

**TOWN OF SOUTH PRAIRIE
REGULAR COUNCIL MEETING
TUESDAY, JANUARY 5, 2016, 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, January 5, 2016.

ROLL CALL:

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

Also in attendance: Joe Mills, South Prairie Creek RV Park; Cathi Read, Washington Department of Commerce; Mary Wilkes, Water System Engineering; Carol Morris, Town Attorney; and Marla Nevill, Clerk/Treasurer.

FLAG SALUTE:

Mayor Tony Caldwell requested everyone stand for the "Pledge of Allegiance."

REVIEW AND APPROVAL OF AGENDA FOR JANUARY 5, 2016:

❖ **Terry/Twardoski** moved and seconded to approve the Agenda for January 5, 2016. Agenda amended to add Swear in Council Member Roy Hanson, Council Position #2. Discussion followed. **Motion carried unanimously.**

SWEAR IN COUNCIL MEMBERS:

Marla Nevill, Clerk-Treasurer, swore in Council Members Stu Terry, Council Position #1; Roy Hanson, Council Position #2; Janyce Twardoski, Council Position #3; and Vicky Watkins, Council Position #5.

CATHI READ – WASHINGTON DEPARTMENT OF COMMERCE:

Cathi Read, Washington Department of Commerce, gave a presentation to the Council stating she is an advocate for the community. (See Exhibit "A" attached). She stated she is here to help the Town develop a strategy for funding both drinking water and wastewater system improvements and look at improving the way that both systems are operated. She said the goal is to have the information necessary to make good decisions. Discussion followed.

PUBLIC HEARING SCHEDULED FOR JANUARY 5, 2016 WAS CANCELED PER THE RECOMMENDATION BY THE TOWN ATTORNEY:

ENGINEERING REPORT:

Mary Wilkes stated she is working on updating the Water System Plan and making sure the legislative aspects are covered. She is looking at Water Quality, Water Reports, Future Improvements and cost. She is looking at the overall system to identify deficiencies. Discussion followed. **Mayor Tony Caldwell** said John Ryding, Washington Health Department, stated no more connections are allowed to our Water System until the Water System Plan is updated.

APPROVAL OF REGULAR COUNCIL MEETING MINUTES OF DECEMBER 1, 2015:

❖ **Watkins/Twardoski** moved and seconded to approve the Regular Council Meeting Minutes of December 1, 2015. Discussion followed. **Motion carried unanimously.**

APPROVAL OF RECESSED COUNCIL MEETING/PUBLIC HEARING MINUTES OF DECEMBER 14, 2015:

- ❖ **Terry/Twardoski** moved and seconded to approve the Recessed Council Meeting Minutes of December 14, 2015. Discussion followed. **Carol Morris, Town Attorney**, recommended changing the title of the Minutes to “Continued Council Meeting” not “Recessed Council Meeting.” **Motion carried unanimously.**

APPROVAL OF BILLS FOR DECEMBER 2015 IN THE AMOUNT OF \$77,189.64:

- ❖ **Terry/Hanson** moved and seconded to approve the Bills for December 2015 in the amount of \$77,189.64 (seventy-seven thousand one hundred eighty-nine dollars and sixty-four cents). Several questions were asked and answered regarding the bills. Discussion followed. **Motion carried unanimously.**

CITIZENS’ COMMENTS:

None

UNFINISHED BUSINESS:

- 1) **Pierce County Interlocal Agreement for Animal Control:**
Tabled for further review by Town Attorney
- 2) **Pierce County Planning and Land Services – Draft Interlocal Agreement:**
Tabled for further review by Town Attorney
- 3) **Summit Law Group – Engagement Letter:**
Tabled for further review by Town Attorney

NEW BUSINESS:

- 1) **Joe Mills, South Prairie Creek RV Park – Water Connection Discussion:**
Joe Mills stated the RV Park has an existing 2” water meter and proposed connecting a separate meter but requested the Town waive the base rate for the new meter. He stated they would pay the connection charge. **Carol Morris, Town Attorney**, said they would have to follow the code. Discussion followed.
- 2) **Washington State Auditor’s Office – Town of South Prairie Accountability Audit Report:**
Mayor Tony Caldwell said we just passed an Accountability Audit through the Washington State Auditor’s Office. He said the staff is doing a great job in keeping everything in order. Discussion followed.

MAYOR’S REPORT AND PUBLIC WORKS’ REPORT:

- 1) **Mayor Tony Caldwell** said the two street lights were installed yesterday. Discussion followed.
- 2) **Mayor Tony Caldwell** said we’ve had some issues at the Wastewater Treatment Plant; and the plant is not able to handle the flow. It knocked out one of the tanks. He said we have one meter that measures influent and one meter measures effluent. He said we need to look into installing a larger generator, because the generator is too small. Discussion followed.
- 3) **Mayor Tony Caldwell** said when Puget Sound Energy installed the new LED street lights; they missed a street light on Tubbs Road and they came back out and installed the light.
- 4) **Window replacements at the Community Center:**
Mayor Tony Caldwell said we received an estimate from Buckley Glass to replace some of the windows at the Community Center in the amount of \$5,514.77 or replace the panes of glass in the amount of \$2,456.83. Discussion followed.
 - ❖ **Terry/Watkins** moved and seconded to review and discuss the estimate from Buckley Glass for window replacement at the Community Center. **Councilor Stu Terry** said this is not really a proper estimate to make a decision. **Carol Morris, Town Attorney**, asked if the Town had a purchasing resolution and suggested asking for a clearer estimate. **Mayor Tony Caldwell** said there are three windows that need to be

replaced. The estimate to replace the windows is \$ 5,514.77; and the estimate to replace only the panes of glass is \$2,456.83. Discussion followed. **Motion carried unanimously.**

❖ **Watkins/Twardoski** moved and seconded to replace the window panes in the amount of \$2,456.83 from Buckley Glass. Discussion followed. **Motion carried unanimously.**

5) **Mayor Tony Caldwell** said we have a whole new staff at the Sheriff's Department. He said the new sergeant is Scott Brown. He said he would reach out to the deputies to do patrols. He said right now we are paying \$75 an hour for patrols and a flat rate of \$158 for call-outs. Discussion followed.

6) **Mayor Tony Caldwell** said we would try to keep the road de-iced on SE Second Street. Discussion followed.

CLERK'S REPORT:

1) **Marla Nevill** said she is thrilled that we passed our Audit. Discussion followed.

OPEN EXECUTIVE SESSION – Potential Litigation [RCW 42.30.110(1)(i)] – Approximately 20 Minutes:

❖ At 8:07 PM, **Twardoski/Watkins** moved and seconded to go into Executive Session to discuss Potential Litigation [RCW 42.30.110(1)(i)] for approximately twenty minutes. **Motion carried unanimously.**

*At 8:27 PM, **Mayor Tony Caldwell** announced that the Executive Session would be extended for five minutes.

CLOSE EXECUTIVE SESSION:

❖ At 8:32 PM, **Twardoski/Watkins** moved and seconded to close the Executive Session. **Motion carried unanimously.**

CONTINUED COUNCIL MEETING TO JANUARY 12, 2016, 7:00 PM:

❖ At 8:34 PM, **Terry/Twardoski** moved and seconded to continue Council Meeting to January 12, 2015, 7:00 PM. **Motion carried unanimously.**

Date Approved: February 2, 2016