

**City of Kittitas  
Council Meeting Minutes  
June 24, 2014**

**COUNCIL MEETING**

Mayor Pro Tem Linda Huber called the Council Meeting of the Kittitas City Council to order at 7:00 p.m. June 24, 2014. Councilmembers present: John Camarata and Darrell McLean. Staff present: Debbie Lee - Clerk, Michelle Geiger - Building Inspector, Bryan Nash – PW, Ben Whitehurst – Fire Department and Brenda Bach - WWTP. Mayor Pro Tem Linda Huber led those assembled in the Flag Salute.

**APPROVAL OF MINUTES**

**MOTION:** Motion to approve the minutes of the regular City Council meeting dated June 10, 2014. Motion by Councilmember Camarata; second by Councilmember McLean.  
Motion Carried: 3 yes; 0 no.

**ADDITIONS TO AND/OR APPROVAL OF AGENDA**

Mayor Pro Tem Huber explained that Council could go into Executive Session to discuss the merits of the Councilmember applicants, if Council would like, and there would be no decisions made in Executive Session.

**MOTION:** Councilmember McLean made a motion to add Executive Session under unfinished business after D. Council Vacancy.; second by Councilmember Camarata.  
Motion carried: 3 yes 0 no.

**PUBLIC APPEARANCE COMMENTS**

Bev Allphin was wondering if the Fire Department could spray off the arborvitaes, they are on the Cities property, she is aware the water truck is not operating at the moment. Mayor Pro Tem Huber will ask the Fire Department.

**REPORTS OF OFFICERS AND SPECIAL GUESTS**

**A. Staff Reports**

**Elaine O’Niell – Library**

- The monthly statistical report was presented. Library patrons are using their online cards to check out books.
- The bake sale was cancelled due to Super One scheduling. The Library Board is meeting next week and will discuss when to reschedule.
- The summer reading program starts June 25<sup>th</sup> for 6 weeks. A lot of activities are planned for the participants.

**Michelle Geiger – Building Inspector**

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- Michelle was able to get the Intercal Program, which is a plan review program for free. This program usually costs \$2500 per user license.
- Building permits are steadily coming in. Some fence permits have been issued; they do not cost but will control the setbacks, height etc.

**Bryan Nash – Public Works**

- Planning Commission meeting is July 1<sup>st</sup>.
- The Public Works office is getting cleaned out and ready to demolish. Sun Pacific Services will test for lead one more time before hauling away.
- A water main broke on Saturday. Bryan, Brenda, Tom and Mike worked 10 hours fixing it. This leak affected the entire City. Mayor Pro Tem Huber stated that the infrastructure is aging and Council needs to take this into consideration when water /sewer rates are up for a rate increase, due to the fact that it takes a lot to fix repairs. They will also look into the connection configuration from the John Wayne Trail south to the Public Works Building and the WWTP so the water lines will not loop.
- Bryan will start working on the Picnic Shelter and finishing Lewis Street.
- Bryan and Darrell met in Yakima to look the tanks that Standard painted to get an idea on the water tower paint. The best time to paint will be in the fall when the wind is not so bad.
- Mike from Gray & Osborne will be sending the Main Street Sidewalk Project out to bid after the 4<sup>th</sup> of July.

**Chris Taylor – Police Department**

- Chris reported that he will be going to an Active Shooter class in Portland, this is sponsored by KCSO.

**B. Red Cross – Backdraft Bash 1<sup>st</sup> Responders**

- Re-scheduled for July.

**C. Kittitas County PUD – Underground Cable Replacement Project**

- PUD was not present. Bryan reported that they are about two months out from starting the project. The area in Alpine have had a lot of power outages due to the casing rotting out and

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affecting the cable. Mayor Pro Tem Huber will contact PUD about the possibility of getting some street lights.

**UNFINISHED BUSINESS**

**A. Symplified Contract**

- Tabled. Waiting for a response from Symplified.

**B. Charter Franchise Agreement**

- Tabled. Waiting for a response from the Attorney and Charter.

**C. Council Vacancy**

- Mayor Pro Tem Huber cited RCW 42.12.070 regarding the voting process for appointing new Councilmembers. Jerry Lael and Ben Whitehurst have submitted their letters of interest.
- Jerry Lael has lived in Kittitas since 1989, worked as a police officer and now sells insurance.
- Ben Whitehurst is a volunteer fire fighter, and lives with his family.
- The applicants were asked questions from Mayor Pro Tem Huber and Councilmember Camarata.

**D. Executive Session**

- Adjourned @ 7:30 for 10 minutes. Reconvened at 7:42.
- No decisions were made in Executive Session.

**MOTION:** Councilmember Camarata made a motion to appoint Jerry Lael; second by Councilmember McLean.

Motion carried: 3 yes 0 no.

- Oath of office was administered to Jerry Lael by Mayor Pro Tem Huber.

**MOTION:** Councilmember McLean made a motion to appoint Ben Whitehurst; second by Councilmember Camarata.

Motion carried: 3 yes 0 no.

- Oath of office was administered to Ben Whitehurst by Mayor Pro Tem Huber.

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**E. Planning Commission Suggestions**

- FYI only. A full report from the Planning Commission will be presented to Council at the July 8<sup>th</sup> Council meeting.

**NEW BUSINESS**

**A. City of Kittitas Water System Plan – Gray & Osborne**

- The current water system plan expires July 14<sup>th</sup>.
- This is a plan from the City on projections for the next 6 years for upgrades, repairs, infrastructure etc. The water system plan is a tool used for planned growth.
- Jeff Stevens from Gray & Osborne informed Brenda via telephone that his recommendation is to not spend the money on a water system plan and do a water management plan, this will act as a binder. Bryan and Brenda should be able to accomplish this task. If Council would like, Jeff will come to the next Council Meeting.

**B. Construction Specs**

- Brenda, Bryan and Michelle have been working on the changes to the construction specs; they also had Gray & Osborne review them. Some of the changes are being made to make sure all improvements are completed before an occupancy permit is given. The last time the construction specs were updated was in 2007.
- Mayor Pro Tem Huber asked if Councilmember Lael and Camarata would get together to review these changes.
- Tabled until July 8<sup>th</sup> 2014 Council meeting.

**C. Six Year Street Transportation Improvement Plan**

- The Six Year Street Plan is required by the State, it is a planning document.
- July 8<sup>th</sup>, 2014 there will be a public hearing to adopt this plan.
- COG uses this list for grant funding.
- Bryan is giving the Restoration Committee a map of all Streets that are not paved in Kittitas. Possibly some money will come available for 2015, if so the Six Year Street Plan would need to be amended.

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**PAYMENT APPROVALS**

**A. June 24, 2014 payables \$62,959.87**

**MOTION:** Councilmember Camarata made a motion to pay June 24, 2014 payables in the amount of \$62,959.87; second by Councilmember McLean.

Motion carried: 3 yes 0 no.

**MAYOR'S REPORT**

- DOE informed the City of Kittitas that the WWTP got a service award for “Wastewater Treatment Plant Outstanding Performance” 2013.
- Mayor Pro Tem Huber would like Council to take a field trip to the WWTP and PW Building at the next Council Meeting.
- Chief Nierman got a letter of support from a citizen.
- Councilmember Camarata inquired as to how the Mayor’s position will be filled. Mayor Pro Tem and Council discussed this and will advertise the open position and close it on July 17<sup>th</sup> for the July 22<sup>nd</sup> Council Meeting.
- Canfield Insurance will be contacted after all positions are filled for Mayor/Council Training.

**COUNCIL DISCUSSION**

**Executive Session – Collective Bargaining RCW 42.30.140 (4) (a)**

- 8:20 went into Executive Session. No decisions were made during Executive Session.

**ADJOURN: 8:59 p.m.**

**Attest:**

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Mayor Pro Tem Huber

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Debbie Lee, Clerk/Treasurer