

**City of Kittitas
Council Meeting Minutes
October 13, 2015**

COUNCIL MEETING

Mayor Huber led those assembled in the Flag Salute. Mayor Huber called the regular Council Meeting to order at 7:00 PM on October 13, 2015. Councilmembers present: Ben Whitehurst, John Camarata, Jerry Lael and Darrell McLean. Staff present: Michelle Geiger - Building Official; Benda Bach - WWTP; Brian Nash – Public Works; Chief Brent Nierman - Police; Mike Meskimen – Gray & Osborn, City Engineer and Brenda Huston - Clerk.

Councilmember J. Huber was absent.

MOTION: made by Councilmember Lael to excuse her absence; second by Councilmember Whitehurst.

Motion carried: 4 yes, 0 no.

APPROVAL OF MINUTES FOR THE REGULAR COUNCIL MEETING SEPTEMBER 22, 2015

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

Motion Carried: 4 yes 0 no.

ADDITIONS TO AN/OR APPROVAL OF AGENDA

There are no additions to the agenda.

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

Motion Carried: 4 yes 0 no.

PUBLIC APPEARANCE COMMENTS

None

REPORT OF OFFICES AND SPECIAL GUESTS

A. Staff Reports (informational only)

Brent Nierman – Chief of Police

- Chief Nierman reported on the Pumpkin Day Community Event held on October 11 at Palmiero Park. This was a first time event adopted by Chief Nierman wherein it was deemed successful. Chief Nierman somewhat adopted the area and maintained a garden of pumpkins throughout the summer. Free food was provided to approximately 350-400 people who attended almost 200 pumpkins were given away. This was a fun event and Chief Nierman would like to continue the event.

**City of Kittitas
Council Meeting Minutes
October 13, 2015**

- No reports for the Police Department.

Brenda Bach – WWTP

- Brenda advised that the lead and copper testing has been completed. There were approximately 10 older homes targeted throughout the City. They all tested below level of concern.
- Brenda reports that the baffle wall in the SVR Tank project is being finished now. They replaced fiber glass brackets with stainless steel brackets. She provided photos and a bracket for council's viewing to show that some of the existing brackets were actually broken. The tank was built in 2006, finished in 2007. Due to being under water a lot, the brackets were all in need of being replaced.

Michelle Geiger – Building Official

- Michelle advised that the Conditional Permit for the Brewery passed this past week. The Biochemical Oxygen Demand (BOD) might be a detriment to the plant. The owner may need to build a pre-treatment plant in order to stay under BOD requirement by ordinance or he may need to leave the central business district. He will continually be tested to assure he remains at the appropriate level. A concern of the public was the opportunity for growth; that the City was preventing him from growing. The hearing examiner found we were not preventing him from growing. He may need to move to an industrial zone if he can't keep it at the appropriate level. As a micro brewery he can only produce 25,000 gallons a year.
- The Verizon Hearing was held on the 13th of October. The hearing examiner left it open for additional comments until October 16 at 5:00 PM. There is a public concern regarding health and pollution. Verizon wanted additional time to address the City's concern about more space between their facility and the water tower. A draft copy of the lease has been provided to Council in packets. It will be November before it comes before Council for a decision. Brian has other information reference contracts with other municipalities, to include prices and procedures.
- There is another boundary line adjustment on Main Street and a short plat on 6th where one lot is made into two.
- Best Assets Shop will be done this week. Office to be completed by end of year.
- Michelle reports that there is a land use application. Simple Box Container is looking for a transition point and are looking at Kittitas. Councilmember Lael asked about permanency. Michelle advised that the current plan is temporary.

**City of Kittitas
Council Meeting Minutes
October 13, 2015**

- Extradited review on the comprehensive plan update to be on planning commission agenda for October 26.
- Councilmember Lael inquired about the trailer park situation. Michelle advised it is still ongoing. It is better, but not cleaned up to where it needs to be. It is in a court process right now.

Brian Nash – Public Works

- Brian advised they were pouring 1st section of entry pads on October 14, 2015. This is the first of four sections.
- He reports that grass was planted on Right of Way on S. Main. It is coming up good.
- The street light project is coming along and the lights should come in at the end of the month.
- Brian will be attending the IACC Conference in Wenatchee on October 20, 21 and 22, 2015
- Councilmember Lael thanked Brian for trimming the trees on 3rd Street.

Mike Miskimen – Engineer

- Mike updated council on Patrick Avenue Project – the STP fund (Federal Fund) portion of project is designated as complete. Once paperwork is submitted the City will need to advertise in six weeks. This will take us to late November and a date they are looking at to advertise is December 22. This will take the City to bid opening around January 26 , 2016 and the project can be awarded at next council meeting. Construction can start mid March or early April, 2016.
- The TID sidewalk project has to come after the road it built. Mike speculated that advertising would be done around December 29 and bid opening would be two days later than the other and back before the Council on the February 9, 2016 meeting at which time the project can be awarded. The project can be started in May, 2016.
- Rob Scott made a presentation to the Council on the Sewer Feasibility Study. Survey crews have identified the depth of various manholes in the City to assist in determining some of the hydraulics. He showed visual maps that address what might be done with gravity in the area and the possibility of making existing lift area deeper to gravity the whole area instead of putting in second pump station. There will be a need for the pump station if gravity cannot handle it.
- Council has no further questions for Mike.

B. Budget Report #2

**City of Kittitas
Council Meeting Minutes
October 13, 2015**

- Budget report provided to Council in their packet. Councilmember Lael noted that the City seems to be on course. He noted there is an overage in the meter boxes. Brian advised that larger meters had been replaced and there may have been the possibility of some bill being lost at some point.

C. Treasurer's Report #3

- Treasurer's Report provided to Council in their packet. Councilmember Lael questioned if we are positive that the adjusted amount in current expense budget was correct and Mayor Huber responded that it was.

UNFINISHED BUSINESS

A. Resolution 15-033R Support for S. 1694 Yakima River Basin Enhancement Project

MOTION: Councilmember Lael moved to pass the resolution 15-033R as presented; second by Councilmember Whitehurst.

Motion Carried: 4 yes 0 no.

NEW BUSINESS

A. Kittitas County Development Services Proposed cost Share for Hiring BERK

- Councilmember Camarata addressed this proposal. In this year's Comprehensive Plan the County wants to have this company come in and estimate the new people coming into County. It can show we have more people coming into the county than the State anticipates.
- Mayor Huber explained the challenge by the Eastern Washington Growth Board because the County did their own work vs having a consultant do it. The Mayor explained to do the comp plan amendment, they need to predict so much population growth, so many jobs and so much land use area for all of the mix. They usually depend on State numbers but the state numbers will come out so late that they feel the process can be expedited by hiring a consultant. The County of Kittitas is asking for contributions for the costs share for the consultant based on population. The cost share for the City of Kittitas would be \$1,128.40. The County is predicting that population growth once the I-90 project is completed in the next 15 years will jump from 40,000 to 70,000 in the Upper County. The amount is less than the cost for our own consultant. Roslyn and South Cle Elum won't pay any.

MOTION: Councilman Lael moved to approve hiring BERK as a consultant; second by Councilmember McLean.

Motion Carried: 4 yes 0 no.

**City of Kittitas
Council Meeting Minutes
October 13, 2015**

B. Gray & Osborne Amendment No. 3 Contract for Engineering Services

- Mike Meskimen advised that the contract for engineering service would start immediately upon approval. This would be part of the Comprehensive Plan.

MOTION: Councilmember Camarata moved to approve the contract for engineering services; second by Councilmember Lael.

Motion Carried: 4 yes 0 no.

C. New Water/Sewer Application by Paul Johnson

- Michelle Geiger advised that the Johnson's are creating a mother in law type apartment in an existing structure outside of their home. They are requesting of the council to meter this unit off of their house. They propose to connect to the existing connection and their question to the council is if this is possible or if they need to get a new connection.
- Brian said he is in process of changing these types of connections in order to be fair to other residents, i.e. triplex or duplex having separate meters/connections. In this situation the City is currently charging for two waters and two sewers.
- Councilmember Lael said that if the City is in process of doing two connections, it would make no sense to approve this.
- Councilmember Camarata pointed out that if they were to rent this unit out at some future date, it should be two meters.

MOTION: Councilmember Lael moved to allow the Johnson's to make connection to count as two water and two sewer connections to be consistent with what is done with other residents; Second by Councilmember Camarata.

Motion Carried: 4 yes 0 no.

D. Payment Approvals

MOTION: Councilmember Camarata moved to pay September 22, 2015 Payables in the amount of \$27,168.30; Second by Councilmember Lael.

Motion Carried: 4 yes 0 no.

MOTION: Councilmember Camarata moved to pay September, 2015 EFT in the amount of \$12,551.99; Second by Councilmember Whitehurst.

Motion Carried: 4 yes 0 no.

**City of Kittitas
Council Meeting Minutes
October 13, 2015**

MOTION: Councilmember Lael moved to pay September Payroll/October Mid-Month Draws in the amount of \$51,634.20; Second by Councilmember McLean.
Motion Carried: 4 yes 0 no.

MAYOR'S REPORT

The Mayor opted to forgo the Mayor's Report to move to Council Discussion.

COUNCIL DISCUSSION

- The first leg of budget discussion has to do with the revenue side. The revenue sheet shows how often and what type of revenue. The second sheet has to do with what property tax income actually looks like, how they are assessed. It shows what the City actually gets for property tax and different taxes the city receives. It also shows how sales tax functions. Property and Sales Tax are the City's two biggest forms of revenue.
- Council reviewed the five (5) year comparison showing revenues five years back.
- Department heads are starting to plan the upcoming Budget. There doesn't seem to be a lot of differences. Some of last year's proposals were not completed.
- The next meeting will schedule the Budget Season. There will be one special Budget Meeting in November if necessary.
- Department heads need to be present at 2nd meeting in October.

Council Meeting will be followed by the Transportation Benefit District Meeting. The purpose of the meeting is to look at amount of money in fund and to discuss what might be applied to Street Department fund for 2016 Budget. Chair for this meeting is Councilmember Huber. In her absence the 2nd chair is Councilmember McLean. All Councilmembers are members, but the Mayor is not.

Council Meeting adjourned at 7:55 PM

Attest:

Mayor Huber

Brenda Huston, Clerk