

REGULAR COUNCIL MEETING
NOVEMBER 15, 2016
6:00 P.M.

NOTE TO PERSONS REVIEWING THIS DOCUMENT: THIS IS NOT A VERBATIM TRANSCRIPT. WHILE AN ATTEMPT HAS BEEN MADE TO DOCUMENT PERTINENT POINTS, THESE MINUTES CONTAIN ONLY A SUMMARY OF THE DISCUSSION AND VOTING.

Mayor KayDee Gilkey called the November 15, 2016 regular council meeting to order at 6:00 p.m.

Mayor and Town Council members present: KayDee Gilkey, Harry Gibbons, Darcie Sainsbury, George Davidson, Valerie Rogers and Emily Thomas.

Others present: Melissa Lunsford and Cheryl Loeffler.

Approval of Minutes

ACTION

Darcie Sainsbury moved to approve the minutes as presented from the November 1, 2016 regular council meeting. The motion was seconded by Harry Gibbons. The motion was approved 4 to 0 with Valerie abstaining.

Excuse member's absence

ACTION

Harry moved to excuse Valerie Rogers from the Nov 1, 2016 council meeting; seconded by George. The motion passed 4-0 with Valerie abstaining.

Approval of Claims

ACTION

George moved to approve the claims listed on the check register dated November 1, 2016 as presented for ETFS # E516-519 totaling \$4,622.52; check numbers 18606-18615 totaling \$12,868.32; seconded by Valerie. The motion passed 5-0.

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|---------------|-------------|
| | 11-15-16 |
| Claims: | \$10,900.67 |
| Payroll: | 6,590.17 |
| Total Claims: | \$17,490.84 |

Check register signed by Darcie Sainsbury, Harry Gibbons and George Davidson

PUBLIC HEARING FOR 2017 PROPERTY TAX LEVY

Mayor Gilkey opened the public hearing for the 2017 property tax levy at 6:04 and the council reviewed the preliminary levy calculations provided by the county. It was explained that the town received \$89,563.46 from property taxes in 2016 and the 1% increase will provide the town with an additional \$895.63 or approximately \$91,000 for 2017. The property taxes are divided with 65% placed in the general fund budget and 35% placed in the street fund budget.

With no comments from the public, the public hearing closed at 6:08.

ACTION

Harry moved to approve Resolution 2016-06, 1% increase to the 2017 regular property tax levy; seconded by George, The motion passed 5-0.

PUBLIC HEARING FOR 2017 PRELIMINARY BUDGET

Mayor Gilkey opened the public hearing for the preliminary budget at 6:10.

Areas of the budget that were discussed tonight were:

- Employee retirement plan; KayDee will contact the Department of Retirement to get questions answered.
- Placing reserves from current expense into their own fund.

- Uses for the utility tax were discussed:
 - Recycling \$3500
 - Chipping event (2) \$5800
 - Community center upgrade \$6000
 - Snow removal equipment \$19,000

With no further public comments, the public hearing closed at 7:15.
 The public hearing for the final budget is scheduled to be on Dec 6, 2016

OLD BUSINESS

Traffic Operations within jurisdiction

KayDee attended a meeting today at the Washington State Department of Transportation (WSDOT) office in Spokane. Then main objective was that WSDOT wants to have better communications with the communities and the projects are happening in the communities. KayDee will pass this on to Bryan Hicks of Century West.

Spokane County Housing & Community Development

Cheryl has received notification that the County Commissioners have reappointed her to the Spokane County Housing & Community Development advisory committee for three years. This will be Cheryl's third appointment.

NEW BUSINESS

Resolution 2016-05 Interlocal Agreement with AWC, Risk Management Services and its members

This interlocal agreement provides insurance for the Town.

ACTION

Valerie moved to approve Resolution 2016-05 Interlocal Agreement with AWC, Risk Management Services and its members; seconded by Harry. Approved 5-0.

Planned Service Agreement (PSA) with Ackerman Heating and Air Conditioning

This agreement will allow all the town-owned furnaces to be serviced once a year at a set rate, discounted rate for any additional service calls on these furnaces during the year and a two-year warranty on parts and labor on any repair they make to the covered equipment for \$1,391.70, which includes sales tax.

ACTION

Darcie moved to approve a one-year PSA with Ackerman Heating for the propane and oil furnaces for \$1,391.70; seconded by Emily. The motion was approved 5-0.

Public Works Report

Water

- Chlorine is staying a constant .3 p.p.m.
- Nitrate testing is to be done this month on all three sources.
- Chlorinator repair in well #2 is complete

WWTF

- Flows are still coming up with extremely wet weather.
- Still at a NO discharge.
- Flows are split between two lower lagoons until topped off.

Parks

- Trash is picked up daily.
- Leaves are being mulched when dry enough.
- Shut down for winter.

Roads

- Sign repair and replace will be happening the rest of the year when time allows.
- Brewster water issues are on track to be repaired before winter?

Public Works will be taking vacation and will be scarce until accrual is under control and safety issues are resolved.

Compliments/Complaints

The homeowner of 312 E Ticknor has a safety hazard when pulling out of their driveway. RCW 46.61.70 describes the proper distance from a driveway apron that parking is allowed. She is requesting that the white stripes that the town painted about a 1.5 years ago be corrected to the proper distance and a yellow stripe on the lower side of the driveway to show where not to park.

Other:

Volunteers to help set up on Dec 2nd for Old Fashioned Christmas?

Fee schedule given to council for review for next meeting.

Loss Control Grants

The town has received \$1000 Loss Control Grant to purchase barricades and other road safety devices and \$1000 to change out the locks on town-owned buildings.

Dates to remember:

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|-------------------------|-----------------------------|
| Cheryl Gone | Nov 21 st |
| Old Fashioned Christmas | Dec 3 |
| Public hearing | Dec 6 -Final budget |
| Office Closed | November 24-25 Thanksgiving |
| | Dec 26 for Christmas |
| Cheryl gone | Dec 22-23 |

Adjourn

With no further business, the council meeting adjourned at 7:52 pm.


 KayDee Gilkey, Mayor


 Cheryl Loeffler, Clerk/Treasurer