

**City of Kittitas
Council Meeting Minutes
June 12, 2012**

Mayor Tony Helland called the meeting of the Kittitas City Council to order at 7:00 p.m., June 12, 2012. Council members present were Jerry Gilmour, Rick Hink, Linda Huber, and Pat Cort.

Staff present was Clerk/Treasurer Debbie Lee; and Brian Nash, Public Works; Dave Anderson, Police Department.

Mayor Tony Helland led those assembled in the Flag Salute.

APPROVAL OF MINUTES

MOTION: Motion to approve the minutes of May 22, 2012.
Motion by Councilmember Hink; seconded by Councilmember Gilmour.
Motion Carried: 4 yes; 0 no.

MOTION: Motion to approve the minutes of the Transportation Board District Public Hearing of May 22, 2012.
Motion by Councilmember Huber; seconded by Councilmember Hink.
Motion Carried: 4 yes; 0 no.

ADDITIONS TO AND APPROVAL OF AGENDA

Amendment to Agenda – Discussion as to whether to add to the agenda the New Council Position. Since it has only been less than a month since the position has been vacant, the decision to add this to the next City Council Meeting. One application has been received at this point: Ron Earwood.

MOTION: To approve the agenda as presented for the June 12, 2012, meeting.
Motion by Councilmember Huber; seconded by Councilmember Cort.
Motion Carried: 4 yes; 0 no

PUBLIC APPEARANCE COMMENTS

- None

REPORTS OF OFFICERS AND SPECIAL GUESTS

A. Staff Reports:

- Library Board discussed the May 2012 Surplus Book list, also, there was a good turn out on the Baked Goods Sale on Saturday; the Summer Reading Program is going well.

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MOTION: To accept the May 2012 Surplus Books List.

Motion by Councilmember Hink; seconded by Councilmember Gilmour.

Motion Carried: 4 yes, 0 no.

- Brian Nash of Public Works – Nash discussed that they have sold the surplus vehicles. He showed pictures to the Council of a dump truck in California to consider for purchase. Nash indicated that they have approximately \$4300 from the sale of the surplus vehicles. This truck is diesel with approximately 230,000 miles on it. Owned by an individual who wants \$5,500 for the dump truck but Nash hopes to get it for \$5,000. They are holding the truck until Nash can come look at it. Discussion about which departments will be using this truck and how to divide usage between the departments. Mayor Helland requested a cashier's check for \$5,500 for purchase if on inspection it is acceptable.

MOTION: That they be allowed to go to California with a \$5,500 cashier's check to inspect the truck and negotiate the purchase of this dump truck

Motion by Councilmember Hink; seconded by Councilmember Gilmour.

Motion Carried: 4 yes; 0 no.

- Brian Nash also reported that he has been washing down the streets with the water truck and is going to have the City of Ellensburg come and sweep as much as we can get done in a day on June 20, 2012, at \$107 an hour. They have prioritized the streets that need to be cleaned.
 - Nash also reported that he called Belsaas & Smith to find out when they were going to start on the storm water project and they indicated in two weeks. The reasoning was that they said that Grey & Osborn changed the depth on the man holes and they have to get that approved. This is on 3rd and 1st streets.
 - Nash discussed yard waste. There are three trailer loads which will cost \$1,080 with at least that much yard waste left there and a pile of chips from 2010.
 - Nash also reported that the City of Kittitas was awarded STP funds from the County for Patrick Avenue to West City limits for streets.
 - Letters and address were installed on the City Hall; the hand rail needs to be painted and a bike rack needs to be purchased.
- Waste Water Treatment Plant: Mayor Helland reported for Brenda who reported that we had the water tower inspected and that it needed to be cleaned. Council asked her to get three bids and she has contacted five companies: Due to the fact that we do not have an interior ladder, one company refused to look at the project; two refusals; and one no reply. One bid from a company in Connecticut for \$9,000; a bid from Advance Diver Services in Bellevue, WA, for \$1998.00. Advance Diver Services will be cleaning our tank.
 - Mayor Helland also asked the Council's advice on the issue of waste that needs to be cleaned up around the WWT Plant. Local company, Chem Safe has given us a bid of \$2,875. After this clean up it should only cost annually around \$300-\$400. It just hasn't been done for years.

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There are things like formaldehyde, mercury, ammonia solution, most of the items are contained but needs to be disposed properly. Mayor Helland asked if the Council wished to send this cleanup out for bid. The council suggested that the city get bids.

- Fire Department – Jose Preciado requested a fireworks stand permit.

MOTION: To approve license application for a fireworks stand permit.
Motion by Councilmember Huber; seconded by Councilmember Gilmour.
Motion Carried: 4 yes; 0 no.

- Debbie Lee, Clerk/Treasurer
 - Councilmember Huber stated that Robin and Debbie will be meeting to figure a budget projection for the remainder of the year and will report on that at the next meeting.
 - Clerk/Treasurer Lee submitted the Budget Report dated 06/05/2012, #3, in the Council packet.
 - Clerk/Treasurer Lee also submitted in the Council packet the Treasurer's Report dated 06/05/2012, #4.

UNFINISHED BUSINESS

- A. Desiree Bougher – Community Hall (Cody Haines) – Desiree Bougher wants to hold an auction to raise funds for Cody Haines at the Community Center on September 12, 2012. She is requesting a waiver of the fee charged for the use of the Center.

MOTION: To waive the Community Center fee for the Cody Haines Vigil on September 12.
Motion by Councilmember Hink; seconded by Councilmember Cort.
Motion Carried: 4 yes; 0 no.

NEW BUSINESS

- A. **CDBG Public Hearing Closeout Grant – Community Hall/Library #5**

Open Public Hearing at 7:48 pm for the Closeout of Planning Only Grant for the Community Hall/Library. Mayor Helland asked if anyone in the audience wished to speak. Hearing none, Public Hearing Closed at 7:49 pm.

- B. **Resolution No. 12-006, PSE – Alley Vacation #6**

MOTION: Move to approve Resolution No. 12-006, PSE - Alley Vacation authorizing the vacation of a portion of a public street and public right of way in the City of Kittitas, Washington.
Motion made by Councilmember Huber; seconded by Councilmember Cort.
Motion Carried: 4 yes; 0 no.

Notice of Hearing re: PSE filing a petition for vacation of portions of public street rights of way will be held on July 10, 2012 at 7 pm, before the City of Kittitas Council at Council Chambers in City Hall.

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- C. 6-year Street Plan #7. – FYI about street projects that need prioritized as to what year they would like to do them and the approximate cost. Discussion of car tab money within the six-year street plan followed. Also it was brought to the attention of the Council that there is insurance that is required on the Transportation Benefit District which is an additional issue that needs to be discussed.

PAYMENT APPROVALS

A. **June 12, 2012 Payables \$\$25,389.97 #8**

MOTION: Move to pay June 12, 2012 Payables in the amount of \$25,389.97.
Motion made by Councilmember Huber; seconded by Councilmember Hink
Motion Carried: 4 yes; 0 no.

B. May Payroll/June Mid-month draws \$38,614.07 #9

MOTION: Move to pay the May Payroll/June Mid-month draws in the amount of \$38,614.07.
Motion made by Councilmember Gilmour; seconded by Councilmember Cort.
Motion Carried: 4 yes; 0 no.

C. Cal Jordan Associates – Pay request #1, Community Hall/Library \$22,800.00

MOTION: Move to pay Cal Jordan Associates for Pay request #1, Community Hall/Library in the amount of \$22,800.00.
Motion made by Councilmember Huber; seconded by Councilmember Hink.
Motion Carried: 4 yes; 0 no.

D. Gibson & Son SCRC pay request #15, City Hall \$38.61.

MOTION: Move to pay Gibson & Son SCRC Pay request #15, City Hall in the amount of \$38.61.
Motion made by Councilmember Huber; seconded by Councilmember Hink.
Motion Carried: 4 yes; 0 no.

E. Jerrol's SCRC Pay request #15 City Hall \$4,559.25.

MOTION: Move to pay Jerrol's SCRC Pay request #15 City Hall in the amount of \$4,559.25
Motion made by Councilmember Gilmour; seconded by Councilmember Cort.
Motion Carried: 4 yes; 0 no.

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MAYOR'S REPORT

- Mayor Helland announced that Brenda is now a Class II Operator. How do we want to proceed? We have a Class III that is a temp now while Brenda was getting her class II. Now that she is a Class II. A discussion followed about what classification should be hired and discussed advertisement of which ever position they want to hire either Class I or Trainee. Ron's six months is up June 21, 2012. The Council will advise.
- The Wagon Wheel liquor license is up for renewal. They sell beer and wine.
- The landscaping needs to be done. A bid for irrigation materials from Kittitas County Hardware was \$3,796.79. Discussion followed regarding shrubs and landscaping which would be low maintenance. Need a sensible, affordable irrigation system. The Plan from Jordan Associates has too many shrubs. Mayor Helland indicated that they will be having a couple of work days where we can revamp the larger plan and get the irrigation in soon.

COUNCIL DISCUSSION

- Councilmember Huber attempted to contact Jerry Lilt, planner, to discuss our charges but he was out of town and couldn't get back to Huber. In our minds we are doing a lot of the work that is the responsibility of the County. We will need to meet with the County Commissioners to discuss this issue.
- Councilmember Gilmour discussed the spraying with round up; he will go spray the weeds by the bridge.

Adjourn at 8:26pm

Attest:

Mayor Helland

Debbie Lee, Clerk/Treasurer