

**City of Kittitas
Council Meeting Minutes
June 11th, 2019**

COUNCIL MEETING

Mayor Pro-Tem Camarata led those assembled in the Flag Salute. Mayor Pro-Tem Camarata called the regular Council Meeting to order at 7:00 p.m. June 11th, 2019. Councilmembers present: Rich Coleman, Holly Beard and Councilmember Liz Smith. Staff present: Debbie Lee – Clerk/Treasurer and Mike Meskimen – Gray & Osborne.

Councilmember Whitford was absent from the meeting without notification. This will be an unexcused absence.

- Councilmember Coleman explained that last Thursday Councilmember Whitford had some volunteers help her with cleaning up the S curves and watering the flowers. Councilmember Coleman asked if they knew how to pull a trailer and she stated yes. When Councilmember Coleman returned Friday he noticed that the stand to connect to the tongue of the trailer had been sheared off and the cap was missing to the trailer. He retraced the steps and could not locate the parts. Councilmember Coleman then went to Councilmember Whitford's home and talked to her volunteer help and stated that it was a huge liability to the City that they did not know how to pull a trailer with it being an unsecured load and the force of the water could really hurt something or somebody. Councilmember Coleman then called Scott with Public Works regarding the damage and Councilmember Whitford did fix the damaged items on the water tank. The following morning Councilmember Coleman received a text from Councilmember Whitford stating that she did not appreciate Councilmember Coleman insulting her friends and she was going to resign as a Councilmember. Councilmember Beard asked Councilmember Coleman to call and apologize to Councilmember Whitford; she was not home so Councilmember Coleman left a message and said if she would like to talk about this situation to meet him at City Hall at 6:30. Councilmember Whitford did meet Councilmember Coleman at City Hall and things were said and Councilmember Whitford left prior to the start of the meeting.
- Councilmember Smith said that everyone should take a breath that Councilmember Whitford would be a great loss to the City.
- Councilmember Coleman said that this was a safety issue that he was concerned about.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING DATED
MAY 28th 2019**

MOTION: Councilmember Smith made a motion to approve the regular Council Meeting minutes dated May 28th, 2019; second by Councilmember Coleman.

Motion Carried: 4 yes 0 no.

**City of Kittitas
Council Meeting Minutes
June 11th, 2019**

ADDITIONS TO AND/OR APPROVAL OF AGENDA

MOTION: Councilmember Smith made a motion to approve the agenda as presented; second by Councilmember Coleman.

Motion Carried: 4 yes 0 no.

PUBLIC APPEARANCE COMMENTS

None

REPORT OF OFFICERS AND SPECIAL GUESTS

A. Staff Reports (informational only)

Holly Beard - Events Committee.

- Chamber agreed to pay for a general events insurance to cover upcoming Independence Day celebration.
- Chamber agreed to process donations for our committee through their 501c3 with a 5% administrative fee and work to bring the Kittitas downtown association to working order.
- We reached our goal of \$2500 in sponsorship for the Independence Day celebration
- 10 new bicycles donated to the Independence Day celebration for prizes and raffles
- 4 live musicians
- Committee had a discussion about Kruisin in Kittitas and voted to take a hands off approach.
- Side of Johnny's is being painted with our city's new brand and colors in advance of the Independence Day celebration (thanks to Sherwin Williams for paint donations and Roy Beard and Lou Whitford for the hard work)
- Lynn McCowin a local artist will volunteer her time to finish the remainder of the Mural on Johnny's.

**City of Kittitas
Council Meeting Minutes
June 11th, 2019**

- Chairwoman of events Holly has thoughts and is beginning conversation about organizing an Arbor Day festival in April and looking into funding for trees on Main Street to coincide with Aprils festival.

B. Budget Report

- Clerk/Treasurer Debbie Lee stated that a new fund 106 was added called Lodging Tax. This was stated in Ordinance 18-010 Lodging Tax Ordinance. This will hold all the restricted funds the City receives for hotel/motel taxes. This revenue source is limited to what it can be used for.

C. Treasurer's Report

- No Comment

UNFINISHED BUSINESS

A. Super Load (tabled until 6/25/2019 meeting)

- Gray & Osborne need a little more time to gather more information regarding this Ordinance.

NEW BUSINESS

A. Contract for Professional Engineering Services Gray & Osborne Water Systems Improvements Design

- Mike from Gray & Osborne informed Council that Gray & Osborne has a general engineering contract currently with the City of Kittitas. This would be an amendment to that contract for the water line replacement project.
- The City secured a grant/loan to fund this project that is approximately a \$1.43 million dollar project.
- RD funding works off a reimbursement program. So the City will need to get interim financing until the work is complete then the RD/USDA loan can be used.
- This contract with Gray & Osborne is for \$168,000 this is for the design and construction

**City of Kittitas
Council Meeting Minutes
June 11th, 2019**

portion of the project. This will cover the initial survey, permitting and grant management.

- This contract will not start until the interim financing is in place which should take about 1 month to secure.
- Councilmember Smith asked if then the City would move forward and pave those streets. Yes.
- Mike stated the project would go out to bid in 2020 and probably start March/April with about a 4 month completion time.
- There is a new director at TIB; Mike will schedule a meeting with them so they can let them know how the City of Kittitas plans to move ahead with their projects.

MOTION: Councilmember Beard made a motion to approve the Engineering Services amendment with Gray & Osborne; second by Councilmember Smith.

Motion Carried: 4 yes 0 no.

B. Bridge Load Rating – Gray & Osborne Apply for Funds or Partner with Ellensburg

- WSDOT is requiring bridge ratings on all bridges in Kittitas County. There is one bridge in the City of Kittitas that crosses Caribou Creek that needs a load rating. This is for structures over 20 feet.
- There is a new type of truck out that have more axles and shorter in length that makes for a heavier load.
- Currently the calculations were from 2009 when the bridge was built, and not made for this new type of truck.
- Other Cities have received this same notice.
- Mike from Gray & Osborne attended the Quadco meeting and there will be grant money that can be applied for to help with this cost, or possibly the City could piggy-back with Ellensburg when they have to figure out calculations on some of their bridges.
- Gray & Osborne figured it would cost approximately \$4,000-\$5,000 for this calculation.
- The load rating would need to be posted on the bridge.

MOTION: Councilmember Smith made a motion for Gray & Osborne to apply for Quadco funds or piggy-back with Ellensburg to get the load rating calculations; second by Councilmember Beard.

Motion Carried: 4 yes 0 no.

City of Kittitas
Council Meeting Minutes
June 11th, 2019

C. Kiosk – Map

- Councilmember Beard has been working with the Chamber of Commerce and getting a map for the Kiosk. Discussion was had regarding how the map should look. They talked about having an inset with the PSE Wind Farm and Olmstead Park, but highlight the local businesses for example the book store, tavern, pawn shop. Also have a “you are here” spot.
- Councilmember Coleman wanted to know if the City has a game plan for welcoming new families and new homes. Councilmember Smith stated that until there is a business with a draw for families that will not happen.
- Councilmember Camarata would like to recognize churches and parks as well.
- Councilmember Coleman wanted to know if the map would be updatable.
- Councilmember Beard also thought it would be nice to place bike paths on the map as well.
- Possibly the City could use the revenue from the Lodging Tax Fund and budget for 2020.
- Councilmember Beard liked maybe the idea of having a farmers market during the week sometime, this would not interfere with Ellensburg or Roslyn’s markets during the weekend. Starting small could be an idea.

D. New Water/Sewer Service Application Wesley Klassen Rainier Drive

- This is a new water/sewer service to the Rainier Estates area. Per Kittitas Municipal Code the Council needs to approve all new water/sewer applications.
- Councilmember Smith wanted to know if there was a reason why the City would say no.

MOTION: Councilmember Smith made a motion to approve the new water/sewer hookup on Rainier Drive; second by Councilmember Coleman.

Motion Carried: 4 yes 0 no.

**City of Kittitas
Council Meeting Minutes
June 11th, 2019**

PAYMENT APPROVALS

A. May 2019 Bank EFT's \$17,032.95

MOTION: Councilmember Coleman made a motion to approve May 2019 Bank EFT's; second by Councilmember Smith.

Motion Carried: 4 yes 0 no.

B. June 11th, 2019 Payables via EFT \$9,227.77

MOTION: Councilmember Beard made a motion to approve June 11th, Payables via EFT; second by Councilmember Coleman.

Motion Carried: 4 yes 0 no.

- Councilmember Smith inquired as to why Moon Security is paid three times. It was explained that one charge is for the WWTP, one charge for City Hall and one charge for the Police Evidence Room.

C. May Payroll/June Mid-Month Draws \$55,550.98

MOTION: Councilmember Smith made a motion to approve May Payroll/June Mid-Month Draws; second by Councilmember Coleman.

Motion Carried: 4 yes 0 no.

MAYOR'S REPORT

- Mayor Pro-Tem Camarata informed Council that the COG meeting was canceled.
- The Law & Justice meeting will be held the 3rd Wednesday of June at 8:00 a.m.

COUNCIL DISCUSSION

- No Comments

MOTION: Councilmember Beard made a motion to adjourn; second by Councilmember Coleman.
Motion Carried: 4 yes 0 no.

**City of Kittitas
Council Meeting Minutes
June 11th, 2019**

ADJOURN: 7:37 p.m.

Attest:

Mayor Pat Cort

Debbie Lee Clerk/Treasurer