

**TOWN OF NACHES STUDY SESSION MINUTES**  
**November 13, 2017**

Present:

Mayor Williams  
Councilwoman Hawver  
Councilman Hawver  
Councilman Weekes  
Councilwoman Williams

Absent:

Councilman Kramer

Others in Attendance: Admin. Ranger, Mike Shinn Attorney and Clerk Birrueta.

Staff Report

Admin. Ranger provided the staff report.

WWTP Headworks

- a) SIED grant/loan: Admin. Ranger WWTP headworks: Work is being done by General Industries, Inc. The headworks startup to full function on November 8, General Industries, Inc., is running over the contract time set to complete the project as per contract documents the Town is allow to charge \$1500.00 a day until the work under contract is completed. Progress estimate No. 5 for work completed through October 25, 2017 is also included in the vouchers for approval. The amount due the contractor of \$160,070.69 is net after retainage, per contract documents. The check was printed and will be mailed once the Town receives the other half of grant/loan SIED funds from Yakima County.

Welcome to Naches Sign

- b) Staff is working with BORA Architects on designing a welcome to Naches sign: The bid package is being worked on and is to be out in early 2018.

Allan Bros Wastewater Proposal

- c) Allan Bros, Inc. is investing in the current Wastewater Treatment Plant Headworks Improvement the agreement with the Town to receive the warehouse employees' sewer water to the treatment plant. The second proposal is for the Town of Naches to accept the warehouse processing water, this proposal is being study is being conducted for Ecology and feasibility, more investment and infrastructure is needed. Design and construction will be

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private funding.

- d) Sealcoat project with TIB funding and Yakima County has been completed. Staff is waiting on the final invoices from Yakima County to ask for full reimbursement from TIB.
- e) Annexations: Were approved and completed by Yakima County Boundary Review Board. The Town is working on recording the properties that were annexed at the Yakima County Auditors office and publish the pre-approved ordinances.

Allan Bros. New H2A  
Housing

Allan Bros. is planning on submitting a conditional use permit application for additional H2A housing units. The proposed location is to the west of the current H2A housings. Miles Kohls will be attending tonight's meeting for more detail plan. Staff is requesting an addition on the Agenda for Miles Kohls.

Budget 2018

Clerk Birrueta, presented the 2018 preliminary budget to the Mayor and Council. The preliminary budget is not going to change much to the final budget as the Town has received all the health and dental insurance and there is not increases. The Town received the Sheriff contract and that has a 4% increase for the year 2018 and it's included in the preliminary budget. The preliminary budget also includes a 1% increase in water and 2% increase in sewer utility billing. The garbage increase was addressed previous meetings. As always staff is conservative on the revenues and it does not include the ending fund balances. The budget consist of estimated revenues and estimated expenditures. Staff is still working with Union negotiations for Public Works. Staff has been working on a cost allocation plan per the Washington State Auditor's a cost allocation plan needs to be develop for allocating costs to other funds being administer by administration. The presented plan allocation consists of expenditures for the Administrator and the Clerk/Treasurer consists of time spent in each fund department. With no Public Works director the Administration is in charge of overseen all departments, projects, grants etc. This cost allocation plan is to be review yearly to property allocate costs from the enterprise funds and streets fund.

Public Works

Public Works, maintenance is being done. Union negotiations. Public Works are done with irrigation shut off and winterized. The purchase of the salt spreader. Public Works will be working on holiday decorations. Also the South Naches lift station pump number 1 is not working properly it was pulled out the Public

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Works and it'll be sent back to HOMA pump technology, Inc. for repairs under guaranty. The shipping cost through Oak Harbor Freight is costing the Town \$550.00 one way.

Review Vouchers &  
Treasurer report

Staff provided the vouchers to Council and reviewed the list for second payment for October 24, 2017. Council reviewed the list for November 13, 2017. Mayor Williams had a few questions on the vouchers.

Depot Advisory Committee

Gail Welch with the DAC: Ms. Welch spoke regarding the event coming up December 6<sup>th</sup> from 5-8 p.m. the 2<sup>nd</sup> annual night in Naches. The event is to take place at the same place as last year at the Depot Park area. All Council members are invited to attend and participate. Ms. Welch also spoke about the Veterans' Memorial dedication November 11, 2017. The Memorial honors all veterans- past, present and future for their service to the United States of America.

Other Business

None

Adjourn; 6:26 p.m.

The Study Session closed at 6:26 p.m.

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Paul Williams, Mayor

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Elvira Birrueta, Clerk Treasurer