

**Town of Twisp
Council Minutes 07/22/08
7:00 PM**

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

Council Members Present: Clint Estes
 Tom Gehring
 Vicki Hallowell
 Tina DeRenzo

Council members absent: Mayor Pro-Tem Stephanie Hickman

EXECUTIVE SESSION – APPROXIMATELY 30 MINUTES TO DISCUSS PERSONNEL

Mayor Nations adjourned into executive session for approximately 30 minutes at 7:02 pm to discuss personnel.

Mayor Nations reconvened into regular session at 7:34 pm.

Action was taken later in the meeting.

Additions and/or Changes to the Agenda

There were no additions or changes to the agenda

Council Member Hallowell led the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

Mary Kirkland, a representative of The Cove, was present to request they be able to reserve a parking spot in front of The Cove for one hour each Thursday between approximately 1:00 pm to 2:00 pm for the Senior Bus. Ms. Kirkland shared that they would block off the space with their own signage. Chief Balam stated that he did not see any problem with the request and that he believed it to be a good idea.

Council Member Gehring suggested designating a spot in front of The Cove as handicap parking, however with further discussion it was pointed out that would not necessarily reserve it for the Senior Bus.

Council agreed to allow The Cove to reserve a space for the Senior Bus on Thursdays between approximately 1:00 pm to 2:00 pm.

MINUTES

MOTION:

Council Member Hallowell moved to approve the July 8, 2008 minutes as presented. The motion was seconded by Council Member Gehring and passed unanimously.

MAYOR NATIONS UPDATE

Mayor Nations had nothing to report at this time.

DEPARTMENT HEADS AND COMMITTEE REPORTS

Rick Balam, Police Chief

Chief Balam discussed the prior weekend Rhythm and Blues Festival; reporting his department had been involved in several agency assists. Balam reported that there was very little Okanogan County Sheriff presence in the area for all the activity going on and that our department and the Winthrop Marshal's Office covered.

Chief Balam reported also that because of local agency efforts a Methow Emergency Plan is in place.

Gary McConnell, Public Works Superintendent

Superintendent McConnell reported on the 2nd Avenue project reporting that the main water line had been installed and water services and drainage would be added next.

Colleen Storms, Clerk/Treasurer

Clerk/Treasurer Storms handed out a 6-month financial report ending June 30, 2008. Storms discussed beginning and ending cash and revenues and expenses by fund, revenue comparisons and what her next steps would be for the remainder of the year.

Clerk/Treasurer Storms reviewed the report with Council explaining grants and timing issues related to requesting monies from funding institutes and paying out to contractors. Storms is a bit concerned about water and sewer revenues, since increases were not adopted until May, but expects net revenues and cash to increase as the year progresses and plans to monitor it closely. Storms also pointed out that even though the economy is a bit unstable our property tax and sales tax revenue were up slightly; however the fuel tax revenue was down.

Clerk/Treasurer Storms relayed to Council that she was having some trouble obtaining the \$25,000 that the Department of Ecology (DOE) had promised to contribute towards the water issues at the treatment plant. Storms explained that about 2 ½ months after the DOE had informed us the money would be available to the Town, it was brought to her attention that an application needed to be filed and costs prior to the application date could not be reimbursed. Storms assured Council she was working with DOE towards obtaining the funds that were promised.

Clerk/Treasurer Storms shared that the Town had received three proposals for the Hilltop Booster Project. The engineers that submitted proposals are: TD & H Engineering, Gray and Osborne,

Inc. and RH2 Engineers, Inc. Council discussed whether the committee should review the proposals or if the entire Council would like the engineers to attend a meeting to give a presentation. The Council agreed to have the three engineers attend the August 12, 2008 to give the Council a brief presentation. Council Members Estes and Hallowell agreed to review the proposals and prepare a list of questions for the engineers.

Action: Contact the engineers and invite them to the August 12, 2008 meeting.

Don Willson, Town Planner

Planner Willson reported that the next Planning Commission meeting would be held on July 23, 2008 at 5:30 pm at Town Hall. Willson shared that a draft copy of the zoning ordinance could now be obtained at Town Hall. Willson reported that he and Mark Edson had met and reviewed Mr. Edson's concerns; Willson felt that the meeting was very productive. Willson provided his suggested timeline for the zoning ordinance: 1) a draft of the ordinance to Council along with a staff report for the August 12, 2008 Council meeting; 2) notices out to citizens of proposed zoning changes; and 3) scheduling a public hearing on the zoning ordinance for the August 26, 2008 Council meeting. Council agreed to set the public hearing for the two comp plan elements at 6:00 pm on August 12, 2008.

Council Member Gehring suggested including a map shading the areas affected by the proposed zoning changes with the letters to residents.

Keith Comstock, Fire Chief

Fire Chief Comstock reported that things at the Fire Department have been quiet and that the temporary 2nd Avenue project detour had been working well for them.

OLD BUSINESS

ANNEXATION OF A PORTION OF SR 20 AND AVIATION LANE FOR MUNICIPAL PURPOSES

Mayor Nations discussed the history of the proposed annexation of a portion of State Route 20 from the Town Limit south to Aviation Lane as well as Aviation Lane. Mayor Nations explained that this process started back in 2005 during the time when Aviation Lane was asphalted and designated to be used for the airport. In a letter from the Washington State Department of Transportation (WSDOT) to the Town dated May 20, 2008 several maintenance stipulations were listed that the Town would be responsible for. Superintendent McConnell felt that the maintenance issues required by the WSDOT were minimal and should not be a problem for his department. Mayor Nations mentioned that a speed transition should be able to be started further out of Town if we do annex part of the Highway.

Council Member Gehring voiced a concern again he has had since the Urban Growth Area was designated commercial on the south side of SR20 in the proposed zoning. Gehring feels that commercial development may occur in the County opposed to the Town because of water rights issues. Council Member Hallowell felt that this annexation is good for the future growth of Twisp. Mayor Nations reminded Council that the Town had already incurred costs having this property surveyed and shared that he felt that if the growth is already planned to go out that way we might as well go forward so that this portion will be done.

Council discussed pedestrian walkways, bicycle lanes and the possibility of adopting Highway Frontage Development Standards for aesthetics.

MOTION:

Council Member Hallowell moved to approve Ordinance #600 annexing portions of State Route 20 and Aviation Lane outside the town limits of the Town of Twisp for municipal purposes. The motion was seconded by Council Member Estes and passed unanimously.

PLANNING UPDATE – DISCUSSION OF COMPREHENSIVE PLAN ELEMENTS

Planner Willson had previously requested that Council and Staff comments be submitted for discussion on the Comprehensive Plan Public Facility and Services Elements and Economic Development Elements for this meeting. Council Member Gehring and Clerk/Treasurer Storms submitted comments for the Economic Element only. The Council went over each comment and made suggestions and changes. The Council as a whole felt that the Economic Element was well written and appreciated the action plans included.

Planner Willson suggested that the Council set a public hearing regarding the two Elements for their August 12, 2008 meeting. The Council agreed.

PUBLIC DEVELOPMENT AUTHORITY

Based on previous applications received, discussion and the provisions stated in the Public Development Authority (PDA) By-Laws and Charter, Mayor Nations announced that he would like to appoint applicants Wanda Iverson and Tom Gehring.

MOTION:

Council Member Estes moved to appoint Wanda Iverson to a three year position and Tom Gehring to a two year position on the Public Development Authority. The motion was seconded by Council Member DeRenzo and passed by majority; Council Member Gehring abstained.

Based on previous applications received, discussion and the provisions stated in the Public Development Authority (PDA) By-Laws and Charter, the Town Council agreed to appoint: Maggie Coon and Richard Hart each to a one year position; Kate Jones to a two year position; and Meg Donahue and Ray Johnston each to a three year position.

MOTION:

Council Member Estes moved to approve the appointment of Maggie Coon and Richard Hart each to a one year position; Kate Jones to a two year position; and Meg Donahue and Ray Johnston each to a three year position. The motion was seconded by Council Member DeRenzo and passed unanimously.

Clerk/Treasurer Storms pointed out she believed that the language in the Public Development Authority (PDA) Charter passed by Council at their July 8, 2008 meeting prohibited a Town Council Member from serving on the PDA. The Council requested that Staff research this language and report back on whether it could be changed or if the change is advisable according to the PDA attorney that prepared the document.

Action: Staff will research the possibility of changing the language in the PDA Charter to allow a Town Council Member to serve on the board.

NEW BUSINESS

RIEDEL ENGINEERING, INC. – LOCAL AGENCY STANDARD CONSULTANTS AGREEMENT – TWISP MUNICIPAL AIRPORT

Mike Port, Airport Manager was present to discuss approval of a Consultant’s Agreement with Riedesel Engineering, Inc. for design plans for widening and rehabilitation of the Twisp Municipal Airport runway. Mr. Port gave a brief history and update regarding Riedesel Engineering. Port shared that Riedesel Engineering had been hired previously for this work but failed to produce a contract and viable construction grant application, which lead to the Town losing Washington State Department of Transportation (WSDOT) funding in the last cycle. The Airport Board, Port, Riedesel and WSDOT have been working together to fund and complete this project. Mr. Port shared that Fred Wert a local pilot with experience in project management stepped up to help get this project done. Both Mr. Port and Mr. Wert reviewed the proposed contract with their suggested changes. Mr. Port reported that he is happy to have Mr. Wert working on this with his experience and tenacity.

MOTION:

Council Member Estes moved to authorize the Mayor to sign the Local Agency Consultants Agreement with Riedesel Engineering, Inc for the Twisp Municipal Airport. The motion was seconded by Council Member Hallowell and passed unanimously.

EXECUTION OF GRANT AGREEMENT WITH DEPARTMENT OF ECOLOGY

(Superintendent McConnell left the meeting prior to this discussion).

Clerk/Treasurer Storms reported that Superintendent McConnell along with the help of a vendor she believed prepared this DOE grant for source meters and telemetry equipment. Storms read from the paperwork that the total of the proposed grant was approximately \$40,589 with approximately \$1,148 as Town matching funds. Clerk/Treasurer Storms stated that she did not have a lot of information regarding the grant, but she had questions regarding the impacts of replacing the source meters.

Mayor Nations suggested placing this item on the next agenda when Superintendent McConnell could be present. Council agreed.

WATER LOSS ISSUE

Clerk/Treasurer Storms reported that Superintendent McConnell had discovered another source of water loss in well house #2 and was already working on repair.

INACTIVE STATUS FOR WATER/SEWER ACCOUNT

Clerk/Treasurer Storms relayed a request received for inactive status for water and sewer fees for the house previously owned by Delray Callis. Storms explained that Mr. Callis is deceased and his brother Edward Callis had requested services be turned off in January of 2008. Unfortunately, by the time they called a pipe had broken and done extensive damage to the interior of the house. Edward Callis is requesting that during the restoration process the Town allow an inactive status and waive the water and sewer fees.

MOTION:

Council Member Estes moved to approve the inactive status of Edward Callis' home for the purpose of restoration due to water damage. The motion was seconded by Council Member Gehring and passed unanimously.

PUBLIC COMMENT

Council Member DeRenzo announced she would be absent for the August 12, 2008 meeting.

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 22nd day of July, 2008:

Vouchers/Checks	#25510 - #25540	\$17,710.40	07/22/08
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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 9:50 p.m.

APPROVED:

Mayor Vern Nations

ATTEST:

Clerk/Treasurer Colleen Storms