

**City of Kittitas  
Council Meeting Minutes  
April 14, 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. April 14, 2015. Councilmembers present: Ben Whitehurst, Jaimi Huber, Jerry Lael, John Camarata and Darrell McLean. Staff present: Debbie L. Lee – Clerk/Treasurer, Michelle Geiger – Building Official, Brent Nierman –Chief of Police, Brenda Bach – WWTP and Bryan Nash – Public Works.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING MARCH 24, 2015**

**MOTION:** Councilmember Camarata made a motion to approve the minutes for the Regular Council meeting dated March 24<sup>th</sup>, 2015; second by Councilmember Lael.

Motion carried: 4 yes 1 abstain J. Huber due to absence.

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

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

Motion carried: 5 yes 0 no.

**PUBLIC APPEARANCE COMMENTS**

None

**REPORT OF OFFICES AND SPECIAL GUESTS**

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

**Michelle Geiger – Building Official**

- The hearing examiner made his decision on the Pacific Loop Plat Amendment. The building permit was submitted, before the permit is issued the land owners will have to finish the pathway and the open space areas.
- The flood elevation certificate is complete on the PW Building and a temporary occupancy has been issued. There are a few billing details that need sorted out with Belsaas & Smith.
- The issue of storage containers has been brought up again with 4 inquiries. Michelle will take to the Planning Commission to address issues with containers on wheels etc.
- There will be a new tenant where Advantage Dirt is now located that is a hay trucking company. Michelle stated according to the current zoning agriculture is an allowable activity.
- Advantage Dirt has submitted plans for their shop and office buildings. It is approximately 5000

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square feet.

- SCJ Alliance is looking into the annexation of some property owned by Kevin Gibb that is ½ in the UGA and ½ in the City of Kittitas.
- Verizon is proceeding with the CUP to place an antenna on the water tower.
- Michelle explained to Council that the Library is in a flood plain. Cal allocated some additional money in the budget for the foundation. Due to the scope of work being a substantial improvement to the foundation the entire building needs to be brought up to code. Insurance would be expensive. Mayor Huber explained that any contingency funds would be loans.
- Mayor Huber congratulated Michelle on passing her Certified Flood Plain Manager test.

**Brent Nierman – Chief of Police**

- Chief Nierman informed Council about his training in Dallas March 16-18. All expenses were paid with grant money including travel, food and housing. The training had break out session and he chose which classes he wanted to attend. All classes were about crimes against women.
- On April 3 Chief Nierman was asked to talk to a class of students on the subject of dangers of sexting.
- A handout was presented to Council regarding information on the state of the vehicles. Brent would like to wait until the 1<sup>st</sup> quarter of 2016 to see what the jail housing costs will be. The budget has \$5,000 set aside for vehicle expenses. Brent also mentioned the old Ford Explorer that the WWTP has and that there was never any money transferred so that could be some additional money towards a vehicle purchase. Councilmember J. Huber asked what the down payment on a leased vehicle would be. Chief Nierman stated zero and the company in North Bend has in house financing.
- Councilmember Lael inquired about all the police issues in the news lately does the police have training on diffusing the situation? Chief Nierman said he believes it is not normal what is on TV, their job is to serve and protect and foot chases are not productive. The police usually know who the person is and where they live.

**Bryan Nash – Public Works**

- Bryan stated he believed the Cumulative Reserve fund could be used to help purchase vehicles.
- Crack filling will be approximately the 3<sup>rd</sup> week in June and it will take 4 people one week to complete.

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- They have started on mowing, yard maintenance, spraying and pruning.
- Gray & Osborne postponed a meeting tomorrow to go over the COG Application. Bryan will also discuss a street light that needs added.
- Belsaas & Smith finished the punch list at the PW Building. Some cement pads need to be poured, concrete sealed and trim work needs to be done. They have moved in the office and waiting to move into the shop when everything is complete.
- Bryan and Tom have started on the repair of the water line. The fire hydrant and valves have been installed. They hit a cement wall and had to order more parts. It is taking more time than expected.
- Bryan reported that PW needs a steel plate for safety reasons. Covering up the hole overnight. You can rent one for \$850 per month or buy one for \$2100. Bryan explained to Council that this plate would be beneficial to the City because if the City has a water leak and works an 8 hour day they could cover it safely and return to work the next day, instead of trying to fix the leak in one day.
- Councilmember Lael asked where it would fit in with the budget. Bryan explained that Capital Expenditures have \$32,000 available. Council gave their general consensus to order the plate.
- Tiny Allphin inquired as to what the water project was.

**Brenda Bach – WWTP**

- Brenda reported that two pumps have been leaking, they were rehabbed today and there were more issues than originally thought.
- Moon Security will be installing the chlorine call out on Friday and the secondary well. Moon Security will email a form to Brenda for call out protocol.

**B. Budget Report**

No Comment

**C. Treasurer's Report**

No Comment

**UNFINISHED BUSINESS**

None

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**NEW BUSINESS**

**A. New Life Assembly – Lunch in the Park**

- Gary from New Life informed Council that they are helping FISH Food Bank with the Lunch in the Park this year. They fed 30-34 kids per day and the highest one day was 76 kids. It will start the Monday after school is out and run through the middle of August.
- Mayor Huber stated that they should have a new picnic structure and tables to use.

**MOTION:** Councilmember Lael made a motion to approve the use of the park for FISH Lunch in the park; second by Councilmember J. Huber.

Motion carried: 5 yes 0 no.

**B. Donna Junker – Three Dog Variance**

- Ms. Junker explained that she was watching the dog for someone and they never picked the dog up. The dog has all of its shots and is currently licensed.
- Chief Nierman stated that there had not been any complaints.
- Councilmember J. Huber asked if her yard was fully fenced. Ms. Junker stated yes.

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

Motion carried: 5 yes 0 no.

**C. Operating Engineers Resolution 15-008R**

- Mayor Huber explained to Council this is a bid waiver the City signs every year for the street paving.
- Councilmember Lael asked what the City was responsible for, PW Lead Bryan Nash stated gravel, asphalt and the rental of one piece of equipment.

**MOTION:** Councilmember Camarata approved Resolution 15-008R; second by Councilmember Lael.

Motion carried: 5 yes 0 no.

**D. Fee Schedule Development Permits**

- Michelle explained to Council that the City of Kittitas fees are less than other Cities since we have

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been sending out some stuff to the planners.

- Michelle has been doing some of these permits herself saving the City some money. Our current code reads we can charge 3<sup>rd</sup> party pass thru fees, but Michelle is not a 3<sup>rd</sup> party so Council should consider raising some of the current fees to cover the Building Officials time. If a binding site plan was submitted there is a pre application meeting, they submit the application etc. this process takes 6 – 8 weeks.
- Council would like Michelle to look at her hours spent on CUP's, Plat Amendment's etc. to see how much time is put in for these types of project and compare to the fee schedule the City of Ellensburg has.

**E. Water Sewer Regulations 13.04.202**

- Mayor Huber explained that our code reads every April 1 Council can vote on raising the base rate to water and sewer by 2%.
- A handout was given showing the breakdown of property taxes and retail sales in Kittitas. It is not a lot of money to pay for police and fire protection, clean water etc. A lot of commerce has to happen in town to fund the City.
- Councilmember Camarata thinks they should increase the base rate due to the water tower needing painting.
- Councilmember Lael questions the 4% B & O that goes into the general fund for the Community Hall/Library Project. It was explained that these are two separate funds.
- Council agreed to table this matter until the next Council Meeting to hear if all the funding came through for the Community Hall/Library Project.

**PAYMENT APPROVALS**

**A. April 14, 2015 Payables \$39,167.28**

**MOTION:** Councilmember J. Huber made a motion to approve April 14, 2015 payables; second by Councilmember: Lael.

Motion carried: 5 yes 0 no.

**B. March Payroll/April Mid-Month Draw \$48,944.46**

**MOTION:** Councilmember J. Huber made a motion to approve March Payroll/April Mid-Month Draw; second by Councilmember Whitehurst.

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Motion carried: 5 yes 0 no.

**MAYOR'S REPORT**

- Mayor Huber informed Council that SCJ Alliance and Gray & Osborne came and met with the City regarding the planning portion for the Sewer Feasibility Study.
- SCJ will be working on the Comp Plan Update.
- Ameresco will meet with City staff on Thursday.
- Councilmember Lael inquired as to what the feasibility study looks at. Mayor Huber explained the proper size of the lift plant, where to place. Etc.
- The COG application for 2016 should look at extending the sewer from RR Street to the bridge.

**ADJOURN: 8:17 p.m.**

**Attest:**

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Mayor Huber

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Debbie L. Lee Clerk/Treasurer