

**City of Kittitas  
Council Meeting Minutes  
August 27<sup>th</sup>, 2019**

**COUNCIL MEETING**

Mayor Camarata led those assembled in the Flag Salute. Mayor Camarata called the regular Council Meeting to order at 7:00 p.m. August 27<sup>th</sup>, 2019. Councilmembers present: Rich Coleman, Holly Beard, Peter Schuetz, Richard Hink Jr. and Lou Whitford. Staff present: Debbie Lee – Clerk/Treasurer, Aaron Nelson – Police, Anna Franz – Attorney, Scott Moore – Public Works and Ben Chavez – Police.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING DATED  
AUGUST 13<sup>th</sup> 2019**

Councilmember Coleman would like to change the wording in the first paragraph to three people, and further down a couple other sentences it should say musical chairs.

**MOTION:** Councilmember Whitford made a motion to approve the regular Council Meeting minutes dated August 13<sup>th</sup>, 2019 as amended; second by Councilmember Beard.  
Motion Carried: 5 yes 0 no.

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

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

**PUBLIC APPEARANCE COMMENTS**

- Citizen Jerry Gilmour stated he has three concerns – 1. When would the repairs to Seventh Street happen, there has been a pile of rocks and there is no asphalt where the water main was repaired. 2. School starts next week and when are the sidewalks and roads going to be striped. 3. There are cracks in the streets and sidewalks with weeds growing up thru them and Jerry wanted to know when the crack sealing would be done.

**City of Kittitas  
Council Meeting Minutes  
August 27<sup>th</sup>, 2019**

**REPORT OF OFFICERS AND SPECIAL GUESTS**

**Staff Reports -**

**Chris Taylor – Chief of Police**

- Officer Nelson reported that Officer Chavez has been cleared for duty and has started his Field Training with him today.
- The Kittitas Police Department has been awarded a \$1400 grant for Ballistic Vest Plates from the Law and Justice committee. I would like to thank the Law and Justice Committee for recognizing Kittitas PD and our request. Also I would like to commend Officer Nelson for facilitating Kittitas PD with his help on getting this grant application completed.
- Officer Nelson has been busy handling calls from sewer issues to traffic enforcement. When he is not doing that he is remodeling the PD and getting the records room purged and updated. Officer Nelson has been a great addition to Kittitas PD and he keeps himself busy. If you see him, give him a wave of appreciation.
- National Night Out, 8/6/2019, was a big success this year. It was sponsored by Ellensburg PD and was held at Memorial Park. All agencies were represented and many of the residents enjoyed the food and fun had by all. For next year on 8/6/2020 Kittitas PD will be hosting our own National Night Out and Officer Nelson will be heading up the planning for it. We are looking forward to bringing this out here to Kittitas and hopefully making it just as fun as the EPD sponsored function.
- Officer Chavez is on light duty and handling code enforcement issues throughout Kittitas. Some of the issues he has been handling are, Abandoned and Junk vehicles, Animal problems, weeds and rubbish, garbage, and many more code issues. We are looking forward to him coming back to full duty soon. He is continuing to maintain his strength and the rehabilitation of his injury. He is greatly missed!
- Officer Chavez and Officer Nelson have also been working on bringing Body Cams to the Kittitas Police Department. Funding was provided by local business as donations to support the cost. We hope to see the body cams in place by end of August or beginning of September.
- Patriot night will be the Ellensburg Rodeo “opening night” theme. Deputy Ryan Thompson and Officer Benito Chavez will be recognized.
- Labor Day weekend AKA Rodeo weekend, is fast upon us.....so that means last Holiday of the summer and with that School starts shortly after! So mark your calendars!!! Kittitas

**City of Kittitas  
Council Meeting Minutes  
August 27<sup>th</sup>, 2019**

Elementary and Secondary School starts on 9/5/2019. Please keep in mind the **School zones** for the City are as follows,

- Patrick Ave. between Pierce to west bound City boundary,
- East bound from Kittitas Hwy., City boundary to Pierce St.
- Spokane St from Patrick Ave, north to the canal,
- Okanogan St. from Patrick Ave north to 8<sup>th</sup>,
- Mason St. from 7<sup>th</sup> Ave to the canal.
- Pierce St. from Patrick Ave to the canal.

- The Kittitas Police Department welcomes the new council members and encourages all council members to ride along with us!!

**Martin Thacker – WWTP**

**Water Department-**

- We had a resident that was concerned about a water leak; he called us out to confirm if water was city or ground water. We took chlorine residual and determined that it was not in fact city water (No chlorine detected).

**Cross Connection Control Department-**

- Not much new here. Have a couple more places in town that need backflow preventers checked. Sending reminders and/or personal visits – phone calls. Did find that some had been checked and information had not been submitted to us.

**Wastewater Department-**

- Coleman Miller made a surprise visit - inspection on the 31<sup>st</sup>. He is our Department of Ecology Permit Writer.
- While on vacation, on the 23<sup>rd</sup>, we had a power outage and alarm callout. Our generator failed to run and had a fault. I put it in manual to override and watched it for couple hours. We have since been in touch with an authorized dealer but he has yet to respond.
- We also had the AC unit fail and had it repaired.
- Issues at the school lift station. Noticed high run times.

**City of Kittitas  
Council Meeting Minutes  
August 27<sup>th</sup>, 2019**

- Mayor Camarata informed Council that there was a sewer leak at Mason & Spokane; Public Works had to come in after hours and unclog the line.

**Lynette Johnson – Librarian**

- The Library took delivery on August 5<sup>th</sup> of 3 new desktop computers, 3 new monitors, and 2 new tablets from the Washington State Library. 3 of our 4 public computers have now been hooked up and loaded and have already been used by our patrons. They are much faster than the old ones. We have Windows 10 and Microsoft Office 2016 installed. We are allowed to download them for free through Microsoft and the Washington State Library which saves us a lot of money.
- Once I got the computers all set up, I got back to the bar-coding and weeding of our Non-Fiction books. I am close to finishing that. We are using this as a chance to rearrange our Westerns, Northwest History and Non-Fiction sections as well.
- The Kittitas County Regional Library Board had a meeting on August 20<sup>th</sup> which I attended. It was an extended meeting at the Wind Farm meeting room. Along with the City Libraries in our County, the CWU Library is also involved and we discussed items such as the County Budget and also next year's One Book, One County where a book is selected for all of our libraries to feature at the same time.

	City	County	Total	City	County	Total	City	County	Total	City	County	Total	City	County	Total	City	County	Total	City	County	Total	City	County	Total
Total Cards Used	81	44	125	64	34	98	77	43	120	89	31	120	87	44	131	80	28	108	91	36	127	88	38	126
Children Attendance	23	10	33	5	3	8	52	4	56	29	0	29	36	1	37	50	11	61	46	4	50	37	2	39
Adult Attendance	93	36	129	64	14	78	80	23	103	84	24	108	95	26	121	118	31	149	110	30	140	89	27	116
Easy Reader	13	7	20	8	0	8	28	0	28	7	0	7	9	1	10	21	8	29	26	9	35	9	1	10
Juvenile Fiction	12	2	14	0	0	0	12	0	12	12	0	12	16	3	19	28	6	34	17	6	23	6	1	7
Juvenile Non-Fiction	0	0	0	0	0	0	0	0	0	0	0	0	2	0	2	0	1	1	1	0	1	0	0	0
Young Adult	0	1	1	0	0	0	1	0	1	1	0	1	2	0	2	2	2	4	1	0	1	0	0	0
Adult Fiction	89	108	197	83	97	180	82	110	192	107	65	172	77	100	177	97	79	176	119	62	181	116	61	177
Adult Non-Fiction	6	0	6	0	0	0	0	0	0	2	0	2	10	0	10	0	1	1	3	0	3	7	0	7
Videos	3	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9	1	10	3	0	3
DVD's	59	1	60	56	0	56	51	10	61	59	0	59	42	1	43	40	0	40	61	4	65	56	1	57
Magazines	6	0	6	4	0	4	7	0	7	3	0	3	3	0	3	5	0	5	5	0	5	5	0	5
1/2 hr Computer Use	114	9	123	134	0	134	138	1	139	147	2	149	156	6	162	144	4	148	136	5	141	145	54	199
Card Numbers Used	17	2	19	18	0	18	22	1	23	20	1	21	28	1	29	25	2	27	23	2	25	22	12	34
Returns			227			148			159			205			128			182			226			175
CDs Books	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			0	0	0	0	0	0	0
Online Checkout	11	82	93	15	76	91	4	97	101	16	58	74	13	91	104	6	75	81	29	52	81	19	54	73
Online Cards Used	7	30	37	10	29	39	3	34	37	11	24	35	11	31	42	3	27	30	14	23	37	15	21	36
Volunteer Hrs			52.5			55.5			28			33.5			32.5			61.7			73.2			18.5

**City of Kittitas  
Council Meeting Minutes  
August 27<sup>th</sup>, 2019**

Comm Service Hrs				0				0				0				0				0				0
Library Manager Hrs				76				80				81				85				81.5				85
Money Received				\$.15				\$2.8				\$7.5				\$2.6				\$			\$3.3	\$1.0
								0				0				7.60						5	0	
Surplus Books				0				0				0				271				0			0	0
Items Processed				76				147				73				181				169			108	87
Donated Items				31				59				12				60				137			57	58
New Card Issues	1	1	2	0	0	0	4	0	4	0	0	0	2	0	2	1	0	1	1	1	2	0	0	0
Move-Out	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0		0	1	1	1	1
Active Cards				908				908				912				912				913			914	916
Cup Of Cocoa				0				176				0				0				0			0	0
Summer Reading				0				0				0				0	24	14	38	44	22	66	0	0
Story Hour/Child	13		13	5		5	26		26	56		56	33		33	28		28	21		21	14	0	14
Story Hour/Adult	19		19	3		3	15		15	29		29	17		17	15		15	14		14	11	0	11
Halloween/Child				0				0				0				0			0			0		0
Halloween/Adult				0				0				0				0			0			0		0
Christmas in Kittitas/Child				0				0				0				0			0			0		0
Christmas in Kittitas/Adult				0				0				0				0			0			0		0
Days Open				18				16				17				17				17			17	17

**Scott Moore – Public Works**

- Porta pottys were ordered for the Gazebo Park and Palmerio Park areas.
- Some maintenance was done on the play structure at Gazebo Park.
- Cellular service was changed to Verizon.
- Weed Spraying.
- Performed some oil changes.
- Did some tree trimming on Patrick and Spokane Streets.
- Did some water turn on/off.
- Had a road kill clean up.
- Updated maps with locations of street valves.

**City of Kittitas  
Council Meeting Minutes  
August 27<sup>th</sup>, 2019**

**UNFINISHED BUSINESS**

**A. Paid Family Medical Leave**

- This is a requirement from Employment Security Department. Currently it only involves non-union workers as the union workers are under a contract.
- The decision is, does the City want to pay the employee share or have the employee pay their own share. The City will also need to give a 30 day notice to employees before deducting from their paycheck.
- Mayor Camarata suggested that the City should pay the employee portion until the time the union contract is re-negotiated for all employees.

**MOITON:** Councilmember Beard made a motion to pay the employee portion of the PMFLA; second by Councilmember Coleman.

Motion Carried: 5 yes 0 no.

**NEW BUSINESS**

**A. Kittitas County Noxious Weed Board – Marc Eylar**

- For the past 20 years the KCNWCB has worked to preserve the lands of Kittitas County from the degrading effects of non-native, invasive plants in both rural and urban lands of the County.
- Kittitas County Weed Districts have been doing the same in irrigated areas of the County for over 70 years.
- Incorporated lands within the city of Ellensburg: \$0.00875/acre with a \$3.85 minimum per parcel.
- Designated Forest Land (commercial timber): \$0.0035/acre with a \$1.54 minimum per parcel.
- All Other Lands (Forest and Range): \$0.035/acre with a \$15.40 minimum per parcel.
- Exempt lands: All federal lands, tribal lands, and Housing Authority.
- Lands currently not being assessed: incorporated lands other than Ellensburg (Kittitas, Cle Elum, South Cle Elum, and Roslyn).

**City of Kittitas**  
**Council Meeting Minutes**  
**August 27<sup>th</sup>, 2019**

- Noxious weeds are present and are a problem of both rural AND urban areas of Kittitas County.
- Areas without a weed control program serve as a source of weed infestations that spread throughout the Cities and County.
- This problem is expanding as Cities are expanding and more rural lands are being annexed.
- A significant percentage of complaints we receive are about lands within incorporated areas
- Noxious weed control is a benefit to ALL residents of Kittitas County. We ALL travel the roads, use the resources, and mutually benefit from healthy lands.
- Even if a developed urban neighborhood is free of noxious weeds (most are not) those landowners are still benefiting from noxious weed control throughout the County.
- Currently, 100% of the financial burden of our operating expenses lies on those landowners outside of these City boundaries.
- Because controlling invasive species anywhere in the County is a benefit to its landowners, especially priority species, we do not completely ignore these areas but it's difficult to justify spending weed assessments collected outside the city for weed control within the city.
- To implement an effective noxious weed control program throughout Kittitas County, in both rural and urban areas, the Weed Board is requesting your support of a weed assessment on all incorporated lands of Kittitas County.
- The rate would match the current assessment in the City of Ellensburg which is 1/4 of non-incorporated lands (\$0.00875/acre with a \$3.85 minimum per parcel).
- This assessment would not directly impact the budget of the County or any of the Cities. It is our hope that the Councils recognize the importance of effective weed management to supporting recreation, sustainable agricultural communities, and a high quality environment on all lands in Kittitas County, and that the cost of managing noxious weeds county wide can be equitably supported.
- No action is required by the Councils, but we are requesting a letter of support to the BOCC.
- The KCNWCB will be presenting a resolution to the BOCC hopefully this fall.

**City of Kittitas**  
**Council Meeting Minutes**  
**August 27<sup>th</sup>, 2019**

- Councilmember Coleman thought this sounded fair.
- Councilmember Whitford inquired as to what it would cover. Marc stated that City staff would access the property for the noxious weed board but that the Noxious Weed Board would educate the property owners.
- Discussion was had regarding areas of the city that may have noxious weeds vs. weeds that are a fire danger. It was also discussed that some of this would fall under the City code and that would be a code issue within the City but if it was a noxious weed then the Weed Board would handle.
- Councilmember Schuetz inquired if there was a place for citizens to get resources. Mark Eylar stated he was the resource.
- Councilmember Hink stated that it would take some burden off of the Code Officer for noxious weeds.

**MOTION:** Councilmember Coleman made a motion to have a letter of support written and presented at the next Council Meeting for approval to be submitted to the Board of County Commissioners; second by Councilmember Beard.

Motion Carried: 5 yes 0 no.

**B. Police Memorial – Kyle Schane**

- Kyle Schane is proposing to make a memorial for Officer Thompson who was killed in the line of duty on March 19, 2019 in the City of Kittitas. Kyle feels that the City of Kittitas is a proper place for this memorial as it happened in the City.
- His design is called a tempest torch that is fueled by natural gas. It will also incorporate a metal flag, with a rock that has a police badge of all local agency will be etched into it. The torch would burn 24 hours a day.
- Brad & Burke, Advantage Dirt, 3<sup>rd</sup> Gen Construction has all offered to donate time or material.
- Chief Taylor already presented at the Chief's monthly meeting and they all agreed this was a good cause.
- Kyle stated he was going to start an annual golf tournament to raise money to contribute to this memorial.



**City of Kittitas**  
**Council Meeting Minutes**  
**August 27<sup>th</sup>, 2019**

- Councilmember Coleman inquired as to why not at the Courthouse.
- Councilmember Beard asked if any concrete was going to be removed. It was stated no it will go where a tree was planted but no longer there and the gas can be piped from City Hall.
- Council asked Officer Chavez how he felt about this memorial and he stated that he thinks it is a good idea and it did happen in the City of Kittitas. Also the issue of having it placed at the Courthouse is that it is located adjacent to the County Jail.
- He will still need the consent of the Thompson Family.
- Councilmember Whitford felt that City Hall was a good location as all departments usually pass by Main Street, State Patrol, Sherriff, etc.
- Councilmember Coleman was concerned about the torch/fire and being tampered with. It was noted that it would be fairly tall and that it would be tempered glass.
- Concern was had about who would pay for the gas. Kylee stated that the golf tournament could help cover those costs and he was also going to reach out to PSE.
- City Attorney Anna Franz also suggested talking with Public Works, Gray & Osborne and the City Building Official. Talk has already been had with the building official regarding permits; Public Works has been made aware also.
- Scott Moore with public works did not have any concerns he would help locate water/sewer lines.
- Discussion was had regarding insurance coverage and Mayor Camarata said that this would be a permanent structure so it should be covered.

**MOTION:** Councilmember Beard made a motion to approve the Police Memorial proposed by Kylee Schane; second by Councilmember Hink.  
Motion Carried: 5 yes 0 no.

**C. Eagles Noise Variance Request August 30<sup>th</sup>, 2019.**

- Kelly Bare who is a trustee of the Eagles would like to request a noise variance for the Eagles on August 30<sup>th</sup>. They are having a parking lot dance that is open to families and would like the music to continue until midnight. The band will be Wolf Pack.

**City of Kittitas**  
**Council Meeting Minutes**  
**August 27<sup>th</sup>, 2019**

- Councilmember Beard asked if kids were allowed inside. Kelly Bare stated yes since the Eagle's is a non-profit.
- Councilmember Beard stated it would be a nice neighborly thing to notify nearby residences. Kelly Bare said that they had already gone to the neighbors and let them know.
- Councilmember Schuetz stated that he has lived behind the Eagles ever since they came to Kittitas and has never had an issue with noise or parking.
- Councilmember Hink asked the police if there has ever been an issue at the Eagles and they stated no.
- Kelly Beard also informed Council that they will be having a haunted house and would like to be involved with the City for trunk or treat. They also have events planned for Easter and Christmas.

**MOTION:** Councilmember Coleman made a motion to approve the noise variance; second by Councilmember Beard.

Motion Carried: 5 yes 0 no.

**D. Citizen Ride Along Policy and Application**

- Officer Nelson stated that this policy went thru the process of the City Attorney and the Police Department.
- Councilmember Coleman stated he had asked Steve Panatoni with the Sheriff's office what he thought of the Policy and he stated he thought it looked good. The only question he had was regarding the background check information and how long that information was held on to or if it was to be destroyed. It was explained that that process is a visual one that only the Chief of Police Officer see, it usually is never printed out and if it was it would be shredded immediately.
- Anna Franz City Attorney stated that that information was protected from public dissemination.
- Officer Chavez stated that those checks are not allowed.

**MOTION:** Councilmember Hink made a motion to approve the Ride along Policy; second by Councilmember Coleman.

Motion Carried: 5 yes 0 no.

**City of Kittitas  
Council Meeting Minutes  
August 27<sup>th</sup>, 2019**

**E. Library Surplus Resolution 19-010R**

- Councilmember Coleman inquired as to what happens with the old computers. It was explained that they will drill the hard drive and dispose of them.

**MOTION:** Councilmember Coleman made a motion to approve the Library Surplus Resolution 19-010R; second by Councilmember Beard.

Motion Carried: 5 yes 0 no.

**F. Social Media Policy**

- This policy was put in place since the City of Kittitas has a Facebook Page as well as the Police Department.
- Councilmember Coleman made the comment to not engage in arguments on Facebook.

**MOTION:** Councilmember Beard made a motion to approve the Social Media Policy; second by Councilmember Hink.

Motion Carried: 5 yes 0 no.

**PAYMENT APPROVALS**

**A. August 2019 Payables via EFT \$47,657.45**

**MOTION:** Councilmember Whitford made a motion to approve August 2019 payables; second by Councilmember Coleman.

Motion Carried: 5 yes 0 no.

**MAYOR'S REPORT**

- Mayor Camarata stated that at the COG meeting there was no decision made on the distribution of Grant money.

**City of Kittitas  
Council Meeting Minutes  
August 27<sup>th</sup>, 2019**

**COUNCIL DISCUSSION**

- Councilmember Whitford stated that she likes the branding of the City with the Welcome Sign and the logo painted on the side of Johnny's, she also likes the idea of placing all of the planters on Main Street and placing PVC posts of some kind in the middle of the planters to hold the flags that were purchased in place.
- Councilmember Coleman will get a map of Main Street and put the planters in a uniform order for placement. This will be ready at the next meeting.
- Councilmember Beard inquired as to the money that was budgeted for crack sealing and striping and that fall is rapidly approaching and was concerned as to why these issues have not been taken care of.
- Public Works Lead Scott Moore stated that lack of staff and he has had a large amount of projects.
- Councilmember Coleman was also concerned about time constraints of school starting and the weather changing.
- Scott Moore stated that 60\* is the threshold for the temperature. Public Works will get the school striped before school starts but not sure of crack sealing this year.
- Councilmember Hink inquired as to where the \$20 car tab increase goes. It was explained that revenue goes into a separate fund and can only be used towards streets. Approximately \$7,000 was budgeted for street repairs this year.

**MOTION:** Councilmember Coleman made a motion to adjourn; second by Councilmember Whitford.  
Motion Carried: 5 yes 0 no.

**ADJOURN: 8:04 p.m.**

**Attest:**

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Mayor John Camarata

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Debbie Lee Clerk/Treasurer