

**City of Kittitas
Council Meeting Minutes
August 23, 2011**

Mayor Helland called the meeting of the Kittitas City Council to order at 7:00 p.m. August 23, 2011. Councilmember's present were Gilmour, Hink, Huber and Gay

Staff present was Clerk/Treasurer Debbie Lee

Mayor Helland led those assembled in the Flag Salute.

APPROVAL OF MINUTES

Councilmember Gilmour made a motion to approve the minutes from August 9th, 2011, Councilmember Gay seconded the motion. The motion carries 4 yes and 0 no.

ADDITIONS TO AGENDA

Councilmember Gay moved to approve the agenda the way it is, Councilmember Huber seconded the motion. The motion carries 4 yes 0 no.

PUBLIC APPEARANCE COMMENTS

Dot Nicholas was complaining about the weeds at Farmview. Mayor Helland suggested she fill out a complaint form and the City will give it to the Code Officer.

Pat Cort – New Life Church kids did a lot of clean up in town, she does have pictures and possibly put the pictures up for display. Also Pat and Teresa took a tour of the water tower and the WWTP, Pat thinks that the City should be pro-active and educate the community on what not to throw down the sewer, maybe coming up with a pamphlet or something.

Val Bosch – stated when they tore down the building there was a laminate beam that was not useable for the building, he was wondering if they could use that beam for a sign for Palmero Park, the same person who made the previous sign will make this one. Council gave their approval.

Cory – Would like to have a candlelight vigil for Cody Haynes since it has been 7 years since his disappearance. KNDO and the Daily Record would be involved. Councilmember Huber asked if she could extend an invitation to Steve Dunnagan, Shane Pool and Mike Studer. They are planning on doing it September 12 at the Park or City Hall. Council gave their approval.

STAFF REPORTS

Park Committee – Pat Cort had requested a meeting with Mr. Lins and other member's. Mr. Lins said he would be too busy. They have taken pictures and are getting ready for the presentation. The Garden Committee is trying to get the community involved. Councilmember Huber asked if the parks committee could get involved with the nodes behind City Hall by taking care of those.

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UNFINISHED BUSINESS

Sidewalks – Mayor Helland stated that the City finally got the contracts signed with Belsaas and Smith. Possibly Russ or Mike will be at the next Council meeting to discuss their progress and any concerns. Councilmember Huber suggested maybe the City could use the same planters that the New Life church has, to be more uniform.

Landscaping – Mayor Helland called Cal twice for a diagram for plants and the irrigation system. Councilmember Gay is not worried about it taking too long; he thinks we have enough time to still get the landscaping done. Mayor Helland stated that Cal has allocated \$20,000 for landscaping and he does not think that it will take that much, Councilmember Gilmour is concerned that there is not a plan or the letters for the building. Discussion was had that Cal would like the paving done before the landscaping and that the landscaping would be done primarily by volunteers. Mayor Helland stated that there are a few things that need to be changed on the parking lot regarding drains, so we will possibly have to have that dug up and taken care of. Councilmember Huber asked if the City had that inspected and Mayor Helland said yes him and he called Cal and looked at plans. Councilmember Gay asked when it would be ready to pave. Mayor Helland stated that he has about 5 things going on they are tearing up King Street and fixing the water leak. And then they are going to fix the other one on 3rd street. Mayor Helland says he has two community service guys coming and they could possibly dig up the drains. Mayor Helland stated that it is not a hard fix just something that needs to be done. Cal is going to Tri-Ply asking for an additional \$10,000 in liquidated damages for not being able to move into the building by the deadline, the City is hoping to get \$25,000 back from Tri-Ply to possibly pave behind the building and the alley hopefully. Tri-Ply called and asked for supporting documentation on the claims, Cal agreed with Mayor Helland that negotiations are not over. Councilmember Gilmour thinks it could be a lawsuit for a long time.

NEW BUSINESS

Assistant Clerk – Mayor Helland stated that the previous Assistant Clerk (Leslie Johnson) had to be let go as she just was not a good fit for the City. The City has hired a temporary clerk Arda Sandalow, and that he is still looking at applications from the previous hire. Mayor Helland is still looking for the interview notes. Councilmember Huber said they were all together at one time. Mayor Helland states he still cannot find them.

Payment Approvals

August 2011 Bills – \$21,486.56 Councilmember Gay made a motion to approve August 2011 bills, Councilmember Hink seconded the motion. 4 yes 0 no the motion carries.

MAYORS REPORT

Building Inspector – Mayor Helland talked to Michelle Geiger and she stated she was really busy with a heavy case load and Mayor Helland said we were out of money for her.

Medical Marijuana – Mayor Helland did not have time to check on this

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Bryan Nash – Hired as the new Utility Worker he starts Wednesday 24th.

Painting – Safe Kids to School Val showed Buck how to use the Stencil (\$1200) Grant. Mayor Helland was going to call Sara to come and take pictures. The grant money went to paint, and to the school for safety vests and helmets.

Councilmember Huber asked Mayor Helland if Merle (Buck) was getting close enough to have to start paying DRS and medical Insurance, Mayor Helland thought it was getting close.

Furniture – Mayor Helland did get a couple bids for furniture for the Council Room. Councilmember Huber stated probably wait until Tri-Ply gets us an answer, Councilmember Gilmour was asking about the PSE money?

Community Hall – Mayor Helland was looking at the contracts, does the City want to allow alcohol or not? If alcohol was involved the City would have to have an officer present, and Chief Nierman stated it would be time and a half. Councilmember Gay stated that the renter of the hall would have to pay those additional costs. Councilmember Gilmour thought maybe it would generate more money. Council thinks that it would be a good idea to make more money. Pat Cort stated that Swauk Hall has liability insurance; would Kittitas have to get that? Councilmember Huber stated Swauk was a 503 and Kittitas is a City.

Water/Street Service Truck – Steering box broke and it cost \$400 to fix that. Mayor Helland would like to have the sander added to the truck so when the weather turns bad the City is prepared.

Bias – Software upgrade is \$2,000 the City can pay ½ in 2012 & 2013, we need to make sure it is in the budget. Councilmember Gay thinks that the City should just pay for it in 2012. Version 6 is easier for Utility Billing.

Mayor Letter and Mission Statement – Mayor Helland is to write a letter and the Council writes the mission statement as part of a printed published version of the budget.

Warm Springs – Check was lost in the mail the City put a stop payment and issued a new check. Councilmember Huber stated that we need to actually put a stop payment thru the bank. The check will be released after Debbie Lee checks with Sterling Bank.

Attorney – Katherine called late this afternoon and the City had to overnight a check to Olympia regarding the Growth Mgmt. Hearing they needed the records copied (7,000) at a cost of \$1,100.00 overnight and certify the check.

Cell Phone – Buck dropped his cell phone in the mud, called the insurance company to see what the deductible was; also Dan Sherman dropped his phone when he was volunteering during the water break. Councilmember Huber stated we have to have a way of tracking hours for labor hours for volunteers during the break.

Personnel Policy – Mayor Helland will work on it and bring it to council.

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COUNCIL DISCUSSION

Val Bosh – was a big help during the water break he came out in the a.m. and also helped with the painting of the School Safety Program.

Belsaas & Smith – they donated a pump during the water break and we need to thank them.

Church Kids – Councilmember Gilmour thinks we need to say thank you buy them a pizza, ice cream, etc. reader board? There were 15-20 kids' possibly next youth night take cake and ice cream.

Teresa McCollum – was wondering if there was a way that the City can notify customers of an outage, possibly put on the telephone answering machine, or the reader board.

Councilmember Gilmour – is concerned that the Brown Plat Alteration will get out of paving Spokane Street.

Council Retreat – Council would like to have Pat Cort attend the retreat since she will be on the council shortly.

Open Council Seat – post at City Hall a letter saying there is a vacant seat and that anyone interested needs to submit a letter of interest, council will vote on next meeting, also put on the reader board possibly?

ADJOURN

The meeting adjourned at 8:05 p.m.

Attest: Mayor Helland

Clerk/Treasurer
