

**Town of Twisp  
Council Minutes – 11/22/11  
7:00 PM**

Mayor Ing-Moody called the meeting to order at 7:02 pm.

Council Member present:       Clint Estes, Mayor Pro-Tem  
   Tom Gehring  
   Bob Lloyd  
   Traci Day  
   Hans Smith

Council Members absent:       None

**Pledge of Allegiance**

Council Member Lloyd led the Pledge of Allegiance.

**Public Hearings:**

**Final Budget Hearing**

Mayor Ing-Moody opened the public hearing at 7:04 pm. There was no public comment on the 2012 Final Budget hearing. She closed the meeting at 7:05 pm.

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

**Additions:**       Resolution #11-497 Emergency Management Plan

**Deletions:**

**Consent Agenda**

- Approval of Minutes – 11/08/11
- 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	<b>13028-13033</b>	<b>\$5,290.00</b>	<b>11/20/11</b>
<b>Checks</b>	<b>28774-28799</b>	<b>\$24,973.60</b>	<b>11/22/11</b>
<b>Checks</b>	<b>28800-28801</b>	<b>\$4004.81</b>	<b>11/22/11</b>
<b>USDA Rural Development</b>	<b>EFT Trans #2901</b>	<b>\$683.00</b>	<b>11/28/11</b>
<b>USDA Rural Development</b>	<b>EFT Trans #2902</b>	<b>\$354.00</b>	<b>11/28/11</b>
<b>USDA Rural Development</b>	<b>EFT Trans #2903</b>	<b>\$317.00</b>	<b>11/28/11</b>

**Motion:**

Council Member Day moved to approve the consent agenda and minutes from 11/08/11 as amended. The motion was seconded by Council Member Estes and passed unanimously.

**Public Comment Period**

There was none.

**Mayor's Report**

Mayor Ing-Moody reported on the following:

- She and Council Member Lloyd met with board members of the non-profits that receive the Town's 2% monies. They discussed the historical involvement of the Twisp Chamber as it pertains to the Visitor Information Center and the distribution procedure of 2% monies. Board members offered their thoughts on how important 2% monies are to their budgets.
- She and Council Members Smith and Day met with the Twisp Airport Advisory Board for the initial meeting of the new board. The Board will meet the fourth Wednesday of each month at noon in the Council Chamber.
- She will meet with Okanogan County Commission Bud Hover and discuss the emergency structural repair needs of Twisp Town Hall.

**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;

**Public Works Department**

Superintendent Moss reported:

- The repairs on the oxidation ditch rotors are near completion and will be installed as the weather allows.
- The Department of Ecology has mandated that the Town develop an Exfiltration Program for the Collection System to determine possible waste water contamination of the environment.
- The bolstering of the beams in the public works shop has been completed and the roof is tarped for winter. The next step will be the bolstering of the beams in the police department. He has an estimate for replacing windows on the front of town hall. Vertical beams will span the smaller windows to support the roof load.
- The Transportation Improvement Board will announce the awarding of funds for the 2012 year before the end of November and the Town has public works projects that depend on those funds.
- A videotaping company will be hired to video the Town's sewer pipes that cross the river to check for environmental impacts on the river.
- He will be meeting with the Town Hall Structural Committee at a future date to start discussions on a master plan for the building.

### **Commission/Board Reports**

There were no Commission reports submitted.

Council Member Smith reported on the Methow Watershed Council organization committee findings.

He reported that a board member of the Methow Valley Irrigation District has quit and the district will be accepting applications for a replacement.

He reported that the Methow Watershed Council Storage grant needs a Council or staff member on the technical committee to protect the Town's interest.

### **Committee Reports**

There were no Committee reports submitted.

### **OLD/NEW BUSINESS**

#### **Emergency Management Plan**

The contact information in the Twisp Emergency Plan needed to be updated. The contact information will be supplemental to the plan and allowing changes to be made as contact information changes. Resolution #11-497 contains the updated information. The resolution will be amended to name Methow Valley Sports Trail Association contact as James DeSalvo.

**Action:** Council Member Gehring will ask the TwispWorks Board if TwispWorks can be listed as a shelter in the emergency plan.

#### **Motion:**

Council Member Lloyd moved to accept Resolution 11-497 as amended. The motion was seconded by Council Member Gehring.

#### **Highlands Associates Contract for Planning**

The renewal contract before the Council is similar to past contracts but new to the contract is a 6% adjustment for overhead charges and indirect expenses. Mr. Danison carries his own error and omissions insurance.

Council Member Day noted the importance of the physical presence of the planner at town hall and asked for a change in the contract to reflect that fact.

The Council would like to review feedback from citizens on the timeliness of planning department responses.

The Council would like to understand Highlands' policy on who incurs the cost of the time it takes to make a correction on a document or a map when the error was made by Highlands.

Council Member Lloyd requested that the Town put out Requests for Qualifications for a planning consultant.

**Action:** Clerk Moriarty will conduct an informal survey of planning consultants and the results of the survey will come back to the Council at the next meeting. The amended Highlands contract will also be submitted to the Council at the next meeting.

**2012 Budget**

Clerk Moriarty noted that the debt ratio is within acceptable limits for the Town.

The Council began discussing the Mayor's compensation. Mayor Ing-Moody excused herself from the meeting. The Council discussed increasing the Mayor's stipend by removing the increase in Council reimbursement of \$30 per meeting, \$20 per sub-committee or special meeting with a cap of \$100 per month per council member, as proposed in the 2012 budget and putting that portion of the budget to the Mayor's stipend.

**Action:** Clerk Moriarty will take the proposed changes to the Mayor and Council line items as requested by the Council, rework the figures, and get back to the Council with those changes.

**Water/Sewer Budget:**

A water and sewer rate adjustment is necessary to cover the existing deficit in the water and sewer funds. The Council discussed the necessary rate increase, considering several potential options as proposed.

Superintendent Moss explained the importance of the Water Valves and Sewer Manhole project. He noted that having access covered over with layers of asphalt is not an efficient way to research and correct issues as they come along for a public works department resulting in more time and money spent in responding to issues.

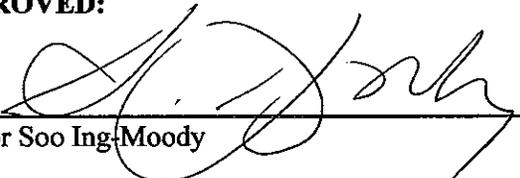
**Action:** Deputy Clerk Surface will print the 2011 water overage totals for Council Member Lloyd.

**Action:** A consensus was reached and the Council directed the Mayor and Clerk to rework the budget to include the necessary water and sewer increases to balance the budget.

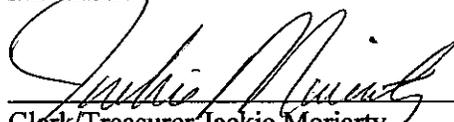
**Adjournment**

There being no further business to come before the Council; Mayor Ing-Moody adjourned the meeting at 9:36 pm.

**APPROVED:**

  
\_\_\_\_\_  
Mayor Soo Ing-Moody

**ATTEST:**

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