

**TOWN OF SOUTH PRAIRIE  
REGULAR COUNCIL MEETING  
TUESDAY, NOVEMBER 1, 2011, 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 November 1, 2011, at 7:03 PM.

**ROLL CALL:**

**Council Members:** Gerald Boures, Mathieu Cameron, Karen Shell and Tony Caldwell were present. Laura Heideman was absent.

**Also in attendance:** Mart Kask, Town Planner; Jim Frank, citizen; 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 1, 2011:**

- ❖ **Councilor Karen Shell** moved to approve the Agenda for November 1, 2011. **Councilor Gerald Boures** seconded the motion. **Marla Nevill** said the RV Park canceled. **Motion carried unanimously.**

**APPROVAL OF REGULAR COUNCIL MEETING MINUTES OF OCTOBER 4, 2011:**

- ❖ **Councilor Karen Shell** moved to approve the Regular Council Meeting Minutes of October 4, 2011. **Councilor Mathieu Cameron** seconded the motion. **Motion carried unanimously.**

**APPROVAL OF BILLS FOR OCTOBER 2011, IN THE AMOUNT OF \$32,152.36:**

**Councilor Gerald Boures** moved to approve the bills for October 2011, in the amount of \$32,152.36 (thirty-two thousand one hundred fifty-two dollars and thirty-six cents). **Councilor Karen Shell** seconded the motion. Council requested clarification on several bills and these inquiries were answered. **Motion carried unanimously.**

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

- 1) **Nikki Maritvold – Career Path Services (Approximately 10 Minutes):**  
**Mayor Peggy Levesque** stated this agenda item would be skipped since Ms. Maritvold was not present.
- 2) **WH Pacific – Professional Services Agreement (On-call engineering services – approximately 10 Minutes):**
  - ❖ **Councilor Tony Caldwell** moved to approve the professional services agreement for on-call engineering services with WH Pacific. **Councilor Karen Shell** seconded the motion. **Motion carried unanimously.**

**3) Mart Kask – Town Planner’s Report to the Mayor and Town Council (Approximately 30 Minutes):**

- I. Status of Code Enforcement**
  - a. Properties in full compliance**
  - b. Properties in partial compliance**
  - c. Recommended Town Council action on properties in partial compliance**

**Mart Kask** reviewed the Code Enforcement issues with the Town Council. Discussion followed. The Town Council made recommendations based on the progress for each property.

- II. Update the 2005 Comprehensive Plan**
  - a. Revise (downsize) population and employment forecasts**
  - b. Revise land use plan by eliminating the proposed expanding urban growth area to the west**
  - c. Update goals and policies to bring the Comprehensive Plan into conformance with Puget Sound Regional Council’s “VISION 2040” plan and the recently adopted planning policies on the Pierce County Regional Council.**
  - d. Update the chapters on Shoreline Management and Critical Areas to reflect current update of the Shoreline Master Plan.**
  - e. Add a new chapter entitled Emergency Management dealing with earthquakes, flooding and windstorms.**

**Mart Kask** relayed to the Town Council the status of updating the Comprehensive Land Use Plan and requested clarification on modifying portions of the Comp Plan. Discussion followed.

- III. Update Ordinance No. 134, Flood Plain Management Measures, to meet Federal Emergency Management Agency (FEMA) guidelines for South Prairie to maintain its certification and continue its eligibility to participate in the federal flood insurance program.**

**Mart Kask** said the Town would have to update Ordinance No. 134, Flood Plain Management Measures to meet FEMA guidelines. Discussion followed.

- IV. Review and Status of Mr. Dwight Partin’s application for Town Council site plan review and approval for constructing a gymnasium and a community center at the South Prairie RV Park.**

**Mart Kask** requested direction from the Town Council. Discussion followed. The Town Council requested that Mart continue to work with Mr. Partin on this project.

- V. Request that the Town Council authorize the Mayor to sign an Interlocal Agreement with Pierce County Executive and Council in support of Pierce County Ordinances 2011-34s and 2011-35s, which would bring Pierce County’s Comprehensive Plan into conformance with Puget Sound Regional Council’s “VISION 2040” plan.**

**Mart Kask** explained the updates to the Countywide Planning policies and recommended the Council approve the Interlocal agreement with Pierce County. Discussion followed.

- VI. Set Public Hearing date on the Comprehensive Plan update for 22 November 2011, 7:00 PM.**

**Mart Kask** requested the Town Council set the Public Hearing for the Comp Plan update for November 22, 2011. Discussion followed.

- VII. Other**

**4) South Prairie Creek RV Park – Recreational Building (Approximately 10 Minutes):**  
**Mayor Peggy Levesque** stated this agenda item was canceled by Mr. Partin.

- 5) **Authorize Mayor to sign Interlocal Agreement in support of Pierce County Ordinance No. 2011-34s (Pertaining to Countywide Planning Policies – Approximately 5 Minutes):**
  - ❖ **Councilor Karen Shell** moved to authorize the Mayor to sign the Interlocal Agreement in support of Pierce County Ordinance No. 2011-34s, which pertains to the Countywide Planning Policies. **Councilor Gerald Boures** seconded the motion. **Mart Kask** explained what the two ordinances covered and recommended that the Town Council enter into the Interlocal Agreement with Pierce County. Discussion followed. **Motion carried unanimously.**
  
- 6) **Authorize Mayor to sign Interlocal Agreement in support of Pierce County Ordinance No. 2011-35s (Pertaining to Countywide Planning Policies – Approximately 5 Minutes):**
  - ❖ **Councilor Gerald Boures** moved to authorize the Mayor to sign the Interlocal Agreement in support of Pierce County Ordinance No. 2011-35s, which pertains to the Countywide Planning Policies. **Councilor Karen Shell** seconded the motion. **Motion carried unanimously.**
  
- 7) **Schedule Public Hearing for Tuesday, November 22, 2011, 7:00 PM for Comp Plan Update (Approximately 5 Minutes):**
  - ❖ **Councilor Tony Caldwell** moved to set the Public Hearing for Tuesday, November 22, 2011, 7:00 PM for the Comp Plan Update. **Councilor Mathieu Cameron** seconded the motion. **Motion carried unanimously.**
  
- 8) **Schedule Public Hearing for Tuesday, November 22, 2011, 7:00 for FY2012 Budget and Setting Tax Levy Rate for 2012 (Approximately 10 Minutes):**
  - ❖ **Councilor Tony Caldwell** moved to set the Public Hearing for Tuesday, November 22, 2011, 7:00 PM for the FY2012 Budget and setting the Tax Levy Rate for 2012. **Councilor Karen Shell** seconded the motion. **Motion carried unanimously.**
  
- 9) **Ordinance No. 525 – Amending the 2011 Budget (Approximately 5 Minutes):**
  - ❖ **Councilor Karen Shell** moved to approve Ordinance No. 525, amending the 2011 Budget. **Councilor Tony Caldwell** seconded the motion. **Marla Nevill** explained why we had to amend the FY2011 Budget. Discussion followed. **Motion carried unanimously.**

**CITIZENS' COMMENTS:**

None

**MAYOR'S REPORT:**

**Mayor Peggy Levesque** said everything is going well and not much to report.

**PUBLIC WORKS' REPORT:**

**Larry Harter** asked if the fee resolution could be changed without a specific fee called out. He stated we need to add a General Facilities Charge (GFC); but FCS Group has not completed the study to determine the rate. Discussion followed. **Larry Harter** said the charge would be based on Equivalent Residential Units (ERUs). **Mayor Peggy Levesque** asked Larry to contact FCS Group to find out the status of the facilities charge study. **Mart Kask** said the Council should pass an ordinance stating you have a Fee Structure and approve a resolution stating certain fees. Discussion followed.

**Councilor Tony Caldwell** said he and Larry met with an engineering firm regarding the water tanks. It was determined that the old tanks have to be replaced as soon as possible. He said one estimate to remove the old tanks came in between \$40,000 - \$50,000. He said they would get quotes and put out the bid specs, which would determine whether the replacement tanks would be steel or concrete. Discussion followed. **Councilor Tony Caldwell** said we lost the grant; so we have to modify our numbers for the tank replacement. He said this project would definitely have to go out to bid; and we are in the

preliminary stages of the project. Discussion followed. **Larry Harter** said we would have to hire a Geo-Tech to do soil tests. **Councilor Tony Caldwell** said the estimated budget to remove the old tanks and install two new tanks is \$400,000. **Mayor Peggy Levesque** asked that Judy put the \$400,000 into the FY2012 Budget. Discussion followed.

**CLERK'S REPORT:**

**Marla Nevill** said it would cost around \$1800 to replace the carpet at the Town Hall. **Councilor Tony Caldwell** said that was too much and suggested getting additional quotes. Discussion followed. **Mayor Peggy Levesque** requested the carpet replacement be put into the FY2012 Budget.

**Marla Nevill** said she has not had an opportunity to check on the Energy Grant for getting the Town Hall insulated. **James Frank** said the Town would not qualify because we make too much money. Discussion followed.

**COUNCIL MEMBERS REPORT:**

**Councilor Tony Caldwell** suggested that we think twice before allowing citizens to work off their fines by doing community service. He explained that the last few times we have taken on a community service person it has been quite a challenge. Discussion followed.

**Councilor Gerald Boures** asked about the status of the grant to repair the roads. **Councilor Tony Caldwell** said we are waiting for the Transportation Improvement Board (TIB) to award the grants. Discussion followed.

**RECESS TO NOVEMBER 22, 2011, 7:00 PM:**

- ❖ At 9:15 PM, **Councilor Gerald Boures** moved to recess the Regular Council Meeting to November 22, 2011, 7:00 PM. **Councilor Mathieu Cameron** seconded the motion. **Motion carried unanimously.**

**Date Approved: December 6, 2011**