

**TOWN OF SOUTH PRAIRIE
REGULAR COUNCIL MEETING/PUBLIC HEARING
TUESDAY, NOVEMBER 13, 2012, 7:00 PM
South Prairie Town Hall
121 NW Washington Street**

The following is a condensation of the proceedings and is not a verbatim transcript.

CALL TO ORDER:

Mayor Peggy Levesque called to order and presided over the Regular Council Meeting/Public Hearing of November 13, 2012, at 7:00 PM.

ROLL CALL:

Council Members: Tony Caldwell, James Frank, Laura Heideman, Phillip Marshall and Stu Terry were present.

Also in attendance: Dwight Partin and Katheryn Bentley, citizens; Mart Kask, Town Planner; Mike Horton, WH Pacific – Town Engineer; James Morgan, Town Engineer; Larry Harter, Utility Operator; and Marla Nevill, Clerk/Treasurer.

FLAG SALUTE:

Mayor Peggy Levesque requested everyone stand for the “Pledge of Allegiance.”

REVIEW AND APPROVAL OF AGENDA FOR NOVEMBER 13, 2012:

❖ **Councilor Laura Heideman** moved to approve the Agenda for November 13, 2012. **Councilor Stu Terry** seconded the motion. **Mayor Peggy Levesque** requested Items 5 – 8 (Ordinances 530 – 533) under New Business be tabled for further review. **Councilor Laura Heideman** moved to amend her motion to approve the Agenda for November 13, 2012 with the requested amendment. **Councilor Stu Terry** seconded the amended motion. **Motion carried unanimously.**

ENGINEERING REPORT:

Mike Horton presented an update regarding the building permit and the Department of Health review for the Water Tank Replacement Project, (see Exhibit “A” attached). Discussion followed. **Mike Horton** said we are waiting for the permits and no work has taken place at the site.

James Morgan presented an update regarding the General Facilities Charge (GFC) Study, the Water Tank Project and grant applications to TIB, (see Exhibit “B” attached). Discussion followed. **James Morgan** said he would review Bonney Lake’s Code and get back to the Town. He said he prepared a memo for Mayor Levesque regarding infrastructure replacement values for information needed to update the Hazard Mitigation Plan. **Mayor Peggy Levesque** said we previously had the infrastructure values at \$7,000,000 and after Jim did his review the valuations it is now at \$17,000,000. Discussion followed.

PLANNER REPORT:

Mart Kask said there are no Code Enforcement issues to address at this time. He said he’s been working with Marla Nevill to complete the Shoreline Master Program (SMP) documents that have to be sent to Washington Department of Ecology (WDOE). He said WDOE will publish that South Prairie is about to finalize the SMP. Discussion followed. **Mart Kask** said he hopes to have updates to the Comprehensive Land Use Plan wrapped up in the early part of 2013. Discussion followed.

APPROVAL OF REGULAR COUNCIL MEETING/PUBLIC HEARING MINUTES OF OCTOBER 2, 2012:

- ❖ **Councilor Tony Caldwell** moved to approve the Regular Council Meeting/Public Hearing Minutes of October 2, 2012. **Councilor Phillip Marshall** seconded the motion. **Motion carried unanimously.**

APPROVAL OF BILLS FOR OCTOBER 2012, IN THE AMOUNT OF \$52,880.10:

Councilor Laura Heideman moved to approve the bills for October 2012, in the amount of \$52,880.10 (fifty-two thousand eight hundred eighty dollars and ten cents). **Councilor Stu Terry** seconded the motion. Several inquiries were made and answered regarding the bills. **Motion carried unanimously.**

OPEN PUBLIC HEARING – FY2013 BUDGET AND SETTING TAX LEVIES FOR FY2013:

- ❖ At 7:18 PM, **Councilor Laura Heideman** moved to open the Public Hearing for the FY2013 Budget and setting the Tax Levies for FY2013. **Councilor James Frank** seconded the motion. **Motion carried unanimously.**

Marla Nevill explained the levy rate information. No public comments were stated.

CLOSE PUBLIC HEARING:

- ❖ At 7:23 PM, **Councilor Tony Caldwell** moved to close the Public Hearing for the FY2013 Budget and setting the Tax Levies for FY2013. **Councilor Laura Heideman** seconded the motion. **Motion carried unanimously.**

UNFINISHED BUSINESS:

None

NEW BUSINESS:

- 1) **Dwight Partin – Discuss with Council 1) Resolution No. 151; 2) Location of the Foothills Trail through RV Park; and 3) Sewer Connections: (Unknown if Council Action is Needed)**
Dwight Partin said he has been talking with Pierce County about the Trail location through the RV Park. He said he wants to negotiate giving some sewer connections back to the Town of South Prairie; but he would like to have the Town direct Pierce County where to locate the Trail through the RV Park. Discussion followed. **Dwight Partin** said he would lose eighty-four sites (twenty-five future sites and fifty-nine existing sites). Discussion followed. **Mayor Peggy Levesque** asked Dwight if Pierce County was aware of his request. **Dwight Partin** said they have worked with people in other areas so why can't they work with me. **Councilor Tony Caldwell** asked Dwight if he could set up a meeting and bring Pierce County out here to meet with him and the Town. **Mart Kask** suggested that the Town call the meeting since it is unclear what Pierce County would accept. Discussion followed. **Councilor Tony Caldwell** asked Dwight if he knew when the project would be going out to bid. **Dwight Partin** said he last heard it would be 2014. **Mayor Peggy Levesque** said we will try to set up the meeting. **Dwight Partin** said he would get the contact information to Marla. **Councilor Tony Caldwell** asked Dwight if he had any drawings. **Dwight Partin** said they have not given him anything. He asked that the meeting be scheduled around Mart Kask and Mike Reynolds schedules. After further discussion, it was the consensus of the Town Council to have Dwight Partin set up the meeting and representatives from the Town would be available to attend the meeting.
- 2) **Resolution No. 321 – Adopting the Regular Property Tax Levy for Collection in 2013:**
 - ❖ **Councilor Laura Heideman** moved to approve Resolution No. 321, to adopt the Regular Property Tax Levy for Collection in 2013. **Councilor James Frank** seconded the motion. **Motion carried unanimously.**
- 3) **Resolution No. 322 – Adopting the Regular Property Tax Levy for Collection in 2013 for the South Prairie EMS (Emergency Medical Services):**

- ❖ **Councilor Stu Terry** moved to approve Resolution No. 322, to adopt the Regular Property Tax Levy for Collection in 2013 for the South Prairie EMS (Emergency Medical Services). **Councilor Laura Heideman** seconded the motion. **Motion carried unanimously.**
- 4) **Ordinance No. 529 – Adopting a Budget for Fiscal Year Ending December 31, 2013:**
 - ❖ **Councilor Tony Caldwell** moved to approve the Budget for Fiscal Year Ending December 31, 2013. **Councilor Phillip Marshall** seconded the motion. **Motion carried unanimously.**
- 5) **Ordinance No. 530 – Adopting New General Provisions for the Town:**
Tabled until the December 4, 2012 Council Meeting.
- 6) **Ordinance No. 531 – Adopting New Administrative and Personnel Provisions for the Town:**
Tabled until the December 4, 2012 Council Meeting.
- 7) **Ordinance No. 532 – Adopting New Provisions for the Town Related to Animal Control:**
Tabled until the December 4, 2012 Council Meeting.
- 8) **Ordinance No. 533 – Adopting New Provisions Related to Utility Connections, Rates and Charges:**
Tabled until the December 4, 2012 Council Meeting.
- 9) **Review Nuisance Ordinance No. 262 (Tabled from the October Council Meeting):**
Mayor Peggy Levesque said our nuisance ordinance needs to match up with our policing agency's code. **Mike Horton** said you need to make sure the notification process makes sense. He said it has to be consistent if it's going to be effective. **Councilor Stu Terry** said if it's not a complaint-based system, it could become very expensive. Discussion followed. **Mayor Peggy Levesque** said we should have input from our attorney and it should be broken up into separate categories. **Councilor James Frank** said we should get bids for Code Compliance services. **Councilor Stu Terry** said Code Enforcement should create revenue. Discussion followed.
 - ❖ **Councilor Tony Caldwell** moved to turn the nuisance ordinance over to the Town attorney for review and to break into separate categories. **Councilor Phillip Marshall** seconded the motion. **Motion carried unanimously.**

CITIZENS' COMMENTS:

Katheryn Bentley said she checked with Pierce County on keeping of animals in the city limits and requested some clarification. She said they need to get started soon in order to be ready for 4-H in the Spring. Discussion followed.

MAYOR'S REPORT:

Mayor Peggy Levesque said she has been working on the Hazardous Mitigation Plan. She said we are required by FEMA to have an approved plan in place in order to qualify for any grant funding in the event of any natural or manmade disaster. Discussion followed.

PUBLIC WORKS' REPORT:

Larry Harter said the Wastewater Treatment Plant (WWTP) got broken into; and he said there have been several other places in the area that have broken into as well. He said he spoke to one of the Sheriff's Department officers and they were unaware that the WWTP had been broken into. He said he checked into some bars for the windows and it would cost about \$100 per window. Discussion followed. Council consensus was to have Larry check into purchasing and installing bars on the windows at the WWTP.

Councilor Tony Caldwell said we had a work party at the Community Center last Saturday. He said we need a load of bark for the flower beds. **Mayor Peggy Levesque** said there was a small Veterans Memorial ceremony at the Community Center as well. Discussion followed.

CLERK'S REPORT:

1) SMP – Submitted to WDOE for final review and approval:

Marla Nevill said the Shoreline Master Program documents were compiled and have been sent to the Department of Ecology for final review and approval. Discussion followed.

COUNCIL MEMBERS REPORT:

Councilor Stu Terry said they just got back from Virginia and he is glad to be home. Discussion followed.

Councilor James Frank said if anyone is interested in getting involved in an outreach program, Northwest Harvest needs volunteers. He said they have a facility at 2220 West Valley Highway in Kent. He said we went in there on Saturday morning and we were out by noon. He said this is for a great cause. Discussion followed.

In response to a question from a citizen regarding sex offender list, **Mayor Peggy Levesque** said the information could be located on the Pierce County Sheriff's Department website. Discussion followed.

Councilor Tony Caldwell said he and Councilor James Frank met with the owner of the RV Park to discuss issues pertaining to Resolution No. 151, sewer connections and the Trail location through the RV Park. He said we are a long ways from resolving all of the issues in Resolution No. 151 and we need to consult with our engineers on some of the issues. **Councilor James Frank** said the RV Park owner is willing to give some of the sewer connections back to the Town if the Trail issue is resolved. He said he felt it would be advantageous to resolve the Trail issue. Discussion followed.

Councilor Laura Heideman thanked Mayor Levesque for hosting the post Salmon Run meeting at her house. Discussion followed.

Mayor Peggy Levesque thanked the East Pierce Volunteer Firefighters Association for putting on the Halloween Party at the South Prairie Fire Station. Discussion followed.

ADJOURNMENT:

- ❖ At 9:00 PM, **Councilor Tony Caldwell** moved to adjourn the Regular Council Meeting of November 13, 2012. **Councilor Laura Heideman** seconded the motion. **Motion carried unanimously.**

Date Approved: December 4, 2012



November Project Status Report

DATE: 11/9/2012

Project: Water Tank Replacement

Contractor: Shearer & Associates, Inc.

Status
1) Submitted Pierce County Building Permit package on October 15, 2012. Technical reviewer has not begun review as of 11-8-12. Mike Horton informed that building permit would be re-assigned to another reviewer. Tony Caldwell and Mike Horton have both left messages with Mike Noot of Pierce County. No response.
2) Submitted DOH package on October 10, 2012. Additional submittal on 10/18/12. Received comments/request for clarifications from DOH on October 26, 2012. Submitted response to comments package to DOH on November 9, 2012.
3) Contractor has been requested to provide additional information on Float Level Switch.
NEXT STEPS:
4) Obtain approval from DOH.
5) Obtain Pierce County Building Permit.
6) Issue Notice to Proceed.
7) Request Project Schedule.

Mike Horton, PE
Director of Transportation
mhorton@whpacific.com

3400 Capitol Blvd, Ste 202 | Tumwater WA 98501
D 360.918.5345 | C 360.870.6916



Project Status Report

Date: November 13, 2012

To: Town of South Prairie
P.O. Box 870
South Prairie, Washington 98385

General Facilities Charge (GFC) Study – SPR1203

I have met with Mayor Levesque, Marla, and the Town Attorney to discuss revisions to Town Ordinances regarding utilities and other infrastructure elements. A preliminary review has been completed. I will prepare a memorandum this month on my recommendations.

Water Tank Project – SPR1205

Plans and specs have been delivered to DOH. DOH requested additional information regarding: the location of water tank appurtenances; method of chlorination, etc. These items have been delivered to DOH and we are awaiting request for approval or additional information.

TIB Application and STIP – SPR1207

TIB will announce the recipients of 2013 grant funds this week on Thursday or Friday.