

**City of Kittitas
Council Meeting Minutes
March 12, 2013**

COUNCIL MEETING

Mayor Tony Helland called the regular Council Meeting of the Kittitas City Council to order at 7:00 p.m., March 12, 2013.

Council members present were Jerry Gilmour, Linda Huber, Rick Hink, Cliff Helgeson, and Pat Cort.

Staff present was Arda Sandalow -Clerk Office Assistant; and Michelle Gieger – Building Inspector and Bryan Nash – Public Works; Chris Taylor – Police Department.

Mayor Helland led those assembled in the Flag Salute. Roll Call: all present.

APPROVAL OF MINUTES

MOTION: Motion to approve the minutes of regular City Council meeting of February 26, 2013. Motion by Councilmember Huber; seconded by Councilmember Helgeson.
Motion Carried: 5 yes; 0 no.

MOTION: Motion to approve the TBD Meeting 2013 - #1. Motion by Councilmember Gilmour; seconded by Councilmember Hink.
Motion Carried: 5 yes, 0 no.

ADDITIONS TO AND/OR APPROVAL OF AGENDA

Councilmember Gilmour wanted to add under New Business: Planning Commission. Discussion regarding having the Union discussion at the next meeting.

MOTION: Motion to approve the agenda as amended by adding to New Business – Planning Commission. Motion by Councilmember Huber; seconded by Councilmember Hink.
Motion Carried: 5 yes; 0 no

PUBLIC APPEARANCE COMMENTS

- None

REPORTS OF OFFICERS AND SPECIAL GUESTS

A. Staff Reports:

- Bryan Nash – Public Works – Discussed the Surplus List and reported that they would like to keep the small dump truck (take it off the Surplus List) and place on Surplus List the 1989 ¾ ton Chevy. The small dump truck still works and will fit into smaller places.

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MOTION: Motion to remove the 1987 Custom Deluxe 30 Chevy Dump Truck off the Surplus List and add the 1989 ¾ ton Chevy to the Surplus List
Motion by Councilmember Hink; seconded by Councilmember Cort.
Motion carried: 5 yes; 0 no.

- Bryan Nash also indicated that March 18, 2013, is the final day for the consultant engineers to get their information for the council to review.
- Bryan Nash - Public Works also discussed that the Water Department fixed the leaks off Caribou at Clerf's and cost was around \$450. Council asked them to keep a running log of the expenses
- Bryan Nash also reported that they will be starting the tree trimming of trees hanging over the streets.
- Parks Department, Councilmember Cort reported that she asked Cal Jordan & Associates for measurements of the Park for the playground equipment. Jerry Gilmour would help get these.
- Also Council asked Jerry Litt about the Comp Plan. He reported that a conference call regarding UGA will be held April? 2013, however, we will only be able to listen, no testimony. Council would like to have a participant in listening to the call. Jerry Litt will set that up so we can also have the lawyer present to listen. Mayor Helland will follow up on this conference call.

B. Budget Report (informational only) #2. (dated 03/06/2013)

C. Treasurer's Report (informational only) #3 (dated 03/06/2013) Councilmember Gilmour directed the Council to review the current expense which he thinks is on the low side.

UNFINISHED BUSINESS

A. Building Inspector/Building Department Inc.

- Michelle Gieger – Building Inspector, asked to address any specific question that the Council might have and she has a fee sheet/building permit application that they are using. Michelle has a short power point presentation and examples of what it would cost to have Building Inc. perform certain code violations. Councilmember Gilmour is worried about wasting money and feels since other cities have used this company vs. an employee that it must be better. Councilmember Huber pointed out the Code Violation work that needs to be done is vital to public health and safety and would be more costly performed by a company who has to travel to the site vs. an employee who is present.
- A committee will be set up for checking on the building inspector company vs. employee:
Councilmember Cort and Councilmember Helegson to study this issue and report to the Council.

MOTION: to Table this issue of hiring an outside company to do Building Inspections vs. Retaining the current building inspector employee.
Motion by Councilmember Huber.
Motion Carried to Table.

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B. Vehicle Use Policy = MOTION to Table

C. Council Rules of Procedure – MOTION to Table

D. VFW Flags – Mayor Helland and Dennis Cort have been looking at what other cities are doing. Some cities use plastic PVC pipe. **Motion to Table** for additional information.

Also discussed that the current flag is tattered and the need to purchase a new flag for the City Hall.

NEW BUSINESS

A. Planning Commission – Councilmember Gilmour indicated that a few years ago the State required a planning commission but now what is the situation. Mayor Helland will look into it with the lawyer.

PAYMENT APPROVALS

A. March 12, 2013, payables \$29,954.63 – #4

MOTION: Move to pay March 12, 2013, Payables in the amount of \$29,954.63.
Motion made by Councilmember Hink; seconded by Councilmember Gilmour.
Motion Carried: 5 yes; 0 no.

B. February Payroll/March mid-month draws \$40,151.81 #5

MOTION: Move to pay February Payroll/March mid-month draws in the amount of \$40,151.81.
Motion made by Councilmember Hink; seconded by Councilmember Huber.
Motion Carried: 5 yes; 0 no.

MAYOR'S REPORT

- Mayor Helland reported on three nice articles in the Daily Record over a period of time:
 - Kittitas Library/Community Hall plans
 - Water and Sewer Ordinance Rates Increase.
 - Cleaning up Kittitas assisting seniors and other's needing assistance and as a result of this article, Forrest Lins, a Boy Scout in Troop 413, of Ellensburg/Kittitas sent a letter to the Mayor Helland volunteering to be the coordinator of this Community Cleanup project to earn his Eagle badge.
- Chris Bare from Bare/Marchel came to see the Mayor wanting to donate washed river rock to replace the shale rock that is looking bad at the sign area of KC Diner.
- The City of Kittitas now has employees: Brenda, Shayne, Bryan and Mayor Helland are all safety trained and Certified in working in confined spaces and trench work.

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COUNCIL DISCUSSION

- Councilmember Huber asked if the 24 acres owners are looking into annexing into the city. Bare/ Marchel purchased 24 acres from the Olympic Pipeline.
- Councilmember Hink likes the Barn Quilting project in the valley.

Adjourn at 8:08 p.m.

Attest:

Mayor Helland

Debbie Lee, Clerk/Treasurer