

City of Kittitas
Council Meeting Minutes
May 9, 2006

Mayor Cousart called the Meeting of the Kittitas City Council to order at 7:00 p.m., May 9, 2006. Councilmembers present; Gay, Huber, Gilmour, Simpson, and Helland.

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

Mayor Cousart led those assembled in the Flag Salute.

APPROVAL OF MINUTES

Councilmember Simpson moved to approve the minutes of the May 25, 2006, meeting and the motion was seconded by Councilmember Gay. The motion passed 5 yes and 0 no.

Councilmember Simpson moved to approve the minutes of the May 22, 2006 special meeting and the motion was seconded by Councilmember Huber. The motion passed 4 yes and 0 no with Councilmember Helland abstaining.

ADDITIONS TO AGENDA

1. Gayetta Hink – Dust Abatement
2. Brenda McPherson – August car show

REPORT OF OFFICERS AND SPECIAL GUESTS

Police Chief, Robert Almeida

Police Chief Almeida reported they served a warrant on a Kittitas resident and some narcotics were discovered.

He also discussed the budget for a part-time police officer and can have one part-time officer for 16-24 hours a week. The Leoff retirement plan requires a minimum of 160 hours a month.

Police Chief Almeida will be attending the WASPAC conference the end of May which will open up grant networking.

The fuel budget has almost been expended and the uniform budget has been over expended. They will probably need to have amendments and/or need to pull from other line items in the police budget.

Regarding the new Kittitas High School vandalism a few weeks ago, some students inside and outside the district have been identified and the investigation is going forward.

Utility Worker Bosch

Brian Lenz and Kyle with Puget Sound Energy explained they are working with the City and the homeowner on the lot where the power went through the homeowner's yard. They explained the

developer followed the plans and to prevent this in the future there needs to either be an agreement in place or at least contact with Puget Sound Energy when the utilities are being installed. The easement on the property in question will be recorded with the County.

Brian Lenz also reported that vandalism also caused \$200,000 and lengthy outage to a transformer in Kittitas.

Farmview lot #6 owns a 20 ft. easement and lot #4 wants to purchase it. Councilmember Gilmour said it isn't legal to sell an easement.

Farmview development's street name is Pacific Loop according to Utility Worker Bosch.

Utility Worker Bosch also requested to go to the asbestos class and a one on repairing water meters. According to Council, as long as it is in the budget employees can go to classes.

Gray & Osborne

Jeff Stevens reported that we received the final approval from CTED for the water system plan grant. The total cost will exceed \$32,000 and the grant is for \$24,000. Any costs above the \$32,000 Gray & Osborne will not charge us for. Councilmember Huber moved to approve Gray & Osborne to apply for the water system plan grant and it was seconded by Councilmember Simpson. The motion passed 5 yes and 0 no.

The Wastewater Treatment Plant construction has started and the first pay estimate has been submitted for payment. The wet well has been set and the contractor is ready to begin digging the main tank.

The contract with Western Engineering Constructors Inc. says they have to provide dust abatement at the sight. They will no longer be using the John Wayne Trail which will cut down on the dust somewhat. Holly Myers, Department of Ecology representative, explained the clean air act states the contractor must not only keep the dust controlled on the construction site but also on the roadway to and from the site. Resident, Gayetta Hink, explained she has a daycare on Railroad Avenue and the dust is causing trouble for some of her children. Utility Worker Bosch was directed by Council to work with the contractor on dust abatement and possibly share the cost of it for Railroad Avenue. Councilmember Simpson explained when he looked into it the cost was anywhere from .03 cents to .065 cents per square foot depending on the application used.

Department of Ecology

Holly Myers and her co-worker explained the 2007 UGA burn restrictions that will be going into effect January 1, 2007. Any resident within the Urban Growth Boundaries of a city in Kittitas County will no longer be able to burn anything at all. The waste will need to be hauled away either to Ellensburg or Cle Elum at the organic drop sites. DOE is looking into other ways of disposing and hauling away the yard waste and encourages anyone with suggestions to give them a call. Agricultural burning will still be allowed for burning fields, ditch banks etc.

END OF TAPE 1 SIDE 1

UNFINISHED BUSINESS

Ordinance 06-013 -- Amending Low Income/Senior Citizen Discounts. Councilmember Huber moved to approve this ordinance and Councilmember Simpson seconded the motion. The motion passed 5 yes and 0 no.

Resolution 06-014R -- Annexation of the WWTP Property. Councilmember Huber moved to approve this resolution and Councilmember Gilmour seconded the motion. The motion passed 5 yes and 0 no. The Notice of Intent to File with the Boundary Review Board was moved to be approved by Councilmember Huber and seconded by Councilmember Gilmour. This motion passed 5 yes and 0 no also.

Brown Property Annexation -- Mayor Cousart announced the public hearing on the Brown Property Annexation was open for discussion. Councilmember Huber just commented that she hopes this development is done with integrity as she lives in the area. Councilmember Simpson moved to approve the closing of the public hearing and it was seconded by Councilmember Gay. The motion passed 5 yes and 0 no.

Clerk/Treasurer Salary Review – The Council discussed the salary of the clerk/treasurer. Councilmember Huber studied four small similar cities and came up with a salary range of \$2,800 to \$3,300. She also received some similar job descriptions from these cities. Some of them offer more pay for certain certifications and longevity. The upper end of \$3,300 will be reviewed annually to see if it needs to be adjusted or not. Councilmember Simpson moved to approve this salary range and Clerk/Treasurer Newcomb's salary adjusted to \$3,000 per month effective April 10, 2006, her six month anniversary date. Her salary will to be reviewed on her annual anniversary date starting October 10, 2006 and every year thereafter. Councilmember Gilmour seconded the motion and it passed 5 yes and 0 no.

Also discussed with Clerk/Treasurer Newcomb was her concern with working excessive hours which she tracks and how to compensate her for these hours.

END OF TAPE 1 SIDE 2

NEW BUSINESS

Community Hall Rates – Councilmember Huber moved to approve the Community Hall increase in rates as follows:

- 4 hours or less -- \$75.00
- More than 4 hours -- \$125.00
- Deposit -- \$100

Councilmember Helland seconded the motion and it passed 5 yes and 0 no.

August 12th Car Show – Councilmember Huber moved to approve the August 12th, 2006, car show and it was seconded by Councilmember Gilmour. The motion passed 5 yes and 0 no. It was also noted by Utility Worker Bosch that he will request the street paving to be started after August 15th, 2006.

APPROVAL OF BILLS

Approval of Bills – Checks 10947 – 10979 for \$26,198.34 were moved to be approved by Councilmember Simpson and seconded by Councilmember Helland. The motion passed 4 yes and 0 no with Councilmember Gilmour abstaining.

Approval of Payroll – Checks 6620 to 6657 were moved to be approved by Councilmember Simpson for \$29,062.75 and seconded by Councilmember Huber. Checks 6639 and 6656 were voided. The motion passed 5 yes and 0 no.

WWTP Pay Estimate #1 – Councilmember Gilmour moved to approve the first pay estimate to Western Engineering Constructors Inc. in the amount of \$84,573.45 and it was seconded by Councilmember Simpson. The motion passed 5 yes and 0 no.

MAYORS REPORT

Mayor Cousart reported the City will be receiving a refund from the **Department of Revenue** in the amount of \$9,200 or more as a result of the audit the City just had.

Council agreed that May 30th at 6:00 p.m. would work to have a study session with our planner, **Lisa Parks**, regarding Title 14 and the fee schedule.

Mayor Cousart also reported that **planning commission** members must reside in the city limits.

Some suggestions for the **COG money** were: sidewalks around the park, street lights, or remodeling of Arvin Marchel’s service station.

It was reported **Worker Combs** would like to attend a training in Moses Lake on May 16th and 17th to prep him for the WWTP test. Council suggested he pay for half of the cost involved.

COUNCIL DISCUSSION

Councilmember Simpson suggested the next meeting we have solutions for the clerk/treasurer and assistant clerk positions to eliminate some stress and workload.

ADJOURN

Councilmember Huber moved to adjourn the May 9, 2006 meeting. The motion was seconded by Councilmember Gay. The motion passed 5 yes 0 no. Meeting adjourned at 10:02 p.m.

Attest: Mayor Robert E Cousart _____

Clerk/Treasurer _____