

**City of Kittitas  
Council Meeting Minutes  
October 10, 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. October 10, 2017. Councilmembers present: Pat Cort, John Camarata, Jerry Gilmour and Ben Whitehurst. Liz Smith was absent. Staff present: Debbie Lee – Clerk/Treasurer, Chris Taylor – Chief of Police, Ryan Whetstine – Police Officer, Brenda Bach – WWTP, and Tim Schmidt – Fire Chief.

**MOTION:** Councilmember Cort made a motion to excuse Councilmember Smith; second by Councilmember Camarata.

Motion Carried: 4 yes 0 no.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING DATED  
SEPTEMBER 26, 2017**

**MOTION:** Councilmember Gilmour made a motion to approve the regular Council Meeting minutes dated September 26, 2017; second by Councilmember Camarata.

Motion Carried: 4 yes 0 no.

**APPROVAL OF THE MINUTES FOR THE WORK/STUDY MEETING DATED  
SEPTEMBER 26, 2017**

**MOTION:** Councilmember Gilmour made a motion to approve the Work Study Minutes dated September 26, 2017; second by Councilmember Camarata.

Motion Carried: 4 yes 0 no.

**ADDITIONS TO AND/OR APPROVAL OF AGENDA**

Crossroads Garage presented an invoice for repairing the brush truck.  
Planning Commission vacancy letter of interest.

**MOTION:** Councilmember Camarata made a motion to approve the agenda as amended, adding Crossroad Garage invoice under payment approvals and Planning Commission Vacancy under New Business; second by Councilmember Cort.

Motion Carried: 4 yes 0 no.

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**PUBLIC APPEARANCE COMMENTS**

- None

**REPORT OF OFFICES AND SPECIAL GUESTS**

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

**Brenda Bach – WWTP**

- **Water Department-**

The tower was on the schedule to be finished last week, but for some reason the contractor didn't show up. There may have been a scheduling conflict, Jamin at Gray & Osborne is checking into it and will let me know tomorrow.

The rebuild-able parts for the 10" main water tower valve and new sensing line for the altitude valve haven't come in yet. When we have the main valve taken apart we can check the butterfly valve that has an issue just before the main valve, currently it won't close and may have an obstruction, hopefully that is the issue of why it won't close. Past practice we have been using the butterfly valve to slow the water down to 750 gallons per minute as per our contract filling the tower. Which puts undue stress on the valve its-self, butterfly valves were not designed for that purpose, they are to be fully open or fully closed....not partially closed as we have been using it for. I have found out that our current main valve "IS" designed for regulating the gallons per minute with a change-out of our "pressure releasing" valve with a "pressure sustaining" valve which is for that very purpose. We are looking into to that small upgrade as well. The sizes for the valves are only about the size of your fist but they are very different on what they do.

- **Cross Connection Control Department-**

- No new news, inspections ongoing and records updated. With an addition of photos being added to all cross-connection locations within the City limits.

- **Wastewater Department-**

- We've had more issues with the Benton lift-station, the railing system that guides the pumps into place at the bottom of the lift station have come loose at the pump# 1 side of the lift station. It will be a pretty involved repair, because we will have to pull both pumps to be able to fit down the hole and do the repair.

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- We have continued inspecting all the sewer man holes with in the city, and have very few minor issues with a few manholes in the 83 manholes so far. And we are updating our city maps as well, which is always a work in progress.
- Mayor Whitford asked if there was a sensor for the water tower was an automatic sensor vs. manual sensor. Brenda Bach explained that it is an automatic sensor and the water tank has been filling on its own.
- Councilmember Gilmour inquired if the City Well has been exercised lately. Brenda Bach stated no.

**Tim Schmidt – Fire Department**

- Chief Schmidt explained to Council that the brush truck needed repair. The turbo charger went out when they were fighting the Ryegrass fire.
- The Fire Department had a couple aid calls this month.
- Chief Schmidt stated that the more information that is given to the public relating to the annexation the better it will be.

**Chris Taylor – Chief of Police**

- Chief Taylor introduced the new Officer Ryan Whetstine.
- Officer Whetstine told Council that he has been a police officer in Alaska for 7 years and has eight active years in the Marine Core.
- Chief Taylor informed Council that they are working on the paper work for the Equivalency Academy in January. This is a two week course that Officer Whetstine will attend.
- In November Chief Taylor will put an ad out for a lateral position for the Code Enforcement Officer. Chief Taylor is hopeful that all positions will be filled soon. Chief Taylor's goal would be to have the Code Enforcement Officer to work strictly code issues the first 4 hours of the shift and then take calls and traffic stops the remainder of the shift.

**B. Budget Report**

- Mayor Whitford stated that the Council and Staff will be working thru the budget process every Tuesday at 6:00 p.m.

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**C. Treasurer's Report**

- No Comment

**UNFINISHED BUSINESS**

**A. Aspect Consulting (Water Rights) Contract**

- Ron Haller from Aspect Consulting has presented this contract to the City for suggestions on improving the City of Kittitas water rights and possibly help the City acquire some water rights.
- All senior water rights need to be prior to May 10, 1905 otherwise in drought year water has the potential to be shut off. Which would not be good for a municipality.
- In 2005 the City of Roslyn had this issue and had to acquire water rights. They ended up getting assistance from the State Legislature.
- The bulk of the City of Kittitas water rights are not quantified and are leased water rights.
- The City will eventually want to own all of its water rights.
- The purpose of this contract is to:
  1. Get a better handle of what our current claims are.
  2. Get a summary of water rights and look at eligible water rights to purchase vs. leasing water rights.
  3. Financing options grant/loan/senior water rights and the difference between surface water rights and groundwater rights.
  4. Make a timeline and a capital improvement plan. It would make sense to buy 100 acre feet here and there and to save money to buy rights when they present themselves.
- Mayor Whitford asked if Warm Springs water was prior to 1905. Dan Haller did not know but would do a public disclosure and find out all of that information.
- Councilmember Gilmour asked how the City of Roslyn financed their water rights. It was explained that there was a beneficiary and the legislature helped them.

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- Council inquired if Aspect Consulting would honor the contract price for 2018 so it could be put in the budget. Ron Haller did not see a problem with this.
- Councilmember Gilmour asked why the City would need to do this if the City has a 30 year contract with Warm Springs. Dan Haller explained that Clerf's water needs to be verified that it is pre 1905 so in the next drought year the City is not in jeopardy of being shut off. Also 2 million dollars will be paid out over the life of the contract and you could possibly purchase rights for the same amount. In 20 years the City will probably need more water than currently leasing.
- Councilmember Camarata stated that senior water rights are good.
- Mayor Whitford told Council that the cost of this contract was for the research of water rights and what the City currently has.

**MOTION:** Councilmember Camarata made a motion to approve the contract with Aspect Consulting; second by Councilmember Whitehurst.  
Motion Carried: 3 yes 1 no (Councilmember Gilmour).

**B. 5 Year Plan**

- Councilmember Cort informed Council that she will put the items discussed: new computers, server, paint the water tower etc. into the 5 Year Plan and give to Council.

**NEW BUSINESS**

**A. 17-014 Ordinance Manufactured Homes within Manufactured/Mobile Home Parks**

- Mayor Whitford informed Council that the verbiage was being changed from 10 years or newer to allowing Super Good Sense Homes and Energy Star Homes. The language of "may be less than 24 feet wide "will be removed.
- Councilmember Camarata felt that the time line being removed and change to a standard of homes will be better.

**MOTION:** Councilmember Cort made a motion to approve Ordinance 17-014; second by Councilmember Gilmour.  
Motion Carried: 4 yes 0 no.

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**B. Planning Commission Vacancy**

- A letter of interest for the Planning Commission Vacancy was submitted by Steve and Cindy Breck. The Planning Commission has several vacancies.

**MOTION:** Councilmember Cort made a motion to accept Steve and Cindy Breck for the Planning Commission; second by Councilmember Whitehurst.

Motion Carried: 4 yes 0 no.

**PAYMENT APPROVALS**

**A. October 10, 2017 Payables \$18,294.70**

**MOTION:** Councilmember Camarata made a motion to approve October 10, 2017 payables: second by Councilmember Cort.

Motion Carried: 4 yes 0 no.

**B. September EFT's \$12,436.75**

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

Motion Carried: 4 yes 0 no.

**C. September Payroll/October Mid-Month Draws \$44,762.45**

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

Motion Carried: 4 yes 0 no.

**D. Crossroads Garage Brush Truck Repair \$3,516.87**

**MOTION:** Councilmember Camarata made a motion to approve the invoice for Crossroads Garage; second by Councilmember Gilmour.

Motion Carried: 4 yes 0 no.

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**MAYOR'S REPORT**

- Mayor Whitford will get ahold of the Daily Record to run an article informing as many residents in the City and County about the annexation of the Fire Department.
- Trunk or Treat is already getting calls for people wanting to participate.
- Mayor Whitford's last day at the County is Friday and she will start her new job on Monday.

**COUNCIL DISCUSSION**

- Councilmember Gilmour informed Council that the next School Board Meeting is October 19 at 7:00 p.m. Councilmember Gilmour is on the agenda regarding the fiddlers.
- Councilmember Camarata will be attending the COG meeting Wednesday night and they will discuss the EMS fees.
- Councilmember Gilmour is getting quotes on glass only for the Community Hall/Library windows. This could possibly be less expensive than the cost of vinyl windows.
- Mayor Whitford wondered if it was double pane glass. Councilmember Gilmour stated yes.

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

Motion Carried: 4 yes 0 no.

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

**Attest:**

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Mayor Whitford

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Debbie Lee Clerk/Treasurer