

**TOWN OF SOUTH PRAIRIE  
REGULAR COUNCIL MEETING/PUBLIC HEARING  
TUESDAY, NOVEMBER 3, 2015, 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:**

At 7:00 PM, **Mayor Tony Caldwell** called to order and presided over the Regular Council Meeting/Public Hearing of Tuesday, November 3, 2015.

**ROLL CALL:**

**Council Members:** Stu Terry, Roy Hanson, Jan Twardoski, Barb Wigton and Vicky Watkins were present.

**Also in attendance:** Joe Mills, South Prairie Creek RV Park; Karen Leming, citizen; James Morgan, Town Engineer; Judy Tremblay, Deputy Clerk/Treasurer; and Marla Nevill, Clerk/Treasurer.

**FLAG SALUTE:**

**Mayor Tony Caldwell** requested everyone stand for the “Pledge of Allegiance.”

**REVIEW AND APPROVAL OF AGENDA FOR NOVEMBER 3, 2015:**

❖ **Terry/Twardoski** moved and seconded to approve the Agenda for November 3, 2015. Discussion followed. **Motion carried unanimously.**

**OPEN PUBLIC HEARING – FY2016 BUDGET AND SETTING FY2016 TAX LEVY RATES:**

❖ At 7:03 PM, **Hanson/Terry** moved and seconded to open the Public Hearing for the FY2016 Budget and setting FY2016 Tax Levy Rates. **Motion carried unanimously.**

**Judy Tremblay** stated she added the items the Council had requested. She said the budget has to be approved by Fund. Discussion followed. There were no citizens’ comments.

**CLOSE PUBLIC HEARING:**

❖ At 7:05 PM, **Watkins/Twardoski** moved and seconded to close the Public Hearing. **Motion carried unanimously.**

**ENGINEERING REPORT:**

**1) South Prairie Creek RV Park – Water System Drawings:**

**James Morgan** said he received and reviewed the Water System drawings for the RV Park. He recommended the applicant make some minor corrections. Discussion followed.

**2) Boundary Line Adjustment:**

**James Morgan** said he received the documents for a Boundary Line Adjustment for several properties on Rainier Avenue. Discussion followed.

**3) Mayor Tony Caldwell** asked that he send a letter to the Town confirming his resignation that he verbally stated at a prior Council Meeting. Discussion followed.

**APPROVAL OF REGULAR COUNCIL MEETING MINUTES OF OCTOBER 6, 2015:**

❖ **Wigton/Terry** moved and seconded to approve the Regular Council Meeting Minutes of October 6, 2015. **Councilor Barb Wigton** requested a correction under Clerk’s Report as follows: “**Judy Tremblay** said she would have the rest of the preliminary FY2016 Budget ready for the Budget Workshop on

October 20, 2015.” Discussion followed. **Wigton/Terry** moved and seconded to amend the motion to approve the Regular Council Meeting Minutes of October 6, 2015, as corrected. **Motion carried unanimously.**

**APPROVAL OF RECESSED COUNCIL MEETING/BUDGET WORKSHOP OF OCTOBER 20, 2015:**

❖ **Wigton/Hanson** moved and seconded to approve the Recessed Council Meeting/Budget Workshop Minutes of October 20, 2015. Discussion followed. **Motion carried unanimously.**

**APPROVAL OF BILLS FOR OCTOBER 2015 IN THE AMOUNT OF \$57244.29:**

❖ **Terry/Twardoski** moved and seconded to approve the Bills for October 2015 in the amount of \$57,244.29 (fifty-seven thousand two hundred forty-four dollars and twenty-nine cents). Discussion followed. **Motion carried unanimously.**

**CITIZENS’ COMMENTS:**

**Karen Leming** stated concerns about flooding and road closures that might reduce access to the Town to one way in and one way out. She asked if there was anything in place to alert the citizens. **Mayor Tony Caldwell** said in the event of an emergency, we would blow the siren. He said there would be people manning the Town Hall to assist citizens. **Karen Leming** stated there should be a media alert to inform citizens. She said she gets PC Alerts; but the citizens have to be informed about that. She said every year the creek is getting worse. She said she is concerned. Discussion followed.

**James Morgan** explained to Judy that we were exempt from paying sales tax on chemicals to treat our water; and he would send her some information. Discussion followed.

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

**1) Ordinance No. 553 – Adopting a Budget for Fiscal Year Ending December 31, 2016:**

❖ **Terry/Hanson** moved and seconded to approve Ordinance No. 553 – Adopting a Budget for Fiscal Year Ending December 31, 2016. Discussion followed. **Motion carried unanimously.**

**2) Resolution No. 339 – Extend the Franchise Agreement between Comcast Cable Communications Management, LLC AKA Comcast and the Town of South Prairie to November 30, 2020:**

❖ **Terry/Twardoski** moved and seconded to approve Resolution No. 339 to extend the Franchise Agreement between Comcast Cable Communications Management, LLC AKA Comcast and the Town of South Prairie to November 30, 2020. Discussion followed. **Motion carried unanimously.**

**3) Resolution No. 340 – Adopting the Regular Property Tax Levy for Collection in 2016:**

❖ **Hanson/Twardoski** moved and seconded to approve Resolution No. 340 – adopting the Regular Property Tax Levy for Collection in 2016. Discussion followed. **Motion carried unanimously.**

**4) Resolution No. 341 – Adopting the Regular Property Tax Levy for Collection in 2016 for South Prairie EMS (Emergency Medical Services):**

❖ **Terry/Watkins** moved and seconded to approve Resolution No. 341 – adopting the Regular Property Tax Levy for Collection in 2016 for South Prairie EMS (Emergency Medical Services). Discussion followed. **Motion carried unanimously.**

**5) Resolution No. 342 – Authorizing the Mayor to enter into a contract with Bias Software for Computer and Information Technology Support Services:**

❖ **Terry/Twardoski** moved and seconded to approve Resolution No. 342 – Authorizing the Mayor to enter into a contract with Bias Software for Computer and Information Technology Support Services. Discussion followed. **Motion carried unanimously.**

**6) Resolution No. 343 – Authorizing the Mayor to Sign an Interlocal Agreement with the City of Fife for Jail Services:**

❖ **Twardoski/Watkins** moved and seconded to approve Resolution No. 343 - Authorizing the Mayor to Sign an Interlocal Agreement with the City of Fife for Jail Services. Discussion followed. **Motion carried unanimously.**

**7) Pierce County Interlocal Agreement for Animal Control:**

**Tabled until November 10, 2015 Recessed Council Meeting**

**8) Resolution No. 344 - BHC Consultants – WWTP Capacity Assessment and Engineering Report:**

**Tabled until the November 10, 2015 Recessed Council Meeting**

**9) Resolution No. 345 – Water System Engineering – Water System Plan Update:**

**Tabled until the November 10, 2015 Recessed Council Meeting**

**10) South Prairie Creek RV Park – Site Development Review – Relocation of 59 RVs:**

**Conditions of Approval: 1) Applicant Provide Mylar for Signature; 2) Applicant Pay all Outstanding Fees Prior to Mylar Being Signed; 3) Applicant File Mylar with Pierce County and Return an Executed and Recorded Copy to the Town; 4) Applicant Provide Documentation that Requirements from other Agencies have been met (i.e. East Pierce Fire & Rescue and Tacoma-Pierce County Health Department):**

❖ **Terry/Twardoski** moved and seconded to approve the South Prairie Creek RV Park Site Development Review for the relocation of 59 RVs. Discussion followed. **Terry/Twardoski** moved and seconded to approve the South Prairie Creek RV Park Site Development Review for the relocation of 59 RVs, per the “Conditions of Approval” stated above. **Motion carried unanimously.** **James Morgan** stated if the applicant provides the Mylars; he could sign them at the Recessed Council Meeting on November 10<sup>th</sup>.

**11) Authorize Intolight (PSE) to Install Streetlights:**

**A) Rainier Avenue & Highway 162 - \$3,002.99:**

❖ **Wigton/Twardoski** moved and seconded to authorize Intolight (PSE) to install a streetlight at Rainier Avenue and Highway 162 in the amount of \$3,002.99. Discussion followed. **Motion carried unanimously.**

**B) South Prairie Road & Highway 162 - \$3,110.52:**

❖ **Wigton/Twardoski** moved and seconded to authorize Intolight (PSE) to install a streetlight at South Prairie Road and Highway 162 in the amount of \$3,110.52. Discussion followed. **Motion carried unanimously.**

**MAYOR’S REPORT:**

**1) Mayor Tony Caldwell** said we a committee to negotiate the Union agreement. We met last night and will meet again next Monday. Discussion followed.

**2) Mayor Tony Caldwell** said we received an estimate of \$2578 from Coast Controls to replace a probe that measures the depth of the water in the tank; but our operator thinks that estimate is a little high and he could replace the probe for approximately \$1500. Discussion followed.

**3) Mayor Tony Caldwell** said the roads have been patched at SW Second Street at Eleanor; and Rainier Avenue. Discussion followed.

**4) Mayor Tony Caldwell** said we have a lot of community service work going on. Discussion followed.

5) **Mayor Tony Caldwell** said we are having a fence installed at the sewer outfall; and fence repairs at the Wastewater Treatment Plant and the Well on SW Third Street. Discussion followed.

**PUBLIC WORKS' REPORT:**

This was covered under the Mayor's Report.

**CLERK'S REPORT:**

None

**COUNCIL MEMBERS REPORT:**

**Councilor Stu Terry:** None

**Councilor Roy Hanson:** None

**Councilor Jan Twardoski:** She stated concerns about a possible hazardous tree at the bus stop at Emery Avenue South and SE Second Street. **Mayor Tony Caldwell** said we cannot touch the tree as it is located on private property. He said he has contacted the property owner. **Councilor Vicky Watkins** said she would talk to them. Discussion followed.

**Councilor Barb Wigton:**

1) She stated that the farm on SW Third Street is violating the right-of-way again. **Councilor Stu Terry** said we really cannot do anything unless we receive a complaint from the neighboring property owners. Discussion followed.

2) **Councilor Barb Wigton** said there are a lot of junk vehicles in town. **Mayor Tony Caldwell** stated he spoke with the Sheriff's Department; and we cannot take action unless it is located on Town right-of-way. Discussion followed.

3) **Councilor Barb Wigton** said the vacant lot across the street is used for parking; and she asked if the Wagon Wheel had an agreement with the property owner. **Marla Nevill** said this is an issue between property owners; and this is not an issue the Town should be addressing. Discussion followed.

**Councilor Vicky Watkins:**

She asked that the Veterans event be posted on the website. **Mayor Tony Caldwell** told Vicky she could check out the letters for the reader board from the Town Hall. Discussion followed.

**Mayor Tony Caldwell** gave an update on the planning agreement with Pierce County.

**RECESS TO NOVEMBER 10, 2015, 7:00 PM:**

❖ At 8:18 PM, **Terry/Twardoski** moved and seconded to recess to November 10, 2015, 7:00 PM for the Recessed Council Meeting. **Motion carried unanimously.**

**Date Approved: December 1, 2015**