

# Town of Twisp

## Council Minutes – 01/10/2017

Mayor Ing-Moody called the meeting to order at 5:30 pm.

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

### **Pledge of Allegiance**

Council Member Caswell 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 reported that the Okanogan Council of Governments (OCOG) had its first meeting of the year and County Commissioners DeTro, Hover, and Branch attended. The Commissioners expressed an interest in attending all the OCOG meetings. Mayor Ing-Moody noted that OCOG has an interlocal agreement that all the county municipalities and governing bodies are required to sign. OCOG is nearing completion on all agencies returning their agreements.
- She reported that she will be attending the Association of Washington Cities (AWC) reception to welcome and meet new state legislators at which time AWC will submit to them AWC's 2017 City Priorities. The following day, a Mayor's Exchange will take place where mayor's from across the state will meet to discuss common issues and concerns.

### **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.

### **Clerk Moriarty**

- She reported that the Friends of the Pool have recently paid an additional \$5000 towards the \$14,000 that they said they pledged to pay to reline the pool. The outstanding amount of \$9000 is anticipated to be paid as soon as additional funds are raised. The Mayor and Council expressed their appreciation of the dedication from the Friends of the Pool.

## **PW Directory Denham**

- He reported that the hydrant located at 434 W. 2<sup>nd</sup> Avenue has been thawed out.
- He reported that he is watching the frozen Twisp River for any potential flooding should the ice thaw.
- He reported that he responded to Jeff Patterson's email which expressed concerns about snow removal behind the Glover Street Market.
- He reported that the bid for the public works shop is going out for rebid on 02/07/17.
- He noted that businesses on Glover Street are responsible to keep the sidewalks in front of their businesses free of snow. Letters were hand delivered to businesses that were not complying with the Twisp Municipal Code. He also noted that the Town has a policy pertaining to Town staff removing snow on SR 20 due the SR 20 improvement project that gave the citizens' sidewalks from W. 2<sup>nd</sup> Avenue to the Methow Bridge.

Mayor Ing-Moody noted that snow removal in the Town is an on-going process in which amidst a few complaints, there are many more compliments about the work the public works staff do for snow removal to keep the streets safe. Regardless, she noted that the town should always take the position that there is ongoing room for improvement.

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

There were no reports submitted.

## **Council Member Alan Caswell Liaison to Parks and Recreation (P/Rec) Commission**

- He reported that he attended the last P/Rec meeting and noted that certain commissioners are still struggling with their role particularly as it pertains to the 2017 trail and sports complex projects.

Mayor Ing-Moody noted that the majority of the current commissioners were not on the commission when the grant application for the trail was first designed and ultimately approved by the Commission and the Town Council. She expressed that there had been previous input from the former P/Rec Commissioners and multiple public meetings and hearings on the subject prior to Council's adoption of the current design for the trail project. The pull-out of Lloyd Holdco LLC's donation of property, set the trail project back somewhat from its original timeframe. Match requirements were re-calculated and needed to be guaranteed by the Town, who now awaits the approval by the Recreation Conservation Office (RCO) on the new grant amount. The project is still on track to be completed in 2017.

Mayor Ing-Moody noted that the tennis court project evolved from a donation of funds from the Kiwanis in the amount of \$25,000 a couple of years ago. The Town applied for and has since been awarded a grant from RCO, using the donation amount as match. Unfortunately, when the project was put out to bid the cost of construction well exceeded the grant amount. In order for the tennis court to be built, additional funds must become available. The lack of enough funds has put the project's timeline back. It is still anticipated that with the help of the Kiwanis, the project will still be completed in 2017.

Mayor Ing-Moody noted that the youth sports complex project has been ranked fairly high for two RCO grants. If the state legislature chooses to fund the RCO in the 2017 legislative budget, it is anticipated that Twisp can move forward on the first phase of the renovation of the existing field. The design of the field went through the public process and had been recommended to the Council by the former P/Rec Commission. The Council had approved Option D as the desired design for the field and that is the design which was subsequently used to apply for the RCO grant. The process for field design was completed a

year ago with the previous Commission and Council. As such, there are no alterations that the current P/Rec Commissioners can make to the chosen site design or project.

Mayor Ing-Moody stated that the P/Rec Commissioners, as with all volunteer Commission and Board members, are greatly appreciated by the Town and their input will be valuable to all future P/Rec plans.

On another note, Mayor Ing-Moody mentioned several other projects anticipated to be completed for Twisp in 2017: the waterline project on SR 20 south, which includes a new sidewalk extended to Airport Road; if funded - the new civic building; construction of a new PW shop; engineering will be completed for the South taxiway at the airport; and multiple roadway improvements on Twisp Avenue, 2<sup>nd</sup> Avenue, 3<sup>rd</sup> Avenue, Lincoln Street, Methow Street, (East of Central Business\_District) Street Project.

Additionally, it was noted that Director Denham has water projects that is much needed to improve the infrastructure in Twisp. He is talking to US Rural Development about a grant and a low interest loan for the projects to fund the project.

## **OLD/NEW BUSINESS**

### **Action: Resolution #17-599 – Setting a Public Hearing Date for the Partial Third Avenue Vacation**

The council has approved the design of the new civic building to be a one story construction. In order to have the square footage needed 20' of 3<sup>rd</sup> Avenue from S. Glover Street to the alley will be vacated by the Town. A public hearing to take comment on the partial vacation needs to be scheduled.

#### **Motion:**

Council Member Fleming made the motion to set the date for the public hearing of February 14, 2017, to take comments on a partial vacation of a portion of 3<sup>rd</sup> Avenue. The motion was seconded by Council Member Studen and passed unanimously.

### **Action: Varela and Associates, Inc. – General Contract Amendment No. 2016-002-Related to the Town of Twisp General Sewer Plan and Biosolids Evaluation**

Varela and Associates, Inc. has been hired to prepare a general sewer plan, evaluate a biosolids processing alternative, and evaluate an alternative design configuration for the wastewater treatment plant's discharge outfall.

#### **Motion:**

Council Member Smith made the motion to approve the General Contract Amendment No. 2016-002- to include Exhibit K and to authorize Mayor Ing-Moody to sign necessary documents. The motion was seconded by Council Member Caswell and passed unanimously.

### **Action: Department of Ecology Agreement with Twisp for a General Sewer Plan and Biosolids Evaluation**

The Town of Twisp has received a grant from the Department of Ecology for the creation of a general sewer plan, evaluation of biosolids processing alternative, and evaluation of alternative design configuration for the wastewater treatment plant's discharge by Valera and Associates, Inc.

**Motion:**

Council Member Smith made the motion to approve the agreement with the Department of Ecology for the grant to fund the General Sewer Plan and Biosolids Evaluation. The motion was seconded by Council Member Thomson and passed unanimously.

**Action: Resolution #17-600 – Updating the Fee Schedule**

The Fee Schedule was changed to add the new water and sewer rates approved for 2017.

**Motion:**

Council Member Caswell made the motion to approve Resolution #17-600 – Updating the Fee Schedule. The motion was seconded by Council Member Smith and passed unanimously.

**Action: Resolution #17-601 - Authorizing the Mayor to sign Federally Funded Approved Expenditure Reimbursements**

The Code of Federal Regulations has been revised to state an official who is authorized to legally bind the non-Federal agency will sign final fiscal reports or vouchers requesting payment.

**Motion:**

Council Member Studen made the motion to approve Resolution #17-601 – Authorizing the Mayor to sign future Federally Approved Expenditure Reimbursements. The motion was seconded by Council Member Caswell and passed unanimously.

**Action: Resolution #17-602 – Approving the 2017 Interlocal Agreement between Twisp and Winthrop for Building Inspector**

The Town of Twisp contracts with the Town of Winthrop for the services of Marc Straub as the Town's building inspector. The interlocal agreement is renewed every January.

**Motion:**

Council Member Fleming made the motion to approve Resolution #17-602 – Approving the 2017 Interlocal Agreement between Twisp and Winthrop for a building inspector. The motion was seconded by Council Member Smith and passed unanimously.

**Action: Council Committee Updates**

Council Member (C.M.) Thomson was sworn in as a council member in December. Council committee assignments are being reviewed for changes on committees. New list of assignments are Public Works - C. M. Thomson as chairman and C.M. Caswell; Public Safety – C.M. Studen as chairman and C.M. Smith; Finance – C.M. Smith as chairman and C.M Thomson; Non-Utility Facilities – C.M Fleming and C.M Smith; Methow Watershed Council – C.M. Fleming and Clerk Moriarty as alternate; Liaison to Commissions and Boards – C.M. Caswell and C.M. Studen as alternate; Okanogan Council of Governments – Mayor Ing-Moody and C.M. Fleming as alternate; Okanogan County Transit Authority – C.M Studen and C.M. Thomson as alternate.

**Motion:**

Council Member Thomson made the motion to authorize Clerk Moriarty to vote on behalf of the Town on issues related to the Methow Watershed Council. The motion was seconded by Council Member Fleming and passed unanimously.

**Consent Agenda**

- Accounts Payable/Payroll
- Minutes: 11/09/16 and 12/13/16

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 10th day of January, 2017.

Cashmere Valley Bank	EFT Trans # 2650	\$608.39 Redo	12/01/16
US Rural Development	EFT Trans # 2651	\$22,652.00	12/22/16
Accounts Payable	Checks # 32802-32827	\$42,151.02	12/27/16
US Rural Development	EFT Trans # 2572	\$683.00	12/28/16
Francotyp Postalia	EFT Trans # 2712	\$500.00	12/28/16
Accounts Payable	Checks # 32828-32833	\$378.00	12/30/16
Payroll	EFT Trans # 2691-2705, 2708, 2721-2725, checks # 14222-14225	\$57, 848.30	12/30/16
Accounts Payable	32834-32860	\$25,599.58	12/31/16
Accounts Payable	32861-32867	\$9,917.29	12/31/16
Cashmere Valley Bank	EFT Trans # 97	\$608.36	01/01/17
Cashmere Valley Bank	EFT Trans # 96	\$478.16	01/01/17
US Rural Development	EFT Trans # 95	\$395.00	01/02/17
Accounts Payable	32861-32867	\$9,917.29	01/10/17
Payroll	Trans # 86-90 Check # 14226	\$4,160.00	01/15/17

Council Member Fleming moved to approve the consent agenda with amendment to the minutes of 11/09/16. 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:**

Mayor Soo Ing-Moody

**ATTEST:**

Clerk/Treasurer Jackie Moriarty