

**City of Kittitas
Council Meeting Minutes
March 22, 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. March 22, 2016. Councilmembers present: Dan Sherman, Jerry Gilmour, Ben Whitehurst, Jasen Carlson and John Camarata. Staff present: Debbie Lee – Clerk/Treasurer., Chris Taylor – Police Department, Bryan Nash – Public Works, Michelle Geiger – Building Inspector, Cathy Doyle – Utility Billing Clerk and Mike Meskimen – Gray & Osborne.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING DATED March 17th
and SPECIAL MEETING DATED March 8, 2016,**

MOTION: Councilmember Gilmour made a motion to approve the minutes; second by Councilmember Camarata.
Motion Carried: 5 yes 0 no.

ADDITIONS TO AND/OR APPROVAL OF AGENDA

Mayor Whitford would like to add under Payment Approvals Gray & Osborne \$4,892.49 COG Sewer Feasibility Study.

MOTION: Councilmember Camarata made a motion to approve the agenda as amended; second by Councilmember Sherman.
Motion Carried: 5 yes 0 no.

PUBLIC APPEARANCE COMMENTS

- None

REPORT OF OFFICES AND SPECIAL GUESTS

A. Staff Reports (informational only)

Catherine Scarlet/Nancy Graham – Court Advocates for Children of Kittitas County

- Catherine read the proclamation declaring April being Child Abuse Prevention Month. Catherine proclaimed that April is child abuse prevention month and called upon all citizens, community agencies, faith groups, medical facilities, elected leaders and businesses in the City of Kittitas to participate in efforts to support families, thereby preventing child abuse and strengthening the communities in which we live.

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- Mayor Whitford and Council had a consensus and agreed April to be Child Abuse Prevention Month.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Gray & Osborne Patrick Avenue Phase 1 & 2 Bid Award

- Mike Meskimen explained that the City received favorable bids on Phase 1 & Phase 2 projects.
- There were a total of 6 bids for phase one, 1 bid was determined as a non-responsive bidder. The available bid amount was \$350,000. Advantage Dirt was low bidder at \$264,000. All references checked out, they are also not on the debarment list.
- Phase 2 the City received 7 bids. The available bid amount was \$275,000 and Advantage Dirt was low bidder at \$242,000.
- Gray & Osborne would recommend the City of Kittitas to award the bid to Advantage Dirt.
- Councilmember Sherman asked if Counsel had time to consider the bids. Mike explained that the City has 60 days to award the project after bid opening. Mike stated that Advantage Dirt is a solid contractor and they have worked on a couple of Gray & Osborne projects previously. The signing phase, performance bond, labor and materials bond and insurance requirements all have to be submitted and this takes time to square away. Councilmember Sherman was also concerned about adjacent property owners. Mike stated that in the initial design phase they talked with the affected property owners, and that traffic control is the contractor's responsibility and they will send notice to the affected property owners.
- Bryan Nash also stated that he has talked with them several times and there are not red flags. Bryan also explained that he has met with the school board, PSE and Fairpoint.
- Councilmember Gilmour asked how long the project is expected to take. Mike stated that 35 working days but with the same contractor doing both phases it could accelerate the project.
- Councilmember Camarata inquired if the project would be finished before school started. Bryan said yes that is the hope. Start time is scheduled for the middle of May.

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MOTION: Councilmember Camarata made a motion to approve Patrick Avenue Phase 1 to Advantage Dirt; second by Councilmember Gilmour.
Motion Carried: 5 yes 0 no.

MOTION: Councilmember Camarata made a motion to approve Patrick Avenue Phase 2 to Advantage Dirt; second by Councilmember Whitehurst.
Motion Carried: 5 yes 0 no.

B. Gray & Osborne – Sewer Feasibility Study Report

- Mike Meskimen explained a representative will be up at the next council meeting after they draft the report.

C. Kitty City Motorcycle Poker Run

- Jennifer Johnson from the Time Out would like the permission of Council regarding this poker run that has been going for 37 years originally started in Kittitas and in the last several years brought back to the City. When this run first started it had about 150 riders last year there were 50. This event is scheduled May 7th.
- Councilmember Sherman was apprehensive about camping at the John Wayne Trail several issues he was worried about are trash and a porta-potty. Jennifer stated that she will get a head count and if people were planning on tenting she would rent a porta-potty. She previously made an agreement with Bryan regarding trash removal.
- Officer Taylor said there had not been any problems in the past.

MOTION: Councilmember Gilmour made a motion to approve the Kitty City Motorcycle Poker Run; second by Councilmember Camarata.
Motion Carried: 5 yes 0 no.

D. 16-005 Transportation Benefit District Assumption – Public Hearing

- Mayor Whitford stated that all advertisements were run regarding the public hearing and the attorney has looked over this Ordinance. The public hearing was opened at 7:34 p.m. and closed at 7:35 p.m. with no public comment.

MOTION: Councilmember Gilmour made a motion to approve Ordinance 16-005 Assumption of the TBD; second by Councilmember Sherman.
Motion Carried: 4 yes 1 no (Councilmember Camarata).

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E. Licensing Contract DOL

- Mayor Whitford explained this was an amendment to the original contract signed with the Department of Licensing in 2012 regarding the TBD. It changed the name of the contact person, gave Cities and Towns the right to assume their TBD's and changed the address reporting from Department of Revenue to Department of Licensing.
- Councilmember Sherman asked Mayor Whitford when her meeting with State Representative Reichert was, she stated April.

MOTION: Councilmember Gilmour made a motion to approve of Mayor Whitford to sign the Licensing Contract with DOL; second by Councilmember Whitehurst.
Motion Carried: 4 yes 1 no (Councilmember Camarata).

F. Luna Deposit Refund – Building Permit

- Michelle explained to Council that Luna's had submitted a building permit in 2014 and the property owner did not finish the plat requirements Michelle did nothing with this deposit.

MOTION: Councilmember Gilmour made a motion to refund the deposit; second by Councilmember Sherman.
Motion Carried: 5 yes 0 no.

G. Kittitas Municipal Sign Code - Informational

- Mayor Whitford explained to Council that this issue was brought up during the Community Event Meeting. KMC states a constant light which is not what the City would like to purchase when all donations/fund raising monies are received. The reader board is a mono chromatic and the City will stay in compliance with the current code.

PAYMENT APPROVALS

A. March 22, 2016 Payables \$34,679.31

MOTION: Councilmember Camarata made a motion to approve March 22, 2016 payables; second by Councilmember Whitehurst.
Motion Carried: 5 yes 0 no.

B. Gray & Osborne payable \$4,892.49 COG Sewer Feasibility Study

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MOTION: Councilmember Whitehurst made a motion to approve Gray & Osborne's payable; second by Councilmember Sherman.

Motion Carried: 5 yes 0 no.

MAYOR'S REPORT

- Mayor Whitford informed Council that Tom's last day was Friday. She is working towards filling the position and will meet with Brenda on Wednesday to go over the job description.
- Mayor Whitford was sorrowful regarding the bombings in Brussels, it seems like we are so far removed but not.
- The first Swap Meet will be April 2nd and tables have already been reserved. Councilmember Whitehurst asked where the indoor tables would be located and Mayor Whitford stated in the Community Hall.

COUNCIL DISCUSSION

None

ADJOURN: 7:52 p.m.

Attest:

Mayor Whitford

Debbie L. Lee Clerk/Treasurer