

TOWN OF NACHES STUDY SESSION MINUTES
November 5, 2018

Present:

Mayor Williams
Councilwoman Hawver
Councilman Weekes
Councilwoman Williams

Absent:

Councilman Hawver
Council Position No. 2 Vacant

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

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 submitted 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 preliminary 2019 Budget all funds are balance with projected revenues to expenditures and it does not include any of the reserve balances. 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 has drafted a version of the ordinance for Council to consider with the required language from Washington State Department of Revenue.

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November 5, 2018

The changes are to be adopted by January 1, 2019. Washington State Family Leave Act (payroll deductions) paid sick leave. Starting in 2020, Washington State will be the fifth state in the nation to offer family paid leave 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 required 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 discussed with Yakima Waste and agreed up on having Yakima Waste provide the Town a yard and half container for recycling at no charge. After discussion with Mayor and Council it was advised to have the attorney and Admin. Ranger work with Yakima Waste on amending the contract to reflect those changes and present it to Council next month.
- 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 lighting 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 to the Town. The exchange of lighting is scheduled for February 2019.
- g) Engineering Selection for General Engineering Services. The Town of Naches advertised for RFQ's in the Yakima Herald Republic requesting RFQ's submissions to the Town. Staff received 4 RFQ's. After reviewing and scoring each engineering firm, Staff recommends to retain HLA, Inc. for general engineering services for the Town. Contact and ordinance are included in the packet for reviewing and consideration.
- h) Yakima Waste: Admin. Ranger spoke with Yakima Waste and requested for them to place signs for the cancellation of the recycling program effective 12.31.2018.

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- i) Since the Washington State Department of Revenue will be monitoring the purchase of all business licenses for vendors that reside outside the city limits and will do business within the city limits of \$2,000.00 or more they are required to purchase a business license. The business license fee of \$40.00 for all businesses including the businesses in the city limits.

Public Works

A Public Works Staff is working on regular maintenance, preparing all meters for winter with insulation, all public works have passed the Spray Certification and Public Works I, and Jake Wilcox has passed the Water Certification.

Review Vouchers &
Treasurer report

Staff provided the vouchers to Council and reviewed the list for October 23, second payment and the vouchers dated November 5 & 12, 2018.

Other Business

None

Adjourn; 6:24 p.m.

The Study Session closed at 6:24 p.m.

Paul Williams, Mayor

Elvira Birrueta, Clerk Treasurer