

Tonasket City Council
Tuesday, March 14, 2023
6:00 pm

VIRTUAL ZOOM MEETING ID 814 2972 1137
Phone Number 1-253-215-8782

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Public Comment (agenda items)
- 5) Approval of the Agenda **Action Item**
- 6) This meeting has been published as a public hearing to give the community an opportunity to learn more about the project, preferred alternatives and any potential impacts, including impacts to existing utility rates.
- 7) Kurt Danison Report
- 8) Public Comment
- 9) Unfinished Business
 - a) Municipal Court **Action Item**
 - b) Gardinier Tech—Continue with Annual Contract **Action Item**
 - c) Interlocal Agreement with Okanogan County Tourism Council **Action Item**
- 10) Department Head Report
- 11) Mayor/Council/Committee Reports
- 12) New Business
- 13) Miscellaneous and correspondence
- 14) Consent Agenda: Minutes of the previous meeting, the February Payroll and the March Bills **Action Item**
- 15) Adjournment

Tonasket City Council Memo
Tuesday, March 14, 2023
6:00 pm

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Phone Number 1-253-215-8782

This meeting has been advertised as a Public Hearing to give the Community an opportunity to learn more about the project, preferred alternatives and any potential impacts, including impacts to existing utility rates. Deputy Clerk Pilkinton and Kurt Holland, if he is available will read from the Public Meeting Requirements. Comments will be written down (summary form) and documented in the minutes. There is a SEPA Checklist and a DNS if you are interested on the City's website. There is no action required.

Municipal Court is on the agenda again in hopes the Council will take action. It is my recommendation that the Court is dissolved. It seems like a lot of work and additional training for maybe one day per month for court. **Suggested Motion: I move to dissolve the Tonasket Municipal Court and contract with Okanogan County District Court for court services.**

Gardinier Tech Contract payment is due. Greg Gardinier will be in attendance to let you know what he does for the contract amount. **Suggested Motion: I move to approve/not approve continuing with the Gardinier Tech contract in the amount of \$20,100.00.**

The Interlocal Agreement with Okanogan County Tourism Council was tabled until this meeting. It is my understanding that the TVBRC will be responsible for the maintenance of the Kiosk. **Suggested Motion: I move to approve the Interlocal Agreement with Okanogan County Tourism Council for the Kiosk to be placed near the TVBRC.**

Miscellaneous: The city is Requesting statements of qualifications from consulting firms—a requirement of one of the Perfect Passage funding agencies.

The Retreat is scheduled for March 25, 2023 at 9 am here at City Hall.

If anyone is interested in OPMA training and would like to join TranGo please contact them.

DRAFT

Minutes of the Regular Meeting of the Tonasket City Council, February 28, 2023

Present: Mayor Maldonado, Councilmembers McMillan, Hill, Weddle.

Staff: Attwood and Seydlitz.

The meeting was called to order at 6:00 pm and the pledge of allegiance was given by all.

Roll Call was taken.

Public Comment: None.

Levine entered at 6:05 pm.

Alexander entered (Via Zoom) at 6:06 pm.

Motion to approve the agenda. M/Levine, S/Weddle. Carried 5:0.

Motion to approve the minutes of the previous meeting, with change requested by Levine to state that Levine left meeting due to conflict of interest with Law Enforcement Agreement. M/McMillan, S/Hill. Carried 5:0.

Public Comment:

- James Moore – representative for the Tonasket Visitors and Business Resource Center, was present. Reported he attended a meeting regarding the installation of the kiosk. It will be installed in the SW corner of the parking lot. Next step is engineers plans to be submitted. Plan to install in a month. Will need input from the City what is to be on the sign. Propose to move the existing sign to another location in the City, for example the RV park. County Tourism Council is funding the kiosk so all visitors centers will be on the same system. Tonasket Visitors Business Resource Center will be responsible for the maintenance of the sign.

Justin Haug – Ballfield Update

Reported the delay was due to an RCO issue with the Archeological Survey which was then approved in November, and then snow started. They will begin again when conditions are good. May need to purchase a set of goals for U-11 that are moveable or redo the current goals. Time line is to wrap up in May. Mentioned how it is hard to find the fields and need for signage. Soccer starts the 2nd week of April. Issue regarding need for more Porta Potties and trash cans. Fund raising events.

Unfinished Business:

City Hall Door Quotes – None received. Attwood will call contractors. Hill suggested to have someone look at the door alignment. McMillan will reach out to Tom Bretz to look at the doors.

Motion to approve and authorize the Mayor to sign the Law Enforcement Services Agreement between Okanogan County and City of Tonasket Washington for the term March 1, 2023 through March 1, 2026. M/ McMillan, S/ Weddle. Discussion. Carried 4:0. Recuse/Abstain Levine from discussion and vote.

Motion to table the Kiosk and Interlocal Agreement with Okanogan County Tourism subject, and move to the next meeting. M/ McMillan, S/ Levine. Carried 5:0

Mayor/ Council/ Committee Reports:

Levine

- Appreciate the work Council members did on Law Enforcement Services Agreement.
- City Action Days recap and funding process.
- Met with Senator Short.
- OCOG meeting next week.

McMillan

- Report covered in Law Enforcement Agreement item.

DRAFT

Hill

- Rural Housing meeting.
- Attended Chamber of Commerce meeting.
- Soap Box Derby June 6th.
- Fun Run Founders Day weekend.
- A Service providers list is needed for those new to the community.
- Reported on the Kiosk installation meeting.

Weddle

- Some discussed in Law Enforcement.
- Old Business – Speed Limit Radar sign on Havillah Road, sign is at the shop, waiting for ground to thaw to install.
- Reported on Economic Alliance meeting.
- Attended Senator Short meeting.

Mayor Maldonado-

- Reported on Senator Short meeting.
- Working to keep things running smoothly in the City.

Alexander- None.

New Business:

Municipal Court Discussion – Attwood presented information and the idea to no longer have a City Municipal Court. There was discussion and no action taken. This will be put on the next agenda.

Motion to approve spending \$1,095 to advertise in the Vacationland for 2023. M/Levine, S/McMillan. Discussion. Carried 5:0.

Motion to approve the contract with Picatti Bros to work on Well #8. M/McMillan, S/Weddle. Discussion. Carried 5:0.

Miscellaneous and Correspondence: None

There being no further business the meeting was declared adjourned at 7:52 pm.

Alice Attwood, Clerk-Treasurer

SERP / Environmental Justice Public Meeting Requirements

- Public Meeting Topics
 - Purpose of the US 97 / Whitcomb Ave Downtown Redevelopment Project (aka “Perfect Passage”)
 - Flooding of existing buildings due to inadequate storm water facilities
 - Inadequate/inconsistent sidewalks and curb/gutter including ADA non-compliance and insufficient curb reveal
 - Comprehensive public/private utility issues and upgrade needs (e.g. overhead power/poles, communications, conduits, lighting, water, sewer, etc.)
 - Technical Issues
 - Transportation improvements alternatives were identified in the 2019 Redevelopment Master Plan. The City performed various public outreach programs throughout the 2019 Redevelopment Master Plan process.
 - Stormwater improvements alternatives consist of treatment alternatives previously identified in the City’s 2021 Stormwater Plan in this SWP and included the following:
 - 1) Stormwater Improvement Alternative #1: Do nothing (includes no action on conveyance)
 - Least short-term cost, high maintenance and risk cost, possible action by ECY for discharges, possible liability by city for flooding
 - 2) Stormwater Improvement Alternative #2: Bio-infiltration swales
 - Lack of available land in area of the system and stormwater collection, cost of land, cost of construction, cost of maintenance, life cycle, could be used in localized areas
 - 3) Stormwater Improvement Alternative #3: Stormwater filters with media
 - Cost
 - 4) Stormwater Improvement Alternative #4: Hydrodynamic Separators (chosen alternative)
 - This is the selected alternative
 - Swirl concentration and continuous separation, most cost effective
 - No land acquisition is required for the chosen utility or transportation improvement alternatives
 - Environmental Issues
 - Potential environmental impacts of the project include:
 - The city does not currently provide stormwater treatment. Improvement alternatives propose to retrofit stormwater treatment to improve the quality of water exiting the system.
 - The existing city stormwater system is almost entirely contained in existing rights-of-way and roads as will the improvement alternatives. Construction outside of rights-of-way and disturbance of natural areas is not expected.

- The Project replaces existing water and wastewater utilities which are old and at the end of their useful life. The project will replace water / sewer mains in disturbed areas
- Transportation improvements includes installing new ADA ramps, curb extensions, and overhead street lighting
- The City has is also in the process of completing NEPA and Section 106 review requirements for the project.
- Financial Issues
 - Implementation of the US 97 / Whitcomb Ave Downtown Redevelopment Project will result in rate impacts to City residents.
 - In order to mitigate and reduce the impact to the ratepayer the City has secured \$4,450,240 in grant funding and \$202,800 in low-interest federal and state loans in order to reduce impacts on ratepayers. An additional funding application for \$808,400 is also in progress.
 - Implementation of the improvements are expected to result in:
 - business development through Tonasket's downtown core,
 - reduction entering area waterways,
 - reduction or elimination of chronic flooding along Whitcomb Ave,
 - increasing pedestrian safety, beautification of the downtown core, and
 - maintaining reliable water, sewer, and stormwater services to the City residents.
 - Potential social and economic impacts of the alternatives
 - Social impacts - Mobility and travel impacts during construction, otherwise invisible to the public
 - Discussion of the ratepayer (impacts of the project to rates)
 - The City has secured \$4,450,240 in grant funding and \$202,800 in low-interest federal and state loans in order to reduce impacts on ratepayers.
- Allow for public comment
 - Document comments in Meeting Minutes

February 17, 2023

Public Notice

The Tonasket City Council will be holding a Public Hearing during their regular Council meeting, Tuesday, March 14, 2023 at 6:00 pm, in the Council Chambers at 209 S. Whitcomb Ave for the US 97 / Whitcomb Ave Downtown Corridor Redevelopment Project.

The Project is using funding from the State of Washington Department of Ecology (ECY) Clean Water State Revolving Funds supplemented by USDA-RD, WSDOT and CDBG funding in addition to direct state legislative appropriations. In accordance with ECY funding guidelines the City is holding a Public Hearing to give the community an opportunity to learn more about the Project, preferred alternatives, and any potential impacts, including impacts to existing utility rates. Opportunity will be provided to the public to ask questions and provide comment on the Project.

City Hall is handicap accessible. Arrangements to reasonably accommodate special needs, including handicap accessibility or interpreter, will be made upon receiving 24 hour advance notice. Contact City Hall 509-486-2132.

2022 Court

Total paid infractions: \$6482.07

City keeps: **\$3103.78**

Judge Salary; \$2264.28

Court Clerk Salary: \$5031.18

Deputy Clerk Salary: \$1021.92

Misc Expenses: \$361.82

City paid: **\$8679.20**

New 2023 training costs: 3 days in Vancouver, WA \$\$\$\$

*Amended
Mileage & meals*

Approximate \$ to turn over Court to Okanogan County (144 infractions at \$35.00 per infraction): **\$5040.00**

Approximate annual savings after transfer: **\$5575.42**

Costs to County after transfer:

\$35.00 per infraction (no infraction no fee)

Revenue from county after transfer:

Approximately \$45.00 per \$100.00

2022- 41 infractions:

- 20 paid in full
- 10 collections
- 6 time payments
- 2 court pending
- 2 contact pending
- 1 deferral



INVOICE

Issued: 3/6/2023

Prepared For:
City of Tonasket
209 N Whitcomb Ave
Tonasket, WA 98855

Gardnier Tech
2 SE State ST
Tonasket WA 98855

INVOICE # COT-18-1810

Total Owed:

\$20,100.00

Due: 4/5/2023

DESCRIPTION	QTY	COST	TOTAL
2023 Annual Contract	-	-	\$20,100.00
Subtotal	\$20,100.00	Paid	\$20,100.00



**GARDINIER
TECH**

Total Due By: **4/5/2023**

Payment due in 30 days (NET30) from issue date. Cash or check preferred.

INTERLOCAL AGREEMENT
WITH OKANOGAN COUNTY TOURISM COUNCIL

THIS AGREEMENT between the CITY OF TONASKET, a political subdivision of the State of Washington, and the OKANOGAN COUNTY TOURISM COUNCIL.

WITNESSETH:

WHEREAS, the Okanogan County Tourism Council, a private, nonprofit organization within Okanogan County is seeking to install tourism related information kiosks throughout the county to aid our locals and visitors and the City of Tonasket has requested a kiosk be installed; and

WHEREAS, the Tonasket City Council approves the building and installation of the kiosk in the parking lot area of Founders Day Park and the Tonasket Visitor and Business Resource Center; and

NOW, THEREFORE, the parties agree as follows:

1. **PURPOSE**: The purpose of this agreement is to establish an understanding between **the Okanogan County Tourism Council** and the City of Tonasket in the realm of the installation and maintenance of an informational kiosk.

2. **SCOPE**: This agreement shall allow the following activities:
Tourism Council Responsible for: Installation of the kiosk at site determined by the city. Tourism Council is responsible for costs associated with construction of kiosk and sign and replacement of sign or kiosk if needed.

City of Tonasket responsible for: assisting with the sign design and information for the sign, and assistance with _____.

3. **DURATION OF AGREEMENT – TERMINATION**: This agreement shall remain in force until the incident described in this document has ended, or until cancelled by either party in writing.

4. **COMPLIANCE WITH LEGAL REQUIREMENT**: Each party accepts responsibility for compliance with federal, state, or local laws and regulations including, in particular, bidding requirements applicable to its acquisition of goods and services.

5. **FILING**: Executed copies of this agreement shall be filed, or alternatively, listed by subject on the City of Tonasket and Entity's web site or other electronically retrievable public source, as required by Section 39.34.040 of the Revised Code of Washington prior to this agreement becoming effective.

6. **NON-DELEGATION/NON-ASSIGNMENT**: Neither party may delegate the performance of any contractual obligation to a third party, unless mutually agreed in writing. Neither party may assign this agreement without the written consent of the other party.

7. **HOLD-HARMLESS**: The Parties agree that the employee(s)/operator(s) of the City of Tonasket are employees of the City of Tonasket only, and in no way shall be deemed to be employees of the Entity. Each party shall be liable and responsible for the consequence of any negligent or wrongful act or failure to act on the part of itself and its employees, and shall indemnify the other against any damages, claims or causes of action resulting from the Parties performance as required under this agreement, Neither

party assumes responsibility to the other party for the consequences of any act or omission of any person, firm, or corporation not a party to this agreement.

8. SEVERABILITY: Any provision of this agreement, which is prohibited or unenforceable, shall be ineffective to the extent of such prohibition or unenforceability, without invalidating the remaining provisions or affecting the validity or enforcement of such provisions.

9. VENUE: The Parties agree that in the event that litigation should arise from this agreement, the venue shall lie in Okanogan County, and the prevailing party shall be entitled to recovery of the costs of litigation, including reasonable attorney's fees.

APPROVED: ENTITY

APPROVED: CITY OF TONASKET

OKANOGAN COUNTY TOURISM COUNCIL

Name

Print Name

Print Name

Signature

Signature

Title

Title

Date

Date

City of Tonasket
Request for Qualifications

The City of Tonasket, (pursuant to Chapter 61, Laws of 1981) requests statements of qualifications from consulting firms to provide professional engineering and/or survey services related to water, wastewater, streets, sidewalks, transportation, parks, and storm drainage systems. Services may include, but are not limited to engineering, planning, reports, project designs, funding applications, and assistance, construction administration and inspection, environmental reviews, rate studies, survey services, and other work directed.

Projects maybe totally or partially funded by agencies and programs such as the Community Development Block Grant (CDBG) Program with federal funds provided by the US Department of Housing and Urban Development, the Drinking Water State Revolving Fund Program, USDA-Rural Development, Washington State Department of Ecology, Washington State Transportation Improvement Board/Federal Highway Administration funding programs, FEMA, Washington State Recreation and Conservation Office and other state and federal funding programs. As a result, a number of state and federal equal opportunity and affirmative action requirements will apply to this selection process and the City's projects.

Statement of Qualifications shall be limited to 8 pages (2 sided) including cover letter.

Final selection will be based on (1) Firm's familiarity with community, (2) Firm's experience working with similar municipalities, (3) knowledge of municipal funding, and (4) Firm references

The City of Tonasket is an Equal Opportunity and Affirmative Action Employer and encourages minority and women owned firms to submit statements of qualification.

A digital copy of the SOQ must be submitted to the City of Tonasket no later than:
4:30 pm, Friday, March 24, 2023.

Statements of Qualifications should be emailed to:

City of Tonasket

clerktreasurer@tonasketwa.gov

or mailed to:

P.O. Box 487

Tonasket, WA 98855

Interviews may or may not be conducted. The City reserves the right to select the consultant based upon written qualification only, or to advertise and retain other consultants on individual projects independent of the firm selected from this solicitation.

March 10, 2023

City of Tonasket
Annual Council Retreat Meeting

The Tonasket City Council will be holding their annual goal setting/retreat workshop on Saturday, March 25th, 2023 at 9:00 am in the Council Chambers at Tonasket City Hall. This meeting is open to the public and those with special language hearing or access needs should contact city hall, 509-486-2132, 24 hours prior to the meeting. This institution is an equal opportunity provider and employer.

Alice Attwood
Clerk-Treasurer

Alice Attwood

From: Trango Clerk <clerk@okanogantransit.com>
Sent: Wednesday, March 8, 2023 11:35 AM
To: tonasket@nvnet.com
Subject: OPMA Training for Council Members

Hello Alice,

Regarding the Open Public Meetings Act, we presume the municipalities are educating/training their Council members on this topic and providing ongoing training every 2 years.

Our General Manager is considering hosting an OPMA meeting and wondered if there are any Council members that need OPMA training or would be interested in attending. If so, please let me know how many might be attending.

Also, are you able to provide any documentation showing when Alisa Weddle was last provided OPMA training, as we'd like to keep this on file?

Thank you,

Paula Brantner-Thomas
Clerk of the Board/Facilities Coordinator
Okanogan County Transit Authority, dba TranGO
PO Box 507, Okanogan, WA 98840
(509) 557-6177 x 101
www.okanogantransit.com

*ask if anyone is interested in OPMA
training w/ TranGO*