

City of Kittitas  
Council Meeting Minutes  
January 10, 2006

Mayor Cousart called the Meeting of the Kittitas City Council to order at 7:00 p.m., January 10, 2006. Councilmembers present; Allphin, Gilmour, Helland, Keys, and Huber.

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

Mayor Cousart led those assembled in the Flag Salute.

**Approval of Minutes**

Councilmember Allphin moved to approve the minutes of the December 27, 2005, meeting and the motion was seconded by Councilmember Gilmour. The motion passed 5 yes and 0 no.

**Additions to Agenda**

1. Rick Hink Jr. – to discuss condition of Railroad Avenue.
2. Jeff Schmidt – to discuss trailer park on Spokane Street.
3. Councilmember Gilmour – to discuss roof bids.
4. Councilmember Keys – Jenny Circle street sign.

**Oath of Offices**

Councilmembers Gilmour, Helland, and Keys were sworn into office by Mayor Cousart.

**Report of Officers and Engineers**

1. **Police**

- a. Police Officer Shuart reported that the Chief position is currently being advertised.
- b. Police Officer Shuart also reported that we contacted the County with a proposal to contract their services vs. hiring another Police Chief. Once we have the details on all of the options available a decision can be made.

2. **City of Kittitas Library Board**

- a. Chairperson Marylou Gilmour handed out the library's December 2005 report along with a list of priorities for the library to accomplish.
- b. Marylou also handed out a list of 38 items to be surplus that have either been lost, damaged, or are obsolete. Councilmember Gilmour moved to approve these items to be surplus. It was seconded by Councilmember Helland. The motion passed 5 yes 0 no.

- c. The library board has decided to hire Susan Martin as the part-time library assistant. Councilmember Huber moved to approve this hiring and it was seconded by Councilmember Helland. The motion passed 5 yes 0 no.

**3. Utility Worker Bosch**

- a. Utility Worker Bosch asked the Council if they would like to have CTED help the City with planning. Councilmember Huber moved to approve this and Councilmember Keys seconded the motion. The motion passed 5 yes 0 no.
- b. Utility Worker Bosch also reported that he has been working with Clerk/Treasurer Robin Newcomb on the USDA grant to remodel a portion of City Hall. The roof needs to be replaced along with an existing space to be remodeled into a Courtroom/Council Meeting area that is ADA compliant with adequate room and ADA bathroom accessibility.

**4. Jeff Stevens/Gray & Osborne**

- a. Jeff Stevens with Gray & Osborne suggested that we develop a subdivision ordinance that includes general facilities charges. He suggested we check with the City of Ellensburg to see what the going rate is and have it required the developer pay for the engineering review.
- b. Jeff also reported we are behind on updating our water system plan and that there is grant money available thru CDBG. He will help us with the grant application. The funds available could be between \$25,000 and \$35,000. Councilmember Gilmour suggested we meet with Bob Clerf/Warm Springs Water in the near future to discuss future water needs. Since we now have a full year of water being metered it would be a good time to look at our water plan. New developments have irrigation water to water their yards which is a plus.
- c. The bids for the construction of the WWTP open next Thursday, January 19, 2006.
- d. Also discussed was getting help from Olympia with the TIB Bridge Project. Ron Gibb is in the process of checking with Ana Lael on grant money for the replacement of irrigation pipe.

**Correspondence, Complaints and Applications**

Jay Ryan wrote a complaint letter to the City about a business working out of their home in his neighborhood in Rainier Estates. As far as he is concerned the neighbor is not following the noise ordinance and would like something done about it. Councilmember Huber moved to approve the police checking into the situation and it was seconded by Councilmember Allphin. The motion passed 5 yes 0 no.

## **Old Business**

1. Mayor Cousart sent Gabe Oh with Contour Inc. an email stating that we have tentatively approved his annexation of the Sophie Brown property. Gabe needed a go ahead from the City so the County could continue to act on it.
2. Marie Smith needs to meet in front of the City Council to ask for a variance on the trailer that moved into her court without City approval. The trailer also needs to replace the plywood skirting with metal skirting. The Council discussed that she was suppose to put all power underground which isn't done yet. Jeff Schmidt is across the street from this court and is having an increase in numbers of problems including vandalism. Marie is already out of compliance with the ordinance as she has 7 trailers in the temporary area where 5 are allowed. Mr. Schmidt would like the Council to enforce the ordinance on Marie Smith. Councilmember Huber suggested we have our attorney draft a letter to Marie Smith addressing her being out of compliance with the ordinance.

## **New Business**

1. Councilmember Gilmour discussed the various roof bids we have received. Wagner's bid came in at \$14,997 with a 2 year guarantee. It would be an additional \$150 for another 10 year warranty.
2. Councilmember Gilmour suggested we have the City take over the sewer on the Farm View Project.
3. Councilmember Gilmour questioned why the city workers are clearing the sidewalks when it snows since the sidewalks are the local businesses responsibility even though the cost was very minimal to the City.
4. The hunter safety course was approved to use the Community Hall at no charge. Councilmember Gilmour moved to approve this action and it was seconded by Councilmember Allphin. The motion passed 5 yes 0 no.

## **FIRST SIDE OF TAPE ONE ENDS**

5. Toni Nelson with the State Auditor's Office explained to Clerk/Treasurer Newcomb that the "Not So Blue" Christmas Dinner needs to be a benefit to the community and not a religious meeting. It was decided to send Mary Eliason a letter explaining that each year we need an agenda before the event takes place so there is some monitoring of the event. Councilmember Huber moved to approve this action and it was seconded by Councilmember Helland. The motion passed 5 yes and 0 no.
6. Currently the Kittitas High School is being charged a flat rate per building for water usage. Steve Troendle with USDA has discussed with us that the school has an equivalent to 27 houses and should be charged according to EDU's used. This will be discussed with Steve when he comes up here next week.

7. Councilmember Keys moved to approve the hiring of Gray & Osborne for the construction engineers on the WWTP Project. Councilmember Huber seconded the motion. The motion passed 5 yes 0 no.
8. Rick Hink Jr. would like Council to have repairs done on Railroad Avenue because The potholes are getting bad. Utility Worker Bosch will check into filling the holes.
9. WWTP Operator Howard reported there were 15 pre-bid walkthroughs for the construction project.
10. Councilmember Keys suggested we get another street sign for Jenny Circle since it is missing. This is the second one that was stolen. No Council action was taken.

### **Approval of Bills and Payroll**

Approval of Bills - #10727 to 10755 for \$27,694.87, December payroll 2005 #6480 to 6508 for \$27,819.34, and #6509 to 6511 for \$2,000.00 for January 2006 payroll draws. Check #6498 was voided. Councilmember Allphin moved to approve the bills. The motion was seconded by Councilmember Keys. The motion passed 5 yes 0 no.

### **Mayors Report**

It was discussed to maybe put on the next utility bills to remind people to make sure they have their house number visible for 911 issues. Also, Mayor Cousart announced to the Council that a Mission Statement has been drafted for the City. Councilmembers were given a copy so changes could be discussed at a later date.

### **Executive Session**

The City Council went into executive session at 8:30 p.m. until 9:45 p.m. to discuss the union negotiations and the hiring of Bob Morrell.

### **Council Discussion**

Councilmember Huber announced she will work on the office girls job descriptions.

### **Adjourn**

Councilmember Huber moved to adjourn the January 10, 2006 meeting. The motion was seconded by Councilmember Helland. The motion passed 5 yes 0 no. Meeting adjourned at 10:10 p.m.

Attest: Mayor Robert E Cousart \_\_\_\_\_  
Clerk/Treasurer \_\_\_\_\_