

**City of Kittitas
Council Meeting Minutes
November 27, 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. November 27, 2018. Councilmembers present: John Camarata, Liz Smith, Rich Coleman, Jerry Gilmour and Lou Whitford. Staff present: Debbie Lee – Clerk/Treasurer and Scott Moore – Public Works Lead.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING DATED NOVEMBER
13th, 2018**

MOTION: Councilmember Camarata made a motion to approve the regular Council Meeting minutes dated November 13th, 2018; second by Councilmember Smith.

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 OFFICERS AND SPECIAL GUESTS

A. Staff Reports (informational only)

Debbie Lee – Clerk/Treasurer

- Clerk Debbie Lee gave a demonstration of the new meter reading system and the different reports that can be generated.

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Scott Moore – Public Work Lead

- Scott Moore reported that winterizing had been done at the park, City hall and South Main.
- The A/C unit has been removed from the library.
- The trees have been cleaned up from Palmerio Park. The fence fixed itself after the pressure of the tree was relieved by cutting. When the tree fell it did cause some damage to the sprinkler system that will need to be repaired.
- The Street department is renting a lift to put up the Christmas lights they would like to use it on Saturday to cut some trees in the area, this would require overtime. The lift will not be picked up until Monday.
- Mayor Cort is concerned about overtime on the weekends.
- Scott stated that if you receive the lift on a Friday they don't pick up until Monday and the City will only be charged for 1 day which is approximately \$500.00 there are trees around town that overhang and will make snowplowing harder.
- Water service has been installed at the new Habitat for Humanity house in Rainier estates. The sewer service has not been installed yet as the weather is not conducive at this time.
- The waste water truck had a transmission leak, this has been repaired and now running.
- Public Works has been researching new service trucks.
- This month is the first time Public Works is using the new meter reading system, it is taking a bit longer learning the system and working out the kinks.
- Mayor Cort inquired about the status of the vehicles that were surplus. Scott stated that he got a bid from Harry Waterman and he will get ahold of AA towing to see if they have a price. The price of steel is down.
- Councilmember Gilmour stated that Yarbrough Auction takes vehicles.

UNFINISHED BUSINESS

- None

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NEW BUSINESS

A. Public Hearing Ordinance 18-012 Property Tax Levy Certification

- Councilmember Gilmour inquired as to which fund received the property tax money. IT was explained that the general fund does.
- The Public Hearing was opened at 7:27 p.m. and closed at 7:28 p.m. with no public comments.

MOTION: Councilmember Camarata made a motion to approve Ordinance 18-012 2019 Property Tax Levy Certification; second by Councilmember Whitford.
Motion Carried: 5 yes 0 no.

B. Public Hearing 2019 Preliminary Budget

- The Public Hearing was opened at 7:28 p.m. and closed at 7:29 p.m. with no public comment.

MOTION: Councilmember Coleman made a motion to approve the 2019 Preliminary Budget; second by Councilmember Whitford.
Motion Carried: 5 yes 0 no.

C. Contract for Professional Services Katherine Kenison Attorney

- Mayor Cort stated that she had spoken with the City's current attorney Jeanie Tolcacher, they are ok to transfer all records to Katherine Kenison after a the few items that were on tonight's agenda were approved.

MOTION: Councilmember Gilmour made a motion to approve the contract with Katherine Kenison for legal services; second by Councilmember Smith.
Motion Carried: 5 yes 0 no.

D. Executive Session RCW 42.30.110 Public Records Request

- Council went into executive session at 7:33 p.m. for 10 minutes.
- Executive session ended at 7:43 p.m. with no decisions being made.

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E. Public Records Settlement

- Councilmember Gilmour made a motion to approve the Public Records Settlement; second by Councilmember Whitford.
- Motion Carried: 5 yes 0 no.

F. Ordinance 18-013 Business and Occupation Licenses amending Chapter 5.04

- This Ordinance was updated to make sure all language “engaging in business” was the same for all of Washington State. Also a threshold of \$2,000 was adopted by the City of Kittitas. This means that any business that does not do at least do \$2,000 in business does not need to get a City business license.

MOTION: Councilmember Whitford made a motion to approve Ordinance 18-013; second by Councilmember Gilmour.

Motion Carried: 5 yes 0 no.

PAYMENT APPROVALS

A. November 27th 2018 Payables via EFT \$79,329.64

MOTION: Councilmember Camarata made a motion to approve November 27th 2018 Payables via EFT; second by Councilmember Coleman.

Motion Carried: 5 yes 0 no.

MAYOR’S REPORT

- Mayor Cort reported that she offered the vacant WWTP operator job to Martin Thacker; he will be starting on Monday December 3rd.
- Christmas in Kittitas is Saturday December 1st. Mayor Cort felt the planning was weak between the City and other community members. The activities planned are Santa will come on the fire truck and be at the Library where treat bags and a book will be handed out. Also scheduled are a lighted parade, fire pits and a baked contest. The planning was done by Gary Bye New Life Church and Brenda McPherson.

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- Mayor Cort stated that there has been a problem with people or persons sleeping in their cars. There is a new Washington Law that states people have the right to sleep in a safe place. Mayor Cort thought maybe Council could consider a camping ordinance and if this was passed this would stop this from happening she will need to look into it further.
- Mayor Cort informed Council that there was vandalism done to the laundromat.

COUNCIL DISCUSSION

- Councilmember Whitford stated she awarded the yard of the month to the Time Out.
- Councilmember Whitford suggested if you have not seen their display that you need to.
- Councilmember Gilmour would like someone to look at the library porch that was recently updated he has concern regarding people tripping.
- Councilmember Gilmour inquired if the City was closer to hiring a new officer. Mayor Cort stated that Chief Taylor had updated the wage with the Criminal Justice site and hopefully that will attract a lateral officer.
- Councilmember Gilmour asked why the hearing examiner was coming to Kittitas. It was explained that Jimmy Watterson is applying for a CUP at the Chem Safe Building. He will be opening a new business that tests hay samples.
- Councilmember Camarata attended the COG meeting and reported that the EMT budget passed and that it will be a little less than previous years for the City of Kittitas. Councilmember Camarata also stated that at the next COG meeting they will be having a class on how to grade COG grants.
- Mayor Cort stated she was happy this was happening.
- Councilmember Smith had concerns about the report that was presented from the new meter reading software. Staff informed Councilmember Smith that with more reads in the system it will be easier to understand.
- Councilmember Smith was hoping that if a late comer would still be allowed to enter in the lighted parade for Christmas in Kittitas. Smith said that one notice said pre entry only and one stated differently. It was suggested to contact Brenda McPherson to get the correct answer.

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

Motion Carried: 5 yes 0 no.

ADJOURN: 7:51 p.m.

Attest:

Mayor Pat Cort

Debbie Lee Clerk/Treasurer