

**Town of Twisp
Council Minutes
09/11/07
7:00 PM**

Meeting called to order at 7:02 pm by Mayor Nations - Adjourned at 7:45 pm.

Council Members Present: Stephanie Hickman
 Shari Brown
 Vicki Hallowell

Council members absent: Clint Estes and Tom Gehring

Request for additions or changes:

Change: None
Addition: Old Business: None
 New Business: None

Council Member Hallowell led the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

Joni Hager was present to discuss a letter she submitted to Council regarding her water situation on Burton Avenue. Ms. Hager briefly outlined her letter explaining that with the water moratorium still in place she is proposing as a last resort a water storage system. Mayor Nations stated that the letter would need to be forwarded to the Town Attorney Scott Detro for review.

Action: Town Hall staff will forward Joni Hager's letter to the Town Attorney Detro for review

Ms. Hager inquired as to when the next review of the water moratorium would take place; Clerk/Treasurer Colleen Storms reported that the review needed to take place prior to October 24, 2007.

Wanda Iverson was present to accept a position offered to her by Mayor Nations on the Task Force regarding the Forest Service property.

MINUTES

Council Member Hickman moved to approve the minutes as written. The motion was seconded Council Member Hallowell and passed unanimously.

MAYOR NATIONS UPDATE

Mayor Nations had no report.

DEPARTMENT HEADS AND COMMITTEE REPORTS

Gary McConnell, Public Works Superintendent

Public Works Superintendent McConnell was absent, attending training

Dale Hutson, Fire Chief

Fire Chief Hutson was absent.

Rick Balam, Police Chief

Chief Balam reported to Council that the department was providing training assistance to the Town of Winthrop Marshall's Office. Balam explained that Patrol Officer Gary Denham is a trained Field Training Officer and he was currently training Winthrop Deputy Rory Williams.

Balam reported that his final version of the parking ordinance was sent for review to Town Attorney Scott Detro on September 6, 2007.

Chief Balam reported to Council that the department would be holding a "Get to Know Your Police Department" Open House on Thursday, September 13, 2007 between 7:00 and 9:00 pm at Town Hall.

Balam reported that he would be setting a date to interview one lateral applicant with 12 years experience and one entry-level applicant.

Chief Balam referred to the August stats for the police department, explaining to Council that he and Officer Denham had responded to 48 criminal complaints and had written 39 traffic citations in the month of August. Mayor Nations expressed his appreciation to Chief Balam for providing the monthly reports to Council.

Colleen Storms, Clerk/Treasurer

Clerk/Treasurer Storms passed out for Council's review a flyer that she had prepared to distribute to the business owners on Glover Street regarding garbage on the sidewalks and in the gutters. Council supported the document as written.

Storms reported that the Washington State Auditor's Office had released their audit report for the Town of Twisp and there would be a press release appearing in the Methow Valley News the next week. Storms wanted the Council to be prepared for questions from citizens.

Storms announced an Association of Washington (AWC) training opportunity on September 18, 2007 at the Campbell's Resort in Chelan at 6:00 pm. AWC will be discussing with city officials legislative priorities for 2008.

Storms reported that she is currently working on the issue of insurance in regards to the agreement between the Town of Twisp and Town of Winthrop for Building Inspector Services. Storms stated that since Scott Detro is the attorney for both towns he is unable to advise either in regards to the insurance responsibility, which has prompted her to contact AWC for advice.

OLD BUSINESS

Consultants Agreement – 2nd Avenue Project

Clerk/Treasurer Storms began discussion on the proposed Consultants Agreement with RH2 Engineering, Inc. on the 2nd Avenue Project. Storms stated that the proposed project cost is \$127,727.57 and that the design and construction completion are slated for 2008. Storms explained that once the agreement is approved and signed by Mayor Nations it will then need to go to the Washington State Department of Transportation for review and approval. Storms relayed to the Council that any federal project is subject to a State Environmental Protection Agency Study (SEPA), National Environmental Protection Agency Study (NEPA) and a Cultural Survey.

MOTION:

Council Member Hallowell moved to authorize the Mayor to sign the contract with RH2 Engineers as a consultant for the 2nd Avenue Road Project. The motion was seconded by Council Member Hickman and passed unanimously.

NEW BUSINESS

Ordinance #577 – Regarding Payment of Claims

Clerk/Treasurer Storms explained to Council that one of the issues that the auditors discussed with her was the Town's procedure for approving payroll. Storms stated that payroll does not always coincide with Council meetings and that by approving proposed Ordinance #577 it would allow her and Mayor Nations to approve payroll and expenditures up to \$5,000 per voucher under certain circumstances prior to the Council meeting and review. Storms explained that she and Mayor Nations would need to be bonded at a cost of \$250 per year, as a result of this ordinance passing. Council Member and Mayor Pro-Tem Hickman asked that in the Mayor's absence should she be bonded too; Council decided it was not necessary at this time.

MOTION:

Council Member Brown moved to approve Ordinance #577 regarding payment of claims as presented. The motion was seconded by Council Member Hickman and passed unanimously.

Methow Valley Youth Soccer

Mayor Nations discussed a request received from the Methow Valley Youth Soccer Association in regards to using the soccer field located near the airport. Clerk/Treasurer Storms suggested having a perpetual agreement prepared with a termination clause allowing either party to terminate the agreement at anytime. Storms stated this would keep the association from having to request use every year. Mayor Nations stated he would like the association to check in with the Town each year. Mayor Nations questioned if the soccer field was listed with our insurance provider the same as the parks.

Action: Storms will research the soccer field insurance designation and report back to the Council.

MOTION:

Council Member Hickman moved to approve the Methow Valley Youth Soccer Association using the soccer field by the airport. The motion was seconded by Council Member Brown and passed unanimously.

PUBLIC COMMENT

Council discussed a tree that was down on the property at the corner of 4th and Lincoln Avenue. Mayor Nations stated that Dan Doran paid to have the tree taken down and was suppose to have it removed, Nations asked Storms to have Code Enforcement Officer Lori Rodio send a letter giving Mr. Doran until October 31, 2007 to have the tree removed.

Action: Code Enforcement Officer Lori Rodio will send a letter giving Mr. Doran until October 31, 2007 to have the tree removed.

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/warrants are approved for payment by a majority vote on this 11th day of September, 2007:

*Voucher/Warrant #24717 through #24623 in the amount of \$20,200.31 dated 09/04/07.

*Includes: ACH – AWC Employee Benefits - \$6,468.71
 ACH – NCNB – Employment Taxes - \$9,692.29

Voucher/Warrant #24624 through #24659 in the amount of \$109,849.00 dated 09/07/07.

Voucher/Warrant #24660 through #24667 in the amount of \$8,130. 00 dated 09/15/07.

Payroll Warrant #11628 through #11652 in the amount of \$23,822.87 dated 09/02/07.

Council Member Hickman requested the voucher form be updated to provide more room to sign.

Action: Town Hall staff will get a work order prepared for the software company to make the changes requested by Council Member Hickman.

MOTION:

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

There being no further business to come before the Council. Council Member Brown moved to adjourn the meeting. The motion was seconded by Council Member Hallowell and passed unanimously. Meeting adjourned at 7:45 p.m.

Mayor Vern Nations

Attest:

Clerk/Treasurer Colleen Storms