

**City of Kittitas
Council Meeting Minutes
November 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. November 22, 2016. Councilmembers present: Jerry Gilmour, Pat Cort, John Camarata, Jasen Carlson and Ben Whitehurst. Staff present: Debbie Lee – Clerk/Treasurer, Dave Anderson – Police and Brenda Bach - WWTP.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING DATED
NOVEMBER 8th, 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 she has finished the Emergency Response Plan for the Water Department. It contains wellhead protection. Evergreen Rural Water suggested that the City acquire a covenant for the land around the secondary well to protect the well head. Example no dumping of chemicals around the area or burying animals within 100 feet. These are just examples of why the City needs a covenant.
- Brenda is working on the Emergency Response Plan for the WWTP, Standard Operating Procedures for the startup of the Secondary Well, and the Operating Procedures for the WWTP yet but Brenda is working on this as well.
- The Quality Assurance for the lab was written in 1998 and is outdated it will be current with testing procedures etc.

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- Councilmember Gilmour asked about the creek getting cleaned out. Mayor Whitford explained that Scott has contacted DOE and are waiting on permits.

Buddy Shuart – Fire Chief

- Buddy went to the Chief's meeting in Thorp and spoke with the Washington State Assistant Fire Investigator. He is putting a list of small departments together to offer free training. Kittitas will be on this list.
- The Aid Car is now running.

UNFINISHED BUSINESS

A. Ordinance 16-015 Establishing Zoning Regulations for Marijuana

- The City was waiting on the response from Commerce and the SEPA-DNS, this response was received and reviewed without any problems.

MOTION: Councilmember Carlson made a motion to approve Ordinance 16-015; second by Councilmember Gilmour.

Motion Carried: 5 yes 0 no.

NEW BUSINESS

A. Ordinance 16-020 2016 Budget Amendment

- Councilmember Camarata did not want to approve this Ordinance as he had not had a chance to look over the amendment.

MOTION: Councilmember Gilmour made a motion to approve Ordinance 16-020; second by Councilmember Whitehurst.

Motion Carried: 4 yes 1 no (Councilmember Camarata)

B. Exit 115 Liquor License Renewal

- Officer Anderson stated that there have not been any problems at Exit 115 regarding alcohol.

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PAYMENT APPROVALS

A. November 22, 2016 Payables \$40,811.09

MOTION: Councilmember Camarata made a motion to pay November 22, 2016 Payables; second by Councilmember Gilmour.

Motion Carried: 5 yes 0 no.

MAYOR'S REPORT

- Mayor Whitford stated that the City of Kittitas received a \$6,000 grant from the 2017 Lodging Tax Recommendation. Amy McGuffin will use this to help with the branding of the City of Kittitas.
- Mayor Whitford talked with the City of Ellensburg on how they handle the issue of sidewalks in older established neighborhoods. If there is no sidewalk within 100 feet then the homeowner signs an IOU and this will be recorded with the County. It stays with the property. And when the time comes and the City of Kittitas has revenue to put in sidewalks these IOU's that are attached to the property will be responsible for some of the cost.
- The City will post a notice at the Community Hall stating any group that uses the Hall on a weekly or monthly basis will be required to pay a \$25 cleaning fee. This will be in effect January 1, 2017.
- Councilmember Gilmour purchased a new/used electric stove for the Community Hall. Mayor Whitford has the gas stove on Craig's list and when it sells she will reimburse Councilmember Gilmour.
- Christmas in Kittitas is December 3rd. Councilmember Gilmour stated he bought all the marshmallows.

COUNCIL DISCUSSION

- Councilmember Cort stated that as a citizen and City Council person she feels that Council should be meeting at a minimum of one time before each meeting. Councilmember Cort feels that the City is not planning ahead, like the grants that we receive and then where the match money is to come from, the additional street lights that have been added and the extra electricity cost that would be associated with this. Councilmember Cort would like to make an asset list and look at when things need to be replaced and the cost.
- Council will start meeting at 6:00 before every Council Meeting to have discussion. This will be open to the public.
- The water/sewer budget for 2017 is currently over budget by \$51,000 and Council needs to look at

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a way to solve this. Possibly consider a surcharge added to each utility bill and get a reserve built up for projects and make sure that the citizens can see where the money goes.

- Councilmember Gilmour asked if there was a budget meeting next Tuesday. Yes.
- Mayor Whitford and Councilmember Cort thought having a Town Hall meeting sometime in March or April for the public to voice their concerns/praises.
- Mayor Whitford would also like to re-visit the council on different committee positions.
- Councilmember Camarata reported that the COG meeting met last Wednesday and the EMS Budget went up approximately \$29.
- The noxious weed board would like all cities to belong county wide, this needs to be approved thru the County Commissioners and would increase the property tax by \$3.80 per year and would not start until 2018. The Noxious Weed Board does not apply the mix to the weeds they just tell you what chemical to use.
- COG also stated that in the next 20 years the City of Kittitas will increase their population by 800. Councilmember Whitehurst asked if the treatment plant could handle this increase. Previous meetings Brenda stated that the plant was capable.

ADJOURN: 7:36 p.m.

Attest:

Mayor Whitford

Debbie L. Lee Clerk/Treasurer