARANCE COMMENTS

None

REPORT OF OFFICES AND SPECIAL GUESTS

A. Staff Reports (informational only)

Debbie Lee – Clerk/Treasurer

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- Debbie informed Council that she and Cathy will be attending the BIAS conference in Spokane next week and that they applied for a scholarship to cover the expenses but have not heard back from Association of Washington Cities.

Dave Anderson – Police Department

- Officer Anderson informed Council that Officer Taylor's last day was February 13th, 2017. Officer Taylor has some personal issues and is working security in the Seattle area and plans to get back into law enforcement at a later date. They will miss him.
- Chief Nierman has posted the job thru the Criminal Justice System, the job will close on March 31st and it will be a lateral hire only.
- Councilmember Carlson inquired what that meant. It was explained that it was expensive to train an officer thru the academy so the person who is applying has already been thru the academy and has had exposure. They hope to get someone leaving another agency for relocation purposes or a retired officer. The City of Kittitas has good benefits but the pay is not the greatest.

B. Budget Report

No Comment

C. Treasurer's Report

No Comment

UNFINISHED BUSINESS

None

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NEW BUSINESS

A. Dog Variance – Gloria Kenoyer

- Shane Kenoyer spoke about the dogs that they are requesting the variance on. He stated the one dog Bear who was the jumper and always got out is no longer at this residence. These are a complete new set of dogs. Kenoyer's stated that if any of these dogs become a problem they will take care of the issue right away.
- Councilmember Gilmour asked if they had a fenced yard. It was stated yes. Councilmember Gilmour stated as long as they aren't barking and creating a nuisance he sees no problem in allowing the variance. Councilmember Gilmour wanted to know how many dogs are considered before needing a kennel. Five is the number of dogs to be considered for a kennel.
- Officer Anderson was glad that Bear was no longer at the residence as this is the dog that the police have had complaints on.

MOTION: Councilmember Gilmour made a motion to approve the variance; second by Councilmember Whitehurst.

Motion Carried: 4 yes 0 no.

B. Waving Competitive Bidding Requirements Operating Engineers 17-002R

- It was explained that this is paperwork that needs to be completed before the start of the Operating Engineers road paving project each year. The Council has approved these waivers every year.
- Councilmember Gilmour asked what streets were going to be paved this year. It was explained that part of Spokane, First Street and Okanagan.

Motion: Councilmember Whitehurst made a motion to approve Resolution 17-002R; second by Councilmember Camarata.

Motion Carried: 4 yes 0 no.

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C. Update Snow Removal Policy

- Councilmember Gilmour would like to table until a full Council is present.

MOTION: Councilmember Camarata made a motion to table the Updating of the Snow Removal Policy; second by Councilmember Carlson.

Motion Carried: 4 yes 0 no.

D. Extending Library Hours

- Mayor Whitford talked to Jerry during the Study Session and would like to have more information from the library as to where the additional funding will come from.
- Councilmember Carlson would like to know is there a reason why they want their hours increased. Councilmember Carlson would like someone from the library to come and present their proposal. Councilmember Carlson stated that the minimum wage is a given as it is required by State Law.
- Councilmember Camarata stated that the reason they want to be open the extra day is because the library is open every other day and there is no consistency and being open four days in a row would help with this.

MOTION: Councilmember Camarata made a motion to approve the extending of the library hours; second by Councilmember Gilmour.

- Councilmember Whitehurst would like to table this discussion until someone from the library came to give a presentation to the Council.

MOTION: Councilmember Whitehurst made a motion to table until the library can give a presentation; second by Councilmember Gilmour.

Motion Carried: 3 yes 1 no (Councilmember Camarata.)

E. Grant Policy

- Gray & Osborne gave a few suggestions, one being the policy should state “grant and/or loan” in place of just “grant”.

MOTION: Councilmember Gilmour made a motion to adopt the policy with the changes from Gray & Osborne; second by Councilmember Whitehurst.

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Motion Carried: 4 yes 0.

F. Perteet Planning Services Contract

- Christina Wollman and Kirk Holmes from Perteet talked with Council regarding their services that they provide. Christina explained that Perteet does flood plain management, environmental planning etc. Perteet will help the City of Kittitas with the Comprehensive Plan Update that is due at the end of June, they are aware of the amount the City of Kittitas has budgeted for this project. They would like Council to give Mayor Whitford permission to sign the contract and agree to the standard provisions. Perteet will change the scope to include the services provided. Perteet would like to work off of task orders. Task order #1 will be the Comprehensive Plan Update and they will have that ready to sign at the next Council meeting.
- Perteet is aware of the budget and timeline and will have the comprehensive plan update completed by June, this will include meeting with the planning commission and having public hearings and then presented to council.
- Mayor Whitford informed Council that the County has done a very good job in their public outreach regarding the Comprehensive Plan Update and what it means. Mayor Whitford likes the ideas of task orders as that will keep the budget in check.
- Councilmember Whitehurst asked if the City has a policy for task orders.
- Kirk Holmes suggested to take a look at this issue after they can get their feet wet for about 6 months and make changes at that point. Kirk also stated they would make flow charts for the City on how to handle land use permits that come thru City Hall. Kirk also stated that June will be coming quickly and recommends the mayor signs task order #1 as soon as possible and then Perteet will be back to inform Council of their progress.

MOTION: Councilmember Gilmour made a motion to approve the signing of the Perteet Contract; second by Councilmember Whitehurst.

Motion Carried: 4 yes 0 no.

G. Comprehensive Plan Update Schedule

- Perteet will be making this schedule and completing this project for the City of Kittitas.

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H. Surplus Toyota 17-004R

- Officer Anderson would like to purchase this vehicle for \$500.00.
- Councilmember Whitehurst wondered when the last time this pick-up was driven?

MOTION: Councilmember Whitehurst made a motion to approve the surplus of the Toyota pick-up; second by Councilmember Gilmour.

Motion Carried: 4 yes 0 no.

MOTION: Councilmember Camarata made a motion to sell the Toyota for \$500.00; second by Councilmember Whitehurst.

Motion Carried: 4 yes 0 no.

PAYMENT APPROVALS

A. February 14, 2017 Payables \$35,444.05

MOTION: Councilmember Camarata made a motion to pay February 14, 2017 Payables; second by Councilmember Whitehurst.

Motion Carried: 4 yes 0 no.

B. January 2017 EFT's \$12,552.83

MOTION: Councilmember Camarata made a motion to approve January 2017 EFT's; second by Councilmember Gilmour.

Motion Carried: 4 yes 0 no.

C. January Payroll/February Mid-Month Draw \$48,348.23

MOTION: Councilmember Camarata made a motion to approve January Payroll/February Mid-Month Draw; second by Councilmember Gilmour.

Motion Carried: 4 yes 0 no.

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MAYOR'S REPORT

- Mayor Whitford informed Council that she will be gone Friday February 17th thru Sunday the 26th. Mayor Whitford stated that staff would let Mayor Pro Tem John Camarata know of any emergencies and Councilmember Camarata and Councilmember Whitehurst are available to sign checks.

COUNCIL DISCUSSION

- Councilmember Gilmour wanted to give a gold star to Cathy and Debbie in the office for having a clean audit.
- Councilmember Whitehurst inquired about the Fire Department merger with KVFR. Mayor Whitford would like to talk to Chief Shuart and have staff support to move forward.
- Councilmember Whitehurst felt this would be the best move the City could make and it would attract business, and also have a big impact on the citizens for response time.
- Councilmember Carlson asked if it had to go to a special vote. Councilmember Whitehurst thought it could be put on the November ballot, but he does think it takes some time after passage to become active. There would be a cost savings in EMS transfer charges. The response time for fire would be approximately 8 minutes which is huge.
- Councilmember Carlson would like to see a pro and con list so the citizens can be fully informed
- Councilmember Gilmour stated just get more volunteers. Councilmember Whitehurst said that is all well and good but they will still have jobs outside the City of Kittitas and then you have to outfit and train all the volunteers which would be costly.
- Mayor Whitford inquired about the purchasing of some new gear. Councilmember Whitehurst stated that Chief Shuart is working on that and should have more information at the next Council meeting.
- Councilmember Carlson wanted to know who to talk with about placing a red blinking light at #6 and Tjossem, he ran that stop sign and feels it is a hazard. Officer Anderson told him to go into the County and talk with them.

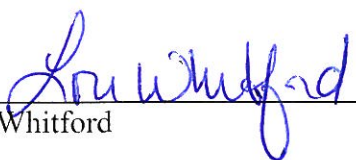
MOTION: Councilmember Camarata made a motion to adjourn; second by Councilmember Whitehurst.

Motion Carried: 4 yes 0 no.

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ADJOURN: 8:08 p.m.

Attest:



Mayor Whitford



Debbie L. Lee Clerk/Treasurer