

**City of Kittitas
Council Meeting Minutes
July 10, 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. July 10, 2018. Councilmembers present: John Camarata, Liz Smith, Lou Whitford, Rich Coleman and Jerry Gilmour. Staff present: Debbie Lee – Clerk/Treasurer, Chris Taylor – Chief of Police and Michelle Geiger – Safe Built.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING DATED
JUNE 26, 2018**

MOTION: Councilmember Camarata made a motion to approve the regular Council Meeting minutes dated June 26, 2018; second by Councilmember Whitford.
Motion Carried: 5 yes 0 no.

ADDITIONS TO AND/OR APPROVAL OF AGENDA

MOTION: Councilmember Whitford made a motion to approve the agenda as presented; second by Councilmember Camarata.
Motion Carried: 5 yes 0 no.

PUBLIC APPEARANCE COMMENTS

- None

REPORT OF OFFICES AND SPECIAL GUESTS

A. Staff Reports (informational only)

Brenda Bach – WWTP

Water Department-

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- They have finished the ground work with back filling and compacting fill dirt and topping it off with gravel around the new Verizon electrical control area in the water tower fenced compound. I don't know what their schedule is for their next project to complete, but if you have any questions I'm sure Michelle can answer any concerns you may have.

- Reporting on the water leak up on 7th and Okanogan Street, Scott and Kurin found the 10" plastic pipe was Un-bedded and a large rock sticking up that was actually grinding and indenting the pipe causing the crack that grew in time and eventually the leak was big enough to come to the surface and show itself.

- We have installed the solenoid valve on the pump side of the chlorine injector to help regulate the pressure for proper injection performance. We will also be changing the size of the porthole in the injector to increase the vacuum which pulls the chlorine into the line that feeds the water tower as the final adjustment. With these improvements the chlorine residual should stabilize according to the manufacturers technical help.

Cross Connection Control Department-

- Current inspections and record keeping is ongoing.

Wastewater Department-

- No new news on our discharge permit from Department of Ecology as of Friday. The permit writer was out of the office last week but will be in Monday so hopefully I should have an answer by Monday afternoon and the Mayor can fill you in as to the status of our Permit.

- No new news at the plant.

- Benton is continuing to operate efficiently and without issues.

Lynette Johnson – Library

- Mayor Cort informed Council that there were 30 kids present at today's summer reading program.

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Debbie Lee – Clerk/Treasurer

- Clerk/Treasurer Debbie Lee reported that the interest earned to date on the TVI bond investment is over \$6,000.00, which is better than the \$30.00 per month the City was getting on the money being placed in a CD.

B. Budget Report

- Councilmember Camarata likes that the budget is on track at the six month mark.

C. Treasurer's Report

- No Comment

UNFINISHED BUSINESS

- None

NEW BUSINESS

A. 18-008 Puget Sound Energy Franchise Agreement

- Sandy Leek PSE representative stated that this agreement was started back late last year and thanked the City of Kittitas staff and attorney for their help in getting this franchise agreement updated.
- Councilmember Camarata stated he read thru the agreement and it looked good.
- Councilmember Whitford inquired about PUD and PSE both in the City of Kittitas. Sandy Leek said that there were not any boundary line agreements within the city for the two electric companies.

MOTION: Councilmember Camarata made a motion to approve Puget Sound Energy Franchise Agreement Ordinance 18-008; second by Councilmember Gilmour.
Motion Carried: 5 yes 0 no.

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B. Washington State Parks Amendment Special Use Lease

- Mayor Cort stated that there were some issues with the first lease for Wilson Park. This new lease will waive the vendor fee that the State Park requires. This fee will be waived for three separate events that the city puts on every year. The City will need to submit a list to the State Park at the beginning of the year listing the event dates.
- Councilmember Gilmour asked if the City is only able to use the park area. He stated that there is RV area available. Mayor Cort stated only the park area.
- Mayor Cort also sent a letter to the State Park asking for assistance in purchasing sprinkler irrigation supplies. Public works would be willing to install the sprinkler system. This would help with time management.
- Mayor Cort signed a letter of support to make the trail smoother from Kittitas to the Winslow Bridge. State Parks is trying to secure a grant for this purpose.
- Mayor Cort also asked if the State Parks could clean up the weeds near the old electrical/concrete area. She informed the State that the City does have a weed ordinance.

MOTION: Councilmember Whitford made a motion to approve Mayor Cort signing the amended agreement with Washington State Parks; second by Councilmember Camarata.
Motion Carried: 5 yes 0 no.

PAYMENT APPROVALS

A. June Bank EFT's \$14,573.41

MOTION: Councilmember Camarata made a motion to approve June Bank EFT's; second by Councilmember Gilmour.
Motion Carried: 5 yes 0 no.

B. June Payroll/July Mid-Month Draws \$44,926.57

MOTION: Councilmember Camarata made a motion to approve June Payroll/July Mid-Month Draw; second by Councilmember Whitford.
Motion Carried: 5 yes 0 no.

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C. July 10, 2018 Payables via EFT \$12,639.22

MOTION: Councilmember Whitford made a motion to approve July 10, 2018 payables; second by Councilmember Camarata.

Motion Carried: 5 yes 0 no.

MAYOR'S REPORT

- Mayor Cort reported that there will be a public records training in July or August presented by Canfield the City's insurance company.
- Scott and Kurin fixed the water leak on Okanogan.
- Public Works is also working on the two trees that fell at Palmerio Park last week. They are making sure that no other trees in the area are capable of blowing over as well.
- Mayor Cort thanked the individuals who have been watering the flower planters.
- Councilmember Coleman inquired who takes care of the weeds in the sidewalks. Mayor Cort said she will discuss that at the staff meeting in the morning.
- Councilmember Gilmour asked about the dirt on the side of the newly paved street on Spokane. It was explained that the City is waiting for invoices from Granite to see if there is grant money available to have someone like Advantage Dirt or Gibson & Son take care of it or if there is not enough grant money left Public Works will need to pick it up and grade it.
- Councilmember Gilmour also asked if crack sealing will be done this year. Mayor Cort stated that she is working on that schedule with Public Works.
- Councilmember Whitford has a friend who would like to pull weeds out by the S curves before the burnouts. Councilmember Whitford also said that Palmerio Park is looking good.
- Councilmember Coleman said that the welcome sign has a lot of weeds around it. Mayor Cort stated he could take care of this if he would like.
- Discussion was had regarding the flags and placing on the light posts. Sandy Leek with PSE will try to get information to Council and Public Works to get this done in time for the burnouts in August. Sandy will also get the specific safety information as to how far from the sidewalk they need to be placed etc.

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COUNCIL DISCUSSION

- Councilmember Whitford asked Michelle with Safe Built how many vacant Planning Commission seats there are. Michelle thought that at least one possibly two seats are vacant at this time.
- Chief Taylor stated that the applicant that they were moving forward with for the vacant police position failed the psyche evaluation. So the Police Department is back to square one.
- The Incident Command for the Vantage/Coulee fire is located at the elementary school. They will probably be leaving by Thursday or Friday of this week.
- Chief Taylor submitted the Law & Justice Grant application to help pay for the laptops that were purchased.
- Chief Taylor and Mayor Cort are also working on a grant for Records Retention.

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

Motion Carried: 5 yes 0 no.

ADJOURN: 7:55 p.m.

Attest:

Mayor Pat Cort

Debbie Lee Clerk/Treasurer