

City of Kittitas
Council Meeting Minutes
March 14, 2006

Mayor Cousart called the Meeting of the Kittitas City Council to order at 7:00 p.m., March 14, 2006. Councilmembers present; Gay, Huber, Gilmour, and Helland.

Staff present was City Clerk/Treasurer Robin Newcomb, Utility Worker Bosch, Officer Worker Kathy Jensen, and Police Officer Shuart.

Mayor Cousart led those assembled in the Flag Salute.

APPROVAL OF MINUTES

Councilmember Helland moved to approve the minutes of the February 28, 2006, meeting and the motion was seconded by Councilmember Gay with the request to mention that Ron and Kevin Guest offered to amend the water comprehensive plan at no charge. The motion passed 4 yes and 0 no.

Councilmember Gay moved to approve the minutes of the special meeting March 2, 2006 and it was seconded by Councilmember Huber. The motion passed 4 yes and 0 no.

ADDITIONS TO AGENDA

Kevin Guest – Annexation of Cole's Crossing II

REPORT OF OFFICERS AND SPECIAL GUESTS

Jerry Harris, Emergency Response Specialist for Kittitas County

Jerry Harris spoke to Council regarding Pandemic (worldwide) Flu that could show up in our Country and/or County in the future. She speaks to various agencies regarding possible health issues that could be of danger to society. There will be a health seminar April 14, 2006, in Tacoma for anyone who is interested in these types of issues.

Lisa Parks, Alliance Consulting Group

Lisa Parks is a consultant that specializes in comprehensive planning. Our comprehensive plan is required to be updated by December 1, 2006, with a possible extension of 36 months. The City of Kittitas has applied for a CTED grant and has been awarded \$7,500 to use for the revision of the comp. plan. Lisa believes her company could get through the first 1-2 stages of the amendment on the grant monies. To finish the amendment we could possibly apply for other grants to assist us with the financial burden.

The rates that Alliance Consulting Group charges are as follows:

\$75/hour for Lisa Parks
\$70/hour for a Senior Planner
\$60/hour for a Planning Helper

City of Kittitas Library Board

Chairperson Marilou Gilmour handed out a list of surplus items the library has. Councilmember Helland moved to approve these items to be surplused with Councilmember Gay seconding the motion. The motion passed 4 yes 0 no. She also reported that the Library Board sent out a letter to the County reducing the request for additional funds from \$1,500 to \$900 for the Summer Reading Program.

Police

Nothing to report.

Utility Worker Bosch

Utility Worker Bosch reported that Clean Image would like to sweep the streets at a rate of \$90 per hour. No action was taken since this is a budgeted item. He also has requested American Leak Detection to come to the City of Kittitas to check for water leaks.

COUNCIL MEMBER ELECTION

John Camarata, Gary Gleason Sr., and Bruce Simpson were the three candidates running for Todd Keys position on the Council. Council voted unanimously for Bruce Simpson. At that time, Bruce Simpson took the oath of office.

TAPE 1 -- SIDE 1 ENDS

CORRESPONDENCE, COMPLAINTS AND APPLICATIONS

Jay Ryan complained about a neighbor that is running a mechanic shop out of his business without a business license. He also believes this neighbor has some drug activity going on at the residence. Council referred him to the Police Department.

UNFINISHED BUSINESS

Ordinance 06-007 Amending the Sewer Rates was moved to be approved by Councilmember Huber and seconded by Councilmember Gilmour. The motion passed 5 yes 0 no.

Loan Resolution 06-008R, authorizing the loan for the WWTP Construction, was moved to be approved by Councilmember Helland and seconded by Councilmember Gilmour. The motion passed 5 yes and 0 no.

General Facilities Charges were discussed. Jeff Stevens with Gray and Osborne defined them as the cost to cover growth and buying into existing infrastructure. This is a different charge from water and sewer hook-ups that are fees to hook into our water and sewer lines.

Councilmember Simpson moved to approve fees of \$1,000 for water and \$1,000 for sewer to the developer of the land for general facilities charges. It was seconded by Councilmember Helland. The motion passed 5 yes and 0 no. Councilmember Simpson suggested we study the water and sewer hook-up fees we charge for those developers who do a lot of their own work.

TAPE 2 -- SIDE 1 ENDS

The position of Police Chief was discussed. Robert Almeida would like \$4,200 but we advertised at \$3,300 to \$3,700. Councilmember Huber moved to approve us to advertise again with the range of \$3,300 to \$4,000 in case this would open up the position for other applicants. Councilmember Gilmour seconded it. The motion passed 5 yes and 0 no.

It was suggested that **Officer Shuart receive a stipend** from the time Police Chief Dunnagan left since he has to do additional administrative duties. Councilmember Simpson moved to approve a \$300 a month stipend to be retroactive once approved by our attorney, Katherine Kenison and Councilmember Huber seconded the motion. The motion passed 5 yes and 0 no.

Also, it was suggested to check into the **rehiring of a provisional officer** with Katherine Kenison. Officer Beaton as a provisional officer will expire on April 11, 2006.

Ron and Kevin Guest have completed the water plan amendment and will send it to Gray and Osborne to be reviewed. Kevin Guest requested that we approve the annexation for Cole's Crossing II but the City first needs to outline the process of annexation.

Councilmember Gay moved to approve the **hiring of Alliance Consulting Group** to amend the comprehensive plan utilizing grant monies first and once those run out revisiting the issue. Councilmember Simpson seconded the motion. The motion passed 5 yes 0 no.

Clerk/Treasurer Newcomb explained the need for a **2005 State Auditors Office audit**. Steve Troendle with USDA and Toni Nelson with the State Auditors Office both suggested having a 2005 audit due to the errors and problems with the books in 2005 due to personnel issues. If the City waits until the mandatory audit for 2006 they will combine the two years. Because of the amount of federal and state grant and loan monies the City will be receiving in 2006, this audit will be quite extensive, and if 2005 is included with this it could create quite a few problems and issues for the City to deal with. Councilmember Huber moved to approve the 2005 audit and Councilmember Gilmour seconded the motion. The motion passed 5 yes 0 no.

Councilmember Gilmour suggested that a list of **rules be posted on the doors at the Community Hall**. When someone rents the hall they receive a list of rules but do not always follow them. Hopefully this will help to enforce them.

TAPE 2 -- SIDE 2 ENDS

APPROVAL OF BILLS

Checks #10842 to #10870 for March vouchers in the amount of \$25,127.88 were moved to be approved by Councilmember Helland and seconded by Councilmember Gay. The motion passed 5 yes 0 no.

APPROVAL OF PAYROLL

Councilmember Helland moved to approve March draw checks #6579 to #6582 for \$2,300.00. The motion was seconded by Councilmember Gay. The motion passed 5 yes and 0 no.

EXECUTIVE SESSION

9:20 to 9:45 p.m.

MAYORS REPORT

Mayor Cousart explained how Utility Worker Bosch needs some extra help for the summer. Council decided that he should utilize WWTP and Utility Trainee Combs to his fullest extent before making any decisions on hiring additional help.

Council agrees to have Lisa Parks with Alliance Consulting Group work on an hourly basis until we can get other planning help.

Council also agreed to go ahead and have Ted Gage with CTED schedule a time to present "A Short Course on Planning" for City Council and employees.

Mayor Cousart announced that Johnny's Serv-U beer and wine license is due June 30th, 2006, and asked Council if that had any reason to not renew it. There were no objections to the renewal.

COUNCIL DISCUSSION

Included with Mayor discussion.

ADJOURN

Councilmember Simpson moved to adjourn the March 14, 2006 meeting. The motion was seconded by Councilmember Helland. The motion passed 5 yes 0 no. Meeting adjourned at 10:05 p.m.

Attest: Mayor Robert E Cousart _____

 Clerk/Treasurer _____