

TOWN OF NACHES STUDY SESSION MINUTES
February 12, 2018

Present:

Mayor Williams
Councilwoman Hawver
Councilman Hawver
Councilman Weekes
Councilwoman Williams

Absent:

Council Position No. 2 Vacant

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

Staff Report

Admin. Ranger provided the staff report.

Welcome Sign

a) Staff is working with BORA Architects on designing the welcome sign for the Town of Naches: Bids were opened February 6th the Town received 4 bids. The Town Staff and BORA is recommending award bid to Concord Construction, Inc. as it was the lowest bid received.

Allan Bros Wastewater Proposal

b) Allan Bros, Inc. is working with HLA to provide a study to the Department of Ecology for receiving processed water from their facility. Once completed the Town will work with Allan Bros to provide upgrades to the WWTP to provide service and capacity for the project. Design and construction with private funding.

Street Sealcoat Project

c) TIB- funded the Town for overlay sealcoat of McDowell and Marvin Streets. The patch and preparation work will be done by the Town staff and private contractors. The seal will be done by Yakima County.

d) Grant application for WSDOT and complete streets for phase 3 of the lighting posts for the greenway.

e) Staff is working on banners and flowers for the 14 completed Naches Trail lighting posts.

Allan Bros. New H2A Housing

f) Allan Bros. Inc. is working on acquiring the H2A housing building permits through Washington State and acquiring Water/Sewer connections with the Town.

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Annexations

- a) Staff has been working diligently with OFM and Washington State Department of Revenue on the annexations completed November 2017, for population and tax revenue purposes.
- b) New Business in Town D’Nile Tap Room opened late December and they have done a phenomenal job renovating that business in down town. Staff has been receiving additional business inquiries. No application has been submitted at this time and until an application is submitted the Town will bring it to the Council.
- c) Town Hall will be open February 13, 2018 until 8 p.m. for voting special election. Wapatox irrigation meeting at Town Hall at 7:30 p.m. also on the 13th.
- d) RMSA- Appraiser will be here on February 13 to assess the Town. This is a requirement from the insurance provider.
- e) Clerk/Treasurer Birrueta, is working on ending balances for 2017, per the Washington State Auditor’s recommendation to not do transfers and instead develop a cost allocation plan. The cost allocation plan was developed and the cost allocation appropriations are not reflecting correctly on the financials as they should be. Clerk Birrueta is working with the software company and figure out how those transactions can be completed. Clerk Birrueta is also working on the USDA Annual report due on March 1st, 2018. The Clerk is also preparing for the submission of the 2017 Annual Report to the Washington State Auditors.

Public Works

A Public Works I, was hired and started February 5, 2018. The Public Works department is now fully staffed. Administration is working with Public Works employees on obtaining their job requirements and certifications. Public Works Lead is working on completing his Wastewater Certification level II (2). The pump from lift station at South Naches Rd is still being accessed by HOMA Pump.

Review Vouchers &
Treasurer report

Staff provided the vouchers to Council and reviewed the list for January 22, second payment and the vouchers dated February 12, 2018.

Washington Broadband-
Franchise

Washington Broadband Franchise Ordinance / Public Hearing with Council.

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Other Business

None

Adjourn; 6:24 p.m.

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

Paul Williams, Mayor

Elvira Birrueta, Clerk Treasurer