

Town of Twisp

Council Minutes – 10/11/16

Mayor Ing-Moody called the meeting to order at 5:31 pm.

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

Pledge of Allegiance

Council Member Smith led the Pledge of Allegiance.

Request for Additions or Deletions to the Agenda

Additions: None

Deletions: None

Public Comment Period: Up to Three Minutes

There was no public comment.

Mayor's Report

Mayor Ing-Moody did not give a report at this time.

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.

PW Director Denham

Council Member Fleming was walking by and watched a demonstration on videoing the inside of a sewer line with Director Denham and stated how clear the picture was from the sewer line. Director Denham stated that the video system will locate problems, inventory the aging system, and help with mitigation on insurance claims for sewer back-ups.

Police Department

Mayor Ing-Moody introduced Stephen Purtell to the Council as the new hire in Twisp's Police Department. Mr. Purtell was raised in the Methow Valley and has served our country in the military and is also a reservist. He is presently Twisp's Code Enforcement officer but will start at the police academy on November 8th, following the necessary testing to qualify.

Commission/Committee/Board Reports

There were no reports submitted.

Council Member Caswell, Liaison to the Parks and Recreation Board (P/Rec)

Council Member Caswell reported that he attended the last P/Rec meeting and that the P/Rec Commissioners Morrison and Schrock were questioning their role in the work on the trail system. Director Denham will attend P/Rec's next meeting of November 2nd and discuss the trails with them.

Mayor Ing-Moody stated that trail construction will be handled by Public Works staff as is customarily done. She stated that she would be happy to meet with the Commissioners and answer any questions they may have about the trail, if so desired.

OLD/NEW BUSINESS

Update: Twisp Public Library

Dawn Woodruff, librarian for the Twisp Library, presented general stats for the library: Patrons in the door – 3,200 - 3,400; public computer logins: 475; WiFi logins: 326; Summer Reading Program: 204 kids signed up; and total reading hours of the kids: 3,211. She explained how lucky it is for the community and the Twisp Library for the library to be in a building with multiple uses and how their location makes it easier for patrons to visit the library.

Mayor Ing-Moody stated that the Town appreciates the library and all the hard work of Mrs. Woodruff and the volunteers.

Mrs. Woodruff asked the Council to consider paying for cleaning the carpet at the library. It has not been cleaned for a number of years, and is very dirty, especially considering children sit on that carpet.

Mayor Ing-Moody asked Mrs. Woodruff to get an estimate for cleaning the carpet to Clerk Moriarty and the Town would get back to her on the request.

Discussion: Capital Facilities Plan (CFP) – 2017-2022

The Council reviewed the CFP 2017-2022. Director Denham will make changes to the Airport section of the plan and the revisions will be in the Council packets for the October 25th Council meeting, which includes a public hearing on the CFP.

It was discussed that the P/Rec - \$143,000 cost estimate for Design and Build Twisp Trail, #1, #2, #4 (Hottell/Bennett), is a place holder since the Town is currently working on the final cost figures for the design and construction of the trail.

Director Denham stated that he has all the stats on water loss at the pool for 2016 to put on a graph and testing will be done next spring to locate the source of the pool's water loss.

Action: Methow Salmon Recovery Foundation Agreement – Placement of the Yellow Jacket Art in the Commons Park

Changes were made to the agreement as requested by Council from the last meeting but Mayor Ing-Moody and Council still want changes to be made to #9 under “The Grantee Agrees To” and “General Terms”, portions. The agreement will go back to Attorney DeTro for more clarification.

Motion:

Council Member Fleming made the motion to approve the agreement pursuant to the changes made by Attorney DeTro. The motion was seconded by Council Member Studen and then was amended by Council Member Smith

Council Member Smith amended the motion to authorize Mayor Ing-Moody to use her best judgment to make the changes to the agreement to match what the Council discussed and authorized her to sign the agreement with Methow Salmon Recovery Foundation for the placement of the yellow jacket art piece. The motion was seconded by Council Member Fleming and passed unanimously.

Action: Architects West – Civic Building/Public Works Shop- Scope of Work

Architects West (AW) the firm hired to design the Public Works shop and the Town’s civic center has worked with Town staff on a draft design for the civic center. AW staff came to Twisp and interviewed staff and Mayor Ing-Moody about necessary functions of town hall. The present town hall is approximately 4,000 sq. ft. in size. To accommodate the present and future needs of the Town and community, a building of approximately 8,000 sq. ft. is being designed by AW.

The present design considers expanding the building footprint to the south onto 3rd Avenue to allow for the 8,000 sq. ft. 3rd Avenue would then no longer be a through street, but moveable barriers would still allow for emergency vehicles to pass, it would also include a walkway for pedestrian and bicycle travel. This plan for 3rd Avenue would also work well in complementing SCJ Alliance’s revitalization plans for the downtown corridor.

The Council Chambers is being designed to accommodate seating for 50 in addition to seating for mayor, council, and staff. During disasters, the room would be turned into an Emergency Operations Center (EOC) for the Methow Valley. The facility would have the necessary infrastructure for Town, Okanogan County Sheriff’s Office (OCSO) and residing incident command.

In the police department portion of the building, the plan creates a separate entrance and bathroom for suspects which allows for the safety of other citizens who are also in the building.

A schematic of the building is anticipated to be available in November when a public workshop will be held to enable the general public to provide their comments.

The Town of Twisp has been awarded \$970,000 through the state legislature to design and build a public works shop on Ewell Street and design the civic building for the Town. AW has so far received \$11,927 for the programming work submitted to the Town.

Motion:

Council Member Studen move to authorize Mayor Ing-Moody to continue work with Architects West to have the conceptual design of the civic building completed. The motion was seconded by Council Member Fleming and passed unanimously.

Action: Resolution #16-591 – Inter-fund Loan From Reserve Fund to Street Fund

The Street Fund gets the majority of its funds from Twisp property taxes. The Street Fund started out the year with a low balance. By the end of October, the County will again be remitting money to the Town’s street fund through these taxes. In the meantime, the Street Fund is in need of an inter-fund loan from the Sewer Reserve Fund.

Motion:

Council Member Fleming made the motion to approve an inter-fund loan in the amount of \$4000 from the Sewer Reserve Fund to the Street Fund until such time as the funds can be returned to the Sewer Reserve Fund. The motion was seconded by Council Member Studen and passed unanimously.

Accounts Payable/Payroll

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 11th day of October, 2016.

Payroll	EFTs Trans # 1863-1867, Check # 14205	\$4,555.00	09/15/16
Andrew Denham	Check # 32616	\$146.50	09/28/16
Ok Co Commissioners	Check # 32617	\$4,359.00	09/28/16
Francotyp-Postlia	EFT Trans # 2007	\$500.00	09/29/16
Payroll	EFTs Trans #1954-1969, 2003-4, Checks # 14206-14209	\$51,305.92	09/30/16
Cashmere Valley Bank	EFTs Trans # 2056-7	\$1086.52	10/01/16
US Rural Development	EFT Trans # 2055	\$395.00	10/02/16
Accounts Payable	Checks # 32618-32643	\$40,347.03	10/11/16
Accounts Payable	Checks 32644-5	\$29,797.88	10/12/16

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

Adjournment

There being no further business to come before the Council, Mayor Ing-Moody adjourned the meeting at 7:30 pm.

APPROVED:



Mayor Soo Ing-Moody

ATTEST:



Clerk/Treasurer Jackie Moriarty