

# Town of Twisp

## Council Minutes – 11/14/17

Mayor Ing-Moody called the meeting to order at 5:32 pm.

Council Members present:     Aaron Studen  
  Alan Caswell  
  John Fleming  
  Hans Smith

Council Member absent:       Josh Thomson

### **Pledge of Allegiance**

Council Member Smith led the Pledge of Allegiance.

### **Request for Additions or Deletions to the Agenda**

**Additions:** Okanogan County Fire District #6 Extension of Fire Protection Interlocal Agreement

**Deletions:** Painter’s Addition Stormwater

### **Public Hearing – 2018 Preliminary Budget Hearing**

Mayor Ing-Moody opened the public hearing to discuss the 2018 Preliminary Budget at 5:34 pm.

There was no public comment.

Mayor Ing-Moody closed the public hearing at 5:37 pm.

### **Public Comment Period: Up to Three Minutes**

Mark Edson was present to discuss the letter that he submitted to the Mayor and Council dated September 24, 2017. Mayor Ing-Moody stated that the agenda item that pertained to his letter has been removed from this agenda because the Town has not yet heard from legal counsel; the item will be added to the November 28, 2017 agenda if legal counsel has replied to the Town at that time.

### **Mayor’s Report**

Mayor Ing-Moody reported on the following:

- She has been working with Department Heads to prepare the 2018 Budget.
- She reported that she, Council Members and Town Staff were invited to the Twisp Chamber of Commerce Sip and Chat held at Mick and Miki’s to share the state of the Town.
- She met with Elana Mainer of Room One to discuss the affordable housing, specifically the possible use of the Idle-A-While Motel. Mayor Ing-Moody explained to Ms. Mainer the zoning issues related to the motel property.
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- She recently attended an Okanogan Council of Government (OCOG) meeting; she will report more later in the agenda.
- She reported that she and Director Denham met with the Town's new Recreation and Conservation Office (RCO) grant manager Ben Donatelle to walk the new trail today.

### **Staff Reports**

Written staff reports were submitted and placed in the Council packets for review. Mayor Ing-Moody asked Council if they had any questions regarding the reports submitted by the Department Heads.

Mayor Ing-Moody reported that Police Chief Budrow was absent because he was attending training. She also noted that newly hired reserve officer Ken Bajema would be sworn in at the November 28, 2017 meeting.

Director Denham handed out his council report and shared that his newly hired Operator II Duane Chavey has been spending time in the Treatment Plant getting brought up to speed on the daily operations. After Mr. Chavey is trained Director Denham will schedule all of the operators so that they can all keep up on their required training.

### **Commission/Committee/Board Reports**

There were no reports submitted.

Twisp Airport Advisory Committee – Council Member Fleming reported that at the November 8, 2017 meeting the committee was asked to provide a list of airport priorities. The group also discussed the future placement of the fuel tank.

Friends of the Pool – Council Member Caswell reported that at their November 9, 2017 meeting the group discussed the future of the pool, particularly when the Wagner Trust Fund is exhausted in 2024. There were two resignations from the Board, Patty Yates and Carol Gaston. Craig Howard was present as a guest.

Park and Recreation Commission – Council Member Caswell reported that at their November 2, 2017 meeting they did not have a quorum, but still held a conversation regarding the Trails Collaborative Group and their work on the development of a trail from Twisp to Winthrop. The group also discussed property for sale above the Twisp reservoirs.

Finance Committee – Council Member Smith reported that he, Council Member Thomson, Mayor Ing-Moody and Clerk/Treasurer Moriarty met on November 9, 2017 to discuss the 2018 preliminary budget in detail. Council Member Smith highlighted their discussion of the importance of planning for the future of Twisp Facilities, particularly the Twisp Airport and the Twisp Pool.

Okanogan County Transit Authority (TranGo) – Council Member Studen reported on the TranGo meeting he attended on November 13, 2017. Council Member Studen stated that the group discussed the 2018 budget. TranGo had also recently acquired three minivans from the Washington State Department of Transportation to add to their fleet. These vans will be used in a program where employers provide transportation for their employees to work; one van is already in use.

## OLD/NEW BUSINESS

### **Presentation: Wastewater Treatment Plant Outstanding Performance Award**

Richard Marcley, a representative of the Department of Ecology Wastewater Division was present to present Director Denham with the 2016 Wastewater Treatment Plant Outstanding Performance Award. Mr. Marcley shared with the Mayor and Council that it takes hard work to receive one of these awards and only a few are given out each year; Twisp has received this award for two consecutive years. Director Denham stated that it was a complete team effort by he and his staff.

### **Action: Agreement for Tourism Promotion Activities Between the Town of Twisp and the Twisp Chamber of Commerce**

After the Twisp Chamber of Commerce's presentation at the October 30, 2017 meeting, staff was directed to prepare a three-year renewal agreement beginning January 1, 2018 between the Town and the Twisp Chamber of Commerce for Visitor Information Center services and for Tourism Promotion.

#### **Motion:**

Council Member Fleming moved to approve the Agreement for Tourism Promotion Activities between the Town of Twisp and the Twisp Chamber of Commerce as presented. The motion was seconded by Council Member Studen and passed unanimously.

### **Action: Resolution #17-614 – Adoption of Methow Valley Emergency Plan**

Mayor Ing-Moody reported that the Methow Valley Emergency Plan needed to be adopted by Twisp. She stated that the only things that had changed in the plan are a few contact names and the reference of the Twisp Civic/EOC building.

#### **Motion:**

Council Member Smith moved to approve Resolution #17-614 adopting the November 2017 Methow Valley Emergency Plan as presented. The motion was seconded by Council Member Fleming and passed unanimously.

### **Action: SimplePowerIT – IT Contract**

Clerk Moriarty presented a contract written by Town Attorney DeTro for Computer/IT services for the Town of Twisp for approval. Clerk Moriarty shared that the Town interviewed two companies for this service and chose Martin Straub, owner of SimplePowerIT as the best fit. Council Member Smith asked who would be the point of contact for the Town; Clerk Moriarty stated she would be, but she will delegate a person for each department because the needs in each department are so diverse.

#### **Motion:**

Council Member Smith moved to approve the contract for Computer/IT services through SimplePowerIT as presented. The motion was seconded by Council Member Studen and passed unanimously.

**Action: Airport Manager Position**

Mayor Ing-Moody asked for Council confirmation to terminate Mike Port as the Twisp Airport Manager effective immediately. Mayor Ing-Moody stated the reason for termination is that she has recently become aware of airport issues in which Mr. Port has not represented the Town of Twisp in a professional manner.

**Motion:**

Council Member Fleming moved to confirm the Mayor's decision to terminate Mike Port as the Town of Twisp Airport Manager effective immediately. The motion was seconded by Council Member Smith and passed. Council Member Studen abstained from voting.

**Action: Water Improvement Projects – Approval to Submit a USDA Grant Application**

Council discussed the Water Improvement Projects as presented by Director Denham over the last few Council meetings. Council agreed to officially approve those water system projects that were outlined in option #3 as presented at the October 30, 2017 meeting.

**Motion:**

Council Member Fleming moved to approve the water system projects in Option #3 and to approve the submittal of a USDA Grant application for funding. The motion was seconded by Council Member Caswell and passed unanimously.

**Okanogan Council of Governments (OCOG) Interlocal Agreement**

Mayor Ing-Moody reported that since Okanogan County was accepted as its own Regional Transportation Planning Organization due to recent legislative action, it is now necessary for each of the participating agencies to approve an Interlocal Agreement with OCOG.

**Motion:**

Council Member Smith moved to approve the Interlocal Agreement between the Town of Twisp and the Okanogan Council of Governments. The motion was seconded by Council Member Fleming and passed unanimously.

**Discussion: Signs and Clear Vision Area**

Council discussed the revision suggestions provided by Town Planner Danison in his staff report regarding TMC Chapters 15 and 18 related to signs and clear vision areas. Mayor Ing-Moody directed staff to prepare the changes in Ordinance form as requested by the Council and bring it back for action at the next Council meeting.

**Discussion/Action: Resolution #17-615 – Public Disclosure Policy**

Mayor Ing-Moody explained to the Council that Public Disclosure Laws were recently changed legislatively and Town Attorney DeTro has prepared an updated policy and a resolution to approve that policy.

**Motion:**

Council Member Fleming moved to approve Resolution #17-615 adopting new Public Disclosure Policies for the Town. The motion was seconded by Council Member Smith and passed unanimously.

**Okanogan County Fire District #6 Extension of Fire Protection Interlocal Agreement**

Mayor Ing-Moody presented an Amendment to the current Interlocal Agreement from the Okanogan County Fire District #6 for the Extension of Fire Protection services for three years. The annual payment for fire protection services will be as follows: 2018 - \$50,000; 2019 - \$51,700; and 2020- \$53,700

**Motion:**

Council Member Smith moved to approve the extension of the Fire Protection Interlocal Agreement between the Town of Twisp and Okanogan County Fire District #6 as presented. The motion was seconded by Council Member Studen and passed unanimously.

**Municipal Court**

Mayor Ing-Moody began discussion on the issues of having a Municipal Court ran by the Town of Twisp. Clerk Moriarty, who also serves as the Court Administrator discussed a couple recent court issues that caused her to look at the budgetary and liability issues of the Town running its own Municipal Court. Judge Ebenger was present to discuss these concerns and answer questions. Council decided that the budgetary and liability issues were minor and they felt that this service is a good one to provide to Twisp citizens.

**Discussion/Action: Interlocal Agreement between the Town of Twisp and the Washington State Administrative Office of the Courts**

Mayor Ing-Moody discussed the Interlocal Agreement between the Town of Twisp and the Washington State Administrative Office of the Courts (AOC). She explained that this agreement is for the computer equipment that the AOC provides to the Town for processing infractions through the Judicial Information Service (JIS).

**Motion:**

Council Member Smith moved to approve the Interlocal Agreement between the Town of Twisp and the Washington State Administrative Office of the Courts as presented. The motion was seconded by Council Member Fleming and passed unanimously.

**Consent Agenda**

- Accounts Payable/Payroll
- Minutes – 10/30/17

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 14<sup>th</sup> day of November, 2017.

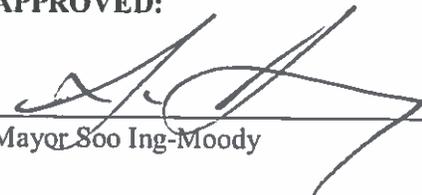
Payroll	EFTs Trans #2744-2759, 2830-2835, 2782, Checks #14313-14316	\$67,723.34	10/31/17
Francotyp-Postalia	EFT Trans #2781	\$500.00	11/01/17
Cashmere Valley Bank	EFT Trans #2825	\$608.36	11/01/17
Rural Development	EFT Trans #2824	\$395.00	11/02/17
Accounts Payable	Checks # 33530-33573	\$304,916.68	11/14/17
Accounts Payable	Check #33574	\$87.00	11/13/17

Council Member Fleming moved to approve the consent agenda as presented. The motion was seconded by Council Member Smith and passed.

**Adjournment**

There being no further business to come before the Council, Mayor Ing-Moody adjourned the meeting at 7:10 pm.

**APPROVED:**

  
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 Mayor Soo Ing-Moody

**ATTEST:**

  
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 Clerk/Treasurer Jackie Moriarty