

**City of Kittitas  
Council Meeting Minutes  
February 24, 2015**

**COUNCIL MEETING**

Mayor Huber led those assembled in the Flag Salute. Mayor Huber called the regular Council Meeting to order at 7:00 p.m. February 24, 2015. Councilmembers present: Ben Whitehurst, Jaimi Huber, Jerry Lael, John Camarata and Darrell McLean. Staff present: Debbie Lee – Clerk/Treasurer, Michelle Geiger – Building, Chris Taylor – Police, Elaine O’Neill – Library, Brenda Bach – WWTP and Bryan Nash – Public Works.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING FEBRUARY 10, 2015**

**MOTION:** Councilmember Lael made a motion to approve the minutes for the Regular Council meeting dated January 10<sup>th</sup> with the corrected minutes striking Pettit for J. Huber; second by Councilmember Camarata.

Motion carried: 5 yes 0 no.

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

Councilmember Lael would like to add under New Business C replacing patrol vehicles. Mayor Huber would like to add under New Business D appointment of new employee.

**MOTION:** Councilmember J. Huber made a motion to approve the agenda as amended; second by Councilmember Whitehurst.

Motion carried: 5 yes 0 no.

**PUBLIC APPEARANCE COMMENTS**

**REPORT OF OFFICES AND SPECIAL GUESTS**

**A. Staff Reports (informational only)**

**Michelle Geiger – Building Official**

- The Planning Commission met yesterday with Jerry Litt. They are changing the zoning definitions/wording on SCJ Alliance recommendations. Instead of being Industrial down by the freeway it will be general commercial. Mayor Huber explained this was discussed during the UGA. The Planning Commission will meet again in mid-April with a proposed draft it will then be sent to the Department of Commerce and then brought before Council and at that time Council can adopt the zoning changes.
- Gray & Osborne thought it would be beneficial to do a SEPA on First Avenue before paving. They Michelle will prepare a check list, notify agencies, run ad etc.

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- Verizon is looking at the property by the Public Works Building they inquired about the zoning and height requirements. This area does not require a CUP.
- There is a public hearing on March 12<sup>th</sup> regarding the Farmview plot amendments.
- The Spokane Street trailer park and Triangle issues are in the courts hands.
- Michelle informed Council that it is not required in the KMC to notify adjacent property owners about the cattle permit application and wanted to know if Council would like her to send notice to the adjacent property owners to give them an opportunity to respond. Council thought this was a good idea.

**Chris Taylor – Police**

- The police received two new radios from the Law and Justice grant.
- WSP will hold a training class at City Hall April 14<sup>th</sup> & 15<sup>th</sup>. Our officers are invited to attend.
- The rebates for the Body Armor should be arriving.

**Brenda Bach – WWTP**

- Brenda reported that she is looking at vamping the safety alarm system at the tower, it is currently an audible alarm and looking into have either a land line alarm or a cellular alarm.
- Evergreen Rural Water will help Brenda write her small water system management program. The water system plan expired but Brenda was told to wait until further development with the City.
- Brenda attended training and learned that with a class A water system there is a WAC that stated the City has to monitor levels in wells, she will add to her maintenance list to check the secondary well.
- The Pacific North West Clear Water Association has meetings 3 – 4 times a year and this year they would like to have their meeting in Kittitas on April 28<sup>th</sup>. After the meeting the group will tour the plant. Mayor Huber would like Council to tour the plant that night as well.

**Arda Sandalow – Utility Clerk**

- Handout on training at Bias.

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**Bryan Nash – Public Works**

- Bryan reported that the PW Building has been primed and will start painting, HVAC will come and install the heating system, Belsaas and Smith will need to finish up the bathrooms. The building should be completed by the end of March.
- Bryan attended training last week with Evergreen Rural Water.
- Tom and Bryan finished up the meter reads.
- Bryan will contact the school next week to see about the request for assistance with the sidewalk project.
- Gray & Osborne will probably start surveying First Street next month. The Operating Engineers will start in April.
- Bryan asked about putting the Fire Department red Ford Explorer on Craig's List.
- Bryan will talk to residents on First Street regarding gas service, gas would it will have to be installed before the paving starts, otherwise the pavement cannot be cut for 5 years.
- Bryan and Tom will start cleaning ditches on Patrick Avenue.

**Elaine O'Neill – Library**

- Lynette is back at work. The library had 77.25 volunteer hours during her absence.
- DVD rentals are up, 8 new cards were issued.
- Cup of Cocoa went very well. 178 kids attended Monday and Wednesday K -3<sup>rd</sup> grades. 265 valentine cookies were made. Each child was able to pick out a book.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**A. Consultant Agreement – Gray & Osborne Operating Engineers**

- Councilmember Lael asked if this was standard procedure.

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**MOTION:** Councilmember Lael made a motion to approve TIB Consultant Agreement including the SEPA; second by Councilmember Camarata.

Motion carried: 5 yes 0 no.

**B. Liquor License Gibson Produce & Colockum Craft Brewery**

- This is a renewal for both Gibson Produce and Colockum Craft Brewery; Officer Taylor said that there have not been any issues with either establishment. Gibson Produce removed the trailers and the signs.

**C. Replacement of Patrol Vehicles**

- Councilmember Lael would like to know how the process works on the replacement of the police vehicles. Mayor Huber would like to look at the budget after the first quarter and see how the fund balances look at that time.
- Officer Taylor stated he put on approximately 23,000 miles in the last two years; his Tahoe has about 130,000 miles on it. He has contacted Dave Smith Motors and has not heard back from them.
- Mayor Huber stated she would direct staff to look at all options of acquiring new vehicles.
- Bryan Nash Public Works inquired about other departments rigs they have high mileage as well.

**D. New Employee Hire**

- Bryan Nash, Brenda Bach, Mayor Huber, Councilmember's Lael and Camarata were on the interview committee for the new Utility Worker position. They stated that it was a hard decision and that the candidate pool was very good.

**MOTION:** Councilmember Lael made a motion to hire Mike Varnum; second by Councilmember J. Huber.

Motion carried: 5 yes 0 no.

**PAYMENT APPROVALS**

**A. February 24, 2015 Payable \$92,374.17**

**MOTION:** Councilmember Lael made a motion to approve February 24, 2015 payables; second by Councilmember: Camarata.

Motion carried: 5 yes 0 no.

- Councilmember J. Huber asked if the picnic tables were for the Gazebo Park.

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**MAYOR'S REPORT**

- Mayor Huber informed Council that she had a safety and security meeting with staff. Some locks were changed and discussion was had regarding emergency personnel being able to access those rooms. They also discussed the alarm on the water chlorinator and extension cords by Arda's desk.
- Mike from Evergreen Rural Water spoke with the Mayor, Bryan and Brenda about different resources for the water plan.
- Mayor Huber received an email from Cal stating the Community Hall/Library Project has not been completely federally funded and they gave the City an additional 60 days to sign the contract.

**COUNCIL DISCUSSION**

**ADJOURN: 8:46 p.m.**

**Attest:**

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Mayor Huber

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Debbie L. Lee Clerk/Treasurer