

**Town of Twisp
Council Minutes 12/17/07
6:15 PM**

Meeting called to order at 6:15 pm by Mayor Nations.

Council Members Present: Mayor Pro-Tem Stephanie Hickman
Clint Estes
Tom Gehring
Vicki Hallowell

Council members absent:

SWEARING IN OF MAYOR AND COUNCIL MEMBERS

Mayor Pro-Tem Hickman swore in Vern Nations to a 4 year term as Mayor. Mayor Nations swore in Vicki Hallowell to a two year unexpired term for Council Position #1, Stephanie Hickman to a 4 year term for Council Position #3 and Tom Gehring to a short and 4 year term to Council Position #4.

PUBLIC HEARING:

WATER MORATORIUM – ORDINANCE #588

Mayor Nations called the public hearing regarding the water moratorium to order at 6:30 pm.

Public Works Superintendent McConnell read into record his staff report recommending, based on his report and the pumping records, the moratorium continue. The pumping records will be attached as part of the finding of facts to these minutes. Clerk/Treasurer Storms read into record the draft Section 1. – Adoption of Findings of Fact from Ordinance #588. Town Attorney DeTro discussed the long-term and short-term goals in the Work Plan to be attached to Ordinance #588. Council Member Gehring asked and it was confirmed that the 6 month time frame for the moratorium began with the original Ordinance #579 dated October 23, 2007.

There was no public input. Town Attorney DeTro will make a note in Section EE. of Ordinance #588 reflecting that there was no public input.

MOTION:

Council Member Estes moved to adopt the Findings of Fact including the work plan to justify the continued maintenance of the moratorium imposed under Ordinance No. 579 and to adopt a work plan. The motion was seconded by Council Member Hickman and passed unanimously.

Mayor Nations closed the public hearing at 6:50 pm

Council Member Estes led the Pledge of Allegiance.

PUBLIC COMMENT PERIOD

Tina Ward requested from the Council some action be taken in an on going investigation regarding an assault made on her. Ward stated that she has had no resolution to the issue. Police Chief Balam stated that the case had gone to the Okanogan County Prosecutor's Office and that because it was an active case he could not publicly comment further. Balam suggested Ward make an appointment with him to discuss it further.

MINUTES

Council Member Hickman pointed out an error concerning a date on page 5 regarding setting a meeting date for December. Hickman asked that "Monday" be changed to "Tuesday".

MOTION:

Council Member Gehring moved to approve the November 27, 2007 minutes as amended. The motion was seconded by Council Member Hallowell and passed unanimously.

MAYOR NATIONS UPDATE

There was no report.

DEPARTMENT HEADS AND COMMITTEE REPORTS

Gary McConnell, Public Works Superintendent

Public Works Superintendent McConnell reported that the new Ford truck and new John Deere tractor with the snow blower were working out great and thanked the Council for approving their purchase.

McConnell reported that Don Popoff, RH2 Engineers, will be helping public works with the computer system at the wastewater treatment plant.

McConnell reported that he is currently working on a grant to replace the Town's telemetry systems and that grant will be submitted soon.

Rick Balam, Police Chief

Chief Balam reported on the stats that were included in the Council's packet. Balam reported that he, Officer Denham and Officer Redfield had responded to 33 offenses, had written 6 citations, 9 parking citations and 12 warnings only-parking tickets for the month of November.

Chief Balam reported that he was in the process, contingent on the candidate passing the required tests, of hiring an entry-level police officer. Balam stated that the gentleman being considered currently works as an Okanogan County Jailer and is familiar with the area and with the computer systems used by Twisp. Balam explained that if hired and accepted into the Police Academy he would be in training for approximately 8 months total between the academy and the department's mandatory field training process.

METHOW WATERSHED COUNCIL UPDATE

Mayor Nations asked Administrative Assistant Moriarty to report on the Methow Watershed Council (MWC). Moriarty reported that currently the MWC was working on a grant for \$25,000 to gather information for a rule revision. Moriarty reported that the Council was also working on a grant for the Phase IV Implementation Plan which would provide the group \$100,000 for each of the next four years. Moriarty stated that there were two positions on the Council up for reappointment and that the two current Council Members had expressed their desire to stay on the council. Designees of the three initiating governments, in charge of filling open positions, will be meeting soon on the issue.

Colleen Storms, Clerk/Treasurer

Clerk/Treasurer Storms reported that she is currently working on many grants. Storms informed Council that she is able to use grant funds to pay for a portion of auditing expenses for the 2007 audit. Storms reported that design on the Glover Street Phase II Project and the 2nd Avenue Street Projects would be starting soon.

Keith Comstock, Fire Chief

There was no report.

FOREST SERVICE PROJECT DONATION – RESOLUTION #07-412

Six members of the Forest Service Complex Task Force were present: Kate Jones, Wanda Iverson, Ray Johnston, Eric Wittenbach, Council Members Hallowell and Gehring to provide an update on the Task Force's progress to date. Council Member Hallowell passed out a packet that was specifically developed for lobbying. Ms. Jones reported on financial status of the group. Jones stated that they had received a donation of \$30,000 and that she has been in contact with representatives from the Economic Alliance and an Economic Regional Group and will be working with the USDA and Community Trade and Economic Development (CTED) regarding future grants. Ray Johnston discussed the process of hiring a consultant to develop a feasibility study. Clerk/Treasurer Storms requested the Task Force develop criteria for the evaluation process of Request for Proposals. Clerk/Treasurer Storms reported that a budget was established for the newly established fund for the Task Force to cover advertising, printing and miscellaneous overhead. Mayor Nations reported that he sent a letter of direct conveyance to the Forest Service and a letter requesting public records in regards to an appraisal of the Forest Service Complex, both requests were denied. Mayor Nations explained he was told that release of those records would give the Town an unfair advantage in the bidding process.

Town Attorney DeTro discussed Resolution #07-412 explaining the resolution outlines the donor's intentions for money donated and establishes a fund in the Town budget specific to those intentions. Council held a brief discussion regarding the specific language used in the Resolution and Attorney DeTro and Kate Jones changed the language slightly to clear up any confusion. Clerk/Treasurer Storms read the revised Section 2. into record.

MOTION:

Council Member Gehring moved to approve Resolution #07-412 accepting a donation from the Stoneleigh Fund and accepting the conditions of such donation. The motion was seconded by Council Member Estes and passed unanimously.

OLD BUSINESS

DRAFT COMPREHENSIVE PLAN – RESOLUTION #07-411

Town Planner Don Willson was present to answer questions about the revisions that were made to the Draft Comprehensive Plan at the direction of the Council after the joint meeting with Town Planners Kurt Danison and Don Willson, of Highlands Associates. Council Member Gehring voiced his concern again regarding designating the South side of SR20 from the Town limits sign to Airport Road commercial in the Urban Growth Area (UGA). Gehring feels that designating that portion of the UGA commercial will encourage development outside the town limits because of the water moratorium. Gehring stated that he plans to watch development in that area and to start attending Okanogan County Planning Commission meetings; Gehring encouraged all Council Members to do the same.

MOTION:

Council Member Gehring moved to approve Resolution #07-411 adopting an updated Town of Twisp Comprehensive Plan Land and Maps. The motion was seconded by Council Member Hallowell and passed unanimously.

2007 BUDGET REVISION – ORDINANCE #589

Clerk/Treasurer Storms discussed the revision to the 2007 budget pointing out the larger expenditures of the year: Ford Truck, including plow parts and installation, approximately \$46,000; legal fees for water moratorium, approximately \$13,000; and audit costs approximately \$17,000. Storms reported there are bills for December 2007 that will still be received and if paid by January 20, 2008, will need to be included in the 2007 expenditures.

Storms reported that she had placed in the budget and was seeking from Council approval to establish the following new funds: Forest Service Fund; 2nd Avenue Street Project Fund; Glover Street Phase II Fund; and the Hilltop Booster Station Fund.

MOTION:

Council Member Estes moved to approve Ordinance #589 amending the budget for the year of 2007. The motion was seconded by Council Member Hallowell and passed unanimously.

2008 FINAL BUDGET APPROVAL – ORDINANCE #585

Clerk/Treasurer Storms reported that the Fire Department proposed budget had been increased \$2,500 to cover uniforms/jackets, required hepatitis virus vaccinations and training. Storms showed Council a note from Public Works Director McConnell (he left the meeting prior to this discussion) stating that he okayed his 2008 budget. Storms reported that employee health care costs had increased and there was a 3% cost of living adjustment increase for all staff in the proposed budget, a schedule of all approved pay rates was attached to the budget. Storms

reported that Chief Balam was working with the Public Works Department and the Fire Department to research prices for much needed pagers and radios and money was included in the budget for those also. Mayor Nations requested the Council review the airport hangar prices in 2008.

MOTION:

Council Member Estes moved to approve Ordinance #585 adopting the proposed budget for the year 2008. The motion was seconded by Council Member Gehring and passed unanimously.

SR20 SIDEWALK AND ROAD PROJECT – APPROVED AS COMPLETED

Clerk/Treasurer Storms provided Council with a budget breakdown of the SR20 Sidewalk and Road Project. Storms reported that all of the fixes were done to Public Works Superintendent McConnell's satisfaction and grant monies had covered the revised budget.

MOTION:

Council Member Estes moved to approve the SR20 Sidewalk and Road Project as complete. The motion was seconded by Council Member Hallowell and passed unanimously.

PERSONNEL POLICY MANUAL

Clerk/Treasurer Storms reported that this issue would come before the Council in January.

FIXING AND ESTABLISHING THE MAYOR'S SALARY – ORDINANCE #586

Clerk/Treasurer Storms explained to Council that an error had been found in the newly codified Twisp Municipal Code and that her research showed that sometime prior to 2004 Council raised the Mayor's salary to \$400 per month. Storms could not find the revised ordinance, so she asked Council to formally adopt Ordinance #586 setting the Mayor's salary at \$400 per month.

MOTION:

Council Member Estes moved to approve Ordinance #586 fixing and establishing the Mayor's salary in the amount of \$400 per month. The motion was seconded by Council Member Hickman and passed unanimously.

FIXING AND ESTABLISHING THE MUNICIPAL JUDGE'S SALARY – ORDINANCE #587

Clerk/Treasurer Storms explained that Ordinance #587 was a follow up to the Council action taken at the November 27, 2007 meeting to raise the Municipal Judge's salary from \$300 per month to \$400 per month beginning January 1, 2008.

MOTION:

Council Member Gehring moved to approve Ordinance #587 fixing and establishing the Municipal Judge's salary in the amount of \$400 per month. The motion was seconded by Council Member Estes and passed unanimously.

PUBLIC COMMENT

Mark Edson – Mr. Edson wanted to comment on a statement made by Kurt Danison at the meeting on November 27, 2007 regarding a property owner being able to do what they want with their property. Edson questioned the possibility of that with zoning.

Mr. Edson discussed the responsibility for maintenance for non public streets in the Town limits, should maintenance be done by the owners of the property or the Town?

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 17th day of December, 2007:

Voucher/Checks ACH – NBNC ACH – AWC	#24868 - #24872	\$18,277.68	12/01/07
ACH – Cashmere Valley Bank		\$1,254.99	01/01/08
Voucher/Checks	#24881 - #24947	\$143,647.93	12/17/07
Voucher/Checks	#24948 - #24952	\$4,390.53	12/17/07
Payroll/Draws	#24873 - #24880	\$8,130.00	12/15/07

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 Estes and passed unanimously.

There being no further business to come before the Council, Council Member Hallowell moved to adjourn the meeting. The motion was seconded by Council Member Estes and passed unanimously. Meeting adjourned at 9:00 p.m.

Mayor Vern Nations

ATTEST:

Clerk/Treasurer Colleen Storms