

**TOWN OF SOUTH PRAIRIE
REGULAR COUNCIL MEETING
TUESDAY, JULY 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, July 5, 2016.

SWEAR IN JOE MILLS TO COUNCIL POSITION #5:

Marla Nevill, Clerk-Treasurer, swore in **Joe Mills** to Council Position #5.

ROLL CALL:

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

Also in attendance: Chris Kelsey, BHC Consultants; Emily Terrell, Sound Municipal Consultants; Cathi Read, Washington Department of Commerce; and Marla Nevill, Clerk/Treasurer.

FLAG SALUTE:

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

REVIEW AND APPROVAL OF AGENDA FOR JULY 5, 2016:

❖ **Terry/Twardoski** moved and seconded to approve the Agenda for July 5, 2016. **Motion carried unanimously.**

ENGINEERING & PLANNING REPORT:

Emily Terrell, Sound Municipal Consultants, stated she is a professional planner and gave a presentation to the Mayor and Council regarding her background and experience; and she stated she currently works with the Towns of Carbonado and Wilkeson. **Mayor Tony Caldwell** stated she was highly recommended by Jason Sullivan, City of Bonney Lake Planner. Discussion followed.

Chris Kelsey, BHC Consultants, thanked the Town for their support of BHC and choosing them as the on-call engineer for the Town. He gave a presentation to the Mayor and Council regarding their experience and stated they are a full-service engineering firm. Discussion followed.

AUDIT PRE-APPROVED MAY BILLS AND AMEND BILLS TOTAL TO \$38,326.96:

❖ **Wigton/Terry** moved and seconded to approve the bills for May 2016 and amend the total to \$38, 326.96. Discussion followed. **Motion carried unanimously.**

APPROVAL OF REGULAR COUNCIL MEETING MINUTES OF JUNE 7, 2016:

❖ **Wigton/Mills** moved and seconded to approve the Regular Council Meeting Minutes of June 7, 2016. Discussion followed. **Motion carried unanimously.**

APPROVAL OF BILLS FOR JUNE 2016 IN THE AMOUNT OF \$75,988.88:

❖ **Terry/Twardoski** moved and seconded to approve the bills for June 2016 in the amount of \$75,988.88 (seventy-five thousand nine hundred eighty-eight dollars and eighty-eight cents). Discussion followed. **Motion carried unanimously.**

CITIZENS' COMMENTS (Five Minute Limit per Comment or Complaint):

Cathi Read, Washington Department of Commerce, said she just stopped by to observe and she had no comments.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

1) Resolution 2016-06 – Authorize Mayor to execute agreement with BHC for On-Call Engineering Services:

❖ Terry/Twardoski moved and seconded to approve Resolution 2016-06 and authorize the Mayor to execute the agreement with BHC Consultants for On-Call Engineering Services. Discussion followed. **Motion carried unanimously.**

2) Resolution 2016-05 – Authorize Mayor to execute agreement with Sound Municipal Consultants for On-Call Planning Services:

❖ Terry/Twardoski moved and seconded to approve Resolution 2016-05 and authorize the Mayor to execute the agreement with Sound Municipal Consultants for On-Call Planning Services. Discussion followed. **Motion carried unanimously.**

3) Resolution 2016-07 – Authorize Mayor to execute agreement with Water System Engineering for Hydraulic Analysis for the Water Comp Plan Update.

❖ Terry/Twardoski moved and seconded to approve Resolution 2016-07 and authorize the Mayor to execute the agreement with Water System Engineering for a hydraulic analysis for the Water Comp Plan Update. Discussion followed. **Motion carried unanimously.**

MAYOR'S REPORT AND PUBLIC WORKS' REPORT:

1) **Mayor Tony Caldwell** said Utility Service Associates came out and performed leak detection. He said one leak was found and it accounted for approximately 1,000,000 gallons of water leakage per year. He said the next project is to purchase and install new water meters, which requires Council approval. He said he would like to replace 10% of the meters per year. Discussion followed.

2) **Mayor Tony Caldwell** said there has been a lot of police activity due to break-ins. Discussion followed.

3) **Mayor Tony Caldwell** said it went smoothly on July 4th. He said the residents on Rainier received authorization from the Town Council to close the road for July 4th. He said it seemed to go well and the residents cleaned up the debris. Discussion followed.

4) **Mayor Tony Caldwell** said we have a new staff member, Vanessa Ungard, to clean the community center. Discussion followed.

6) **Mayor Tony Caldwell** said Tim Trent is handling the mowing and weed-eating. Discussion followed.

Mayor Town Caldwell requested a brief Recess: 8:05 – 8:20 PM.

CLERK'S REPORT:

1) **Marla Nevill** stated she requested some training through Bias Software for some of the financial programs. Discussion followed.

2) **Marla Nevill** requested Council authorization to approve the agreement with Code Publishing for codification of ordinances and online hosting of Town Code.

❖ **Terry/Twardoski** moved and seconded to authorize the Mayor to execute the agreement with Code Publishing for codification of ordinances and online hosting of Town Code. Discussion followed. **Motion carried unanimously.**

COUNCIL MEMBERS' REPORTS:

None

ADJOURNMENT:

- ❖ At 8:35 PM, Terry/Twardoski moved and seconded to adjourn the Regular Council Meeting of July 5, 2016.
Motion carried unanimously.

Date Approved: August 2, 2016