

**City of Kittitas
Council Meeting Minutes
August 12, 2014**

COUNCIL MEETING

Mayor Pro Tem Huber called the Council Meeting of the Kittitas City Council to order at 7:00 p.m. August 12, 2014. Councilmembers present: John Camarata, Ben Whitehurst, Jerry Lael, and Darrell McLean. Staff present: Debbie Lee - Clerk, Bryan Nash – PW, Brenda Bach – WWTP, Michelle Geiger – Building Official and Mike Meskimen – Gray & Osborne. Mayor Huber led those assembled in the Flag Salute.

APPROVAL OF MINUTES

Amend the minutes under New Business A. Executive Session Mayor Vacancy, 4th bullet strike Linda Huber and replace with Lee Beckham.

MOTION: Motion to approve the minutes as amended of the regular City Council meeting dated July 22, 2014. Motion by Councilmember Lael; second by Councilmember Camarata.
Motion Carried: 4 yes; 0 no.

ADDITIONS TO AND/OR APPROVAL OF AGENDA

Add under New Business A. Council Vacancy, Executive Session to discuss merit of applicants. Also add under New Business #7 Executive Session possible decision on collective bargaining.

MOTION: Councilmember Lael made a motion to add under New Business A. Council Vacancy Executive Session to discuss merits of applicants. Also add under New Business #7 Executive Session possible decision on collective bargaining; Second by Councilmember Camarata.
Motion carried: 4 yes 0 no.

PUBLIC APPEARANCE COMMENTS

Dorothy Nichols thanked the City for taking care of the weeds on Pacific Loop.

REPORTS OF OFFICERS AND SPECIAL GUESTS

A. Staff Reports

WWTP – Brenda Bach

- Holly Duncan with the Department of Health stated that the secondary well has no well vent and needs one to be installed. Mayor Huber asked what it entails to install a vent. Bryan will look into this.
- Matt at Standard Paint has a template for a bid package. Brenda will start working on getting ready for bids to be submitted for painting the water tower.

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Bryan Nash – Public Works

- Things went well for the Car Show; there are a couple of things that need to be addressed at a later date.
- PSE will be out later this week to finish and fix the section of lights that were removed.
- Alpine/Rainier street lights are moving forward. Mayor Huber and Bryan met with Matt Boast last week. The City will have to follow the City of Kittitas Construction Specs.
- Next week Bryan, Mike and Tom will be doing road striping weather permitting. They will be using thermo material in some areas that is applied by heat and lasts longer.
- The picnic shelter is closer to getting finished.
- The entrance sign to Palmerio Park has been refinished thanks to Frank Palmerio.
- The Operating Engineers is aware that there is not any funding for a project next year. Operating Engineers sent a letter of interest and Mike from Gray & Osborne will submit one as well. TIB will review these with the rest of the projects.
- Bryan also stated that they are going to try and submit Patrick Avenue and 2nd to install sidewalks in the area of the school. The application needs to be submitted by August 22 and will be awarded in November and the City would have two years to complete. Bryan will talk with the school to see if they can help fund the project. Councilmember Lael inquired about easements; Mike informed him that all the easements were taken care of.

Michelle Geiger – Building Official

- Cal has all the information on the new PW Building, so the City is just waiting to get that information back and then submit to RCAC, and possibly put out to bid.
- See attached status report on current issues Michelle is working on.

B. Budget Report

- The first meeting in September will be a budget review with projections.
- Mayor Huber asked that Council bring in the 5 year budget comparison to that meeting, and Debbie will bring information on the different types of funds and budget information.

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C. Treasurer's Report

None

UNFINISHED BUSINESS

A. Mayor's Oath of Office

- On July 22nd Councilmember McLean gave the oath of office which was incorrect. Clerk/Treasurer Debbie Lee will administer the Oath to Mayor Huber.

B. Storage Containers Ordinance 14-009 #4

- Councilmember Lael asked if there was an issue. It was explained that our current code was contradictory and this corrects that problem.

MOTION: Councilmember Camarata made a motion to accept Ordinance 14-009; second by Councilmember Whitehurst.
Motion carried: 4 yes 0 no.

C. Cell Tower Ordinance 14-010

- The current City Code contradicted itself. This went to the Planning Commission and they came up with landscaping and height recommendations. This Ordinance also includes private wind towers. Councilmember Lael did not quite understand the Ordinance. Michelle informed him that the City did not have certain items included in the current policy so this is preparing for future issues.

MOTION: Councilmember Camarata made a motion to approve Ordinance 14-010 Cell Tower Ordinance; second by Councilmember McLean.
Motion carried: 4 yes 0 no.

D. District Use Chart Ordinance 14-011

- Michelle explained the district use chart. This shows where cell towers can be located within the City.

MOTION: Councilmember Camarata made a motion to approve Ordinance 14-011 District Use Chart; second by Councilmember Whitehurst.
Motion carried: 4 yes 0 no.

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NEW BUSINESS

A. Council Vacancy

- Ron Earwood and Jaimi Huber submitted their letters of interest to serve on City Council. Councilmember Camarata asked Jaimi and Ron if they could define the open meeting laws. Both Ron and Jaimi did not know this but were willing to research the subject.
- Council went into Executive Session at 7:31 for 10 minutes to discuss the merits of both Jaimi and Ron. Executive Session ended at 8:47.
- Mayor Huber did a roll call vote;
McLean: Huber
Whitehurst: Huber
Camarata: Earwood
Lael: Huber
- The Oath of Office was administered by Mayor Huber to Jaimi Huber.
- Mayor Huber thanked Ron Earwood for his interest in the Council Position. Ron Earwood asked if he could speak. Ron Earwood did not understand the hiring procedure and will be starting a suit against the City. Mayor Huber asked Ron Earwood to have a seat.

B. Gray & Osborne – Award S. Main Sidewalk Project

- Mike Meskimen informed council that 5 bids were submitted for the S. Main Sidewalk Project and low bid was Granite Construction. The bids came in a little higher than anticipated and TIB will pick up the additional costs, roughly \$10,000 and the City of Kittitas is responsible for 10% of the increase.
- Granite will start in approximately 3-4 weeks and be completed by September or October.
- Councilmember Lael inquired about running over the bid price. Mike explained that TIB will pick up some overage but usually the bids are close to the actual costs.
- Mayor Huber asked for a motion to award the project to Granite Construction.

MOTION: Councilmember Lael made a motion to award the S. Main Sidewalk Project to Granite Construction; second by Councilmember Camarata.

Motion carried: 5 yes 0 no.

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C. Cell Tower - Fairpoint

- US Cellular turned in an application to FCC to place an antenna at Fairpoint's location. The City of Kittitas has not received a building permit. This request is asking for any comments.
- Michelle will check with Fairpoint on the current height of the tower.
- Council has no comments at this time.

D. Temporary Employee Review

- Bryan presented the current hours and wages paid out on the temporary employee to date. Mike can work at a temporary status until he reaches 1050 hours in a year period.
- Councilmember J. Huber inquired as to why he is a temporary employee. It was explained that over the 1050 hour threshold he would be entitled to benefits. Councilmember Camarata is concerned that if Mike works extra the City will have to pay a lot of money to the insurance company. Councilmember Lael suggested watching hours closely and clerk/Treasurer Debbie Lee will give a monthly report on total hours worked at the first council meeting of each month.
- Bryan thought at budget time the City needs to look at the park budget because more time is spent in the park than what is being currently budgeted. Jeanette Bryant suggested a Park Fee.

MOTION: Councilmember Lael made a motion to approve the temporary worker until 1040 hours are reached; Second by councilmember Whitehurst.

Motion carried: 4 yes 1 no. (Camarata)

E. Parcel Combination – Fee Schedule 14-012R

- Michelle explained that in 1995 the county was handling the permitting process in the City of Kittitas and they issued a permit to build across 3 lots. This is incorrect and needs to be corrected. Currently the City does not have a process for a parcel combination. Resolution 14-012R would take care of this.
- There are several address issues in the City and this is being corrected. This is a time consuming project. Councilmember J. Huber asked if residents are being charged for address changes. No.

MOTION: Councilmember Lael made a motion to approve Resolution 14-012R Parcel Combination – Fee Schedule; second by Councilmember J. Huber.

Motion carried: 4 yes 1 no. (Camarata)

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F. Street Standards

- Bryan explained that this was a rough draft and these street standards would go with the development standards. Mike from Gray & Osborne will give his input as well.
- This will be reviewed in the fall when things are not so busy.

G. Permitting Section to Developmental Standards

- This Permitting section is in draft form. There are certain things that are not being charged for and should be. The City currently charges labor and material for new water hook up, should the City change to a flat fee? Should the City have a bulk water fill station? Also driveway standards need to be considered.
- This will be reviewed in the fall as well.

H. Executive Session – Collective Bargaining RCW 42.30.140(4)(a)

- Council went in to Executive Session for 10 minutes at 8:38 and reconvened at 8:56.

MOTION: Councilmember Lael made a motion to extend the current contract to December 31, 2014; second by Councilmember Whitehurst.

Motion carried: 5 yes 0 no.

PAYMENT APPROVALS

A. August 12, 2014 payables \$70,802.55

- Councilmember McLean asked if the payment to McConkey was for the water truck. It is not, this bill is for the brush truck.

MOTION: Councilmember Camarata made a motion to pay August 12, 2014 payables in the amount of \$70,802.55; second by Councilmember J. Huber.

Motion carried: 5 yes 0 no.

B. July Payroll/August Mid-Month Draw \$42,233.74

MOTION: Councilmember McLean made a motion to pay July Payroll/August Mid-Month Draw in the amount of \$42,233.74; second by Councilmember Camarata.

Motion carried: 5 yes 0 no.

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MAYOR'S REPORT

- Mayor Huber had an employee meeting and staff will be coming up with a system and form for complaints and how they were resolved.
- Bryan and Mayor Huber met with PUD regarding street lights in Rainier Estates.
- Cascade Irrigation contacted Mayor Huber and the area on Spokane is in the City Easement, so the City of Kittitas will maintain the irrigation ditch. Water in Palmerio is being used by the City and Mayor Huber will talk with Cascade Irrigation regarding this.
- Tom, Bryan, Mike and Brenda will be logging hours to see exactly where the time is spent, streets, parks, water and sewer. They also talked about the 6 week plan with Tom and staff felt it was better time spent to have Tom work with Bryan during the good weather and then start his training with Brenda after summer.
- Mayor Huber talked with Jerry Pettit regarding the TBD addressing issues. Jerry will be giving Mayor Huber some numbers of contacts at Department of Licensing and Department of Revenue to hopefully resolve this issue.
- There are 4 mobile home parks in the City and one is compliant with code issues. Mayor Huber asked Chief Nierman and Michelle to make a list of violations and start working with the owners.

COUNCIL DISCUSSION

- Councilmember Camarata asked about Council handbooks.
- Councilmember McLean thought that more discussion needs to be had regarding the City being more involved with the making of decisions for the burnouts.
- Jose Preciado mentioned KVFR is looking into having a technology policy regarding social media.

ADJOURN: 9:24 p.m.

Attest:

Mayor Pro-Tem Huber

Debbie Lee, Clerk/Treasurer