

# Town of Twisp

## Council Minutes – 11/28/2017

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

Council Members present:     Aaron Studen  
  Alan Caswell  
  John Fleming  
  Hans Smith – Via Phone  
  Josh Thomson

### **Pledge of Allegiance**

Council Member Studen led the Pledge of Allegiance.

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

**Additions:**     M.V. Emergency Plan & Airport Advisory Board

**Deletions:**     None

### **Public Hearing – Final Budget Hearing**

Mayor Ing-Moody opened the hearing to take comments on the 2018 Town of Twisp Budget at 5:33 pm. There was no public to make comment. She asked the Council if they had any questions about the Budget. They did not. She closed the hearing at 5:34 pm.

### **Swearing in of Municipal Judge**

Municipal Court Judge Ebenger's term of office is expiring at the end of the year. Mayor Ing-Moody swore Judge Ebenger in for another 4-year term.

### **Swearing in of Reserve Police Officer**

Kenneth Bajema is a new reserve officer for the Town. Mayor Ing-Moody swore Officer Bajema in as a reserve officer of the Twisp Police Department.

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

Dwight Filer, chairman of the Tree Board, had submitted a draft ordinance for Council review pertaining to the Tree Board. He and the Council discussed the ordinance. There was a consensus among the council that a Tree Plan should be where details regarding the care of trees should be found while the ordinance contain information related to the overall establishment and structure of the board. Clerk Moriarty will contact Ben Thompson of the Department of Natural Resources and work with him on the ordinance.

Mark Edson noted that he sent a letter on September 24, 2017 asking for the Council to deny approval of The School House Plat due to storm water issues. He stated that he gave a second submittal of the letter on November 7, 2017. He said that he has not heard from the Town as of yet and invited the council members to come to his business to discuss the matter.

## **Mayor's Report**

Mayor Ing-Moody reported on the following:

- She and Clerk Moriarty are working on the budget for 2018.
- She, Director Denham, representatives from Trout Unlimited, DOE, and MVID walked the area where the storm water runoff occurred in Painters Addition. A solution to the runoff was not provided during that meeting.
- Andrea Thompson has been hired as the new deputy clerk and she starts December 4<sup>th</sup>.
- She will be attending an Association of Washington Cities board meeting next week.
- She asked if any of the Council members would like to attend a meeting next Thursday at TwispWorks pertaining to a proposal that Spokane Housing Ventures is interested in pursuing requiring the rezoning of the Idle-a-while Motel property from commercial to residential. She shared that various members of the business community had expressed concern that this change would adversely impact the town's commercial area, economy, and result in loss of revenues for the town.

## **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.

### **Council Member Fleming – Liaison to the Methow Watershed Council**

He reported that at the last MWC meeting, the members in attendance gave an indicator vote of yes that they would like to change the MWC by-laws to a consensus vote instead of a majority vote. He stated that this type of change would likely be necessary to allow the Colville and Yakama Tribes to participate in the MWC, should they be interested in doing so. He stated that Vice-Chairman Ewing abstained from voting on the issue. Council Member Fleming questioned the validity of the vote and the potential impacts if the structure were to be changed.

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

There were no reports submitted.

## **OLD/NEW BUSINESS**

### **Action: Ordinance #723 – Judge's Salary**

Judge Ebenger requested an increase of \$25 to his monthly salary of \$450. He has not had an increase since 2015.

### **Motion:**

Council Member Fleming made the motion to approve an increase in Judge Ebenger's salary to \$475. The motion was seconded by Council Member Thomson and passed unanimously.

**Discussion: Ordinance #724 – TMC 2.105 – Town Tree Board Ordinance**

The new Tree Board Ordinance will contain language designating a town staff member as the point person for the Arbor Day Foundation. It was discussed whether there should be a Tree Plan which would contain more of the specifics of tree care and the new ordinance would be the empowering document. It was also discussed whether the Tree Board should be a part of the Parks and Recreation Board or be a separate board. The draft ordinance will be worked on.

**Discussion – Water and Sewer Rates**

A rate increase of 2.5% for water is proposed for the 2018 budget which would mean an increase of \$1.20 from \$47.76 to \$48.96. A rate increase of 6% for sewer is proposed for the 2018 budget which would mean an increase of \$3.14 from \$52.28 to \$55.42. With tax, a total cost for a residential unit in Twisp for 2018 will be \$113.78.

It was stated that the Town is working with an old system and improvements are costly. The Public Works department has been doing good work with what they have had to work with but that costs continue to increase and work still needs to be done.

**Discussion/Action: Highlands Associates Contract for Planning Services**

Planner Danison is asking for an increase in his hourly rate from \$65 to \$67. He has not had an increase in his rate for a number of years.

**Motion:**

Council Member Studen made the motion to approve the salary increase in Planner Danison's contract and to approve renewal of his contract. The motion was seconded by Council Member Fleming and passed. Council Member Smith abstained from voting on this contract because he did not have access to the contract for review as he participated by phone.

**Discussion/Action: Twisp Chamber of Commerce Budget Request**

The Twisp Chamber of Commerce has a yearly renewed contract with the Town to operate the Visitor Information Center (VIC). The Chamber is asking for an increase of \$5,000 to the \$25,000 they received last year to run the VIC to promote Twisp and the Methow Valley with advertising, both in print and social media.

**Motion:**

Council Member Studen made the motion to approve the Twisp Chamber of Commerce receiving \$30,000 of 2% funds in 2018 for the management of the VIC and advertising costs. The motion was seconded by Council Member Caswell and passed unanimously.

**Discussion: Ordinance #722 – 2017 Budget Amendment**

A new fund has been created from which the Capital Construction project for the Shop will be paid. The PW shop is still unfinished and these funds are being re-appropriated to more accurately reflect expenses necessary to finish the project.

**Motion:**

Council Member Fleming made the motion to approve Ordinance #722 – 2017 Budget Amendment. The motion was seconded by Council Member Studen and passed unanimously.

**Action: Final Project Acceptance – TAP – 1330 (001/TA-5574 Twisp Avenue, SR 20 to Vicinity Twisp Park)**

The Twisp Avenue to Vicinity Twisp Park project is completed. The Mayor’s signature is needed on closing documents.

**Motion:**

Council Member Thomson made the motion to authorize Mayor Ing-Moody to sign the final acceptance of the completed contract by the Town of Twisp for the SR 20 to Vicinity Twisp Park project. The motion was seconded by Council Member Caswell and passed unanimously.

**Action: Appointment of Mayor Pro-Tem**

Every six months it is time to reaffirm the present mayor pro-tem or elect another council member as the mayor pro-tem.

**Motion:**

Council Member Fleming made the motion to approve Council Member Smith as the mayor pro-tem. The motion was seconded by Council Member Caswell and passed unanimously. Council Member Smith abstained.

**Action: Resolution #17-615 - 2018 Salary Scale**

The salary scale is part of the 2018 Budget and was not changed from the 2017 Budget.

**Motion:**

Council Member Fleming made the motion to approve Resolution #17-615 - Salary Scale as presented. The motion was seconded by Council Member Thomson and passed unanimously.

**Airport Advisory Board**

Fred Wert, Chairman of the Airport Advisory Board, sent a memo to the Council requesting a commitment for the submittal of the South Taxiway project to WSDOT Aviation in 2018, prioritization of future projects, reserve fund suggestions, and questions about the airport ground lease agreement.

Mayor Ing-Moody and Council Members Smith and Fleming will ask to meet with Chairman Wert and discuss these and other airport issues.

**Methow Valley Emergency Plan**

The Methow Valley Emergency Plan had been adopted by Methow Valley Public Safety committee and needs to be adopted by the Town of Twisp.

**Motion:**

Council Member Fleming made the motion to approve Resolution #17-616 to support and adopt the M.V. Emergency Plan. The motion was seconded by Council Member Studen and passed unanimously.

**Consent Agenda**

- 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 28<sup>th</sup> day of November, 2017.

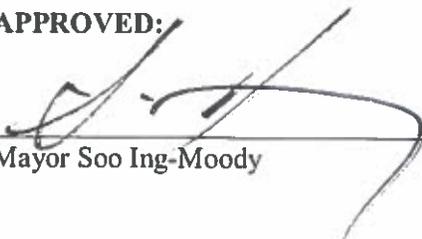
Payroll	EFTs Trans #2891-2895, Check \$14317	\$4,510.00	11/15/2017
John Deer Financial	EFT Trans #2941	\$142.92	11/27/2017
Accounts Payable	Checks #33575-33598	\$32,403.43	11/28/2017
US Rural Development	EFT Trans #2940	\$683.00	11/28/2017
US Bank	EFT Trans #3957	\$1,640.55	11/30/2017
Accounts Payable	Checks #33599-33605	\$441.00	11/30/2017

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

**Adjournment**

There being no further business to come before the Council, Mayor Ing-Moody adjourned the meeting at 7:00 pm.

**APPROVED:**

  
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Mayor Soo Ing-Moody

**ATTEST:**

  
\_\_\_\_\_  
Clerk/Treasurer Jackie Moriarty