

Town of Twisp

Council Minutes – 4/28/2020

Mayor Ing-Moody called the video conference meeting to order at 5:32 p.m.

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

Pledge of Allegiance:

Council Member Easton led the Pledge of Allegiance.

Additions/Deletions to the Agenda:

Addition: Employee Vacation Policy

Public Comment:

N/A

Mayor's Report

Mayor Ing – Moody reported that most of her everyday business is Covid related these days, and things are always changing quickly.

The latest she wanted to report is that the Governor has given the ok for the first phase of construction to begin. The County will decide who can begin work, which will mostly begin with existing projects. Building Inspector Dan Higbee indicated to town staff that existing permit holders can begin construction if all criteria are met. The Town is following the County's lead on this.

Mayor Ing-Moody said she has been working with Methow Ready to provide accurate Covid related messaging. They are working with KTRT (K-ROOT), the local radio station, and soon public service announcements will be going out. She will assist with the coordination of this messaging effort. This week's message is going to be about "asking for help" and what that means for those that need it as it relates to utility billing and the need for financial assistance within our community.

It may be possible that local governments will be receiving some assistance funding. A contract would have to be entered into with the state – this based on the Governor's latest information.

The County Commissioners held a meeting today following a demonstration yesterday, and are considering issuing a letter to the governor requesting moving into phase 2.

Mayor Ing- Moody has been attending meetings with other local cities and towns about the Covid emergency for what it will look like going forward. She said public safety is critically important right now and that is the first priority in any decision.

She shared that work continues on the Twisp Civic Building as usual for now.

Staff Reports

Planner Kurt Danison was available for his staff report. He reported that he hasn't been doing a lot, because some projects have slowed for a bit. He was in town hall last week and it was great to see everyone. He ensured that any projects previously submitted are still moving forward including his current workload of the Edson Short Plat, Lookout Pack Plat, miscellaneous building permits that were submitted, business licenses, and anything else that comes up. He stated that he wants to be mindful of the time spent on projects because he knows there will be an economic impact from the emergency. Kurt also reported that Josh Buehler of the Idle a While is applying for a fill and grade permit to fill in the front of his property where the lawn currently is. He is still waiting on more information since the application was incomplete before moving forward.

Council Member Caswell asked Danison what the process is once the Lookout Pack Plat is approved for Isabella to be given as town right of way? Planner Danison answered that the plan is that Isabella Lane will be deeded to the town so that we would own it.

Director Denham reported that as part of the phase 1 requirements, he will be putting WSDOT as phase 1 - SR 20 and Canyon Street Bus Stop and Crossing. He said the Northtown project bid opening is tomorrow and there was quite a bit of traffic on the plan so it will be interesting to see if what we think is going to happen will happen tomorrow. He said he has spent lots of time reviewing the Twisp Civic building documents getting ready for the project to go to bid.

He reported that things are going well with the public works staff; the overall attitude is up and is positive in moving forward. His staff is working on pool preparations, working on park setup, and things are looking great so far. They have been street sweeping and really taking care of downtown and the parks. He also said that hydrant flushing and testing has been happening a little earlier than normal, with more hydrants than normal. Although they have experienced some issues with some of the hydrants, they have help from Evergreen Rural Water to identify the problem.

There was a problem found at lift station 2 – that's in proposal with Varela –caught during a weekend check routine. That lift station is different in that there is no way to alert if there is a problem. It is operable for now, although it is a temporary fix that they are monitoring closely. Extensive work is needed inside the wet well. Director Denham is hoping it will hold without investing into repairing an old system that is being planned for replacement. He mentioned that he found a blower for the WWTP for the time being. One of the other ones is starting to make a similar noise and they are at least 20 years old. He is finding that the frontline equipment is failing.

Reservoir cleaning will happen at a lower cost than budgeted for and will happen Thursday – it happens every 5 years. He found that he got a really good price from an agency to do the work and didn't want to put it off since Mayor Ing-Moody has issued that public safety is a number 1 priority and clean water is a big part of that; the decision was made to go ahead with the cleaning as planned.

Police Chief Budrow said that the PD will continue be a presence in the community, especially with the governor's statement about opening fishing and recreation. The officers are on target with more education and less enforcement/ticketing.

He has been noticing a lot of pedestrian flow on the weekend in town and at Hanks. He is waiting to see how things will go once more things start to open up and adjust as needed.

Commission/Committee/Board Reports

Council Member Easton reported that the Chamber of Commerce heard from the County about the 2% tax – will be cut by 50%, and the visitor center will be getting \$1000 per quarter because it's currently closed.

Mayor Ing-Moody reported for OCOG. As the Chair, she attended the annual meeting with WSDOT as in compliance as RTPO requirements. She said she had been working on getting the annual report and the

unified workplan to them which she was able to do. OCOG continues to work on the 2nd phase of the backroads study, covering the GIS overlays for county backroads. A lot of different agencies, including federal and state agencies, are all being consulted for work on it to ensure of complete coverage. It will be a comprehensive overlay when it's finished.

Council Member Smith attended the Public Works committee meeting and shared that they had talked about the grant moving forward for the collection system upgrades. He felt there were good detailed discussions on the particular grant.

OLD/NEW BUSINESS

Discussion/Action: Ordinance #757 – TMC Chapter 18.60 Amendments (Critical Areas)

Planner Danison opened the discussion saying this Amendment has been in front of council before, there was a public hearing process and was sent off for 60 days review. We didn't get any comments until after the 60-day review from the Department of Ecology and the Department of Health. He said he went through the comments and recommendations for the zoning portion, then sent it off for another 60-day review, and then received additional comments from the Department of Health. All earlier changes were accepted, and new comments are reflected in changes that were made as a result of the comments. This ordinance is to adopt the changes and send onto the state agencies for their approval. We will not need to update for another 7 years, if accepted.

Council Member Smith said there are a few references highlighted in yellow that are incomplete; that were consistent with what was previously reviewed. He thanked Planner Danison and the Planning Commission for their work on this document, and said it was very useful to the town.

Council Member Smith moved to approve Ordinance # 757 as presented. The motion was seconded by Council Member Easton and passed unanimously.

Discussion/Action: Resolution #20-656 – Comprehensive Plan Amendments (Land Use/Critical Areas):

Planner Danison stated that this is basically the companion piece to the zoning code amendments but is the comprehensive plan for the critical areas. He said it provides the foundation for the regulations that were adopted in the last discussion.

Council Member Smith corrected that his statement in the previous ordinance about the highlighted yellow he saw was actually in this document and not the previous one.

Council Member Smith moved to approve Resolution 20-656 with changes to the plan that are highlighted in yellow. The motion was seconded by Council Member Cordes and passed unanimously.

Discussion/Action: Varela Work Approval:

In addition to Varela's proposal for 2 different grant funding application, in this proposal the engineers work with the environmental agencies for reporting and documentation. Director Denham stated we wouldn't do anything on PER until we have a preliminary funding offer so the Town would not incur those costs prior to funding.

He stated that Ecology is still the primary funding source. If things don't go well with RD, then the offer is still on table with Ecology and CDBG for grant funding.

Denham said the preliminary engineering cost listed seems like a high number, but he doesn't think we will be spending that kind of money to have an improved general sewer plan.

Council Member Smith said this could potentially be reimbursed, with acceptance of the package. He wanted to point out that this is a sewer fund expense so it will not impact the general fund.

Council Member Smith moved to approve moving forward with grants using Varela's estimate. The motion was seconded by Council Member Caswell and passed unanimously.

Discussion/Action: Personnel Policy / Vacation:

Mayor Ing-Moody opened the discussion stating that action was taken a year ago with the interim Clerk/Treasurer and the wording is not as clear as it was intended to read. Council Member Smith was there for that meeting and remembers there was conflicting language in the policy document that was revised, it had a clear discrepancy and Council was hoping to resolve it. He said it was hard to get in words that are clear, and he likes that it has examples.

Mayor Ing- Moody asked Clerk/Treasurer Kilmer to clarify what the intention for the language is as he reads it. Kilmer stated that he believes the confusion is in the explanation, below the chart it references above. He said the way it's worded; it does not match the hours stated in the chart.

Mayor Ing-Moody stated she would like to clean it up so that it is understood clearly. She proposes to change the language in section A to reflect the chart above. She said the best way to clean it up is address the matter a final time. Mayor Ing-Moody also stated that a signed document for what was approved at a previous meeting on this matter could not be found. As such, there is no indication of what council was trying to change. At the least, the wording below the chart needs to be consistent with what the chart says, if the Council deems the chart to be correct.

Council Member Easton proposed that the Clerk prepare new language that works with the chart and bring it back for further discussion and council approval. Mayor Ing-Moody agreed that was a great idea and said the issue will be tabled for future discussion.

Consent Agenda:

- Accounts Payable/Payroll
- Minutes – 3/24/2020, 4/14/2020

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 28th day of April 2020.

Payroll	EFT# 905-911	7680.00	04/15/2020
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Accounts Payable	Warrant# 35445-35464	50125.11	04/28/2020
Accounts Payable	EFT # 955	680.00	04/28/2020

Council Member Smith – edit proposed to minutes 4/14/2020 – under the old new/presentation on the Civic Building.

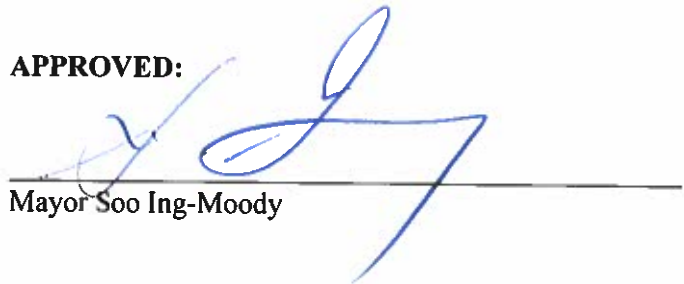
Council Member Caswell – changing “many” to “any” at the end of his sentence in Architect’s presentation.

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

Adjournment:

There being no further business to come before the Council, Mayor Ing – Moody adjourned the meeting at 6:41 pm.

APPROVED:



Mayor Soo Ing-Moody

ATTEST:



Clerk/Treasurer Randy Kilmer

