

**City of Kittitas  
Council Meeting Minutes  
February 13, 2018**

**COUNCIL MEETING**

Mayor Cort led those assembled in the Flag Salute. Mayor Cort called the regular Council Meeting to order at 7:00 p.m. February 13, 2018. Councilmembers present: Ben Whitehurst, John Camarata, Jerry Gilmour and Liz Smith. Councilmember Lou Whitford was absent. Staff present: Debbie Lee – Clerk/Treasurer.

**MOTION:** Councilmember Whitehurst made a motion to approve the absence of Councilmember Whitford; second by Councilmember Smith.  
Motion Carried: 4 yes 0 no.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING DATED  
JANUARY 23, 2018**

**MOTION:** Councilmember Gilmour made a motion to approve the regular Council Meeting minutes dated January 23, 2018; second by Councilmember Camarata.  
Motion Carried: 3 yes 1 abstention. (Councilmember Whitehurst due to his absence).

**APPROVAL OF THE MINUTES FOR THE WORK/STUDY MEETING DATED  
JANUARY 23, 2018**

**MOTION:** Councilmember Gilmour made a motion to approve the Work Study Minutes dated January 23, 2018; second by Councilmember Smith.  
Motion Carried: 3 yes 1 abstention. (Councilmember Whitehurst due to his absence).

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

Clerk/Treasurer Debbie Lee informed Council that the amount on the EFT's payables needed to be changed to \$25,417.31.

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

**City of Kittitas  
Council Meeting Minutes  
February 13, 2018**

**PUBLIC APPEARANCE COMMENTS**

- Mr. Anderson from the Army National Guard introduced himself to Council. He is new to the area and wanted to attend the Council. Mayor Cort thanked Mr. Anderson for his service.

**REPORT OF OFFICES AND SPECIAL GUESTS**

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

**Michelle Geiger – Safe Built LLC/Planning Commission**

- The zoning updates recommended by the Planning Commission are on track to go before council for the February 27<sup>th</sup> meeting
- Sign ordinance updates to the Gateway Commercial will be added to the ADU and fence updates and presented to council for adoption through the same process in March/April.
- Safe Built LLC will update language and provide to commission for final approval at the next meeting. Goal is to hold the PC public hearing and have SEPA completed by the March 12<sup>th</sup> meeting if possible to keep things moving forward. Safe Built LLC will submit to commerce and coordinate with Debbie to attempt to meet this deadline.
- Commission re-iterated a desire to make moving forward with water and sewer at the interchange a priority for the City.
- Commission voted to move forward with adopting free standing sign regulations within the Gateway Commercial Zone.
- Commission would like to see the zoning changes that were approved in regards to mobile homes 10 years and newer.
- Commission was encouraged that the proposed zoning changes to allowed uses in the Gateway Commercial were moving forward.
- Additional information is still needed regarding the sewer extension and planning process within the Gateway Commercial Zone.

**City of Kittitas  
Council Meeting Minutes  
February 13, 2018**

- Public Hearing for proposed zoning changes within the development regulations as previously discussed and proposed. This will complete the list of items requested to be reviewed from the Council.
- Commission would like additional information in regard to the update of the manufactured mobile home regulations.
- There is currently one vacancy on the Planning Commission.
- Commission still has concerns with the council's ability to secure water rights and provide funding for sewer extension to the interchange.
- Councilmember Gilmour questions where the term Gateway Commercial came from as he has not heard this before. It was explained that SCJ Alliance the previous planner had come up with this name for the area down at Exit 115.

**Brenda Bach – WWTP**

Water Department-

- We had some work on the main valve at the water tower which I had mentioned in a previous report. For years and years the city has used the main butterfly valve at the tower to slow the water down coming into the tower as per our contract with Warm Springs Water co., limiting the gallons per minute we are allowed in compliance with our water rights. But this practice has put undue stress on a butterfly valve that wasn't designed for this purpose. So thankfully our "Cla-Valve" that opens and closes the main valve is designed to do so by using a pressure-sustaining valve which restricts the opening of the valve to limit the gallons per minute coming into the tower. Just as you use your knobs on your kitchen sink to slow the water going through your faucet, works the same way, only your slowing water down in a 10" water main.

Cross Connection Control Department-

- No new news, but the lawn irrigating season is right around the corner with this warmer weather.

Wastewater Department-

- We had The Department of Ecology come to see the plant last week so they could finish the paperwork on our discharge permit for the wastewater treatment plant. Since we have had no

**City of Kittitas  
Council Meeting Minutes  
February 13, 2018**

upgrades since our last permit, this will help in getting the permit finished without any changes from our last permit.

- Spring is right around the corner with this warmer weather and we will be working out in the lagoons and basins for our spring cleaning and maintenance.

**B. Budget Report**

- Councilmember Camarata brought up concerns regarding the budget and how the beginning balance was not what was actually brought forward, and that it was projected so low.
- Councilmember Smith wanted to know if Judy Pless came and met with Councilmember Camarata and Mayor Cort. It was explained that yes she had met and the group felt that everyone was on the same page about understanding the budget reports.
- Councilmember Smith wondered about how Council could solve this issue that keeps coming up regarding the budget.
- Mayor Cort stated that she was going to be attending the BIAS conference and will address Councilmember Camarata's concerns. Discussion.

**C. Treasurer's Report**

- Clerk/Treasurer Debbie Lee informed Council that the TVI investments have brought in approximately \$5,400 in interest in the last year.

**UNFINISHED BUSINESS**

**A. KVFR Annexation Agreement**

- Councilmember Gilmour asked if the City attorney has had a chance to look at the agreement. Mayor Cort stated yes and it was ready to be voted on by Council.
- Councilmember Gilmour had concerns about the power going out and if KVFR would allow the City to use the generator to keep City Hall going. It was explained that the generator only runs that half of the building.

**City of Kittitas  
Council Meeting Minutes  
February 13, 2018**

- Councilmember Whitehurst thought it was a good idea to look into purchasing a generator for City Hall.

**MOTION:** Councilmember Smith made a motion to accept the KVFR Annexation Agreement; second by Councilmember Whitehurst.

Motion Carried: 4 yes 0 no.

**NEW BUSINESS**

**A. Update Webpage Service**

- Mayor Cort spoke with Tim McCready about the City of Kittitas web page needing updating. He made a few updates but it will take time to make all of the updates and keep them current. Mayor Cort felt that this was important to keep the webpage up to date as people look for information on the web all of the time. Tim suggested \$150 per month to keep it up to date this would be putting the minutes on there, keeping all contact information updated, important projects, agendas and keeping Benton Street citizens up to date on proper flushing procedures. Mayor Cort would like Council to consider this proposal.
- Councilmember Whitehurst inquired if the City had a Facebook page. Yes they do and things are also put on this page like the Burnouts and Christmas in Kittitas.

**PAYMENT APPROVALS**

**A. February 13, 2018 Bank EFT's \$11,352.57**

**MOTION:** Councilmember Camarata made a motion to approve February 13, bank EFT's; second by Councilmember Gilmour.

Motion Carried: 4 yes 0 no.

**B. February 13, 2018 EFT Payables \$25,417.31**

**MOTION:** Councilmember Whitehurst made a motion to approve February 13th, payables; second by Councilmember Smith.

**City of Kittitas  
Council Meeting Minutes  
February 13, 2018**

Motion Carried; 4 yes no.

**C. January Payroll/February Mid-Month Draws \$44,963.98**

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

Motion Carried: 4 yes 0 no.

**MAYOR'S REPORT**

- Mayor Cort reported that she will be adding a correspondence section on the Agenda/Mayors Report.
- Mayor Cort presented the 5 year plan for Council to see what actions are in progress etc.
- Aspect Consulting has been working on the water rights information and will be presenting a report for Council soon.
- Monday Mayor Cort will speak at the Kiwanis Club. The topic will be what it is like being Mayor and what the first few months in office have been like. Mayor Cort will also seek some funding from the Kiwanis for the library and possibly donate to Christmas in Kittitas.
- Caleb will be coming to the next Council meeting to discuss a plan for GIS information and doing his CWU internship at the City of Kittitas.
- Gary Bye with New Life Church informed Mayor Cort that they have taken over the food bank and are serving quite a few citizens in Kittitas.

**COUNCIL DISCUSSION**

- None

**City of Kittitas  
Council Meeting Minutes  
February 13, 2018**

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

Motion Carried: 4 yes 0 no.

**ADJOURN: 7:32 p.m.**

**Attest:**

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Mayor Pat Cort

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Debbie Lee Clerk/Treasurer