

TOWN OF NACHES STUDY SESSION MINUTES
May 13, 2019

Present:

Mayor Williams
Councilwoman Hawver
Councilman Weekes
Councilman Hawver
Councilwoman Williams
arrived at 6:05 pm

Absent:

Council Position No. 2 Vacant

Others in Attendance: Town Attorney Shinn, Clerk/Treasurer Birrueta and Admin. Ranger.

Staff Report

Admin. Ranger, provided the staff report.

Complete Streets

a) The Town received funding for Phase 3 of the Naches Trail Lighting Project. Phase 3 will complete the trail lighting from the Naches Elementary to Shafer Avenue. Council awarded the construction contract to Knobel's Electric, Inc. light submittal was approved, staff is working on signing contracts and pre-construction meeting is scheduled at the end of May with construction to start in June 2019.

Allan Bros Wastewater Proposal

b) Allan Bros, Inc. is working with Ted Pooler from HLA to provide a study to the Department of Ecology. The Town has increased the intake of wastewater from the warehouse to the Wastewater Treatment Plant.

Electronic Vehicle Infrastructure

c) Admin. Ranger met with Lori Froehlich regarding an Electronic Vehicle Infrastructure Transportation Alliance (evita), a proposed charging station at the Depot. The Town agreed to proceed with an agreement based with Washington Energy Northwest. The expense is covered with grants from Washington Department of Commerce and Pacific Power, WSDOT has not release the grant application. The station could include signage of the downtown.

Trail Link & Lighting Phase 2

d) Construction contract with Knobel's Electric, Inc., light submittals were approved, pre-construction meeting at the end of May and construction for phase 2 of the Naches

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- Shafer Avenue (TIB) funding
- e) Trail Link & Lighting project to start in June 2019. The Town Public Works has replaced all underground utilities on Shafer Avenue, pre-construction meeting is scheduled for June 17, 2019 and the construction to start June 24, 2019 the project is to take approximately 15 days to complete.
 - f) PacifiCorp and TIB lighting project to LED. The Town will pay the contractor for the light changes of approximately \$32,000 which is reimbursable from TIB. Admin. Ranger contacted PacifiCorp and he was informed that this project has being delayed and is expected to be complete sometime in mid-June 2019.
 - g) Staff applied for a grant through RMSA Loss Prevention the grant is offered to replace sidewalks, the Town was approved to receive \$5, 000.00 the sidewalk which contributed in part to replace the section on Second Avenue from Tieton Avenue to Naches Avenue.
 - h) Clerk Birrueta, updated Mayor and Council of the two year audit being conducted by the Washington State Auditors for 2017 & 2018, financials and accountability the auditors are to be wrapping up the week of May 13, 2019.
- Public Works
- A Public Works Staff is working on regular maintenance, irrigation, spraying and other small projects.
- Review Vouchers & Treasurer report
- Staff provided two blankets of vouchers for Council to review the list for April 23rd second's payment and checks dated May 13, 2019. Clerk Birrueta informed Mayor and Council of check# 19670 was voided.
- CDBG Application:
- Ted Pooler from HLA, Inc. presented to Mayor, Council and Staff, the project need. The Town of Naches operates a wastewater treatment plant under the terms of a permit issued by the Washington State Department of Ecology. The treatment plant processes sewage for discharge of properly treated effluent to the Naches River. Wastewater biosolids (also known as sludge) are created as a result of the treatment process. Those biosolids are suitable for application on farmland as a beneficial soil amendment. However, the ability to treat biosolids is limited and equipment is nearing the end of its useful life.

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Sludge is stored in the bottom of the settling tanks (clarifiers). The stored sludge is periodically withdrawn, sent to a belt filter press for dewatering, and then placed in sludge drying beds for further processing to acceptable standards. Using clarifiers to store sludge reduces their ability to remove solids from the treatment process, and the sludge sent to the belt filter press is inconsistent, so dewatering is inefficient. Lastly, the belt filter press and dewatering equipment was installed in 2002, and it is reaching the end of its 20-year life expectancy. Repairs are becoming more frequent, and maintenance costs are increasing.

Naches' treatment plant will be nearing capacity in the next few years and other improvements are proposed that will create more biosolids. The existing equipment does not have ability to treat the additional biosolids.

Proposed Action: The proposed CDBG-funded project includes a sludge holding tank and new dewatering equipment. The new tank provides two benefits: 1) sludge will be stored in the sludge holding tank, rather than the clarifiers, improving clarifier performance, and 2) sludge will be better mixed, providing a consisted feed to the dewatering equipment, improving dewatering equipment performance. New dewatering equipment will replace the aging belt filter press and increase capacity, matching other upgraded treatment process components, and better process the sludge for treatment in the drying beds.

Project Funding: Community Development Block Grant (CDBG) funding is being sought as part of a larger funding package that may include Town reserves, as well as local funding. Grant funds will be used to offset the cost to system users.

Other Business

None

Adjourn; 6:35 p.m.

The Study Session closed at 6:35 p.m.



Paul Williams, Mayor



Elvira Birrueta, Clerk/ Treasurer

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Present:
Mayor Williams
Councilman Hawver
Mayor Pro Tem Hawver
Councilman Weekes
Councilwoman Williams

Absent:

Council Position No. 2 Vacant

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

Call to Order	The meeting was called to order at 6:35 P.M. by Mayor Williams. Mayor Williams welcomed everyone. Council members present Councilwoman Hawver, Weekes, Councilman Hawver and Councilwoman Williams. Mayor Williams led the Council/Audience in the Pledge of Allegiance.
Introductions	
Roll Call	
Honors & Recognition	None
Additions to the Agenda	None
Approve Agenda	Councilwoman Hawver moved to approve the agenda as presented. Seconded by Councilwoman Williams. Motion carried unanimously.
Consent Agenda	Councilwoman Hawver moved to approve the Consent agenda as presented. Seconded by Councilwoman Williams Motion carried unanimously. <ol style="list-style-type: none">a) Approve Study Minutes of 4/8/2019.b) Approve minutes of 4/8/2019 Regular Council Meeting.c) Approve Claim checks, Second Payment April 23, 2019 check No. 19630 through 19637. 1 ACH payments Dept. of Revenue & 1 manual check #5438. Total of \$45,038.00 checks dated May 13, 2019 1 ACH Exxon. 1 manual checks #5439 Total of \$167,627.58d) Approve those Payroll Checks dated through April 30, 2019 in the amount of \$36,968.32 Check #19638 through 19643. ACH payments Aflac, DRS, IRS.

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REPORTS/ANNOUNCEMENTS

Planning Commission/	None
Sheriff's Report/	Lt. Hendrickson, sent the monthly via email for the April 2019. The report showed 19 calls from the Town of Naches. Lt. Hendrickson discussed some of the calls with Mayor and Council.
YVCOG	None
Naches Depot Advisory	None
Public Hearing(s)	The regular Council meeting closed at 6:50 p.m. by Mayor Williams, to open a Public Hearing. The purpose of the public hearing is to review community development and housing needs, inform citizens of the availability of funds and eligible uses of the state Community Development Block Grant (CDBG), and receive comments on proposed activities. Up to \$750,000 may be available to the Town of Naches on a statewide competitive basis to fund public facility, community facility, economic development and affordable housing projects that principally benefit low- and moderate-income (LMI) persons. The public hearing was opened at 6:51 p.m. Staff presented the wastewater treatment plant improvements project outlined during Study Session. No members of the public were present, no public testimony was received. The clerk stated that no comments were receive by mail or written. The Mayor closed the public testimony portion of the hearing at 6:53 p.m. The regular Council meeting continued at 6:53 p.m.
Presentations	None
Unfinished Business	a) Allan Bros. wastewater proposal: No further discussion was desired by Council. b) Phase II Naches Trail Link & Lighting Project. No further discussion.

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- c) Phase III Naches Trail pedestrian Lighting project. No further discussion.
- d) Shafer Avenue resurfacing project TIB funding. No further discussion.
- e) Town of Naches Municipal Code 13.04.350 Appeals- utility account# 1481.0 107 Apple Loop late fee appeal. Councilman Weekes moved to disapproved the appeal and remove it from appearing in the agenda in the future. Seconded by Councilman Hawver. Motion carried unanimously.
- f) CDBG grant application: Councilwoman Williams moved to approve for the Mayor to sign the CDBG grant application once is complete. Seconded by Councilman Hawver. Motion carried unanimously.

New Business

- a) Application for appointment to fill Depot Advisory Committee Donald St. Martin aka "Skip" Councilwoman Hawver moved to approve the application of Skip St. Martin. Seconded by Councilman Hawver. Motion carried unanimously.
- b) Set Public Hearing for June 10 2019 for the Six-Year Transportation Improvement Program. (STIP) 2020 through 2025. Councilwoman Hawver moved to advertise for the Public Hearing. Seconded by Councilman Weekes. Motion carried unanimously.

Resolutions & Ordinances

- a) Proposed Resolution No. 2019-5: A resolution of the Town of Naches, Washington, with Certification of Compliance. Councilwoman Hawver moved to approve resolution No. 2019-5. Seconded by Councilwoman Williams. Motion carried unanimously.
- b) Proposed Resolution No. 2019-6: A resolution of the Town of Naches, Washington, authorizing the Mayor to sign the Title VI Certification of the Civil Rights Act of 1964 as required by the office of Community Development for CDBG funding. Councilman Weekes moved to approve resolution No. 2019-6. Seconded by Councilman

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Hawver. Motion carried unanimously.

- c) Proposed Resolution No. 2019-7: A resolution of the Town of Naches, Washington, adopting the Grievance Procedure for Community Development Block Grants. Councilman Hawver moved to approve resolution No. 2019-7. Seconded by Councilman Weekes. Motion carried unanimously.

Audience Participation None

Executive Session None

Other Business None
Council FYI Items

Meeting to continue or
adjourn. 7:30 p.m.

With no other business to be discussed, Councilman Hawver moved to adjourn. Seconded by Councilwoman Hawver. Motion carried unanimously.



Paul D Williams, Mayor



Elvira Birrueta, Clerk/Treasurer