

Town of Twisp
Council Minutes – Regular Meeting
07-10-2007
7:00 PM

Meeting called to order at 7:01 PM by Mayor Vern Nations -- Adjourned at 8:40 PM

Council Members Present: Clint Estes
Tom Gehring
Vicki Hallowell

Council members absent: Stephanie Hickman
Shari Brown

Request for additions or changes:

Change:

Addition: Old Business:

New Business: Swearing in of new police officer

Council Member Estes led everyone in the Pledge of Allegiance.

Swearing In: Mayor Nations swore in Gary Denham, Twisp's new police officer who will join Chief Balam on Twisp's reestablished force.

Public Hearing: Review and assess success of CDBG waterline replacement project on SR 20. Fire Chief Hutson said he was glad the work on the highway was finished. Gary McConnell added that he felt the project had been a success. Clerk Storms presented a written report to Council that included the final sources and uses of funds. She said the project has come in within its final construction budget. The sources used for this project include:

\$60,000 Okanogan Co. .08 Monies
7,347 Town of Twisp Contribution
653,488 St of WA CDBG Gen Purpose Funds
\$720,835 Total Sources

There was no additional public comment.

Public Comment Period: None

Meeting Minutes:

Council Member Gehring moved and Council Member Hallowell seconded a motion to approve the minutes of the June 26th meeting as corrected. Motion passed unanimously.

➤ **Mayor Nation's Update to Council:**

- Fly-In Breakfast at Twisp Airport
 - Twenty-seven planes & 300 people attended.

Department Heads & Committee Reports:

- **Rick Balam, Police Chief**
 - Working on traffic ordinance.
 - Warnings have been given to some drivers diagonal parking on south side of W. Twisp Ave. instead of parallel parking.

 - **Dale Hutson, Fire Chief**
 - General Apparatus (who got the bid for the new fire equipment grant) is sending a staff member to make sure bunkers fit the firefighters.

 - **Gary McConnell, Public Works Superintendent**
 - Sewer treatment plant had a permit violation in May for missing testing samples.
 - Gary is answering violation with a letter
 - Gary and Clint met with DOE representative about biosolids at sewer plant.
 - DOE representative thought we did not have a legal permit to have White spread solids at his site.
 - We are permitted at the Tom White site through 2009.
 - Would be good to also be permitted with Jim Wright.
 - Gary would like us to be more self-sufficient in regards to biosolids disposal.
 - Drying beds, belt press and stockpiling would be part of the process to cut down on our dependence on local disposal.
 - There are grants available for upgrading processes with biosolids disposal. He was told there is a meeting in September in Ellensburg that would give the Town more information on these grants.

 - **Colleen Storms, Clerk/Treasurer**
 - Present audit could cost \$27,000.
 - More extensive because of issues in 2005 & before.
 - Spending over \$500,000 in federal monies for road projects adds to auditing time because of the federal single audit requirements.
 - Glover St. & 2nd Ave. projects' engineering invoices are being submitted to the Town.
 - Glover St. drawings are available for review.
 - There will be a meeting with business owners to explain the Glover St. project.
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Old Business:

- Proposed revision to parking ordinance.
 - Parallel parking on north and south sides of Twisp Ave.
 - Would allow correct amount of width for traffic.
 - Angle parking on Glover St. will work from 3rd to 4th on both sides of the street.
 - Recommend limit to three hour parking on Glover between E. Twisp Ave. & 4th Ave.
 - E. 2nd Ave. becomes a one-way street between Hwy 20 & Glover St. flowing east from Hwy. 20

- Angle parking on north side of E. 2nd Ave.
 - Parallel parking on south side.
 - E. 3rd Ave. becomes a one way street between Hwy 20 and Glover St. flowing west from Glover.
 - Angle parking on south side of Third Ave.
 - Parallel parking on the north side.
 - Double-parking prohibited.
 - Time frame of 9:00 a.m. to 10:00 p.m. may be changed.
 - Ordinance will be sent to Town Attorney DeTro for review.
- Lincoln St. parking at Town well house.
 - South side well house Town employee only parking during business hours.
 - North side well house public parking. Signage is needed.
- Approve revised personnel manual subject to legal review.
 - Since the original handout, two more changes have been made.
 - Changed Law Enforcement overtime section to state working more than 43 hrs. in a week or 171 hrs. in a month is overtime.
 - On-call time for Law Enforcement shall be the same as other employees.
 - Two-hour minimum at regular pay.
 - Sick leave section was discussed.
 - Whistleblower Act section will be updated.
 - DOT drug testing requirements will be added to substance abuse section.
 - Clerk will track any other changes to this revision using “track changes” for easier Council review.

New Business:

- Presentation by Dick Mumma and Steve Gabriel of the Building Department (TBD).
 - TBD is a privatized corporation.
 - Mumma is the vice president and TBD is located in Richland.
 - Provide building inspectors for 18 cities. Average 85 inspections a day.
 - TBD takes a percentage (80%) of building fees as payment for their work.
 - 1994 building code fee schedule and valuation tables from International Code Council allows TBD to have standardized methodology to charge fees.
 - All inspectors are ICBO certified.
 - Plan check fees are 65% of permit fee. TBD would retain 80% of plan check fee.
 - Fax inspection request, should have inspection the next day.
 - \$50 an hour for the inspector’s time for work that is not covered under their regular percentage contract.

Public Comment

- Gary McConnell added that the Town was the high bidder for a 1987 street sweeper. We paid \$3,430.08 for it through a sealed bid process.

Routine Approvals:

The bills and previous payroll draws and taxes were briefly discussed.

Council Member Estes moved and Council Member Gehring 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 of \$68,475.65. Motion passed unanimously.

Payroll Benefits:	# 24434 - 24439	\$ 15,809.19
Accounts Payable Check	#24440 – 24440	3,430.08
Accounts Payable Checks:	#24441 – 24477	20,750.38
Mid-month Draw:	#24478 – 24487	8,550.00
Payroll:	#11577 - 11601	<u>19,936.00</u>
		\$ 68,475.65

Council Member Estes moved and Council Member Hallowell seconded a motion to adjourn. Motion passed unanimously. Meeting adjourned at 8:40 p.m.

Attest: _____

Clerk/Treasurer Colleen Storms

Mayor Vern Nations