

Tonasket City Council Agenda
Tuesday, April 23, 2024
6:00 pm

VIRTUAL ZOOM MEETING ID 832 4768 6709
Phone Number 1-253-205-0468

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Public Comment (Agenda Items) (3 minutes per person)
- 5) Approve Agenda **Action Item**
- 6) Approve Minutes of the previous meeting **Action Item**
- 7) Public Comment (3 minutes per person)
- 8) Mike Torrence----Update
- 9) Unfinished Business
 - a) Landowner Agreement- Methow Beaver Project **Action Item**
 - b) Gerald Green Property **Action Item**
- 10) Mayor/Council/Committee Reports
- 11) New Business
 - a) Approve Cemetery Tree Removal---4 quotes **Action Item**
 - b) Approve Purchase of Lighted Stop Signs for Western and Fourth **Action Item**
 - c) Approve partnering with the WSDOT Active Transportation Program **Action Item**
- 12) Miscellaneous and Correspondence
- 13) Adjournment

The City of Tonasket is an equal opportunity employer and provider that strives to accommodate persons with disabilities. City Hall is ADA accessible. Please contact the City Clerk, 509-486-2132.

Minutes of the Regular Meeting of the Tonasket City Council, April 9, 2024

DRAFT

Present: Mayor Pro Tem Weddle, Councilmembers Levine, Cerrillo, Hill, and McMillan.

Staff: Attwood, Pilkinton, Johnson, Taylor, Danison, and Yarnell.

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 (agenda): None.

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

Public Comment (other): None.

Alexa Whipple- Methow Beaver Project: Explained that she received a call from the Legacy about beavers falling trees on their shed. She explained the ways they help coexist with the beavers. She would suggest tree wrapping, flow devices and culvert protectors. The agreement had been reviewed at the previous meeting and Attorney Howe recommended the hold harmless section be removed. Alexa will talk to Chris Johnson, her boss, to see if this is possible. There was also discussion about decreasing the scope of their work and just wrapping the trees.

Kurt Danison Report:

- Economic Development Director, Craig Larson, was here meeting the Mayor and Council and took a walk around town a bit.
- Planning Commission is on hold till July, waiting for grant dollars to finish the Comprehensive Plan.
- Working on updating TMC 17.70 so the Council can readopt it and make the Zoning Code complete.

Unfinished Business:

- a) Landowner Agreement with Methow Salmon Recovery Foundation/ Methow Beaver Project. Tabled to next meeting.
- b) **Motion to approve Ordinance #849 amending Sections 17.10.023, 17.10.024 under definitions; modify district use chart 17.70.020; add new chapter 17.115.025 to the Tonasket Municipal Code; amend the official Zoning map; containing a severability provision; and setting an effective date, as modified, business license as applicable and change Chelan/ Douglas County.** M/Weddle, S/Levine. Carried 5:0.
- c) Purchase of Gerald Green Property. Attwood will talk to Mr. Green about sharing the closing costs. Tabled to next meeting.

Department Head Reports:

Johnson

- Sweeper has been around town twice.
- Cleaned out catch basins.
- Flushed water lines.
- Parks are open, mowing and setting up for irrigating.
- Had the pool house door fixed, ordered chemicals.
- Spring clean-up this week.
- Talked to County about the cemetery trees, got 4 bids, they will be on the next agenda.

Yarnell

- Submitted report/ 82 calls.
- Officers are utilizing the new office space at the high school.
- Submitted an amendment to the contract.

Taylor

- Issued 3 permits- 2 residential, 1 commercial.
- Ongoing inspections on building permits.
- Had a complaint about feral cats on 7th Street, the City has no ordinance on this.
- Third Street garbage problem hasn't returned.

Attwood

- Need to set up a meeting with the Public Safety Committee.

DRAFT

Mayor/Council/Committee Reports:

McMillan

- Soccer season is here and when they have the tournament parking is a mess.

Hill

- The city flag is up at the Havillah turn off.
- Team O.N.E. pamphlet.
- Airport meeting next week. April 18th @ 6:00.

Cerrillo

- None.

Levine

- OCOG- Blue Sky Minds, Okanogan County.
- TranGo would like a representative from Tonasket, they are still having Zoom meetings. They are close to having routes from Okanogan to Chelan.
- Good news email about the Perfect Passage, she read it.

Weddle

- Was on the coast last week.
- Nice to meet Greg from Economic Development.
- Inquired about responsibilities within the rights-of-way in the city.

New Business: None.

Miscellaneous and Correspondence: None.

Motion to approve the Consent Agenda: the minutes of the previous meeting, the March Payroll \$55,931.27 (12984-12999 & Direct deposit 3-29-24) and April Bills \$116,351.57 (12981-12983, 13000- 13047 & EFT 1-2). M/McMillan, S/Weddle. Carried 5:0.

There being no further business the meeting was declared adjourned at 7:19 pm.

Joël Pilkinton, Deputy Clerk-Treasurer

City Council Memo
Tuesday, April 23, 2024
6:00 pm

VIRTUAL ZOOM MEETING ID 832 4768 6709
Phone Number 1-253-205-0468

Mike Torrence asked to be on the agenda to update the Mayor and Council on what is happening with Founders Day Parade.

Landowner Agreement—Methow Beaver Project. I have been in contact with Chris Johnson regarding the agreement. I had hoped to have a document to send out with the packet but do not have one at this time. Hopefully I will have one at the meeting.

Suggested motion: I move to approve the Landowner Agreement with Methow Salmon Recovery Foundation/Methow Beaver Project.

Gerald Green Property: The estimated closing costs for the purchase of the property are approximately \$950. I have contacted him about sharing the costs 50/50. Mr. Green has proposed a counteroffer that he would pay \$300. **Suggested Motion: I move to approve/not approve the counteroffer of \$300 from Gerald Green and to proceed/not proceed with the purchase of the property located on Hwy 20.**

Cemetery Tree Removal: Have received four quotes. The quotes are attached for you to review. **Suggested Motion: I move to approve the quote submitted by _____ In the amount of _____.**

Purchase of Lighted Stop Signs: There continues to be people that do not see the stop signs at Western and Fourth. Public Works periodically puts up orange flags to draw attention to the signs. I have received a couple quotes for lighted stop signs that would probably help immensely. (one quote in packet) The money could be taken from Street Reserve. **Suggested Motion: I move to approve the purchase of 4 lighted stop signs in the amount of _____ from _____, funds to be taken from Street Reserve.**

Approve partnering with WSDOT Active Transportation Assistance Program. This program would assist the City with resources to develop an active transportation project and also position the City to be successful in obtaining funding. **Suggested Motion: I move to proceed with partnering with the WSDOT Active Transportation Assistance Program.**

Contract Quote Form

Owner Information

Name City of Tonasket
Address 209 S Whitcomb Ave
City, State ZIP Tonasket, Washington 98855
Phone (509)-486-2132
Email n/a
Project name Tonasket Cemetery- All 6 trees

Contractor Information

Company Granite Mountain Grounds LLC
Name Jubal Miller
Address 46b Loup Loup Rd.
City, State ZIP Tonasket, Washington 98840
Phone (509)-429-6965
Email granitemountainings@gmail.com
Completion date _____

Scope of Work

Removal of hazardous trees for the City of Tonasket. Granite Mountain Grounds LLC, agrees to remove and dispose of 6 trees from the Tonasket Cemetery. All trees and residual debris will be hauled away. Tree stumps will be cut within reasonable distance to ground level. We will provide all necessary machinery and equipment in order to complete the project. Portions of the Cemetery will be closed and clearly marked around the tree removal area for safety.

Not Included

We, Granite Mountain Grounds LLC, are not responsible for disturbances to city grounds caused by tree removal. Stump removal is not included in the scope of work.

Company Proposal

We, Granite Mountain Grounds LLC, propose the above scope of work, to be completed in a timely manner.
Removal Cost: \$6400.00 plus tax

Submitted by (Company Representative)

Date

Owner Acceptance

Submitted by (authorized representative)

Date

6400⁰⁰
544⁰⁰ tax 8.5%
6944⁰⁰



WORK ORDER

16 Bighorn Dr. Loomis, WA 98827
509-429-6499

NAME <i>Tonaslet Cemetery</i>		DATE RECEIVED <i>3-29-24</i> <input type="checkbox"/> A.M. <input type="checkbox"/> P.M.
ADDRESS <i>E-MAIL</i>		DATE PROMISED <input type="checkbox"/> A.M. <input type="checkbox"/> P.M.
CITY <i>Tonaslet, WA 98855</i>	PHONE	MODEL NO.
APPLIANCE	<input type="checkbox"/> PICK UP <input type="checkbox"/> SERVICE <input type="checkbox"/> WARRANTY <input type="checkbox"/> DELIVER <input type="checkbox"/> INSTALL <input type="checkbox"/> ESTIMATE	SERIAL NO.
REPAIRED IN <input type="checkbox"/> HOME <input type="checkbox"/> SHOP	ESTIMATE	DELIVERY <input type="checkbox"/> OURS <input type="checkbox"/> PICK UP <input type="checkbox"/> C.O.D. <input type="checkbox"/> CHG.

CUSTOMER'S COMPLAINT

CC# Exp: Visa MC AMX DC

QTY	PART NO.	DESCRIPTION	AMOUNT
		<i>6 Locust trees</i>	<i>7900.00</i>

MAJOR LABOR PERFORMED
Safe Removal of 6 Locust trees, Debris chipped and hauled away down to the Short Stump

TOTAL PARTS, MATERIAL	
TAX	
LABOR	
PICK UP, DELIVERY OR SERVICE CALL	
TAX	<i>671.50</i>
TOTAL (C.O.D.)	<i>8,571.50</i>

OWNER'S SIGNATURE INDICATES SATISFACTORY PERFORMANCE OF SET AT TIME OF DELIVERY OR COMPLETION OF REPAIRS IN HOME

SIGNATURE

Printed in USA by www.print4less.com - 1-800-370-5591

Quote

Gasho & Gasho Inc.

473851

SOLD TO		SHIP TO		DATE	
ADDRESS		ADDRESS		PRICE	AMOUNT
CITY, STATE, ZIP		CITY, STATE, ZIP		UNIT	
CUSTOMER ORDERING NO.	TERMS	FO.B			
SOLD BY	DESCRIPTION				
		Remove trees in Cemetery along hwy 7 Leaving only stumps	\$8500.00		
		Grind stumps	4100.00		

8500.00
 tax ??
 included
 722.50
 9222.50

Prepared For

City Of Tonasket

X7 TREE SERVICES

Po.box1152
Tonasket, Wa 98855
Phone: (509) 846-5398
Email: lauriex7fence@gmail.com

Estimate # 82 Estimate number 5

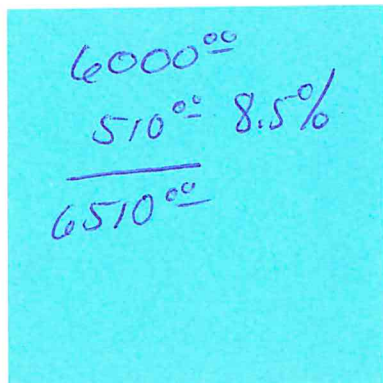
Date 04/08/2024

Description	Total
Tree removal Cut down six hazard trees along roadside in the cemetary	\$4,500.00
Clean-up Load and clean up all material from trees and haul away.	\$1,200.00
Fuel/ travel	\$300.00

Subtotal \$6,000.00

Sales Tax \$504.00

Total \$6,504.00



Tyler Laurie

City Of Tonasket



Celebrating 70 Years

ISSUE PO TO

ZUMAR
12015 Steele Street South
Tacoma, WA 98448

ESTIMATE

ESTIMATE NUMBER: 65102
DATE ESTIMATED: 2/15/2024

BILL TO

CITY OF TONASKET
PO BOX 487
TONASKET, WA 98855 US

SHIP TO

CITY OF TONASKET
209 S WHITCOMB
TONASKET, WA 98855 US

CUST. NO.	ACCOUNT MANAGER	TERMS	FOB	ESTIMATED SHIP DATE
000705	Tom Brandes	Net 30	FOB Destination	

ITEM	PART NUMBER	QUANTITY ESTIMATED	UNIT PRICE	UOM	TOTAL PRICE
	DESCRIPTION				
001	100-1802 STOCK 30" FLASHER RING STOP,RED M75-R3030-WR01	4	636.00	EA	2,544.00 USD
002	100-1818 STOCK 20W SOLAR CONTROLLER M75-SA300-BSC2	4	1,026.00	EA	4,104.00 USD
TOTAL FOR ESTIMATE : 6,648.00 USD					

This is a quotation on the goods named above and is subject to the conditions noted below:

Quote is valid today through date of expiration shown above. Prices are for goods shown on the plan and/ or takeoff sheet provided at the time of quote request. Pricing is for furnish only and does not include installation or hardware unless otherwise specified. Production days begin upon receipt of approved layouts (if applicable). Customer is responsible for all applicable sales taxes and duty which are calculated at the time of invoicing. Quotation valid for 30 days unless otherwise specified. All Visa, MasterCard, American Express, and Discover cards will incur a 3% surcharge to final invoice amount.

Stop Sign Flashing LED Ring

FLASHING SIGN SYSTEM

TRAFFICALM[®]
A Pelco Products Company



STOP SIGN FLASHING LED RING

Designed to LED enhance any existing or new R1-1 STOP Sign. Engineered to provide ease of installation, unmistakable visibility under any conditions, and intuitive driver calming beyond that of just reflective sheeting.

TrafficCalm is unmatched in our dedication to advancing road safety. Our Flashing Sign Systems provide clear and proven modernized traffic signs that remain fully compliant with the Federal Highway Administration's (FHWA) Manual on Uniform Traffic Control Devices (MUTCD).

TrafficCalm[®] Flashing Sign Systems offer scheduled, radar activated, or 24/7 operation, AC or solar power, hassle-free install, retrofit design, and wireless communication features.

FEATURES

Highly Visible LED Stop Signs

TrafficCalm fully outlines the shape of the sign, with the most LEDs on the market, for a bright, visible sign in any environmental condition.

Retrofittable LED Rings

Utilize existing signage and add our LED sign rings for a more cost-effective solution.

Ruggedized Electronics

All electronics, radios, and LEDs are fully epoxy-potted and environmentally sealed. The entire pole with the sign, controller, solar panels, and batteries can be fully submerged and still operate.

Ease of Installation

The ease of installation allows for quick setup on any existing sign post.

100% MUTCD Compliant

The MUTCD allows LEDs to enhance standard highway warning and regulatory signs and to outline either the sign itself or the words and symbols on the sign. MUTCD specifications indicate that: "If used, the LEDs shall be the same color as the sign legend, border, or background. If flashed, all LED units on an installation shall flash simultaneously at a rate of more than 50 and less than 60 times per minute." TrafficCalm[®] Systems are fully compliant.

Made in the USA

TrafficCalm[®] Flashing Sign Systems are manufactured in the USA in an ISO 9001:2015 certified facility, meeting and exceeding industry and state testing requirements. TrafficCalm[®] signs are unmatched in durability, brightness, accuracy, and ease of installation and use. Build America/Buy America Compliant.

TRAFFICALM.COM



Stop Sign Flashing LED Ring



A Pelco Products Company

SPECIFICATIONS

ILLUMINATION

LEDs configured around perimeter of sign, within border (fully MUTCD compliant design)
 LED Pitch: 1.9" (4.8 cm) on centers
 Red LEDs with 30° Viewing Angle
 DG3 white reflective sheeting applied to ring face matching the border of R1-1 STOP signs
 LED rated lifetime of 100,000 hours

COMPATIBILITY

Integrates with all TrafficCalm® Controllers and Collaborators and can be push button, speed (radar), time clock or sensor activated

CONSTRUCTION

14 gauge 5052 aluminum construction
 Individually lensed LEDs recessed behind faceplate
 Ring Depth: 0.4" (10.2 mm) to minimize impact on natural sign appearance
 No mounting or wiring exposed on reverse of sign
 All Wiring is UL 2464 rated

ENVIRONMENTAL

NEMA 4x Enclosure
 Potted electronics (hermetically sealed)
 -40° F to +140° F operating range
 (-40° C to + 60° C)

DESCRIPTION

This item can come as a retrofit kit (AC or Solar controller and LED Flashing Ring) or a complete system including the retroreflective STOP sign

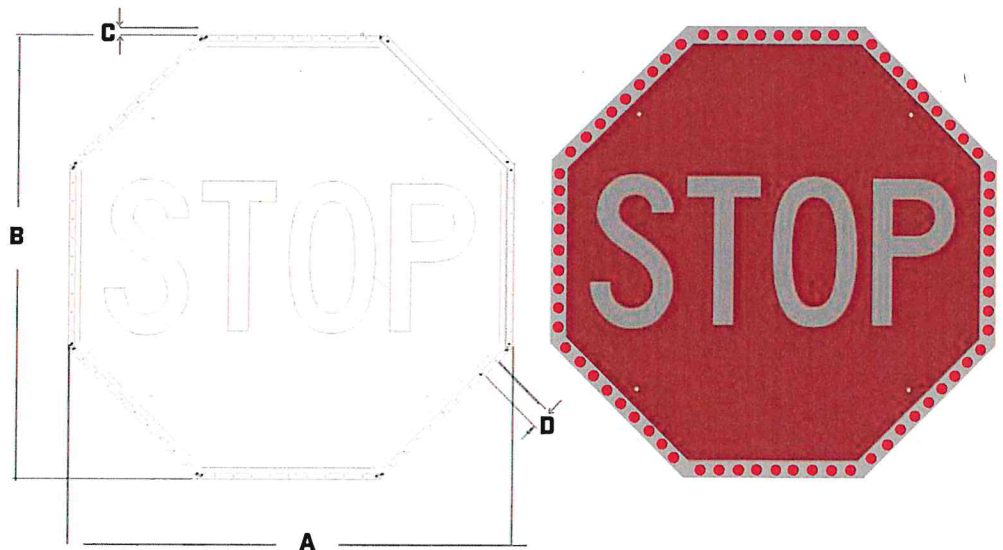
DETAILS

PHYSICAL DESCRIPTIONS

Available Sizes: 24" (61 cm), 30" (76.2 cm), 36" (91.4 cm) or 48" (121.9 cm)
 Retrofits to any existing Stop Sign manufactured to MUTCD requirements of corresponding size
 Mounting: All LED hardware mounted within the white border of the sign. Mounted either with adhesive backing or included self-tapping screws. Rivets may be utilized to improve tamper resistance
 MUTCD compliant LED placement and usage
 10 ft (3 m) single cable extension to reach Controller or Collaborator
 This item can ship as a kit that can be mounted to a new or existing sign OR a complete system with sign

WARRANTY and SERVICE

5 year limited warranty
 Unlimited tech support from US based factory technicians



Part Number	MUTCD Sign Size	Ring Length (A)	Ring Height (B)	Ring Width (C)	LED Offset (D)	LED Count	Light Output (cd)	Power (Amps)
M75-R2424-WR01	24" *	24"/61cm	24"/61cm	.6"/1.6cm	1.94"/4.8cm	40	270000	.320
M75-R3030-WR01	30"	30"/76.2cm	30"/76.2cm	.6"/1.6cm	1.94"/4.8cm	48	324000	.384
M75-R3636-WR01	36"	36"/91.4cm	36"/91.4cm	.6"/1.6cm	1.94"/4.8cm	48	324000	.384
M75-R4848-WR01	48"	48"/121.9cm	48"/121.9cm	.6"/1.6cm	1.94"/4.8cm	72	486000	.576

*Non-MUTCD Compliant

Alice Attwood

From: Hawkins, Chris <HawkinC@wsdot.wa.gov>
Sent: Wednesday, April 17, 2024 1:21 PM
To: Alice Attwood
Subject: RE: [EXTERNAL] RE: Invitation to Active Transportation Assistance Program for City of Tonasket

Hi Alice,

Yes, glad to have been part of the meeting last night, and it will be great to work together.

I know there's a lot to digest in what I sent below, but if you have any more questions that come up, or need any other information to help the city in deciding about the enrolling in the assistance program, or honing in on a project vicinity, please contact me.

Thank you,
Chris

Chris Hawkins (he), Active Transportation Planner
Active Transportation Division
310 Maple Park Ave. SE, Olympia, WA
Mobile: 360-972-4735



From: Alice Attwood <clerktreasurer@tonasketwa.gov>
Sent: Wednesday, April 17, 2024 9:49 AM
To: Hawkins, Chris <HawkinC@wsdot.wa.gov>
Subject: [EXTERNAL] RE: Invitation to Active Transportation Assistance Program for City of Tonasket

WARNING: This email originated from outside of WSDOT. Please use caution with links and attachments.

Chris,

It was nice to meet you on Zoom yesterday evening. I will get confirmation in order to proceed with this assistance.

Thank you for the opportunity.

Alice

From: Hawkins, Chris <HawkinC@wsdot.wa.gov>
Sent: Friday, March 29, 2024 3:36 PM
To: Alice Attwood <clerktreasurer@tonasketwa.gov>; Tonasket Darren Johnson <djohnson.tonasket@nvinet.com>
Cc: Claybrooke, Charlotte <ClaybrC@wsdot.wa.gov>
Subject: RE: Invitation to Active Transportation Assistance Program for City of Tonasket

Hello again Ms. Attwood and Mr. Johnson,

I'm attaching some further information from the Active Transportation Assistance Program for your consideration:

Equity data: Disadvantage-Equity document's map shows the areas (darkest purple) of City of Tonasket with highest equity needs per overburdened/environmental health disparities data tracking (Washington State DOH) combined with vulnerability (socioeconomic and disability) factors. Further details of that scoring can be seen at the [Equity Needs data map](#) now available from us. Page 2 of the attached disadvantage/equity document shows the school district data for Tonasket. If you follow the link from that page to the Office of Superintendent of Public Instruction's data portal, you can find data more specifically about school sites. I've also attached a more zoomed-in version of that map of the Tonasket area (2nd PDF "Equity-Detail"). We will want to ensure that the project developed through the ATAP assistance is serving the people living, working or going to school in one of the highest equity area(s) of your city. We don't need a specific project location (street segments or intersections) to be pinned down at this point, but rather a vicinity that will be served so that we know that the project to be developed and designed is meeting the equity criteria.

Safety data: The 5-year Crash Data (for 2019-2023) is also attached, and though there is just the one ped-bike crash, we hope you will find it useful. Additionally to aid in determining key contributing factors of injury crashes involving pedestrians or bicyclists, or characteristics of their locations, we've included the full record of 5-yr crash data for City of Tonasket (Excel file with two tabs – 1st showing summarized data for Tonasket vs. Statewide; 2nd showing full record of the crash that happened in the city). There is another way to assess safety that we encourage: Level of Traffic Stress, and we can provide guidance about that as well.

Finally, here's the link to the newly released [Active Transportation Programs Design Guide](#), that will be a good support to your development of a project. You can also find the brief trainings that we've provided about the guide recently, at the [Ped-Bike](#) and [Safe Routes to School](#) calls for projects pages (see the "Informational Webinars, Workshops and Trainings" section).

Please let me know if you would like any additional information in order to move forward in considering this opportunity to partner with us in the ATAP, or if you have questions or would like to discuss anything about the program or your city's project ideas. If you would like to move forward with enrolling in the WSDOT ATAP partnership, we would then want to discuss with you, and others from your team as appropriate, the details of your assistance needs to draft the scope to include in an agreement between our agencies.

I look forward to hearing from you.

Thank you,
Chris

Chris Hawkins (he), Active Transportation Planner
Active Transportation Division
310 Maple Park Ave. SE, Olympia, WA
Mobile: 360-972-4735



From: Hawkins, Chris
Sent: Thursday, March 21, 2024 12:07 PM
To: Alice Attwood <clerktreasurer@tonasketwa.gov>; Tonasket Darren Johnson <djohnson.tonasket@nvinet.com>
Cc: Claybrooke, Charlotte <ClaybrC@wsdot.wa.gov>
Subject: Invitation to Active Transportation Assistance Program for City of Tonasket

Dear Ms. Attwood and Mr. Johnson,

Washington State Department of Transportation Active Transportation Division invites your local agency to be part of an assistance program aimed at supporting projects that make using active transportation easier, safer and more accessible for people in your community. The **Active Transportation Assistance Program** will provide your agency with resources to develop an active transportation project that will position your community to be successful in obtaining funding to construct the beneficial project. This will provide your agency with a menu of support options toward the active transportation project's development.

Assistance would begin as early as possible in 2024 and last until an active transportation project has been designed such that it is ready to include in our project list to recommend for a funding award to construct. We would aim to include the project in our recommendations to the Washington State Legislature by November 2024 (for the 2025-27 Biennium's project list).

This program is funded with money from the Climate Commitment Account (CCA). According to the state law ([RCW 70A.65.305](#)) establishing the CCA and directing how it is implemented, tribes and local agencies participating in this program are required to conduct early, meaningful, and individual consultation with any potentially affected federally recognized tribe on all funding decisions and funding programs that may impact tribal resources, including tribal cultural resources, archaeological sites, sacred sites, fisheries, or other rights and interests in tribal lands and lands within which a tribe or tribes possess rights reserved or protected by federal treaty, statute, or executive order. Further details on this consultation requirement for projects funded by the CCA are in this [Tribal Consultation Guidance](#) document.

Further details about the Active Transportation Assistance Program are included in the enclosed summary page (see attached). We would like to hear back from you as soon as possible, ideally **by March 29**, about your interest in partnering with us to receive this assistance. At that time, or as soon as possible thereafter, we will need to know whether your project would be Safe Routes to School-focused or Pedestrian and Bicyclist Safety Program-focused.

Please reply by that time with your indication, so that we can begin to provide this support and prepare documents for an agreement between our agencies.

Thank you for your interest. We look forward to hearing from you soon.

Sincerely,
Chris

Chris Hawkins (he), Active Transportation Planner
Active Transportation Division
310 Maple Park Ave. SE, Olympia, WA
Mobile: 360-972-4735

