

**City of Kittitas
Council Meeting Minutes
October 11, 2011**

Mayor Tony Helland called the meeting of the Kittitas City Council to order at 7:00 p.m., October 11, 2011. Councilmember's present was Jerry Gilmour, Rick Hink, Jeff Gay, Teresa Jacobson and Linda Huber.

Staff present was Clerk/Treasurer Debbie Lee, Officer Chris Taylor, Chief Brent Nierman, Utility Worker Bryan Nash and WWTP employee Brenda Bach.

Mayor Tony Helland led those assembled in the Flag Salute.

APPROVAL OF MINUTES

MOTION: To approve the minutes from September 27, 2011.

Motion by: Councilmember Gay; seconded by Councilmember Gilmour:

Motion Carried: 5 yes, 0 no.

ADDITIONS TO AGENDA

MOTION: to add under New Business: D. Amend the Street Budget

Motion by Councilmember Gay; seconded by Councilmember Hink

Motion Carried: 5 yes. 0 no.

PUBLIC APPEARANCE COMMENTS

No public comments.

REPORTS OF OFFICERS AND SPECIAL GUESTS

City Attorney Katherine Kenison: Status on UGA report by City Attorney Kenison: Judge Cooper ruled against the City of Kittitas. At the status conference, they wanted to make it clear that it was Kittitas County that was at fault not the City of Kittitas because it was the county's obligation. Message from the board is that the record needs to be at the county level. The City of Kittitas Planner will need to prepare a record for the next go-around. What the city develops will reflect what is in the County's record. Discussion between Council members and the City Attorney concluded a letter will be prepared to the County. The city planner needs to lay out the money to do the work. The city's role is to assist and oversight and the County has to do the work. A letter will indicate that the City of Kittitas is ready, we are working with you, keep us informed. Two options are to 1) work with the County with UGA with what board wants, and 2) appeal Judge Cooper's decision.

Library: Becky Bosch reported that they have started the interview process this week to decide who they will hire. They have five new applications. Numbers are about the same. The computers are being used and may need a new computer in the future. We have five computers: four for the public and one for staff. Computers have been being cleaned up on a regular basis.

Preliminary Budget Meeting: The budget is in decent shape. Councilmember Gilmour reminded us that we

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still have not seen the \$10,000 from Puget Sound Energy and he had a question as to whether we have seen any bills from Brad & Burke. Discussion resulted regarding the maintenance that they provide. Councilmember Huber suggested a preliminary budget meeting on Thursday, October 20, 2011, at 7:00 pm at the City Hall.

Treasurer's Report: Treasurer's Report was included in the Council Packet, Doc #2.

UNFINISHED BUSINESS

Medical Marijuana: Public Hearing on Ordinance #11-010, Medicinal Marijuana. This is a public hearing on this issue and discussion followed to accept the Ordinance postponing any action for six months.

MOTION: Close the public hearing on Ordinance #11-010 Medicinal Marijuana for six months.
Motion by Councilmember Gay; Councilmember Hink seconded.
Motion Carried: 5 yes, 0 no.

Farmview Development Bond Release: Discussion and Recommendations: Councilmember Gilmour said the contractor should get his bond back as he put the sidewalks in. The ownership changed since it was first platted and every time a new subdivision is started, there has been a learning curve. The bond requirement is now in place for municipal improvements not just the sidewalks. The next subdivision will include everything.

MOTION: to release the bond money to the contractor of the Farmview project.
Motion by: Councilmember Gilmour; Councilmember Huber seconded.
Motion Carried: 5 yes, 0 no.

CD Maturing: Discussion regarding the City's maturing CD. Suggested that they check with other small cities such as Cle Elum, Royal City and/or Mattawa to see what they are doing with their maturing CDs. Most of the council members were interested in hearing what the other cities are doing.

NEW BUSINESS

New Police Hire: Police Chief Brent Nierman informed the Council that for the Police Officer position, there were nine qualified applicants. The Mayor and Chief screened the applications down to three to be interviewed by a team. Interviewing all three applicants were Brian Nash, Debbie Lee, Mayor Helland and Police Chief Nierman. Interviews went well and it was a unanimous decision as to the choice. Dave Anderson was chosen for the position. An introduction of Anderson included that he is a ten year resident of Kittitas County, dedicated husband and father of 4 children, served in US Marine Corp, with Washington State Patrol for 26 years (retired at age 47), guest lecturer at CWU in criminal and civil law classes, guest lecturer at several high schools in the valley lecturing on texting and driving program, narcotics K-9 handler with WSP, Collision investigation specialist, school zone patrol, Highway Patrol Basic Detective Training, Bike patrol officer, property and evidence custodian and much more experience to bring to the City of Kittitas.

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MOTION: Move to hire Dave Anderson as Police Officer.
Motion by Councilmember Gay; seconded by Councilmember Hink
Motion Carried. 5 yes, 0 no

Chief Nierman gave a report regarding number of calls to the department:

2010 1225 Calls (102 calls per month)
2011 1415 Calls
Calls are up but the crime rate is down.

Councilmember Gay let the council know that he recognized that Officer Chris Taylor was also an applicant for the new Officer position. Councilmember Gay said that everyone in the City very much appreciates the services that Officer Taylor has provided to the city. He wants everyone to know that he is an equal position as Police Officer and a very valuable person in the department.

Assistant Clerk Hire: The City hired a temp employee after there was an opening. Mayor Helland went through the applications and posted the position. After reviewing the applicants, Arda Sandalow was hired. Debbie Lee and Mayor Helland would recommend to the council the hiring of Ms. Sandalow as Assistant Clerk.

MOTION: Move to hire Arda Sandalow as permanent-part-time position as Assistant Clerk for 16 hours per week, no benefits.
Motion by Councilmember Gilmour; seconded by Councilmember Hink
Motion Carried: 5 yes, 0 no

Tri-Ply Change Order #7/draw request #6: City Attorney Katherine, Cal and Mayor Helland negotiated a settlement of \$19,469.31 from Tri-Ply. There are a few conditions to that settlement that the City agreed to. Councilmember Gay thanked Katherine and Cal for their help with this issue.

MOTION: Move to approve Tri-Ply Change Order #7.
Motion by Councilmember Gay; seconded by Councilmember Hink
Motion Carried: 5 yes, 0 no

PAYMENT APPROVALS

A. October 11, 2011 Bills- \$37,961.74 #6

MOTION: Move to pay October bills #6.
Motion by Councilmember Huber; seconded by Councilmember Hink

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Motion Carried: 5 yes, 0 no

B. September Payroll/October Mid-Month Draws- \$46,228.22 #7

MOTION: Move to pay September Payroll/October Mid-Month Draws #7
Motion by Councilmember Huber, seconded by Councilmember Gay
Motion Carried: 5 yes, 0 no

C. Voided Checks 7769, 7770, 7772,7773,7774,7775,7776,7777,7778

(Printed upside down in printer oops)

MOTION: Move to approve voided checks **7769, 7770, 7772,7773,7774,7775,7776,7777,7778.**
Motion by Councilmember Huber, seconded by Councilmember Gay
Motion Carried: 5 yes, 0 no

D. Budget Amendment: Ordinance 11-013 – Budget Amendment - Street Department \$14,000.

Mayor Helland explained that there are two major water leaks that were taken care of, ten water meters added to the new main under King Street to fix the leaking two inch line. Councilmember Huber discussed a mini-budget session that she just attended that explained the street funds and how they are distributed in the budget. This will help with the adjustments of this budget.

MOTION: Motion to approve Ordinance 11-013 an ordinance amending the 2011 Budget of the City of Kittitas in the amount of \$14,000 for the Street Fund.
Motion by Councilmember Huber, seconded by Councilmember Hink
Motion Carried: 5 yes, 0 no

MAYOR'S REPORT

- Mayor Helland has been working on the Hazard Mitigation Plan.
- The parking lot has been fixed by Brian and the crew. Removed the traffic cone and put the correct parts in, filled everything in and leveled it up. Cal should be here this week with the paving company to see what needs to be done and then we can discuss payment.
- Mayor Helland is just starting his work on the budget letter.
- Katherine furnished us with an example of a rental agreement for the City Hall which we can adapt to our needs at the City. A Personnel Policy is still on the agenda.
- Discussion regarding temporary employees. There are certain guidelines regarding six month positions. The mayor will do some research on this issue. Council members agreed to keep temp employees hired as temps. Buck's six months is up on Friday.
- Need Randal's start date?
- Discussion during budget about street helper.
- Councilmember Huber will do the outline.

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COUNCIL DISCUSSION

- The council is working on the mission statement which will go in the Budget Report.
- Suggestion to put a garbage container by the post office.
- A suggestion to use some of the asphalt to fill some of the holes.
- Councilmember Gay asked about the status of the planning for the community hall.
- Councilmember Gilmour re phone survey.
- Like a meeting re: water.
- Councilmember Hink: where are the letters?

Adjourn at 8:26pm

Attest:

Mayor Helland

Clerk/Treasurer Debbie Lee