

**Town of Twisp  
Council Minutes – 01/10/12  
7:00 PM**

Mayor Pro-Tem Estes called the meeting to order at 7:02 pm.

Council Member present:     Clint Estes, Mayor Pro-Tem  
  John Fleming  
  Bob Lloyd  
  Hans Smith

Council Members absent:     Traci Day

**Pledge of Allegiance**

Council Member Lloyd led the Pledge of Allegiance.

**Oaths of Office**

Mayor Pro-Tem Estes swore in Mayor Ing-Moody for her new term of office.  
Mayor Ing-Moody swore in Council Member Lloyd for his new term of office.  
Mayor Ing-Moody swore in Council Member Fleming for his first term of office.  
Mayor Ing-Moody swore in Council Member Smith for his new term of office.

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

**Additions:**     Discussion: Twisp Chamber of Commerce Contract

**Deletions:**

**Consent Agenda**

- Approval of Minutes –12/13/2011 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 10<sup>th</sup> day of January, 2012.

<b>Check</b>	<b>28858</b>	<b>\$50.00</b>	<b>12/14/11</b>
<b>Checks</b>	<b>13056 - 13060</b>	<b>\$4,590.00</b>	<b>12/20/11</b>
<b>Checks</b>	<b>13061 – 13072</b>	<b>\$4,331. 63</b>	<b>12/16/11</b>
<b>Checks</b>	<b>28859 – 28879</b>	<b>\$16,640.85</b>	<b>12/22/11</b>
<b>USDA Rural Dev</b>	<b>EFTs Trans #3139-3141</b>	<b>\$1,354.00</b>	<b>12/28/11</b>
<b>Checks</b>	<b>28880-28906</b>	<b>\$37,843.46</b>	<b>12/31/11</b>
<b>Payroll</b>	<b>EFT Trans # 3208</b>	<b>\$4,257.02</b>	<b>12/31/11</b>

Cashmere Valley Bank	EFT Trans # 16	\$1,254.99	01/01/12
Cashmere Valley Bank	EFT Trans #17	\$608.36	01/01/12
Checks	28907 – 28915	\$9,408.00	01/10/12

**Motion:**

Council Member Estes moved to approve the consent agenda and minutes from December 13, 2011 as amended. The motion was seconded by Council Member Fleming and passed unanimously.

**Public Comment Period**

Leone Edson asked if consideration had been given to move Town Hall to TwispWorks due to the inadequacies of Town Hall building.

Mayor Ing-Moody responded that TwispWorks is filling their vacancies with tenants and that moving Town Hall there would not be in line with their mission statement.

Mrs. Edson commented that she believes the Mayor's salary is an enormous amount of money to pay a mayor. She questioned if legal council had been sought on the issue of increasing the mayor's and council's stipends and if the money was in the budget to cover the increases.

Council Member Estes responded that legal council was sought when the Council increased the mayor's salary last year and that the budget was balanced before it was approved by Council.

Clerk Moriarty clarified that the mayor's salary may be increased by Council action during a mayor's term. She noted however that the council stipends cannot be increased during the terms of the current council members making the decision. For this reason, Council Member Estes will not see the 2012 increase to the Council stipends as he is not beginning a new term. Council Members Day, Smith, Lloyd and Fleming will see the increased stipend in 2012.

Council Member Estes noted that for him, the increase to the mayor's salary for 2012 was a compromised amount as he had wanted Mayor Ing-Moody to be compensated even more for all the hours she is spending on Town business.

Mark Edson commented on a newspaper article from July where it stated the Council wanted to raise the level of standard for candidates for future mayoral and council positions. He asked what Council would do when candidates were not as competent as the present mayor and council officials.

Council Member Estes stated he realized that that would be an issue in four years. He stated that it was Mike Port who had suggested that larger stipends may draw some quality applicants. Council Member Estes stated the Council could still choose to reduce the mayor's stipend at the end of Mayor Ing-Moody's term.

Mr. Edson additionally commented that he hoped the \$60,000 that the Town borrowed in the form of a loan to repair the Town Hall roof would not be spend on a feasibility study or a master plan for the Town Hall building.

Superintendent Moss referred to his Town Hall Roof and Reconstruction Project spreadsheet and stated that Phase 2 and 3 of the building repairs have been completed and that the materials for the roof

replacement have already been paid for in 2011, leaving \$13,645.72 to complete the reroofing project in 2012.

### **Mayor's Report**

Mayor Ing-Moody reported on the following:

- She welcomed everyone back and wished everyone a Happy New Year. She noted that the beginning of the New Year has been a return to "business as usual" with Town Hall repairs continuing to be a critical issue. She stated that she has been preparing for the Council Retreat and will getting back to the Council with details.

### **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.

Superintendent Moss substantiated the water consumption decrease as previously stated at the last Council meeting. There has been a noticeable reduction in consumption due to the repair of the leaks on Hagerman and Methow Streets. He added that Public Works will be working on the leak in Well House #2 which will also reduce water consumption. He reported that the completed oxidation rotor repair at the sewer plant will result in improved biological numbers. He reported that Tree Board Chairman Dwight Filer has not yet gotten back to him with a recommendation for the removal of the tree between Town Hall and Twisp Daily Business.

In response to a question from Council, Chief Budrow explained the term "Assist Agency Twisp PD" on his Incident Report refers to a mistake in which assists given by Okanogan County Sheriff's Deputies who have worked for the Town of Twisp, have been accounted for as Twisp Officers because they have Twisp call numbers. He explained that the large number of controlled substance incidents listed on the Incident Report are due to prescription medicines. He noted that his Terminal Agency Coordinator (TAC) training has not yet been scheduled.

### **Commission/Board Reports**

There were no Commission reports submitted.

### **Committee Reports**

There were no Committee reports submitted.

## **OLD/NEW BUSINESS**

### **Donation of ROW - Industrial Park Avenue**

Superintendent Moss gave a report on the Industrial Park Avenue Right of Way issue. Four properties abut Industrial Park Avenue, a 40 foot graveled private road in an Industrial zone. Property owners Mike Port and Bob Ulrich want to donate 20 feet of land to the Avenue to make it a 60 foot road as required in an Industrial zone. The four property owners have come to an agreement to convey the property to the Town of Twisp. Mr. Port and Mr. Ulrich have agreed to pay for all survey expenses and prepare all documents.

Superintendent Moss stated again that the Town would not maintain or improve the area except for snow control.

Town Planner Kurt Danison noted a potential problem with the acceptance of the right of way could be in determining who would be required to make and pay for improvements to the road when the land is developed in the future.

The Donation of the Industrial Park Avenue right of way will be an action item on the January 27<sup>th</sup> Council agenda.

#### **Highland Associates Contract for Planning Services**

Town Planner Danison explained to the Council that the \$95 per hour for Principal Planner would be for work outside the original scope of work for the Town and would necessitate a new written agreement. He noted that under "4. Compensation and Payments: B. Additional Services," he has added "Additional services shall be defined as activities, studies and reports not directly related to the scope of work in Attachment A".

#### **Motion:**

Council Member Smith moved to accept the Highlands Associates Contract for Planning Services as presented. The motion was seconded by Council Member Fleming and passed unanimously.

#### **DOH/EMS Grant Submittal – Fire Department**

Fireman Linda Stanforth explained that the DOH/EMS Grant was a yearly grant that the fire department applies for and receives. The Fire Department intends to use the funds this year to up-grade two pagers and other equipment on the Emergency Management Services vehicle.

#### **Motion:**

Council Member Lloyd moved to approve Twisp Fire and Rescue to apply for the DOH/EMS Grant. The motion was seconded by Council Member Smith and passed unanimously.

#### **Town Hall Building**

Council Member Smith had presented the Town Hall Action Committee Update pertaining to Town Hall structure inadequacies to the Council at the last meeting. The Committee is asking for direction from the Council on the Committee's next steps.

Council Member Fleming and Building Inspector Sandoz will join the committee which currently includes Mayor Ing-Moody, Superintendent Moss, Council Member Smith, Scott Jennings, Larry Zimerlund, and Jason Paulsen.

The Council discussed that the building is currently not hazardous materials compliant; the priority to repair the roof; to repair the building as the Town can afford; the desire to use in-house expertise as much as possible in the process; and the need to provide a method in prioritizing the identified needs.

**Action:** Superintendent Moss will ask Larry Zimmerlund to do a seismic study on the building structure. Mayor Ing-Moody will direct staff to support the Town Hall Action Committee as much as possible.

### **Council Committee Assignments**

Council Member Fleming will join the Public Works sub-committee and be the liaison to Twisp Public Development Authority TwispWorks. Council Member Estes will leave the Public Works sub-committee and join the Methow Watershed Council sub-committee as lead member and Council Member Smith will be the alternate member.

**Action:** Mayor Ing-Moody approved the Council Committee Assignments. Clerk Moriarty will put the new assignments on the Town of Twisp web page.

Council Member Fleming notified the Council that he would be working away from home for the months of February and March. Council Member Lloyd stated he would be Council Member Fleming's alternate as liaison to TwispWorks and Council Member Estes stated he would Council Member Fleming's alternate for the Public Works sub-committee during his absence.

### **Resolution #12 – 482 – Personnel Manual – Paydays**

Clerk Moriarty requested the Personnel Manual, "5.3 Paydays" be changed to read "employees are paid on the last day of the month" and "mid-month advances are due to the employees on the 15<sup>th</sup> of the month".

#### **Motion:**

Council Member Estes moved to pass Resolution #12-482 as presented. The motion was seconded by Council Member Lloyd and passed unanimously.

### **Twisp Chamber of Commerce Contract**

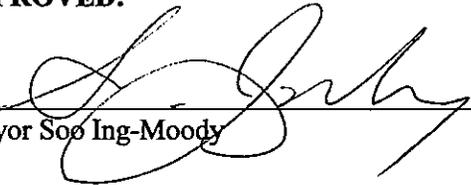
Council Members Smith and Lloyd had made changes to the Town of Twisp and Twisp Chamber of Commerce agreement. The Council discussed those changes. The term of the new agreement will be for three years with a review each successive year unless either party gives notice. Either party may terminate the agreement upon 30 days advance written notice. It was discussed that the Chamber of Commerce should be able to decide on the amount of monies needed to be allocated for an enhanced Visitor Information Center each year with a minimum of 40% and a maximum of 75% of the funds provided to the Chamber to be used for this purpose.

**Action:** Language will be added to the agreement that states 40 to 75% of the monies given to the Twisp Chamber of Commerce will go to the Visitors Information Center and the remainder will go to the non-profits. Mayor Ing-Moody will work with Council Members Smith and Lloyd on the Specific Deliverables.

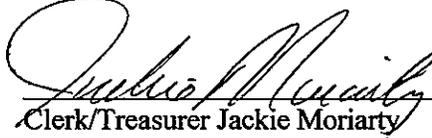
**Adjournment**

There being no further business to come before the Council; Mayor Ing-Moody adjourned the meeting at 9:17 pm.

**APPROVED:**

  
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Mayor Soo Ing-Moody

**ATTEST:**

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