

**TOWN OF SOUTH PRAIRIE  
REGULAR COUNCIL MEETING  
TUESDAY, MAY 3, 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, May 3, 2016.

**ROLL CALL:**

**Council Members:** Stu Terry, Tim Trent, Jan Twardoski and Barb Wigton were present.

**Also in attendance:** Nancy Engel, Lawrence Bingham, citizens; Joe Mills, South Prairie Creek RV Park; Sgt. Scott Brown and Sgt. Mark Berry, Pierce County Sheriff's Department; 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 MAY 3, 2016:**

❖ **Terry/Wigton** moved and seconded to approve the Agenda for May 3, 2016. **Mayor Tony Caldwell** stated the on-call engineering/planning proposals would be discussed under the Engineering Report. **Motion carried unanimously.**

**ENGINEERING REPORT:**

**1) Request for Qualifications (RFQ) for On-Call Engineering/Planning Services:**

**Mayor Tony Caldwell** stated we received proposals from AECOM, BHC Consultants and Gray & Osborne. He suggested possibly having all three firms as on-call Town Engineer/Planner. Discussion followed.

❖ **Terry/Twardoski** moved and seconded to appoint BHC Consultants as the On-Call Town Engineer/Planner. **Motion carried unanimously.**

**Mayor Tony Caldwell** introduced Sgt. Scott Brown and Sgt. Mark Berry from the Pierce County Sheriff's Department Foothills Detachment. Several issues of concern were discussed. After discussion about the latest billing from the Pierce County Sheriff's Department, Sgt. Mark Berry said to hold off on paying the bill. He said he would follow up and get the billing straightened out. Discussion followed.

**APPROVAL OF REGULAR COUNCIL MEETING MINUTES OF APRIL 5, 2016:**

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

**APPROVAL OF BILLS FOR APRIL 2016 IN THE AMOUNT OF \$26,453.74:**

❖ **Terry/Twardoski** moved and seconded to approve the Bills for April 2016 in the amount of \$26,453.74 (twenty-six thousand four hundred fifty-three dollars and seventy-four cents). Discussion followed. **Motion carried unanimously.** **Marla Nevill** requested approval to pay several bills that were posted to May instead of April in the amount of \$2,560.95 (two thousand five hundred sixty dollars and ninety-five cents). She stated these have to be paid right away and would be included in the May bills, which would be presented to Council for approval at the June 7, 2016 Council Meeting. **Motion carried unanimously.** Council authorized payment of the bills referenced above.

**CITIZENS' COMMENTS:**

**Nancy Engel** addressed the Town Council with concerns about a water/sewer utility bill her tenants left when vacating her property. **Carol Morris**, Town Attorney, explained that Town personnel are bound by privacy laws; and unless the property owner has signed up to have bills sent to them as well, which also must be approved by the tenant; the Town cannot send the owner a copy of a tenant's bill. Discussion followed.

**Nancy Engel** addressed concerns about Nuisance Code violations on a property on SE Third Street. **Carol Morris**, Town Attorney, stated this issue would have to be discussed in Executive Session.

**UNFINISHED BUSINESS:**

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

**Carol Morris**, Town Attorney, stated we received a response from Pierce County, which was forwarded to the insurance. The response from the insurance was forwarded to Pierce County; but we have not received a response.

**2) Resolution 2016-03 - Pierce County Flood Control Zone District Interlocal Agreement:**

❖ **Terry/Twardoski** moved and seconded to approve Resolution 2016-03. Discussion followed. **Carol Morris**, Town Attorney, stated the Town of South Prairie is already in the Pierce County Flood Control Zone District in response to a question from Council Member Stu Terry inquiring why we are in the Flood Control Zone District. **Motion carried unanimously.**

**3) Ordinance No. 543 – Repealing, Superseding, Replacing Ordinance No. 542 Related to Utility Connections, Regulations, Rates and Charges: (\*This Item was tabled indefinitely and removed from the table on September 1, 2015. It is requested that this item be put back on the table for review and Council Action).**

❖ **Terry/Twardoski** moved and seconded to forward Ordinance No. 543 and 550 to the Town Attorney for further review and to draft a new ordinance related to utility connections, regulations, rates and charges. Discussion followed. **Motion carried unanimously.**

**Mayor Tony Caldwell** gave a list of nuisance code violations to the Town Attorney.

**NEW BUSINESS:**

None

**MAYOR'S REPORT AND PUBLIC WORKS' REPORT:**

**1) Mayor Tony Caldwell** said the Town utility pickup was stolen from the locked and fenced storage area by the Third Street garage. A claim was filed with the insurance. Discussion followed.

**2) Mayor Tony Caldwell** said Council Members Terry and Wigton are researching refurbishing the floors at the Community Center. Discussion followed.

**3) Mayor Tony Caldwell** said Meghan Larson turned in her letter of resignation; and we need a new person to clean the Community Center. He said we need someone to clean and inspect the facility after rentals. Discussion followed.

**4) Mayor Tony Caldwell** said after meeting with the Utility Operator and the South Prairie RV Park, we plan on installing samplers at the RV Park per the recommendation from engineering report from BHC Consulting. Discussion followed.

**5) Mayor Tony Caldwell** said the new section is completed at the RV Park. Discussion followed.

**CLERK'S REPORT:**

**1) Marla Nevill** said she is learning as she goes. Discussion followed.

**COUNCIL MEMBERS' REPORTS:**

1) **Councilor Stu Terry** requested approval to purchase security cameras for approximately \$1600. He said it would hold up to sixteen days-worth of recordings. **Joe Mills** suggested purchasing an IP system, because no special computer system would be needed. He said \$160 covers the unit and hard drive. **Councilor Stu Terry** suggested installing a game camera by the gate at an approximate cost of \$350. These items would have to be purchased over the internet. Discussion followed.

❖ **Twardoski/Wigton** moved and seconded to purchase the items recommended by Councilor Stu Terry. Discussion followed. **Motion carried unanimously.**

2) **Mayor Tony Caldwell** stated the carpet at Town Hall failed and would be replaced since the vendor could not match the color. Discussion followed.

6) **Mayor Tony Caldwell** said Councilor Tim Trent has been doing a lot of the mowing and weed eating. **Councilor Barb Wigton** asked about the community service workers. **Mayor Tony** stated that did not work out. Discussion followed.

**ADJOURNMENT:**

❖ At 9:03 PM, **Terry/Twardoski** moved and seconded to adjourn the Regular Council Meeting of May 3, 2016. **Motion carried unanimously.**

**Date Approved: June 7, 2016**