

**City of Kittitas
Council Meeting Minutes
October 25, 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 25, 2016. Councilmembers present: Jerry Gilmour, Pat Cort, Jasen Carlson, John Camarata and Ben Whitehurst. Staff present: Debbie Lee – Clerk/Treasurer, Brenda Bach –WWTP, Mike Meskimen – Gray & Osborne and Michelle Geiger –Safe Built.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING DATED
OCTOBER 11, 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 Cort
Motion Carried: 5 yes 0 no.

PUBLIC APPEARANCE COMMENTS

None

REPORT OF OFFICES AND SPECIAL GUESTS

A. Staff Reports (informational only)

Brenda Bach - WWTP

- Brenda informed Council that Lance from the Seattle Gray & Osborne office came and inspected the paint on the water tower. He used a special suction type device that he applied to the sides of the tower over night and then removed them it measures the PSI's. The current paint did not adhere well. With a 120 foot water tower when you paint it, it causes a significant amount of weight, so it is important that the under coat has been prepped properly. The sides of the water tower paint are in poor shape so the tower will need to be sandblasted to the bare metal for the paint to adhere properly. The rough estimate to paint the tower is \$150,000 to \$180,000. Lance thought that the City could get by for 3 – 5 years by painting the top of the tower and caulking around the base of the tower. The City will need to prepare for the cost of painting the tower over the next couple of years.
- The sanitary survey came back and there were a few small suggestions. Brenda and Mike made these fixes. They included installing a vent at the secondary well, and at the valve house the port

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ball valve was pointing in the wrong direction and needed capped off, they also installed a screen.

- Things are going well at the sewer department. Brenda and Mike are going out in the lagoon tomorrow to test the amount of sludge.
- Mike has enrolled to take his WW Level One test. This takes approximately 6 months to complete.
- Councilmember Gilmour is concerned about running the secondary well. Brenda is aware of this and they are checking with DOE if the water can be run into the storm drain.
- Councilmember Gilmour is also concerned about why the tower has not been painted it was a big rush to get it done and now they have done nothing. Brenda explained that after the testing the weather changed and the City cannot use the paint for the tower if the temperature goes below 42* for 72 hours. So they are planning on painting the top and caulking the bottom in 6 months or so.

UNFINISHED BUSINESS

None

NEW BUSINESS

A. Patrick Avenue Phase II – Accept Project As Complete

- Mike from Gray & Osborne explained that Phase II is complete and would like Council to make a motion to accept the project as complete to start the closeout paperwork. This will also start the clock on warranty work as well.
- Councilmember Gilmour inquired as to the first part of the sidewalks had something white applied to them Mike explained that this helps with the curing process, it attracts the sun as well. After time this will disappear. Councilmember Gilmour also wondered why it was not done on both sidewalks; Mike explained that there were two different concrete contractors that worked on the project.

MOTION: Councilmember Camarata made a motion to accept Phase II as complete; second by Councilmember Gilmour.

Motion Carried: 5 yes 0 no.

B. Railroad Avenue – Utility Work Advantage Dirt

- Mike from Gray & Osborne explained that there is work remaining to be done on the Operating Engineer project on Railroad. There are 6 manhole covers, 4 valves and 2 survey markers that need to be lifted to grade. This will take a little bit of work but the work and materials can be covered by

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the TIB Grant.

- Advantage Dirt was approached to give a bid to complete this project. Their original bid was \$19,000 which Gray & Osborne thought was a bit excessive. Advantage Dirt then submitted a contract for time and materials.
- Scott and Kash could shadow Advantage Dirt when they do the work so the City will know what to do on the next job.
- Councilmember Gilmour questioned why current staff could not do this part, since they had in the past. Mayor Whitford explained that the skill set is not there yet and since this is grant funded current staff could watch and learn.
- Councilmember Cort stated if this is grant funded the City should use this option.
- Councilmember Carlson was concerned about time and material that it can get out of hand sometimes so he suggested putting a cap on the amount. Mike thought this was a good idea and to cap it at \$15,000. It was also explained that a lot of this is material cost and that would come even if City staff made these fixes.

MOTION: Councilmember Carlson made a motion to approve Advantage Dirt doing the utility work with a cap of \$15,000; second by Councilmember Camarata.

Motion Carried: 5 yes 0 no.

MOTION: Councilmember Whitehurst made a motion to accept the contract part of the bid from Advantage Dirt; second by Councilmember Cort.

Motion Carried: 5 yes 0 no.

C. Ordinance 16-015 Establishing Zoning Regulations for Marijuana Public Hearing

- These zoning changes came on the recommendation of the Planning Commission for Council to approve.
- A DNS was submitted and Ordinance 16-015 was also submitted to Commerce for review.
- Council will vote on Ordinance 16-015 on November 22, 2016.
- A Public Hearing was opened at 7:28 p.m. and closed at 7:29 p.m. with no comment from the public.

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D. New Water/Sewer Connection Pacific Loop Lot E

- Zirkle Fruit submitted 4 building permits for Pacific Loop.
- Councilmember Gilmour asked if the conditions would be met before the building permits were approved. Michelle with Safe Built stated Zirkle Fruit is aware of the improvements that need to be made like the walking path, light poles, etc.
- Councilmember Carlson inquired if the tenants would be getting reduced rates. There is nowhere in Kittitas Municipal Code that anyone would get a reduced rate unless you were senior and low income.

MOTION: Councilmember Camarata made a motion to approve the new water/sewer connection; second by Councilmember Gilmour.
Motion Carried: 5 yes 0 no.

E. New Water/Sewer Connection Pacific Loop Lot F

MOTION: Councilmember Gilmour made a motion to approve the new water/sewer connection; second by Councilmember Cort.
Motion Carried: 5 yes 0 no.

F. New Water/Sewer Connection Pacific Loop Lot G

MOTION: Councilmember Gilmour made a motion to approve the new water/sewer connection; second by Councilmember Cort.
Motion Carried: 5 yes 0 no.

G. New Water/Sewer Connection Pacific Loop Lot H

MOTION: Councilmember Gilmour made a motion to approve the new water/sewer connection; second by Councilmember Cort.
Motion Carried: 5 yes 0 no.

PAYMENT APPROVALS

A. October 25, 2016 Payables \$416,888.12

MOTION: Councilmember Camarata made a motion to approve October 25, 2016 payables; second by Councilmember Cort.
Motion Carried: 5 yes 0 no.

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MAYOR'S REPORT

- Mayor Whitford stated that there is a posting in City Hall for a Volunteer Fire Chief. That job posting will close on November 3rd. If no else applies Mayor Whitford will approve Buddy Shuart to be the Fire Chief, Buddy is currently the interim chief.
- Trunk or Treat is this Saturday from 3:00-5:00. The New Life is having their Harvest Festival also. Music is going to be provided and possibly a hay ride. Currently there are 8-30 cars that are entered. The Volunteer Fire Department will help with traffic at the sidewalks.

COUNCIL DISCUSSION

- Councilmember Cort stated that the Christmas in Kittitas meeting will be after Halloween and she will be sending out emails. They are still looking for someone to host the silent auction.
- Councilmember Cort was asking if a survey has ever been done on what it actually costs the city to run the WWTP. Brenda stated when they upgraded the plant there was a study done on the cost to process waste but that was some time ago. Mike with Gray & Osborne stated that the water system plan that needs to be done every 6 years does an analysis that has the typical costs and projected costs. Brenda stated she is working with Evergreen Rural Water on the small water system plan and will see if they can help gather this information.
- Councilmember Cort also stated that the website is almost ready to launch.
- Councilmember Cort inquired about a vehicle that was on the surplus list in 2013 and she had noted that the City was still paying insurance on this vehicle in 2016. *Note: Clerk Debbie Lee looked into this and this was put on the surplus accidently and the other three vehicles were sold in early 2014 and the vehicle in question is still in use in the Street Department.
- Councilmember Cort was also asking about the work on the main water line break. Discussion was had and Mike with Gray & Osborne will get in touch with Scott.
- Councilmember Gilmour asked about Union negotiations and Mayor Whitford stated Carl will be talking with her next Wednesday.

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ADJOURN: 7:55 p.m.

Attest:

Mayor Whitford

Debbie L. Lee Clerk/Treasurer