

Town of Twisp Council Minutes
9/13/05 7:00 PM

Meeting called to order at 7:03 PM by Mayor Jones -- Adjourned at 9:02 PM
Council members absent: Council Member Schmekel was absent during the first part of the meeting

Request for additions or changes:

Change: Remove Airport Ground Lease and Res. 05-375; add to next agenda
Addition: Monthly Financials; Rest Room Cleaning Lease; and Executive Session to discuss the performance of a public official

Council Member Hickman led everyone in the Pledge of Allegiance.

Minutes from the previous meeting were read and approved as amended. Motion made by Council Member Brown and 2nd by Koptonak. Passed unanimously.

Moved to the end of the meeting tonight:

The bills and previous payroll were briefly discussed. Discussion to approve the current bills with a invoice from Fire Dist. 6 withheld, and to pay only the principle on the NCNB loan until the new loan contract has been signed, then disburse remaining payments (subject to the availability of funds) and approve the current/past payroll was made by Council Member Koptonak and 2nd by Schmekel. Passed unanimously.

*Additionally the process of an invoice for the Twisp Fire Dept hose cleaning was discussed.

ACTION: Council Member Koptonak to write a letter from Council to Fire District #6 regarding the above mentioned invoice explaining the Town's position.

(See attached back up for more detail)

Following the payment of the bills/payroll, Council Member Koptonak gave Council and the Mayor a quick update on the savings the Town has incurred to date (since last April) through the implementation of some of the Town's cost saving measures.

- \$16,290 in payroll
- \$12,550 in surplus equipment sold
- \$500 in City Hall Janitorial
- \$350 in Public Restroom cleaning
- \$360 in telephone costs by cutting lines
- As noted some of the original things we wanted to do couldn't be done for one reason or another
 - Need to revisit the Municipal Court since the tickets are not getting written by our officers and we're paying the judge \$300/mo no matter how many tickets are written or if only one person attends Court.
 - Some discussion followed and the Mayor informed the Council of the recent meeting the negotiations team had with the Sheriff's team regarding how things are going thus far. Decided these meetings are important and should be scheduled more often and on a consistent basis.

- **ACTION:** Following the discussion, Council asked Council Member Schmekel to schedule a meeting with the Municipal Judge to see if Court can be conducted every other month and pay him accordingly until we have three full-time officers working

New Business

- Resolution No. 05-376 NIMS Plan Adoption
 - Following some minor discussion, Council Member Bushnell made a motion to accept the National Incident Management System resolution as presented by the Association of Washington Cities. 2nd by Council Member Brown. Passed unanimously
 - All cities in the AWC risk pool need to pass this proclamation
 - **ACTION:** Clerk to add “Designation of a Representative or Team of Individuals” for the agenda of the next Council Meeting
- 6th Avenue Request Letter from Sam Hanan
 - Letter sent to Council with a request to put in a street between Alder and Bridge
 - Letter stated concerns and why this would be beneficial
 - Had a number of residents sign that were in favor
 - Discussion followed between Council, Sam Hanan and Vern Nations regarding the pros and cons
 - **Consensus of Council:** Gary McConnell, PW Supt., should attend the next council meeting to give his input on the subject
 - Mayor Jones noted that Gary would be willing to gather some additional info from others who live in the area as well and bring to the next meeting
 - Some discussion about having a public hearing on this subject in October may also be beneficial
- Aviation Lane Letter from DOT
 - Email from William Gould, PE (Asst Planning/Engineer) with WSDOT regarding annexation
 - Because this email was not clear as to what the Town would actually have to annex, it was decided to take no action at this time and have Paul Wagner, Airport Mgr. call Mr. Gould when he returns, or have the Clerk get better clarity prior to the next Council meeting.
 - **ACTION:** Add to the next council meeting agenda
- Financial Reports: Barb Dale, Clerk-Treas
 - Barb went over the various reports and graphs given to Council and explained them in detail
 - The process of each report was explained and Barb noted that in the future she may not be giving them all these reports, but wanted Council to understand the monthly reconciliation process

Old Business:

- Pow Wow Report: Glenn Schmekel (Did not attend to give report)
- Decision on Lease of property to Cascade Pipe (Mr. Palm did not attend with answer for Council)
 - **ACTION:** Council Member Koptonak to contact Jerry Palm and see if they have made any type of decision
 - Have our attorney start to draft a “hold harmless” agreement as well?

- Rest Room Cleaning Contract (Jane and Jim Hutson)
 - Clerk gave an update on the cleaning contract from the Hutsons. Bid came in at \$300/mo. That was to clean or at least check every single day.
 - They took it on prior to council approving the contract so cleaning could be done over Labor Day weekend. Was very hard at first, but now have under control
 - Mr. and Mrs. Hutson feel that maybe they do not need to clean each day and came back with a couple of different scenarios.
 - #1 Clean twice a week on specific days and then be on call should restrooms need cleaning
 - To work 5 days a week and have 2 days off
 - During the times that the Hutsons are not cleaning, it would be the responsibility of PW to check on a daily basis, do the routine maintenance such as putting out toilet paper or adding liquid soap, but if they were found dirty, to contact Town Hall and either the Clerk or Deputy Clerk would contact the Hutson's to come and clean that day. Would pay them accordingly
 - Following some discussion from Council, they recommended the two days a week cleaning, with PW checking each day and signing off on the sheet each day. They would do routine maintenance (such as noted above) and would let Town Hall staff know if they needed to notify the Hutsons to come clean. Additionally, during Holiday weekends, the restrooms should be cleaned or checked daily. Will pay accordingly on those days.
 - **ACTION:** Barb to propose above to Mr. and Mrs. Hutson for their response/approval and bring their decision back to next meeting

Public Comments:

- Sam Hanan was the only citizen who signed in, but utilized his comments during the 6th Ave. issue noted above
- Dale Hutson, Acting Asst. Fire Chief, introduced himself to Council
 - Gave a quick update on what's happening in the Fire Dept.

Council adjourned the regular meeting of Council at 8:06 to go into Executive Session to discuss the performance of a public official. Approx. end time of 15 minutes. Executive Session ended at 8:24.

Regular meeting of Council was reconvened at 8:25. No action was taken as a result of the Executive Session.

Mayor's Update:

- Mayor Jones gave updates on the following topics:
 - Emergency Management Meeting on Friday (Will attend on behalf of the Town)
 - We will need to find someone to represent the Town going forward
 - Parking area by the pump house on Lincoln
 - Has given PW the authority to start blocking off the area with big rocks to prevent people from parking there
 - Respectfully ask that Kevin's Collision move their vehicles so Gary can do that side as well

