

**City of Kittitas
Council Meeting Minutes
July 10, 2012**

Mayor Tony Helland called the meeting of the Kittitas City Council to order at 7:00 p.m., July 10 2012. Council members present were Jerry Gilmour, Rick Hink, Linda Huber, Todd Veness, and Pat Cort.

Staff present was Clerk/Treasurer Debbie Lee; Brian Nash, Public Works; and Katherine Kenison, City Attorney.

Mayor Tony Helland led those assembled in the Flag Salute.

APPROVAL OF MINUTES

MOTION: Motion to approve the minutes of June 26, 2012.
Motion by Councilmember Gilmour; seconded by Councilmember Hink.
Motion Carried: 4 yes; 0 no.

ADDITIONS TO AND APPROVAL OF AGENDA

**Amendment to Agenda – Add to Unfinished Business – Acceptance of Donations and apply to expenses.
Add – Executive Session – Complaint of a public official (20 minute).
Add to New Business – Water meter on 81 Road**

MOTION: To add to the agenda: 6. Unfinished Business, A. Acceptance of Donations & apply to expenses. Also add to the agenda: 11. Executive Session – Complaint of a Public Official (20 minutes). Also add to agenda: 7. New Business C. Water Meter on 81 Road. Move to approve agenda as amended.

Motion by Councilmember Huber; seconded by Councilmember Cort
Motion Carried: 5 yes; 0 no.

PUBLIC APPEARANCE COMMENTS

- Bev Allphin requested that the Fire Department spray shrubs on Patrick Avenue.
- Mayor Helland acknowledged County Commissioner Candidate, Paul Jewett was in the audience.

REPORTS OF OFFICERS AND SPECIAL GUESTS

A. Staff Reports:

- Library personnel reported that the Summer Reading Program has started. The Surplus Book list for June 2012 was presented.

MOTION: To accept the June 2012 Surplus Book list.
Motion by Councilmember Huber; seconded by Councilmember Gilmour.
Motion Carried: 5 yes; 0 no.

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- Library Board is also stating that they are looking for a new board member to replace Becky Bosch.
 - Bryan Nash, Public Works discussed that they have an issue with the transmission on the dump truck. He presented an estimate on parts needed and costs from Anderson Brothers of Portland which has been in business for 75+ years. This memo is from July 5, 2012. Estimate of repair \$3,385 which would make the truck like brand new. The cost of the repair would come out of three budgets (water, sewer, streets) who utilize the truck. They were able to purchase the dump truck for \$5,250.
 - Brian Nash will be taking the water exam next week in Yakima.
 - They will be laying sod on July 20, 2012 at the City Hall. Belsaas will be here in a week or so and the work will be completed on the storm drains.
- B. Budget Report #2: (7/3/12)
C. Finance Report #3 (7/3/12)
- Mayor Helland and Debbie Lee, Treasurer/Clerk reported after an ongoing review of their budget:
 - a. they can get rid of five cell phones;
 - b. Also discussed that the building in the alley between Third and Patrick, at one time housed a pump. There is nothing in that building (pump is missing) but we are paying \$65 a month to have electric connected to the building. Attempting to locate the pump. There are two minimum charges to that building and Brian Lenz is looking into the charges.
 - c. Clerk/Treasurer Lee reported that she has been looking into the telephone lines into City Hall. The Fire Department has three lines, nine lines are coming into the building and no one knows why there are nine lines. The phone company will be sending out a person to evaluate the situation. We are getting a discount on our phones but they will give us a better rate;
 - d. The postage machine costs \$64.95 per month so we did an average count and we spend about \$100 for postage. The postage situation is being evaluated and readjusted;
 - e. Looked into the Sterling Bank service fees which have been going up and discussed with the bank. The main person from Sterling will be coming out on August 15, so we can discuss out to structure the accounts in order to save some of the fees.

UNFINISHED BUSINESS

A. Donations from the Open House - \$1,900

Motion: To accept the Donation for the Open House and redirect the funds back into pay the bills for the open house.

Motion by Councilmember Cort; seconded by Councilmember Gilmour.

Motion Carried: 5 yes; 0 no.

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NEW BUSINESS

A. Public Hearing – PSE Alley vacate #4

Mayor Helland closed the regular meeting and opened the Public Hearing at 7:24 pm to discuss the PSE Alley vacate so they can fence their property. No discussion and no objection. Public Hearing Closed at 7:26 pm.

MOTION: To vacate the PSE Alley at First and King Street.
Motion by Councilmember Gilmour; seconded by Councilmember Huber.
Motion Carried: 5 yes; 0 no.

B. Public Hearing – Six Year Street Plan #5

Mayor Helland closed the regular meeting and opened the Public Hearing at 7:27 pm to discuss the Six Year Street Plan #5. Copies are out for the public to view. No discussion and no objection. Public Hearing Closed at 7:28 pm

MOTION: To accept and adopt the Six Year Transportation Improvement Program from 2013 to 2018.
Motion by Councilmember Huber; seconded by Councilmember Cort.
Motion Carried: 5 yes; 0 no.

C. Water Meter on 81 Road:

Elaine O'Neill reported that in June they attempted to find a water line from the city to their home. Six holes later they still have not found a line. She is asking the city if they will come back out and look for the line. Bryan indicated that they will be back and have a plumber to trace the line so they can put a meter on it.

PAYMENT APPROVALS

A. July 10, 2012, payables \$17,356.17 #6

MOTION: Move to pay July 10, 2012, Payables in the amount of \$17,356.17.
Motion made by Councilmember Huber; seconded by Councilmember Hink.
Motion Carried: 5 yes; 0 no.

B. June payroll/July mid-month draw \$44,367.28 #27

MOTION: Move June payroll/July mid-month draws \$44,367.28.
Motion made by Councilmember Huber; seconded by Councilmember Hink.
Motion Carried: 5 yes, 0 no.

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EXECUTIVE SESSION

Executive Session to discuss Complaint of a Public Official (20 minutes)

Mayor Helland closed regular meeting at 7:34 pm. No decisions were made in Executive Session.
Regular Session began at 7:52 pm.

MAYOR'S REPORT

- Mayor Helland reported that he is looking for ways to save money, such as the missing pump discussed earlier and he is also looking for a generator that used to be downstairs in Bryan's building. No one seems to know where it has disappeared. It is a big generator/turbine pump.
- Councilmember Huber suggested that the Mayor and Brenda have a conversation with Jeff Stevens to see what the old plan was about the pump needing to be there and code etc. Do we need a back up water system? Do we need pump there and have pump and electricity ready in case of system failure.
- Insurance – We have a lot of old vehicles that we are paying full coverage on them. Looking into if we could just have liability on some of those.
- Mayor Helland discussed about looking at a grant for a water feature for the kids for the park. Dennis Cort indicated that the VFW is looking into Community Service projects and he will look at that.
- Mayor Helland reported that there was a little lady on her floor for one and half days before her son called from Yakima called the police. Perhaps we should have an adopt a grandparent program to keep this type of thing from happening.
- Sod laying party on July 20, everyone welcome to come and help.

COUNCIL DISCUSSION

- Weeds are gone, community service flowers are draught tolerant. Will start watering with truck.
- Churches could also adopt a grandparent.
- Youth camp kids will help on community projects on 2nd week in August. We need to think of things they can do.
- The community churches are having a lunch for the City Employees in appreciation.
- Councilmember Gilmour reported that Rhoda Willett, a pioneer in getting the library started and she showed up at the library the other day and she had the original letter from Senator Tub Hanson who had looked at Kittitas Library. Ms. Willett was so surprised to see the computers and improved facilities.

Adjourn at 8:45pm

Attest:

Mayor Helland

Debbie Lee, Clerk/Treasurer