

**City of Kittitas
Council Meeting Minutes
June 28, 2016**

COUNCIL MEETING

Mayor Whitford asked that Sean Timme led assembled in the Flag Salute. Mayor Whitford called the regular Council Meeting to order at 7:00 p.m. June 28, 2016. Councilmembers present: Dan Sherman, Ben Whitehurst, Jasen Carlson and John Camarata. Councilmember Jerry Gilmour was absent. Staff present: Debbie Lee – Clerk/Treasurer., Mike Meskimen – Gray & Osborne, Michelle Geiger – Safe Built, Cathy Doyle – Utility Billing Clerk and Brenda Bach – WWTP.

MOTION: Councilmember Camarata made a motion to excuse Councilmember Gilmour; second by Councilmember Carlson.
Motion Carried: 4 yes 0 no.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING DATED
JUNE 14th, 2016**

MOTION: Councilmember Camarata made a motion to approve the minutes; second by Councilmember Sherman.
Motion Carried: 4 yes 0 no.

ADDITIONS TO AND/OR APPROVAL OF AGENDA

New water/sewer service Hines Rainier Lot #15

MOTION: Councilmember Camarata made a motion to add new water/sewer service Hines Rainier Lot #15; second by Councilmember Carlson.
Motion Carried: 4 yes 0 no.

PUBLIC APPEARANCE COMMENTS

- Tiny Allphin is concerned about the creek at Main & Pierce. There are trees in the north side of the creek that are dead and falling in the creek. With the spring and melting of the snow the water is getting in peoples yards. Last Tiny heard Bryan Nash Public Works was getting a permit from the DOE. Tiny Allphin is just reminding the City and he knows that they are shorthanded.
- Councilmember Camarata stated once a permit is issued the City has a short window to get the work completed.
- Charlie Smith would like to see the City of Kittitas join the Chamber of Commerce he feels this would benefit the City of Kittitas. Mayor Whitford explained that this has already been taken care of.

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REPORT OF OFFICES AND SPECIAL GUESTS

A. Staff Reports (informational only)

Brenda Bach – WWTP

- Brenda stated that some citizens had concerns about chlorine in the water. The only thing they add to the water is gas chlorine. Fluoride is in the water but this is a natural fluoride and very low amounts.
- The water use efficiency report is complete. Brenda stated that the meter was replaced at the source and this has cut down on leakage. The City is required to be good water purveyors. In 2011 the City had a 28% leakage which is high; DOE likes the amount to be under 10%. The City has made progress every year. Currently the City is at 13.7%. After the big leak is fixed on South Main this should help considerably.
- Gray & Osborne will present a contract to help with the selection of a contractor from the small works roster for the painting of the water tower.
- The meter reading system has been having issues. HD Fowler is sending a new cradle which costs approximately \$495. The utility billing clerk was unable to download the reads for two days. This causes a delay in meter reading. A new system would cost approximately \$10,000; this should really be looked at during budget time as the current system they no longer manufacture.

B. Sean Timme – Eagle Scout Project Fire Hydrant GPS Coordinate

- August, September and October Sean worked with the Fire Department and Street Department and painted all the fire hydrants and assigned GPS coordinates. Sean placed them in four quadrants A-D and there are a total of 78 hydrants. Kittcom also received the list.
- Councilmember Sherman asked if this was enough hydrants for the City. Sean was unsure and suggested asking the Fire Chief. Councilmember Carlson asked if this was for his Eagle Scout Project. Sean stated yes and he took his board reviews on Sunday and passed.
- Mayor Whitford presented Sean Timme a certificate.

UNFINISHED BUSINESS

A. Public Hearing Resolution 16-011R Six-Year Transportation Improvement Plan

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- Mike Meskimen from Gray & Osborne explained that the 6 year TIP is a 1 time per year requirement by the state. It is a 6 year planning period which helps the state plan for state funding and having this plan in place benefits the City to be eligible for state funding.
- The public hearing was opened at 7:25 p.m. and closed at 7:26 p.m. with no public comments.

MOTION: Councilmember Camarata made a motion to approve Resolution 16-011R; second by Councilmember Whitehurst.

Motion Carried: 4 yes 0 no.

A. Public Hearing 16-009 Marijuana Moratorium

- Mayor Whitford explained that this was given back to the planning commission for some additional review. This Public Hearing is required to give the public a chance to comment.
- Citizen Smith inquired if this moratorium is because there is nothing in place at the moment. Mayor Whitford stated yes that is true.
- The public hearing was opened at 7:27 p.m. and closed at 7:28 p.m. with no public comment.

NEW BUSINESS

A. Ordinance 16-012 “Building Codes” Informational

- Michelle with Safe Built informed Council that this was informational and cannot be adopted until after July 1st when the state adopts the current years building codes. So this will be up for adoption on the July 12th Council Meeting.
- Mayor Whitford explained that all building codes are on a 3 year cycle and we will be adopting 2012 to keep up with the state.
- Councilmember Carlson inquired if there were any new codes that people should be aware of. Michele with Safe Built stated nothing that will impact the City of Kittitas. These are international codes.

B. Gray & Osborne Bid Documents for Painting the Water Tower

- Mike from Gray & Osborne stated that Brenda from the WWTP had asked for help with this project since the dollar amount is substantial. Gray & Osborne will help with the competitive bidding process and have the contract documents for potential bidders. Gray & Osborne has a

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coating expert in the Seattle office and he will help make the recommendation on work that needs to be done to help protect the City. Making sure every bidder is licensed, bonded and guaranteed. Also Gray & Osborne will make sure that all bidders are comparing apples to apples when submitting their bids.

- Mayor Whitford asked if 2 years was standard on warranty and Mike explained yes.
- Brenda stated that the Council will have to decide the color when the time comes

MOTION: Councilmember Camarata made a motion to approve the Bid Documents from Gray and Osborne regarding the Painting of the Water Tower; second by Councilmember Carlson.
Motion Carried: 4 yes 0 no.

C. Verizon Wireless – Summary (Michelle)

- Michelle with Safe Built explained to Council that Verizon has been working on the easement to the water tower thru the Housing Authority,
- The original contract does not list a dollar amount for the lease, but Verizon would like council to consider the annual lease increase.
- Previous Council thought that there were some risks with this contract, security and health risks.
- Council thought that talking about the annual lease increase percentage was putting the cart before the horse as they have not given the City any monthly lease amounts.
- Citizen Carlan Wray stated that the 2% was reasonable and possibly check with the City of Ellensburg regarding the industry standard.
- It was the consensus of the Council to get a monthly rental price first before discussing the increased percentages.

D. Duke Variance (Michelle Safe Built)

- Michelle explained that in 2007 a variance was approved on Railroad and 1st.
- The current code reads that if acted upon in 1 year of the approved variance it would not expire. The language was sent to the City Attorney and he thought it should go before the Hearing Examiner again.

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- Mayor Whitford felt that act upon meant any kind of improvement to the property.
- Councilmember Sherman was curious what the variance was asking for. It gave the property owners more of a setback
- Michelle is not sure which way the Hearing Examiner will go.
- Mary Duke the property owner spoke how they received the property thru foreclosure and have been clearing the property up over the years. They have tried so many different ways to bring more value to the property and the City has been very helpful along the way.
- Councilmember Camarata stated that the area behind the property was for parking and sidewalks and the City has established a ROW.
- Mayor Whitford is encouraged and thought this approach sounded favorable.

E. New Water/Sewer Connection Hines Rainier #15

- Michelle with Safe Built explained that Marin Hines has purchased the last 4 vacant lots and is asking for permission to have a new water/sewer service.
- Mayor Whitford inquired about sidewalks, Michelle stated no just curb and gutter, but the City Code does state that sidewalks are required.
- Councilmember Sherman asked why the City is not requiring sidewalks. Michelle stated that the previous Mayor thought it would look pieced together with just patches of sidewalks.
- Michelle explained that this could be a type one review and be an approval on the condition of the building permit.
- Mayor Whitford stated that she believes now the total available water hook ups are below 80.

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

Motion Carried: 4 yes 0 no.

PAYMENT APPROVALS

A. May 28th 2016 Payables \$47,979.51

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MOTION: Councilmember Camarata made a motion to approve May 28th Payables; second by Councilmember Whitehurst.

Motion Carried: 4 yes 0 no.

MAYOR'S REPORT

- Mayor Whitford would like to thank Jeanette Bryant for taking care of the planters.
- Mayor Whitford is looking into banners for the light posts.
- Mayor Whitford stated that Pat Cort is helping with the redesign of the website and will be putting past minutes on line.
- There have been meetings with the Chamber regarding the Burnouts and Mayor Whitford again asked the Boy Scouts to help with trash, this could be a Community Service Project.
- Mayor Whitford has made contact with Kelleher's, University Auto, Windy City Chevrolet, NAPA and Les Schwab to provide pop up tents with possible misters to provide relief from the sun. They will have straw bales for seating.
- Councilmember Sherman demolished the announcer's booth at Palmerio Park and it looks amazing. They will be putting some picnic tables in the park as soon as they find a solution to anchoring them down.
- Mayor Whitford will be having interviews for the Public Works Lead position on Wednesday July 6th. She will be having some help from Kittitas County for the interview process.

COUNCIL DISCUSSION

- Councilmember Sherman would like to see the form of government changed from Mayor/Council to City Manager Based because of the constant overturn of Mayor's and Council Members. This would help the council get a grasp on policies. The Manager is a paid position. 90% of the cities have City Managers of some sort. This would better serve the community.
- Staff Brenda Bach asked how this position was going to be funded. Councilmember Sherman stated that first Council needs to decide if this is a good idea.
- A lot of discussion was had regarding Council needed to decide if this was a priority or not , postponing until budget time, having a retreat to discuss this issue, also to check with other cities of similar size to see what they are using.

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- Mayor Whitford thought this was a bigger issue and needs to get more information.
- Councilmembers thought they needed more time to look at this issue, Councilmember Camarata did not think the city could afford this and was not interested.
- Councilmember Carlson asked about the Fire Department Dissolving. He was informed that Chief Sinclair will be on the agenda for the July 12th Council Meeting.

ADJOURN: 8:20 p.m.

Attest:

Mayor Whitford

Debbie L. Lee Clerk/Treasurer