

**City of Kittitas  
Council Meeting Minutes  
July 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. July 14, 2015. Councilmembers present: Ben Whitehurst, J. Huber, John Camarata, Jerry Lael and Darrell McLean. Staff present: Brenda Bach - WWTP, Michelle Geiger – Building Official, Chris Taylor– Police, Debbie Lee – Clerk/Treasurer and Bryan Nash – Public Works.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING JUNE 23, 2015**

**MOTION:** Councilmember J. Huber made a motion to approve the minutes dated June 23, 2015; second by Councilmember Camarata.

Motion Carried: 4 yes 1 abstention Councilmember McLean due to absence.

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

Councilmember Camarata would like to move F County Wide Planning under new business down to Council Discussion.

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

Motion Carried: 5 yes 0 no.

**PUBLIC APPEARANCE COMMENTS**

- Dorothy Nichols would like to thank City Staff for getting the weeds mowed at Pacific Loop prior to the 4<sup>th</sup> of July.
- Jerry Gilmour stated that when the B&O tax was increased to 4%, he specifically remembers the Mayor stating if the public wants the Library then they will have to pay for it. This is what the Daily Record published.

**REPORT OF OFFICES AND SPECIAL GUESTS**

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

**Michelle Geiger – Building Official**

- Best Assets has all but one permit left to purchase and this is the shop permit.
- The bases for the street lights will be placed next week in the sidewalks. Councilmember Lael is concerned about the deep ditch and what they are planning on doing with that. He believes it is a liability. Michelle is not sure what they will be doing with it.

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- Verizon has paid the CUP fee; this will start the review process. Michelle also informed Council that they would be paying the Lease Review Fee soon.

**Bryan Nash – Public Works**

- Bryan informed Council that the open house for the Public Works Shop will be held sometime in September.

**Brenda Bach – WWTP**

- Brenda reported that the YVCC students toured the plant and has started the testing for the Nutrient Removal Study.
- Benton Lift station has had a lot of trouble with power outages. The electrician noticed that when the City last upgraded the pumps they did not upgrade the breakers. The breakers need to be replaced. Councilmember Lael asked if they were sure it is the breakers and not wiring. Mayor Huber said that the pumps were installed before Brenda's time. Brenda thought this would cost approximately \$300.
- Water Use Efficiency Report is complete and the DOH is cracking down on leaks. The City needs to account for every gallon of water that is run through the meters. Brenda has gotten two quotes on a new meter at the water tower. One is an ultrasonic meter and the other a propeller type meter. The ultrasonic meter is less expensive. The water use efficiency report plays a role in the amount of water hook ups the City is allowed to have. By law Cities are allowed 10% leakage and the City of Kittitas is at 30%. City staff is trying to decrease this number by replacing old meters and making sure electronic reads are transferred correctly. Brenda explained that there is \$15,000 in the budget for the expense of the new meter at the water tower.

**B. Budget Report**

No Comment

**C. Treasurer's Report**

No Comment

**UNFINISHED BUSINESS**

**A. Budget Discussion Review**

- The items in the budget that were discussed was the 2% increase in wages in the Union negotiations, inmate housing costs, Library/Community Hall budget needs to be increased due to

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not going thru with the project, a PSE bill that was not paid in 2014..

- Mayor Huber reminded Council that the PW Shop was funded out of the general fund.
- The Library requested an additional \$1500 to finish the rest of 2015.

**B. B&O Utility Tax**

- Councilmember Lael asked how many residents this tax affects. Clerk/Treasurer Debbie Lee believed there to be about 540 statements mailed each month, some of those are businesses.
- Councilmember Camarata stated that all the residents that talk to him or call him are against the tax.
- Councilmember's Lael and J. Huber stated that the citizens they talked with were for the B&O Tax increase as long as the funds were used responsibly.

**MOTION:** Councilmember Camarata made a motion to drop the 4% increase in the B&O tax; second by Councilmember McLean.

Motion Denied: 1 yes (Councilmember Camarata) 4 no.

**NEW BUSINESS**

**A. Granite Construction – Accept Project as Complete**

- Clerk/Treasurer Debbie Lee explained that this starts the process for releasing the retainer. Notices will be sent to DOR, L&I and Employment Security.

**MOTION:** Councilmember J. Huber made a motion to accept the S. Main Sidewalk project as complete; second by Councilmember Lael.

Motion Carried: 5 yes 0 no.

**B. Budget Amendment #1 Capital Projects 15-026**

- The Capital Projects Fund has gone over budget due to the PW Shop.

**MOTION:** Councilmember J. Huber made a motion to approve Budget Amendment Ordinance 15-026; second by Councilmember Lael.

Motion Carried: 5 yes 0 no.

**C. Ordinance 15-022 “Fire Life Safety Inspections”**

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- Building Inspector Michelle Geiger explained that fire inspections for commercial businesses are part of the International Fire Code as adopted per KMC. There is an outline to follow and usually the Fire Department would do the majority of the inspections.
- The Washington State Ratings Bureau review last year suggested that the City of Kittitas do these inspections to increase community safety and reduce insurance rates to local homeowners. Also since the City is a volunteer fire department it is that much more critical that this program be in place as a preventative measure to help reduce risk or loss.
- Councilmember Camarata thought all these fees could drive out businesses.

**MOTION:** Councilmember Lael made a motion to approve Ordinance 15-022 “Fire Life Safety Inspections”; second by Councilmember J. Huber.  
Motion Carried: 4 yes 1 no (Councilmember Camarata).

**D. Resolution 15-023 “Fee Schedule for Fire Life Safety Inspections”**

- Building Official Michelle Geiger explained that while there is a fee associated to compensate expenditures by the City that in the long run these inspections will reduce the risk of fire and loss to property owners in turn also reducing the insurance rating for the City which will be passed on to the community members in reduced premiums.
- Councilmember Whitehurst inquired if the Fire Department would do these inspections and if training is required to perform them. Michelle explained that there is an outline and checklist that aids in the inspections and that certification is not required, however it is always a good idea to have the certification. Councilmember Lael wondered how much the certification would cost. Michelle thought approximately \$50 for the study course and \$75-\$100 for the exam. Councilmember Lael wondered if Chief Ciraulo might be certified already.

**MOTION:** Councilmember Lael made a motion to approve Resolution 15-023R; second by Councilmember J. Huber.  
Motion Carried: 4 yes 1 no (Councilmember Camarata).

**E. Ordinance 15-021 “Fireworks”**

- To place a ban on fireworks an ordinance to do so must be in effect a year and a day prior. This ordinance is not a proposed ban so these requirements do not apply. This ordinance is simply to address years, such as this, that the fire weather is a higher risk. If the fire conditions are the same next year then this will give the Mayor authority to disallow fireworks based on critical fire weather as defined by the International Wildland Urban Interface Code. In addition this is also adopting the International Wildland Urban Interface Code which is being recommended from the Washington State Rating Bureau.

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- Councilmember J. Huber inquired as to why the Fire Chief was crossed out and replaced with the Mayor. Mayor Huber stated that this type of decision would be more appropriate coming from an elected official.
- Councilmember Lael is concerned about the 300 foot radius. This does not leave much room to light fireworks. As per the Mayor staff will do additional research as to the requirements in surrounding jurisdictions and bring the findings to Council.
- Police Officer Taylor stated that he is not aware of any complaints regarding fireworks on the 1, 2 and 3<sup>rd</sup> of July.
- Council will consider changing some language in this Ordinance at a later date.

**MOTION:** Councilmember Whitehurst made a motion to approve Ordinance 15-021; second by Councilmember J. Huber.

Motion Carried: 5 yes 0 no.

**F. Resolution 15-024R “Livestock Permit Application Fee”**

- Building Official Michelle Geiger explained that this is a housekeeping issue. That Kittitas Municipal Code did not have an actual fee for a Livestock Permit. In the last week 4 people have come forward wanting chickens. Councilmember Lael asked if this fee was sufficient. Building Official Michelle Geiger stated that it was based on the one that has been processed, however it will be essential to track this fee in order to evaluate the fee amount as each permit processing will be slightly different due to the number of mailings that will need to go out and such to adjoining property owners.

**MOTION:** Councilmember J. Huber made a motion to approve Resolution 15-024R; second by Councilmember Whitehurst.

Motion Carried: 5 yes 0 no.

**G. Ordinance 15-025 “Building Codes Adopted”**

- This Ordinance also came on the recommendation of the Rating Bureau. The wildland Urban Interface Code needs to be adopted due to the City having a volunteer department.

**MOTION:** Councilmember Lael made a motion to adopt Ordinance 15-025; second by Councilmember J. Huber.

Motion Carried: 5 yes 0 no.

**PAYMENT APPROVALS**

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**A. July 14, 2015 Payables \$47,399.06**

**MOTION:** Councilmember Camarata made a motion to approve the July 14 payables: Second by Councilmember Lael.

Motion Carried: 5 yes 0 no.

**B. July 2015 EFT \$11,871.53**

**MOTION:** Councilmember Camarata made a motion to approve July 2015 EFT's; second by Councilmember J. Huber.

Motion Carried: 5 yes 0 no.

**C. June Payroll/July Mid-Month Draws \$51,328.02**

**MOTION:** Councilmember Camarata made a motion to approve the June Payables/July Mid-Month Draw; second by Councilmember J. Huber.

Motion Carried: 5 yes 0 no.

**MAYOR'S REPORT**

- Mayor Huber informed Council that a Boy Scout came before Mayor Huber, Jose Preciado – Fire Department and Bryan Nash - Public Works regarding his Eagle Scout badge. He presented his project as mapping the fire hydrants, painting them a certain color dependent on the water pressure. He is writing his proposal and will present to Council. He will solicit for some funds to be donated and the City of Kittitas would supply the paint.
- There is also a need to make sure all residence/business have their addresses visible for emergency purposes. Mayor Huber received a phone call regarding two other scouts who might help with the addressing issues within the city.

**COUNCIL DISCUSSION**

- Councilmember Camarata gave Council the Countywide Planning Policy that is being worked on to be compliant with the GMA. This is the first draft and Councilmember Camarata attends these meetings the first Wednesday of every month until this is completed. Mayor Huber explained that this policy has been forwarded to Jerry Litt and Building Official Michelle Geiger.
- Council received a notice that there is a proposed increase next year in the amount of \$1700 for EMS funding.
- Councilmember Lael was surprised that the PW Shop currently does not have a compressor.

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Councilmember Lael was also inquiring about the bill from Cal Jordan.

- Building Official Michelle Geiger explained the map in the packets is what SCJ Alliance is proposing as part of the City of Kittitas master plan.

**ADJOURN: 8:20 p.m.**

**Attest:**

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Mayor Huber

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Debbie L. Lee Clerk/Treasurer