

**Town of Twisp  
Council Minutes 08/10/10  
7:00 PM**

Meeting called to order at 7:01 pm by Mayor Boosman.

Council Members Present:     Clint Estes  
   Tom Mulgrew  
   Soo Ing-Moody  
   Hans Smith

Council members absent:     Tom Gehring

**Pledge of Allegiance**

Council Member Mulgrew led the Pledge of Allegiance.

Mayor Boosman announced the public hearing regarding the Shoreline Master Plan had been re-scheduled for August 24, 2010 at 7:00 pm.

**Request for additions and/or changes to the agenda**

Additions: None

Changes: None

**Consent Agenda**

- Payroll and Accounts Payable

Vouchers audited and certified by the auditing officer as required by RCW 42.24.080, and those expense reimbursement claims certified as required by RCW 42.24.090, have been recorded on a listing, which has been made available to the Town Council.

The following voucher/checks are approved for payment by a majority vote on this 10<sup>th</sup> day of August, 2010:

<b>Checks/Vouchers</b>	<b>#27616</b>	<b>\$1,521.14</b>	<b>06/30/10</b>
<b>Checks/Vouchers</b>	<b>#27617</b>	<b>\$57.78</b>	<b>07/30/10</b>
<b>Checks/Vouchers</b>	<b>#27618 - #27620</b>	<b>\$1,994.44</b>	<b>07/30/10</b>
<b>AWC</b>	<b>ACH #9100705</b>	<b>\$10,493.84</b>	
<b>NCNB</b>	<b>ACH #9100706</b>	<b>\$10,828.89</b>	
<b>Dept. of Retirement</b>	<b>ACH #9100707</b>	<b>\$2,414.06</b>	
<b>Dept. of Retirement</b>	<b>ACH #9100708</b>	<b>\$1,952.98</b>	
<b>Cashmere Valley Bank</b>	<b>ACH #9100801</b>	<b>\$1,254.99</b>	<b>08/01/10</b>
<b>Payroll</b>	<b>#12512 - #12541</b>	<b>\$28,913.75</b>	<b>08/01/10</b>
<b>Checks/Vouchers</b>	<b>#27663</b>	<b>\$55.00</b>	<b>08/08/10</b>
<b>AWC</b>	<b>ACH #9100802</b>	<b>\$1,752.25</b>	
<b>NCNB</b>	<b>ACH #9100803</b>	<b>\$2,573.86</b>	

Checks/Vouchers	#27621 - #27655	\$29,258.21	08/10/10
Payroll	#12544 - #12545	\$6,023.48	08/10/10
Checks/Vouchers	#27656 - #27662	\$5,805.00	08/15/10

Void payroll checks: #12542-#12543

**Motion:**

Council Member Smith moved to approve the consent agenda as presented. The motion was seconded by Council Member Ing-Moody and passed unanimously.

**Public Comment Period**

Paula Mackrow asked Council to place another “dead-end” or “no through street” sign on Twisp Avenue at Magers to alert drivers it is not a through street. Ms. Mackrow explained an increasing number of trucks/trailers and motor homes are coming down Twisp Avenue and then finding they have to turn around. It is dangerous on the narrow street and some are using her driveway to turn around, which has caused damage to a portion of it.

**Action: Mayor Boosman will notify the public works crew to install an additional sign.**

**Mayor’s Report**

There was no report at this time.

**Staff Reports**

**Police Department**

There was no report at this time.

**Colleen Storms, Clerk/Treasurer**

Clerk Storms reported on the following:

- The Washington State Auditor’s will be on site until approximately Tuesday, August 17<sup>th</sup>. The exit conference will be held at the end of the following week. The Mayor and Council Members will be notified of exactly when the exit conference will be held and she encourages anyone who can to attend.
- Both of the Public Works Trust Fund Loan applications the Town submitted have been put on the preliminary list of projects to be funded; the treatment plant belt press and the water system improvements.

**Keith Comstock, Fire Chief**

Fire Chief Comstock reported on the following:

- There have been very few fire calls in July; however, the department has been called out on several car accidents (he thought six), which is considerably higher than normal.
- Volunteers are continuing their required training.

- Chief Comstock has been trying to work with the Department of Natural Resources and other agencies that use water from the fire hall to develop a system of tracking the amount used. He feels he could use some assistance from the Mayor or Council talking with higher officials at the agencies.

### **Committee/Board/Commission Reports**

There were no reports at this time.

### **OLD BUSINESS**

#### **Memorandum of Agreement – Recommendation of the Park and Recreation Commission Regarding the Methow Valley Farmers Market – Use of the Commons Park**

Council discussed the recommendation of the Park and Recreation Commission in the form of a Memorandum of Agreement between the Town and the Methow Valley Farmers Market for use of the Commons Park. Craig Lints, Farmers Market Board Co-Chair, explained to Council the board has reconsidered and rewritten their policy regarding limitations on the number of community groups allowed at each market. Community groups will, however, still be placed after vendors in priority unless it is determined because of their booth size they require more set up time.

Several community group members were present to discuss their concerns with the current Farmers Market rules and regulations. Mr. Lints suggested they join the Farmers Market group so they have a voice in determining the Market rules in the future. Mr. Lints stated the Farmers Market Board does not allow non-profits to compete with vendors because their primary purpose has been to support vendors who are trying to make a living and support their families, as opposed to non-profit groups that are raising money for special projects.

Council Member Ing-Moody reported all public comments gathered at Council meetings and Park and Recreation Commission meetings were taken into consideration when preparing the MOA. Council Member Smith reported he spent time speaking with a previous Mayor and Council Members regarding their vision for the Commons Park and he felt their intentions were to produce a resolution that would give the Farmers Market the use of the Commons Park. Council Member Smith is pleased with the MOA, but would like to see a copy of the Farmers Market's current rules and regulations prior to taking action. Council discussed the point made by one of the P/R Commissioners regarding political events and freedom of speech in a public place. Staff researched the issue of public property being rented and what liability the Town would have if freedom of speech was not granted. MRSC reported that as long as other public property was available for political events or protests, the Farmers Market did not have to allow this type of event during their market hours if it did not comply with their rules and regulations.

Nancy Elvig, representative of a local community group stated she felt the problem with the MOA would be that the Town's policies on parks have not been clarified, so assuring the Market complies with those policies would be difficult. Council Member Ing-Moody shared the Park and Recreation Commission will be working on policies for the parks in the future, but felt the issue of the Commons Park and Farmers Market needed more immediate attention. Ms. Elvig noted she is encouraged by the Farmers Market changes; the church has changed their menu to abide by the Farmers Market rules and she likes the idea of membership being an option for community groups.

**Action: Provide the current Farmers Market rules and regulations for Council review and place this item on the next agenda.**

**NEW BUSINESS**

**Methow Valley Community Center 2009 Tourism Services**

Clerk Storms gave the Council a brief history of how annual reporting for the 2% Hotel/Motel money works and how the Town entered into an agreement with the Methow Valley Community Center (MVCC) regarding the Visitor's Information Center (VIC). Clerk Storms explained the Council had agreed to pay \$3,600 per year for MVCC VIC services in 2008 and 2009 provided the MVCC met the terms of the contract, which included reporting on their activities as required by the State. However, the MVCC did not report to the Town according to the set procedure in 2009 or early 2010. They first contacted the Town about the 2009 monies in April of 2010. Kirsten Ostlie, MVCC manager was present to request the Town still pay the MVCC for 2009 services. She explained she was new to her position and did not understand the process, but the services were rendered. Ms. Ostlie reported in 2009 the MVCC logged 1,700 signatures in their guestbook, sent out 23 packets of information and received/replied to over 1,000 emails regarding Twisp and the Methow Valley. Council discussed the current hours of the VIC and asked Ms. Ostlie if her hours could be shifted to man the VIC on Saturdays during the Farmers Market or if someone else could be assigned that day. Ms. Ostlie stated that suggestion would have to go to the MVCC Board. Mr. Lints suggested having an information booth at the Farmers Market possibly manned by volunteers. Other volunteer opportunities suggested were soliciting retired community members or students performing community service.

Ms. Ostlie was asked how much funding they receive from Okanogan County Tourism; she responded it is \$2,800 annually, though that is down considerably from previous years.

**Motion:**

Council Member Smith moved to approve \$3,600 be paid to the Methow Valley Community Center from 2010 2% Hotel/Motel funds for 2009 Visitor Information Center services. The motion was seconded by Council Member Mulgrew and passed unanimously.

**Vacation Carry Over**

Mayor Boosman explained that Officer Sheehan has excess vacation that he is not able to use prior to his anniversary date. Carryover is only allowed by Mayoral action up to 40 hours or Council action over 40 according to the Personnel Policy Manual. Officer Sheehan has been unable to take his vacation this year because of being short staffed in the Police Department. Sheehan is asking to carry over 50 hours of vacation he has earned.

**Motion:**

Council Member Ing-Moody moved to approve Officer Sheehan's carryover of 50 hours of vacation. The motion was seconded by Council Member Estes and passed unanimously.

**Resolution #10-474 – Regarding Emergency Preparedness Month/Meet your Neighbor**

Mayor Boosman discussed Resolution #10-474 declaring September as "Emergency Preparedness" and "Meet your Neighbor" month. Community Preparedness Committee

representative Kristi Laguzza-Boosman will be heading up an event during the August 21<sup>st</sup> Farmer's Market with approximately 20 booths that will have information regarding how to be prepared in your neighborhoods for emergencies or nature disasters.

**Motion:**

Council Member Smith moved to adopt Resolution #10-474 declaring the month of September as "Emergency Preparedness" and "Meet your Neighbor" month. The motion was seconded by Council Member Ing-Moody and passed unanimously.

**Employment Positions**

Clerk Storms reported job announcements for the Clerk/Treasurer and Public Works Superintendent are being advertised. Each ad states the position is open until filled with a first review date of August 12<sup>th</sup>. Mayor Boosman stated he would like to be flexible when filling these two positions, to look at the pool of candidates and make good long-term decisions to fulfill the needs of the Town. Council Member Smith urged Council to make progress in a timely manner. Council Member Ing-Moody said the Council had discussed several scenarios and goals of staffing over the past few months. She felt the Mayor and Council needed to be mindful to cover the short-term requirements under State law with regard to these positions, but also needed to consider long-term solutions to some of the needs they have identified for sustainability and strong management.

Mayor Boosman briefly discussed the option of a change in government type; Council/City Manager, but felt that it would take too much time to pursue. Council Member Smith suggested holding a special Council meeting to discuss and determine all options.

Mayor Boosman announced he would be officially appointing Officer Ty Sheehan as the Acting Police Chief until they have a strategy for hiring a new Chief. Council Member Estes stated that in his opinion one alternative would be to give Officer Sheehan the opportunity to serve as Police Chief if he so desired, with the ability to drop back to his Officer position if it didn't work out for both he and the Town after a set trial period.

Council agreed there needed to be more discussion regarding all of the open positions and suggested maybe a workshop be held for Council to discuss this further.

**North Central Regional Transportation Planning Organization – Submittal of Priority List**

Clerk Storms discussed the North Central Regional Transportation Planning Organization(NCRTPO) and correspondence she received asking the cities and towns in Okanogan, Chelan and Douglas Counties to provide NCRTPO with their top three priorities for transportation projects. Council referred to the Town's Six-Year Transportation Improvement Plan to discuss priorities. The Council's priorities are as follows:

1. Road Reconstruction and Pedestrian Pathway project - West Twisp Avenue from Magers Street to Highway 20, Pedestrian path only continuing on from Highway 20 East on Twisp Avenue to Lincoln Street and Twisp Park
2. Street Preservation and Sidewalk project – 5<sup>th</sup> Avenue from Highway 20 to (dead-end) Bridge Street.
3. Street Reconstruction – Chip Seal Project - 2<sup>nd</sup> Avenue East from Highway 20 to dead-end.

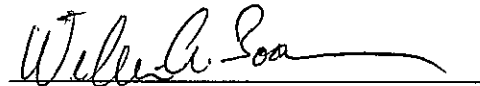
**Action:** Staff will prepare the list and submit it to the NCRTPO by the deadline of August 13, 2010.

**Miscellaneous Items**

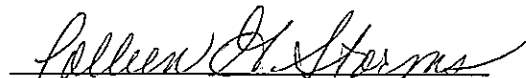
- Mayor Boosman reported he had been working with KC Moriarty and David Hunter on math that is related to the Wastewater Certification II test.
- Possibly set a retreat for Saturday, August 21<sup>st</sup> to discuss open positions.
- Need to have a “dead-end” or “not a through street” sign placed on Methow Street.
- Need to replace pressure-treated boards on the park playground equipment with cedar boards.

There being no further business to come before the Council, Mayor Boosman adjourned the meeting at 9:43 p.m.

**APPROVED:**

  
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Mayor William A. Boosman

**ATTEST:**

  
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Clerk/Treasurer Colleen G. Storms