

**TOWN OF SOUTH PRAIRIE
REGULAR COUNCIL MEETING
TUESDAY, DECEMBER 4, 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 of December 4, 2012, at 7:04 PM.

ROLL CALL:

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

Also in attendance: Dwight Partin, citizen; 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 DECEMBER 4, 2012:

❖ **Councilor Tony Caldwell** moved to approve the Agenda for December 4, 2012. **Councilor Phillip Marshall** seconded the motion. **Mayor Peggy Levesque** requested tabling items 2 – 9 under New Business for further review. **Councilor Tony Caldwell** moved to amend his motion to approve the Agenda for December 4, 2012, with the correction to table items 2 – 9 under New Business. **Councilor Phillip Marshall** seconded the amended motion. **Motion carried unanimously.**

ENGINEERING REPORT:

TIB Application and STIP – SPR1207

James Morgan presented the engineering report (see Exhibit “A” attached). He stated the Transportation Improvement Board (TIB) report is out and only one small agency was selected to receive roadway preservation funds in the Puget Sound area during this cycle. South Prairie did not receive any grant funding. Discussion followed.

Water Tank Project – SPR 1205

James Morgan said the plans for the water tank have been approved by the Department of Health (DOH) and Pierce County (see Exhibit “A” attached). The permits have been issued; and the contractor will begin construction in early January 2013. Discussion followed.

On-Call Services – SPR 1202

James Morgan said CenturyLink has requested a right-of-way (ROW) permit to install a fiber optic upgrade across 117 Emery Avenue South (see Exhibit “A” attached). He said this lot was formerly a ROW; but was vacated in the 1990’s and became a parcel. We have required that they submit an easement request. He said the resolution will permit the mayor to sign the easement once we have approved the description and language. He said WH Pacific will review the legal description. Discussion followed.

Engineering Report from WH Pacific

Councilor Tony Caldwell read the Engineering Report from WH Pacific (see Exhibit "B" attached).

- 1) Pierce County Building Permit was approved on 11/20/2012.
- 2) DOH approval was received on 11/20/2012.
- 3) Contractor is scheduled to begin work on January 2, 2013.
- 4) Contractor plans to be completed by April 1, 2013.

Discussion followed.

APPROVAL OF REGULAR COUNCIL MEETING MINUTES OF NOVEMBER 13, 2012:

❖ **Councilor Laura Heideman** moved to approve the Regular Council Meeting Minutes of November 13, 2012. **Councilor Stu Terry** seconded the motion. **Motion carried unanimously.**

APPROVAL OF BILLS FOR NOVEMBER 2012, IN THE AMOUNT OF \$31,156.62:

Councilor Phillip Marshall moved to approve the bills for November 2012, in the amount of \$31,156.62 (thirty-one thousand one hundred fifty-six dollars and sixty-two cents). **Councilor Laura Heideman** seconded the motion. Several inquiries were made and answered regarding the bills. **Motion carried unanimously.**

UNFINISHED BUSINESS:

None

NEW BUSINESS:

- 1) **Resolution No. 323 – Public and Franchise Utilities Easement Agreement through and across Certain Real Property owned by the Town of South Prairie:**

James Morgan said he referenced this project in his Engineering Report. He recommended the Council approve Resolution No. 323; and he'll get the easement language completed.

❖ **Councilor James Frank** moved to approve Resolution No. 323, Public and Franchise Utilities Easement Agreement through and across certain real property owned by the Town of South Prairie. **Councilor Laura Heideman** seconded the motion. **Motion carried unanimously.**

- 2) **Ordinance No. 530 – Adopting New General Provisions for the Town:**
Tabled until January 8, 2013
- 3) **Ordinance No. 531 – Adopting New Administrative and Personnel Provisions for the Town:**
Tabled until January 8, 2013
- 4) **Ordinance No. 532 – Adopting New Provisions for the Town Related to Animal Control:**
Tabled until January 8, 2013
- 5) **Ordinance No. 533 – Adopting New Provisions Related to Utility Connections, Rates and Charges:**
Tabled until January 8, 2013
- 6) **Ordinance No. 534 – Adopting New Provisions Related to Business Licenses and Regulations:**
Tabled until January 8, 2013
- 7) **Ordinance No. 535 – Adopting New Provisions Related to Nuisance Abatement:**
Tabled until January 8, 2013

8) Ordinance No. 536 – Adopting New Provisions Relating to Revenue and Finance:

Tabled until January 8, 2013

9) Ordinance No. 537 – Adopting New Provisions Related to Vehicle and Traffic:

Tabled until January 8, 2013

10) Move the January Council Meeting from January 1st to January 8th:

❖ **Councilor Tony Caldwell** moved to authorize moving the January Council Meeting from January 1st to January 8th. **Councilor Phillip Marshall** seconded the motion. **Motion carried unanimously.**

11) Authorize Mayor to issue December payroll on or before January 7th:

❖ **Councilor Tony Caldwell** moved to authorize the Mayor to issue December payroll on or before January 7th. **Councilor Laura Heideman** seconded the motion. **Motion carried unanimously.**

CITIZENS' COMMENTS:

Mayor Peggy Levesque said Dwight Partin wanted people to be aware of the increased crime incidents in town. Discussion followed about the Town having a link to the Pierce County Sheriff's Department so citizens could obtain reports.

MAYOR'S REPORT:

Mayor Peggy Levesque said she and Marla met with Katie Gillespie from Pierce County Department of Emergency Management; and she had a lot of good ideas on obtaining grants from FEMA. Discussion followed.

Mayor Peggy Levesque said we've had ongoing discussions with Mr. Partin regarding the Trail through the RV Park; and he has decided to negotiate directly with Pierce County. Discussion followed.

Mayor Peggy Levesque said it's been a good year and we've got a lot done. Discussion followed.

PUBLIC WORKS' REPORT:

Larry Harter said we previously talked about installing an alarm and bars on the windows at the Wastewater Treatment Plant (WWTP). Discussion followed.

Larry Harter said two weeks ago he tried to start the utility pickup; and it would not start. We're pretty sure the fuel pump is out on the pickup. Discussion followed.

Councilor Tony Caldwell said he has the flow chart for the Water Tank Replacement Project. He said the tank would be shipped to Seattle by December 27, 2012. Discussion followed.

CLERK'S REPORT:

Marla Nevill said we received notice from the Department of Ecology that we have submitted a complete Shoreline Master Program (SMP) document; and it is now ready for final review. Discussion followed.

COUNCIL MEMBERS REPORT:

Councilor Stu Terry said he has seen deer and fawns running around in his yard. Discussion followed.

CITIZENS' COMMENTS CONTINUED:

Dwight Partin arrived late and stated his concerns about the increase in burglaries and crimes in Town. He said with the increased crime rate, the Trail would have to be fenced. He was wondering if citizens could get copies of police reports. **Mayor Peggy Levesque** said we talked about this before you arrived. She said we might be able to put a link to the Pierce County Sheriff's Department website. **Councilor**

James Frank suggested using the sign at the Community Center to notify citizens of the increased crime activity in town. He also suggested installing surveillance cameras. Discussion followed. **Councilor Tony Caldwell** said he spoke with the police; and the security is a neighborhood watch.

ADJOURNMENT:

- ❖ At 7:58 PM, **Councilor Tony Caldwell** moved to adjourn the Regular Council Meeting of December 4, 2012. **Councilor Phillip Marshall** seconded the motion. **Motion carried unanimously.**

Date Approved: January 8, 2013



Project Status Report

Date: December 4, 2012

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

On-Call Services – SPR1202

Century Link has requested a right-of-way (ROW) permit to install a fiber optic upgrade across 117 Emery Avenue S. This lot was a formerly a ROW, but was vacated in the 1990's and became a parcel. We have required that they submit an easement request. The resolution will permit the mayor to sign the easement once we have approved the description and language. WH Pacific will review the legal description.

Water Tank Project – SPR1205

The plans for the water tank have been approved by DOH and Pierce County. The permits have been issued. The contractor will begin construction in early January.

TIB Application and STIP – SPR1207

The TIB report is out. There was only one small agency selected to receive roadway preservation funds in the Puget Sound area during this cycle.



December Project Status Report

DATE: 11/28/2012

Project: Water Tank Replacement

Contractor: Shearer & Associates, Inc.

Status
1) Pierce County Building Permit approved 11/20/12.
2) DOH approval received on 11/20/12.
3) Contractor is scheduled to begin work on January 2, 2013.
4) Contractor plans to be completed by April 1, 2013.

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