

**Town of Twisp
Council Minutes 06/09/09
7:00 PM**

Meeting called to order at 7:00 pm by Mayor Hickman.

Council Members Present: Clint Estes
 Tom Gehring
 Vicki Hallowell
 Tina di Rienzo
 Tom Mulgrew

Council members absent: None

Pledge of Allegiance

Council Member di Rienzo led the Pledge of Allegiance.

Addition/Changes to the Agenda:

Twisp Park Memorial Issues –Add to New Business
Airport Lease Fee Increase – Removed from agenda

PUBLIC COMMENT PERIOD

Bob Lloyd was present to express his concerns regarding the reconstruction of Glover Street. Mr. Lloyd presented a handout outlining his concerns regarding what he believed was non-compliance with the specifications, including: 1) haul with truck and pups; 2) sub-grade preparation; 3) blue top sub-grade; and 4) dozer on crushed surfacing base course and segregation of base course.

Council Member Hallowell shared a letter she had received from Catherine E. Campbell regarding high speed jet boats on the Twisp Rivers. Ms. Campbell voiced her concern regarding the recent “joy riding” by an unidentified person(s) and inquired as to what ordinances the Town of Twisp had to restrict such activity on the section of the Methow River within the Town limits. Chief Balam reported that he had no jurisdiction on the river, but that he would research the problem and find out who is the responsible agency.

MINUTES

MOTION:

Council Member Hallowell moved to approve the May 27, 2009 minutes as presented. The motion was seconded by Council Member Estes and passed unanimously.

STAFF REPORTS

Mayor's Update

Mayor Hickman reported that an exit conference will be held on June 10, 2009 at 1:00 pm to complete the 2007-2008 audit. Mayor Hickman shared that preliminary results show we will be receiving a clean audit with no findings. Mayor Hickman and council members congratulated Clerk/Treasurer Storms and her staff on a job well done.

Rick Balam, Police Chief

- Balam reviewed the monthly stats and reported he and his officers responded to 94 case reports, wrote 25 infractions and made 5 arrests in the month of May.
- Balam reported that Officer Ryan Marshall is currently attending training at the Spokane training academy and will be sent to training on the Blood Alcohol Content (BAC) machine soon.
- Balam reported that he was successful in receiving approval from the Criminal Justice Training Association to give Officer Marshall credit for the 700 hours he spent training for his commissioned Parks Department position. He said Marshall will only have to take an 80 hour equivalency training session to be certified. Balam also shared that he does not have to testify in Burien on behalf of Officer Marshall on this issue.
- Balam reported he heard back regarding the Stonegarden Grant he recently submitted. Balam shared that only 10% of the actual application request was received; approximately \$13,000 for Twisp. Balam was disappointed with the outcome, and plans to meet with the Okanogan County Sheriff's Department to see how the reduced funds can best be utilized in relationship to the original proposal.

Randy Johnson, Public Works Superintendent

Streets

- Dust control – Johnson obtained bids from Cascade Concrete in the amount of approximately \$2,197 and from Palm Construction in the amount of approximately \$3,854 for 1 ½ hours for water truck work and enough lignan (dust control liquid) to cover 42,000 square feet. Johnson reported he will also be using Lloyd Logging for 4 hours of grader/prep work for a cost of approximately \$380. Johnson shared that they will be applying lignan on North Glover Street, Anderson Lane, Ewell Lane, 6th Avenue, Methow Street and possibly Peters Road.
- Johnson discussed Bob Lloyd's letter to the Council regarding Bob's concerns about the Glover Street Project. Johnson reported he had provided a copy to Wil Vicik, Glover Street Inspector for RH2 Engineers. Mr. Vicik went over the list and addressed each of the issues to Johnson's satisfaction.
- Swimming pool signage was purchased and will be installed to promote and direct traffic off of SR20 to the pool.
- Johnson said the crew will begin filling potholes soon when the cold mix is received.

Water

- David Hunter passed his water certification test. Council commended Mr. Hunter. Johnson reported the Town is now covered according to State requirements.

Sewer

- During the PUD scheduled power outage, Johnson reported that the UV panel at the wastewater treatment plant was damaged and needs to be replaced. A new panel has been ordered and until then the old panel has been temporarily rigged to function. Johnson explained to Council that the UV panel is part of the effluent disinfection process.

Parks

- Johnson met with the Columbia Bicycle Club on Monday 06/08/09 at 3:00 pm to go over the logistics of their two-day campout in the park in August.
- Johnson reported that the reason there is a dry patch of grass in the Town Park is because the sprinkler timers were also affected during the scheduled power outage. The timers were fixed and are now working fine.

Pool

- The pool is up and running and ready for opening day.

Council Member Hallowell thanked Johnson for his detailed report.

Colleen Storms, Clerk/Treasurer

- Storms reported that the pool opens Saturday, June 13th and that we are planning to sell passes and lessons only at the pool to make sure everything is recorded in one place.
- Lori Rodio is the Pool Manager this year and is new to supervising. Rodio was able to hire more lifeguards than in the past because we received more applications; 4 are returning guards. Storms reported that she supervises Lori in the Manager position.
- Water Conservation Workshop – A workshop has been set up by Deputy Clerk Surface to offer education to valley residents regarding water conservation. Rob Crandall, owner of Methow Natives Nursery is the speaker for the workshop that will be held Tuesday, June 16th at the Senior Center at 7:00 pm.

Keith Comstock, Fire Chief

- Comstock went over the Fire Department stats for May.
- Three Fire Department volunteers, including Comstock, attended a weekend wildland fire training session. Volunteers have been getting their certifications to drive fire engines and other Fire Department vehicles; the certification level depends on the size of the vehicle.
- Need to develop a recruitment plan, working on a brochure with Town Hall staff.
- Mayor Hickman inquired about the proposed changes to the air pack equipment.
ACTION: Balam and Comstock will look at the budget and report back to Council. They are researching just replacing a few at a time as the budget allows.
- Balam reported that he had another conversation with Fire District #6 Fire Chief Don Waller regarding a \$450 bill for communications from District 6. Balam requested backup showing the services provided for the bill; Mr. Waller provided adequate backup and Chief Balam has recommended payment of the bill.

Sarah Schrock, Town Planner

Not present.

PUBLIC DEVELOPMENT AUTHORITY UPDATE

Council Member Gehring reported that the PDA is working on obtaining their insurance policy and that they are close to closing on the Forest Service property. Board Member Maggie Coon reported that a representative from the State Economic Development Commission attended a recent PDA meeting and was very impressed with their work. Ms. Coon explained that the commission does not distribute grant funds, but they have influence over agencies that do if they feel a project is viable. The Twisp Forest Service Property development fits the essence of the Commission's priorities.

Council Member Gehring reported that the PDA is currently accepting applications for an Executive Director position and have had many inquiries. The application closing date is June 10, 2009 at 5:00 pm.

NEW BUSINESS

RESOLUTION #09-442 – PUBLIC DEVELOPMENT AUTHORITY – INSURANCE SUPPORT

Storms discussed Resolution #09-442 regarding support of the PDA's application for insurance through the Association of Washington Cities - Risk Management Service Agency. The PDA had requested our sponsorship of their application per AWC's requirements. Storms shared that she researched the scope of the request for Town sponsorship and reviewed the PDA bylaws. She said it did not appear our sponsorship presented any risk to the need to keep a legal separation between the Town and PDA. Storms reported that the PDA will be responsible to pay all the insurance premiums. Ms. Coon reported that after researching other insurance avenues the PDA found that AWC provides very economical insurance coverage. Ms. Coon requested action at this meeting because the PDA has to have the insurance prior to closing on the property.

MOTION:

Council Member Estes moved to approve Resolution #09-442 regarding the Town sponsoring the Public Development Authority in their application for insurance through the Association of Washington Cities. The motion was seconded by Council Member Gehring and passed unanimously.

CONFIRMATION OF APPOINTMENT – TWISP MUNICIPAL AIRPORT MANAGER AND ASSISTANT MANAGER

Mayor Hickman shared that she had received a letter of resignation from Mike Port, Airport Manager. In his letter of resignation Mr. Port recommended that Mike Palm be appointed to the position of Airport Manager. Mike Palm recommended Bob Ulrich to be appointed to the position of Assistant Airport Manager. Mayor Hickman agreed with these recommendations and proposed these appointments be confirmed by the Council.

MOTION:

Council Member Hallowell moved to accept Mayor Hickman's appointment of Mike Palm to the position of Twisp Municipal Airport Manager and Bob Ulrich to the position of Twisp Municipal Airport Assistant Manager. The motion was seconded by Council Member di Rienzo and passed unanimously.

OKANOGAN COUNTY SOLID WASTE INTERLOCAL AGREEMENT – PROPOSED EXTENSION

Clerk/Treasurer Storms discussed the request the Town received from the Okanogan County Solid Waste Commission regarding a one-year extension to their current interlocal agreement with the Town. Apparently, the committee was unable to finish updating their comprehensive plan and this extension will allow them to run the transfer station as is until March 2010 when the comprehensive plan update should be complete.

Storms reported that the committee would like to have a representative from the Town on the committee. Council Member Gehring felt that this issue is important as the Town explores ways to increase recycling.

Action: Staff will find out about upcoming meetings and get information regarding the current progress on the update of the Comprehensive Plan.

MOTION:

Council Member Gehring moved to approve a one year extension of the interlocal agreement between the Okanogan County Solid Waste Commission and the Town of Twisp. The motion was seconded by Council Member Estes and passed unanimously.

INTERLOCAL COOPERATIVE AGREEMENT BETWEEN THE STATE OF WASHINGTON ADMINISTRATIVE OFFICE OF THE COURTS AND THE TWISP MUNICIPAL COURT

Clerk/Treasurer Storms discussed the proposed Interlocal Cooperative Agreement between the State of Washington Administrative Office of the Courts and the Twisp Municipal Court. Storms explained there are, as outlined in the agreement, miscellaneous rules and procedures that the court staff has to comply with. These rules primarily relate to using the State supplied computer only for court related work and maintaining security software on that computer.

Council Member Gehring asked if the computer was used for anything else; Administrative Assistant and Court Clerk Moriarty stated that she uses the court computer only for court work and her desktop computer for all other Town work.

MOTION:

Council Member di Rienzo moved to approve the Interlocal Cooperative Agreement between the State of Washington Administrative Office of the Courts and the Twisp Municipal Court. The motion was seconded by Council Member Estes and passed unanimously.

PUD EASEMENT – PAINTER’S ADDITION

Clerk/Treasurer Storms reported that a meeting was held at the site regarding a PUD easement to provide power to the new booster station. Storms shared that the Public Works Committee discussed two options: 1) obtaining an additional easement from William and Kristi Boosman to run electrical from their power pole and crossing the road with the power; or 2) bringing the power along the right-of-way from a pole by the old school as proposed by the Isabella Investors, LLC.

It was the recommendation of the committee to go with the second option and Mayor Hickman will contact Isabella owners Paul Christen and Vaughn Jolley to work out the details.

PARK ISSUE

Council Member Gehring presented to Council a photo of a memorial at the park that is in need of repair. Near the end of the parking lot there is a memorial plaque located at the base of an empty flag pole that reads “In memory to those who died in World Wars”. Gehring said it appeared that for years the plaque has been covered with shrubs. Johnson said he had the bushes trimmed this spring and found the monument and cleared a path to the flagpole.

ACTION: Mayor Hickman is going to look into the history of the plaque and Council Member Estes will talk to Rob Crandall, owner of Methow Natives regarding some drought tolerant native plants to replace the junipers.

FOREST SERVICE PROPERTY EASEMENT – 5th STREET

Storms reported to Council that the Town and Forest Service have a Memorandum of Agreement (MOA) dated 1945 for an exchange of easements that create 5th Street and the Forest Service Complex boundary as we now know them. Storms explained that with the closing of the sale of the Forest Service property to the Public Development Authority (PDA) the Forest Service requested the Town release them from the MOA and enter into an agreement with the purchasing PDA. Scott Detro recommended the Town do a formal land exchange or perpetual easement agreement with the PDA. Council was in agreement with terminating the MOA with the Forest Service and entering into an agreement with the PDA. Maggie Coon, PDA Board Member reported that the PDA had discussed the issue at their meeting and there was no opposition.

Action: Staff will contact the Forest Service and the Town Attorney to start the necessary process.

MOTION:

Council Member Estes moved to rescind/terminate the original Memorandum of Agreement with the Forest Service and to enter into a new agreement with the Public Development Authority. The motion was seconded by Council Member Hallowell and passed unanimously.

OLD BUSINESS

FOLLOW-UP DISCUSSION ON BOOSMAN EASEMENT AND REROUTING THE WATER LINE

Storms reported that Mr. and Mrs. Boosman decided that if the Methow Valley Irrigation District (MVID) would replace the existing irrigation line they would sign the easement necessary for the Town to move forward with the waterline project as originally planned without need for compensation for the easement.

Storms shared that RH2 Engineers do not believe there will be additional contractor charges because of this late change in plans, and that it may not even be considered a change order if it is just a matter of quantities. She will follow up with RH2 if the Council wishes to proceed with the alternate route.

Johnson has been trying to set up a meeting between Larry Zimmerlund, the MVID engineer and Nate Andreini of RH2 Engineering to discuss the waterline and irrigation waterline crossings. Johnson has already discussed the irrigation line running down the east side of Bigelow Street with Mr. Zimmerlund and MVID Board Members Greg Nordang and Tim Johnson. The MVID Board Members will need a legal easement from the Town for their irrigation line and maps.

Superintendent Johnson announced that the Hilltop Booster Station project preconstruction meeting will be held on June 16, 2009 at 2:00 pm at Town Hall and the projected start date will be June 22, 2009.

RESOLUTION #09-441 – REGARDING PATROL CAR FUNDING

Storms discussed Resolution #09-441 regarding reimbursement procedures for the new patrol car. Storms explained that sometimes the delivery of equipment can occur prior to federal funding being released to the Town, and in that case the Town needs a resolution to show intent to repay the fund that the money was temporarily taken from to pay the vendor. Balam reported that the vehicle delivery has been delayed and it may not be delivered until August. Storms recommended passing this resolution to cover the Town if delivery is prior to receipt of the funding.

MOTION:

Council Member di Rienzo moved to approve Resolution #09-441 regarding patrol car funding. The motion was seconded by Council Member Estes and passed unanimously. Council Member Hallowell abstained from voting.

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 9th day of June, 2009:

Checks/Vouchers – VOID	#26389 - #26395	\$0	05/31/09
Payroll	#12146 - #12168	\$23,274.37	06/01/09
Checks/Vouchers	#26396 - #26400	\$24,471.21	05/31/09
AWC	ACH	\$543.08	05/31/09
FP Francotyp-Postalia Inc.	ACH	\$500.00	06/01/09
Cashmere Valley Bank	ACH	\$1,254.99	06/01/09
Checks/Vouchers	#26401 - #26442	\$47,719.62	06/09/09
Checks/Vouchers	#26443 - #26449	\$6,900.00	06/15/09

MOTION:

Council Member Estes moved to approve the current accounts payable and current payroll and benefits and to disburse payment. The motion was seconded by Council Member di Rienzo and passed. Council Member Hallowell abstained from voting.

There being no further business to come before the Council, Council Member Hallowell moved to adjourn the meeting. The motion was seconded by Council Member Mulgrew and passed unanimously. Meeting adjourned at 8:37 p.m.

APPROVED:

Mayor Stephanie Hickman

ATTEST:

Clerk/Treasurer Colleen G. Storms