

**Town of Twisp
Council Minutes 05/27/08
7:00 PM**

Meeting called to order at 7:02 pm by Mayor Nations.

Council Members Present: Mayor Pro-Tem Stephanie Hickman
Clint Estes
Tom Gehring
Vicki Hallowell
Tina DeRenzo

Council members absent:

Additions and/or Changes to the Agenda

Additions: Commons Park discussion
Hiring a temporary Coordinator for the Methow Watershed Council

Council Member DeRenzo led the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

Jack Breedlove was present to request that Council consider the road that he is building a new house on as Heather Lane. Mayor Nations explained to Mr. Breedlove that the Council would be discussing other street naming issues later in the meeting and would add the consideration of his request.

MINUTES

MOTION:

Council Member Gehring moved to approve the May 13, 2008 minutes as amended. The motion was seconded by Council Member Hickman and passed unanimously.

MAYOR NATIONS UPDATE

Mayor Nations announced that Superintendent Gary McConnell had submitted his letter of resignation and will officially retire October 1, 2008. Mayor Nations discussed when and where advertisements should be sent. Clerk/Treasurer Storms suggested in the Wenatchee World and in the Association of Washington Cities Job Net publication as well as the Methow Valley News. Mayor Nations stated he would like the process to begin soon.

DEPARTMENT HEADS AND COMMITTEE REPORTS

Rick Balam, Police Chief

Chief Balam gave the Council an update on Memorial Day Weekend. Balam stated that in accordance with a grant through the Washington Association of Sheriffs and Police Chiefs (WASPC) he conducted a traffic blitz using the handheld radar that was purchased with the grant. Chief Balam reported his concern with the 3rd Street one-way street. Balam explained that he worked on Saturday Memorial Day Weekend and witnessed several dangerous situations involving cars and pedestrians and felt the one-way designation was making it worse, not better. Balam recommended Council reconsider the one-way on 3rd Street.

Chief Balam announced that he had attended the WASPC meeting May 20 – 22, 2008 and that it was a great meeting. Also, Balam had just attended the funeral of Chief Wheat of Oroville.

MOTION:

Council Member Hallowell moved to end the one-way designation on 3rd Street, to remove the one-way signage immediately, to direct the Police Department not to issue any more tickets and to change the ordinance as soon as possible. The motion was seconded by Council Member DeRenzo and passed unanimously.

Gary McConnell, Public Works Superintendent

Not present.

Colleen Storms, Clerk/Treasurer

Clerk/Treasurer Storms reported that her 2007 year-end financial report was almost done, she stated that she would bring a more user-friendly version to the June 10, 2008 meeting. Storms announced that the Town's financial statements for 2007 look good without any major concerns and she feels that the Town has progressed well over the last year.

Storms stated that utility billing had gone out with the increases May 1, 2008 and she felt that due to the written communication sent out to citizens before the new increased bills were received, we have had very few complaints.

Storms reported that the pool is slated to be ready on June 2, 2008 to allow lifeguard training, which will be conducted by Co-Manager Ian Oliver in our own pool this year. Storms shared the following pool news: 1) foam was injected twice more into the gutters to try to stop leakage; 2) there are currently 6 staff members hired for the pool including Co-Managers Ian Oliver and Kristie Taylor; 3) the swim team has 100 members, each purchasing a pool pass from us; 4) the swim team manager John Caesar has implemented a starter class for beginners of the swim team; and the managers plan to host the Friday Night Events at the pool again this year. Council Member Gehring asked to be notified of pool meetings, as he would like to attend as part of that committee.

Clerk/Treasurer Storms announced to the Council that the Association of Washington Cities (AWC) was holding their annual conference in Yakima, June 18 – 20, 2008 and to let her know if anyone was interested in attending so that we could do the registration.

Keith Comstock, Fire Chief

Fire Chief Comstock stated that he was going to surplus a Crown Victoria and the Howe Pumper.

Comstock announced that volunteers were needed for the mock mass incident on June 21, 2008 at the Liberty Bell High School; approximately 100 people are needed.

OLD BUSINESS

APPOINTMENT OF AIRPORT MANAGER AND ASSISTANT AIRPORT MANAGER

Mayor Nations discussed the appointment of Mike Port to the position of Airport Manager and Mike Palm to the position of Assistant Airport Manager. Mayor Nations announced that he understood that the airport association members would like to do a 2-year rotation serving as Airport Manager because of the duties involved. Council Member Estes listed just a few of the responsibilities as being: grants, meeting FAA regulations, lighting issues, preparing FAA notices and checking out the courtesy car to visitors.

MOTION:

Council Member Gehring moved to appoint Mike Port as Airport Manager and Mike Palm as Assistant Airport Manager. The motion was seconded by Council Member Hallowell and passed unanimously.

APPOINTMENT OF PLANNING COMMISSIONER

Mayor Nations discussed the appointment of John Cramer to the Planning Commission. Mayor Nations stated that with the resignation of Terry Larsen and Mike Port two positions were currently unfilled.

MOTION:

Council Member Estes moved to approve the appointment of John Cramer to the Planning Commission. The motion was seconded by Council Member Hickman and passed unanimously.

PHYSICAL ADDRESS CHANGES

Council Member Hallowell announced that Dorothy Ewell was happy with the suggestion of renaming Cottonwood Avenue to Ewell Street. Mayor Nations confirmed that what was thought to be named Industrial Drive off of Airport Road leading into OK Cascades business is actually Cascade Drive. Mayor Nations said he would recommend that Council agree with Mr. Breedlove's request for his road to be registered with the County as Heather Lane; Council agreed. Council agreed that the street leading out of the Horseshoe Trailer Park will remain Magers Street instead of being an extension of Burgar Street as shown on the current plat map. Apparently there was confusion as to whether Wagner Street located immediately after exiting the south end bridge was an actual Street; Council agreed it was an actual street and to make no change.

MOTION:

Council Member Hallowell moved to correct the street names, sign and notify the County of the changes noted. The motion was seconded by Council Member Estes and passed unanimously.

2ND AVENUE STREET PROJECT BID AWARD

Clerk/Treasurer Storms reported that 9 contractors submitted bids for the 2nd Avenue Street Project. Bids were opened on May 22, 2008 at 10:00 a.m. Eight contractors were present for the bid opening along with Engineer Don Popoff, Mayor Nations, Superintendent McConnell, Clerk/Treasurer Storms and Administrative Assistant Moriarty. Storms announced that the apparent low bidder was Selland Construction bidding \$773,862 plus tax and that this bid was well within our funding budget for the project. Storms reported that the Washington State Department of Transportation had approved Selland Construction for the project and that the Town was still waiting for approval from the USDA.

MOTION:

Council Member Estes moved to award the bid to Selland Construction in the amount of \$783,862 plus tax contingent upon USDA approval. The motion was seconded by Council Member Hallowell and passed unanimously.

ORDINANCE #597 – ESTABLISHING A PUBLIC DEVELOPMENT AUTHORITY FOR THE FOREST SERVICE PROJECT

Council Member Gehring discussed Ordinance #597 regarding the establishment of a Public Development Authority (PDA) for the Forest Service land acquisition and future maintenance. Council Member Gehring reported that the Forest Service Task Force met prior to the Council meeting to review changes they wanted to see in the founding documents in response to the attorney's questions on the draft. Gehring stated that by passing the proposed ordinance and attachments and forming the PDA, the PDA relieves the Town of liability and management responsibility. Council Member Gehring shared that there would be a 7 member board with staggered terms from 1 – 3 years to start out and that the Task Force would recommend members to the Mayor and Council and that 5 members would be appointed by the Council and 2 members by the Mayor and approved by the Council. Clerk/Treasurer Storms shared that Town Attorney Scott DeTro referred the Town to another attorney with more experience for preparation of this document. Storms stated that she felt the document was well written, but we would still include a review by Scott DeTro if Council approved it.

Council Member Gehring reported that the invitation for bids will be open July 1–31, 2008. After round one of the bid process closes, bids will be posted and another bid process will open basically allowing interested parties to outbid the highest bidder. Gehring conveyed that bidders must continually provide 10% of their new bid price as their "bid bond" to continue to participate.

Council Member Gehring passed on that there will be language in the deed pertaining to the Forest Service being liable for environmental cleanup of the property, Clerk/Treasurer Storms suggested Town Attorney DeTro review the language in that document if applicable.

Council Member Gehring shared that he feels forming the PDA is a great opportunity for the Methow Valley while not creating more work for the Town staff than they could handle.

MOTION:

Council Member Estes moved to approve Ordinance #597 establishing a Public Development Authority for the Forest Service project contingent upon review by Town Attorney Scott DeTro. The motion was seconded by Council Member Hickman and passed unanimously.

APPROVAL OF SUPPORT LETTER FOR A SPEED LIMIT REDUCTION AT THE SOUTH END OF HWY 20

Mayor Nations discussed Tess Hoke's proposal to change the speed limit from 35 M.P.H. to 25 M.P.H. from the south end bridge to the Town limits. Chief Balam stated that he had discussed the proposed change with a couple of other business owners in that area and he stated he is fine with the proposal. Council confirmed that they would want to see a transition of speed limits like what is being used on the north end of Town.

Mayor Nations asked that Ms. Hoke be contacted and asked what progress she has made on the issue by the next Council meeting.

Action: Ms. Hoke needs to be contacted regarding her progress on the change in speed limit in the south area of Town.

NEW BUSINESS

COMMONS PARK

Clerk/Treasurer Storms reported that Resolution #98-306 was passed in 1998 and the property was purchased for what is now the Commons Park. Storms explained that the Friends of the Commons Park board dissolved and that all responsibility for the park will revert back to the Town. The Town has owned the park, so that is not a change. Storms reported that the Public Works crew currently waters and mows the park and Dwight Filer maintains the water lines, but the Town may have to hire someone to weed and maintain the landscaping. The Friends of the Commons have stated that they will continue to raise funds and volunteer and are donating approximately \$930 to be used in the park for landscaping this year.

RIVARD LEAK ISSUE

Clerk/Treasurer Storms reported that John Rivard, owner of 114 Ainsworth is requesting a credit for a water leak discovered in April. Storms reported that Mr. Rivard had the leak fixed on May 7, 2008 promptly after it was discovered. Storms reminded Council that by Ordinance a maximum credit of \$250 could be granted.

MOTION:

Council Member Gehring moved to approve a credit of \$250 for John Rivard's water leak. The motion was seconded by Council Member Hallowell and passed unanimously.

SET A PUBLIC HEARING FOR THE SIX-YEAR STREET PLAN

Clerk/Treasurer Storms asked Council's approval to set a public hearing for the June 24, 2008 meeting. Council agreed.

ADJUSTMENT IN PAY FOR LORI RODIO

Clerk/Treasurer Storms reported that due to the change to our personnel policy manual regarding part-time employees and insurance benefits, Lori Rodio's share of her insurance premium increased significantly in 2008. She explained that even with an annual increase, Lori's take-home pay had decreased. Also, she had been given more duties for snow-clearing sidewalks in the winter and assisting with pool management in the summer. Storms requested Council approve a \$1 per hour raise to compensate Rodio equitably. Storms reported that it would cause an approximate \$970 change to the budget, which will be reflected on a future budget revision. Storms stated that currently Ms. Rodio works 28 hours per week

MOTION:

Council Member Hollowell moved to approve a \$1 per hour raise for Lori Rodio. The motion was seconded by Council Member DeRenzo and passed unanimously.

RESOLUTION #08-418 – POLICE CHIEF CONTRACT

Mayor Nations discussed Resolution #08-418 relating to the renewal of Chief Balam's employment contract. Clerk/Treasurer Storms stated that the new contract would expire January 1, 2010.

MOTION:

Council Member DeRenzo moved to approve Resolution #08-418 as presented. The motion was seconded by Council Member Hickman and passed unanimously.

TEMPORARY PART-TIME POLICE OFFICER

Chief Balam discussed hiring a part-time temporary officer to work on Saturdays until Labor Day to help fill in during the busy time. Balam stated he would use two officers previously used, Brewster Officer Tim Rieb and Tribal Officer Don Redfield in the position. Balam stated that there was money in his budget to cover this expense.

MOTION:

Council Member Gehring moved to approve the hiring of an additional part-time temporary police officer through Labor Day. The motion was seconded by Council Member Estes and passed unanimously.

HIRING A TEMPORARY COORDINATOR FOR THE METHOW WATERSHED COUNCIL

Clerk/Treasurer Storms requested approval to hire a temporary coordinator for the Methow Watershed Council (MWC). Storms reported that the MWC currently has a grant through the

Department of Ecology (DOE) to cover administrative work and that she and Administrative Assistant Moriarty were not going to use the amount allocated for the fiscal year of July 1, 2007 to June 30, 2008 by the end of the fiscal year. She said that unless the grant dollars are spent, they would be lost and not rolled over. The MWC would like to be able to hire a person knowledgeable about the MWC's current tasks to work with Kurt Danison of Highland Associates to obtain and organize build-out information that affects water use in the Methow Valley.

MOTION:

Council Member Estes moved to approve the hiring of a temporary coordinator for the Methow Watershed Council. The motion was seconded by Council Member Hallowell and passed unanimously.

PUBLIC COMMENT

Mayor Nations requested that the Council packets be all inclusive and out prior to the weekend before the Council meeting.

Chief Balam reported that an Emergency Declaration was signed by Mayor Nations regarding the possibility of flooding. Balam stated that because the declaration was signed ahead of time in preparation for an emergency, it gives the Town a proactive start in case an incident occurs. Balam also questioned who was responsible for the maintenance of the Horseshoe Trailer Park levy.

Action: Need to find out who is responsible for the Horseshoe Trailer Park levy.

Dwight Filer, Chairman of the Tree Board was present to discuss the maintenance of the trees in the Town Park. Mr. Filer reported that he had done some work on the tree planted in the park to honor Mel Northcott. Filer explained that the trees that are currently fenced are slow growing trees and that he could take the fencing off for easier maintenance but then the trees would be subject to the deer and vandalism. It was asked if the fencing could be raised so that it would be easier to weed around the base of the trees; Mr. Filer agreed that could be done. Council agreed to leave the fencing around the trees but to raise it up off the ground for easier maintenance.

Council Member Gehring asked Mr. Filer if the large maple trees on the south end of Glover Street were healthy or would need to be removed or replaced during the Glover Street project next summer. Filer reported that the trees may be past their prime and might need to be removed for safety and that he would work with the engineers during the project to make a determination.

Chief Balam reported that the park playground equipment had been vandalized with permanent markers recently but that the 3 girls involved had been identified.

Council Member Gehring asked permission to repaint the fire hydrants in Town as he did when he relocated to the Methow Valley. Gehring would like to paint them the same shade of orange as he previously did. Fire Chief Comstock stated he would check to see if there were any standards for colors of fire hydrants.

Action: Fire Chief Comstock will check the standards of fire hydrant colors.

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 27th day of May, 2008:

Voucher/Checks	#25366 - #25387	\$43,267.51	05/27/08
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MOTION:

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

There being no further business to come before the Council, Council Member Gehring moved to adjourn the meeting. The motion was seconded by Council Member Estes and passed unanimously. Meeting adjourned at 9:04 p.m.

APPROVED:

Mayor Vern Nations

ATTEST:

Clerk/Treasurer Colleen Storms