

**City of Kittitas  
Council Meeting Minutes  
May 8, 2018**

**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. May 8, 2018. Councilmembers present: John Camarata, Jerry Gilmour, Liz Smith and Ben Whitehurst. Councilmember Whitford was absent. Staff present: Debbie Lee – Clerk/Treasurer, Mike Meskimen – Gray & Osborne.

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

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING DATED  
APRIL 24, 2018**

**MOTION:** Councilmember Camarata made a motion to approve the regular Council Meeting minutes dated April 24, 2018; second by Councilmember Gilmour.  
Motion Carried: 4 yes 0 no.

**APPROVAL OF THE MINUTES FOR THE WORK/STUDY MEETING DATED APRIL 24, 2018**

**MOTION:** Councilmember Whitehurst made a motion to approve the Work Study Minutes dated April 24, 2018; second by Councilmember Gilmour.  
Motion Carried: 4 yes 0 no.

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

Additions to the agenda under New Business C. Emergency Declaration Benton Lift Station.

**MOTION:** Councilmember Camarata made a motion to approve the agenda as amended adding Emergency Declaration Benton Lift Station under New Business C; second by Councilmember Whitehurst.  
Motion Carried: 4 yes 0 no.

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**PUBLIC APPEARANCE COMMENTS**

- Steve Breck wanted to know if Main Street was going to get painted soon as it looked nice when they did it last year. Mayor Cort informed him that Public Works is working on getting this scheduled.
- Cindy Breck informed Council that she had submitted the Community Hall step repair project to the Chamber of Commerce and it was accepted. They will probably start late July and finish in August. Cindy will make sure that it does not interfere with any City plans.

**REPORT OF OFFICES AND SPECIAL GUESTS**

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

**Lynette Johnson - Library**

- Story Time continues to be successful. We are averaging about 9 kids and several moms a week. Story time will continue through the summer. Our Volunteers are also working on the Summer Activity Program which will run from June 28<sup>th</sup> through July 9<sup>th</sup> every Thursday afternoon. It is a music theme this year.
- We have received a lot of good donations recently of books and movies. We are going through them now to see what we can and can't use.
- Barcoding continues and we have reached approximately 10,000 items.

**Debbie Lee – Clerk/Treasurer**

- Clerk Debbie reported that the server has been installed and that Rufus will start migrating information over on Thursday.

**Brenda Bach – WWTP**

**Water Department-**

- The construction work for the cell dish control room is continuing at the water tower. The cement has been poured and the underground conduits for the electric wiring have been installed.

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- Our monthly meter reading handheld device has reached a ripe old age of close to 13+ years that parts are no longer available. We have had consistent problems with the handheld device that unfortunately has been getting worse. We have a quote that shows a replacement system that includes laptop and program for around \$ 7,400.00 dollars that we will be looking into for the 2019 water budget for replacement. So we will no longer need a separate laptop to troubleshoot problem meters, because this new meter reading system does both reading and troubleshoots the meters all on the same laptop.

**Cross Connection Control Department-**

- Just on going reporting and record keeping, with pictures, being added to the residents and commercial accounts. Cross-connection control surveys are being sent out to some residents and businesses that are due every so many years, which is a requirement by the Department of Health to protect our drinking water from possible contaminants.

**Wastewater Department-**

- No new news on our discharge permit from Department of Ecology.
- Spring cleaning was done on the equalization basin (Large Tank next to the SBR tanks) which holds the Effluent (Biologically filtered water) and slows the speed of the Effluent coming into the plant for treatment before discharging to Cooke Creek.
- Our annual meter calibration is scheduled for the 16<sup>th</sup> this month. That includes the wastewater treatment plant and the water main meter that feed the water tower. This meter calibration is also required by the Department of Health and the Department of Ecology.

**Budget Report**

- No comment.

**Treasurer's Report**

- No Comment

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**UNFINISHED BUSINESS**

**A. 18-006 Livestock/Animal Ordinance**

**MOTION:** Councilmember Smith made a motion to approve Ordinance 18-006; second by Councilmember Whitehurst.

Motion Carried: 3 yes 1 no (Councilmember Camarata)

**NEW BUSINESS**

**A. Gray & Osborne Engineering Contracts for Caribou Creek Restoration**

- This contract is in relation to repair work that needs to be done to restore Caribou Creek from work that was done outside the scope of work on the emergency permit that was issued due to flooding.
- Fish & Wildlife is demanding that the creek be restored, this means gaining permits thru SEPA, Hydraulic approval and aquatic permits. Gray & Osborne will apply for these permits and engineer a design to be compliant.
- Currently there is no funding available. This work will satisfy Department of Fish & Wildlife requirements.
- Councilmember Gilmour asked why the Department of Fish & Wildlife did not supervise the work.
- The City of Kittitas must comply with Fish & Wildlife or they will be fined.
- Councilmember Gilmour asked if volunteers could help. It was explained that possibly yes after the permits were issued and the design accepted by Fish & Wildlife.
- Mayor Cort is talking with Canfield to see if the City's insurance covers this unforeseen cost.
- Mike with Gray & Osborne said that Fish & Wildlife have a program for grant money but there next call is not until spring and Mike is not sure if the grant money can be used retroactively.
- It was suggested to also have the City attorney look into the matter.
- The work needs to be done in a timely manner as there is a fish window and they need to correct the banks and vegetation and re-channel the fish habitat.

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- Public Works and the church volunteers planted more trees this past weekend.
- Councilmember Gilmour stated there was not money to pay for this contract.
- Mike from Gray & Osborne stated that the city grossly violated the permit and the city did the work so there was no getting out of this situation.

**MOTION:** Councilmember Camarata made a motion to approve the contract from Gray & Osborne for the Caribou Creek Restoration: second by Councilmember Whitehurst.  
Motion Carried: 3 yes 1 no (Councilmember Gilmour)

**B. Vacant Council Position**

- Councilmember Whitehurst gave his notice as Councilmember. His last meeting will be May 29<sup>th</sup>, 2018.
- Council stated that they would open the vacant seat immediately and close at the end of May. They will hopefully make a choice the first meeting in June.

**C. Enact an Emergency for Benton Lift Station**

- Discussion was had regarding the broken saddle and the one pump that is down on Benton Lift station and the need to declare an emergency so the work can get done as this is a time sensitive issue. A bypass sewer will need to be in place as well.

**MOTION:** Councilmember Camarata made a motion to declare Benton Lift an Emergency; second by Councilmember Gilmour.  
Motion Carried; 4 yes 0 no.

**PAYMENT APPROVALS**

**A. April Bank EFT's \$5,213.36**

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

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Motion Carried: 4 yes 0 no.

**B. May 8, 2018 Payables via EFT \$16,616.93**

**MOTION:** Councilmember Whitehurst made a motion to approve May 8 payables, second by Councilmember Camarata.

Motion Carried; 4 yes 0 no.

**C. April Payroll/May Mid-Month Draw \$46,606.38**

**MOTION:** Councilmember Camarata made a motion to approve April Payroll/May Mid-Month Draw; second by Councilmember Gilmour.

Motion Carried: 4 yes 0 no.

**MAYOR'S REPORT**

- Mayor Cort reported that she met with Pertee, the Chamber of Commerce and Economic Development regarding the master plan for Exit 115.
- Mayor Cort is happy that some of the 5 year plan is being accomplished but there is more to be done.
- Mayor Cort stated that Mercer Creek Church came out and cleaned up the front of City Hall and helped with some landscaping at Caribou Creek.
- STPG announced that they approved a grant for the paving of First Avenue. This will take place in 2019. The City of Kittitas will need to come up with approximately another \$42,000. Mike with Gray & Osborne thought the City could apply for some TIB money. The design phase may be able to be started this year.

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**COUNCIL DISCUSSION**

- Councilmember Smith stated that the flowers will be planted soon by the FFA.
- Councilmember Whitehurst said that paving First Ave to Parke Creek will be good as that road gets a lot of truck use.

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

Motion Carried: 4 yes 0 no.

**ADJOURN: 7:41 p.m.**

**Attest:**

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Mayor Pat Cort

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Debbie Lee Clerk/Treasurer