

**TOWN OF SOUTH PRAIRIE
REGULAR COUNCIL MEETING
TUESDAY, FEBRUARY 2, 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, February 2, 2016.

ROLL CALL:

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

Also in attendance: Tim Trent, citizen; and Marla Nevill, Clerk/Treasurer.

FLAG SALUTE:

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

REVIEW AND APPROVAL OF AGENDA FOR FEBRUARY 2, 2016:

❖ **Terry/Twardoski** moved and seconded to approve the Agenda for February 2, 2016. Agenda amended to add Swearing in Council Member Barb Wigton, Council Position #4; and interview Tim Trent for Council Position #2. Discussion followed. **Motion carried unanimously.**

SWEAR IN COUNCIL MEMBER BARB WIGTON, COUNCIL POSITION #4:

Marla Nevill, Clerk-Treasurer, swore in Council Member Barb Wigton, Council Position #4.

INTERVIEW TIM TRENT – COUNCIL POSITION #2:

Council interviewed Tim Trent for Council Position #2.

APPOINT TIM TRENT TO COUNCIL POSITION #2:

❖ **Terry/Twardoski** moved and seconded to appoint Tim Trent to Council Position #2. Mayor **Tony Caldwell** stated Roy Hanson said he would only stay on Council until a replacement was found. Discussion followed. **Motion carried unanimously.**

SWEAR IN COUNCIL MEMBER TIM TRENT, COUNCIL POSITION #2:

Marla Nevill, Clerk-Treasurer, swore in Council Member Tim Trent, Council Position #2.

ENGINEERING REPORT:

Mayor **Tony Caldwell** stated the Town Attorney is concerned about the contract from Mary Wilkes, Water System Engineering, because there are no start date and completion dates. He said the Town Attorney does not agree with the language in the draft contract for the Hydraulic Study. Discussion followed.

Mayor **Tony Caldwell** said Jim Morgan still has not submitted a "Letter of Resignation;" and I'm having him do some engineering calculations on the water use for the RV Park laundromat. Discussion followed.

APPROVAL OF REGULAR COUNCIL MEETING MINUTES OF JANUARY 5, 2016:

❖ **Terry/Twardoski** moved and seconded to approve the Regular Council Meeting Minutes of January 5, 2016. Discussion followed. **Motion carried unanimously.**

APPROVAL OF CONTINUED COUNCIL MEETING OF JANUARY 12, 2016:

- ❖ **Watkins/Twardoski** moved and seconded to approve the Continued Council Meeting Minutes of January 12, 2016. Discussion followed. **Motion carried unanimously.**

APPROVAL OF BILLS FOR JANUARY 2016 IN THE AMOUNT OF \$62,586.15:

- ❖ **Terry/Hanson** moved and seconded to approve the Bills for January 2016 in the amount of \$62,586.15 (sixty-two thousand five hundred eighty-six dollars and fifteen cents). Discussion followed. **Motion carried unanimously.**

CITIZENS' COMMENTS:

Mayor Tony Caldwell stated we received a citizen complaint about people living in RVs on private properties by the water tanks and on South Prairie Road. Discussion followed.

Mayor Tony Caldwell stated we received a citizen complaint about issues at the Third Street Park. He said we're having community service workers remove the brush. Discussion followed.

Mayor Tony Caldwell stated we received a citizen complaint about ongoing junk and animals at a neighboring property on SE Third Street. Discussion followed. Council requested that we not go back to square one.

- ❖ **Terry/Twardoski** moved and seconded to send a letter to the property owner that this matter will be turned over to our Town Attorney. Discussion followed. **Motion carried unanimously.**

Council requested notifying citizens regarding the action taken on citizen complaints. Discussion followed. Council discussed including a blank complaint form with the next utility bills that are sent out. Discussion followed.

- ❖ **Terry/Wigton** moved and seconded to include a blank complaint form with the next mailing of the water/sewer utility bills. Discussion followed. Council requested a note on the utility bill directing them to contact Town Hall if they have any complaints. **Motion carried unanimously.**

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

Mayor Tony Caldwell stated our Town Attorney has some real concerns that if Pierce County fails to process applications in a timely manner, South Prairie would be responsible. He said Pierce County is supposed to get back to us by March 8th. Discussion followed.

- ❖ **Terry/Wigton** moved and seconded for the Mayor to contact other jurisdictions for planning and land services and code enforcement, in the event we are unable to go with Pierce County. Discussion followed. **Motion carried unanimously.**

Marla Nevill stated we received a request for nominations for the Zoo/Trek Authority Board. Discussion followed. Council requested we disregard this request, since they were not familiar with the elected officials from the jurisdictions listed.

3) Summit Law Group – Engagement Letter:

Tabled for further review by Town Attorney

NEW BUSINESS:

None

MAYOR'S REPORT AND PUBLIC WORKS' REPORT:

1) **Mayor Tony Caldwell** stated we are trying to locate a three million gallon per year water leak. We are replacing the master meter and checking and calibrating water meters. The estimate we received from Mt. View Locating Service was \$15,000-\$20,000; and the estimate from Utility Service Associates was \$2,506, to locate the leak and/or leaks. He said we would change the master meter and check the meters at the individual properties before hiring a locating service. Discussion followed.

2) **Mayor Tony Caldwell** said we had a phone conference with Cathi Read, Washington Department of Commerce, and Stephanie Bray, Pierce County Community Services; and were told we would have to submit a project proposal before they would do an income survey. Discussion followed.

3) **Mayor Tony Caldwell** said we have twenty-five STEP tanks that have never been pumped. He stated it would cost \$500-\$600 per tank to pump and service these tanks. He requested Council approval to start this process and stated he would get estimates and search for the best price. Discussion followed.

❖ **Terry/Wigton** moved and seconded to authorize the Mayor to start getting the tanks pumped. Discussion followed. **Motion carried unanimously.**

4) **Councilor Stu Terry** gave a presentation about the miniature RV Park located on Carriage Road. He recommended limiting public access on Carriage Road, because it is a matter of public safety. Discussion followed.

❖ **Watkins/Twardoski** moved and seconded to authorize the Mayor to have a gate installed on Carriage Road southeast of Prairie View Road. Discussion followed. **Motion carried unanimously.**

CLERK'S REPORT:

1) **Marla Nevill** said Spring Cleanup is scheduled for Wednesday, March 25th; and appliances would have to be at the curb no later than 7:00 AM on Monday, March 21st. Discussion followed. Council requested a notation on the flyer for citizens to contact the Town Hall if they need assistance moving appliances to the curb.

2) **Marla Nevill** said Pierce County Library would be giving a presentation on the Pierce County READS program at the March 1st Council Meeting. Discussion followed.

COUNCIL MEMBERS' REPORTS:

1) **Councilor Stu Terry** said the Pierce County Regional Council is looking for Zoo/Trek representatives for smaller cities. Discussion followed.

2) **Councilor Tim Trent** said some people think the Town is picking on them. He said we should not have to wait for a complaint. We should send out letters to those people that are in violation. **Mayor Tony Caldwell** said letters from the attorney cost money. Discussion followed.

Councilor Vicky Watkins stated she turned in the Park Inspection Report regarding broken swings, etc.; and she asked if anyone was following up on these issues. **Mayor Tony Caldwell** said he would assign Mike or Layne to fix these items. Discussion followed.

ADJOURNMENT:

❖ At 9:10 PM, **Twardoski/Terry** moved and seconded to adjourn the Regular Council Meeting of February 2, 2016. **Motion carried unanimously.**

Date Approved: March 1, 2016