

**City of Kittitas
Council Meeting Minutes
October 24, 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. October 24, 2017. Councilmembers present: Pat Cort, Jerry Gilmour, Ben Whitehurst and Liz Smith. Mayor Whitford was absent. Staff present: Debbie Lee – Clerk/Treasurer, Chris Taylor – Chief of Police.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING DATED OCTOBER
10, 2017**

MOTION: Councilmember Gilmour made a motion to approve the regular Council Meeting minutes dated October 10, 2017; second by Councilmember Cort.
Motion Carried: 4 yes 0 no.

APPROVAL OF THE MINUTES FOR THE WORK/STUDY MEETING DATED OCTOBER 10, 2017

MOTION: Councilmember Cort made a motion to approve the Work Study Minutes dated October 10, 2017; second by Councilmember Gilmour.
Motion Carried: 4 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: 4 yes 0 no.

PUBLIC APPEARANCE COMMENTS

- None

**City of Kittitas
Council Meeting Minutes
October 24, 2017**

REPORT OF OFFICES AND SPECIAL GUESTS

A. Staff Reports (informational only)

Brenda Bach – WWTP

- Water Department-
-

- a. The tower has been finished, and the final inspection is being scheduled by Gray & Osborne.
- b. The new parts are here for the 10” valve, and the altitude valve at the water tower, they will be installed today for the much needed repairs for proper operation.
- c. Back in May of this year I reported that we are now required to test the chlorine levels at the water tower. The only spigot available to do this is the ball valve protected from freezing with an insulated enclosure (looks like a big dog house on the south side of the tower) the insulated enclosure needs some repair and to replace some missing insulation along the tower wall where the enclosure butts up against the tower. Now that the tower's repair has been done, we will be repairing the enclosure to protect against winter temperatures.

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.

3. Wastewater Department-

- a. We're still waiting for parts for the Benton Lift station which should be here on Thursday.
- b. We have continued inspecting all the sewer man holes within the city, and have a few minor issues with a few manholes in the 83 manholes so far. We are updating our city maps as well, which is always a work in progress.
- c. I have good news; the programmer for the Aqua Filter will be here tomorrow to fix the conflict of the timer on the valve and the high float alarm that runs the pump, YAHOO.

Debbie Lee – Clerk/Treasurer

- Clerk Debbie Lee reported to Council that she will be attending a BARS class in Yakima tomorrow.

City of Kittitas
Council Meeting Minutes
October 24, 2017

B. Special Guests – Darren Higashiyama Emergency Preparedness Coordinator Kittitas County

- Darren explained that he has 20 years working with the County. Darren is currently the Emergency Preparedness Coordinator for the County and Gene Dane is the Emergency Manager.
- Darren explained that difference between County citizen's and City for example when flooding in the City of Ellensburg the citizens think the County is responsible, another example was the Jolly Mountain fire parts of this were in Kittitas County and parts were the City of Roslyn and Cle Elum.
- By state law governments cannot shut down during an emergency.
- It is beneficial to a City or County to declare an emergency in instances of flooding or fire this enables the entity to receive federal funds. They work on a reimbursement basis. This also means the bidding process is waived during a state of emergency.
- As an example the County declared the Jolly Mountain Fire a state of emergency and the City of Ellensburg followed suit as the fire crew was potentially going to be moved to the Fair Grounds.
- There are several free classes Council or staff can take. ICS which is an online class, FEMA offers free classes to elected officials.
- Pamphlets were given to place in the City Hall lobby. State law requires all notices to be published in Spanish as well.
- It was explained that it is cheaper to mitigate than have damages due to flooding and fire. Hazard mitigation grants are available. They take several years to apply for and receive but they are available. Darren stated that he would assist the City in any way.
- Councilmember Gilmour asked how to fix the flooding with the creek. It was explained that a Hazard mitigation grant can be applied for but to keep in mind it takes several years to process this as it has to go thru DOE, Fisheries etc. Also to make sure you include all parts of the project when applying. Councilmember Gilmour stated that communication was the most important aspect of an emergency.
- Councilmember Smith inquired about the FEMA classes, Darren said that you just need student ID # and contact him and he will help with that process.

**City of Kittitas
Council Meeting Minutes
October 24, 2017**

- Councilmember Camarata stated that at the flood of 2008 the City of Kittitas declared a state of emergency and the chain of command was the Mayor, Mayor Pro-Tem and Chief of Police.
- Darren invited staff and council to attend the Emergency Preparedness meetings they are held on the 3rd Wednesday of every month at 10:30.
- Emergency Preparedness also did an active shooter simulation last year at the high school in Kittitas.
- The Sheriff's office has a Facebook page this is how they distribute a lot of their information.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

PAYMENT APPROVALS

A. October 24, 2017 Payables via EFT \$34,524.35

MOTION: Councilmember Smith made a motion to approve October 24, 2017 payables: second by Councilmember Cort.

Motion Carried: 4 yes 0 no.

- Councilmember Cort informed Council that money was being spent on repairs of computers and old vehicles when that money could be going towards the purchase of new equipment.
- Councilmember Gilmour stated that Gray & Osborne just sends bills when they feel like it, it was explained that the invoices that are being paid are for projects that have been already approved by Council.

**City of Kittitas
Council Meeting Minutes
October 24, 2017**

MAYOR'S REPORT

- Mayor Pro-Tem Camarata explained to Council that the grant that was submitted by Chief Nierman was received by the Law & Justice Committee but not approved since Chief Nierman was leaving the City of Kittitas.
- COG is revising their applications to make them easier to understand and score.

COUNCIL DISCUSSION

- Councilmember Gilmour asked when the water leak near the Public Works shop was going to be fixed. Mayor Pro-Tem Camarata stated he would go to the staff meeting in the morning and find out.
- Councilmember Gilmour stated that the fiddlers will be allowed to come back in the future and use the school for their annual classes.
- Councilmember Cort informed Council that she attended the County Commissioners meeting with the library. Councilmember Cort said that the City will have to put more money into the library in order to receive funding from the County.
- Councilmember Cort also stated that money will need to be set aside for grant match money for future projects.

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

Motion Carried: 4 yes 0 no.

ADJOURN: 7:36 p.m.

Attest:

Mayor Pro-Tem Camarata

Debbie Lee Clerk/Treasurer