

**City of Kittitas  
Council Meeting Minutes  
April 24, 2012**

Mayor Tony Helland called the meeting of the Kittitas City Council to order at 7:00 p.m., April 24, 2012. Councilmember's present was Jerry Gilmour, Rick Hink, Linda Huber, Pat Cort, and Val Bosch.

Staff present was Clerk/Treasurer Debbie Lee; and Brian Nash, Public Works, Brent Nierman, Chief of Police.

Mayor Tony Helland led those assembled in the Flag Salute.

**APPROVAL OF MINUTES**

**MOTION:** Motion to approve the minutes of April 10, 2012.  
Motion by Councilmember Bosch; seconded by Councilmember Huber.  
Motion Carried: 5 yes; 0 no...

**ADDITIONS TO AND APPROVAL OF AGENDA**

**Amendment to Agenda – None**

**MOTION:** To approve the agenda as presented.  
Motion by Councilmember Huber; seconded by Councilmember Cort.  
Motion Carried: 5 yes; 0 no

**PUBLIC APPEARANCE COMMENTS**

- Dennis Cort spoke about the planters (the old meter holders) and thanked Brian Nash of Public Works for the cleanup.

**REPORTS OF OFFICERS AND SPECIAL GUESTS**

**A. Staff Reports:**

- Library: Becky Bosch discussed the surplus list – lots of donations of children books, non-fiction books. Numbers of users of the library is about the same as the numbers are staying up there; computer usage is also up.

**MOTION:** Motion to accept the Surplus Book List from the Library for March 2012.  
Motion by Councilmember Hink; seconded by Councilmember Huber.  
Motion Carried: 5 yes; 0 no.

- Parks and Garden: Saturday at the Community Hall will be an information day and planning for the

**City of Kittitas**  
**Council Meeting Minutes**  
**April 24, 2012**

Parks and Garden Committee. Councilmember Huber was asking about the confusion with funds collected. Councilmember Pat Cort reported that monies that are received to reimburse for water are turned in to the City. The rules for the Garden Committee are spelled out and will be submitted at the next council meeting.

- Brian Nash of Public Works announced that they have finished the traffic counts and not heard from STP Grant yet which was turned into the County. This is for Patrick Avenue. Nash will check with the County to see if they have received the information.

**B. Budget Report #3**

Treasurer's Report was submitted to the Council dated 04/06/2012. Councilmember Huber pointed out areas of the budget that are already at the 90<sup>th</sup> percentile and in the negative and we are only four months into the year so being frugal and watchful is important.

**C. Treasurer's Report #4 was presented to the Council.**

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

- A. Records Index-Resolution No. 12-003 #2:** This Resolution specifies the reasons why maintenance of a current index of all public records, as required by RCW 42.56 would be unduly burdensome; and directing that all indexes maintained for internal City use be made available for public inspection and copying.

**MOTION:** To adopt Records Index-Resolution 12-003.

Motion made by Councilmember Gilmour; seconded by Councilmember Hink.

Motion Carried: 5 yes; 0 no.

**PAYMENT APPROVALS**

**A. April 24, 2012 payables \$16,409.59 #3**

**Discussion:** Councilmember Huber question regarding Trans 1090: Sterling Savings Bank, Memo: "Evergreen Rural Water/Expedia San Diego/Skipper/Wagon Wheel" Question: Did somebody go to San Diego? Mayor Helland responded that "Yes, Brent went to San Diego for Aspen. They paid for his trip and his lodging."

Councilmember Huber would like the policy to be changed that for any out-of-state travel be approved for by Council. Councilmember Huber also questioned the hotel stay regarding a Hummer. Brent Nierman, Police Chief, explained that we were offered a piece of equipment that has been surplus free of charge to

**City of Kittitas**  
**Council Meeting Minutes**  
**April 24, 2012**

the City of Kittitas to utilize providing that we pick up the Hummer. In order to arrive at Fort Lewis when we can pick up the equipment, it required an overnight stay in the area.

**MOTION:** Move to pay April 24, 2012, bills in the amount of \$16,409.59 #3  
Motion by Councilmember Huber; seconded by Councilmember Gilmour.  
Motion Carried: 5 yes; 0 no.

**MAYOR'S REPORT**

- Letting the Council members know that they have gone back through to clean up our records, asking for recertification of Low Income/Senior Citizen's water and sewer rates. What has happened, the house is on the low rate, but the occupant has moved out and the house has stayed in the low income bracket with out changing the rates to match the new occupants. We will be asking for documentation to be sure the tenant qualifies for Low Income/Senior Citizen's rates for water and sewer. There is also a 10 year discount on the side sewer. The ten years is now over. These issues will be reassessed.
- There are two CD's that are maturing in two days. \$103,493.39 and the other is \$103,478.01. Do we just want to roll them over? The council members agreed. There is also a \$39,000 account that we will ask Sterling what is the best way to keep this in the bank.
- Brian Nash, Jerry Gilmour, Dan Sherman and helper' have started on the retaining wall in front of the building. Dan Sherman and Jerry Gilmour are donating their labor. This is a final push to complete the building. Still trying to meet with Five K regarding the Cummins generator fix.
- Finally got information on a plan for landscaping which the council can discuss. Tulips would be nice to plant so they could come up in the spring.
- There are a couple offers on the fire truck. A&A Auto wrecking has the best offer. Perhaps a trade of the ambulance (worth approximately \$500-\$700); old red Ford 700 (\$1,000); the Crown (\$1,500) and the little yellow dump truck (?) for a bigger dump truck. Meeting with A&A next Tuesday. They are hoping to make a straight across trade.
- Tomorrow they will be having a COG meeting. Storm drain work will be on the agenda.

**COUNCIL DISCUSSION**

- Councilmember Gilmour asked if they got two more bids for the WWTP lights.
- The water is up and the Fire Department put some sand bags out. Call the Mayor if you need sandbags.
- There are several dogs loose and they almost get hit per Councilmember Cort. Call Kittcom.
- Councilmember Gilmour asked if the Council could have an Executive Session next meeting to talk about the water rights with Attorney Larry Martin because he is the one that will be handling the negotiations.
- Letters (12") to be ordered: CITY OF KITTITAS (in the brown band in the SE Corner) and 207 N. MAIN (over front entry). They picked out the letters.

**MOTION:** To order the letters for the building.

**City of Kittitas  
Council Meeting Minutes  
April 24, 2012**

Motion: by Councilmember Gilmour; seconded by Councilmember Cort.

Motion Carried: 5 yes; 0 no.

- **COG** meeting population allocation should be discussed at the COG meeting because it will go with Urban Growth area.
- Discussion of the Personnel Policy.
  - Councilmember Cort contacted the County and a couple of other policies regarding the computer system, internet, email use and social networks. She typed up a composite draft and presented it.
  - Chapter 1 was discussed to take out the “at will” language. The term “temporary employee” is not in the contract language but can be in the Personnel Policy.
  - If we can get the Union Contract from Wayne in electronic form so we can add it to the Personnel Policy where appropriate; Chapter 2; Chapter 4 – Hours/Attendance; Chapter 5 – Compensation; Chapter 7-Benefits; Chapter 8 – Leaves. Chapter 10 - ; Chapter 11- Alcohol/Drugs; Councilmember Huber would like to see the travel policy modeled after the County Policy.
  - Mayor asked about background checks and drug screening, pre-employment testing and where that would be in the Policy.
  - Chapter 12 Discipline – seem odd/strange. This needs to be reviewed and changed,

**Adjourn at 8:30 pm**

**Attest:**

---

Mayor Helland

---

Debbie Lee, Clerk/Treasurer