

TOWN OF NACHES STUDY SESSION MINUTES
October 8, 2018

Present:

Mayor Williams
Councilwoman Hawver
Councilman Weekes
Councilman Hawver

Absent:

Councilwoman Williams
Council Position No. 2 Vacant

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

Staff Report

Admin. Ranger, provided the staff report.

Complete Streets

a) Staff submitted the applications: Cities and counties that have adopted Complete Streets ordinance are eligible to request that authorized entities nominate them to TIB in order to compete for Complete Streets project funding. Staff has been submitting the secondary paperwork required for nominations on phase 3 of the complete streets project.

Allan Bros Wastewater Proposal

b) Allan Bros, Inc. is working with Ted Pooler from HLA to provide a study to the Department of Ecology. Staff is working on the memorandum of understanding and testing industrial water this month into the wastewater treatment plant.

Street Sealcoat Project

c) TIB- funded the Town for overlay sealcoat of McDowell and Marvin Streets. Staff is waiting on invoices for the closeout process and reimbursement request to TIB.

d) Clerk Birrueta, presented the 2018 budget amendment. Unforeseen expenditures occurred in the 101 Streets Fund. 303 Capital Improvement Fund and the 420 Fund closeout of the Wastewater Treatment Plant Heard works that was completed in 2017 and the Town released retainage for that project in 2018. The proposed increase on Streets 101 fund is \$46,480.00 proposed increase on Capital Improvement 303 fund of \$25,000.00 and proposed increase in the sewer capital construction 420

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fund of \$22,000.00. The 2019 Preliminary budget distributed to the Mayor and Councilmembers did not include the final medical and dental insurances expenditures. Staff projected a ten percent (10%) increase. Clerk Birrueta attended the Vision software conference in Leavenworth on October 5, to learn about a new schedule six (6) required by the Washington State Auditors when submitting the Town's annual financial report to the Washington State Auditors. Washington State is changing the way cities and counties sell business licenses to out of Town businesses doing business iniwithin the city limits. All business licenses are to be bought through Washington State Department of Revenue. Cities are required to change their business license ordinance to reflect those changes. Attorney Shinn will draft two different versions of the ordinance for Council to consider. The changes are to be adopted by January 1, 2019. Washington State Family Leave Act (payroll deductions) paid sick leave. Starting in 2020, Washington will be the fifth state in the nation to offer paid family and medical leave benefits to workers. The program will be funded by premiums paid by both employees and many employers, and will be administered by the Employment Security Department (ESD). Premium payments begin on Jan. 1, 2019 and benefits can be taken starting Jan. 1, 2020. Any employer with 50 employees or less is not require to pay into the program employees only.

- e) Yakima Waste Systems recycling program bin option services and the contract with Yakima Waste Systems. Administrator Ranger after discussion with Mayor and Council will negotiate a solution with the waste company.

- f) State of Washington Transportation Improvement Board and the Town of Naches Grant Agreement. The TIB has developed a grant program, Relight Washington, to provide funding for the conversion of standard streetlights to LED lighting, for eligible cities and towns. The Town will save approximately \$2500.00 a year by converting all the PacifiCorp posts to LED lighting. The Town will pay the contractor for the light change of approximately 32,000 which is reimbursable from TIB. Also an incentive check for savings will be issued from PacifiCorp.

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- g) Domestic Water Rights: Administrator Ranger stated the need to consider that future developments from outside the current town limits provide water rights to meet the capacity of the proposal. Further discussion will be brought forth.
- h) Engineering Selection for the Naches Trail Link & Lighting project phase 2. The Town of Naches advertised and for Engineering Services Request for Statement of Qualifications. The Town received 3 RFQ's, TD & H Engineering, HLA, Inc. Sage Engineering. Admin. Ranger and Clerk Birrueta conducted phone interviews with the 3 firms. After interviewing and going through the consultant selection checklist. Staff chose HLA, Inc. and the Certifying Agency Washington State Department of Transportation concurred on the selection.

Public Works

A Public Works Staff is working on regular maintenance, irrigation winterize, road sealing and preparing for fall.

Review Vouchers &
Treasurer report

Staff provided the vouchers to Council and reviewed the list for September 21, second payment and the vouchers dated October 8, 2018.

Other Business

None

Adjourn; 6:30 p.m.

The Study Session closed at 6:30 p.m.

Paul Williams, Mayor

Elvira Birrueta, Clerk Treasurer