

**City of Kittitas
Council Meeting Minutes
February 14, 2012**

Mayor Tony Helland called the meeting of the Kittitas City Council to order at 7:00 p.m., February 14, 2012. Councilmember's present was Jerry Gilmour, Rick Hink, Pat Cort, and Val Bosch. Linda Huber (absent)

Staff present was Clerk/Treasurer Debbie Lee; and Bryan Nash, Public Works; Chris Taylor Police, and Brenda Bach of WWTP.

Mayor Tony Helland led those assembled in the Flag Salute.

MOTION: Motion to approve Councilmember Huber's absence.
Motion by Councilmember Hink; seconded by Councilmember Cort.
Motion Carried: 4 yes; 0 no

APPROVAL OF MINUTES

MOTION: Motion to approve the minutes of January 10, 2012.
Motion by Councilmember Gilmour; seconded by Hink.
Motion Carried: 3 yes; 1 abstain (Bosch due to absence)

MOTION: Motion to approve the minutes of January 24, 2012.
Motion by Councilmember Hink; seconded by Cort.
Motion Carried: 4 yes; 0 no

ADDUCTIONS TO AND APPROVAL OF AGENDA

Addition to Agenda – New Business: F. Library Agreement.

MOTION: To approve the agenda as amended under New Business with F. Library Agreement...
Motion by Councilmember Gilmour; seconded by Councilmember Hink.
Motion Carried: 4 yes; 0 no

PUBLIC APPEARANCE COMMENTS

Community member Menth asked if the City was going to grade the streets as they were muddy and full of pot holes. Staff indicated that it was on the schedule as soon as the roads dried out more or it would make the problem worse.

**City of Kittitas
Council Meeting Minutes
February 14, 2012**

REPORTS OF OFFICERS AND SPECIAL GUESTS

A. Staff Reports:

Library Staff member Becky Bosch reported that there were 174 children participated in the Valentine celebration of cup of cocoa, cookies and a free book. So far there have been 12 boxes of books donated to the library which is approximately 125-150 books per month. Computer use is increasing and an agreement with the county for our library is \$4,000. Becky invited everyone to check out the Library.

Brian Nash, Public Works reported that the city is currently without a street sander as some parts are broken and they are not replaceable. The parts come to half of what a new street saner costs. Brian has gathered bids this issue will be reviewed by the Mayor and Public Works.

B. Treasurer's Report (#3) – no discussion.

C. Budget Report (#4) – no discussion.

UNFINISHED BUSINESS

A. Date for Canfield Council Training (#5) – February 28, 2012 at 5:30 pm in Council Chambers.

NEW BUSINESS

A. Gray & Osborne – WWTP Computer Programming (#6)

Problem: Computer program in the WWTP is maxed out due to alarms being added to the data. This is a software programming problem. Jeff Stevens of G & O reported that the proposal is \$1,527.00 for completion of the work outlined in attachment (#6).

MOTION: To approve the contract to Gray & Osborne for PLC and HMI programming services at the WWTP in the amount of \$1,527.00

Motion by Councilmember Hink; seconded by Councilmember Bosch.

Motion Carried: 4 yes, 0 no

B. Bill Gordon – Street Naming. - Bill Gordon will bring in paperwork needed to discuss this issue. Mayor tabled the naming of these two accesses for 911 purposes until next meeting to find out what is needed. Val Bosch will let Bill know what paperwork he needs.

C. Dog Variance – Tony Helland (#7) — Daughter and her dog are only in their home until September

**City of Kittitas
Council Meeting Minutes
February 14, 2012**

so that makes three dogs and Helland has asked for a Variance for three dogs.
Bret Huss (#8) – Daughter’s dog is temporarily staying with Huss’ and that makes three dogs at their residence.

MOTION: Motion to approve a Variance for three dogs in the Helland residence.
Motion by Councilmember Bosch; seconded by Councilmember Gilmour.
Motion Carried: 4 yes; 0 no.

MOTION: Motion to approve a Variance for three dogs in the Huss residence.
Motion by Councilmember Hink, seconded by Councilmember Bosch.
Motion Carried: 4 yes; 0 no.

- D. Councilmember Pat Cort – signer on Sterling Bank Account – This is a checking account and Jeff Gay has been taken off as signer on this account.

MOTION: Motion to approve Pat Cort as signer on Sterling Bank Checking Account and the removal of Jeff Gay as signer on this account.
Motion by Councilmember Bosch; seconded by Councilmember Hink.
Motion Carried: 4 yes; 0 no.

- E. Water/Sewer Discussion – Tenants are billed and sometimes tenants move out without paying the city. Landlords are ultimately responsible for covering the cost. The code needs to be reviewed and the landlord should be responsible for the bill. All council members can go on line under water and sewer and review the ordinance, Councilmember Gilmour will receive a hard copy of the ordinance for review. This will be up for discussion at the next council meeting.

- F. Library Agreement -

MOTION: Motion to accept the City of Kittitas/County of Kittitas Library Services Agreement for 2012.
Motion by Councilmember Hink; seconded by Councilmember Gilmour.
Motion Carried: 4 yes; 0 no

PAYMENT APPROVALS

**City of Kittitas
Council Meeting Minutes
February 14, 2012**

A. February 14, 2012 Payables - \$96,883.61 (#9)

MOTION: Move to pay February 14, 2012, bills in the amount of \$96,883.61 (#9).
Motion by Councilmember Gilmour; seconded by Councilmember Hink.
Motion Carried: 3 yes, 1 abstention (Bosch abstain due to he is included in payables (#9))

B. January Payroll/February Mid-Month Draw - \$38,656.80 (#10 & #10A)

MOTION: Move to pay January Payroll/February Mid-Month Draw in the amount of \$38,656.80 (#10 & #10A).
Motion by Councilmember Hink; seconded by Councilmember Gilmour.
Motion Carried: 4 yes, 0 no

MAYOR'S REPORT

- Nothing new to report at this meeting.
- Mayor Helland reported that discussion with the City Attorney Katherine regarding UGA will possibly take place between February 21st and 24th.

COUNCIL DISCUSSION

- Councilmember Gilmour thanked the Helland's for their contribution of the cookies to the 174 kids at the Library celebration.
- Discussion about finishing the city hall building handrails, landscapes and sign. Engineer said he had the drawings finished but we do not seem to have them yet. Also, bike rack and letters on the building in the front and we will be close to completed. Discussion about the covering around the generator but apparently that is in the hands of the city attorney. The box was not an outdoor rated box, it failed; they fixed it for \$1300 and it failed again because water gets into it. It should have never been put into service until the correct box was installed.
- Discussion regarding the Personnel Policy. Need to have definitions of the regular full time employee, regular part time and temporary employee, etc. Need clear definitions. We need to schedule a time to work on the Personnel Policy – Tuesday, February 21, 2012 at 6:00 pm.

Adjourn at 7:45 pm

Attest:

Mayor Helland

Debbie Lee, Clerk/Treasurer