

# Town of Twisp

## Council Minutes –03/27/2017 Rescheduled

Mayor Ing-Moody called the meeting to order at 5:02 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:**     None

**Deletions:**     None

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

There was no public comment.

### **Mayor's Report**

Mayor Ing-Moody reported on the following:

- She congratulated Stephen Purtell on his graduation from the police academy.
- She reported that Interim Public Works Director Howard Moss is working in good faith for the town and the approval of his contract is on the agenda.
- She reported that she, Director Moss, and Council Member Thomson attended a pre-construction meeting with Varela & Associates Inc., the engineers on the SR20 Water Mainline Replacement project.
- She reported that she, Director Moss, and Clerk Moriarty met with Connie Reckord of Macleod Reckord and worked on the details of the Community Trail project. Ms. Reckord will submit a trail design so the project can go out to bid.
- She reported that Congressman Steele called her and stated that \$750,000 has been appropriated by the House Capital Budget Committee for construction of the civic building. The budget still needs to go to the State Senate for approval.

### **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 Moss**

He reported on the following:

- He reported that the PW staff has started sweeping the streets and sidewalks.
- He reported that the Twisp Avenue - SR20 to Vicinity Twisp Park project will start on Monday and Lloyd Logging is the contractor on the project.
- He noted that Twisp has the opportunity to purchase hot mix asphalt for street repairs which would make for longer lasting repairs on pot holes.
- He reported the scope of work on the SR20 water mainline project is an estimated \$550,000 and will be financed by a USDA loan.
- He reported that the wastewater treatment plant is having issues with non-desirable bacteria in the treating of sludge.
- He reported that at the plant, the river channel has changed and the outfall line needs to be moved to a different location to better mix the river water and the effluent discharge. He stated there is the possibility of grant funds to complete the project.

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

There were no reports submitted.

## **Council Member Fleming, Liaison to the Methow Watershed Council (MWC)**

He reported that the MWC was reviewing a project to recharge Twin Lakes from the Wolf Creek irrigation system. A consulting firm will be hired to evaluate the project.

## **OLD/NEW BUSINESS**

### **Discussion: Construction of South Taxiway – Airport Grant**

The asphalt is deteriorating on the south taxiway at the Twisp Municipal Airport. The Town had applied for and received a grant from WSDOT Aviation to engineer the design for changes and repairs to the taxiway. T-O Engineers was awarded the contract and are working with the Town on the design. It was stated that WSDOT Aviation does not award funds for engineering if it does not feel the project is necessary and that it will continue to work with the entity to complete the project. Safety is the main concern as the deteriorating asphalt forces pilots to taxi closer to the hangers than standards allow.

The next phase of the project will be submitting an application for a construction grant by May 12<sup>th</sup>, 2017. WSDOT Aviation has a cap of \$250,000 on the amount awarded in one year to an entity. The estimated cost of the south taxiway project is over \$500,000. It could take 3 grant cycles with WSDOT Aviation to complete the project.

It was noted that the Town's match would be approximately \$12,500 with each \$250,000 phase of a grant award.

In April of 2011, the Town passed Resolution #11-486 which gave temporary approval for the location of an existing private use aviation fuel dispensing system at the airport. Mayor Ing-Moody recalled that the engineering and construction of the south taxiway project was to include designs for its placement at a safer location.

Airport Manager Mike Port stated that the moving of the fueling system will be the responsibility and the cost of the Twisp Airport Improvement Club, and is not part of this planning grant. He also stated that WSDOT AV does not fund fuel dispensing system projects.

It was stated that the airport and the ramifications of having the fuel dispensing system located in a safe place is the responsibility of the Town.

Mayor Ing-Moody stated that she and the Facilities Councilmember will review the south taxiway airport planning grant in more detail before its finalization.

Airport Manager Port thanked the public works staff for the great snow plowing effort at the airport this past winter. Emergency flights for Medic Vac and general aviation would not happen without the continued support of the Town and staff.

**Action: Interim Public Works Project Manager/Supervisor**

The contract between the Town and Howard Moss as interim public works project manager/supervisor is being reviewed by the town's attorney Scott DeTro. The contract is for \$40 an hour and vehicle mileage between his home and Twisp, travel time is not included. Mayor Ing-Moody asked that the council to approve Mayor Pro-tem Studen's signing the contract in her absence when the final draft is returned to the Town.

**Motion:**

Council Member Smith made the motion to approve the contract between the Town of Twisp and Howard Moss for contract public works projects manager/supervisor and approve Mayor Pro-tem Studen signing the contract in Mayor Ing-Moody's absence. The motion was seconded by Council Member Fleming and passed unanimously.

**Action: Resolution #17-603 – Earth Day**

Resolution #17-603 – Earth Day supports environmental initiatives in the Town of Twisp. Earth Day is April 22<sup>nd</sup> and the Parks and Recreation Commission is planning a town cleanup project.

**Motion:**

Council Member Fleming made the motion to approve Resolution #17-603 Earth Day. The motion was seconded by Council Member Caswell and passed unanimously.

**Action: Ordinance #716 - 3<sup>rd</sup> Avenue Partial Vacation**

In order for the construction of a proposed one story civic building on the town's property at the corner of S. Glover Street and 3<sup>rd</sup> Avenue, 30' of 3<sup>rd</sup> Avenue would be vacated. The Council requested a parking analysis of the consequences of the vacation. SCJ Alliance did a parking analysis with the 3<sup>rd</sup> Avenue vacation and a 2<sup>nd</sup> Avenue reconfirmation. 2<sup>nd</sup> Avenue presently is a one-way street eastbound off of SR 20 at the corner of E. 2<sup>nd</sup> Avenue for one block. The SCJ reconfiguration of 2<sup>nd</sup> Avenue to a 2-way street gives more parking options than there are now and the 3<sup>rd</sup> Avenue parking analysis shows a net gain of 8 parking stalls with the construction of the proposed civic building.

Mayor Ing-Moody was asked if the turning radius from the alley behind town hall onto 3<sup>rd</sup> Avenue turning left to Lincoln Street had been analyzed. She stated that she was given a verbal from SCJ

Alliance that semi-trucks would be able to make the turn onto 3<sup>rd</sup> Avenue and that consideration will be given to how parking will be designated after the construction of the civic building.

**Motion:**

Council Member Fleming made the motion to approve the partial vacation of 3<sup>rd</sup> Avenue per Ordinance #716. The motion was seconded by Council Member Studen and passed unanimously.

**Action: Bid Award for SR20 Water Mainline Replacement**

The bid opening was March 16<sup>th</sup> and DJB Construction was the apparent low bidder on the SR20 Water Mainline Replacement project. Director Moss stated that after the pre-construction meeting with Varela & Associates the project comes in at the loan amount with USDA and the Town remains under the debt limit allowed for the Town.

**Motion:**

Council Member Thomson made the motion to approve the bid award for the Water Mainline Replacement project to DJB Construction. The motion was seconded by Council Member Fleming and passed unanimously.

**Action: Ordinance #717-Bond Ordinance USDA Loan for Water Mainline Replacement**

To complete the SR20 Water Mainline Replacement project, Twisp has applied for and received from the USDA a taxable water revenue bond in the amount of \$515,400.

**Motion:**

Council Member Fleming moved to approve Ordinance #717 – Bond Ordinance for SR20 Water Mainline Replacement loan from the USDA as presented. The motion was seconded by Council Member Thomson and passed unanimously.

**Discussion: Police Contract - Winthrop**

Mayor Ing-Moody reported that she was asked by Winthrop's Mayor Ann Acheson if the Twisp Council would consider approving interim police coverage for the Town of Winthrop. At this time, Winthrop does not have any law enforcement officers on staff.

Mayor Ing-Moody and Chief Budrow explained that a contract would be for basic services of 7 days a week/10 hour days of shared time between the 2 towns. The proposed cost of the contract is \$17,000 per month. At this time, there is no overtime, after hour callouts, or policing special events in the proposed contract. The approximate timeframe for interim police coverage is estimated to be approximately 3 months with the intent to end when the pass reopens. This contract is to assist Winthrop while they advertise for new staff.

Chief Budrow stated that the Okanogan County Sheriff's Office provides only emergency assistance to Twisp and Winthrop, where possible. Twisp can provide agency assistance in emergencies, if requested by the County.

With a consensus of the Council, Mayor Ing-Moody is sending the proposed contract to Mayor Acheson for her council's review. If the contract is approved by Winthrop, the contract will be sent to attorney DeTro for review. The contract can be amended if the need arises. Mayor Ing-Moody and the Public Safety committee would review a final draft of the contract.

Chief Budrow stated that he has now been with the Town for 6 years and loves living and working in Twisp.

**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 27<sup>th</sup> day of March, 2017.

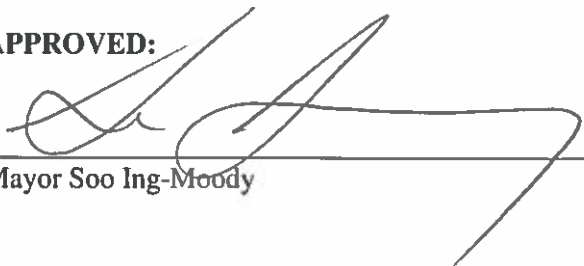
Accounts Payable	Checks # 32995-33014	\$41,461.68	03/27/17
US Rural Development	EFT Trans # 719	\$683.00	03/28/17
Accounts Payable	Checks # 3315-33020	\$378.00	03/31/17

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

**Adjournment**

There being no further business to come before the Council, Mayor Ing-Moody adjourned the meeting at 6:40 pm.

**APPROVED:**



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Mayor Soo Ing-Moody

**ATTEST:**



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Clerk/Treasurer Jackie Moriarty