

CITY OF KITTITAS
COUNCIL MEETING MINUTES
March 22, 2005

Mayor Cousart called the regular meeting of the Kittitas City Council to order at 7:00 p.m. March 22, 2005. Three Councilmembers were present. Councilmember Keys was absent.

Approval of Minutes

Councilmember Allphin moved to approve the minutes from the regular meeting of February 22, 2005. Seconded by Councilmember Huber. There were not enough Councilmembers present to approve the March 11, 2005 minutes.

Additions to the Agenda

There will be no Executive Session tonight

- 6. D. Randleman boundary line adjustment
- 7. D. Councilmember Gilmour
- 7. E. Councilmember Allphin
- 8. G. Councilmember Allphin

Report of Officers

No one was present from the Police Department

Maxine Steele reported for the library and wanted to thank those who helped out with moving the library books and shelving for the floor refinishing. Also, they are in need of a new board member and Mary Lou Gilmour would be available for the job. The board met and voted to accept her application as a member of the library board. As there was no quorum to vote, it will be presented at the April 8, 2005 council meeting.

Utility worker Val Bosch had nothing to report

Public Hearings

Ordinance 05-758, approving annexation for Ron Guest, was read in full. Public hearing opened. No comment. Public hearing closed. Councilmember Gilmour moved to approve the first reading of Ordinance 05-758. Seconded by Councilmember Huber and approved by Council.

Resolution 05-75759, for the destruction of unused U.S. bank checks was read in full. Public hearing opened. No comment. Public hearing closed. Councilmember Allphin moved to approve the reading of Resolution 05-759. It was seconded by Councilmember Gilmour and approved by council.

Correspondence, Complaints and Applications

Councilmember Gilmour moved to approve the business license application for Three Rivers Mechanical. Seconded by Councilmember Allphin and approved by council.

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Chuck Cruse presented a second plot map of the new proposed development off of Clark Street. There was discussion about the stipulations in regards to easements, streets and curbs. Councilmember Huber suggested that we show the plans to Gray & Osborne next week to get their advice.

A request was made to for use of Palmiero Park for the annual Easter Egg hunt. Councilmember Huber moved to approve the request. Seconded by Councilmember Allphin and approved by council.

Old Business

Cecil Howard presented information regarding the \$100,000.00 FEMA grant for the Fire Department. This would provide updated equipment for the department and the application is due by March 31, 2005. There would have to be a 5% matching of funds from the City of Kittitas. Councilmember Huber noted that we need to make sure the matching funds are available. Councilmember Allphin requested that should we get the grant, the council would approve the use of those funds. Councilmember Gilmour moved that we apply for the grant. Seconded by Councilmember Huber and approved by council.

Mayor Cousart discussed the possible need for a watering schedule. He will check with the City of Ellensburg and other surrounding areas to see what they are doing and report back at a later date.

Councilmember Gilmour requested the public reading of Mary Lou Gilmour's letter of resignation. The letter was read by Clerk, Wanda Morris.

New Business

A request was made to pay a billing from Thomson West for an annual court rules pamphlet for the judge. Councilmember Huber moved to pay the bill. Seconded by Councilmember Gilmour and approved by council.

Mayor Cousart asked for a volunteer to head up the renewal of our 6 year street plan. No volunteer was available so it will be tabled until the next council meeting.

Mayor Cousart asked for a volunteer to be the new KCCOG representative. Councilmember Huber volunteered.

Doug Kempf presented a bid for lawn maintenance for this Spring/Summer. Councilmember Allphin requested to wait on this decision until the Council can determine the availability of Rod Junker to help out with the lawn mowing and get the costs from the previous year.

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Mayor Cousart asked the Council to appoint a new Mayor Pro-Tem. Councilmember Huber nominated Councilmember Allphin. There were not enough Councilmembers available to vote on this nomination.

Mayor Cousart brought up discussion regarding changing the Clerks office hours to be open until 4:00pm. It was agreed that we would extend the open office hours until 4:00. This will be reviewed when the new Clerk/Treasurer is hired.

Councilmember Allphin expressed concern about the water line installation at the school and the need for close supervision on that project.

Approval of Payroll

Councilmember Huber motioned to approve the payment of March Mid-month draw check 6096 through 6097 in the amount of \$850.00. Seconded by Councilmember Allphin and approved by council.

Councilmember Huber motioned to approve the March bills Part 2, check numbers 10171 through 10172 in the amount of \$4,486.08. Seconded by Councilmember Allphin and approved by council.

Mayor Report

Mayor Cousart brought up discussion of the Memo of Understanding from the Kittitas County Conservation Dist. A benefit will be their assistance in finding funds in the way of grants to help finance the bridge replacement. Councilmember Huber moved to enter into this agreement with KCCD. Seconded by Councilmember Gilmour and approved by council.

Mayor Cousart brought up discussion regarding the safety zone striping. The machine that the city has is not big enough to do an adequate job for this large of project. Councilmember Allphin asked for postponement on this decision until we get a quote from the County to do the striping.

Mayor Cousart announced a public health meeting “The Future of Kittitas County, Planning for Healthier Communities” on April 6, 2005, 8:30am to 2:00pm. It will be held at the Hal Holmes Community Center. It is open to anyone interested.

Mayor Cousart outlined a plan of action for hiring a new Clerk/Treasurer. Applications will be accepted until April 1, 2005 at 4:00pm. He has asked Chief Dunnagan, Linda Huber and Brenda McPherson to be on the hiring committee. The committee will evaluate the applications and choose those the most qualified to interview. Then the best candidate or candidates for the position will be presented to the council for decision. Any councilmember that would like to review the applications may do so at the Clerks office.

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Mayor Cousart discussed a list of jobs that utility worker Val Bosch is responsible for completing. Some of these jobs will require extra help. There may be a need to hire a part time helper. Councilmember Huber suggested postponing this decision for a later time so the council could compare costs of contracting out vs. payroll for a part time employee.

Val Bosch discussed Triangle Park. They may sell and would possibly like the water and sewer split up. There will be further discussion after a survey is done and more specific information is available.

Council Discussion

Councilmember Gilmour requested that we send a thank you to the Operating Engineers who helped with clean up. Mayor Cousart stated that they have already been sent.

Councilmember Gilmour expressed concern about alcohol use at the Community Hall in regards to the April 23, 2005 hall rental. It was noted that it is on the contract that there is no alcohol use permitted and the April 23, 2005 rental is for a 3 year old birthday party.

Councilmember Gilmour requested help removing the carpet that was taken up in the library. Val Bosch agreed to help him.

Councilmember Gilmour expressed concern about the availability of work orders. A form will be made up for suggestions that will be submitted to the Mayor and then the Mayor will assign a work order and assign it to the responsible party.

Clerk/Treasurer Morris presented a bill for Laree Potts to update her notary status and receive her stamp. This would cost \$123.30 and there is not currently a notary available in town. Councilmember Huber moved to pay this bill. Seconded by Councilmember Allphin. The motion failed.

Clerk/Treasurer Morris requested a decision on the bank signature cards. Currently there are only two on the account. A third would be desirable. There were not enough Councilmembers present to vote. This decision will be tabled until the next council meeting.

Clerk/Treasurer Morris brought up discussion in regards to the water/sewer delinquent penalties and dates. There seems to be a discrepancy in the ordinance. Mayor Cousart suggested that we send them to Canfield and Associates for verification.

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Adjourn

Chairman Cousart adjourned the March 22, 2005 council meeting. Meeting adjourned at 9:30.

Attest:

Mayor

Clerk/Treasurer

Councilmembers
