

**City of Kittitas
Council Meeting Minutes
October 11, 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. October 11, 2016. Councilmembers present: Jerry Gilmour, Pat Cort, Jasen Carlson, John Camarata and Ben Whitehurst. Staff present: Debbie Lee – Clerk/Treasurer.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING DATED
SEPTEMBER 27th, 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)

Teresa McCollum/Pat Cort –Christmas in Kittitas

- Teresa informed Council that she has ordered all the contents for the treat bags.
- Pat Cort explained that they had their first meeting for the annual Christmas in Kittitas; the committee is still deciding what day or night to have the main meeting.
- Brenda McPherson is working on the lighted parade.
- Christmas in Kittitas is always the first weekend in December.
- The Fire Department works on the food drive and baskets.

**City of Kittitas
Council Meeting Minutes
October 11, 2016**

- Mr. & Mrs. Claus have been confirmed.
- Jamie Cox is the treasurer and the monies are kept at Wheatland Bank.
- Pat Cort wants to make sure thank you letters are sent to all.
- Gary from New Life is in charge of the food.
- The committee needs someone to be in charge of the silent auction.
- The committee is hoping next year they can give packets to the lead people and everything will run smoother.
- Councilmember Carlson inquired if there was a list of items needed for the food drive. Councilmember Cort stated that it is Christmas dinner items that are needed.
- Operating Engineers has been a big help in the past with the food drive also.

B. Budget Report

- No Comment

C. Treasurer's Report

- No Comment

UNFINISHED BUSINESS

None

NEW BUSINESS

None

**City of Kittitas
Council Meeting Minutes
October 11, 2016**

PAYMENT APPROVALS

A. October 11, 2016 Payables \$118,938.16

MOTION: Councilmember Camarata made a motion to approve October 11, 2016 payables; second by Councilmember Cort.
Motion Carried: 5 yes 0 no.

It was explained that the payables were high because Department of Commerce had accidentally deposited \$105,000.00 twice into the Cities account; they were supposed to take it back out electronically but did not so a check was written.

B. September EFT's \$12,279.74

MOTION: Councilmember Camarata made a motion to approve September EFT's; second by Councilmember Whitehurst.
Motion Carried: 5 yes 0 no.

C. September Payroll/October Mid-Month Draw \$47,387.47

MOTION: Councilmember Camarata made a motion to approve September Payroll/October Mid-Month Draws; second by Councilmember Cort.
Motion Carried: 5 yes 0 no.

MAYOR'S REPORT

- Mayor Whitford stated that Thrall & Dodge renewed their liquor license.
- The new kiosk has been installed in front of City Hall and Amy from the Chamber will come out and fill it with information.
- There is a lot of interest in Trunk or Treat. Mayor Whitford asked Councilmember Whitehurst if the fire department could be available that night for safety, Ben stated yes. The day of Trunk or Treat is October 29th from 3:00-5:00 p.m.
- Mayor Whitford has asked PSE about purchasing Christmas tree lights for the planters on Main Street. They meet twice per month.
- Pop up tents are needed for Christmas in Kittitas for weather protections and heat lights.

**City of Kittitas
Council Meeting Minutes
October 11, 2016**

- Mayor Whitford read a letter of appreciation to the Kittitas Volunteer Fire Department for helping Citizen Sheila K. Johnson. Mayor Whitford will also put letters in each volunteers personnel file.
- Councilmember John Camarata made a \$200 donation to the reader board fund.
- October 18th @ 6:30 there will be a budget meeting.

COUNCIL DISCUSSION

- Councilmember Whitehurst stated he and the fire chief have been pricing turnout gear and looking at the annual EMS order.
- Councilmember Cort stated that she and Tim McCready have been working on the new website. All of the forms will be available, minutes, agendas, weather and different links. A calendar and an employee password protected calendar and that will also have the personnel policy and union contract. They are hoping to have it online by the end of the month.
- Councilmember Cort would also like to form a water/sewer rate committee to look at how the billing of water and sewer can be better understood.
- Councilmember Gilmour is concerned about the main water line repair. Mayor Whitford stated she would discuss this with Public Works at the staff meeting and they will come to a decision on how to proceed. Councilmember Gilmour was also concerned if a survey needed to be done that this would be costly.
- Councilmember Carlson asked how the budget meeting went since he was not able to attend. Mayor Whitford explained that they had made it thru the police and fire budget.
- Councilmember Carlson asked what different committee's the City had. Planning Commission, Law & Justice, COG, Parks/Garden Committee, and now the water/sewer committee.
- Councilmember Cort is concerned about grant projects that are submitted she they should be brought before Council so Council is aware of potential match money that will be required.

**City of Kittitas
Council Meeting Minutes
October 11, 2016**

ADJOURN: 7:59 p.m.

Attest:

Mayor Whitford

Debbie L. Lee Clerk/Treasurer