

**Town of Twisp
Council Minutes 03/11/08
7:00 PM**

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

Council Members Present: Mayor Pro-Tem Stephanie Hickman
Clint Estes
Vicki Hollowell
Tina DeRenzo

Council members absent: Council Member Gehring was absent because he was attending a Forest Service public input meeting.

Additions and/or Changes to the Agenda: Clerk/Treasurer Storms reported that two items had been added to the preliminary agenda: 1) Resolution #08-416 – CTED Grant Application process authorization for the Forest Service Feasibility; and 2) WSDOT Local Agency Agreement Supplement.

Council Member DeRenzo led the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

There was no public comment.

MINUTES

MOTION:

Council Member Hollowell moved to approve the February 26, 2008 minutes as presented. The motion was seconded by Council Member Hickman and passed unanimously.

MAYOR NATIONS UPDATE

Mayor Nations reported that the 2nd Avenue Street project plans would be 90% completed and delivered to the Town by Thursday, March 13, 2008 for review.

DEPARTMENT HEADS AND COMMITTEE REPORTS

Rick Balam, Police Chief

Chief Balam presented a new stats format to the Council. Balam explained that the “C” on the citations report represented a criminal infraction and that the “I” represented a non-criminal infraction. Balam stated that the reports were broken down by officers, showing he and Officer Denham’s work, and that they also showed the agency assists that each officer had participated in.

Chief Balam explained that pursuant to the Council's review, the Standard Operating Policies and Procedures Manual was currently in use by the Police Department and instructed them if they had any questions to contact him directly.

Gary McConnell, Public Works Superintendent

Superintendent McConnell reported he had arrangements with Lloyd Logging to rent a water truck and his crew would be sweeping the streets soon. McConnell was asked why the Town is sweeping Highway 20; McConnell stated that from the fog line out is the Town's responsibility.

Colleen Storms, Clerk/Treasurer

Clerk/Treasurer Storms reported on the timeline for the 2nd Avenue Street Project: Bids will go out in April; the bid would be reviewed and awarded in May and construction would begin in June, 2008.

Storms reported that funds are available for engineering work to be done in 2008 on the Glover Street Project – 3rd Avenue to Highway 20. RH2 plans to proceed with the design so that the bids for work on Glover Street can go out in January or February of 2009.

Clerk/Treasurer Storms reported to the Council that the Clerk's office is temporarily running the Springbrook software program on a server loaned to the Town by the Springbrook Software Company. Storms explained that the company is experiencing problems with the internet version of the software the Town uses and is providing the server temporarily while they work on it.

Keith Comstock, Fire Chief

Fire Chief Comstock had nothing to report.

OLD BUSINESS

FREEZE-UP/WATER OVERAGES

Superintendent McConnell reported that water meters and water pipes had frozen at several residences and businesses this winter and that the public works department ran hoses from other houses and buildings to provide water to those with frozen services. McConnell requested that Council consider waiving any water overage charges to those people that allowed their neighbors to connect to their services by hose.

MOTION:

Council Member Estes moved to waive any water overages related to the 2008 winter freeze ups. The motion was seconded by Council Member Hallowell and passed unanimously.

SYSTEM DEVELOPMENT CHARGES

Clerk/Treasurer Storms reported that she had been working with Joe Mitschelen, of Rural Community Assistance Corporation (RCAC), to determine what the current equity of the water and sewer hookups of the Town system would be. Storms prepared two scenarios showing what the cost for hooking up to the system would be if the Town received or did not receive the grant

for the Booster Pump project on the hill. Storms reported that the hookups on the hill may cost more due to additional debt that may be incurred for the Booster Pump project.

The equity in the system is based on past debt incurred by the Town for system installation and improvements excluding any money that was received through a grant process.

Superintendent McConnell requested that when the Water/Sewer ordinance is revised the Council look at changing the section that requires a resident to hook up to sewer only if they are 208 feet or less from a main sewer line. McConnell wants all residents to have to hook up to sewer. Council discussed the airport and that language would have to be put in place regarding the sewer hookups in that area.

Clerk/Treasurer Storms stated that she would prepare and distribute to Council proposed sewer development charges by Friday, March 14, 2008.

Action: Clerk/Treasurer Storms will prepare and distribute to Council proposed sewer development charges by Friday, March 14, 2008.

CONTRACT FOR WASTEWATER TREATMENT PLANT IMPROVEMENTS

Superintendent McConnell reported that the Town had received one bid for water conservation work to be done at the treatment plant from Pipkin Construction in the amount of approximately \$62,525. McConnell stated that he would recommend declining the bid because the cost was unaffordable to the Town at this time. He and Mayor Nations felt that his crew, along with some contracted help, could get the job done for a more reasonable cost to the Town. The Council agreed.

Council Member Estes asked that this issue be placed on the March 25, 2008 agenda for an update.

NEW BUSINESS

RESOLUTION #08-415 – REGARDING THE METHOW VALLEY EMERGENCY PLAN

Chief Balam reported that he and the standing committee of Methow Valley emergency services workers worked hard to develop the proposed Methow Valley Emergency Plan. Balam stated that the plan allows the Mayor to declare a state of emergency, which in turn makes the Town and residents eligible for County, State and Federal assistance. Council Member Hallowell questioned what would happen if cell service was not available during an emergency as had occurred in recent years. Chief Balam stated that while the group was developing the plan they tried to think of as many scenarios as possible, including the issue of cell phone outages. He noted that radios would be used in that situation. Balam reported that they were currently planning a mock incident in the valley.

MOTION:

Council Member Estes moved to approve Resolution #08-415 adopting the Methow Valley Emergency Plan. The motion was seconded by Council Member DeRenzo and passed unanimously.

**RESOLUTION #08-416 – CTED GRANT APPLICATION PROCESS AUTHORIZATION
– FOREST SERVICE FEASIBILITY STUDY**

Clerk/Treasurer Storms reported that Kate Jones, Forest Service Task Force, recently submitted an application to participate in a grant process through the Washington State Department of Community, Trade and Economic Development (CTED) for a Forest Service feasibility study. Storms explained that unfortunately Ms. Jones was unaware that Council had to approve by resolution the Town's participation in the grant process. She was asking that Council approve Resolution #08-416 and the application for grant funding in the amount of \$50,000.

MOTION:

Council Member Hallowell moved to approve Resolution #08-416 authorizing the Town to participate in the Community, Trade and Economic Development (CTED) grant process for the Forest Service feasibility study. The motion was seconded by Council Member Estes and passed unanimously.

**WASHINGTON STATE DEPARTMENT OF TRANSPORTATION (WSDOT) LOCAL
AGENCY AGREEMENT SUPPLEMENT**

Clerk/Treasurer Storms reported that the Town just received confirmation that the Surface Transportation Program (STP) had awarded Twisp an additional \$311,000 for the 2nd Avenue Street Project, which will enable the project to be extended out to the Town limits providing a simple overlay of the existing pavement from the medical clinic to the western boundary. Storms explained that the Council action needed at this point was to authorize the Mayor to sign the revised agreement.

Council discussed the possibility of the new pavement actually increasing the speeding problem on 2nd Avenue. Chief Balam reported that he has run radar on 2nd Avenue on several occasions lately and not found a significant problem.

MOTION:

Council Member Estes moved to authorize the Mayor to sign the Washington State Department of Transportation Agency Agreement Supplement. The motion was seconded by Council Member Hallowell and passed unanimously.

PUBLIC COMMENT

Council Member DeRenzo asked if something could be done regarding residents allowing their dogs to run and to "poop" in others' yards. DeRenzo suggested that when Twisp residents were purchasing their dog licenses, the Town Hall staff could remind them to clean up after their animals or confine them to their own yards.

ROUTINE APPROVALS

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 11th day of March, 2008:

Voucher/Checks	#25132 - #25136	\$4,533.75	03/05/08
AWC	ACH	\$7,457.84	
NCNB	ACH	\$8,561.46	
Voucher/Checks	#25137 - #25181	\$42,660.77	03/11/08
	#25179	VOID	
Voucher/Checks	#25191	\$155.00	03/11/08
Voucher/Checks	#25182 - #25190	\$9,200.00	03/15/08

MOTION:

Council Member DeRenzo moved to approve the current accounts payable and current payroll and benefits and to disburse payment. The motion was seconded by Council Member Estes and passed unanimously.

There being no further business to come before the Council, Council Member Hickman moved to adjourn the meeting. The motion was seconded by Council Member Hallowell and passed unanimously. Meeting adjourned at 7:58 p.m.

APPROVED:

Mayor Vern Nations

ATTEST:

Clerk/Treasurer Colleen Storms