

**City of Kittitas  
Council Meeting Minutes  
March 11, 2008**

Mayor Arington called the meeting of the Kittitas City Council to order at 7:00 p.m., March 11, 2008. Councilmembers present; Huber, Gay, Gilmour, and Camarata.

Staff present was Court Clerk Maria Cook, Police Chief Studer, WWTP Facilitator Howard and Public Works Lead Bosch.

Mayor Arington led those assembled in the Flag Salute.

**NEW COUNCILMEMBER**

Mayor Arington asked candidate Dan Sherman to offer a personal introduction to Council which was followed by questions from Council. Mayor Arington asked candidate Sean Turpin to offer a personal introduction to Council which was followed by questions from the Council. Council splits – with Councilmembers Gay and Camarata voting for Sherman and Councilmembers Huber and Gilmour voting for Turpin. Mayor Arington spoke before breaking the tie at which time candidate Sherman addressed Councilmembers and elected to step aside to allow candidate Turpin to assume the vacant seat. Mayor Arington broke the tie with a vote for Turpin. Councilmember Turpin was sworn into office by Mayor Arington.

**APPROVAL OF MINUTES**

Councilmember Gilmour moved to approve the minutes from the February 26, 2008, regular meeting and Councilmember Camarata seconded the motion. The motion passed 5 yes and 0 no.

**ADDITIONS TO AGENDA**

Resignation of Municipal Court Clerk

**REPORT OF OFFICERS AND SPECIAL GUESTS**

**Gray & Osborne** – Mike Meskimen asked for approval on Caribou Creek Change Order #4. Councilmember Huber moved to approve this change order and Councilmember Camarata seconded the motion. The motion passed 5 yes and 0 no.

Mike also needed approval on the amendment to Gray & Osborne's contract for the Operating Engineer Street Project. Councilmember Camarata moved to approve this amendment and Councilmember Gilmour seconded the motion. The motion passed 5 yes and 0 no.

Mike reviewed the street paving schedule and preliminary cost sheet. He explained the

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process of selection and the criteria that was used.

**Library Board** – Chairperson Marylou Gilmour reported that the Summer Reading Program is being prepared and that this year’s theme is “Catch the Reading Bug”. The program will run from 6/19 – 8/7/08. The library is applying for a Libri Grant and if selected Washington State Library will pick up the full cost of the grant. Councilmember Gay moved to approve the surplus list with Councilmember Huber seconding the motion. The motion passed 5 yes and 0 no.

**Police Department** – Chief Studer explained there have been several car prowls on Mason, Benton and Spokane streets. There was a domestic violence 4<sup>th</sup> degree that resulted in arrest. Chief Studer encouraged Councilmembers to hold a discussion on criminalizing dog at large citations after the 3<sup>rd</sup> offense. The Police Department had repairs done on one of the department’s vehicles. The taggers each did 5 hours of community service and met victims.

**Public Works Lead Bosch** – Clark street and part of Railroad are being considered for paving next year. Two hydrants broke this winter and need to be replaced. Pricing shows better to buy three than just the two. Councilmember Huber suggests using money from the Capital Fund as a source to pay for hydrants. Bosch reports that recent insulation has helped tremendously with the heating costs in Community Hall and shared a comparison of 2006-07 to most recent 2007-08 bill. The next item to be discussed was window replacement. Discussion surrounded on how to pay for that project. Mayor Arington requested that the splattered paint be removed from the kitchen floor in Community Hall. Mayor Arington mentioned having received complaints from local business owners of the excess mud left from recent street washing. There was discussion of proposed Community Clean Up Saturday and how it will be organized/advertised. No formal decision was made, only discussion.

**END OF TAPE 1 SIDE 1**

**WWTP Operator Howard** – Update on recent test results, it was reported that State of Washington is going to start monitoring local creeks and canals in order to hold homeowners responsible for output into waterways. Report from the state showed that City is in compliance for discharge from plant. Mayor Arington mentioned that Councilmember Gay, himself, and Operator Howard will be working together to develop a trainee monitoring program that will track the progress of new hires while going through probation/licensing period.

**Treasurer’s Report** – see handout. No questions from Council upon review of treasurer’s report.

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**UNFINISHED BUSINESS**

**Hiring Inspector** – This position has closed and one application was received by Tom Chini. We can either hire him as a self employed individual or as a part time employee. Mayor Arington will report on appointment of Tom Chini at a later time.

**Operating Engineers Street Paving Resolution #08-001R** – Councilmember Gilmour moved to pass this resolution and Councilmember Huber seconded the motion. The motion passed 5 yes and 0 no.

**Operating Engineers Hold Harmless Agreement** – Councilmember Huber moved to approve this agreement and Councilmember Gilmour seconded the motion. The motion passed 5 yes and 0 no.

**Surplus Property – Follow RCW or create policy** – Mayor Arington read email from MRSC regarding policy into the record. Mayor Arington recommends following the RCW. Councilmember Huber would like to see each department directed to create policy that will track fixed assets for each division as per auditors.

**Hiring WWTP Trainee** – Councilmember Gay reports that a second round of interviews is necessary and two of the three applicants will be called back for that process.

**NEW BUSINESS**

**Ordinance 08-006 – 2008 Budget Amendments** – Councilmember Camarata moved to approve ordinance 08-006 and Councilmember Turpin seconded the motion. The motion passed 5 yes and 0 no.

**Resignation of Municipal Court Clerk** – Mayor Arington read aloud the letter of resignation as presented by Court Clerk Maria Cook. Two weeks notice has been given with her last day will be March 23, 2008. Mayor Arington reported to Councilmembers that he and Judge Chmelewski have discussed possibly filling the position for a 30-90 day period with an employee from Lower District Court. Mayor Arington will appoint someone to the temporary position while permanent candidates are being sought.

**APPROVAL OF PAYMENT**

**Approval of March Bills** – Checks #12395 to #12421 for \$33,500.66 were moved to be approved by Councilmember Huber and seconded by Councilmember Gay. The motion passed 5 yes and 0 no.

**Approval of February Payroll and March Draws** – Checks #7237 to #7251, #993051

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to #993054, and #880281 to #880293 for \$39,409.73 were moved to be approved by Councilmember Gay and seconded by Councilmember Huber. The motion passed 5 yes and 0 no.

**MAYORS REPORT**

**Job Descriptions** – Mayor Arington is working at having an updated version of job descriptions in place very soon.

**Banking** – Discussion but no action taken regarding best rates, who is offering them in the community and the possibility of reorganizing some of the city’s investment accounts.

**Payroll** – Discussion about establishing a lag date and how that would directly affect city employees. Discussion tabled to next month.

**COUNCIL DISCUSSION**

Councilmember Huber raised a concern over having Lisa Parks present at previous meeting. Question rose over possible conflict of interest between her having represented both the Land Conservancy and The City of Kittitas. Councilmember Huber would like to make sure Parks is not double paid for her having attended that meeting.

**ADJOURN**

Councilmember Huber moved to adjourn the March 11, 2008, meeting. The motion was seconded by Councilmember Gay. The motion passed 5 yes 0 no. Meeting adjourned at 8:40 p.m.

Attest: Mayor Arington

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Clerk/Treasurer

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