

**City of Kittitas  
Council Meeting Minutes  
January 9, 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. January 9, 2018. Councilmembers present: Ben Whitehurst, John Camarata, Lou Whitford, Jerry Gilmour and Liz Smith. Staff present: Debbie Lee – Clerk/Treasurer, Michelle Geiger – Safebuilt and John Sinclair – KVFR.

**APPROVAL OF THE MINUTES FOR THE REGULAR COUNCIL MEETING DATED  
DECEMBER 26, 2017**

**MOTION:** Councilmember Gilmour made a motion to approve the regular Council Meeting minutes dated December 26, 2017; second by Councilmember Camarata.  
Motion Carried: 5 yes 0 no.

**APPROVAL OF THE MINUTES FOR THE WORK/STUDY MEETING DATED  
DECEMBER 26, 2017**

**MOTION:** Councilmember Camarata made a motion to approve the Work Study Minutes dated December 26, 2017; second by Councilmember Gilmour  
Motion Carried: 5 yes 0 no.

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

Councilmember Whitford would like to add under A. New Business swearing in of Lou Whitford and Pat Cort.

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

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**PUBLIC APPEARANCE COMMENTS**

- None

**REPORT OF OFFICES AND SPECIAL GUESTS**

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

**Brenda Bach – WWTP**

- **Water Department-**

- We are wrapping up the required changes and additions for the new revised Coliform monitoring plan for the City. Regulations changed last year which requires a more in-depth emergency plan set in place, that allows an easier troubleshooting and isolation plan in case of an emergency.

- **Cross Connection Control Department-**

- No new news

- **Wastewater Department-**

- We had a sewer back-up last Saturday afternoon reported by a sewer and drain cleaning co in Ellensburg called out by Family housing, located on Patrick Avenue and Clark. Scott responded to the call from KITCOM and used the Vactor truck to clean the manhole at the intersection of Sacajawea and Patrick. Thankfully Scott's quick response was crucial in minimizing the back up to the point that there was "NO" sewer overflow and the plug were removed. A great big Thank you to Scott for your quick response, and hard work.
- We are still waiting for our "Discharge Permit" to be renewed from the Department of ecology. There is always a chance of our discharge parameters to be changed, which could change our testing schedule and operation as well. They did let us know that they were running behind with the paper work and that we should have our Discharge permit as soon as possible.

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**B. Budget Report**

- Discussion was had about being over budget at year end. Clerk will make note of it on the annual report to the auditors. Department heads and Council will keep a closer eye on the budget throughout the year.
- Councilmember Camarata did not understand being over budget. Clerk Debbie Lee tried to explain that there is a difference between actual and budget but Councilmember Camarata did not understand. So it was suggested that someone like Judy Pless, BIAS or AWC will come to Council and explain how to read the budget report and treasurer's report.
- Councilmember Smith asked if they were adding "Updating Ordinances" to this agenda or waiting. It was explained that it will be added during the Study Session at the next Work Study Meeting on January 23, 2018.

**C. Treasurer's Report**

- No Comment

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**A. Oath of Office – Councilmember's Camarata, Whitford & Smith and Mayor Cort**

- Mayor Pro Tem read the Oath of Office to Mayor Cort and swore her in.
- Mayor Cort read the Oath of Office to Councilmember's Camarata, Smith & Whitford swearing them in.

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**B. KVFR Annexation Agreement**

- Discussion was had regarding the Annexation Agreement and Chief Sinclair stated that the vote could happen at the next meeting on January 23<sup>rd</sup>, The City attorney has not responded back yet with his recommendations.
- KVFR will be responsible for the electricity, gas, water and sewer. Chief Sinclair stated that they could pay it monthly or quarterly however the City would like.

**C. Resolution 18-001R Waiving the Competitive Bidding Requirements for Operating Engineers**

- This is an annual resolution waving the competitive bidding requirements for the Operating Engineers TIB grant funded project.

**MOTION:** Councilmember Gilmour made a motion to approve Resolution 18-001R; second by Councilmember Camarata.

Motion Carried: 5 yes 0 no.

**D. Proclamation – School Choice Week**

- Mayor Cort read aloud the Proclamation for School Choice Week.
- Councilmember Camarata inquired as to what choices there are for school. Mayor Cort said home school is not a recognized choice.

**MOTION:** Councilmember Whitehurst made a motion to approve the School Choice Week Proclamation; second by Councilmember Whitford.

Motion Carried: 5 yes 0 no.

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**PAYMENT APPROVALS**

**A. December Bank EFT's \$11,061.50**

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

Motion Carried: 5 yes 0 no.

**B. January 9<sup>th</sup>, 2018 Payables via EFT \$22,533.80**

**MOTION:** Councilmember Camarata made a motion to approve January 9<sup>th</sup>, payables; second by Councilmember Whitford.

Motion Carried; 5 yes no.

**C. December Payroll/January Mid-Month Draws \$47,883.15**

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

Motion Carried: 5 yes 0 no.

**MAYOR'S REPORT**

- Mayor Cort reported that former Councilmember Tiny Allphin had passed away and the flag at City Hall will be flown at half-mast for the remainder of the week.
- Council set a tentative date for Elected Officials Training and Open Public Meeting Training with Canfield on Thursday the 18<sup>th</sup> of January starting at 5:30. Mayor Cort will contact Canfield and see if that date is available.
- Mayor Cort has been going thru the personnel files to see if everything is up to date.
- Mayor Cort is looking at the Purchase Order process to see if there is a better way to make purchases.

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- Mayor Cort will be having a Town Hall Meeting sometime in March.

**COUNCIL DISCUSSION**

- Councilmember Gilmour informed Council that a viewing for Tiny Allphin will be held but the service will be sometime in the spring.
- Councilmember Smith stated that she has been working thru the union negotiations with Mayor Cort and Councilmember Camarata.
- Councilmember Smith has been talking with Becky who with the middle school FFA teacher. She would like to be put on eh agenda for January 23<sup>rd</sup> to discuss growing the flowers for the downtown planters.
- Brenda McPherson would like to be put on the January 23<sup>rd</sup> agenda as well for the Down Town Association. Brenda said that this was formed in order to get the branding process started. The Down Town Association is an umbrella under the Chamber of Commerce. There is one officer at the moment but would like to see this being a paid position. As some point they will need to have a meeting and get more officers elected. The City of Kittitas is an integral part of the Down Town Association.
- Councilmember Whitford would like to be part of this. It was noted that the Down Town Association is the keeper of the branding.

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

Motion Carried: 5 yes 0 no.

**ADJOURN: 7:26 p.m.**

**Attest:**

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Mayor Pat Cord

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Debbie Lee Clerk/Treasurer