

**City of Kittitas  
Council Meeting Minutes  
June 26, 2012**

Mayor Tony Helland called the meeting of the Kittitas City Council to order at 7:00 p.m., June 26, 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; Brenda Bach, WWTP.

Mayor Tony Helland led those assembled in the Flag Salute.

**APPROVAL OF MINUTES**

**MOTION:** Motion to approve the minutes of June 12, 2012.  
Motion by Councilmember Huber; seconded by Councilmember Hink.  
Motion Carried: 4 yes; 0 no.

**ADDITIONS TO AND APPROVAL OF AGENDA**

**Amendment to Agenda – Add Finance Report to 5. Report of officers, C. Finance Report**

**MOTION:** To add to the agenda: C. Finance Report under 5. Report of Officers; and to accept the agenda as amended.  
Motion by Councilmember Hink; seconded by Councilmember Gilmour.  
Motion Carried: 4 yes; 0 no.

**PUBLIC APPEARANCE COMMENTS**

- Ms. Dot Nicholas wanted to thank the 911 team response to her medical issue because they were within her home within one minute of her 911 call. She stated that she is so proud of their assistance and how fast they got her to the hospital. “I would like to thank each of those who responded in helping me and my husband.” Councilmember Huber indicated that she was glad to see Ms. Nicholas able to be here tonight.

**REPORTS OF OFFICERS AND SPECIAL GUESTS**

**A. Staff Reports:**

- Brian Nash, Public Works, reported that Belssas & Smith said they would be out next Wednesday. Street sweeping is done for the year and the pot holes filled on E. First; and the alleys sprayed. There will be a TIB meeting today where we will talk about what the city can do; looked at East First and it does not serve a purpose to make our score to up. Talked to the Operating Engineers to get them to provide help. Nash indicated that he had a Quadco Meeting where they discussed projects that are left over for study session possibly grant for storm water.

**City of Kittitas  
Council Meeting Minutes  
June 26, 2012**

**B. Clerk-Training WFOA #2**

Debbie Lee, Clerk/Treasurer – Lee indicated that she had put in a request in the packet (#2) to consider her attendance at the training that she has applied for a scholarship of \$500 for with the Washington Finance Office Association Annual Conference in September 12-14, 2012, in Kennewick, WA. Lee was awarded the \$500 scholarship. She indicated that Robin usually drives and she may have some hotel costs that would be left over. Councilmember Gilmour indicated that it would be good for her to go as it is a valuable training. Councilmember Huber also indicated it is a good training.

**C. Finance Report**

Councilmember Huber passed out a Treasurer's Report and a Budget Projection June 26, 2012, to the Council. Huber indicated that when one looks at the Treasurer's Report, it looks like there is a lot of money but the point is that a lot of the money is already dedicated to a certain purpose. The money that we use on an operating base is in the current expenses which are for city hall administration such as police/fire/city hall/parks. What Councilmember Huber discussed her document of Actual Projection – June 26, 2012. Using her calculations and adjustments from the proposed budget to where we are now, she proposes that we should look at a reduction of \$49,900 in expected revenue. This is a good time to look at this so we have time for a remedy. One way to remedy this is to give back to each department the figures to reassess their budget or Huber looked at what is absolutely yet to come out of the budget. The last thing we want to affect is our personnel. Each department will be getting a detailed report of their budget use so far and they need to reassess their upcoming expenses, such as, do they need an extra phone line, check out their lights, water/sewer, gas, and payroll. Also looking at Arda's position and put it under the water/sewer as she primarily does utility clerk work.

**UNFINISHED BUSINESS**

**A. Six Year Street Plan #3**

It was discussed that there is more work that needs to be done on the Six-Year Street Plan, 2013 to 2018, as the streets need to be ranked. Mayor Helland would like to see Rainer Street extended to meet #81 Road in the future. The public hearing will be July 10, 2012.

**NEW BUSINESS**

**A. Donation/apply donations to Open House Event #4**

Open House for the dedication of the City Hall was very good. We received \$1,900 in donations from the following: Gray & Osborne; SCJ Alliance; PSE; Johnny's; Kittitas Hardware; Shirts & More; Exit 115; Cal Jordan; Bare Marchel; Dodge & Dodge. The t-shirts that we passed out were a big hit and cost \$1,116.72, Sysco Food Services meat came to \$781.43; Cash & Carry (beans, condiments) \$145.77 for a Total: \$2,043.92. \$143.92 out of pocket expenses. All receipts are not in yet but will be approximately \$200 out of pocket. Left over buns went to FISH. There was a discussion of how to utilize the frozen meat left over from the BBQ and it was discussed that perhaps selling hot dogs and burgers at the car show. The money from food sales go back into the building fund for council tables or building a podium.

**City of Kittitas  
Council Meeting Minutes  
June 26, 2012**

**B. New Council Member:**

- a. A letter of interest from Ronald W. Earwood to be considered for the vacant City Council position. Ron Earwood gave a talk about why he wanted to run for this position.
- b. A letter of interest from Todd Veness to be considered for the vacant City Council position. Todd Veness also spoke.

**MOTION:** to move into Executive Session for ten minutes at 7:38 pm

Motion: by Councilmember Gilmour; seconded by Huber.

Motion Carried: 4 yes; 0 no

Out of Executive Session at 7:45 pm No decisions were made in Executive Session.

Open Vote: Councilmember Cort	Vaness
Councilmember Gilmour	Vaness
Councilmember Huber	Vaness
Councilmember Hink	Vaness

Todd Vaness was chosen to fill the vacant City Council Member seat.

Mayor Helland thanked Ron Earwood for his experience and interest in filling this position and encouraged him in applying in the future for any vacant position.

**PAYMENT APPROVALS**

**A. June 23, 2012 Payables, \$17,105.32 #5**

**MOTION:** Move to pay June 23, 2012, Payables in the amount of \$17,105.32.

Motion made by Councilmember Hink; seconded by Councilmember Cort.

Motion Carried: 4 yes; 0 no.

**MAYOR'S REPORT**

- Mayor Helland pointed out that he used the picture of the past Mayor Camarata in the invitations that were sent out by email and mail to the public in honor of the fact that Camarata was the Mayor when they finished the City Hall. Discussion of the dedication of the building picture.
- Mayor Helland talked about last August the generator in the building that keeps going out. They mounted an interior box on the outside of the box and Cummins said it would fail because it is the wrong box. However, they put it in service and said by the way it is going to fail. It did fail about the fourth day. Cummings again came out and said 'I told you so.' To make a long story short, it has never been inspected by L & I. Out attorney and L&I are involved. Letters will be written to K-5 to demand that this box be fixed. We will not incur any attorney expenses over this issue.
- Mayor Helland asked the Council what they want to do with the Waste Water Treatment Plant employee position. There is a question about Brenda being a new Class II Operator, and the temp is a

**City of Kittitas  
Council Meeting Minutes  
June 26, 2012**

Class III Operator. Brenda would be his supervisor and this may cause an issue with the union. If we hire a new trainee at full time, we could. The regulations require that if Brenda is on vacation or gone from the position, that a level II or higher would need to be on board; Ron would be willing to come back on those occasions. The City Council directed the Mayor to start advertising for a Class I Operator full time.

**COUNCIL DISCUSSION**

- Councilmember Gilmour asked when the UGA was going to come to an end. The Mayor thinks there is one more meeting in the upper county and another meeting here. Next it would go to the County and in the late fall it will come to the hearings board.
- Councilmember Cort was stating that when you come off the freeway, there are not any signs that tell what businesses are ahead in the City of Kittitas. She would like to look into the cost of putting up signage with the businesses paying for their part of their advertisement.
- Councilmember Huber would like to get some community service workers to pull weeds along the new part. Huber indicated calling Pat Gigstead at Misdemeanant Probation.

**SWEARING IN NEW CITY COUNCIL MEMBER**

Mayor Helland swore in the new City Council Member, Todd Veness.

**Adjourn at 8:45pm**

**Attest:**

---

Mayor Helland

---

Debbie Lee, Clerk/Treasurer