

Town of Twisp
Council Minutes – Regular Meeting
06-26-2007
7:00 PM

Meeting called to order at 7:01 PM by Mayor Pro-Tem Stephanie Hickman-- Adjourned at 9:15 PM

Council Members Present: Vicki Hallowell
Clint Estes
Stephanie Hickman
Tom Gehring
Shari Brown

Absent: Mayor Vern Nations

Request for additions or changes:

Change: Move new business up to the beginning of the meeting so RH2 staff can be on the road earlier.

Council Member Gehring led everyone in the Pledge of Allegiance.

New Business:

- Stan Delzer and Angi Waligorski from RH2 presented the first draft drawings of the improvement projects planned for Glover and 2nd Ave.
 - Stan Delzer explained that there were \$175,000 in funds from TIB to improve Glover St and that it would resurface and do ADA improvements on the sidewalk corners from Twisp Avenue to half-way through 4th Ave.
 - He further discussed the difficulty in designing the handicap access sidewalks with the correct amount of slope and allowing for the businesses to use their current doorways and access points.
 - The overlay of 2” will make a more standard difference in height between the sidewalks and the street, 7”, versus the 9” we currently have.
 - When they go to bid in the next month, if the bids come in high they may have to talk with Council about shortening the job as there are no more funds available.
 - Marjory Wilkinson, living on the end of Glover below Twisp Ave., asked if the Glover St. work could include improving their street. There are a lot of near misses entering the intersection from their street because it’s not signed as a street, and the dust is awful during the summer. Stan Delzer explained that the monies from the TIB fund cannot be used to construct streets where there isn’t any pavement already. **Action:** Council discussed the problem on this extension of Glover and agreed they’d like to discuss this further with Gary McConnell, Public Works Superintendent and Mayor Nations.
 - Stan then discussed the 2nd Avenue project status. Currently, he has put together a request to WSDOT to appropriate the funds for the engineering of this project, which will not be built until 2008.

- The grant of almost \$800,000 will not pay for sidewalk, curb, gutter and new street surface all the way to city limits.
 - The Town staff and RH2 together agreed to propose the sidewalk (one-side only) through the medical clinic, and just an overlay of the road beyond that point to city limits.
 - He asked that the Council approve the request for funding on 2nd to be able to move forward with surveying and design.
 - Per Gary's request, RH2 also plans to be involved in arranging public meetings with interested residents about this project.
- Kate Jones, Methow Arts
- Kate presented the plan for this year's Arts Fest in the Twisp Park on the 4th of July.
 - She explained there would be hands-on art projects for children and adults as well as entertainment and art displays.
 - She said people are encouraged to park at the Forest Service property or other locations in town and walk to the park if possible.
 - Entry into the event is \$5.00
 - She said she's had a lot of help in the past with trash, but that is always a big issue for them.
 - Council approved the park rental for more than 200 people for this event, no charge as they are a non-profit.
- Approve submittal of STP request for appropriation of funds to do design engineering on 2nd Street project.
- **Passed:** Council Members Estes moved and Gehring seconded a motion to approve the request for STP funding for 2nd Avenue. Motion passed unanimously.
- Resolution #07-402 adopting the Non-Discrimination Title VI policy and procedures
- **Passed:** Council Members Brown moved and Estes seconded a motion to adopt Resolution #07-402 and the Non-Discrimination policy. Motion passed unanimously.
- Resolution #07-403 approving the transfer of up to \$15,000 from the Public Works Equipment Reserve Fund Cash to the Street Fund.
- Clerk Storms explained that the loan from the State LOCAL Fund for the new truck was delayed until their next quarter's bond sale because they needed longer to review our financials since we don't have five years of history for them.
 - While the Water/Sewer Fund can front the money for their share of the truck, the Street Fund does not have that ability.
 - The LOCAL loan funds will reimburse \$12,000 of this transfer to the Public Works Equipment Reserve when they are received.
 - The other \$3,000 will be used to purchase a used street sweeper from the City of Chelan if we are the high bidder. If not this machine, Gary needs to obtain a new sweeper.
 - **Passed:** Council Members Estes moved and Brown seconded a motion to approve Resolution #07-403 and transferring up to \$15,000 from the Public Works Equipment Reserve Fund to the Street Fund. Motion passed unanimously.

Public Comment Period:

- Marjorie Wilkinson from the end of Glover below Twisp Ave.
- She asked if a "slow children" sign could be posted on the right as you go down their street; the neighbor's children have nearly been hit more than once.

- She and her husband also felt a stop sign or something to help prevent accidents at the intersection of their street and Twisp Avenue would be advisable.
 - Maybe a 4-way stop would be the best.
 - When Council asked, however, they agreed it would be almost impossible to stop at the top of the hill and then go again in the winter.
- Action:** Council will ask Gary to look at this situation and report back.

Meeting Minutes:

Passed: Council Members Estes moved and Hallowell seconded a motion to approve the minutes of the June 12th meeting as corrected. Motion passed unanimously.

Mayor Nation's Update to Council: No report as Vern was absent.

Department Heads & Committee Reports:

➤ **Colleen Storms, Clerk/Treasurer**

- The State Auditor's Office has begun our 2005 and 2006 audit.
 - The audit will last for about 5 weeks.
 - She asked which Council members would be interested in being on the audit committee and meet a couple of times with the audit team. Shari Brown and Stephanie Hickman volunteered as they have been on the finance subcommittee for the last couple of years.
 - The first meeting with the auditors will be scheduled soon and she will let the Council know.
- She and Janie are working on the business license renewal letters; they will come out soon for the new fiscal year licenses.

Old Business:

- Airport Courtesy Car Policy and Procedures
 - Clerk Storms explained that the Airport Board had tried to find insurance in their name for the courtesy car, but were told it would require them to run it similar to a car rental business. They'd asked again if there was a procedure that could be set up to make it work with the Town's insurance coverage.
 - To that end Clerk Storms had drafted an Airport Courtesy Car policy to help the Board obtain the information our insurance company requires. The policy includes procedures where a potential driver would certify information they provide about their driver's license status, and an Airport Board Member would have to sign the form and check the car out.
 - The Council discussed the policy and they said they liked it as drafted, but were concerned that the procedures would be more than the Airport Board would want to handle. Council proposed the Board give monthly reports of usage to the Town initially and said they'd like to review the success of these procedures in approximately six months.
 - **Passed:** Council Members Estes moved and Hallowell seconded a motion to approve the Airport Courtesy Car Policy and Procedures with the addition of a review of the policy in approximately 6 months. Motion was passed unanimously.
- Proposed revision to parking Ordinance.
 - Clerk Storms addressed the draft ordinance sections Rick Balam had prepared for the meeting.

- The Council briefly discussed the change on 2nd and 3rd Avenues to make them one-way and add parking. There was an updated report from Rick that said there was not enough width to add angle-in parking on both sides and the plan was to put the parallel parking on the left, angle in on the right.
 - The Council had questions about how that would work and how many spaces would be gained. As Rick and Gary were not in attendance, this matter was held over for the next meeting.
- Discussion about Forest Service meeting
- Council Member Gehring reported that he had attended, along with Members Hallowell and Brown, the recent Forest Service meeting.
 - Approximately 20 total attended the meeting.
 - John Newcomb from the Forest Service spoke about 40 minutes on their plans for the property.
 - Tom met later with Don Johnson and Wanda Iverson and said some people think they could get it much cheaper, maybe even free, with some political assistance.
 - Council Member Brown reported that the Forest Service had moved its projection back again to a possible sale next fall. The water moratorium, in part, is causing them to push out the date hoping to be able to divide the property for sale.
 - Council Member Estes said he'd spoken with local attorney Terri Karro and that she was going to retire soon and might be interested in working on the project. She liked the idea of a public-private partnership.
 - Kate Jones, Methow Arts, had also attended the meeting and said she feels there is a lot of favorable response from local economic development groups.
 - She made a presentation to the Economic Alliance of Okanogan County and, while they don't have money, they indicated they would rate the project very high and the ranking is key to other funding sources.
 - She is also going to complete an application to the Economic Development District who encouraged her that this is exactly the kind of project they like to fund.
 - She asked that the Town submit a letter of support for her application.
 - She said the next meeting is at 4:30 Thursday and Don Johnson will chair that meeting.
 - **ACTION:** The Council agreed that Clerk Storms should prepare a letter of support for the application Kate is preparing.

Public Comment

➤ Mark Edson

- Feels the Town, by changing the parking next to the pub to parallel only, is moving the problem back into the residential neighborhood.
- He presented some information from the Municipal Research and Service Center Site about Residential Parking Zones and encouraged the Town to consider that alternative to protect parking for residents on Twisp Avenue.

➤ Tom Gehring, Council Member

- Tom said that the Council Members had all received a brochure about a Sopris conference in Montana in July where building sustainable cities in the west was the theme. He expressed interest in attending; especially with the water issues we're dealing with and the Forest Service property possibilities.
- The cost of the conference is \$275 and he has somewhere he can stay in that city.

- Council discussed that there was a budget item for Council travel and training and they would like Tom to go and bring back information to them from this conference.
 - **ACTION:** Clerk Storms said she would make the registration arrangement for Tom before July 1st, the deadline for an early registration discount.
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Routine Approvals:

The bills and previous payroll were briefly discussed.

Council Member Brown moved and Council Member Hallowell seconded the motion to approve the current accounts payable, and payroll and payroll taxes (See attached back up for more details) and disburse payment in the total amount of \$297,816.09. Motion passed unanimously.

Council Member Brown moved and Council Member Estes seconded the motion to adjourn the meeting at 9:15 p.m. Motion passed unanimously.

Attest: _____

Clerk/Treasurer Colleen Storms

Mayor Pro-tem Stephanie Hickman