

**City of Kittitas  
Council Meeting Minutes  
May 22, 2012**

Mayor Tony Helland called the meeting of the Kittitas City Council to order at 7:00 p.m., May 22, 2012. Councilmembers present were Jerry Gilmour, Rick Hink, Linda Huber, Pat Cort, and Val Bosch.

Staff present was Clerk/Treasurer Debbie Lee; and Brian Nash, Public Works; Dave Anderson, Police Department; Scott Ciraulo, Fire Chief; Brent Nierman, Police Chief.

Mayor Tony Helland led those assembled in the Flag Salute.

**APPROVAL OF MINUTES**

**MOTION:** Motion to approve the minutes of May 8, 2012.  
Motion by Councilmember Bosch; seconded by Councilmember Gilmour.  
Motion Carried: 5 yes; 0 no.

**ADDITIONS TO AND APPROVAL OF AGENDA**

**Amendment to Agenda – Amend the agenda by adding under New Business. D. Variance Application for two dogs.**

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

**PUBLIC APPEARANCE COMMENTS**

- Tiny Alphin discussed the issue of the house fire of last winter on Sacajawea where the roof has fallen in and he was asking if the City is going to clean up the property. Mayor Helland indicated that the City has been in contact with the owner and he thinks the insurance company owns it now. The City will continue to follow this situation.

**REPORTS OF OFFICERS AND SPECIAL GUESTS**

**A. Staff Reports:**

- Fire Department – Chief Ciraulo –
  - Chief Ciraulo indicated that it has been a busy first two months. One of the first items he attended to was to become compliant with breathing apparatuses for the firemen. There was money budgeted for this issue and we purchased, refurbished breathing apparatuses we had. We had six now there are eight and those have a 10 year warranty.

**City of Kittitas**  
**Council Meeting Minutes**  
**May 22, 2012**

- He also reported that when he started his employment at Kittitas, the City did not have an Aid Car that did not have a working gurney/stretchers to move patients. The Aid Car would not start properly and would take three minutes to warm up. Through networking with former colleagues in upper County, the City was gifted an aid car; therefore we have a working aid car and a stretcher to transport patients. The City actually has the title to this gifted vehicle. The Mayor and the Chief met to discuss the scrapping of the old aid car scrapped vs. selling. We were able to scrap the old air car for \$880.
- Chief Ciraulo also discussed the 39 year-old fire engine that was not in compliance due to safety features that did not work so it was taken out of service. The City was given a loaner 1985 FMC fire engine with 17,000 miles on it. This is a pumping machine.
- The old 1973 Crown which we were going to scrap for approximately \$2500. Ciraulo did some networking with a Crown Club in San Francisco and actually was able to sell, sight unseen, to a gentleman in Montana for \$4,000. He picked it up last week.
- Chief Ciraulo stated that with the proceeds from the aid car, he is OK with that money staying in the general fund. Chief Ciraulo requested of the City Council to make a motion that the proceeds of the Crown Fire Engine Sale be put in a vehicle replacement fund for the purchase of a new/used fire engine. Councilmember Huber concerned that the fire truck is on a loan that has no end in sight. She remembers hearing in Council meetings that the old fire truck was being put on surplus because the City was getting a fire truck. She did not recall anything about “loan” of a fire truck. Other members recalled the same as Huber heard. Chief Ciraulo indicated he was sorry for the miscommunication. The Chief went on to explain that we have two fire trucks, one that holds 1500 gallons and is our 2<sup>nd</sup> out and the 1973 Crown engine was not safe to take out. Mayor Helland indicated that we would have put into surplus the Crown because it was expensive to operate. Councilmember Huber interjected that the Council would like to get the full story and not the digested version because it is up to the Council to make decisions on where to come up with the money for things. The Fire Chief indicated that this is why he is requesting that the \$4000 be put into a fund for apparatus replacement a fire vehicle so that we can afford to make a purchase. There are good fire engines out there that can be purchased for \$5000 to \$7000. The loaner came from upper Kittitas County Fire District 7, Russ Hoss, Fire Chief, indicated that the City of Kittitas can utilize this truck as long as they need to.
- More discussion with the Mayor, Fire Chief, and Council Members continued regarding vehicle surplus items, amounts, etc.
- The Fire Chief again requested that the \$4000 be put in Fire Department budget as a line item for replacement fire vehicle which now has a zero balance. Council member Huber said she would want the money placed in the general fund at this time and revisit it this issue in the fall when we are setting the new budget. He explained that if the city has its own fire department, we need to be sure our city is safe with working equipment.

**MOTION:** Motion to table the request to place the \$4,000 in the Fire Department Budget, line item for replacement apparatus for further discussion.

Motion made by Councilmember Hink; seconded by Councilmember Gilmour

Motion Carried: 5 yes; 0 no.

**City of Kittitas  
Council Meeting Minutes  
May 22, 2012**

- Police Department – Chief Nierman –
  - Updated the Council on where the department is on training to date. Officer Taylor has received 16 hour courses of free training, only cost was to travel to Moses Lake for two days. He received the training from Aspen for Domestic Violence/Sexual Assault Investigation. He also went to a Hostage Negotiation which is an extremely difficult class to get into. This is an advanced training for new officers; did not have a cost for any housing. He also received 16 hours of Sector Training with the WSP. Officer Anderson networked with his contacts and received all of the equipment to take the Sector Training for Officer Taylor. Officer Anderson is now our property/evidence room management person after 40 hours of training. He has cleaned up the evidence room very well. He was sent to a Domestic Violence Conference in Dallas, TX. With the training, travel and per diem is was about \$1500 grant for us. Chief Nierman at the end of 2011 attended a Staff to Supervisor 16-hour course through Fred Prior Programs. Went to Leadership on Fire course with Dr. Henry; Dealing with Difficult People with Fred Prior Programs. Attended CEO Conference in DC about Missing and Exploited Children – 50 of us were invited to this Conference – came back with a model policy.
  - Grants - Discussed Law & Justice grants - \$6200 in grants have been awarded to the City in equipment and conference attendance.
  - EPYC – Hummer – He discussed a partnership with the school on a program that resembles DARE Program. His goal is to get a program set up that reaches out to the kids – dangers of underage drinking, drug use, binge drinking, DUI education and safety, sidewalk and school zone safety, etc. This is part of what we would use the Hummer for. This would give the kids something to recognize and remind them of these issues. He indicated that he already has located light bars, divider cage, etc. ASPEN is one of our largest partners, KITCOM and he wants the logo on the Hummer this would be a coordination of the partners that our City works with. He feels that he would see this as a positive asset to the community, Chief Nierman has put a lot of personal time, not City time, into developing and looking into this program.
  - Council member Huber indicated that it does impact the budget: insurance, repaired, utilized. We need to decide where the money is coming from to fund this out of the Police Department.

**MOTION:** Move to not accept the Hummer as a vehicle for the City of Kittitas at this time.

Motion made by Councilmember Huber; seconded by Councilmember Gilmour.

Motion Role Call:   Hink -    yes  
                          Huber-    yes  
                          Cort -    yes  
                          Gilmour - yes  
                          Bosch -   sustain

Decision: That the Hummer goes back.

**City of Kittitas  
Council Meeting Minutes  
May 22, 2012**

- Brian Nash of Public Works
  - Training for the Water Distribution Manager with the Department of Health went well.
  - Had a meeting with Kittitas County Road about the road striping on Patrick & Main will begin in August. Rates about the same as last year for the yellow stripe down the center about \$2500.
  - The water truck has had the wheels and tires taken off and fixed the brakes per side, approximately \$60-\$80. Should be washing the streets soon as well.
  
- Debbie Lee, Clerk/Treasurer
  - Reported on Annual Report was submitted
  - Attended a class with BIAS in Union Gap. Talked to David at BIAS and next year maybe we can host it here at the City because most people came through Kittitas. Perhaps we will either get to attend free or maybe a partial fee.
  - The State Auditor called because the City of Kittitas got off-sync with their audit last year. There is a Financial Audit and an Accountability Audit. They want us to get back on sync and it is ok with the City, they won't do an audit this year.

**UNFINISHED BUSINESS**

A. Surplus Vehicles #3

Mayor Helland submitted a letter of May 9, 2012 listing the four vehicles as surplus and open for bids.

1979 Ford Fire Truck - \$1600

1991 Ford Ambulance - \$ 880

1973 Crown Fire Truck - \$4000 (money being wired)

1987 Chevy Dump Truck & scrap - \$600

**MOTION:** To approve the surplus list and the proceeds of surplus: \$1600 for Ford Truck, \$850 for Chevy Dump Truck & Scrap be used within the Street Fund; the proceeds from the Crown Fire Truck of \$4,000 and the \$880 from the Ford Ambulance goes into a replacement Fund termed Public Safety can be utilized between the Fire Department and Police Department. Motion made by Councilmember Huber; seconded by Councilmember Gilmour.

Motion Carried: 5 yes; 0 no

**NEW BUSINESS**

A. **Library/Community Hall – Cal Jordon**

- Cal Jordon gave a presentation on the state awarded grant to the city regarding the Library. This is a planning grant only. There was a community survey completed in preparing for information for the grant. Most of the responded have lived here more than 10 years and most have lived here for 30 years. Most responded were ready for retirement. This is an important

**City of Kittitas  
Council Meeting Minutes  
May 22, 2012**

aspect in planning. Age of youth demographics showed 63% of the youth are pre-teens. This would help in planning what programs are needed in the community. Most people responded that they liked the community of Kittitas. Other responses to the survey are published in a booklet/report presented by Cal Jordon called "Renovation of the Library & Community Center." Mr. Jordon discussed a proposed plan for the Library, new addition, two restrooms, park, gazebo area, and landscaping with City Hall to pull the entire area together. He showed the Council a presentation of these configurations. He also showed cost of running this Community Center/Library and also sources of revenues coming into the City. Discussion of grant money which could also be applied for. Additional information is available in the report. Preparing for grant money from RD if possible. January 20, 2013 is the next step in the process.

**MOTION:** Move to continue the planning project to the next step.  
Motion made by Councilmember Gilmour; seconded by Councilmember Hink.  
Motion Carried: 5 yes; 0 no

**B. Desiree Bougher – Community Hall (Cody Haines) – no show**

**C. PSE – Alley Vacation #4**

**MOTION:** Move to accept the Alley Vacation – 1<sup>st</sup> Street & King Street as per Document #4 dated May 1, 2012, from PSE. The \$2,000 purchase offer will go to the Street Fund for Vehicle Replacement Fund

Motion made by Councilmember Gilmour; seconded by Councilmember Hink.  
Motion Carried: 5 yes; 0 no.

**D. Variance Application for Two Dogs – Requested permission to have three dogs on the Scott Moore property.**

**MOTION:** To approve the Variance to have three dogs on the property of Scott Moore  
Motion: made by Councilmember Huber; seconded by Councilmember Hink.  
Motion Carried: 5 yes; 0 no.

**PAYMENT APPROVALS**

**A. May 22, 2012 Payables \$23,059.60 #5**

**MOTION:** Move to pay May 22, 2012 Payables in the amount of \$23,059.60.  
Motion made by Councilmember Huber; seconded by Councilmember Hink  
Motion Carried: 5 yes; 0 no.

**City of Kittitas  
Council Meeting Minutes  
May 22, 2012**

**MAYOR'S REPORT**

- Mayor Helland presented a letter from Val Bosch resigning from the Kittitas City Council due to moving out of the City into Ellensburg. Effective 5/24/12. He requested permission to advertise for a replacement City Council Member. Permission granted.
- We have a landscape plan from Cal. Cal will send irrigation plan.

**COUNCIL DISCUSSION**

- Councilmember Gilmour asked a question about the table and chairs.
- Are the letters for the building? No but they have been ordered.

**Adjourn at 9:16pm**

**Attest:**

---

Mayor Helland

---

Debbie Lee, Clerk/Treasurer