

**City of Kittitas
Council Meeting Minutes
December 8, 2015**

COUNCIL MEETING

Mayor Whitford led those assembled in the Flag Salute. Mayor Whitford called the regular Council Meeting to order at 7:00 p.m. December 8, 2015. Councilmembers present: Ben Whitehurst, Dan Sherman, Jerry Gilmour, David Doyle and John Camarata. Staff present: Michelle Geiger – Building Official, Bryan Nash – Public Works and Debbie Lee – Clerk/Treasurer.

APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING NOVEMBER 24, 2015

MOTION: Councilmember Gilmour made a motion to table the minutes until the December 22nd Council Meeting; second by Councilmember Camarata.

Motion Carried: 5 yes 0 no.

ADDITIONS TO AND/OR APPROVAL OF AGENDA

Councilmember Whitehurst would like to remove The Building Department Inc. under Staff Reports due to an illness they cannot make it.

Councilmember Camarata would like to switch the order under New Business D. Katherine Kenison's Resignation and E. Lyon, Weigand & Gustafson, P.S. Contract for Professional Services.

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

Motion Carried: 5 yes 0 no.

PUBLIC APPEARANCE COMMENTS

None

REPORT OF OFFICES AND SPECIAL GUESTS

A. Special Guests/ Staff Reports (informational only)

Rufus Tech – Steve

- Steve explained that a server is a powerful computer that allows other computer to talk to it. It is network managed. The benefits of a server are that data can be backed up to the server and easy to recover. You can back up remotely to a cloud; security is also a benefit as you can set who has access to certain files. The approximate price is \$5,000 - \$6,000 and the project can be scaled for more or less components. The quote does not include the library but that could be added. Rufus Tech has been with the City of Kittitas for 2 years.

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- Councilmember Gilmour asked if it will backup automatically, yes.
- Councilmember Sherman inquired if the current computers were compatible, Steve said yes they were.
- Mayor Whitford is concerned about security. Councilmember Sherman asked if security was better, the answer is yes it is because they have more effective anti-virus programs they can use.

Carolyn Earwood – Library Board

- During Christmas in Kittitas Mr. & Mrs. Claus handed out 175 goody bags and books, 130 adults went through the line as well. The Library would like to thank everyone for making Christmas in Kittitas a Success.

Bryan Nash – Public Works

- Bryan stated it was a busy week with the snow and ice.
- Councilmember Gilmour inquired as to when the solar panels were being installed. Bryan told him in January sometime.
- South Main and Railroad & Main have some flooding issues with all the rain, Bryan talked with the Mayor and they will meet with Gray & Osborne on how to possibly address the issue.
- Bryan would like to have a post-Christmas in Kittitas meeting to go over how it was handled this year and what to improve on for next year as it seems to be having bigger crowds.
- Councilmember Whitehurst would like to thank the Street Department for their work with the snow and ice.

Arda Sandalow – Utility Clerk

- Arda Sandalow read a resignation letter to the Mayor/Council.

Michelle Geiger – Building Official

- The goal for the Comp Plan Update is to have a work session January 5th with SCJ Alliance and adopt the Comp Plan Update at the January 12th, 2016 Council Meeting.
- Planning Commission will meet regarding the interim zoning regarding medical marijuana; they will have to adopt permanent zoning or a complete ban by April 26th, 2016.

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- Verizon's CUP has been approved and they will need to work out the lease agreement with the City

Budget Report

- No comment.

B. Treasurer's Report

- No comment

UNFINISHED BUSINESS

A. Rufus Tech Service Contract

- Councilmember Gilmour made a motion to accept the service contract; second by Councilmember Sherman.
- Councilmember Camarata was not sure on the pricing detail and wants to clarify what exactly the City needs. Councilmember Sherman believed council had all the information in front of them. Council noticed that the library was not included in this price. Councilmember Sherman asked if the City did not decide on this pricing yet would prices change the first part of the year, Steve stated they should be the same.

MOTION: Councilmember Camarata made a motion to table until all the information was gathered; second by Councilmember Doyle.

Motion carried: 3 yes 2 no (Councilmember's Whitehurst and Sherman).

Tabled for further discussion.

NEW BUSINESS

A. Public Hearing 2016 Preliminary Budget

- Mayor Whitford stated that the budget is a work in progress and she and council have more work to do and will have another budget study session on the 15th at 6:00 p.m.
- The Public Hearing was opened at 7:35 p.m.
- Bryan Nash with Public Works noticed that his budget was missing engineering and Patrick Ave Sidewalk school match monies. Also he is questioning the vehicle reserve fund.

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- Citizen Jeanette Bryant was asking about the sidewalks on Patrick and why have two sidewalks on the same street and why not on another busy street. Bryan informed her that it is for safety reasons and this grant project was awarded two years ago.
- Council also questioned new police vehicles, and agreed to have another meeting on the 15th to discuss the budget further.
- The Public Hearing was closed at 7:40 p.m.

B. Umpqua Bank Signature

- Mayor Whitford explained that currently she is a signee and Councilmember Camarata is, but they should have one more as a backup.

MOTION: Councilmember Gilmour made a motion to approve Councilmember Whitehurst to be the 3rd signee; second by Councilmember Doyle.
Motion Carried: 5 yes 0 no.

C. 15-037R Resolution Transportation Benefit District Assumption

- The state is requiring municipalities to assume their TBD, this resolution is giving the public notice that it intends to pass an Ordinance assuming the TBD. This will be beneficial to the city as you will have to only file one annual report and cut down on the paper work.
- There was some discussion about the fact that Kittitas is not receiving all of the available revenue from the TBD. Bryan Nash would like to explain to Council at a later date as to why all the funds are not getting collected.

MOTION: Councilmember Whitehurst made a motion to approve Resolution 15-037R; second by Councilmember Gilmour.
Motion Carried: 5 yes 0 no.

D. Lyon, Weigand & Gustafson, P.S. – Contract for Professional Services

- Mayor Whitford stated she located a new attorney Jeanie Tolcacher in Yakima, she comes highly recommended and CIAW gave a good review. Councilmember Sherman inquired as to how the new attorney would handle the current issues and Mayor Whitford explained that she will pass all the information to Ms. Tolcacher.

MOTION: Councilmember Gilmour made a motion to approve signing the contract for new attorney services; second by Councilmember Camarata.
Motion Carried: 5 yes 0 no.

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E. Katherine Kenison's - Resignation

- A resignation was received from Katherine Kenison at the last Council Meeting and would like her resignation to be effective as of today December 8th, 2015.

MOTION: Councilmember Camarata made a motion to accept the resignation of Katherine Kenison; second by Councilmember Sherman.

Motion Carried: 5 yes 0 no.

PAYMENT APPROVALS

A. December 8, 2015 Payables \$70,737.37

MOTION: Councilmember Gilmour made a motion to approve December 8th payables; second by Councilmember Camarata.

Motion Carried: 5 yes 0 no.

B. October/November EFT's \$8,069.09

MOTION: Councilmember Whitehurst made a motion to approve October/November EFT payables; second by Councilmember Camarata.

Motion Carried: 5 yes 0 no.

C. November Payroll/December Mid-Month Draw \$68,777.21

MOTION: Councilmember Gilmour made a motion to approve the November Payroll/December Mid-Month Draws: Second by Councilmember Camarata.

Motion Carried: 5 yes 0 no.

MAYOR'S REPORT

- Mayor Whitford would like to thank everyone for making Christmas in Kittitas a success. She was impressed by all the volunteers and Santa and Mrs. Claus were awesome.
- There is an available seat on the Planning Commission.

COUNCIL DISCUSSION

- Councilmember Gilmour would like to thank Officer Anderson for helping get the bucket truck and putting the lights on the big trees.

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ADJOURN: 7:55 p.m.

Attest:

Mayor Whitford

Debbie L. Lee Clerk/Treasurer