

**City of Kittitas  
Council Meeting Minutes  
August 8, 2017**

**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. August 8, 2017. Councilmembers present: Pat Cort, Jerry Gilmour, Ben Whitehurst, Liz Smith and John Camarata. Staff present: Debbie Lee – Clerk/Treasurer, Michelle Geiger – Safebuilt, Tim Schmidt – Interim Fire Chief, Mike Meskimen – Gray & Osborne.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING DATED  
JULY 25, 2017**

**MOTION:** Councilmember Gilmour made a motion to approve the regular Council Meeting minutes dated July 25, 2017; second by Councilmember Whitehurst.  
Motion Carried: 5 yes 0 no.

**APPROVAL OF THE MINUTES FOR THE WORK/STUDY MEETING DATED JULY 25th, 2017**

**MOTION:** Councilmember Gilmour made a motion to approve the Work Study Minutes dated July 25<sup>th</sup>, 2017; second by Councilmember Cort.  
Motion Carried: 5 yes 0 no.

**APPROVAL OF THE MINUTES FOR THE SPECIAL MEETING DATED JULY 24<sup>th</sup>, 2017**

**MOTION:** Councilmember Camarata made a motion to approve the minutes for the Special Meeting dated July 24<sup>th</sup>, 2017; second by Councilmember Cort.  
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**

- Vicki Jo Douvier from Korner Kuts Salon located at 319 N. Main in Kittitas would like to have a sign placed near Exit 115 that advertises all of the businesses along Main Street to generate more traffic in downtown Kittitas. Vicki presented drawings of the proposed sign where a

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space is available for the City of Kittitas new logo to be placed. Vicki has talked with Michelle at Safebuilt regarding Kittitas Municipal Code and signage. The code currently does not allow any signs of this type in the area near Exit 115. This is something that needs to be addressed in the code and Michelle will look into this.

- Mayor Whitford and Michelle thought that this was an oversight when the zoning codes were updated regarding signs.

**REPORT OF OFFICES AND SPECIAL GUESTS**

**A. Staff Reports (informational only)**

**Brenda Bach – WWTP**

**1. Water Department-**

- a. Waiting to hear from Gray & Osborne on the schedule for painting the water tower. I'm sure it will be soon.
- b. Had a water main break from the well head to the tower that Scott and Jacob worked with the Clerf's to get that repaired and back on line. Thankfully the water tower was full and kept the town happy and with water.

**2. Cross Connection Control Department-**

- a. No new news, inspections ongoing and records updated. With an addition of photos being added to all cross-connection locations within the City limits.
- b. Having program issues that are making things difficult in updating records. Working out the kinks from moving the program from old tower to the new one. Thankfully all the tech help for this program is free.....no charge.

**3. Wastewater Department**

- a. Troubleshooting the level sensors continue after replacing the burned out module in the control panel, the sensors are partly working so Conley engineering came back to test the PLC boards and found that 1 of the boards was burned out and needs replacing. We have ordered the new board and should be here Thurs.

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b. Aqua filter is back on line and working beautifully. With the final inspection when it was reassembled we noticed that the felt liners are starting to show their wear and will need to be replaced next year. They have a life expectancy of 3-5 years and the last time we replaced them was back in 2013 which was 4 years ago. So by the time we replace them next year they will be 5 years old.

**Tim Schmidt – Fire Chief**

- This report is in response to a request from the City of Kittitas Mayor to analyze the needs and cost to continue to operate the Fire Department as a city entity. The items listed below are required to place the City Fire Department in compliance with fire service standards and the necessary funding to purchase these items. Using the internet to research pricing I have compiled the cost for equipment replacement, tools, monitoring devices and personal safety items for optimum minimum number of firefighters of 15.

- Immediate 1<sup>st</sup> year

Structure Turn outs	\$2,500 each	\$37,500 for 15 sets
SCBA	\$2,400 each	\$24,000 for 10 sets
Pass units (for SCBA)	\$500 each	\$5,000 for 10 sets
Pagers	\$500 each	\$5,000 for 10 sets
Hand held radio	\$800 each	\$4,800 for 10 sets
Fire academy	\$3,500 each	\$14,000 for 4 people
Hose replacement 1.5 inch	\$155 for 50 ft.	\$3,100 for 1,000 ft.
Hose replacement 2.5 inch	\$253 for 50 ft.	\$5,060 for 1,000 ft.
Hose replacement 6 inch	\$445 for 50 ft.	\$4,450 for 500 ft.
Wildland turnouts	\$300 each	\$4,500 for 15 sets
EMT training	\$400 each	\$4,000 for 10 people
Total First Year		\$111,410

- Cost for year 2 thru 5

Engine replacement	\$350,000	\$350,000
Combo Brush/Aid/Recue	\$100,000	\$100,000
Thermo imaging camera	\$1,500	\$1,500
Gas meter	\$500 each	\$1,000 for 2
Ventilators	\$1,000 each	\$2,000 for 2

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Wildland Hose 1 inch	\$102 for 50 feet	\$1,020 for 10 each
Wildland hose 1.5 inch	\$105 for 50 feet	\$525 for each
Generator	\$2,500 each	\$2,500
Install Cascade air system	\$20,000	\$20,000
Tools, Various	\$15,000	\$15,000
Aide equipment	\$20,000	\$20,000
Rescue tool	\$30,000	\$30,000
Total year 2 thru 5		\$543,075

In order to maintain compliance with fire service standards and provide for the safety of the fire fighters, the present budget would have to be raised in order to continue funding, rising everyday department cost and provide for an asset replacement plan. All assets have a finite lifespan and have to be replaced per national fire standard requirements. As an estimate, \$150,000 per year which could be phased in over the 5 years would allow for replacement of these assets per the replacement plan. This amount would allow for a capital replacement reserve fund in which an annual amount, up to \$30,000 per year, would be placed into an interest bearing account that at the end of 10 years could purchase a new engine or other capital items.

**Budget Report**

- On track

**Treasurer's Report**

- On track

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**A. TIB 2018 Operating Engineers Paving Project Grant Application**

- Mike from Gray & Osborne informed Council that he has been in contact with TIB

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Transportation Improvement Board and they believe Spokane Street would be eligible for grant funding for overlay in 2018. This would be a 100% grant and the Operating Engineers would do the labor.

- Councilmember Gilmour stated that this would make a lot of people happy to finally have this street paved.

**MOTION:** Councilmember Cort made a motion to approve the submission of this TIB application; second by Councilmember Camarata.

Motion Carried: 4 yes 1 abstention (Councilmember Gilmour) as he lives on Spokane Street.

**B. Gray & Osborne Water Rights**

- Mike from Gray & Osborne told Council that Dan Haller with Aspect Consulting is the expert in Water Right purchases. Mike would reiterate that the City of Kittitas could improve their water rights status by pursuing a contract with Dan to secure some senior water rights.
- Mayor Whitford stated that the City of Kittitas currently leases its water from Warm Springs on a 30 year lease. Since the city does not have senior water rights and if there was a drought the City is not guaranteed water. Water rights have to be older than May 10<sup>th</sup> 1905 this would protect the citizens to be able to flush and drink water in a drought year. Mayor Whitford thought this would be a good time to discuss water rights purchases during budget time.
- Councilmember Gilmour asked if Gray & Osborne could research water right purchases for the City. Mike stated that Dan Haller's firm is capable of doing this type of work and he's the expert and very knowledgeable.
- Councilmember Cort said that the sky is not falling but the City needs to prepare for the future.
- Councilmember Camarata thought it would be a good idea to get a contract with Aspect Consulting and go from there.

**MOTION:** Councilmember Camarata made a motion to have Mayor Whitford contact Aspect Consulting and get a contract in place to start the process of water rights purchasing; second by Councilmember Gilmour.

Motion Carried: 5 yes 0 no.

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**C. Dog Variance Application – Magana**

- Mr. Magana explained that they had recently had a car prowler and got the third dog for protection. They also stated that their little girl is attached to the smaller dogs and they can't get rid of them.

**MOTION:** Councilmember Gilmour made a motion to approve the variance; second by Councilmember Smith.

Motion Carried: 5 yes 0 no.

**PAYMENT APPROVALS**

**A. July EFT's \$12,898.76**

**MOTION:** Councilmember Camarata made a motion to approve July EFT's; second by Councilmember Whitehurst.

Motion Carried: 5 yes 0 no.

**B. July 2017 Payroll/Mid-Month Draws \$49,273.56**

**MOTION:** Councilmember Camarata made a motion to approve July 2017 Payroll/Mid-Month Draws; second by Councilmember Cort.

Motion Carried: 5 yes 0 no.

**C. August 8, 2017 Payables \$15,078.86**

**MOTION:** Councilmember Camarata made a motion to approve August 8, 2017 payables; second by Councilmember Cort.

Motion Carried: 5 yes 0 no.

**MAYOR'S REPORT**

- Mayor Whitford informed Council that Public Works interviewed two applicants and they did not meet the needed qualifications, the search will continue.

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- The Police Department has offered the open position to an officer from Alaska and as soon as the background check is complete they will start work, hopefully around September 1, 2017.
- Mayor Whitford introduced Tim Schmidt as the new Fire Chief.
- Fire Chief Schmidt stated that he has been in the volunteer department for 30 years part of the time in Easton and the other part for the City of Kittitas. He is retired from State Parks and lives on Brickmill Road. Chief Schmidt stated that they will have the department staffed for the burnouts and will be clearing the station and working on inventory.
- Councilmember Gilmour asked who Scott Moore's helper was. It was explained that Jakob is a temporary employee and Dave Doyle is volunteering his time.
- Mayor Whitford stated that the walking path on Road #81 has started and she is thankful for that as there is a lot of foot traffic on that road.
- The burnouts are this weekend and all of the set up will be in Wilson Park, the swap meet, food vendors and music stage all will have easy access.

**COUNCIL DISCUSSION**

- Councilmember Cort stated that she was at the Car Show/Burnout meeting and if the swap meet spaces are not filled they may change the spots for the food vendors. This year they have also put out a schedule as to the times of the events as this has not been done in the past.
- Councilmember Cort would like to see the Park & Garden Committee started back up and is willing to help get this going. Councilmember Cort felt that they would possibly get some volunteers at the Town Hall Meeting in September.
- The Friends of the Train Depot have a spot reserved for the burnouts and will be selling T-Shirts and buttons for donations to help with this fund.
- Councilmember Cort wanted to possibly get a committee together to go over City of Kittitas Code section by section having Council look at a different sections every two weeks.
- Councilmember Camarata stated that he will be going to the Law & Justice Meeting and the COG (Council of Government) meeting on Wednesday of next week. Councilmember Camarata encouraged Council to think of what they would like to submit for COG funding application for grant money next year. The City of Kittitas did not submit a request this year.

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The Sewer Project will be started next spring.

- Councilmember Smith asked how long a person has yard of the month. Mayor Whitford stated that September 1 will be the date to award a new yard of the month. Councilmember Smith will go and take their picture and post on Facebook if that is ok with the residents.
- Councilmember Smith also stated how nice all of the flower pots are looking around town.

**MOTION:** Councilmember Gilmour made a motion to adjourn; second by Councilmember Whitehurst.

Motion Carried: 5 yes 0 no.

**ADJOURN: 7:30 p.m.**

**Attest:**

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Mayor Whitford

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Debbie L. Lee Clerk/Treasurer