

**City of Kittitas
Council Meeting Minutes
May 24, 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. May 24, 2016. Councilmembers present: Dan Sherman, Jerry Gilmour, Ben Whitehurst, Jasen Carlson and John Camarata. Staff present: Debbie Lee – Clerk/Treasurer., Bryan Nash – Public Works, Mike Meskimen – Gray & Osborne, Michelle Geiger – Safe Built, and Cathy Doyle – Utility Billing Clerk.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING DATED
MAY 10th, 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

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

PUBLIC APPEARANCE COMMENTS

None

REPORT OF OFFICES AND SPECIAL GUESTS

A. Staff Reports (informational only)

Michelle Geiger – Building Inspector

- Michelle informed Council that she contacted the City Attorney and he drafted the 6 month moratorium on medical marijuana. Clerk Debbie Lee will post an ad in the Daily Record for a public hearing on June 14th Council Meeting. Michelle would like at the next meeting to have Council inform her of what they would like presented to the Planning Commission.

Bryan Nash – Public Works

- Bryan met with the property owners who will be affected by the Patrick Avenue Project. Bryan and Mike Meskimen from Gray & Osborne answered their questions and concerns regarding the

City of Kittitas
Council Meeting Minutes
May 24, 2016

project. Some had concerns about their sprinkler systems and shrubs.

- The project will start approximately June 20, after school is out. During the day the road will be opened to local traffic only and one lane. Advantage Dirt will be doing both Phase 1 and Phase 2.
- The Operating Engineers will be paving Railroad Street approximately June 6th -10th. This will also depend on the weather and the asphalt plant schedule.
- Councilmember Sherman asked if there were any issues with parking on Railroad he feels there is no shoulder. Bryan said they would possibly put up signs “Children at Play” if after paving was complete they noticed a safety issue.
- Two telephone poles will be removed and PSE is tightening up the guide wire by the John Wayne Trail.
- Councilmember Sherman inquired about the hiring of the new employee. Only 5 applications were submitted and 2 were complete. Mayor Whitford will be posting the job to Work Source and will be asking about immediate temporary day help.
- Councilmember Carlson asked if Bryan had any concerns about the Patrick Avenue Project. Bryan’s only concern is about two residents RV parking and would like these property owners to discuss with Advantage Dirt about making a safer access to their yards and not using the curbs.

UNFINISHED BUSINESS

A. Gray & Osborne Patrick Avenue Phase 1 Consultant Agreement

- Mike from Gray & Osborne presented the Consultant Agreement for Phase 1 Patrick Avenue. This is needed since there are two different funding agencies associated with this project. This agreement covers the other half of the inspections services.
- The City of Kittitas will need to hire a testing firm to do the materials testing. This dollar amount was backed out of the original Consultant agreement. Gray & Osborne will help the City with finding a testing firm. This agreement is for \$32,258.00 and is all funded with grant money.
- Mayor Whitford stated this firm will test the compaction of the base, crushed rock and asphalt.
- Councilmember Sherman asked who sets the standards. Mike Meskimen stated WSDOT spec book Councilmember Sherman also was asking why the end date is the end of the year. Mike explained that this completion date is extended incase other issues come up regarding audit or the contractor

**City of Kittitas
Council Meeting Minutes
May 24, 2016**

having issues. This allows the City to be under contract with a Consultant and would not have to go thru the consultant selection process again.

- Councilmember Carlson asked if this meant that Gary & Osborne was the liaison with the contractor. Mike said yes, Gray & Osborne is the construction manager.

MOTION: Councilmember Camarata made a motion to accept the Consultant Agreement; second by Councilmember Gilmour.

Motion Carried: 5 yes 0 no.

NEW BUSINESS

A. Time Out – Liquor License Renewal

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

Motion Carried: 5 yes 0 no.

B. Ameresco & DES Pay Request Solar Project \$114,706.69 June 1st

- This pay request needs paid first and then reimbursed by the Department of Commerce. It will be paid June 1st and should be reimbursed with grant money by the end of June.
- Councilmember Gilmour was concerned that if the roof leaks how will they find the leak.
- Councilmember Carlson inquired as to how much the City has to pay, \$17,500. Bryan explained that the install was completed in April and the project should pay for itself in 3.5 years.

MOTION: Councilmember Sherman made a motion to approve the pay request; second by Councilmember Gilmour.

Motion Carried: 4 yes 1 no (Councilmember Camarata)

PAYMENT APPROVALS

A. May 24th , 2016 Payables \$33,364.31

- Councilmember Carlson inquired about the expenses for Cannon and KVFR.

MOTION: Councilmember Camarata made a motion to pay the May 24th payables; second by Councilmember Gilmour.

**City of Kittitas
Council Meeting Minutes
May 24, 2016**

Motion Carried: 5 yes 0 no.

MAYOR'S REPORT

- Mayor Whitford informed Council that Safe Built has signed the contract with the City for Building Permit services effective 05/23/2016.
- A senior from Kittitas High School applied for the AWC Scholarship but was not selected.
- Mayor Whitford met with staff and asked that they start preparing for the 2017 budget by listing the 10 most important needs of each department. There will be a budget meeting on June 21st at 6:00 p.m.
- Mayor Whitford informed Council that the proposed solar farm going in on Clerf's property does not cross over the water supply.
- Gray & Osborne will be assisting the City with the COG grant application. Mayor Whitford also informed Council that letters were sent to all property and business owners to see if they will help with match money for the sewer project.

COUNCIL DISCUSSION

- Councilmember Sherman would like the Mayor to consider having department heads come to the budget meeting.
- Councilmember Gilmour saw chickens in his yard and thinks that the City should allow chickens. Citizen Bryant does not mind the chickens but thinks that the City needs to enforce the Code as these chickens seem to be getting out.
- Councilmember Carlson has spoken with several citizens and he want to make sure Council thinks of the business owners when making decisions. These citizens felt like the City makes it hard for business owners having to comply with CUP's, permits, licenses etc. Councilmember Carlson would like to see the City thrive and have the City of Kittitas be a part of the Chamber to create an identity for the City. Councilmember Camarata stated that the Chamber has programs to help businesses locate within the City.

**City of Kittitas
Council Meeting Minutes
May 24, 2016**

ADJOURN: 8:50 p.m.

Attest:

Mayor Whitford

Debbie L. Lee Clerk/Treasurer