

**City of Kittitas  
Council Meeting Minutes  
October 9, 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. October 9, 2018. Councilmembers present: John Camarata, Liz Smith, Lou Whitford, Rich Coleman and Jerry Gilmour. Staff present: Debbie Lee – Clerk/Treasurer.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING DATED  
SEPTEMBER 25, 2018**

**MOTION:** Councilmember Whitford made a motion to approve the regular Council Meeting minutes dated September 25, 2018; second by Councilmember Gilmour.  
Motion Carried: 5 yes 0 no.

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

Mayor Cort would like to add under New Business Executive Session 42.30.110 to Evaluate the Qualifications of an Applicant for Employment. They will be in Executive Session for 10 minutes.

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

**PUBLIC APPEARANCE COMMENTS**

- Daniel Menth informed Council that he has a street legal 4-wheeler with a snow blade and he would be willing to help the City plow sidewalks or streets this winter at a rate of \$25.00 per hour. His phone number is 509-968-9233.

**REPORT OF OFFICES AND SPECIAL GUESTS**

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

**Debbie Lee – Clerk/Treasurer**

- Clerk Debbie Lee informed Council that the handheld that has been used to read meters for the last at least 12 years is failing and every month it is getting harder and harder for staff to use. Public Works

**City of Kittitas  
Council Meeting Minutes  
October 9, 2018**

and staff met with Master Meter and they submitted a quote for a more updated meter reading system. They will come and train staff for two days. It will take approximately 1-2 months for them to get the training scheduled. This system was quoted at \$10,693.72.

- Councilmember stated this was not in the budget to purchase. It was explained that the old system gives staff trouble every month and one of these months it will not work at all.

**MOTION:** Councilmember Smith made a motion for the emergency purchase of a new meter reading system; second by Councilmember Gilmour.

Motion Carried: 4 yes 1 no (Councilmember Gilmour)

- Clerk Debbie Lee stated that she was going on vacation from October 15-24 and City Hall will be open half days.
- Mayor Cort stated that Mike had several call outs at the WWTP due to the power going out.
- Mayor Cort also reported that the lateral officer that had applied for the vacant police position backed out of the application process. Chief Taylor still has one applicant going thru the hiring process and another lateral officer called and inquired about the position today.

**B. Budget Report**

- No Comment

**C. Treasurer's Report**

- No Comment

**A. John Sinclair – KVFR (Washington Surveying Rating Bureau)**

- Clerk Debbie Lee will email Chief Sinclair to see if he still wants to explain this letter from the Washington Surveying Rating Bureau to Council. He has missed the last couple meetings that he was placed on the agenda.

**City of Kittitas  
Council Meeting Minutes  
October 9, 2018**

**UNFINISHED BUSINESS**

**A. 18-010 Ordinance Imposing 2% Lodging Tax**

- Councilmember Gilmour inquired if McPherson's would have to start collecting this. Councilmember Camarata stated that the County is already collecting the tax but this allows the City to collect.
- The revenue that will be collected from this lodging tax can only be used on tourism. This tax will not take effect until January 2019.

**MOTION:** Councilmember Smith made a motion to approve Ordinance 18-010; second by Councilmember Coleman.  
Motion Carried: 5 yes 0 no.

**NEW BUSINESS**

**A. Executive Session 42.30.110 Evaluate the Qualifications of an Applicant for Employment**

- Council went into Executive Session at 7:15 – 7:25 for 10 minutes.
- No decisions were made during the Executive Session.

**PAYMENT APPROVALS**

**A. September 2018 Bank Payables via EFT \$10,566.24**

**MOTION:** Councilmember Whitford made a motion to approve September Bank EFT's; second by Councilmember Camarata.  
Motion Carried: 5 yes 0 no.

**B. September Payroll/October Mid-Month Draw \$42,250.70**

**MOTION:** Councilmember Camarata made a motion to approve September Payroll/October Mid-Month Draw; second by Councilmember Whitford.  
Motion Carried: 5 yes 0 no.

**City of Kittitas  
Council Meeting Minutes  
October 9, 2018**

**C. September Payables via EFT \$12,557.13**

**MOTION:** Councilmember Whitford made a motion to approve September Payables via EFT; second by Councilmember Camarata.

Motion Carried: 5 yes 0 no.

**MAYOR'S REPORT**

- Mayor Cort reported that the meeting of October 23 will be canceled due to Clerk Debbie Lee gone on vacation and Mayor Cort will be at a conference in Wenatchee.
- Council will meet on the 16<sup>th</sup> at 6:00 p.m. for a Budget Meeting.
- Councilmember Camarata stated that they could work on the library budget and the WWTP budget.
- Councilmember Whitford asked if she could place the Trunk or Treat sign in the front yard of City Hall.
- Mayor Cort stated that the library, New Life Church and the people who help with Christmas in Kittitas need to get together to plan for the event.
- Councilmember Smith inquired if possibly New Life Church would want to help organize the lighted parade. The church seems to have the manpower to help with this.

**COUNCIL DISCUSSION**

- Councilmember Camarata stated that the COG meeting was cancelled this month.
- Councilmember Gilmour said that the crack sealing was not getting done this year. The stop signs still are not fixed on Spokane Street and he was wondering what Public Works does. Mayor Cort stated water leaks, replace meters, and they have also been busy with locates.
- Mayor Cort says she is working on a yearly schedule for departments so Council and public can see what items they work on, on a regular basis.
- Councilmember Gilmour stated he has not heard from the fiddlers.

**City of Kittitas  
Council Meeting Minutes  
October 9, 2018**

- Mayor Cort has been working on two grants for the Train Depot. These grants are thru Home Depot and Lowes.
- Councilmember Smith expressed her concern regarding taking time to hire a new officer to make sure that he is a good fit for the community.

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

Motion Carried: 5 yes 0 no.

**ADJOURN: 7:42 p.m.**

**Attest:**

---

Mayor Pat Cort

---

Debbie Lee Clerk/Treasurer