

**City of Kittitas
Council Meeting Minutes
July 8, 2014**

COUNCIL MEETING

Mayor Pro Tem Huber called the Council Meeting of the Kittitas City Council to order at 7:00 p.m. July 8, 2014. Councilmembers present: John Camarata, Ben Whitehurst, Jerry Lael, and Darrell McLean. Staff present: Debbie Lee - Clerk, Bryan Nash – PW, Brent Nierman – Chief of Police, Brenda Bach – WWTP. Mayor Pro Tem 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 24, 2014. Motion by Councilmember McLean; second by Councilmember Camarata.
Motion Carried: 3 yes; 0 no.

ADDITIONS TO AND/OR APPROVAL OF AGENDA

Mayor Pro-Tem Huber would like to add under Unfinished Business E. Discussion of the location for the Library/Community Hall during construction pending grant approval. Also, add under New Business C. Library Board Appointee.

MOTION: Councilmember Lael made a motion to add under Unfinished Business E. Discussion of Library/Community Hall during construction pending grant approval, and under New Business C. Library Board Appointee Second by Councilmember Camarata.
Motion carried: 4 yes 0 no.

PUBLIC APPEARANCE COMMENTS

None

REPORTS OF OFFICERS AND SPECIAL GUESTS

A. Staff Reports

PUD – Matt Boast

- Matt reported that PUD has had several outages in the Rainier Estate area due to cable failures. This was standard practice in the 60's and 70's. PUD is doing locates and right-of-ways in the area. Matt should have a time line in the next few weeks as to the work schedule. PUD will share the final design plans with the City and will be in communications with the residents. Mayor Pro-Tem Huber asked about placing some additional street lights in the area since PUD is doing work in the same area. Matt stated that the City would have to pay for the conduit but not the trenching, so it would be a good time to do this. Councilmember Lael asked how many street lights were in the area they believed 1, and it would be nice to have some by the bus stops. Councilmembers Whitehurst and Camarata will work with Bryan and Matt.

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Bryan Nash – Public Works

- Get up and Go 4-H group pulled weeds on South Main. Mayor Pro-Tem Huber will send them a thank you.
- The sidewalk project for South Main will go out to bid in 2 – 3 weeks, Gray & Osborne needs to include the street lights with this project, so they are making the changes. The sidewalks will continue out towards Exit 115 and a fire hydrant needs to be moved.
- PSE will start work on the Main Street Lighting Project in the next 2 – 3 weeks; this will include 21 street lights, this was a grant from COG. The lights will be LED.
- Bryan has started the demolition process of the PW Building, they have two containers of scrap metal that Ed Ricard is taking, and they have taken many trips to the dump, things are getting cleaned up. Public Works is renting an excavator on Monday the 14th.
- Evergreen Rural Water is working with Bryan regarding the water leak east of the PW Building, they are looking at how to run the new line and Evergreen Rural Water will loan a dechlorinator for this process. The City will have to purchase the hydrant, valves and T's

Brent Nierman – Chief of Police

- The police have been working on Code Violations.

Elaine O'Neill – Library Board

- The summer reading program is underway, except that it is very warm in the Community Hall. Mayor Pro-Tem Huber will look into purchasing a fan or air conditioner.

Brenda Bach – WWTP

- The affluent pumps are having problems; Brenda is looking at rebuilding the pumps. The PLC computer only knows when the pump goes on and off not when it needs more water. If the Ameresco Grant is awarded this issue would be resolved, since they would be purchasing a more energy efficient pump. The current pump was retrofitted to serve this purpose. Mayor Pro-Tem Huber suggested talking with Gray & Osborne about the design issues. Councilmember Lael inquired as to when we would get the decision on the Ameresco Grant; Bryan thought by November, also the City can pick and choose its projects.
- Benton Street Lift needs the grinder blades replaced, and Brenda is getting quotes.
- The Standard Procedures for the lab is outdated; Brenda is working on submitting them to the Department of Ecology to be updated.

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B. Budget Report

- Mayor Pro-Tem Huber asked if at the next meeting Council could have the 5 year Budget Report, she also stated that the fund balances look good.

C. Treasurer's Report

None

UNFINISHED BUSINESS

A. Planning Commission Suggestions

- Council will go with the Planning Commissions suggestions on Cell Towers, Containers and Fees; Michelle Geiger Building Inspector will get the revised Ordinances to Council at the next meeting. The Marchel development applications will be forwarded to SCJ Alliance.

MOTION: Councilmember Lael made a motion to proceed with the Planning Commissions Suggestions and adopt the Ordinances at the next Council Meeting; second by Councilmember Camarata.

Motion carried: 4 yes 0 no.

B. City of Kittitas Water Systems Plan

- Brenda Bach stated that she has not heard back if the Department of Ecology needs an official letter from the City stating that the City is going with the Small Systems Management Program. Mayor Pro-Tem Huber said she would be happy to send a letter if necessary.

C. Construction Specs Resolution 14-008R

- Councilmember Lael said this Resolution creates uniformity and inquired if the Building Inspector inspects as they go. Mayor Pro-Tem Huber stated yes. The Benton Street Project the City hired an engineer and Cole's Crossing City Staff inspected, and these charges are a pass thru.
- Councilmember Whitehurst noticed the color of the fire hydrants needs to be corrected.

MOTION: Councilmember Camarata made a motion to approve Resolution 14-008R Construction Specs; second by Councilmember McLean.

Motion carried: 4 yes 0 no.

D. Six Year TIP – Public Hearing Resolution 14-007R

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- In order to apply for grants the City has to have the Six Year TIP in place.
- The Public Hearing was opened at 7:54 and closed and 7:55 with no public comments.

MOTION: Councilmember Lael made a motion to approve Resolution 14-007R; second by Councilmember Camarata.

Motion carried: 4 yes 0 no.

E. Community Hall/Library Remodel

- Discussion was had regarding where the Library would relocate if the grant was awarded. Possible locations were the old school and possibly the youth room. Council set a budget of \$750 per month. Councilmember Lael asked how long this move would last. Mayor Pro-Tem Huber thought one year.

NEW BUSINESS

A. 3rd Signature for City

- Currently Mayor Pro-Tem Huber and Councilmember Camarata are signers on the account and the City needs a third. Councilmember Lael volunteered since he is available to do this.

B. Dog Variance - Seibert

- Heather Seibert is requesting a variance for a 3rd dog. They currently have two and one of their dogs is at her parents' house awaiting the approval to keep the 3rd dog. The Seibert's have paid the variance fee and filed all the necessary paper work.

MOTION: Councilmember Camarata made a motion to approve the variance; second by Councilmember Lael.

Motion carried: 4 yes 0 no.

C. Library Board

- Jerry Gilmour submitted his letter of interest to serve on the Library Board.

MOTION: Councilmember Lael made a motion to approve Jerry Gilmour to the Library Board; second by Councilmember McLean.

Motion carried: 4 yes 0 no.

PAYMENT APPROVALS

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A. July 8, 2014 payables \$9,889.04

MOTION: Councilmember Camarata made a motion to pay July 8, 2014 payables in the amount of \$9,889.04; second by Councilmember Whitehurst.

Motion carried: 4 yes 0 no.

B. June Payroll/July Mid-Month Draw \$45,836.22

MOTION: Councilmember McLean made a motion to pay June Payroll/July Mid-Month Draw in the amount of \$45,836.22; second by Councilmember Camarata.

Motion carried: 4 yes 0 no.

MAYOR'S REPORT

- Mayor Pro-Tem Huber had a meeting with Brenda WWTP operator and there are two types of meters, radio read and hand held. Brenda is having problems with the hand held wand keeping a charge. The City needs to consider changing out all hand held reads and replace with radio reads, this will help with time efficiency. The City will need to consider this at budget time. Councilmember Lael asked how long it takes to change out a meter. About ½ hour to 1 ½ hour depending if it is buried in dirt and the location of the meter. Brenda is checking to see if they will send a loaner wand while they replace the battery in the defective wand.
- The copy machine has been giving Arda problems when doing statements. Mayor Pro-Tem Huber thinks the City should look at leasing a newer machine at budget time, one that is a fax, secure copy machine etc. and also consider switching to full sheet statements not postcards.
- Michelle Geiger will take over the new PW Building since she is the Building Official.
- Jerry Gilmour will be paying for the blue prints he had drawn up by Andriotti.
- Mayor Pro-Tem Huber will be meeting with Fire Chief Ciraulo, Ben, Bryan and Brenda regarding the Fire Department Rating.
- Clerk Debbie Lee will be calling Canfield regarding Insurance for the Car Show.
- Brenda Bach with the WWTP would like the Council to consider going with the 30 year paint for the water tower it costs more per gallon but worth it. By consensus the council agreed 4 yes 0 no. Brenda will start the bidding process.
- The Fire Department sprayed the arborvitaes on Patrick.

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- Councilmember Camarata and Mayor Pro-Tem Huber will attend the COG meeting on July 9th.

COUNCIL DISCUSSION

- None

ADJOURN: 8:40 p.m.

Attest:

Mayor Pro-Tem Huber

Debbie Lee, Clerk/Treasurer