

Town of Twisp
Council Minutes – 10/23/12
7:00 PM

Mayor Ing-Moody called the meeting to order at 7:00 pm.

Council Members present: Bob Lloyd
 Traci Day
 Clay Hill
 John Fleming
 Clint Estes

Pledge of Allegiance

Council Member Hill led the Pledge of Allegiance.

Request for Additions or Deletions to the Agenda

Additions: Action: CERB Grant Support Submittal

Public Comment Period

There was none at this time.

OLD/NEW BUSINESS

Discussion: Fire District #6 – Contract – Joint Meeting w/Fire District #6

Okanogan County Fire District #6 Commissioner Roy Reiber opened the District #6 meeting at 7:05 pm. Commissioner Jerry Palm and Fire Chief Don Waller were present. Commissioner Darold Brandenburg was excused. The Council and Commission conducted a joint meeting to discuss the contract held between District #6 and the Town for contract fire services. The present contract expires on December 31, 2012. At present the Town pays \$2,042.96 per month for services. There has not been a fire call or an emergency aid call in Twisp since the contract started July 1, 2012.

Mayor Ing-Moody stated that the change to contracted services has gone smoothly and she is meeting with Chief Waller on a monthly basis.

Commissioner Reiber stated the District would consider extending the contract timeline to five years with a yearly joint meeting and a reevaluation of the contracted fee amount.

He stated that with the District's help, the Commissioners and Chief Waller believe the Town can improve the Washington Surveying and Rating Bureau rating from a 7 to a 6. The Town's rating had recently been changed due to numerous issues, including, but not limited to, not following through with requested survey information, the number of pumpers, staffing and fire flow.

Citizen Mark Edson stated that his new premium amount increased by \$400 on his fire insurance coverage for his Methow Valley Industrial building.

The Commissioners presented a request for the Town to pay \$48,000 for the 2013 contracted year. They stated the \$48,000 is a proration of what County citizens pay per their valuation of property. The

Commissioners stated they need the Town's payment to closely equal what County citizens pay to show equity to the two groups.

Mayor Ing-Moody stated that Town revenues are down for 2012 and the Town does not know what the future holds in the way of revenue. Commissioner Reiber stated that he understands that the Town's budget fluctuates on a yearly basis and the Town does not have the benefit of the District's assessment that is a predetermined amount.

Mayor Ing-Moody reminded the Commissioners that the District does not pay rent to the Town on the fire station which, in researching commercial rental space, should run on the low end at \$1700 per month. She stated the Town continues to pay the mortgage on the station and the loan on the fire truck. She stated the Town is and will be paying the liability insurance on both the station and the truck. She reminded the Commissioners that water/sewer charges are also being paid by the Town and that these are benefits to District patrons born on the shoulders of Twisp's citizens.

Fire District #6 Commissioners and Chief Waller left the meeting at 8:45 pm.

The Council discussed the infrastructure including fire hydrants located at strategic points in Town and the proximity of the Hall to any Town emergencies. Town of Twisp citizens have and are paying for the infrastructure provided them as town citizens. All these talking points: fire hall, fire pumper, infrastructure, water, and insurance are items the Council believes should be taken into account when determining a contracted service charge for the Town as valuable assets to District #6.

Action: Council Members Fleming and Lloyd will formulate a proposal for the contracted service fee for Council review. The Council will meet with District #6 Commissioners at their next regularly held meeting on November 12th.

Discussion: Vacation Accruals/Travel Policies

Mayor Ing-Moody presented portions of the Personnel Manual for discussion. Training: driving to and from training was changed: "the training must be reasonably necessary and the travel distance appropriate". Travel and Vehicles Used was changed: "If an employee is traveling by themselves or is the driver of a private or town owned vehicle with other town employees traveling on approved town business, the driver will be paid their hourly wage when travel time exceeds their normal working hours. Overtime is payable after more than forty actual work hours have been worked". The Fair Labor Standards Act was followed to change the two sections of the Personnel Manual.

The rate of vacation time accrued was discussed. A survey was conducted of other small town and it is the general consensus of the Council to cap the number of hours an employee can accrue for vacation in a year to 160 hours. Employees who are already accruing more than 160 hours in a year are grandfathered-in and will continue with their rate of accrual. These proposed changes would take effect immediately.

These changes to the Personnel Manual will come back to the Council and an action item at the next meeting.

Community Economic Revitalizing Board Grant

Mayor Ing-Moody explained to Council that along with the CERB grant application it is necessary to demonstrate Council support for the maintenance of any infrastructure put in place for the project's proposed improvements.

Action: The Council Members signed the confirmation to make funds available for the maintenance of the project's infrastructure improvements.

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 23rd day of October.

Payroll	#13330-13333	\$3,349.00	10/15/12
Checks	#29506-29528	\$19,575.13	10/23/12
US Rural Development	EFTs Trans # 2382-2384	\$1,354.00	10/28/12
Checks	#29529-29533	\$315.00	10/31/12

Motions:

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

Mayor's Report

Mayor Ing-Moody reported on the following:

- She reported that she is nearly done with the writing for the CERB grant which will be submitted on Thursday.

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.

There was none.

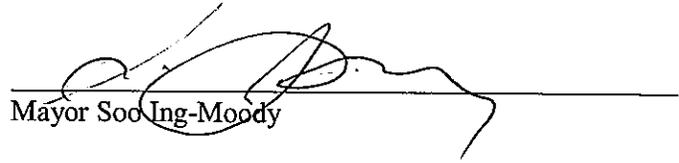
Commission/Committee/Board Reports

Council Member Day asked Council Members to review the draft Sign Ordinance and contact her with any questions they have about the Ordinance. The Planning Commission will be having a public hearing to take comments on the Ordinance in November.

Adjournment

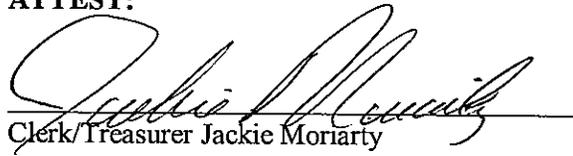
There being no further business to come before the Council; Mayor Ing-Moody adjourned the meeting at 9:30 pm.

APPROVED:



Mayor Soo Ing-Moody

ATTEST:



Clerk/Treasurer Jackie Moriarty