

**City of Kittitas  
Council Meeting Minutes  
July 28, 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 28, 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 JULY 14, 2015**

Councilmember J. Huber would like to add to the minutes: Councilmembers J. Huber and Lael stated the citizens they have talked with are for the B&O Tax increase as long as the funds are used responsibly.

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

Motion Carried: 5 yes 0 no.

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

Mayor Huber would like to add under Council discussion Johnny’s liquor license renewal.

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

Motion Carried: 5 yes 0 no.

**PUBLIC APPEARANCE COMMENTS**

None

**REPORT OF OFFICES AND SPECIAL GUESTS**

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

**Chris Taylor – Police**

- The audit for WSP Access is complete. There were a few minor issues regarding policies, these have been corrected. The police department is now access certified for 3 years. This audit is for record keeping.

**Michelle Geiger – Building Official**

- Best Assets have started on the shop, this should take about three months to complete and will be completed before the office.

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- The court date on the mobile home park has been postponed until the courts sort out who is the current owner Manda Melchor or Alvin Marchel.
- Chris Marchel is starting the process of adding more storage units. He will need to do a SEPA. Mayor Huber stated that the next phase is a fire hydrant and engineered storm water.
- Michelle informed Council that the certification for the fire inspections costs are \$75.00 for the study course and the test is \$194.00. Discussion was had regarding the value of this certification and if there was money in the budget for this. These inspections could be done without certification, but certification is more credible stated Councilmember J. Huber. The code states that the Mayor can designate someone to perform the inspections.
- Michelle also explained that the City of Ellensburg offers a 25% discount off of the \$95.00 fee if no violations are found. Council would like Michelle to present at the next Council meeting all of the information so they can make a decision. Councilmember Lael stated for liability purposes alone this makes sense.
- No permit has been issued yet for the boundary line adjustment at 303 Dan Lane.
- Anytime Fitness is set to open August 1<sup>st</sup>, they will need more parking in the future if the other building becomes occupied.
- A demolition permit has been acquired for the mobile home that caught fire on Lewis Street.
- Councilmember Lael inquired about the open house for the Public Works Shop. Bryan said they are waiting for cooler weather, probably in September.

**Bryan Nash – Public Works**

- Bryan informed Council that Best Assets are holding off on the sidewalks, they have placed the conduit for the lights and have done some prep work so far. Next week they will be cutting the road and tapping into the main for connecting water and electrical. Best Assets will replace the sidewalk and curb that will be removed during this process. A 2” service to a new hydrant will be installed.
- At the frontage of the property there is a ditch, the City will purchase the pipe to finish the ditch and backfill and plant grass to complete for continuity. Councilmember Lael thought this would be less maintenance and more attractive.
- Hunter Company is coming next week to give Bryan a design plan for the sprinkler system at that location and also at the gazebo park. There is no charge for this but you must purchase supplies from Mortan & Son.

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- The Patrick Avenue Project had a bit of a hold up with DOT; they plan on starting in September and starting the sidewalk project right after that.
- Next Monday the street sweeper will come out and finish some of the streets.
- Wednesday Stripe Rite will come out and stripe the fog lines and centerlines.
- Bryan and Mike are getting ready for Kruisin Kittitas on August 8<sup>th</sup>.
- A flyer was handed to Council for them to consider buying Christmas decorations for the street lights.
- Councilmember J. Huber informed Council that the picnic table and covered area is nice.

**Brenda Bach – WWTP**

- Brenda reported that the plant has been running on one tank. The valve has been ordered it was a special order and takes 4-5 weeks. They have had to speed up some of the testing processes.
- Tom is doing well with his training and has passed his one year anniversary.
- In late August Evergreen Rural Water will help Brenda and Tom do a smoke test. They will place smoke down the storm drain to see if there are leaks in the storm drain.
- For lab accreditation there is one more test it is dissolved oxygen. Brenda has to do one more performance test to pass the second test and then it will be annually after that.
- A handout with the water use efficiency numbers was given to council. The city is at a 28 % water loss, this could be due to water theft for bulk water and billing errors. DOH would like this number to be at 10%. Brenda is starting at the source with replacing the meter at the water tower. There is inaccuracy on existing meters.
- A meter for a heavy commercial account user was replaced three months ago; this resulted in a more correct read of hundreds of gallons of usage that was not read on the previous meter. All water that is not metered correctly is lost revenue to the city. Bryan will start with the biggest consumers and oldest meters when he replaces meters. There are about 9 or 10 2” meters that still need replaced.
- The mobile home parks that have 1 meter for 20 units should be metered individually, this way leaks are more visible. Bryan has talked with the property owners and they are in favor of doing this change.

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- Mayor Huber thought at budget time Council should consider setting a portion of the utility bills aside for meter replacement. The replacement needs to happen sooner than the 10 year life expectancy.

**UNFINISHED BUSINESS**

**A. Ordinance 15-021 “Fireworks” Language**

- Councilmember Camarata was concerned he did not get all of the information in his packet and this should not be considered at this time. It was explained that Council was not voting on anything just information purposes only.
- A map was included to show where you could light fireworks in the City of Kittitas with the current language of 300 feet. Information was provided about other cities in the area and their ordinances. Chelan has a 250 foot radius.
- Councilmember Lael thought if Kittitas banned fireworks all together it would be courting unlawful activity.
- Michelle stated she could reduce the boundary limits or take away all together. Councilmember McLean wondered where the limits came from was it a RCW or WAC?

**Tabled for further discussion.**

**NEW BUSINESS**

None

**PAYMENT APPROVALS**

**A. July 28, 2015 Payables \$58,265.53**

**MOTION:** Councilmember Camarata made a motion to approve the July 28<sup>th</sup> payables: Second by Councilmember J. Huber.

Motion Carried: 5 yes 0 no.

**MAYOR’S REPORT**

- Mayor Huber informed Council that they will be having a car show meeting tomorrow with all department heads and the Chamber.
- Mayor Huber stated her new boss was from Cle Elum and other co-workers have come to Kittitas

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to see the Gazebo Park and stated that Kittitas looks good.

**COUNCIL DISCUSSION**

- Council discussion was had regarding Johnny's renewing their liquor license. Officer Chris Taylor said that Johnny's has been cited for selling to minors but no other issues. It was Council's consensus to approve.

**ADJOURN: 8:00 p.m.**

**Attest:**

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Mayor Huber

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Debbie L. Lee Clerk/Treasurer