

**City of Kittitas  
Council Meeting Minutes  
December 26, 2017**

**COUNCIL MEETING**

Mayor Cort led those assembled in the Flag Salute. Mayor Cort called the regular Council Meeting to order at 7:00 p.m. December 26, 2017. Councilmembers present: Ben Whitehurst, John Camarata, Lou Whitford and Liz Smith. Jerry Gilmour was absent. Staff present: Debbie Lee – Clerk/Treasurer.

**MOTION:** Councilmember Whitehurst made a motion to approve the absence of Councilmember Gilmour; second by Councilmember Camarata.  
Motion Carried: 4 yes 0 no.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING DATED  
DECEMBER 12, 2017**

**MOTION:** Councilmember Camarata made a motion to approve the regular Council Meeting minutes dated December 12, 2017; second by Councilmember Whitehurst.  
Motion Carried: 4 yes 0 no.

**APPROVAL OF THE MINUTES FOR THE WORK/STUDY MEETING DATED  
DECEMBER 12, 2017**

**MOTION:** Councilmember Camarata made a motion to approve the Work Study Minutes dated December 12, 2017; second by Councilmember Whitford.  
Motion Carried: 4 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 Whitehurst.  
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)**

**Debbie Lee – Clerk/Treasurer**

- Debbie reported that she signed up for the annual BIAS conference in Spokane. Mayor Cort signed up as well and will be paying for her attendance and hotel. This conference is in February.

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**A. Gray & Osborne Consultant Agreement Operating Engineers**

- This year's project is Spokane Street, north of Patrick Avenue; and a small piece of Okanogan Avenue also north of Patrick Avenue that is unpaved. Attached is a Vicinity Map.
- As in past years, the project is 100% grant funded by TIB.
- The agreement has been reviewed by TIB and is approved for execution.
- The agreement is for \$28,000 and covers both the design and construction engineering.

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- The City has been completing these projects in conjunction with the region Operating Engineers training facility located just east of town nearly every year since 2007! The projects provide an excellent opportunity for the training facility to allow their students to get real world experience. They also help the City to get streets paved at no direct cost for the City. Operating Engineers provides the labor and equipment that they have on hand to complete the projects. The City provides the location for the paving, and pays for materials (primarily roadway gravel, and asphalt) and leases any other equipment needed to complete the work. The result is a low cost project that is a win-win for both the City and the training facility!
- The design work that we have typically completed consists of a scaled back plan set that defines the roadway alignment, vertical profile, width, and connections to driveways and side streets along the route. Since the project is not being put out for a public bid, this set of plans can be a little less formal than a more conventional project, but the roadway still needs to be designed by a professional engineer.
- We are aware that there could be some water line piping that might need to be replaced prior to this work. If that is the case, that work will need to be completed separately, as utility work is not eligible for TIB funds. Our understanding is that the length of water main that needs to be addressed is minimal, consisting of 1 or 2 crossings of the roadway. This work could be completed using water funds, and by hiring a contractor through the small works process. We can assist with that as well.
- Operating Engineers has historically held their class in May, but needs the design completed prior to this to allow for preparation of the roadway base. If this agreement is approved we will complete the design prior to March 30, 2018. This should allow Operating Engineers to also assist with the roadway grading and preparation prior to paving.
- Paving is weather dependent and class dependent, but will likely occur between May 1<sup>st</sup> and June 15.
- To meet this schedule, we would like to be able to survey the project as soon as possible.

**MOTION:** Councilmember Camarata made a motion to approve Gray & Osborne's Consultant Agreement for the 2018 Operating Engineers Projects; second by Councilmember Whitehurst.  
Motion Carried: 4 yes 0 no.

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**B. Planning Commission Reappointment – Brian Stickney, Maureen Helgeson, Gary Gleason**

- Brian Stickney, Maureen Helgeson and Gary Gleason have all requested to be reappointed to the Planning Commission for 2018.

**MOTION:** Councilmember Smith made a motion to approve the reappointment of the seats to the Planning Commission; second by Councilmember Whitford.  
Motion Carried: 4 yes 0 no.

**PAYMENT APPROVALS**

**A. December 26, Payables EFT \$16,275.35**

**MOTION:** Councilmember Camarata made a motion to approve December 26, 2017 Payables EFT; second by Councilmember Smith.  
Motion Carried: 4 yes 0 no.

**MAYOR'S REPORT**

- Mayor Cort reported that she had a meeting with Superintendent Rich Stuart concerning a gate that is being left open on Spokane Street for the busses. The school is currently assessing routes as there is an ongoing problem with traffic getting backed up and Patrick Street people are just stopping and dropping kids off.
- KVFR has not turned in the annexation agreement.
- Mayor Cort stated that she and Councilmember Smith had a preliminary meeting with Carl Keller from the Union and there are minor changes with the language in the contract.
- Discussion of the wage increase has not started.
- Discussion about on call pay was brought up. Councilmember Smith and Mayor Cort are looking into this.

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- Councilmember Smith said that there needs to be a distinction between on call and at work. Brenda Bach at the WWTP gets a monthly stipend instead of an hourly rate. They would suggest a flat rate as hourly can add up quickly. Discussion was also had about some employees getting paid close to scale and others are not.
- They will meet again on January 4<sup>th</sup>, 2018.
- Councilmember Camarata stated that someone needs to sit in on these meetings to protect the citizens. He also said that the citizens are not coming to the meetings because Council does not listen to them. Councilmember Camarata also said that the 5% increase in the utility rates was just used to pad the ending balance.
- Councilmember Smith said she did not have sympathy for those that do not attend the meeting. The goal is for the City Council to plan ahead for the citizens and make sure enough revenue is coming in to cover the operating expenses. Councilmember Smith also stated that the employees of the City need to be taken care of making sure the City is healthy and to not create opposition.
- Mayor Cort also informed Council that USDA does have loan money available to maybe put in a request for money to fix the water leak in Gibb's field. They have an interest rate of 2.75% and can go out as far as 40 years. The application is an online version.
- Councilmember Whitehurst wondered if anyone got an actual price. It was discussed that Gray and Osborne has stated that it is approximately \$100 per foot.
- Mayor Cort was wondering if Council would like to pursue this option and they thought this might be a good idea to cut down on the water lost.
- Mayor Cort visited Baily's Bibliomania and stated it was nice in there. Councilmember Whitford asked if they have occupancy yet. It was stated no.

**COUNCIL DISCUSSION**

- Councilmember Smith apologized for raising her voice; she said that Councilmember Camarata had hurt her feeling when he said Council does not listen to the citizens.

**MOTION:** Councilmember Smith made a motion to adjourn; second by Councilmember Whitford.

Motion Carried: 4 yes 0 no.

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

**Attest:**

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Mayor Pat Cord

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Debbie Lee Clerk/Treasurer