

**City of Kittitas  
Council Meeting Minutes  
June 10, 2008**

**PUBLIC OFFICIALS LIABILITY WORKSHOP 5:45 P.M.**

Canfield & Associates explained the liability the City has from the actions of employees and council members. The Open Public Meetings Act was also discussed. It was stressed if council makes an error to go back and fix the mistake. If not, there could be penalties and attorney fees. Executive sessions also were discussed. There are four reasons for them:

1. Real estate
2. Evaluate complaints against public offices or employees (the employee gets to choose whether or not it will be in executive session)
3. To evaluate the qualifications of a candidate for appointment to elective office
4. To discuss litigation or potential litigation

A couple of points regarding executive sessions were:

- An option is to have executive sessions prior to the council meeting so the public doesn't have to be excused. No action can be taken in executive sessions.
- Executive sessions can be held in a regular meeting or special meeting.
- Before the executive session explain what the subject is and note the time allotted.

The Council's role is to govern/guide/direct and decide what will happen, request info, consider issues, create/review/adapt policy, approve and review the plans, monitor progress, set budget and policy for personnel, approve and review the budget.

The Mayor's role is to manage, decide how, seek and provide info, provide recommendations, recommend and carry out policy, implement plans, report progress, supervise and evaluate personnel, formulate budget.

Some other suggestions were to give council choices as that is what they like. Also, have the city attorney review the minutes.

REMEMBER – Council does not have the authority to direct employees.

**TAPE 1, ½ SIDE 2**

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Mayor Arington called the meeting of the Kittitas City Council to order at 7:00 p.m., June 10, 2008. Councilmembers present; Gilmour, Gay, Turpin, and Camarata.

Staff present was Clerk/Treasurer Robin Newcomb, Chief Studer, and Police Officer Poole.

Mayor Arington led those assembled in the Flag Salute.

**APPROVAL OF MINUTES**

Councilmember Turpin moved to approve the minutes from the May 27, 2008, regular meeting and Councilmember Gay seconded the motion. The motion passed 4 yes and 0 no.

**ADDITIONS TO AGENDA**

**Public Works Lead Position**

**REPORT OF OFFICERS AND SPECIAL GUESTS**

**Gray & Osborne** – Jeff Stevens reported they met with Marti with USDA RD regarding WWTP screens, the replacement of the gas chlorination facility, and water rights purchases. There is plenty of loan money at 4.5% and a potential for up to 45% grant money.

Nancy Morter explained the WWTP is now in compliance with Department of Ecology. The screen needed at the WWTP screens the wastewater further downstream and will extend the life of the WWTP. Also a walkway is needed to go down the center of the two tanks. She recommended that a report be written that will be required by RD to accurately assess the cost of the screen. Gray & Osborne would charge between \$5,000 and \$8,000 to do this. There still is approximately \$10,000 in grant money remaining from the WWTP project. Councilmember Turpin moved to approve Gray & Osborne writing a report to USDA RD as long as the cost of this report is covered under the \$10,000 remaining funds of the WWTP grant and Councilmember Gay seconded the motion. The motion passed 4 yes and 0 no.

She also explained that the WWTP contractor will pay for one of the influent pumps under warranty. It isn't known why the second pump failed. To repair this pump would

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cost \$3,500 to \$4,000 and would be available as the fourth pump. Further discussion will follow at a future meeting on the fourth pump.

**END OF TAPE 1 SIDE 2**

**Library** – Chairperson Marylou Gilmour explained the board met last Thursday and they have a person interested in joining the board.

The board personally combined funds for a donation to the Mary Sherrard Fund.

Friends of the Library had a bake sale and earned \$180.

The Libre Grant books arrived and they plan on having an open house to get kids interested in the Summer Reading Program. This will be June 17<sup>th</sup> from 7:00 to 8:30.

Councilmember Turpin moved to approve the surplus list and Councilmember Camarata seconded the motion. The motion passed 4 yes and 0 no.

**Police Department** – Chief Studer explained they would like to hire for two full-time positions since Officer Jerry Shuart III turned in his resignation.

**Staff Reports** – See handouts on the WWTP

**UNFINISHED BUSINESS**

**Resolution 08-011R – Amend Fee Resolution --** The public hearing was opened and closed. Councilmember Camarata moved to approve resolution 08-011R and Councilmember Gilmour seconded the motion. The motion passed 4 yes and 0 no.

**Hiring of Court Clerk** – Mayor Arington explained the hiring committee chose four candidates but only two responded and were interviewed. He requested from Council that the committee hire one or the other and report it at the next meeting. Council agreed with this action.

**Public Works Lead** – Mayor Arington asked Council since there is only one candidate for the Public Works Lead position if an interview is necessary. Council agreed with the Mayor that an interview isn't necessary and the hiring can take place.

It also was suggested to give Public Works Bosch a plaque for his work on the Operating Engineer Paving Project.

**NEW BUSINESS**

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**Hiring of 2 Police Officers** – It was explained that Jerry Shuart III gave his resignation due to a new job offer. This leaves two police officer positions open in the budget. Councilmember Turpin moved to approve the posting of two positions and Councilmember Camarata seconded the motion. The motion passed 3 yes and Councilmember Gilmour voting no. None of the applicants received so far need to go to the academy according to Chief Studer.

**APPROVAL OF PAYMENT**

**Approval of May Payroll and June Draws** – Checks #7280 to #7292, #885081 to #885098, and #996081 to #996084 for \$39,606.69 was moved to be approved by Councilmember Gay and seconded by Councilmember Gilmour. The motion passed 4 yes and 0 no.

**Approval of June Bills** – Checks #12557 to #12593 for \$39,279.08 were moved to be approved by Councilmember Gay and seconded by Councilmember Turpin. The motion passed 4 yes and 0 no.

**MAYORS REPORT**

**Court** – Mayor Arington explained he spoke with the Prosecuting Attorney. He will arrange a meeting with Judge Haven and the two of them.

**Council Position** – We now have two applicants for the vacant council position.

**AWC Meeting** – Mayor Arington attended a small cities meeting last week and said most cities are struggling right now. He suggested that the council attend some training sessions also.

**Architect Selection/Fire Department** – Cal Jordan received 4 votes, Gray & Osborne received 3 votes, DOH received 3 votes, and MJ Neal received 3 votes. These 4 will be interviewed. The interviewing committee will be Councilmember Camarata, Councilmember Gilmour, Mayor Arington, and Clerk/Treasurer Robin Newcomb.

**COUNCIL DISCUSSION**

**Block Watch** – Councilmember Turpin explained the block watch has extended from Barbara Lane to Dan Lane and they have a flyer that will be posted downtown.

**Economic Development** – Councilmember Turpin explained he is still working on economic development and hopes to present Council a booklet on it by the end of the month.

