

**City of Kittitas
Council Meeting Minutes
February 8, 2011**

Mayor Camarata called the meeting of the Kittitas City Council to order at 7:00 p.m., February 8, 2011. Councilmembers present: Gilmour, Hink, Helland, Gay and Huber.

Staff present was Clerk/Treasurer Robin Newcomb, Police Chief Nierman and Police Officer Shuart.

Mayor Camarata led those assembled in the Flag Salute.

APPROVAL OF MINUTES

Councilmember Huber moved to approve the minutes from the January 25, 2011 regular meeting. Councilmember Hink seconded the motion. The motion passed 5 yes and 0 no.

ADDITIONS TO AGENDA

Councilmember Gilmour – New Business
Councilmember Helland – New Business
Councilmember Huber – Projects

Councilmember Hink moved to approve the amended agenda and Councilmember Gilmour seconded the motion. The motion passed 5 yes and 0 no.

PUBLIC APPEARANCE COMMENTS

None

REPORT OF OFFICERS AND SPECIAL GUESTS

Library Board – Chairperson Becky Bosch reported the board has a recommendation for the library manager position. They interviewed three candidates. The applicant chosen was Brandi Chandler. She is Marylou Gilmour's granddaughter. She will be working Tuesday, Thursday and Saturday Noon until 5:00 p.m. Councilmember Huber asked who the new library manager would take direction from. Becky explained the Mayor is over the library board and the library manager will take direction from her as the chairperson. Councilmember Gay asked if it is important to have a background check on this new employee. Police Chief Nierman explained the sheriff's office can do a \$10 fingerprint check. Councilmember Gay explained his concern is employees working with children. Councilmember Hink moved to approve hiring her based upon her passing the fingerprint check and Councilmember Huber seconded the motion. The motion passed 5 yes and 0 no.

Councilmember Helland would like to see us go back and do fingerprint checks on all city employees.

Today they had "The cup of cocoa and a book to go". The library is maintaining its usage.

They also would like to get story hour going again.

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Police Department – Chief Nierman explained one of our officers backed into a State Patrol car on a call. The officer was unaware the state patrol was at the scene and backed into the car as he was backing up.

Officer Taylor has graduated from the police academy.

Chief Nierman stated A&A Auto offered to buy our 2004 Crown Victoria with 98,000 miles and our 2005 Crown Victoria with 104,000 miles. They have offered us \$1,850 per vehicle. He is still waiting on what the county will offer vehicles to us for. They no longer can sell them for \$1. The price range will be \$2,000 to \$5,000. The new Crown Victoria is about \$22,000 without the equipment. Another option is working with the sheriff and having a sub station here. He would like to replace these two cars for one from the county. In addition, he isn't happy with the fuel mileage of the pickup. The Fire Chief is interested in this pickup for a response vehicle. Councilmember Gay thinks he could re-sell this pickup for over \$5,000.

Triangle Trailer Park has a renter that is scrapping metal without a business license and they have been issued a ticket.

Street Department – The street department is working on patching the holes in the streets.

WWTP – Foreman Howard is at a conference this week.

UNFINISHED BUSINESS

None

NEW BUSINESS

MRM Construction -- Pay Request #9-- \$12,124.81 – Councilmember Gilmour moved to approve this pay request and Councilmember Hink seconded the motion. The motion passed 5 yes and 0 no.

COG By-Laws – After some discussion on some small changes with COG, Councilmember Huber moved to approve the COG by-laws and Councilmember Hink seconded the motion. The motion passed 5 yes and 0 no.

Ordinance 11-001 – Amending KMC 2.04.020 Meetings Open to the Public – The public hearing was opened at 7:40 p.m. After some discussion, the public hearing was closed at 7:41 p.m. Councilmember Helland stated since we don't have an occupancy permit he thinks we are jumping the gun. He asked what if we have to move out of the building down the road. Councilmember Gilmour stated we paid a full months rent at the Heistand Building and wanted to move in right away to the remodeled building. He stated he doesn't know of a building inspector in this state that would allow us to move in yet. Mayor Camarata explained we received a temporary occupancy permit for the entire building which allows occupancy for 30 days. If the 30 days expires, the time period will be extended.

Councilmember Gilmour doesn't understand how we can purchase furniture charged to the public works grant that we haven't received yet. Councilmember Huber thought it came out of the 2010 budget. Councilmember Gilmour doesn't understand how in 2011 something can come out of the 2010 budget. Police Chief Nierman stated his furniture was purchased in December of 2010 as he was under budget. Councilmember Gilmour

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stated that might sound good but it isn't. Councilmember Gay stated we are preparing for the future meetings with this ordinance and moved to approve it. Councilmember Gilmour also wanted to know how we could move in without a drop box. Clerk/Treasurer Newcomb explained during transition we might not have a drop box and do the best with what we have to work with. She also stated this is an administrative/Mayor issue not a legislative/Council issue. Councilmember Helland has concerns with the remaining items getting finished with the building being occupied. Councilmember Huber asked Mayor Camarata if he would oversee the remaining items that need to be finished on the remodeled building and make sure the contractors get the work done. Councilmember Gilmour asked when the mess was going to be cleaned up. Councilmember Huber asked if the payments have started on the remodeled building. Clerk/Treasurer Newcomb explained the payments started last year. Councilmember Huber asked if we are supposed to say no to our building inspector's approval. Councilmember Helland explained he just wants to make sure the contractors will come back after we are moved in. Councilmember Hink seconded the motion. The motion passed 5 yes and 0 no.

Rubenstein's Change Order #1--\$3,109.00 – Councilmember Helland isn't in favor of this change order because it is pre-existing meaning they knew the floor needed to be leveled. Councilmember Gay believes the architect had mentioned this in the past. Councilmember Gilmour moved to approve this change order and Councilmember Huber seconded the motion. The motion passed 4 yes and Councilmember Helland voting no.

Rubenstein's Pay Request #1--\$28,550.57 – Councilmember Helland moved to approve this pay request and Councilmember Gay seconded the motion. The motion passed 5 yes and 0 no.

Wray Plumbing Pay Request #7--\$8,349.02 – Councilmember Gilmour moved to approve this pay request and Councilmember Hink seconded the motion. The motion passed 5 yes and 0 no.

Five K Technologies Pay Request #6--\$5,987.39 – Councilmember Gilmour moved to approve this pay request and Councilmember Huber seconded the motion. The motion passed 5 yes and 0 no.

Councilmember Helland/Personnel Policy – He would like to bring our personnel policy up to date.

He also stated he thought we were advertising for a part time officer helper but sees we advertised for a part time assistant clerk and wondered why. Clerk/Treasurer Newcomb explained they are the same. He stated the union contract states assistant clerical which was explained to him is the same as assistant clerk.

Councilmember Helland stated we have a foreman working for us and there is no wording in the union contract for a foreman and would like to rectify this problem. Councilmember Gilmour suggested redoing the job descriptions and making sure this never gets in there as it is ridiculous to have it for 3 employees. Councilmember Huber asked for clarification and Councilmember Helland stated we have a person with a foreman title and there is no provision for this in our union contract. He stated we have a WWTP Foreman. Councilmember Gilmour stated this employee received a big raise going to this foreman title. Councilmember Gay asked what the difference is between a lead and a foreman as lead is in our union contract. Helland stated a foreman supposedly sits back and directs everyone and historically aren't normally in unions. Councilmember Gay stated he isn't concerned with titles and is comfortable with where they are at. Councilmember Helland would like to get this very well defined as to what the foreman title covers and which

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departments. Councilmember Gilmour doesn't see the importance of having a foreman. The Mayor explained because the Mayor position isn't full time we need someone overseeing the work performed or hire a Mayor

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full time. Councilmember Huber stated we should check with the union on this. Councilmember Gilmour would like to finish working on the job descriptions.

Councilmember Huber/Projects – She explained she would like to see a framed picture of all projects and have them put up in the conference room of the remodeled city hall. In addition, she would like to see us have some historical pictures hung up.

APPROVAL OF PAYMENT

Approval of January 2011 Payroll and February 2011 Draws – Checks #7674 to #7682, #E881110 to #E881124 and #E992111 to #E992113 for \$38,746.97 were moved to be approved by Councilmember Hink and seconded by Councilmember Gay. The motion passed 5 yes and 0 no.

Approval of February 2011 Bills – Checks #14370 to #14401 and #E771311 for \$78,022.35 were moved to be approved by Councilmember Huber and seconded by Councilmember Gay. The motion passed 5 yes and 0 no. Councilmember Gilmour asked what the billing was for our attorney regarding firearms. Chief Nierman had contacted her regarding firearms licensing. Councilmember Helland stated they are spending money like a drunken sailor.

Councilmember Gilmour also asked if the fire chief got 3 bids on the clutch replacement. Councilmember Gay stated maybe the clutch went out and he needed to get it replaced. He did get a total of 3 and the other two were considerably higher from O'Neill's Diesel and Cascadia International. Councilmember Huber asked if 3 bids is a policy. Clerk/Treasurer Newcomb stated it was in a memo from the Mayor a few years ago and is not a policy. It causes confusion among the employees as some get 3 bids and others do not and Council needs to address this so it is clear.

Councilmember Helland would feel more comfortable having an authorized John Deere Dealer work on the grader and backhoe and all on our John Deere Equipment.

MAYOR'S REPORT

Street Pickup – The new street department pickup needed a wheel alignment.

Moving – Mayor Camarata asked if anyone could help with the move tomorrow.

COUNCIL DISCUSSION

City Well – Councilmember Gilmour asked what the update was on the well pump. The Mayor explained he will check into this.

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Cole's Crossing I – Councilmember Gilmour asked what happened on the street lights billing. Mayor Camarata explained if the city wants to pay the bill, Council needs to approve this.

Warm Springs Water Lease – Councilmember Gilmour asked if we have heard anything back on the Warm Springs lease offer yet. The Mayor explained he hasn't.

UGA – Councilmember Hink asked if we had an update on the UGA. Councilmember Helland stated after this time we have to get away from the county and everyone else and address these issues the 206er's or whatever they might be have with us dictating our own grown in our own city as it is not up to them. If they want to dictate to us they need to move into our city. Mayor Camarata stated a lower valley city has filed a law suit in a similar situation.

Volunteers – Councilmember Gilmour asked if his volunteer hours are supposed to be reported for insurance purposes. Clerk/Treasurer Newcomb stated yes they are as we have to pay L&I insurance on those hours.

ADJOURN

The meeting adjourned at 8:25 p.m.

Attest: Mayor Camarata

Clerk/Treasurer
