

**City of Kittitas
Council Meeting Minutes
April 9, 2013**

COUNCIL MEETING

Mayor Tony Helland called the regular Council Meeting of the Kittitas City Council to order at 7:30 p.m., April 9, 2013.

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

Staff present was Debbie Lee-Clerk/Treasurer; Michelle Geiger – Building Inspector; Bryan Nash – Public Works; Brent Nierman – Chief of Police.

Mayor Helland led those assembled in the Flag Salute.

MOTION: Councilmember Huber made a motion to excuse Councilmember Gilmour for being absent and or late; Councilmember Hink seconded. Councilmember Gilmour arrived at 7:25 p.m. Motion carried 4 yes 0 no.

APPROVAL OF MINUTES

MOTION: Motion to approve the minutes of regular City Council meeting of March 26, 2013. Motion by Councilmember Huber; seconded by Councilmember Cort. Motion Carried: 4 yes; 0 no.

ADDITIONS TO AND/OR APPROVAL OF AGENDA

MOTION: Councilmember Huber made a motion to have an Executive Session at the end of the meeting RCW 42.30.110 Possible Litigation and expected that no decisions would be made during the session. Seconded by Councilmember Hink. Motion Carried: 4 yes; 0 no

PUBLIC APPEARANCE COMMENTS

- Bev Allphin would like the City to have more communication with the community. She was also inquiring what vehicles were exempt from the TBD \$20.00 car tab tax. Council advised that there would be a handout in the lobby available for the community.

REPORTS OF OFFICERS AND SPECIAL GUESTS

A. Staff Reports:

- Bryan Nash – Public Works – reported that they had started lowering the manholes on King Street and have an issue on South King, (see picture) it collects water and if they do not correct the problem it will undermine the paving that is going to be done. They can put a storm catch basin on the left side which will cost \$1500.00 - \$2000.00 or on the right side put several culvert's in and clean out the ditch, (not City property). The first option is more expensive and easier, but the best

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option for future expansion. Council agreed that this was part of street maintenance.

- Twenty five planters will be arriving the week of the 22nd from the City of Ellensburg; Bryan is working on the placement of these. Also the waste receptacles will be coming.
- The selection committee for the Engineer/Patrick Avenue Project was selected and was awarded to Gray & Osborne. Bryan stated that when the City has another project to include the county with the bid and engineering process since it is a federal project and they are the Certifying Agency (CA).
- Clean up on South Main Street went well. Chris Marchel, Ed Ricard, Dan Sherman all donated rocks and time. Mayor Helland planted roses. More will be done by the gas pumps.
- PW Building-Bryan will be getting some bids together for a new building, to keep equipment out of the weather. Mayor Helland stated that there was \$59,000 in the Capital Improvement fund.
- Discussion regarding yard sale signs, people putting them up and not taking down need to think of some way of enforcement.
- Pat Cort with the Parks/Garden stated that Cal sent the drawings for the picnic shelter CERB grant. Discussion was had w/ Michelle regarding getting permits; Bryan will get a quote for materials.

B. **Budget Report (informational only) #2** (dated 04/09/2013)

C. **Treasurer's Report (informational only) #3** (dated 04/09/2013)

UNFINISHED BUSINESS

A. **Vehicle Use Policy – TABLED**

B. **Council Rules of Procedure** – Councilmember Huber stated that she was all for the process, but an application could deter someone from applying for a vacant council position.

MOTION: to approve page one only by Councilmember Hink; second was made by Councilmember Cort. Motion Carried; 5 yes 0 no.

C. **VFW Flags** - Mayor Helland stated the when planters come in they will adapt them to hold the flags that VFW so graciously donated.

MOTION: to accept VFW donating the flags by Councilmember Huber; seconded by Councilmember Hink. Motion Carried 5 yes 0 no.

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NEW BUSINESS

A. Amend Building Permit & Administrative Fees – Building inspector Michelle Geiger reported that she updated the values from 1997 to 2013. Kittitas County will update theirs in July. The city could see up to a 15%-20% increase in the money collected for the City. Councilmember Huber asked that the table be changed to reflect the correct date. Councilmember Gilmour asked what the Cities process is for building permit applications. It was suggested that the fee schedule is available to the public. Bryan from Public Works wanted to add a permit for cable, electric, telephone companies, etc. to dig in the Right of Way, he will look into what other cities do. Also a permit for backflow testing for people that have a sprinkler system. It is a state law that they are inspected once a year, currently there is no way for the City to keep track of them. Councilmember Huber stated that would possibly fall under water/sewer. Fence permits-so people don't block lines of vision on the corners, and set back are correct.

- **Public Meeting/Inform Citizens of RD Grant Application** – 7:56 p.m. Mayor Helland asked if anyone from the public had any concerns. Handouts were available including the site plan. No public comment.

PAYMENT APPROVALS

A. April 9, 2013 payables \$28,725.96 - #6

MOTION: Move to pay April 9, 2013, Payables in the amount of \$28,725.96.
Motion made by Councilmember Huber; seconded by Councilmember Cort.
Motion Carried: 5 yes; 0 no.

B. March Payroll/March Mid-Month Draws \$43,265.17-#7

MOTION: Move to Pay March Payroll/April Mid-Month Draws in the amount of \$43,265.17.
Motion made by Councilmember Huber; seconded by Councilmember Cort. Motion carried 5 yes 0 no.

MAYOR'S REPORT

- Mayor Helland reported that he had met with Paul Jewell and that Paul agreed to help the City with water issues and development rights so when a developer comes in the City is prepared.
- Symplified- Andy Hickman informed the City that he is no longer with the company and would like to have their business; he would charge the same rate as before. Council asked Mayor Helland to talk with Fairpoint, and Charter to get other bids.
- Bryan Nash completed his confined space/trenching certificates and is entitled to a step increase from a 28 to a 30 council agreed it was per the current Union contract. 5 yes 0 no

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COUNCIL DISCUSSION

- Councilmember Gilmour said he had received a letter from the liquor board stating that the City was not getting money in October. The MRSC website has all the information.
- Pat Cort informed Council that the next park meeting is on April 15, 2013 at 6:00 p.m.

Executive Session: 8:18- Potential Litigation RCW 42.30.110 no decisions were made in executive session.

ADJOURN: 8:35 p.m.

Attest:

Mayor Helland

Debbie Lee, Clerk/Treasurer