

City of Kittitas  
Council Meeting Minutes  
December 13, 2005

Mayor Cousart called the Meeting of the Kittitas City Council to order at 7:00 p.m., December 13, 2005. Councilmembers present; Allphin, Gilmour, Helland, and Huber. Councilmember Keys was absent.

Staff present was City Clerk/Treasurer Robin Newcomb; Utility Worker Bosch; and WWTP Operator Howard.

Mayor Cousart led those assembled in the Flag Salute.

**Approval of Minutes**

Councilmember Allphin moved to approve the minutes of the November 22, 2005, meeting and the motion was seconded by Councilmember Gilmour. The motion passed 3 yes and Councilmember Huber abstaining. Councilmember Allphin also moved to approve the study session meeting on November 29, 2005 with one change of adding Councilmember Huber as being present. The motion was seconded by Councilmember Helland. The motion passed 4 yes 0 no.

**Additions to Agenda**

1. Councilmember Gilmour on the development standards.
2. Councilmember Allphin on delinquent utility accounts.
3. Councilmember Helland on Rainier Estates
4. Susan (Ron) Gibb
5. Oath of Office for Mayor

**Oath of Office**

Mayor Cousart was sworn into office by Judge Chmelewski for his new 4 year term of office.

**Gibb Request**

Susan Gibb requested an agreement from the City of Kittitas stating that the Gibbs can either rent or purchase the land they currently rent from the City for a grant they are applying for. Councilmember Huber moved to approve this request only if at the same time we can finalize the City's agreement with the Gibbs on the Bridge Project. The motion was seconded by Councilmember Allphin. The motion passed 4 yes 0 no. The motion was to call together legal counsel, Gibbs, City Council, Gray & Osborne, and KCCD to finalize the swapping of lands in order to proceed with TIB Badger Pocket Bridge Project before January 10<sup>th</sup>, 2006, as the Gibbs need this agreement by this date. Councilmember Gilmour requested appraisals on both pieces of property involved in the Gibb agreement and moved to approve this action. The motion was seconded by Councilmember Helland. The motion passed 4 yes 0 no.

## **Report of Officers**

### **1. Police**

There was no report give

### **2. City of Kittitas Library Board**

- a. Chairperson Marylou Gilmour reported the Winter fest celebration was a success and \$200 profit was earned.
- b. The Library Board would like to cancel book fines in exchange for a can of food given for the food drive. Councilmember Allphin moved to approve this with the motion seconded by Councilmember Helland with an agreement to write this into the policy for future reference. The motion passed 4 yes 0 no.
- c. Chairperson Gilmour also reported that the Board of Commissioners approved an additional \$2,400 to hire a library assistant and she would like to do this as soon as possible after the first of the year. Since it has been less than six months since our last hire for the library it might be possible to look at the previous applications received rather than running another ad for this position. Chairperson Gilmour suggested a thank you be sent to the Board of Commissioners. Councilmember Huber requested a progress report from the library monthly or quarterly to see where the employee's time is being spent.

### **3. Fire District Report**

To be given at a later date.

### **4. Utility Worker Bosch**

- a. Utility Worker Bosch handed out a payment arrangement sheet that Office Assistant Jensen made up for delinquent accounts along with a report of accounts over 90 days past due. He also explained the collection procedures being put into place with the new office help. Councilmember Allphin thanked all that were involved in collecting some of these outstanding accounts.
- b. A list of building permits was handed to Councilmembers for October and November 2005. Utility Worker Bosch reported that the police department issued a couple of tickets to residents that did not follow the proper procedure in getting a building permit.
- c. Kittitas Schools shut off their own irrigation without letting City Hall know and are requesting to not have to pay for their November bill. Utility Worker Bosch asked the Councilmembers what they wanted to do on this. They told him to follow city code on it.
- d. Utility Worker Bosch reported he has been given the o.k. by Department of Fish to clean out the ditch located at 102 N King St as long as he does it by the end of the year.

- e. The City received an application from TIB for a 2007 road improvements grant. This would include sidewalks, pay up to \$50,000 on seal coating, and/or \$100,000 on overlays. More information will be available after the 1<sup>st</sup> of the year.
- f. There is concern over the concrete poured around the water line under Spokane Street. Jeff Stevens with Gray & Osborne isn't concerned with it. The other option is to move the line but this isn't feasible. This will be discussed with Jeff Stevens at the Monday morning meeting.

5. **Judge Chmelewski**

Judge Chmelewski reported that within the next four years all muni court judges will be required to be elected officials but the state will help with funding for elected judges. He also reminded us that he does not feel pressure from the City Council to generate funds from the Court which is illegal and that a court costs money and doesn't earn it. Judge Chmelewski also discussed jury trials and that defendants have a constitutional right to a jury trial if needed. Jury costs will be rising next year but the state will reimburse a portion of these costs.

The Judge reported he is very happy with Katherine Kenison as she is well educated regarding civil issues. He wanted to make it clear that Court Clerk Dunnagan cannot handle any discovery issues as this makes a conflict between the judiciary system and the prosecutorial system. He did say we could use Office Assistant Jensen to perform this duty. The monthly court dates are the first Wednesday of the month for criminal court and the second Tuesday of the month for civil court.

**FIRST SIDE OF TAPE ONE ENDS**

6. **WWTP Operator Howard**

WWTP Operator Howard reported 4.23 ft. and 3.96 ft. are the depth of the manholes located in the alley behind Mason Street for Cole's Crossing. The pipe can carry up to 350 gallons per minute for a total of 750 eru's. He would like to remeasure just to be sure.

**Public Hearing for Preliminary Budget**

The 2006 Budget was discussed. Councilmember Gilmour suggested we close down the City Hall office certain hours a month so Clerk/Treasurer Newcomb has more time to concentrate on her duties including understanding the budget better. Councilmember Huber disagreed stating this is why an office assistant was hired – to help with the burden of the workload. She also suggested getting a monthly report on revenues coming in. The preliminary budget was moved to be approved by Councilmember Huber. The motion was seconded by Councilmember Helland. The motion passed 3 yes with Councilmember Gilmour opposing the motion.

**Presentation of Ordinance**

1. Ordinance 05-793 to amend Section 1.16.030 titled "Penalties For Civil Violations— Designated". Councilmember Allphin moved to approve this with Councilmember Huber seconding the motion. The motion passed 4 yes 0 no.

## **Correspondence, Complaints and Applications**

1. Jerry Lael requested a variance to the city ordinance so he could move his 1984 14x48 mobile home into his park. The mobile home doesn't pass city code for the year of the home, the size, snow load, and siding. Councilmember Gilmour moved to deny the request for the variance and Councilmember Allphin seconded it. The motion passed 4 yes 0 no.
2. All Seasons Trailer Park also requested moving a 30' travel trailer into the mobile home side of the park. The Council told Utility Worker Bosch to refer to the city code and follow it.

## **Old Business**

1. Jack Miller with Farm view was not present.
2. Mayor Cousart reported we are still waiting on a roof bid for City Hall.
3. Nancy with Gray & Osborne discussed the construction standards with the Councilmembers. Councilmember Helland moved to approve the construction standards and it was seconded by Councilmember Huber along with a meeting after the first of the year to set assessment fees to go along with these standards. The motion passed 4 yes 0 no. Nancy also gave an update on the Waste Water Treatment Plant Design Project and said it will go to bid on December 28, 2005 and the bid opening by January 18, 2006.

## **END OF 2<sup>ND</sup> SIDE OF TAPE 1**

## **New Business**

1. Councilmember Huber moved to approve the Amendment to the EMS By-Laws and it was seconded by Councilmember Helland. The motion passed 4 yes 0 no.
2. Councilmember Huber recommends we ask Fire Chief Rink Hink to represent the City on the EMS Council and moved to approve this. It was seconded by Councilmember Allphin. The motion passed 4 yes 0 no.
3. Mayor Cousart said Halverson & Applegate does not act as Bond Counsel. Jeff Stevens suggested to the Mayor we use Jeff Navee. The Councilmembers suggested Mayor Cousart call Steve Troendle with USDA to get another contact.
4. Councilmember Helland wants us to contact the developer for Rainier Estates to discuss putting in street lights etc.

## **Approval of Bills**

Approval of Bills - #10676 to 10678 for \$2,629.25, #10679 to 10695 and #10697 to #10715 for \$58,775.78, and #99129 for \$8,963.00. There were also two voided checks #10696 and #10716. Councilmember Huber moved to approve the bills. The motion was seconded by Councilmember Allphin. The motion passed 4 yes 0 no.

