

**City of Kittitas  
Council Meeting Minutes  
August 14, 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. August 14, 2018. Councilmembers present: John Camarata, Liz Smith, Lou Whitford, Rich Coleman and Jerry Gilmour. Staff present: Debbie Lee – Clerk/Treasurer and Michelle Geiger – Safe Built.

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

**MOTION:** Councilmember Gilmour made a motion to approve the regular Council Meeting minutes dated July 24, 2018; second by Councilmember Whitford.  
Motion Carried: 5 yes 0 no.

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

Council needs to add under New Business B. 2019 TIB Application for \$87,750.00 First Avenue Reconstruction match money and under New Business C. NEPA Study for the Rural Development loan application to fix the water main \$7,500.00.

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

**PUBLIC APPEARANCE COMMENTS**

- Cindy Breck stated that the Burnouts went well and wanted to thank the City for striping the streets.

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**REPORT OF OFFICES AND SPECIAL GUESTS**

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

**Debbie Lee – Clerk/Treasurer**

- Clerk Debbie Lee informed Council that Granite Asphalt had inadvertently billed Operating Engineers for the asphalt that was used for the Spokane Street Overlay Project. Operating Engineers paid the invoices. The Operating Engineers will bill the City for the asphalt and these will be considered a pass thru fee.
- About 25 State Patrol recently used the Council room for a meeting. They thanked the City for use of the room.

**Michelle Geiger - Safebuilt**

- Michelle reported that the Planning Commission had a meeting regarding an administrative code decision. They were to meet again last night but due to lack of a quorum the meeting was rescheduled for September.
- Bill Gordon with Small Pet Select has submitted a building permit for a warehouse to be built. This will require a SEPA. Bill Gordon did get an easement from Dodge.
- Brian Stickney has finalized his plat amendment and informed Michelle that he will soon begin the remaining upgrades to Smoke and Barrels.

**B. Budget Report**

- No Comment

**C. Treasurer's Report**

- No Comment

**A. Special Guests Darren Higashiyama – Integrated Emergency Management Course**

- This emergency management course is usually held in other areas and Darren applied for a grant and Ellensburg was selected to host this event, Darren would like to have all the adjoining Cities

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and staff to attend. This will be held in October and is a four day exercise based training activity for Emergency Operations Center personnel to practice simulated, but realistic, crisis situations, within a structured learning environment. The course will consist of a brief one hour training followed by a four hour table top exercise. The three exercises will consist of: a wildland fire, a flood event and a severe winter storm.

- The IEMC is designed for personnel who perform specific emergency support responsibilities within their community.
- The IEMC combines classroom lecture, discussions, small-group planning sessions, and exercise based training to expose participants to new ideas and increase their awareness of the coordination needed among other agencies and organizations. During IEMC exercises, participants are assigned roles equivalent to their actual position in the community EOC.
- Staff is encouraged to attend the table top exercises each afternoon.
- John Pennington will speak on the OSO landslide and flooding that occurred in 2014.
- An email will be sent out soon to have staff sign up for this training.
- Darren also completed the County Emergency Management Plan. He has received it back from the state and the County will soon adopt this plan. He welcomed the City of Kittitas to pirate/use this same plan as it is a very complex plan. Darren stated that there is a mutual aid agreement for law enforcement covered in this plan.
- In December or January the County will be implementing the Everbridge mass notification system. This system was made available by a grant that was awarded to the County. The first year cost is approximately \$15,000 (covered by the grant) and the following years will be split among the surrounding municipalities by population. This system will allow emergency notification for road closures, disasters, and swat activity. They are able to send these notifications by addresses and can lock out an address if needed.
- The reason the County chose this program is that the surrounding areas use it. Yakima County, the Firing Center etc.

**UNFINISHED BUSINESS**

- None

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**NEW BUSINESS**

**B. MOU Yakima Valley Memorial Hospital (for consideration)**

- Yakima Valley Memorial Hospital is looking for a Memo of Understanding to purchase water from the City in the case of a major emergency.
- Councilmember Smith asked if the City had water to spare. Councilmember Smith felt that Council did not have enough information to make an informed decision.
- Councilmember Whitford was concerned about the water connections that the City currently has.
- Councilmember Gilmour stated that the water tank needs to stay at least ½ full in case of a fire and what would the City do if there was a fire.
- Mayor Cort will contact Nancy at Gray & Osborne and see what she advises.

**MOTION:** Councilmember Camarata made a motion to table the MOU; second by Councilmember Whitford.

Motion Carried: 5 yes 0 no.

**C. 2019 TIB Application for \$87,750.00 First Avenue Reconstruction Match Money**

- This application would assist with the match money. If this application was accepted the entire First Ave project would be funded thru grants.

**MOTION:** Councilmember Whitford made a motion to approve the submission of the 2019 TIB First Ave. grant application; second by Councilmember Gilmour.

Motion Carried: 5 yes 0 no.

**D. NEPA Study for the Rural Development loan application to fix the water main \$7,500.00.**

- The NEPA study is something that needs to be done and included with the RD loan application that the City is applying for to fix all major water lines/leaks in the city. The cost for this study is \$7,500.00.

**MOTION:** Councilmember Whitford made a motion to approve the NEPA study; second by Councilmember Smith.

Motion Carried: 4 yes 1 no (Councilmember Gilmour).

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- Councilmember Gilmour can't see doing this project. He feels that the City should not bite off that much at once and put the City so far in debt.
- Mayor Cort stated that this is something that needs to be done as the water line needs to be re-routed out of Gibbs field. Public Works did temporarily fix this leak but the line still needs to be routed differently. These fixes would also help with excess water consumed by leaks.
- Councilmember Gilmour is concerned about how to get water to the new building that Bill Gordon is constructing. Mayor Cort stated that Public Works will need to figure the best way to route that new line.

**PAYMENT APPROVALS**

**A. July Bank EFT's \$14,823.91**

**MOTION:** Councilmember Whitford made a motion to approve July Bank EFT's; second by Councilmember Camarata.

Motion Carried: 5 yes 0 no.

**B. July Payroll/August Mid-Month Draws \$49,882.53**

**MOTION:** Councilmember Whitford made a motion to approve July Payroll/August Mid-Month Draw; second by Councilmember Camarata.

Motion Carried: 5 yes 0 no.

**C. August 14, 2018 Payables \$64,741.36**

**MOTION:** Councilmember Camarata made a motion to approve August 14, 2018 payables; second by Councilmember Gilmour.

Motion Carried: 5 yes 0 no.

**MAYOR'S REPORT**

- Mayor Cort reported that Chief Taylor has hired a new officer that will attend the academy. His name is Ben Chavez.

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- The WWTP is doing ok. Gary Manning is helping Mike until a replacement Level II operator is hired.
- Mayor Cort is having a Council Retreat on August 21, 2018 at 6:00 p.m. to discuss staff and budget needs for 2019.
- Mayor Cort is organizing a community potluck on October 6<sup>th</sup> @ 5:30 p.m. She will try to recruit volunteers and citizens to become more involved.
- The COG meeting is tomorrow night and they will be reviewing the 2019 COG Applications.
- The Open Public Meeting and Public Records Request training will be held at 4:45 p.m. on August 28<sup>th</sup> before the Regular Council Meeting.
- Mayor Cort stated that the New Life kids were looking for projects to do indoors if the smoke does not clear anytime soon.

**COUNCIL DISCUSSION**

- Councilmember Smith stated that she needs to take a break from watering the flower pots, Councilmember Coleman will take over. Councilmember Coleman said he would use the water truck that Dave Doyle fixed up.
- Councilmember Coleman said that he attempted to use a weed-eater down by Exit 115 but the stems of the weeds were too big and would not knock down. He suggests tackling with weed killer before they get to the state they are now.
- Councilmember Gilmour was questioning the new flood maps that FEMA recently sent out. Michelle with Safebuilt stated that some of the properties in Kittitas are now out of the flood plain and some of the properties may be able to apply for a LOMA which makes it easier to get an elevation certificate and get out of the flood plain.
- Councilmember Gilmour stated that the stop sign near his house on Spokane needs fixed.
- Councilmember Smith asked about the zoning being changed down near Exit 115. Michelle explained that would be a time consuming project since it is in the Comprehensive Plan as Industrial, but if a landowner/developer came to the City they would be able to individually apply for a re-zone and the process would not take as much time to accomplish.

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- Michelle with Safebuilt stated that the City should be hesitant about spot zoning.
- Councilmember Whitford inquired if Mayor Cort has gotten the property owners near Exit 115 together yet. Mayor Cort stated she was waiting until after the burnouts.

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

Motion Carried: 5 yes 0 no.

**ADJOURN: 7:57 p.m.**

**Attest:**

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Mayor Pat Cort

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Debbie Lee Clerk/Treasurer