

**City of Kittitas
Council Meeting Minutes
April 25, 2017**

COUNCIL MEETING

Mayor Pro Tem Camarata led those assembled in the Flag Salute. Mayor Pro Tem Camarata called the regular Council Meeting to order at 7:00 p.m. April 25, 2017. Mayor Lou Whitford was not present due to training. Councilmembers present: Jerry Gilmour, Pat Cort, John Camarata, Ben Whitehurst and Jasen Carlson. Staff present: Debbie Lee – Clerk/Treasurer, Scott Moore – Public Works, Brenda Bach – Waste Water Treatment Plant and Michelle Geiger – Safe Built.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING DATED
APRIL 11th, 2017**

MOTION: Councilmember Gilmour made a motion to approve the regular Council Meeting minutes dated April 11th, 2017; second by Councilmember Whitehurst.
Motion Carried: 5 yes 0 no.

**APPROVAL OF THE MINUTES FOR THE WORK/STUDY MEETING DATED
APRIL 11th, 2017**

MOTION: Councilmember Gilmour made a motion to approve the Work Study Minutes dated April 11th, 2017; second by Councilmember Cort.
Motion Carried: 5 yes 0 no.

ADDITIONS TO AND/OR APPROVAL OF AGENDA

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

PUBLIC APPEARANCE COMMENTS

None

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REPORT OF OFFICES AND SPECIAL GUESTS

A. Special Guest – Aakavs Consulting (Arnie)

- This is an asset management program that was presented. 95% of their customers are governmental; they provide IT services, cloud support, 24 hours per day seven days per week and 365 days per year support. They have one point of contact. This program is a tap, click choose no typing it also works on voice command. The price is flexible and you can pay for the modules you use and expand as the City grows.
- This is a web based mobile access program no duplication between office and mobile systems. It works on all mobile systems apple and android.
- This system would provide all types of asset management for the City. It has a GIS interface where you could see all your water and sewer lines. Addresses would be input and you can make work orders attach pictures, documents etc. to each particular address. Meter numbers, it would track when the last time something at that address was serviced. You could also mark the address for dog licensing, garbage or other code issues. You could also use the system for house inspections
- This system would be able to track all assets like pump repairs, videos on how to process tests, water tower information.
- It has features for documenting oil changes, tire purchases, backhoe hours etc. Time management and leave accrual. Keeps track of inventory and costs relating to inventory.
- Councilmember Cort asked the costs were for this program. It was explained that it would be approximately \$15,000 - \$20,000 for the initial program plus GIS programing. And then about \$6,000 - \$7,500 per year. This program would save a lot of time with tracking down documents and all the information would stay with the City not an employee who has years of history, it would all be documented and saved on the cloud. This program allows the City to have unlimited users. It would take approximately 4-6 weeks to be up and running.

B. Staff Reports (informational only)

Brenda Bach – Waste Water Treatment Plant

1. Water Department-

Continue to have erratic Chlorine regulating issues at the tower. And this is a safety concern because of the health hazard in regulating Chlorine gas and the dangers it imposes on our employee's and the residents. Our appointment for our annual service at the tower is May 16th. We have 2 quotes for replacement of equipment, one from correct equipment for 3,380.40, and one from Coast Controls for 2,138.40, install costs are additional on both.

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2. Cross Connection Control Department-

Brenda and Mike replaced Backflow at the Wastewater treatment plant. It looked like it had a flaw from the factory and was miss-aligned and eventually could not make a complete seal and the seal failed. The backflow could not be repaired because the seat was part of the housing cast and is not a replaceable part. New one was inspected and installed and working correctly.

3. Wastewater Department-

- A. We are having problems with the security system mostly on the weekends communicating with Moon Security. They are sending out a technician next Thursday to troubleshoot communication issues. Currently we are updating our call-list as well, Jerry was still on the call list, and has now been removed.
- B. We have our spare jet pump repaired and returned from pump tech, and have new instructions as to maintenance while it is stored in the motor room. We are reorganizing our work area to accommodate room for our spares to keep them on the spot ready and accessible for maintenance and organization. We are building a new work bench to replace the old kitchen cabinet (work bench) from the old wastewater treatment building so we have the room to re-build pumps as needed.
- C. We are replacing all 9 of the sodium vapor energy monster lights at the plant with more efficient LED lights in the main pump and motor room.
- D. Have repaired one manhole (wastewater) by the Plant which had a lot of ground water leaking in. Found a 2” hole in the side that wasn’t plugged and contributed to the water leaking in, and repaired multiple cracks.

Scott Moore – Public Works

- April was busy with spring preparations, finishing repairs to the lawnmower, getting it out in the parks and getting them cleaned up for the community season.
- More construction has started on Pacific Loop and out in Rainier Estates and surveying has started on Spokane and Okanogan Streets. Scott has met with Operating Engineers and Gray & Osborne, Public Works has a month to build and prep the road for asphalt. The Operating Engineers will drop in and do the final grade before paving.
- Caribou Creek erosion control methods have been approved, so we can gather any volunteers willing to assist and get that phase completed ASAP and then Fish and Wildlife will give the City some breathing room until fall for a completion plan. The water has stayed within its banks since

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the cleanup.

- The winter freeze did cause some water line issues for some residents and they are digging up old supply lines and repairing them.
- Public Works also got out to Parke Creek and used all but one bag of the pavement patch to make it able to pass. This is the worst section of road the City has. Some of the gravel roads have stopped blistering and are holding their shape.
- The Ford service truck finally feels safe to drive over 35 mph and the vac truck is about 2 hours of labor and some oil changes away from its seasons cleaning debut with some fresh paint around its repaired suction fan.
- The train depot is in the process of being cleaned out of all the materials that have been stored in it that are not vintage.

Police Department – No staff present

- The two new police cars were received today. They do not have graphics on them yet
- Chris Taylor is returning to his previous position as Police Officer effective May 1, 2017.

UNFINISHED BUSINESS

A. Ordinance 17-005 Amending Section 13.04.020 “Rates and Charges”

- Councilmember Whitehurst stated that this increase is in the Kittitas Municipal Code to consider yearly for inflation purposes.
- Councilmember Cort explained that Council does need to consider this increase for financial reasons.

MOTION: Councilmember Cort made a motion to increase the base water and sewer rate by 2%; second by Councilmember Whitehurst.

Motion Carried: 4 yes 0 no.

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NEW BUSINESS

A. New Water/Sewer Service Lot #16 Rainier Drive Marin Hines

- A new manufactured home is being placed at this location and needs Council's approval for a new water/sewer hookup.

MOTION: Councilmember Cort made a motion to approve the new water/sewer connection at Lot #20 Rainier Estates; second by Councilmember Whitehurst.

Motion Carried: 4 yes 0 no.

PAYMENT APPROVALS

A. April 25, 2017 Payables \$34,093.99

MOTION: Councilmember Whitehurst made a motion to pay April 25, 2017 payables; second by Councilmember Cort.

Motion Carried: 4 yes 0 no.

- Councilmember Carlson asked about inmate care and if this cost would continue. It was explained that this is based on a per inmate basis and hard to predict.

MAYOR'S REPORT

Cinta's cleaning

Fire Department Merger

Sidewalk Ordinance

Server Quote

Inventory Schedules

- Mayor Pro Tem Camarata stated that he will let Mayor Whitford discuss these items at the next Council Meeting.
- Be it noted that Councilmember Gilmour left the Regular Meeting at approximately 8:00 p.m. without reason.

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COUNCIL DISCUSSION

- Councilmember Whitehurst asked that the Police could patrol First and Park Creek there are complaints that people are running the stop sign and a lot of speeders.
- Brenda Bach stated that she has heard that a lot of people run the stop sign on Third and Lewis as well.
- Councilmember Cort informed Council that there will be Friends of the Kittitas Depot meeting at the VFW on Saturday April 29th, 2017 at 10:00 a.m.
- Councilmember Cort also wondered if anyone else had heard that the school changed their mind on allowing the circus to use their space. No other Councilmember had heard anything; the tickets have already been printed.

MOTION: Councilmember Cort made a motion to adjourn; second by Councilmember Carlson
Motion Carried: 5 yes 0 no.

ADJOURN: 8:25 p.m.

Attest:

Mayor Pro Tem Camarata

Debbie L. Lee Clerk/Treasurer