

**TOWN OF NACHES STUDY SESSION MINUTES**  
**March 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: Staff is scheduled to have a preconstruction meeting March 15, 2018 with Concord Construction and is a 45 day contract.

**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. Public Works replaced an irrigation pipeline on Marvin Street and it was discovered that the irrigation line was pressing and minimizing flow through a sewer line.

d) Grant application: Staff is working to submit applications to WSDOT and Complete Street Programs.

e) Staff is working on banners and flowers for the complete street lighting poles.

**Allan Bros. New H2A Housing**

f) Allan Bros. Inc. is working on the construction of the new H2A housing units and also adding the buffer.

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- g) 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. The Town will start to receive the revenues at the beginning of April 1, 2018.
- h) Conditional Use Application for 216 Naches Avenue: Staff is processing the conditional use application.
- i) RMSA- Appraiser was here on February 13 to assess the Town. This is a requirement from the insurance provider.
- j) Clerk/Treasurer Birrueta, is prepared and submitted USDA Annual Report. The Clerk is also preparing for the submission of the 2017 Annual Report to the Washington State Auditors. The Clerk will also be attending the BARS class in Wenatchee March 21, 2018.

Public Works

A Public Works I, was placed on administration leave due to lack of obtaining the certifications required to perform the job duties and position. Staff is still working with Triangle Pump & Equipment and the pump manufacturer, the South Naches Lift station secondary pump was not working properly and it was sent to its manufacturer for an evaluation.

Review Vouchers & Treasurer report

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

Other Business

Gail Welch with the Depot Advisory Committee and the Naches Lions Club. Spoke to Mayor and Council of planning an event for May 12, 2018 from 10 am to 3p.m. at the Depot park. The Lions Club approved to cover the event under their insurance umbrella. The event is planned to be held on the weekend of Mother's Day in May.

Adjourn; 6:27 p.m.

The Study Session closed at 6:27 p.m.

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Paul Williams, Mayor

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Elvira Birrueta, Clerk Treasurer