

Town of Twisp

Council Minutes – 1/12/2021

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

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

Council Members absent: Aaron Studen

Pledge of Allegiance:

Council Member Cordes led the Pledge of Allegiance.

Additions/Deletions to the Agenda:

Addition: Ordinance 767 – Chapter 10.20 TMC – Parking

Public Comment:

Mayor Ing-Moody asked Clerk Treasurer Kilmer and Clerk Grennell if any public comment had been received prior to the meeting. They both verified that none had been received.

Mayor's Report:

Mayor Ing-Moody gave an update on the Covid vaccines. She reported that she has spoken with Laurie Jones with Okanogan County Public Health and stated that vaccines will soon be available to those in phase 1b. She said her husband has received both doses of the vaccine and feels great and is thankful that as a first responder it was available to him. She said that she spoke to the department heads earlier today and encouraged them to considering getting the vaccine once it becomes available to them and that it remains their choice. She also reported that the town is still working with auditors and scheduling meetings soon.

Staff Reports:

The Public Works staff report is included in the packet. Council Member Easton asked Director Denham how they were able to find the major leak. Director Denham said that a local business owner noticed a puddle of water forming in the snow and you could actually hear the water running under ground. He said they were able to fix the leak once it was detected.

Commission/Committee/Board Reports:

Council Member Cordes attended a Friends of the Pool meeting where they discussed working with Ray Johnston in an advisory role to enable UW architects to work on a conceptual design for the new pool. She also said that Friends of the Pool understand that the Town did not budget funds to open the pool this

year. They would like to know how much is needed and potentially come up with ideas to fundraise and open the pool if Covid guidelines permit it to open. She said they continue to gather info for a feasibility study.

Council Member Cordes also attended the Parks and Recreation Commission where they had a work session to continue working on the Comprehensive Parks and Recreation Plan. She also said it was announced that there was an applicant for an opening and they look forward to hearing more about that.

Mayor Ing-Moody attended the Okanogan Council of Governments (OCOG) meeting where they held their annual elections for officer positions. She shared that she was reelected to Chair the Council and Commissioner Chris Branch will be Vice-Chair; the Secretary remains Kelly Scalf, Executive Director of TranGo, and Josh Thompson, County Engineer, will continue as Treasurer. OCOG will continue to work with SCJ Alliance to complete the second phase of the Backroads Study this year.

OLD/NEW BUSINESS:

Discussion/Action: Civic Building 100% Plans:

Director Denham said he has worked hard on the final review of the Civic Building plans and there were some changes made. He said some were technical specifications, inconsistencies, electrical specs, and moving a fire hydrant. Council Member Smith asked about the timeline. Director Denham said it is planned to go to bid on January 20th, with a pre-bid conference on February 3, and a bid opening on February 17th. He said usually there is a 3-week window for selection and then the notice to proceed. He believes the timeline will be 7-8 weeks total.

Council Member Smith stated his extra appreciation for John Battle for his work as it is not a requirement in his role as Planning Commissioner but is thankful for his help. He also thanked the staff for all their hard work on the plans.

Council Member Smith moved to approve the Civic Building 100% plans as presented. The motion was seconded by Council Member Caswell and passed unanimously.

Discussion/Action: Sewer System Improvements Project – Scope of Work - Varela :

Mayor Ing-Moody started the conversation by saying that previously they thought they would be awarding two separate engineering firms for this project, but after phone conferences with Director Denham and Varela she feels confident in choosing Varela for the project.

Director Denham wanted to be completely transparent and stated that he would like to recuse himself from this decision as his son is an engineer for Varela. Mayor Ing-Moody shared that Director Denham's son is not in a lead position on this project but wanted everyone to be aware of the situation. As such, Mayor Ing-Moody stated she is asking for Council's acceptance of Varela for the Sewer Systems Improvement Project engineering scope of work in place of Director Denham.

Council Member Smith stated that as part of the Public Works Committee, he has been part of the decision-making group in reaching this decision to award to Varela. He is supportive of the choice to award the project to Varela.

Clerk/Treasurer Kilmer stated that the Town anticipates having a contract for approval at the next meeting.

In the meantime, Council Member Smith moved to approve the Scope of Work from Varela. The motion was seconded by Council Member Caswell and passed unanimously.

Discussion: Fee Schedule – Public records Request Fees:

Clerk/Treasurer Kilmer stated that the current fee schedule isn't consistent in how it charges for copies for a public records request. He said it states, "Charges may be waived due to the number of copies made or other circumstances." He is recommending that the language be changed so that charges less than \$1.00 can be waived. Mayor Ing-Moody said she is supportive of this request from the clerical staff as she believes this change from ambiguous language will allow for consistency and eliminate problems down the road for clerical staff.

Council Member Smith thinks there should be a limit set on the maximum amount of times a requestor can have the fee waived.

Clerk/Treasurer Kilmer said he will make the changes, incorporating suggestions, and bring this item back for further discussion and approval.

Discussion: Ordinance #767 – Chapter 10.20 TMC – Parking:

Mayor Ing-Moody stated that Director Denham has been having issues with cars being left parked on the street when the Public Works crew needs to start their snow removal process. Since they are often needing to start earlier to remove snow, sometimes at 12am, Director Denham is requesting to move the no parking hours on Glover St. from 2am-5am to 12am-5am.

Chief Budrow stated that it sounds fine for now because of Covid, but once the bars and restaurants open back up, they stay open until 2am. He expressed concern that patrons may have issue with having to move their cars. He also suggested that Public Works contract with a tow company and have the owners of the vehicles be responsible for the tow charge. This would enable public works authority to contact the tow company should a vehicle need to be towed without having to call out the police. Currently, the Police Department would have to be present if they needed to tow a vehicle.

Mayor Ing-Moody suggested that wording be added mention the seasonal nature of the need to limit parking in winter only so that the requirement does not exist in the summer. She said that new signs would have to be ordered and they could say 12am-5am to coincide with months of snow season and 2am-5am all other times.

Council Member Smith would like to get the message out to residents so that they aren't surprised by the sudden change. He wants to ensure that there is an effective date to allow time for everyone to be aware of this change. Clerk/Treasurer Kilmer stated that the Ordinance has a place for the effective date, and it has to be after it is published in the local newspaper.

Council Member Smith moved to approve Ordinance #767 with language clarified to state during stud season 12am-5am and all other times 2am-5am, with vehicle owners responsible for towing and impound charges, to be effective as of January 26, 2021. The motion was seconded by Council Member Caswell and passed unanimously.

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 12th of January 2021.

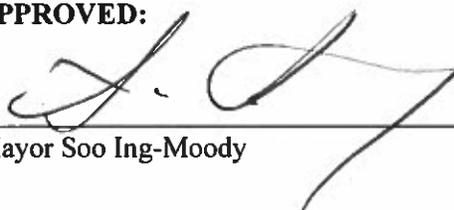
Payroll	EFT# 2594-2607, 2614-2618	65766.71	12/31/2020
Accounts Payable	Warrant # 35922-35957	156785.08	1/12/2021
Accounts Payable	EFT # 59-60, 95-96	5197.17	1/12/2021

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

Adjournment:

There being no further business to come before the Council, Mayor Ing – Moody adjourned the meeting at 6:17 p.m.

APPROVED:



Mayor Soo Ing-Moody

ATTEST:



Clerk/Treasurer Randy Kilmer