

**City of Kittitas**  
**Work/Study Meeting Minutes**  
**November 14, 2017**

**Work/Study Meeting Attendance**

Pat Cort - Councilmember  
John Camarata – Councilmember  
Ben Whitehurst – Councilmember  
Jerry Gilmour – Councilmember  
Liz Smith - Councilmember

Debbie Lee – Clerk/Treasurer

**Points of Discussion**

- Councilmember Cort stated that she liked the staff reports.
- Discussion was had regarding the Executive Session. Council talked about possibly having the Mayor and one Councilmember sit in on the negotiations and then report back to the remaining Councilmembers.
- Council reviewed the Planning Commission Update.
- Gray & Osborne called City Hall and they will come and give a report to Council and the new Mayor on the status of the different projects, for example the TIB paving project for 2018, the COG sewer project and different ideas about fixing the main water leak.
- Councilmember Cort had been reading past Council minutes and Gray & Osborne had made mention that probably in the next 20 years water lines were going to need to be replaced as they will start to fail due to age. There are not any problems except for the main line but when it is a problem they will be expensive to fix.
- Councilmember Gilmour stated that he does not care how much it costs to fix the leak just that it needs to be fixed.
- Councilmember Cort said the City needs a reserve fund for water main repairs.
- Mayor Whitford asked about the 5 year plan, Councilmember Cort said yes she is the keeper of the 5 year plan and keeps adding items to the list. Councilmember Cort said that she will get it updated and give to Council.

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- Councilmember Cort stated she has spoken with Brenda from the WWTP regarding the chlorinator and the replaced valve. Councilmember Cort had read something about this in the past minutes and wondered if this had been taken care of due to it being hazardous.
- Councilmember Camarata thought that it had been replaced with a refurbished part.
- Councilmember Camarata informed Council that the sewer project will go out to bid in January and open bids in February or March and start the project in April.
- Councilmember Smith asked about the process of the open Council seat. It was explained that they will advertise the open seat in December and possibly appoint a position in January but for Councilmember Smith to still continue to serve until that time.
- Discussion was had regarding the budget. Clerk Debbie Lee explained that the budget was pretty much balanced except for the water/sewer funds and something needed to be done as the revenues were not enough for the expenses that are needed and budgeted.
- Councilmember Camarata wanted to take from the ending balance. Clerk Debbie Lee explained that if the City continues to do this there will no longer be an ending balance to take from.
- A handout was presented showing the history of the cost of water, the utility base rates and utility tax rates. The City currently is not charging enough to cover the operating expenses for the WWTP.
- Council decided to have Clerk Debbie Lee make a call to BIAS and talk with their accountant and staff (Chad) to explain why we do not want to use the ending balance and the state of the water sewer fund.

**ADJOURN: 6:55 p.m.**

**Attest:**

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Mayor Whitford

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Debbie. Lee Clerk/Treasurer