

**City of Kittitas
Council Meeting Minutes
September 13, 2011**

Mayor Pro Tem Gay called the meeting of the Kittitas City Council to order at 7:00 p.m. September 13, 2011. Councilmember's present was Gilmour, Hink, and Huber.

Staff present was Clerk/Treasurer Debbie Lee, Chief Nierman, Officer Taylor, and Utility Worker Nash.

Mayor Pro Tem Gay led those assembled in the Flag Salute.

APPROVAL OF MINUTES

Councilmember Huber made a motion to approve the minutes from August 23rd, 2011, Councilmember Hink seconded the motion. The motion carries 4 yes and 0 no.

ADDITIONS TO AGENDA

Chief Nierman had an addition to the agenda of Resolution No. 11-011 Surplus Items. Mike Meskimen from Gray & Osborne added new business F. Change order #1 for Belsaas & Smith and G. Change order #2. Councilmember Huber made a motion to approve the amended agenda, Councilmember Hink seconded the motion. The motion carries 4 yes 0 no.

PUBLIC APPEARANCE COMMENTS

Teresa McCollum would like to thank Officer Taylor for being observant, the Laundromat doors were left unlocked and Officer Taylor stayed until someone came to make sure they were locked. Also Officer Shuart helped coax Teresa's dog over to the automatic door locks when the dog was locked in the car running, and it worked the dog stepped on the right button and unlocked the doors.

STAFF REPORTS

Library – Becky Bosh stated that the library was still issuing new cards. The surplus list needs to be signed by council. Brandi Ackerman-Chandler is leaving at the end of the month, so they will be looking to fill that position.

Councilmember Huber made a motion to accept the surplus list, councilmember Gilmour seconded the motion. The motion carries 4 yes 0 no.

Police- Chief Nierman stated that prior to 12:00 a.m. office Shuart called and gave a verbal 2 weeks' notice. Chief Nierman will be posting an ad tomorrow, because of the new cost at the academy level; they will be posting for a lateral position only. He stated there were plenty of laterals out there; it will close the last day of September.

Clerk/Treasurer – Debbie Lee reported to council that the audit exit interview went well, and the City got a very clean Federal Audit. The auditor explained that a clean audit does not happen very often. We should thank the previous Clerk/Treasurer Robin Newcomb for that result. Mayor Helland stated that we should send Robin flowers for doing such a good job, Councilmember Huber agreed.

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Treasurers Report – no comment

Budget Report – Councilmember Gilmour stated that the budget for the planner is \$7500 and the City has already spent \$13,000, Councilmember Gilmour thinks that the developer needs to be paying and not the City and what about the Pass Thru Fees. Councilmember Huber stated that they could go over this on the 19th at the retreat on the revenue side for Building Permits, and expenses on the Building side is over, the council needs to look at a few of those lines to see what is going on.

UNFINISHED BUSINESS

Gray & Osborn – Project is Main Street & Patrick Avenue Sidewalks the contract was awarded to Belsaas and Smith. The bids came in substantially higher than expected. The street lighting was taken out due to budget. The Storm drain replacement on RR, Main to Pierce on 1st, the City Applied for more COG money to finish the Storm drain project. They do have some provisions for planters. Todd Lopeman stated that he and Gray & Osborn, Belsaas & Smith came to an agreement to keep his driveways over 14 feet. Due to the size of the old lots and off street parking, they have to keep an eye on this. With the new requirements and lot size it is a challenge, to not be landlocked. Mike and Todd agreed to Todd paying for the increase over and above 14 foot sidewalk and driveway. Progress estimate #1 thru the beginning of September, 50% of mobilization. No increases yet. Councilmember Huber made a motion to approve Progress estimate #1, Councilmember Hink seconded the motion, and the motion carries 4 yes 0 no. Clark and Patrick Street settled below the curb, so they could not put a ramp in, they took out 20 feet of sidewalk and made it ADA compliant. There will be a change order but not a large dollar amount. Mike also mentioned that a buried fuel tank was found on the corner of Main and RR, where the architects' building is. It is all on the City right of way. Mike talked to another consultant who is working in town and they are coming tomorrow. If it is a fuel tank and they do not know about it, you have to take steps to document that, you always have the option of taking soil tests and seeing what you have to do. Hopefully the City will have more information tomorrow. It may not be the City's responsibility to take care of it; it could be the property owner's responsibility. Belsaas & Smith will be pouring concrete on the East side of the road next week. Councilmember Gilmour asked why there were so many lights; Mike explained that they are a lower pedestrian lighting system, more efficient. Approximate cost was \$70,000 to \$100,000. Mike Meskimen explained that the conduit pipes sticking out of the ground could be filled with sand and then cap. So at a later date you could open them up in the future. That would be the least expensive option. It will be flush with the sidewalk. Councilmember Huber made an option to hold off on Change order #1 for the planters until the City finds out about the fuel tank, Councilmember Hink seconded the motion, and the motion is tabled. Change order #2 is a 28 foot trench drain the bid price was \$342 per foot, they found a similar product that is less than half the price; it is a deductive change order. Councilmember Huber made a motion to approve Change Order #2, Gilmour seconded the motion, and the motion carries 4 yes 0 no.

Iron Horse – Council at a previous meeting had agreed to a 1 year contract with Iron Horse Park Agreement instead of 2 years. Councilmember Gilmour says to leave it alone if it is working. Councilmember Huber said at one time we thought we should put a cost to it. Council agreed to keep the contract the way it was originally. Councilmember Huber made a motion to approve Agreement #1 Iron Horse State Park 1A911—251 Councilmember Gilmour seconded the motion, the motion carries 4 yes 0 no. Councilmember Gilmour would like to put a cost to it regarding water and time it takes to maintain.

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NEW BUSINESS

Solid Waste Resolution 11-012R – Council authorized Mayor Helland to sign the agreement to approve Kittitas County Solid Waste Resolution 2009 dependent on review by Katherine the City Attorney. Councilmember Huber made a motion to approve the resolution, Councilmember Hink seconded the motion, and the motion carries 4 yes 0 no.

Vacant Council Seat – 3 Applications. Councilmember Hink thinks that they should table this until the Mayor returns. Councilmember Hink moved to table the vacant council seat, Councilmember Gilmour seconded the motion, and it is tabled until the next council meeting on the 27th of September.

Resolution No. 11-010 – Medical Marijuana Discuss and possibly approve the resolution for a 6 month moratorium. Councilmember Hink made a motion to approve Resolution 11-010, councilmember Huber seconded the motion, and the motion carries 4 yes 0 no.

Dan Sherman – Lost/damaged cell phone during water main break, by volunteer Dan Sherman. Councilmember Gilmour said that Dan did a lot of work and the City should replace the cell phone. Councilmember Huber would like to include this in some of the City's policies going forward; basically the City is creating a liability by volunteers getting hurt. Also for City Personnel the City should provide a cell phone for employees. Councilmember Hink made a motion to approve the cell phone purchase, Councilmember Gilmour seconded the motion, and the motion carries 4 yes 0 no.

Surplus Resolution 11-011R – Councilmember Huber made a suggestion to put it on one page. Councilmember Huber made a motion to approve the Resolution 11-011R, Councilmember Hink seconded the motion, and the motion carries 4 yes 0 no.

Payment Approvals – September 13, 2011 bills \$84,581.64. Councilmember Gilmour questions Brown & Jackson's bill, and spent \$7,000 to have someone come fix it (Benton Street Lift Station) also the other question he had was the pump being shipped 2 xs? Mayor Pro-Tem Gay was unsure. Councilmember Gilmour also questioned the Planner of \$2800, also the cost of the washing machine for the Fire Department. Councilmember Huber said during budget process they need to look at maybe having a consultant look into it Councilmember Gilmour made a motion to approve September 13, 2011 bills for \$84,581.64, Hink seconded the motion, and the motion carries 4 yes 0 no.

August Payroll – Councilmember Huber made a motion to approve August 2011 payroll \$40,835.66, Councilmember Hink seconded the motion, and the motion carries 4 yes 0 no.

Voided checks – #14740 and #14801 Councilmember Gilmour made a motion to approve voided checks #14740 and #14801. Councilmember Huber seconded the motion, and the motion carries 4 yes 0 no.

MAYORS REPORT

Tri-Ply – Still negotiating with Tri-Ply

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TIB Grant – to Pave Rail Road to Patrick the Operating Engineers would be doing the work. Also Council wanted to thank Mike Meskimen for getting this done in 3 days.

Cell Phones – possibly getting cell phones for City employees

Brown Plat Hearing – September 22nd 2011

UGA – Hearing went well, should have an answer by September 16th, 2011.

Personnel policy – Still working on

Community Hall – Still working on

Buck Baumgartner – can continue working until October 18th, 2011

USDA – touring City Hall September 19th, 2011

Retreat – September 19th 2011 at 12:00- 5:00

Youth Group – 35 volunteers Youth Group is Wednesday @ 7:00 Pizza is cheaper at Pizza Rita

COUNCIL DISCUSSION

Dirt wall on the Parking Lot – something needs to be done with it.

Parking on King and Patrick – something needs to be done about this, Chief Nierman said he would take care of it.

Trucks – are not obeying Truck Route.

Farm equipment – seems to be not obeying the speed limit.

Check the ordinance – on Jake brakes.

Letters – for the front of the building?

Chief Nierman – stated that the actual speed limit in Kittitas is too high at 25. Chief Nierman stated that the City needs to look at the codes and update, possibly put in the agenda.

Ask Cal – about the Energy Grant

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ADJOURN

The meeting adjourned at 8:13 p.m.

Attest: Mayor Pro-Tem Gay _____

Clerk/Treasurer _____