

**City of Kittitas
Council Meeting Minutes
November 10, 2015**

COUNCIL MEETING

Mayor Huber called the regular council meeting to order at 7:00PM on November 10, 2015. The Mayor led those assembled in the flag salute.

Councilmembers present: Darrel McLean, Ben Whitehurst, John Camarata and Jaime Huber. Staff present: Michelle Geiger – Building Official; Bryan Nash – Public Works; Judy Johnson – Library Board and Brenda Huston - Clerk.

Councilmember Lael's absence was excused.

APPROVAL OF MINUTES FOR THE REGULAR COUNCIL MEETING OF OCTOBER 27, 2015

MOTION: Councilmember J. Huber made a motion to approve the minutes of the October 27, 2015 Council Meeting as presented; second by Councilmember Camarata.

Motion Carried: 4 yes 0 no.

ADDITIONS TO AND APPROVAL OF AGENDA

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

Motion Carried: 4 yes 0 no.

PUBLIC APPEARANCE COMMENTS

Carolyn Earwood wanted to thank the police department and Debbie and Michelle for their help with Ron. It was appreciated.

There was no one else wanting to speak.

REPORTS OF OFFICERS AND SPECIAL GUEST

A. Staff Reports (informational only)

Michelle Geiger – Building Official

- The Mayor asked Michelle to address the City's updated website. Michelle advised that this is something that has been in the works for some time. She decided that it needed to be done so she volunteered her time to accomplish the update. The city will no longer be using cassette tapes to record council meetings. Instead it will be live on the City's website. She demonstrated to the Council and to the audience how it would work. Some pages are not complete leaving the site still 'under construction'. Videos of Council and Planning Commission meeting will be recorded and available to public via the website as well as many application/forms. It is also available to the

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public to pay their utility bills and to make e mail contact with the City. The Council offered their thanks to Michelle as well as to Pete Schuetz who provided assistance in this project.

- Michelle advised that there were a couple boundary line adjustments recently. There was one for Lunn for the barbershop that was done last week.
- She will be meeting with the attorney of the trailer park at the end of the month. She wanted to meet with Michelle and possibly the mayor.
- There is a land use application coming in for another development by the freeway.
- A pole building is being erected in Alpine and there have been some remodels.

Judy Johnson – Library Board

- Judy advised that they are right on schedule with budget preparation.
- On Friday of this week the Library Board will be going to the County Commissioners and request partial funding for the operating budget from them. They fund at least 1/3 of the budget.

Bryan Nash – Public Works

- Bryan advised that they got the pads prepped for the south end of the shop and they are waiting for a nice day to pour cement.
- They graded a couple streets and plan to have the rest graded by the end of the week.
- They are continuing work on Intolight in preparing for the light changes to LEDS.

B. Budget Report

- Mayor Huber directed attention to the last page of the budget report. It shows that through the 10th Month of the Year, the City is showing 82.3% revenue collected. The second half of the property taxes will take this percentage to approximately 113%. The expenditure side of the budget shows that the City has spent 60.1% of Budget after the first 10 months. The City is in good shape financially.

C. Treasurer's Report

- After reviewing the Treasurer's report, the Council has no concerns in this area.

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UNFINISHED BUSINESS

There is no unfinished business on the agenda.

NEW BUSINESS

A. Library Surplus

- The Library Board provided the Council with a list of books that the Library is asking that the Council declare to be surplus. They first donate some of the books to the jail and then they attempt to sell some of them. Rarely do they actually dispose of the books.

MOTION: Councilmember Camarata moved to declare the books surplus; second by Councilmember J. Huber.

Motion Carried: 4 yes 0 no.

B. Christmas in Kittitas

- Christmas in Kittitas is scheduled for December 5, 2015. Brenda McPherson provided the Council with an e mail that roughly outlined the event and asked that this be placed on the agenda this evening. She will be out of town, and asked that Pat Cort present to the council. Pat asked that the matter be moved to the next agenda so she could gather more information from Brenda.

C. Planning Commission – Certification of New Members

- At the last Council Meeting, the Council approved adding two new positions to the Planning Commission. The Council reviewed letters from applicants Todd Lopeman and Brian Stickney.

MOTION: Councilmember J. Huber made a motion to accept Mr. Lopeman and Mr. Stickney as new members of the Planning Commission; second by Councilman Camarata.

Motion Carried: 4 yes 0 no.

D. Advantage Dirt – Acceptance of Billing

- This is regarding the light poles that were placed by Advantage Dirt. The Mayor explains that what happens when the developer installs the lights, the City takes them into our City and we pay for the light service. It is our safety to do that, just like we pay for that with all the other streets lights around town. This enables us to accept this as our obligation to pay the light bills for these lights. The Council complimented the lights and thanked Mr. Stickney for installing the lights.

MOTION: Councilmember McLean moved to accept the billing for the lights as presented; second by Councilmember J. Huber.

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Motion Carried: 4 yes 0 no.

E. Library Board Appointment

- Judy Johnson introduced Carolyn Earwood. Carolyn volunteered and makes her application to serve on the Library Board and the Board accepts her application.

MOTION: Councilmember J. Huber moved to appoint Carolyn Earwood to the Library Board; Second by Councilmember Camarata.

Motion Carried: 4 yes 0 no.

F. Appoint Mayor Pro-Tem

- As of next week on the 24th of November, 2015, the new Council takes over. Since Councilmember McLean is the current Mayor Pro-Tem and because he is appointed, he will actually be out of office. The resolution says that the Council selects a new Mayor Pro-Tem in January, so this would be only for that little time in space.

MOTION: Councilmember J. Huber makes a motion that John Camarata be appointed as the Mayor Pro-Tem; second by Councilmember McLean.

Motion Carried: 4 yes 0 no.

PAYMENT APPROVALS

A. November 10, 2015, Payables Including EFT

- Added to the payables was payment to Washington Teamsters Welfare Trust Dental Plan A Premium. The updated amount of payables is \$24,407.98.

MOTION: Councilmember Camarata moved to approve payment of the November 10, 2015 payables in the amount of \$24,407.98; second by councilmember J. Huber.

Motion Carried: 4 yes 0 no.

B. October Payroll/November Mid-Month Draws in the amount of \$33,396.32

MOTION: Councilmember J. Huber moved to pay the October Payroll/November Mid-Month Draws in the amount of \$33,396.32; second by Councilmember Camarata.

Motion Carried: 4 yes 0 no.

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MAYOR'S REPORT

- On November 24, 2015, the new Mayor and three new Councilmembers will take office. Mayor Pro-Tem Camarata will swear in new elected officials.
- Budget information will be prepared by the Staff and ready for Council's action/adoption of the 2016 Budget. Information will be provided such as increases in the health insurance, bid from the planner on what it will take for the comprehensive plan, an estimate of what it will take for the State Auditor's report. They are coming in next year. That will be between \$15-18,000 for that. And for several different items like that. Staff will have their budget narratives done. They will have what they are requesting for increases and decreases and then it will be up to the new Council to make those decisions and to get the new budget passed.

COUNCIL DISCUSSION

The Council has no further discussion.

Mayor Huber took this opportunity to thank the councilmembers that are leaving for their service. She stated that this isn't the easiest thing to do. She has been here for almost 13 years and there are a lot of different things that have happened in that time. She recognizes what it takes to be a councilmember. Often time neighbors are pitted against neighbors. It cannot be the most easy and comfortable situation that there is. But time goes on. She thanks the public for making it possible for her to be able to do what she has done in those 13 years. There has been a lot of change in Kittitas and she is proud of what has been accomplished in Kittitas. She asked that the Council continue to go forth and keep improving.

Meeting Adjourned.

Attest:

Mayor Huber

Brenda Huston, Clerk