

**City of Kittitas  
Council Meeting Minutes  
January 24, 2012**

Mayor Tony Helland called the meeting of the Kittitas City Council to order at 7:00 p.m., January 24, 2012. Councilmember's present was Jerry Gilmour, Rick Hink, Linda Huber, Pat Cort, and Val Bosch.

Staff present was Clerk/Treasurer Debbie Lee; and Bryan Nash, Public Works.

Mayor Tony Helland led those assembled in the Flag Salute.

**APPROVAL OF MINUTES**

Approval of the January 10, 2012, minutes will be at the next meeting as they were inadvertently left out of the Council packet.

**ADDITIONS TO AND APPROVAL OF AGENDA**

**Addition to Agenda**

**MOTION:** To approve the agenda.

Motion by Councilmember Huber; seconded by Councilmember Hink.

Motion Carried: 5 yes; 0 no

**PUBLIC APPEARANCE COMMENTS**

Migel Aguilar discussed the issue of the community garden because the person that was in charge of the community garden (Milo) is no longer available. Want to know if we can use the city park. The council members indicated that there would be a meeting soon and they would contact Migel so he could attend the meeting.

Bev Allphin asked a question about the liability for clearing snow in front of our places or helping our neighbors. The council indicated that the City has no jurisdiction over private property. You just can't push the snow into the middle of the street or into the sidewalks. Police indicated that if you are using a 4-wheeler you must wear a helmet. Discussion followed about what the ordinances were regarding helmets on lawn mowers. This will be checked on by the Mayor.

Tiny Allphin asked if it was legal to fire a rifle within the city limits. Mayor Helland indicated that if this question was in regards to the accidental discharge at the Police Department, the issue has been resolved. When the discharge happened there were five people in the building. Fortunately no one was injured; the bullet went through the filing cabinet, and into the floor. The offending weapon was sent back to the manufacturer for inspection of the safety as the safety was on and the weapon discharged. It was being loaded due to going out on duty. There were two officers there at the time the Mayor investigated/reviewed the incident. The gun manufacturer was contacted and they said "send the gun back for inspection." Officer

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Brent Nierman also sent Mayor Helland a written incident report regarding the Accidental Discharge. Councilmember Huber discussed that this has been a learning situation and we need to get a weapons discharge station in place, then we could back this up with policy that would indicate where they would disarm their guns and store them. Then if policy was not followed, there would be a discipline policy in place. Councilmember Cort also said it would have been a good idea that all council members should have been notified before the community started hearing different versions of the incident. Councilmember Huber would like the Mayor to find out what other government policies are as far as fire arm handling, discipline, etc. Mayor Helland finalized this discussion with the fact that from now on the City will have a weapons clearing station for loading and unloading weapons.

**REPORTS OF OFFICERS AND SPECIAL GUESTS**

**Staff Reports:** None

**UNFINISHED BUSINESS**

Val Bosch Consulting Invoice (#1): Councilmember Gilmour asked if the City Attorney indicated that we could or could not pay Bosch. Mayor Helland indicated that she said we could pay him on a 1099. Discussion regarding how this was handled with Robin; she was hired as a temporary employee and put on payroll. Councilmember Huber says it may create an audit procedure as there was no contract in place; no business license in place, etc.

**MOTION:** Motion to pay Val Bosch invoice at the rate of \$21.60 per hour, as he helped the City out tremendously.

Motion by Councilmember Gilmour; seconded by Councilmember Hink.

Motion Carried: 3 yes; 1 no (Huber); 1 abstain (Bosch)

**NEW BUSINESS**

A. Belsaas & Smith Change Order #1, \$3,335.00 (#2): Mike Meskimen of Gray & Osborne explained the Change Order. A discussion regarding continuation with the Storm drain Project C & D was had; it could cost the city approximately \$4,000 out of pocket. The City may be able to reduce G & O to part time inspection to make this up. They may be able to start this project by March/April and it may take one to three weeks.

**MOTION:** To approve payment of Change Order #1, Belsaas & Smith in the amount of \$3,335.00.

Motion by Councilmember Hink; seconded by Councilmember Huber.

Motion Carried: 5 yes, 0 no

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- B. Belsaas & Smith Final Progress Estimate #4 \$96,471.74 (#3) (Amend “Final Progress” to “Progress...”)

**MOTION:** To approve Progress Estimate #4, to Belsaas & Smith, in the amount of \$96,471.74 (#3).

Motion by Councilmember Huber; seconded by Councilmember Hink.

Motion Carried: 5 yes; 0 no.

- C. Into Light Invoice (#4). This is for additional materials, junction boxes, poles, conduit (see Attachment).

**MOTION:** To approve payment of an additional amount of \$4,626.52 to PSE (Into light).

Motion by Councilmember Hink; seconded by Councilmember Gilmour.

Motion Carried: 5 yes, 0 no.

- D. Set date for Canfield-Council Training (#5). This is training for new council members. This is a 90 minute training to be held at our location. The training will be held on the second Meeting in February and Clerk Debbie Lee will notify Canfield of the time and place.

- E. Parks/Garden Ordinance 12-001 (#6): The City will have a Public Hearing to adopt an ordinance For the City of Kittitas, Parks/Garden/Recreation Committee. We need an ordinance stating what The goals of Park & Garden bylaws, rules. City Council members may sit on the committee but Community members would hold officer positions. Mayor Helland announced:

At 8:05 pm open a Public Hearing for public comment on Ordinance 12-001, an ordinance for the City of Kittitas, Washington, adding a new Chapter 2.62 to Kittitas Municipal Code, recognizing and establishing Kittitas Community Parks and Garden Recreation Committee. Again, this is only saying that we are going to set up a committee. Any Comments: No comments. 8:07 pm Public Hearing closed.

**MOTION:** To adopt the Ordinance 12-001, the Parks/Garden.

Motion by Councilmember Hink; seconded by Councilmember Gilmour.

Motion Carried: 5 yes; 0 no.

**PAYMENT APPROVALS**

- A. January 24, 2012 Bills - \$24,842.27 (#7)

**MOTION:** Move to pay January 24, 2012, bills in the amount of \$24,842.27 (#7).

Motion by Councilmember Huber; seconded by Councilmember Hink.

Motion Carried: 5 yes, 0 no.

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**B. Voided checks 15068-15074 & 15114, 15115.**

**MAYOR'S REPORT**

- Mayor Helland previously reported about the accidental discharge of a weapon.
- Mayor Helland attended the UGA meeting with Kittitas County. The City Attorney could not attend but she was there on the phone. They basically told us that they would give us moral support and a small amount of legal and procedural support but no monetary support from the County.

**COUNCIL DISCUSSION**

- Discussion of review of Personnel Policies. The technology sections should be considered and combined into the smaller policy. The Teamsters agreement should also be considered when looking at combining these policies.
- Councilmember Gilmour asked questions about water and sewer ordinances that are not being followed. He will bring the ordinances he is referring to Mayor Helland for review.
- Councilmember Cort requested that the Mayor should be sure all Council members are included in emails from the Mayor. If a councilmember doesn't have an email account, it should be included in their packet.

**Adjourn at 8:43 pm**

**Attest:**

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Mayor Helland

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Clerk/Treasurer Debbie Lee