

# Town of Twisp

## Council Minutes – 7/13/2021

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

Council Members present via phone/video: Hans Smith  
Mark Easton  
Hannah Cordes  
Aaron Studen  
Alan Caswell

### **Pledge of Allegiance:**

Council Member Easton led the Pledge of Allegiance.

### **Additions/Deletions to the Agenda:**

N/A

### **Public Comment:**

Mayor Ing-Moody asked Clerk Treasurer Kilmer and Deputy Clerk Grennell if any public comment had been received prior to the meeting. They both verified that nothing had been received.

### **Mayor's Report:**

Mayor Ing-Moody reported that there is a lot happening. There is currently a fire burning and a new Incident Type 2 team has been ordered and have arrived. She said that Hwy 20 has been temporarily closed for some fire preparedness clearing and are still in the early stages of discussing the extent of the closure. She shared that having been through fires before, the Town of Twisp does have an emergency management plan, as well as a Methow Valley Emergency Plan which is part of the Okanogan County Emergency Plan. She and other emergency response personnel in the Methow Valley are familiar with these processes. Additionally, she is planning a department head meeting to discuss specifics with staff to ensure that all departments are working in cooperation with each other and prepared for any potential emergency. She and Chief Budrow have been participating in the fire cooperators' meetings and said that there will be fire information boards outside of town hall to provide fire information to the public. She is anticipating that this fire will be with us for some time and would like to ensure that we are prepared for that.

She reported that she and Clerk Kilmer met with Lisette Giselle La Framboise about the status of the playground at the park and will be working with staff moving forward. She also said Public Works Director Denham has given his notice to retire and end his employment in October. She thanked him for his service and shared that she has enjoyed working together with him. Council Member Smith said on behalf of the Town and Public Works committee he supports the Director's personal decision and expressed his appreciation and gratitude for Andrew's work. Council Member Caswell also expressed his appreciation for Director Denham noting his professionalism, energy and get-er-done attitude.

### **Staff Reports:**

Director Denham reported that the Friends of the Pool funded the additional hiring of more lifeguards to help with pool coverage. He said that two are part of the swim team and one was a previous lifeguard. He said this will help with staffing later into the season and help cover the loss of previous guards. He reported that there was a diesel spill on Cascade Loop – a US Foods truck broke down and lost about 100 gallons of diesel. He said that hazmat response was dispatched, and the next step will be to excavate the site. He said he has been monitoring that and there's nothing more the Town can do except ensure it is cleaned up properly. He said that the Twisp Avenue Project started Monday and while it is not a complex project, they don't have much room to work and maneuver with the width of the roadway. He said he has been doing his best to get in front of any complaints, comments and concerns, but if there are any that anyone else hears about to direct them to Denham. He also reported that there was a big tree that came down in the park, luckily it did not do any serious damage. He said there was almost a second one coming down but has someone working quickly to remove the tree and clean up the debris.

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

Council Member Cordes introduced Libby Taylor-Manning as the Tree Board intern for the summer. She said that the Tree Board is excited to have the extra help. Mayor Ing-Moody said that she has met Libby and is happy she is here. Tree Board Chairman Dwight Filer said that there are many projects that the Tree Board is having Libby work on including an adopt a tree program, possibly establishing a local nursery that will help grow trees for the town to use and some help with educational resources for the residents in town to learn about the importance of tree health.

Council Member Cordes recently attend the Friends of the Pool Meeting where they met with Ken Ballard of Ballard King to review the steps for the scope of work for the feasibility study. Four consultants will be working on the study (Ballard King, Johnston Architects, Water Technology Inc and DCW Cost Management). They ask that a project committee be formed with town, council members and FOP. The feasibility study proposal will include a project overview, market analysis, community input, site analysis, operations analysis, project capital costs and relevant partnerships. Funds for the feasibility study are coming from an anonymous donor. The next step is a letter of agreement with Ballard King. Discussion will also continue regarding forming a rec district.

Council Member Smith reported on the discussions at TAAB. Agenda topics included new lease rates, the runway sealant project grant application, and other items such as creating a fueling station and having the town accept ownership of an airport courtesy car. Regarding the lease rates discussion, the TAAB is requesting additional information from the town regarding annual operating costs to help inform their recommendation. The TAAB requests that the runway sealant project be done as soon as possible. Councilmember Smith thought that TAAB Chair Fred Wert would be getting a written report to the Council detailing the TAAB's requests for input from the town on their current agenda topics. Per the fuel tank discussion, Councilmember Smith recommended to the TAAB that they reconsider the TAAB recommended project priorities for the airport so that if issues like creating a fueling station are going to be recommended that the broader prioritization for the airport program is congruent with those recommendations.

Council Member Smith reported on the Finance Committee meeting. Issues discussed involved requests made from the Public Works department to change the vacation leave accrual policy and other employee wage related policies. Based on discussions with other town department heads it was not considered

prudent to recommend vacation leave accrual and/or wage related policy changes at this time, although this topic may be visited again in the near future.

Council Member Caswell attended the recent Planning Commission meeting where they discussed the sign code and took a walk through downtown Twisp discussing the various signs. He was happy to see the difference between each sign and whether or not the criteria was met with the current sign code. He said they will be skipping their August meeting and will meet back up in September to hopefully finish the draft of the sign code and have it ready for Council's review.

Council Member Smith reported that the Public Safety Committee has just started actively participating in a collective bargaining process with the Teamsters Union concerning the police department. The union presented their initial contract offer to the town in a virtual meeting and the town will now begin next steps.

Due to a fire emergency, Chief Budrow, and Clerk Grennell left the meeting. Police Chief Budrow requested that the Discussion/Action regarding the ARPA Funds for Axon be moved to the end of the meeting in case he made it back in time. The Mayor agreed to this request.

**OLD/NEW BUSINESS:**

**Discussion/Action: Planning Commission – Confirmation of Priorities:**

Mayor Ing-Moody explained that the Planning Commission had forwarded a letter to the Council, requesting approval of priorities as listed in the letter, or other direction/recommendations. She also noted that the Planning Commission will not be reconvening until September, so the council has time to deliberate.

Council Member Smith questioned priority number three and the rationale on waiting for Okanogan County to complete their comprehensive plan. He continued that it may be prudent to complete the Town's comprehensive plan and zoning code regardless of the status of the County's plans. He noted that it makes sense to complete the comprehensive plan before the zoning, as the comprehensive plan shows the intention, and the zoning is a tool to accomplish those intentions. He concluded only if there were "urgent" changes needed to be made to the zoning, that he could see working on zoning first.

Mayor Ing-Moody noted that this letter from the Planning Commission should include everything on a previous letter of priorities from 2020 and wanted to ensure that all established priorities have been completed or in progress. Council Member Easton requested that the old letter be forwarded to the council.

Council Member Smith stated that he would like to again bring up the issue of fire adaptation and resiliency policy in Twisp as a priority on this list. He also agreed that the Planning Commission should work to gather more information on current overnight rentals in Twisp to advise decision making on regulations in future zoning and comp plans.

Mayor Ing-Moody stated that despite letters from the community stating otherwise, the fact is that ADUs are already allowed in most Town zones.

Mayor Ing-Moody determined that this confirmation of priorities would be brought back up on the next council agenda.

**Discussion/Action: Wilson Engineering LLC – Contract Amendment #1:**

Director Denham explained that the contract amendment and the award for well #4 are related. He continued that he is recommending that the contract be awarded despite being over budget. He proposed that remaining funds from the 2020 water system improvement project, well drilling reserves, and water reserves be used to make up the difference.

Council Member Smith asked if the engineers or Andrew expect that construction prices will continue to rise, or if there is any wisdom in waiting a year and going out for rebid?

Director Denham responded that well #4 will be a critical asset to the Town. He continued that the town has more than adequate reserve funds to make up the deficit, and an adequate utility rate structure to fund the construction portion of the project. He did not believe that going back out to bid at a later date would produce a more favorable bid.

Council Member Smith moved to approve the contract amendment as presented. The motion was seconded by Council Member Cordes and passed unanimously.

**Discussion/Action: Well #4 Replacement Award – Fogle Pump and Supply Inc.:**

Council Member Smith moved to approve the bid award as presented in the amount of \$127,108.35 to Fogle Pump and Supply. The motion was seconded by Council Member Caswell and passed unanimously.

**Discussion/Action: Airport Hangar Lease Update**

Council Member Smith shared the discussion from the most recent TAAB meeting. TAAB is requesting more information on expenses for the airport before they make a recommendation on a new lease rate. They understand the need to make the airport neutral to general fund expenses.

Council Member Cordes related that she was happy to hear the TAAB express the desire to meet more frequently. She feels that the Town, the TAAB, and the hangar lessees are unified in the goal to continue positive development at the airport. She stated doubt that a significantly higher lease rate would be the best way to meet the revenue goals and is curious what other options may be there to close the gap.

Council Member Smith reported that Finance Committee wants to work through the TAAB to reach a recommendation, but at the same time the Town has a duty to manage the airport now and have a lease ready in the interim. Finance committee feels that a temporary base rate adjustment through council action now would be appropriate until such time as TAAB makes a recommendation for council to consider.

Council Member Easton agrees that the existing rate was intended as an “incentive”, and never meant to be the lease rate for people who were not already lessees.

Council Member Smith reminded the council of the spreadsheet he provided at a previous meeting that breaks down potential lease rates and their ability to close the revenue gap. He noted that \$800 would be double the “incentive” rate, and if eight or nine new lessees sign on it would cover the gap.

Clerk/Treasurer Kilmer noted that there were a few current lessees in the progress of converting and asked the council to consider in their motion giving an allowance for those people to use the incentivized rate.

Council Member Easton moved to update the Airport Hangar lease rate to \$900 effective August 14th, 2021. The motion was seconded by Council Member Smith with a request to amend the motion and passed with Council Member Cordes abstaining.

The vote was taken before it was clear that Council Member Smith was making an amendment to the motion. The mayor declared the first vote invalid and asked for a new motion.

Council Member Smith moved to update the Airport Hangar lease rate to \$900 effective August 14th, 2021 with the modifier that any lessee currently in the process of converting stay at the current rate. The motion was seconded by Council Member Easton passed with Council Member Cordes abstaining.

At this time Mayor Ing-Moody asked Council Member Smith to take over the meeting as Mayor Protem as she had urgent and developing emergency management duties to attend to with fires and a level 3 evacuation just called for the Twin Lakes area.

### **Discussion/Action: Fireworks:**

Clerk/Treasurer Kilmer gave an overview of the fireworks situation. He noted that the Mayor had issued an emergency ban commencing before the 4th of July and extending through the end of October under the powers granted to her in the emergency management portions of the RCW. He shared an article from MRSC showing options for towns to ban fireworks outright, to install provisions for executives to issue emergency bans, or to limit fireworks usage to specific dates. In this case, these ordinances have an effective date of one year after publishing.

Mayor Protem Smith noted that a broader ban would be a more failsafe way to deal with future risk but noted that fireworks are popular, and the Council should consider all options.

Council Member Caswell shared that he would be in favor of a full-time fireworks ban with zero tolerance to remove all risk.

Council Member Easton could see doing a seasonal ban dependent on the weather. In either case the town needs a tool to take action to minimize fire risk.

At this time Mayor Ing-Moody rejoined the meeting and took over her duties as facilitator. She explained that the next steps would be to have legal counsel draft an ordinance to express the Councils' desires.

Council Member Eason inquired about fire ordinances in general and guidelines for burning in Twisp.

Mayor Ing-Moody responded that we conform to Okanogan County issued burn bans.

Council Member Smith expressed that he would like to hear from the public before the Council decides on fireworks usage in town. He would like to see if there is support for an all-out ban, or if seasonal use is still desired.

Mayor Ing-Moody determined that action would be deferred to the next meeting, and that staff would share any community input on the matter with the council.

### **Discussion/Action: Public Meetings:**

Mayor Ing-Moody gave an update on State requirements for open public meetings. At this time public meetings can be either in person, or remote. In person meetings do have the requirement that they be remotely accessible. The mayor continued that at this time we do not have the technology to enable us to make an in-person meeting available remotely and that we don't currently own a location that we can meet in person. If in person meetings are desired, hardware for remote access would need to be purchased, and a temporary space would need to be rented. The Mayor also noted that since meetings have been available remotely community attendance has increased.

Council Member Easton noted that there aren't many other appropriate spaces for a council meeting available in town. Given the recent Covid outbreak and the smoky air conditions, he believes it makes more sense to stay remote for the time being.

Council Member Smith moved to keep Town of Twisp Council and Committee meetings remote. The motion was seconded by Council Member Studen and passed unanimously.

**Discussion/Action: ARPA Funds Request – Axon Enterprise, Inc:**

Council Member Smith moved to pay for half of the Axon Enterprise contract with the 2021 ARPA funds, and the other half with the 2022 ARPA funds. The motion was seconded by Council Member Easton and passed unanimously.

**Consent Agenda:**

- Accounts Payable/Payroll
- Minutes 5/25/21, 6/8/21, 6/22/21

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 13<sup>th</sup> of July 2021.

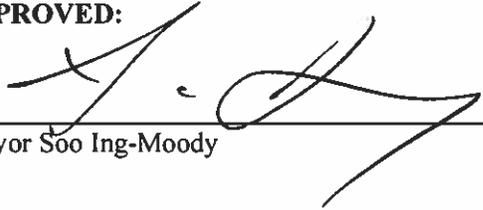
Payroll	EFT# 1296-1315, 1322-1324, 1326-1327 Warrant # 1293-1306	\$68,424.32	06/30/21
Accounts Payable	EFT # 1384-1386	\$1,251.68	07/13/21
Accounts Payable	Warrant# 36781-36818	\$344,058.47	07/13/21
Accounts Payable	Warrant# 36819-36829	\$199,764.46	07/13/21

Council Member Smith moved to approve the consent agenda as amended. The motion was seconded by Council Member Easton and passed unanimously.

**Adjournment:**

There being no further business to come before the Council, Mayor Ing – Moody adjourned the meeting at 7:22 pm.

**APPROVED:**

  
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Mayor Soo Ing-Moody

**ATTEST:**

  
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Clerk/Treasurer Randy Kilmer