

**Town of Twisp
Council Minutes 09/23/08
7:00 PM**

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

Council Members Present: Mayor Pro-Tem Stephanie Hickman
Tom Gehring
Vicki Hollowell
Tina DeRenzo

Council members absent: Clint Estes

Additions and/or Changes to the Agenda

Clerk/Treasurer Storms shared that an Addendum (No.1) was added to Riedesel Engineering's original consultant's agreement for the council's review.

Pledge of Allegiance

Council Member Hollowell led the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

Matt Swenson, manager of the North Cascades National Bank was present to discuss the three parking spaces on the north side of 2nd Avenue added by the completion of the street project. Mr. Swenson requested that there be no time limits put on the three spaces so that his bank employees could use them during the bank hours.

Mayor Nations shared that he and Chief Balam had discussed this issue and will be discussing it further at the October 14, 2008 meeting.

MINUTES

MOTION:

Council Member Gehring moved to approve the September 9, 2008 minutes as sent. The motion was seconded by Council Member Hollowell and passed unanimously.

MAYOR NATIONS UPDATE

Mayor Nations reported that several citizens had expressed how happy they are with the 2nd Avenue street and sidewalk project. Superintendent McConnell confirmed that a 2" extension to the water line on 2nd Avenue would be completed by October 2, 2008. Mayor Nations reported that there are several trees that are hanging over streets in Town that have done damage to vehicles. Council and staff identified some areas that they were aware of and Mayor Nations directed staff to contact the property owners and have the trees trimmed.

Action: Staff will identify and contact property owners regarding the trimming of any trees that are currently hanging over Town streets.

DEPARTMENT HEADS AND COMMITTEE REPORTS

Rick Balam, Police Chief

Chief Balam reported that things in his department have slowed down a bit and that he will be focusing on training.

Gary McConnell, Public Works Superintendent

Superintendent McConnell reported that the 2nd Avenue Street project is almost done and that Selland Construction and RH2 have been great to work with and worked well as a team.

Colleen Storms, Clerk/Treasurer

Clerk/Treasurer Storms reported that representatives of the Twisp Fire Department have requested a meeting with the Pension Relief Fund Board of Trustees; which will involve re-establishing the board. Mayor Nations explained that a few volunteers may not be meeting the amount of volunteer meetings and training required to participate in the pension fund program and the issue needs to be addressed.

Clerk/Treasurer Storms reported on the financial summary of the Wagner Memorial Pool. Clerk/Treasurer Storms attributes the pools success to the partnership between the Town, the Friends of the Pool and the Swim Team. Storms reported that an ad will be coming out shortly in the Methow Valley News thanking all of this year's pool supporters.

Clerk/Treasurer Storms reviewed the effectiveness of the water and sewer rate increase with Council. Storms pointed out that some residents conserved quickly and many leaks were fixed. Storms shared with Council some of the Washington city averages for water and sewer rates, pointing out that Twisp rates are in the middle for base rates, but we do have a steeper tier system than the average.

Keith Comstock, Fire Chief

Chief Comstock reported that the egress and ingress related to the 2nd Avenue Street project turned out great for the fire department. Comstock reported that he is still working to get the hulk vehicles off of the fire department property and shared that while they are waiting for the removal the volunteers have used them for training.

Chief Comstock briefly discussed fire meeting attendance.

Sarah Schrock, Town Planner

Not present.

Methow Watershed Council

Council Member Gehring reported that the Methow Watershed Council (MWC) has been gearing up for year one of the Phase 4 Implementation Plan. Gehring reported that the MWC is currently

in the process of hiring a consultant for the tasks relating to Phase 4 as well as a Council Coordinator that will work with the MWC facilitating projects. MWC member Greg Knott (also present) shared that the council is working toward a rule revision, which includes studies regarding domestic wells and the possibility of contractual metering in the future.

NEW BUSINESS

METHOW RESTORATION COUNCIL COOPERATIVE FISHERIES PROGRAM

Chris Johnson and Gregg Knott, representing the Methow Restoration Council (MRC), were present to discuss a partnership with the Town of Twisp. Mr. Johnson shared that MRC has a grant opportunity through Centennial Clean Water Funds to work on correction activities to improve seasonal river temperatures. The grant will also cover coordinated monitoring. Mr. Johnson shared that the Department of Ecology (DOE) is supportive of the project and local agencies working together. Mr. Johnson explained that the MRC needs an official government sponsor for financial tracking in order to be eligible for the Centennial Grant.

Mr. Johnson explained that the Town would only be responsible for administering the grants and not for administrative duties or project support; a coordinator will be hired for those duties. Apparently the DOE needs help in the Methow Valley and are willing to fund the project. Mr. Johnson shared that he hopes the studies will help the Town of Twisp with water issues in the future.

Mr. Johnson read aloud a draft Memorandum of Agreement (MOA) to the Council that would authorize the MRC to use the Town of Twisp's name if the grant is accepted. Johnson relayed that the grant application is due by October 19, 2008. Council Member Hallowell stated that she felt that it was a great opportunity for the Town.

MOTION:

Council Member Hallowell moved to direct Town staff to proceed with the development of a Memorandum of Agreement between the Methow Restoration Council and the Town of Twisp regarding the application process for funding through Centennial Clean Water. The motion was seconded by Council Member Hickman and passed unanimously.

Action: Prepare and present the MOA to Town Council at the October 14, 2008 Council meeting.

MOTION:

Council Member DeRenzo moved to authorize the Methow Restoration Council to apply for a Centennial Clean Water Grant in the amount of approximately \$275,000 for the purpose of water quality and water temperature studies and projects through the Town of Twisp with the stipulation that the Town receive a percentage for administrative costs. The motion was seconded by Council Member Hickman and passed unanimously.

OLD BUSINESS

CAPITAL FACILITIES PLAN - DRAFT

Clerk/Treasurer Storms gave Council a brief history and update on the importance of the Capital Facilities Plan in regards to planning and funding. Storms reported that the Finance Committee (Council Members DeRenzo and Hickman) and Department Heads had met to review and rate the proposed Capital Facilities Plan. After a review of the Public Works list it was decided that the Finance Committee would meet with Superintendent McConnell again on September 26, 2008 at 12:00 pm at Town Hall.

Chief Balam shared that the police department needs more room and privacy from the rest of Town Hall. Balam discussed his previous proposal of adding work stations, an interrogation room, and separate entrance in what is now the first bay accessible from 3rd Street. Balam mentioned he would like to start a rotation system for the purchase of police cars and research lease options.

Fire Chief Comstock reported that he will provide a list to Clerk/Treasurer Storms soon. Comstock stated that he would like to continue to fund the EMS vehicle.

Superintendent McConnell shared that grant funded telemetry equipment had been ordered from H.D. Fowler and that they would be installing the equipment as well. McConnell shared some information regarding using dry ice to keep the Town's wells in good operation.

RH2 ENGINEERING BOOSTER STATION DESIGN CONTRACT

Mayor Nations discussed the selection of RH2 Engineers for the 2009 Hilltop Booster Station Project. Clerk/Treasurer Storms reported that RH2 is confident regarding this project and the budgeted funding. Council Member Hollowell questioned why the Town may have to go through a Conditional Use Permitting process for the project. It was explained that if a project does not conform to the current zoning ordinance, even the Town is subject to the permitting process. Council discussed a few language issues regarding the contract.

MOTION

Council Member Gehring moved to approve the engineering contract with RH2 Engineering for the Hilltop Booster Station project. The motion was seconded by Council Member Hollowell and passed unanimously.

SWIMMING POOL

Superintendent McConnell reported that all of the drains in the pool have been plugged and the pool is still leaking. McConnell shared that there are two lines that do not show up on the plans, he believes from an old non-functioning vacuum system that may be the problem. He plans to plug those two lines and see if that corrects the leak.

ADDENDUM NO. 1 TO THE RIEDESEL ENGINEERING CONSULTANT AGREEMENT REGARDING THE TWISP MUNICIPAL AIRPORT

Clerk/Treasurer Storms explained that Riedesel Engineering had proposed an addendum (No. 1) to their Consultant Agreement with the Town. Storms shared that Riedesel had logged hours for

agreed-to work done prior to signing the contract and that this addendum would take care of the issue. WSDOT agreed with paying them for this work, but we'd taken some time to get the original contract in place. Storms stated that there was no change in the total cost of the contract, just a change in the effective date.

MOTION:

Council Member DeRenzo moved to approve Addendum No. 1 to the Riedesel Engineering Consultant Agreement regarding the Twisp Municipal Airport. The motion was seconded by Council Member Hallowell and passed unanimously.

PUBLIC COMMENT

Larry Smith, business owner on Airport Road, was present to address an ongoing issue regarding a building project on his property. Mr. Smith explained that approximately 1 ½ years ago he applied for a building permit, stating that it was pretty much approved by a previous Town Building Inspector. Mr. Smith stated that he didn't follow through at that time, but is now ready to proceed with his building project and is working with Dave Sandoz, current Town Building Inspector. Mr. Smith discussed that he had previously installed a septic system on his property and explained that he had purchased a permit through Okanogan County. Mr. Smith shared his objection to the Town applying its new ordinance that was passed this year, which requires property owners to hook up to the Town sewer system in all cases. Because he feels his work was "in progress", he should be able to use the septic tank. Mayor Nations asked if that permit was signed by an Okanogan County official; Mr. Smith stated no. Smith shared that if he can't proceed, he would like to de-annex his property or take further action against the Town. Mayor Nations stated that he will research the issue and contact Town Attorney Scott DeTro. Smith also shared his concern regarding elevation of his site compared to Town sewer lines with regards to connecting to the Town sewer system.

PUBLIC WORKS SUPERINTENDENT POSITION UPDATE

Mayor Nations reported that there are four applicants for the Public Works Superintendent position that will be interviewed. Mayor Nations shared that in the interim he and Chief Balam will supervise the Public Works employees.

Mayor Nations shared that the DOE was contacted regarding our Wastewater Treatment Plant operator K.C. Moriarty and that he is licensed as a Level 1 Operator and the Town needs a Level 2 Operator. Mayor Nations reported that the DOE allows a municipality a one year period in which to comply after a staffing change.

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 23rd day of September, 2008:

Checks/Vouchers	#25684	\$5,000.00	09/19/08
Checks/Vouchers	#25685 - #25711	\$33,493.85	09/23/08
Checks/Vouchers	#25712 - #25713	\$270,572.89	09/23/08

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 Hickman 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 DeRenzo and passed unanimously. Meeting adjourned at 9:26 p.m.

APPROVED:

Mayor Vern Nations

ATTEST:

Clerk/Treasurer Colleen Storms