

**City of Kittitas
Council Meeting Minutes
November 14, 2006**

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

Staff present was City Clerk/Treasurer Robin Newcomb, Public Works Lead Bosch, and Police Chief Mike Studer.

Mayor Cousart led those assembled in the Flag Salute.

APPROVAL OF MINUTES

Councilmember Simpson moved to approve the minutes of the October 24, 2006, meeting and the motion was seconded by Councilmember Huber. The motion passed 5 yes and 0 no.

Councilmember Huber moved to approve the minutes of the October 26, 2006, special meeting and the motion was seconded by Councilmember Gilmour. The motion passed with 3 yes and 0 no. Councilmembers Simpson and Helland abstained.

ADDITIONS TO AGENDA

Coy Lovell – Cole's Crossing I/American Dream Homes Builder
Gibb Agreement – Council agreed to add this to the agenda

REPORT OF OFFICERS AND SPECIAL GUESTS

Police

Police Chief Studer introduced Steve Reinke with Kittcom and Chief Miller the Chief of Police of Ellensburg to discuss the Spillman Software Program that is used by police agencies throughout the Country. Some points discussed were:

**Currently the City of Kittitas is using Uniform Crime Reporting which is based on a 1920's model.

**Kittcom converted to Spillman in 1997.

**Currently Kittcom, the Ellensburg Police Department, and the Kittitas County Sheriff's Office use it and are able to share information amongst them at the touch of their fingertips.

**Spillman Software was started in the 1980's and allows those agencies using it to share the same database (on criminals etc.) right from the computer in their car.

**It would save our officers from duplicating their work. Once the information is entered they can see the information via reporting etc.

**Washington State is the largest user besides Utah.

**With the Law & Justice 50% grant the cost to the City would be 50% of \$8,700.

**The annual support cost is approximately \$1,000.

**The funds will be available in 2007 but the above quote is good through 12/31/06.

**The Kittitas County Sheriff's Office will sell us two police cars for \$1 each if we purchase it.

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**The City will also receive the case management function which includes reports that go to other agencies automatically.

Chief Studer also reported that four people were interviewed for the police officer position. He and the interviewing committee agreed that Jeff Beaton was the best applicant for the position. Councilmember Helland moved to approve the hiring of Jeff Beaton full-time at \$13.99 per hour and Councilmember Simpson seconded the motion. The motion passed 5 yes and 0 no.

Gray & Osborne

Nancy Morter with Gray & Osborne explained to the Council what was happening with the Wrangler Estates Lift Station. First of all, the two code violations discovered were:

1. The penetrations in the control panel must be sealed but weren't.
2. When two electrical boxes are brought together a junction box is needed but there isn't one.

Nancy explained because the pumps have been pulled quite a few times since they were installed and one was rebuilt these code violations could have happened either at installation or during a repair. The cost of repairing these code violations would be approximately \$4,000. She said Gray & Osborne would not have designed the lift station this way and was never asked to review the Wrangler Lift Station design until recently. To fix the ongoing issues of the design the City has three options to choose from:

1. Replace existing pumps and control panels, correcting the code violations, and installing a new dialer system would be approximately \$40,000.
2. Install non-clog submersible pumps, upsize the pipe, use open trench replacement, correcting the code violations, and installing a new dialer system would cost approximately \$126,300.
3. The same as #2 except instead of open trench replacement using the pipe bursting method. The cost of this would be approximately \$119,400.

Gray & Osborne suggests asking USDA-RD and/or DOE to include this work as part of the WWTP project. Steve Troendle is already aware of this issue.

END OF TAPE 1 SIDE 1

FCCLA Recycling Proposal

Natalie Gibb and Jordyn Hudson asked the Council if the City would be interested in a recycling program. They discussed the program and Council thought it was a good idea and suggested following up with staff to continue discussion of the program.

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Library Board

Chairperson Marylou Gilmour asked Council for approval to surplus some books. Councilmember Simpson moved to approve this surplus list and Councilmember Helland seconded the motion. The motion passed 5 yes and 0 no.

She also requested permission to spend a portion of the carry forward balance of the Library Fund on some new shelves. Council suggested getting an estimate to see what the total cost is and also explained she does still have some 2006 budget that is available to spend. The State Auditors Office defines carry forward balances as “an emergency fund”. If a disaster strikes and the City has no carry forward balance how will they survive.

The Winterfest will be held December 2, 2006, at Community Hall.

Gibbs Agreement

After discussion, Councilmember Helland moved to approve the Gibb agreement and it was seconded by Councilmember Simpson. The motion passed 5 yes and 0 no.

Public Works Lead Val Bosch

Public Works Lead Bosch discussed the IACC Conference that he went to with Clerk/Treasurer Newcomb. He explained the tech team meeting with various state agencies and also the various classes we attended while being there. Greg Armstrong with TIB is a great contact since they do a lot with grants on streets.

Jim and George from the Operating Engineers School were present and explained how the school could work with the City and TIB in getting the rest of the dirt streets in Kittitas paved. This school has a paving machine and two small rollers. They also would supply the labor. We possibly would need to rent one larger roller. The school isn't allowed to compete with local contractors if we have to go out to bid. Mayor Cousart will check into this. A couple of projects they have done in the past are a Yakima Indian Nation building and a couple of churches. Greg Armstrong with TIB is checking into the possibility of the state helping out with a grant on the materials. TIB doesn't usually do “side street” projects but because of this opportunity he is checking into it.

A tech team might need to be created locally to keep up on this project.

Council suggested having the school or the Booster Club fix the sign on the way into town that says “Welcome to Kittitas – Home of the Coyotes”.

Treasurer's Report

See printed reports.

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UNFINISHED BUSINESS

Ordinance 06-028 -- 2007 Property Tax Levy Ordinance, was read by title and section only. The public hearing was opened and there were no comments. The public hearing was closed. Councilmember Simpson moved to approve the ordinance and it was seconded by Councilmember Gay. The motion passed 5 yes and 0 no.

Ordinance 06-030 -- Amending Planning Commission Members by title and section only. The public hearing was opened and there were no comments. The public hearing was closed. Councilmember Helland moved to approve the ordinance and it was seconded by Councilmember Simpson. The motion passed 5 yes and 0 no.

Mission Statement – Councilmember Helland moved to approve the draft of the Mission Statement and it was seconded by Councilmember Simpson. The motion passed 5 yes and 0 no.

Request for Annual Support for Chaplain Services – Councilmember Huber would like Mayor Cousart to check and see if giving money to this agency is gifting of public funds.

Preliminary Budget Discussion – There is still about \$2,300 in the Capital Improvement Fund to help repair the Community Hall roof.

NEW BUSINESS

Resolution 06-033R – Fair Housing Resolution – Councilmember Simpson moved to approve the Fair Housing Resolution that is required for the CDBG grant for the WWTP project. Councilmember Helland seconded the motion. The motion passed 5 yes and 0 no.

Resolution 06-034R – Authorizing the submission of the CDBG application for the Fire Department Renovation – Councilmember Helland moved to approve the submission of the CDBG application and it was seconded by Councilmember Simpson. The motion passed 5 yes and 0 no.

Coy Lovell – Mr. Lovell is the superintendent for the builder, American Dream Homes, which is currently processing building permits at the Cole's Crossing I development. He just wanted to introduce himself and wanted to let Council know he will be living here in Kittitas so if there are any problems, he will be accessible. The houses will probably run \$180,000 to \$220,000 and there are two different models within 9 of the building permits.

APPROVAL OF PAYMENTS

Approval of Bills – Checks 11316 to 11351 for \$38,262.26 were moved to be approved by Councilmember Gay and seconded by Councilmember Helland. The motion passed 5 yes and 0 no. Check #11335 was voided.

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Approval of Payroll – Checks 991161 to 991164 and 6849 to 6879 for \$36,429.45 were moved to be approved by Councilmember Helland and seconded by Councilmember Gay. The motion passed 5 yes and 0 no. Checks 6868 and 6869 were voided.

Approval of WWTP Pay Estimate #7 to Western Engineering -- WWTP Pay Estimate #7 for \$149,229.26 was moved to be approved by Councilmember Helland and seconded by Councilmember Gay. The motion passed 5 yes and 0 no.

Approval of New Streets Project Pay Estimate #1 to Superior Asphalt – New Street Project Pay Estimate #1 for \$416,882.15 was moved to be approved by Councilmember Simpson and seconded by Councilmember Helland. The motion passed 5 yes and 0 no.

TIB Supplemental Grant Agreement – Councilmember Simpson moved to approve the supplemental TIB grant agreement for \$78,000 and Councilmember Huber seconded the motion. The motion passed 5 yes and 0 no.

MAYORS REPORT

Aluminum Cans – Mayor Cousart suggested having Public Works Lead Bosch take over the aluminum can recycling and Council agreed.

Mural – Council discussed having a mural painted on the North wall of City Hall. It was suggested possibly having the KHS graduating class each year maintain this mural.

END OF TAPE 1 SIDE 2

COUNCIL DISCUSSION

Personnel – Council suggested having Mayor Cousart meet weekly with Public Works Lead Bosch and WWTP Operator Howard to plan the work week for their helper, Rob Moffatt.

WWTP Operator Howard – Council suggested having WWTP Operator Howard at one Council meeting each month.

December 26, 2006 Council Meeting – Council agreed to change the December 26th Council meeting to Thursday, December 28, 2006.

ADJOURN

Councilmember Huber moved to adjourn the November 14, 2006, meeting. The motion was seconded by Councilmember Helland. The motion passed 5 yes 0 no. Meeting adjourned at 9:20 p.m.

Attest: Mayor Robert E Cousart _____

Clerk/Treasurer _____