

**City of Kittitas
Council Meeting Minutes
February 9, 2016**

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. February 9, 2016. Councilmembers present: Dan Sherman, Jerry Gilmour and John Camarata. Councilmember Ben Whitehurst was absent. Staff present: Michelle Geiger – Building Official, Bryan Nash – Public Works, Brenda Bach – WWTP, Chris Taylor – Police Department and Debbie Lee – Clerk/Treasurer

APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING FEBRUARY 9, 2016

MOTION: Councilmember Gilmour made a motion to approve Councilmember Whitehurst absence; second by Councilmember Sherman.

Motion Carried: 3 yes 0 no.

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

Motion Carried: 3 yes 0 no.

ADDITIONS TO AND/OR APPROVAL OF AGENDA

Mayor Whitford would like to add to the agenda under New Business B. New Water/Sewer Service Lot #14 Rainier Drive and under Payment Approvals C. January EFT's \$12,887.47.

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

Motion Carried: 3 yes 0 no.

PUBLIC APPEARANCE COMMENTS

- Pat Cort informed Council that she attended the Library Board Meeting and encourages more Council/Citizens to attend meeting she learned a lot of valuable information.
- Mayor Whitford inquired about the energy audit. Pat informed her that PSE was there today conducting the audit.
- Councilmember Sherman asked when the meetings were. The meetings are the 1st Tuesday of every month at 5:00 p.m.

**City of Kittitas
Council Meeting Minutes
February 9, 2016**

REPORT OF OFFICES AND SPECIAL GUESTS

A. Special Guests/ Staff Reports (informational only)

Bryan Nash – Public Works

- Bryan informed Council that he met with Mayor Whitford last week and gave her a tour of City Property.
- The repair for the leak on the water main on Gibbs property needs to be completed. Bryan stated that they had started the repair last spring and had three employees at the time. He would like to complete the repair but only has himself and Mike. Bryan feels that they cannot complete this in a timely manner and safely with only two employees.
- Councilmember Gilmour asked if Tom could help. Bryan thought that he could probably help some but he needs to get his time in at the treatment plant to get his operator's license. Councilmember Gilmour also inquired about the easement. Bryan said that they would put the water line near the power pole easements.
- Citizen Tony Helland asked if the whole line needed replaced. Bryan stated no just the part that was in Gibb's field and the other goal is to replace the fire hydrant as there is not one close to the public works shop or the WWTP.
- Councilmember Sherman asked if this was a priority this year. Bryan thought it was and now was a good time to start as it is the slow time in the shop. Councilmember Sherman asked about material. Bryan stated that he had some material on site. Councilmember Sherman asked if they couldn't find the money this year to fix would it be ok to wait. Bryan thought that this was not a good idea as it does not fix the issue with the fire hydrant. Bryan thought with Tom's help they could possibly put in as much as 35 hours per week.
- Pat Cort stated that she would look at RD for a possible grant for this project.
- Mayor Whitford scheduled a meeting for February 16th to discuss the budget and possibly where to get the funds from.

Brenda Bach - WWTP

- The SUV Ford Explorer used by all departments needs repairs in the amount of \$3400, almost more than the vehicle is worth. It will be ok to drive around Kittitas but not on extended trips. The timing belt has disintegrated and it has approximately 132,000 miles on it.

**City of Kittitas
Council Meeting Minutes
February 9, 2016**

- Councilmember Sherman stated that the City needs to figure out a solution to this problem. He suggested looking at financing a vehicle that all departments could use for training and transporting larger items like pumps etc.
- Brenda stated that she has been having problems at the plant with the tanks, they are both currently up and running.
- The aqua filter has been repaired and doing its job efficiently. They are coming to fix the programing issue in the computer. Three pumps have been burnt and destroyed due to this issue.
- Mayor Whitford stated that they would not discuss the issue of surplus this vehicle tonight.

B. Budget Report

No Comment

C. Treasurer's Report

No Comment

UNFINISHED BUSINESS

A. Safe Built Contract / The Building Department Inc. Contract

- Mayor Whitford explained that the City Attorney called and stated she had looked over the contracts and Council was able to vote. Mayor Whitford would like to have a full Council when voting and will wait for Councilmember Whitehurst to return.

NEW BUSINESS

A. Surplus the Waste Water Treatment Plant Vehicle

- Mayor Whitford explained that she is still getting information from staff and is postponing this at the time.

B. New Water/Sewer Service Lot #14 Rainier Estates

- Michelle explained that a new building permit was submitted for this property. The first step is for Council to approve new water/sewer service to this address as they currently don't have City Services.

**City of Kittitas
Council Meeting Minutes
February 9, 2016**

- Councilmember Sherman asked if there were any issues at this address.
- Tony Helland voiced his concern about the developer finishing the infrastructure. Councilmember Sherman asked if this was in a contract. Building Inspector Michelle said that usually before any more permits are issued to the developer they will need to full fill the requirements of the infrastructure, but they are not at that stage yet.

MOTION: Councilmember Camarata made a motion to accept the new water/sewer connection; second by Councilmember Sherman.

Motion Carried: 3 yes 0 no.

PAYMENT APPROVALS

A. February 9, 2016 \$18,638.74

MOTION: Councilmember Gilmour made a motion to approve February 9, 2016 payables; second by Councilmember Sherman.

Motion Carried: 3 yes 0 no.

B. January Payroll/February Mid-Month Draw \$51,685.75

MOTION: Councilmember Camarata made a motion to approve January Payroll/February Mid-Month Draws; second by Councilmember Gilmour.

Motion Carried: 3 yes 0 no.

C. January EFT's \$12,887.47

MOTION: Councilmember Camarata made a motion to approve January EFT's; second by Councilmember Gilmour.

Motion Carried: 3 yes 0 no.

MAYOR'S REPORT

- Mayor Whitford toured the PW Shop, Sewer Plant and all other City Properties. The hard part is all the needs that the City currently needs. Mayor Whitford said that was good to see how the City functions.
- Mayor Whitford is working with Cathy on a twenty year plan and how to meet those goals.
- March 12th is a Community Event at the Community Hall at 10:00 a.m.

**City of Kittitas
Council Meeting Minutes
February 9, 2016**

- Mayor Whitford would like to have a swap meet the 1st Saturday of each month and tables can be rented for \$10 and proceeds would go towards a digital sign.

COUNCIL DISCUSSION

- Councilmember Sherman would like to have a special meeting to discuss the budget and plan for fixing the water leak and the replacement of the WWTP vehicle. This meeting was set for Tuesday February 16th at 6:00 p.m. Councilmember Sherman was concerned about the public speaking out during the meeting and it can be disruptive and get off track.
- Mayor Whitford stated she will allow public to speak if it is a light agenda but otherwise they should use the 3 minutes at the beginning of the meeting.
- Councilmember Gilmour informed Council that Cocoa and Book was successful he purchased new tables for the Community Hall and wanted to know what to do with the old ones. Clerk Debbie Lee will put the surplus of tables on the next agendas.

ADJOURN: 8:06 p.m.

Attest:

Mayor Whitford

Debbie L. Lee Clerk/Treasurer