

**Town of Twisp  
Council Minutes 10/28/08  
7:00 PM**

Meeting called to order at 7:00 pm by Council Member Estes.

Council Members Present:       Clint Estes  
  Tom Gehring  
  Vicki Hallowell  
  Tina diRienzo (Note: Name Spelling Change Requested)

Council members absent:       Mayor Nations and Mayor Pro-Tem Stephanie Hickman

**Additions and/or Changes to the Agenda**

Deletions:

- Scott Miller, Coordinator of Emergency Management for Okanogan County – All Hazard Mitigation Plan.
- Approval of the hiring and contract for Aspect Consulting pertaining to the Methow Watershed Council Phase 4 Detailed Implementation Plan.

Addition:

- Discussion regarding the 1<sup>st</sup> November Council meeting date.
- Public Transportation request from Okanogan County Commissioner Lampe – Council Member Gehring

**Pledge of Allegiance**

Council Member Hallowell led the Pledge of Allegiance.

**PUBLIC HEARING DETERMINING AND FIXING THE AMOUNT OF THE AD VALOREM TAXES (PROPERTY TAXES) AND EMERGENCY MEDICAL SERVICES (EMS) LEVY FOR 2009 – RESOLUTIONS #08-429 AND #08-430**

Council Member Estes opened the public hearing regarding Resolution #08-429 determining and fixing the amount of the Ad Valorem (Property Taxes) Levy and Resolution #08-430 determining and fixing the Emergency Medical Services (EMS) Levy for 2009. Clerk/Treasurer provided the Council with a breakdown of the 2009 Preliminary Budget general fund revenues and expenditures including the effect of the 1% increase from the 2008 budget. She explained that the Mayor is still revising the budget, but the preliminary numbers indicated that some amount of general fund reserves would need to be accessed to meet the 2009 expenses. She explained that the 1% increase in the total levied was \$1,502 on general property taxes and \$248 on the EMS levy.

Clerk/Treasurer Storms shared that one expense, the Association of Washington Cities insurance for the Town, had increased by 47% based on staffing and adding back the police department. She said that she was estimating a very low growth rate for sales tax and fuel taxes for 2009

based on the economic indications and 2008 performance. Storms also explained that the EMS funds collected by the Town are in turn passed directly to Aero Methow Rescue.

**MOTION:**

Council Member Hollowell moved to approve Resolution #08-429 determining and fixing the amount of the Emergency Medical Services levy for 2009. The motion was seconded by Council Member Gehring and passed unanimously.

**MOTION:**

Council Member Gehring moved to approve Resolution #08-430 determining and fixing the amount of the Ad Valorem (Property Taxes) levy for 2009. The motion was seconded by Council Member diRienzo and passed unanimously.

There was no public input.

Council Member Estes closed the public hearing at 7:14 pm.

**PUBLIC COMMENT PERIOD**

There was no public comment at this time.

**MINUTES**

**MOTION:**

Council Member Gehring moved to approve the October 14, 2008 minutes as amended. The motion was seconded by Council Member Hollowell and passed unanimously.

**MAYOR NATIONS UPDATE**

Not present.

**DEPARTMENT HEADS AND COMMITTEE REPORTS**

**Rick Balam, Police Chief**

Chief Balam reported that he and his officers had been working on several recent burglaries. The burglaries had taken place at the Community Center, Twisp Fire Hall and the Horseshoe Trailer Park. Balam listed the charges and stated that several people had gone to jail.

Chief Balam reported that everything was going well with his department and the guys were doing a great job.

**Randy Johnson, Public Works Superintendent**

Superintendent Johnson went over a written report he provided to the Council regarding his department's progress on pool, streets, water, and sewer issues. Johnson also reported that they had swept the bike lane on SR20 after complaints about there being sand and gravel in the lane. Johnson reported that he is still working on the water testing and chlorination process for the new

water line on 2<sup>nd</sup> Avenue and will be possibly rebuilding a generator for one of the sewer lift stations.

**Colleen Storms, Clerk/Treasurer**

Clerk/Treasurer Storms reported that Mayor Nations is reviewing the departmental budgets on his vacation.

Storms discussed the equipment that the Town owns and leases to the Methow Recycle Center. Storms explained that the equipment needs to be insured and asked if possible (according to the grant) would the Council prefer to transfer the equipment to the Methow Recycle Center than continue to own and insure the equipment. Storms will check to see if the grant requirements have been satisfied and if the equipment can be transferred.

Clerk/Treasurer Storms shared that Highland Associates may present an addendum to their 2008 agreement because of the extra hours required for finalizing the zoning ordinance and hours that new planner Sarah Schrock has been working to catch up on the workload. Storms reported that Highlands Associates proposed 2009 agreement shows a 40% increase based on estimated hours.

**Keith Comstock, Fire Chief**

Fire Chief Comstock reported that his department is getting ready for winter and working on general cleanup. Comstock stated that there are two high school students (one being his daughter) that have been coming to the Fire Hall to help with the cleanup and to log community service hours for school. Comstock shared that their new air supply equipment should be coming soon.

**OLD BUSINESS**

**MEMORANDUM OF UNDERSTANDING BETWEEN WASHINGTON STATE DEPARTMENT OF TRANSPORTATION AND THE TOWN OF TWISP REGARDING THE PURCHASE OF FUEL**

Chief Balam shared the research he had done regarding purchasing fuel from the Washington State Department of Transportation (WSDOT) and went over the proposed Memorandum of Understanding between the WSDOT and Town. Balam reported that on average the prices for diesel are approximately 45 to 55 cents cheaper per gallon if purchased through the WSDOT. Balam stated that, unfortunately at this time, diesel is all that can be purchased through WSDOT's Twisp location, but was told that gas may be added in the future. Balam stated that the 2008 budget for fuel for the Police Department was \$15,000 and for the Public Works it was \$6,500, part of that diesel.

**MOTION:**

Council Member Hallowell moved to approve the Memorandum of Understanding between the Town and the Washington State Department of Transportation regarding the purchase of fuel. The motion was seconded by Council Member diRienzo and passed unanimously.

**AUTHORIZATION TO APPLY FOR OKANOGAN COUNTY .09 FUNDS FOR THE GLOVER STREET PROJECT**

Clerk/Treasurer Storms requested Council's permission to apply for Okanogan County .09 funds in the amount of \$65,000 for the Town's matching fund requirement (for the TIB grant) and for lighted signage at the entrance of Glover Street off of SR 20. Storms shared that she would like to see the Chamber and community members be involved with signage and landscaping ideas. Storms reported that 12 copies of the grant proposal will need to be in Okanogan by October 31, 2008. Storms said that this proposal fits the economic development priorities and infrastructure requirements that these grants are intended to fund.

**MOTION:**

Council Member Gehring moved to approve submitting an application for .09 grant funds. The motion was seconded by Council Member Hallowell and passed unanimously.

**AUTHORIZATION OF CONTRACT TO CONVERT GARAGE INTO POLICE OFFICES**

Chief Balam reported to Council regarding the bids he had received to convert a portion of the garage into police offices. Balam shared the bid amounts: Methow General Services - \$126,363.35 and WSA \$61,880.00. Balam shared that these bids included adequate space for current and future staff, a more secure evidence room and a private room for interviews and interrogations. Chief Balam stated that he realized the bids came in above the amount initially budgeted for the project and that he would like the Council's permission to move forward in working with WSA to find workable solutions to the project and try to bring it within the amount available in the budget.

**MOTION:**

Council Member diRienzo moved to approve the remodel project for police offices using WSA as the contractor contingent on adequate funding from a combination of reserves and operating surplus. The motion was seconded by Council Member Hallowell and passed unanimously.

**OKANOGAN COUNTY NUTRITION PROGRAM DONATION REQUEST**

Clerk/Treasurer Storms reported that the Okanogan County Nutrition Program was requesting Twisp contribute \$1,100 this next year toward the community services that are offered to the Twisp senior citizens. Storms shared that she had already included \$1,000 in expense in the draft 2009 preliminary budget in anticipation of this annual request. Storms reminded Council that they had approved this expenditure last time for two consecutive years.

**MOTION:**

Council Member Gehring moved to approve the increased expenditure amount of \$1,100 for the Okanogan County Nutrition Program in Twisp for 2009 and 2010. The motion was seconded by Council Member diRienzo and passed unanimously.

**OKANOGAN COUNTY TRANSPORTATION PROGRAM DONATION REQUEST**

Clerk/Treasurer Storms reported that the Okanogan County Transportation Program was requesting Twisp contribute \$1,000 this year from the Town toward the bus replacement program designed to replace the buses providing transportation services to our seniors on a regular rotation. Seven cities participate and Okanogan County matches with \$7,000 each year. Storms shared that she had already placed \$1,000 into the 2009 preliminary budget in anticipation of this annual request. Storms reminded Council that they had approved this donation last time for two consecutive years.

**MOTION:**

Council Member Gehring moved to approve the donation amount of \$1,000 for the Okanogan County Transportation Program for 2009 and 2110. The motion was seconded by Council Member diRienzo and passed unanimously.

**AUTHORIZATION OF THE METHOW WATERSHED COUNCIL SUBMISSION OF THE PHASE 4 GRANT APPLICATION**

Clerk/Treasurer Storms discussed authorizing the submission of the Methow Watershed Council Phase 4 Detailed Implementation Plan grant in the amount of \$100,000 to the Department of Ecology. Council Member Gehring, a member of the Methow Watershed Council shared that the grant is broken down into 4 specific tasks that relate to measuring water, study of recharge, transferring water rights and other studies that will support the reallocation of water rights in the basin. Clerk/Treasurer Storms reported that approximately \$36,000 of that grant will be used for Town administrative costs.

**MOTION:**

Council Member Hallowell moved to approve the submittal of the Methow Watershed Council Phase 4 Detailed Implementation Plan grant application. The motion was seconded by Council Member diRienzo and passed unanimously.

**AUTHORIZATION OF THE HIRING AND CONTRACT FOR METHOW WATERSHED COUNCIL COORDINATOR**

Clerk/Treasurer Storms reported that the Methow Watershed Council (MWC) had received 4 resumes/proposals for the Council Coordinator function. After interviewing the 4 applicants the MWC would like to request authorization to contract with Lee Hatcher of Optimal Niche. Mr. Hatcher brings many years of experience related to bringing people together on issues to find common ground. Mr. Hatcher is highly qualified for this work.

**MOTION:**

Council Member diRienzo moved to approve contracting with Lee Hatcher, Optimal Niche as the Methow Watershed Council Coordinator, subject to funding and contingent upon review of the contract by Town Attorney Scott DeTro. The motion was seconded by Council Member Hallowell and passed unanimously.

**RESOLUTION #08-431 – APPROVAL OF SURPLUS EQUIPMENT**

Clerk/Treasurer presented Resolution #08-431 and Exhibit “A” relating to the approval of surplus of equipment. Exhibit “A” includes the following items: Police Department – 2000 Ford Explorer; Public Works – 1991 Chevrolet S10 pickup; and 1996 Mercury Sable.

**MOTION:**

Council Member Hallowell moved to approve Resolution #08-431 including Exhibit “A” for the purpose of selling surplus equipment. The motion was seconded by Council Member Gehring and passed unanimously.

**DISCUSSION OF THE 1<sup>ST</sup> NOVEMBER COUNCIL MEETING DATE**

Clerk/Treasurer Storms discussed the fact that the next Council meeting falls on Veteran’s Day. Council agreed to change the meeting to Wednesday, November 12, 2008 at 7:00 pm.

**Action: Staff will contact Methow Valley News to have the date changed.**

**PUBLIC TRANSPORTATION PROGRAM**

Council Member Gehring discussed the need to have a representative from the Town of Twisp on the Public Transportation Program headed up by Okanogan County Commissioner Andy Lampe. Council Member Gehring shared that the next meeting would be held on November 13, 2008 at 7:00 pm at the County Commissioners’ Room. Council Member diRienzo agreed to attend and Council Member Estes agreed to attend if diRienzo was unable to at future meetings.

**PUBLIC COMMENT**

Council Member Hallowell shared that the Community Center “Raising the Roof” Fund Raiser was a great success.

Council Member diRienzo asked if yard sale signs were allowed to be hung on PUD poles, Council Member Estes suggested she call the PUD, as that was their call to make.

Council Member diRienzo asked if the leash law issue could be revisited because of the dogs running at large in Twisp. Council Member Estes suggested she pose that question to Mayor Nations if she wanted it put on the agenda at a future meeting.

Fire Chief Comstock shared that Larry Smith had not removed the fire engine that he had purchased from the Fire Department yard.

**Action: Staff will write a letter to Larry Smith with a removal date.**

**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 28<sup>th</sup> day of October, 2008:

<b>Cashmere Valley Bank</b>	<b>ACH</b>	<b>\$1,341.76</b>	<b>10/15/08</b>
<b>Checks/Vouchers</b>	<b>#25784 - #25814</b>	<b>\$73,761.21</b>	<b>10/28/08</b>
<b>Checks/Vouchers</b>	<b>#25815</b>	<b>\$295,469.05</b>	<b>10/28/08</b>
<b>Checks/Vouchers</b>	<b>#25816 - #25817</b>	<b>\$175.12</b>	<b>10/28/08</b>

**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 diRienzo 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 Hallowell and passed unanimously. Meeting adjourned at 8:58 p.m.

**APPROVED:**

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**Mayor Pro-Tem Stephanie Hickman**

**ATTEST:**

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**Clerk/Treasurer Colleen G. Storms**