

**City of Kittitas  
Council Meeting Minutes  
June 14, 2011**

**Public Hearing close out CBGB Grant**

Mayor Camarata called the Public Hearing to close out CBGB Grant at 6:00 p.m. June 14<sup>th</sup>, 2011. Those present were Mayor Camarata, Debbie Lee Clerk/Treasurer and Interpreter Diana Wilson. No testimony's regarding the public hearing was made. The Public Hearing was closed at 6:06 p.m.

Mayor Camarata called the meeting of the Kittitas City Council to order at 7:00 p.m., June 14<sup>h</sup>, 2011. Councilmembers present: Gilmour, Hink, Helland, Gay and Huber.

Staff present was Clerk/Treasurer Debbie Lee

Mayor Camarata led those assembled in the Flag Salute.

**APPROVAL OF MINUTES**

Councilmember Hink was questioning if Michelle Geiger the Building inspector was at the last meeting, and everyone agreed she was present. Councilmember Huber moved to approve the minutes from the May 24<sup>th</sup>, 2011 regular meeting, Councilmember Gilmour seconded the motion. The minutes were approved, 5 yes 0 no.

**ADDITIONS TO AGENDA**

Councilmember Helland wanted to add the landscaping out front of the City Hall to the agenda. He checked on prices and would like the council's official blessing to get it done. Mayor Camarata asked if that would be under new business. Councilmember Helland moved to approve the amended agenda. Councilmember Gilmour seconded the motion. The addition to the agenda was approved 5 yes 0 no.

**EXECUTIVE SESSION**

Mayor Camarata stated the City had an executive session regarding Contract Review. Under RCW 42.30.110 (1) the executive session is to review negotiations on the performance of a publicly bid contract. The Council will be in executive session for 20 minutes starting at 7:05 p.m. The Mayor and Councilmembers left chambers and went to the meeting room. Mayor Camarata came back in at 7:25 p.m. and said it would be another 15 minutes. Regular open sessions reconvened at 8:35 p.m. During the executive session the Council and Mayor made no decisions and held no votes.

**PUBLIC APPEARANCE COMMENTS**

Pat Cort would like to thank Councilmember Huber for getting the Garden Committee on the agenda.

**STAFF REPORTS**

**Library** – Becky Bosch stated on Wednesday's from 1:30 to 3:30 is the summer reading program, Thursday is Pre-School story time @ 10:30. Becky stated that numbers are picking up. The other library information will be discussed during the public hearing.

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**REPORT OF OFFICERS AND SPECIAL GUESTS**

**Treasurer's Report** – Mayor Camarata asked if there were any comments on the Treasurer's report. No comments were stated.

**UNFINISHED BUSINESS**

**Job Description** – Mayor Camarata stated the job description was looked at by the attorney and her changes were added, Councilmember Huber asked if her changes were included, she didn't see them, but then found them. Councilmember Gay asked if the changes had been made from the previous council meeting had been address, and had the Union and Kathryn looked at it also? Mayor Camarata said the Union did look at the job descriptions and agreed to it. Councilmember Gilmour was concerned about the people who already applied for the job how would they know what their job duties were, Councilmember Huber said people will list their qualifications. Councilmember Gay said we could hand them the description at the job interview. Councilmember Helland also stated they would put their job history/duties on the application, he also thinks we should not have posted the job without a description but what is done is done. Councilmember Gay moved to approve the job description Utility Worker. Councilmember Gay asked if the city was putting the revised date as of today June 14<sup>th</sup>, 2011. Mayor Camarata stated yes he would. Councilmember Huber moved to second the motion. The motion passed 5 yes and 0 no. Dennis Cort was questioning why the job description came after the job. The council explained to him that we did have a current job description but needed to revise it.

**NEW BUSINESS**

**Main Street Sidewalks** – Mike Meskimen from Gray and Osborne explained to the Councilmembers that the bids came in 20 – 25% higher than expected. The city received two bids. Lack of competition and labor cost were the two factors as to why the bids were so high. Schedule A is the actual sidewalk. Schedule A also includes conduits which will be put in so they can come back later and put street lights in without having to tear up the sidewalk. The initial funds from the COG grant were \$86,000.00. Gray & Osborne discussed with TIB how to proceed with that, one possibility was to eliminate the conduit street lighting work and just use the COG money to backfill, TIB said they understood and that makes sense, so the City would still have the option to add street lights at a later date, TIB added an additional \$50,000.00 to the Sidewalk Project to make

Sure the conduit could be done; they threw it in to make sure the project could proceed. Still using the COG funds and TIB funds together you can complete schedule A. It will use all of the COG money with \$8,000.00 left for contingency. The best case scenario would be to complete Schedule A and use COG funds to back fill. Councilmember Gilmour was asking about putting 20 streetlights in, Mike Meskimen said that was the goal. These are not a high powered street light, decorative, a lot less light, (not solar). Schedules B, C, and D each schedule had a different street. \$86,000 left in the COG grant for that, Gray & Osborne' hope was to get two schedules done; they will only get one schedule. Councilmember Huber asked what the deadline for this year's COG was and Mayor Camarata said they extended it till June. Councilmember Huber asked Mike Meskimen for his help to ask for more COG money to get the other schedules out of COG since we are in the bid process and we could ask for the remainder to get additional monies for Schedules B & C. Gray & Osborn was concerned that you couldn't use the funds this year Councilmember Huber said they could deviate from it,

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they could release monies early since the city is already in the construction phase. Councilmember Huber said they should really consider since they already are vested in the project for two different years. Mike Meskimen said his order of priority would be Schedule A and Schedule B. Schedule B- Railroad would be a priority since it is scheduled to be paved in 2012. Schedule C repairs the flooding in front of the Laundromat and it is the squeaky wheel. Schedule D would be the lowest priority. The council talked about the design of the storm drains. Council member Huber said the priority would be Schedule B and make application to COG for Schedule C since business are involved and affected and this is for economic development. Councilmember Hink is concerned about the storm system, which run downs Pierce to Railroad. Councilmember Gay was concerned about the cost change if the City didn't do schedule D now, Mike Meskimen said it is hard to say, there would be no tearing out of sidewalks. Those costs will remain the same; you may have to take out some curb sections, Per Mike Meskimen. Councilmember Huber recommended Schedule A & B no contingencies, and then apply to COG for Schedule C & D. Mike Meskimen stated when you do want to move forward with Schedule A contingent on the final approval. Councilmember Gay had a question regarding Schedule C, was it the puddle on main street Mike Meskimen said it is on the west of Main on the south side of the road. They were talking about the new building that has never been occupied on the corner. That is included in Schedule B. They will get a new catch basin per Mike Meskimen. Councilmember Gilmour said something needs to be done with it. The storm drain in front of the laundromat, Councilmember Hink said all they need to do is attach a storm drain and tie it in a Pierce Street. A lot of discussion with water problems, storm drains and catch basins, they all agreed it needed to be looked at and talked about at a later date. Mike Meskimen talked about Jon Blackmore as being the foreman for Belsaas & Smith and Brandon Drexler, they assured that Belsaas and Smith the awarding agency would have everything cleaned up for the Krusin for Kittitas Car Show in August. Councilmember Huber made a motion to accept the bid from Belsaas & Smith to complete Schedule A contingent on final approval of additional funding from TIB (\$50,000) and Schedule B. Councilmember Gay seconded the motion. Councilmember Gilmour would like information ahead of time, Mike Meskimen apologized for the short turn around and notice. Councilmember Huber thanked Mike Meskimen for all the work he has done, just like we are asking Gray and Osborne to help the City of Kittitas ask for additional COG money to finish Schedule C & D. with a June 30<sup>th</sup> deadline. The motion passed 4 yes with one abstention Councilmember Helland. The motion carries with one abstention.

**Public Hearing Ordinance 11-008** – Open a public hearing for the Library. Marylou Gilmour is stating that all they want to do is change their meeting day. Amending Article VII of Kittitas Public Library Board of Trustees Bylaws. Marylou Gilmour is on the library board of trustees they want to change their meeting date from Thursday's to Tuesday's. The Public hearing is closed at 8:10 p.m. Councilmember Hink makes a motion to approve Ordinance 11-008. Councilmember Helland seconded the motion. The motion passed with 5 yes 0 no. The motion carries.

**New application for Library Board** – Becky Bosh stated that at the June 3<sup>rd</sup> board meeting they voted to recommend to the City Council for their approval for Sherry McDonald she would like to be added to the vacant spot on the Library Board. Councilmember Huber made a motion to appoint Sherry McDonald to the library board and approve the recommendation. Councilmember Hink seconded the motion. The motion passed with 5 yes 0 no. Motion carries.

**Benton Street Pump Repair** – Mayor Camarata stated that the blades are getting so worn out on the pump that they are not cutting. The City got a bid to replace the blades with a bid from Pump Tech Inc. in the

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amount of \$6430.36. Councilmember Helland asked if this is the only time money will have to be spent, Councilmember Huber stated it will never end when we got the lift station we inherited maintenance for life. Councilmember Helland was questioning the number of pumps that have been put in; Councilmember Huber said 2 pumps one grinder. Councilmember Gilmour said the last pump cost \$6,000. He also wants to know why we only got 1 bid, and Gilmour wants to know why we always don't get three bids. Councilmember Gilmour thinks we should pull the pump ourselves. Councilmember Huber, states that Pump Tech can pull it and repair it in one day. Mayor Camarata said if the City were to do it themselves it would take three days, Pump Tech could do it in one day. Councilmember Gilmour said someone in Yakima had the same problems and they built a catch basin and haven't had a problem yet. Councilmember Helland stated that this has to be done regardless. Mayor Camarata said Pump Tech had to do the work since it is their pump. Councilmember Gay asked if they were doing regular maintenance or was there a problem, it was because they were plugging up and stopping the motors, so it is an emergency situation. Councilmember Huber said that some education needs to go out to the residences of Benton Street. Mayor Camarata said the school has a different style of pump. Councilmember Gay asked what was in the budget from the sewer account; Mayor Camarata said it would have to come out of the reserve budget of water reserves. Councilmember Helland wants to know why it wasn't foreseen as a problem. Marylou Gilmour wanted to know why people on Benton Street were not paying extra for the pump. Councilmember Huber said it is something that will compound and compound, which is why we have a facility charge, the problem was not known when that development was put in. Councilmember Huber stated there was \$121,869.00 in the General Facility's account. Councilmember Helland was wondering if there is any way to get gravity flow, Councilmember Gilmour said no. Mayor Camarata says they are cleaned and pulled out once a month. Councilmember Huber asked if we had ever changed the blades/cutters before, they thought 2006. Councilmember Gay remembers from the engineer's discussion to make the well bigger at a cost of approximately \$250,000.00. Councilmember Huber made a motion to accept the bid from Pump Tech and \$6430.36 use the money from the water reserve account and budget transfer to the regular water sewer fund. Councilmember Helland seconded the motion. 4 yes and 1 no motion carries.

**Community Garden** – Councilmember Huber asked that this be put on the agenda due to all the discussion, the way the community garden turned out this year some of the concerns were that the City didn't have a policy on how the community garden was run and then someone approached the city to run the community garden and it was somewhat granted some of the problems was that the city really didn't have any policies in place and it was under the parks committee. Councilmember Huber asked Pat Cort or Teresa McCollum to let us know what their concerns are so the Council can take action tonight to meet those concerns. Pat Cort stated that one of the concerns was if the City had in place for the need of a contract for liability, there is some liability that comes with the garden if someone gets injured, to have a contract to release the city from any type of liability. Volunteers are covered under Labor and Industries, which just covers people who were volunteering at the garden. Where you put together a contract and the people have to follow the rules/guidelines. Also making sure the Community Garden is on the agenda at least 2x month during the summer. Have someone designated to talk to the council. Councilmember Huber thought the contract should go thru the attorney and insurance company. , a contract backed with the park department on how they are going to conduct themselves. The other thing needed to be addressed is the fee, is the money going back into the parks fund? Councilmember Helland said he doesn't know what is going on, when he get home from vacation and he finds out we have an abandoned garden and a community garden coordinator that is charging to use the city land and not knowing where the money is going? Councilmember Huber said nobody should be

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charging rent and the City not knowing about it. Mayor Camarata said there is a water fountain out there and a meter was put out there to keep track of water. Pat Cort stated at the same time you are paying for water any ways to water the garden/park. Councilmember Huber asked the Parks Committees if they would be willing to develop a policy that would oversee the Community Garden and bring it back to the Council for adoption.

**TAPE ONE SIDE TWO**

**Community Garden continued** – Councilmember Huber made a motion for the Parks Committee to come up with a policy to govern the Community Garden. Councilmember Helland seconded the motion. They want community members to be a part of the garden, not Ellensburg people; Councilmember Huber said they could address that in their policy. Mayor Camarata stated that the committee needs to know that, this is a council committee and the Mayor does not direct committees, council directs committees, the Mayor does not allow the council to direct the City crews, the council directs the committees, the Mayor does not direct councils committees. Any direction you need you have to go to council to ask for direction stated the Mayor. That is why you come before council and give monthly reports.

**Variance for dogs** – Mary Hyde was not present; some confusion was that she needed to be. Councilmember Helland asked why the person did not pay their fee, the City thought they didn't pay their fee until it was approved, Councilmember Huber thought the same way. Councilmember Gay stated that he approved variances in the past and possibly in the future but he would really like the person present so he could ask questions. Recommendation not to approve the variance until the applicant was present. We will call Mary and make sure she shows up at next meeting. The variance will be tabled until next council meeting,

**Landscaping City Hall** – Councilmember Helland said he went down and got some prices on Junipers, pine and a couple flowering plum trees, and to put in a irrigation system, he would like the blessing of the council to do it, Buck said he would volunteer his time on the backhoe. Councilmember Helland would like permission to use the backhoe, money, etc. Councilmember Huber asked where the budget was, and if there is money left in the budget for landscaping, Mayor Camarata said there was \$ 22,936.00 budgeted for landscaping. Mike Meskimen stated they generally require certain rules to use the grant money and they should really check with Cal on how to move forward with landscaping. Mayor Camarata said if Cal does it you can use the grant money if Councilmember Helland does it you can't use the grant money. Councilmember Huber stated that there are criteria on how to use the money. Mayor Camarata will have an update at the next meeting. Councilmember Huber asked if Cal could come visit us and let them know how much money is left and how to spend it.

**Payment Approvals**

**June 2011 Bills** – \$35,147.32 Councilmember Huber made a motion to approve June bills. Councilmember Hink Seconded the motion the motion carries 5 yes 0 no.

**May Payroll/June mid month draws** – \$42,474.87 Councilmember Huber made a motion to approve payroll and mid month draws Councilmember Hink seconded the motion the motion carries 5 yes 0 no.

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**MAYORS REPORT**

- Friday June 17<sup>th</sup>, 2011 at 1:30 pm there is a hearing for a stay of motion for UGA in Kittitas County Superior Court
- Census Bureau demographics
- Parking Lot grade is in and they are starting to put storm drains in
- Main Street Sidewalk Bid opened bids and approved them tonight
- Community Garden has a total of 5 plots
- Fire Station preparing to put down the top soil
- Unpaved roads Steve Hull came in and graded all unpaved streets
- Pre-App meeting regarding the Brown Addition

**COUNCIL DISCUSSION**

Councilmember Huber talked about the dedication committee having the open house in the fall or next spring

Main Street got swept, only budgeted \$1,000 and the actual cost was \$881.00 Councilmember Helland was not happy about it he wondered why Operating Engineers didn't wash some side streets as a Councilmember and a tax paying citizen he is not happy at all about this. Mayor Camarata said they did wash some streets and are still going to wash a few more.

Councilmember Hink was wondering if the building was complete, Mayor Camarata said there is still a punch list.

Councilmember Hink was wondering if the cracks in the asphalt were going to get fixed Councilmember Huber reminded him that the City is down an employee for the past two months.

4-H cleaned up Palmero Park last Saturday

Councilmember Gilmour stated the sign out by KC Diner is full of weeds, and he was going to go clean it up. This building was built to attract business, and the entrance to town looks like it does. The tree line looks terrible too. Pat Cort thinks we need to get more committees together to keep the streets and weeds cleaned up. Councilmember Huber said a Beautification Committee, maybe the parks committee could take and envelope that idea.

Marylou Gilmour stated that the Friends of the Library had a bake food sale and raised \$203 and \$64 in donations. The summer reading program starts June 22<sup>nd</sup> and runs for 9 weeks. Legends Casino donated \$1800 towards the summer reading program, one world many stories.

Councilmember Gilmour reminded people about the Operating Engineers Rodeo that is this weekend,

