

**TOWN OF SOUTH PRAIRIE  
REGULAR COUNCIL MEETING  
TUESDAY, DECEMBER 1, 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 of Tuesday, December 1, 2015.

**ROLL CALL:**

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

**Also in attendance:** Joe Mills, South Prairie Creek RV Park; 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 DECEMBER 1, 2015:**

❖ **Terry/Twardoski** moved and seconded to approve the Agenda for December 1, 2015. Discussion followed. **Motion carried unanimously.**

**ENGINEERING REPORT:**

**Mayor Tony Caldwell** said BHC is working with the operator on gathering data for the sewer study. They are doing a study of the current conditions of the Wastewater Treatment Plant. Discussion followed.

**APPROVAL OF REGULAR COUNCIL MEETING MINUTES OF NOVEMBER 3, 2015:**

❖ **Watkins/Twardoski** moved and seconded to approve the Regular Council Meeting Minutes of November 3, 2015. Discussion followed. **Motion carried unanimously.**

**APPROVAL OF RECESSED COUNCIL MEETING MINUTES OF NOVEMBER 14, 2015:**

❖ **Terry/Twardoski** moved and seconded to approve the Recessed Council Meeting Minutes of November 14, 2015. Discussion followed. **Motion carried unanimously.**

**APPROVAL OF BILLS FOR NOVEMBER 2015 IN THE AMOUNT OF \$47,005.71:**

❖ **Terry/Watkins** moved and seconded to approve the Bills for November 2015 in the amount of \$47,005.71 (forty-seven thousand five dollars and seventy-one cents). Discussion followed. **Motion carried unanimously.**

**CITIZENS’ COMMENTS:**

**Mayor Tony Caldwell** said Joe Mills talked to him about the sewer study; and we hope to free up some connections. Discussion followed.

**UNFINISHED BUSINESS:**

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

**Tabled for further review by Town Attorney**

**2) Pierce County Planning and Land Services – Review Draft Interlocal Agreement:**

**NEW BUSINESS:**

**1) Reaffirm Resolution 345 and Authorize Mayor to Sign Agreement with Water System Engineering:**

- ❖ **Terry/Twardoski** moved and seconded to reaffirm Resolution 345 and authorize Mayor to sign the agreement. Discussion followed. **Motion carried unanimously.**

**2) Resolution 346 – Affirming Pierce County Council Action Adopting Ordinance 2015-49 an Application for Open Space Classification – *Schedule Public Hearing for Monday, December 14, 2015, 7:00 PM:***

- ❖ **Terry/Twardoski** moved and seconded to approve scheduling the public hearing to affirm Pierce County Council action adopting Ordinance 2015-49 an application for Open Space Classification for Monday, December 14, 2015, 7:00 PM. Discussion followed. **Motion carried unanimously.**

**3) Ordinance 554 – Amending the 2015 Budget:**

- ❖ **Watkins/Twardoski** moved and seconded to approve Ordinance 554 amending the 2015 Budget. Discussion followed. **Motion carried unanimously.**

**4) Schedule Public Hearing for January 5, 2016, 7:00 PM on the proposal to adopt Pierce County Code Title 17 Series and Title 18 Series, excluding 18S PCC, “Development Policies and Regulations – Shorelines,” as the Town’s own Development Regulations and adopt the Permit Fee Schedule as determined by the County under PCC 2.05 as the Town’s Permit Fee Schedule:**

- ❖ **Terry/Twardoski** moved and seconded to schedule the public hearing for January 5, 2016, 7:00 PM on the proposal to adopt Pierce County Code (PCC) Title 17 Series and Title 18 Series, excluding 18S PCC, “Development Policies and Regulations – Shorelines,” as the Town’s own Development Regulations and adopt the Permit Fee Schedule as determined by the County under PCC 2.05 as the Town’s Permit Fee Schedule. Discussion followed. **Motion carried unanimously.**

**OPEN EXECUTIVE SESSION – Personnel Issues – Approximately 20 Minutes:**

- ❖ At 7:23 PM, **Twardoski/Terry** moved and seconded to go into Executive Session to discuss Personnel Issues for approximately twenty minutes. **Motion carried unanimously.**

**CLOSE EXECUTIVE SESSION:**

- ❖ At 7:43 PM, **Terry/Twardoski** moved and seconded to close the Executive Session. **Motion carried unanimously.**

**NEW BUSINESS CONTINUED:**

**5) Review Contract with Morris Law Firm as Town Attorney and possible Council Action:**

- ❖ **Watkins/Terry** moved and seconded to approve the agreement with Morris Law Firm as the Town Attorney. Discussion followed. **Watkins/Terry** moved and seconded to amend the motion to approve the agreement with Morris Law Firm as the Town Attorney and authorize the Mayor to sign the agreement. **Motion carried unanimously.**

**MAYOR’S REPORT:**

1) **Mayor Tony Caldwell** said we had someone knock down one of our fire hydrants. This was considered an emergency and he had it repaired as soon as possible. **Judy Tremblay** said the insurance would cover the damage repairs. Discussion followed.

2) **Mayor Tony Caldwell** said he arranged with Pierce County to put down de-icer on Tubbs Road and Union Hill when they are in the area putting down de-icer on County roads. Discussion followed.

3) **Mayor Tony Caldwell** said water is running over the roadway on SE Second Street and onto Rainier Avenue. Discussion followed.

**PUBLIC WORKS' REPORT:**

1) **Mayor Tony Caldwell** said a lot of bills for test equipment and repairs would be coming through. He said Kirk is up to speed. He said there is a bill from Hach for replacement equipment that was addressed in the audit of the Wastewater Treatment Plant. He said some of the chemicals were outdated. He requested Council authorization to purchase replacement equipment from Hach.

❖ **Terry/Twardoski** moved and seconded to authorize the purchase of replacement equipment from Hach for the Wastewater Treatment Plant. Discussion followed. **Motion carried unanimously.**

2) **Mayor Tony Caldwell** said it cost almost \$10,000 to upgrade the electrical at the Wastewater Treatment Plant. Discussion followed.

3) **Mayor Tony Caldwell** we are having Vac-Tech come in here to see how they do on STEP pumping. He said Flohawks have been with us for years; but we feel they are overcharging us. **Judy Tremblay** said they have been inconsistent on the billings. Discussion followed. **Mayor Tony Caldwell** said we are trying out a different pumping company and see what they know. He said we do not have a contract with Flohawks. Discussion followed.

**CLERK'S REPORT:**

1) *Authorize Payment in the amount of \$1,622.55 to Pierce County for Animal Control Services for 2015:*

❖ **Twardoski/Watkins** moved and seconded to authorize payment to Pierce County for Animal Control Services for 2015 in the amount of \$1,622.55. Discussion followed. **Motion carried unanimously.**

**2) Reimbursement Request from Citizen for Lights for the Wreath:**

**Mayor Tony Caldwell** said any purchases require Council approval. He said a citizen brought a bill into Town Hall for approximately \$45 and requested reimbursement. **Councilor Vicky Watkins** said she did not know anyone had purchased lights. **Mayor Tony Caldwell** asked that the Council inform others that they need to get approval prior to purchases. Discussion followed. **Mayor Tony Caldwell** said citizens or Council Members cannot spend any money until it is approved by the Town Council.

❖ **Twardoski/Wigton** moved and seconded to authorize reimbursing the citizen for the purchase of lights for the wreaths. Discussion followed. **Councilor Vicky Watkins** abstained. **Motion carried.**

**3) Release of Lien:**

**Judy Tremblay** said the outstanding utility bill we had on Emery Avenue South has been paid; and she instructed the Town Attorney to release the lien. Discussion followed.

**4) Balance Owed on USDA Loans for the Wastewater Treatment Plant:**

**Judy Tremblay** said the loan balance to USDA for the Wastewater Treatment Plant is approximately \$158,000. Discussion followed.

**5) Balance Owed on Fire Station Addition:**

**Mayor Tony Caldwell** said the balance owed for the Fire Station Addition is done and we do not owe anything. Discussion followed.

**COUNCIL MEMBERS REPORT:**

**Councilor Stu Terry:** None

**Councilor Jan Twardoski:** None

**Councilor Barb Wigton:** None

**Councilor Vicky Watkins:**

A) She said she has an appointment on Friday to meet with a glass company from Buckley to give an estimate to replace the windows at the Community Center. Discussion followed. **Mayor Tony Caldwell** asked her to have someone come out and look at the floors.

B) Vicky said the Christmas party for the kids is December 20, 2015, 4:00-8:00 PM. She said there would be a photo-op with Santa and snacks for the kids. She said the Cares Committee raised money for the event. Discussion followed.

**Mayor Tony Caldwell** said he received a request from Barb Wigton to clean out the ditch at the bottom of the hill on SE Second Street. Discussion followed.

**RECESS TO DECEMBER 14, 2015, 7:00 PM:**

❖ At 8:15 PM, **Terry/Watkins** moved and seconded to recess to December 14, 2015, 7:00 PM. **Motion carried unanimously.**

**Date Approved: January 5, 2016**