

Tonasket City Council Agenda

Tuesday, January 14, 2020

7:00 pm

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Roll Call
- 4) Approval of Agenda
- 5) Administer Oath of Office---Alisa Weddle and Jeff McMillan
- 6) Public Comment
- 7) This meeting has been advertised as a public hearing to review the final project performance on the Parry's Acres Sewer System Rehabilitation Project and the SR 97 Perfect Passage Street Project.
- 8) Ed Koonce---Invitation to Neighborhood Watch Program Public Meeting
- 9) Unfinished Business
 - a) Parry's Acres Status Report and Resolve Generator Issue
 - b) Change Order No 4 and Pay Estimate No. 6
 - c) Perfect Passage Master Plan Discussion and possible adoption
 - d) Approve Tree Removal company to remove/prune trees in History Park
 - e) Addendum to Professional Services Agreement
- 10) Department Head Reports
- 11) Mayor/Council/Committee Reports
- 12) New Business
 - a) Resolution 2020-01—Renew Professional Services Agreement with Highlands Associates
 - b) Resolution 2020-02---approving application for USDA-RD funds
 - c) Ordinance #811—Budget Amendment
 - d) Appointment of Mayor Pro Tem
- 13) Miscellaneous and Correspondence
- 14) Consent Agenda: Minutes of the previous meeting, the December Payroll and the December Open Period Bills.
- 15) Adjournment

Present: Mayor Brown and Councilmembers Kriner, Levine, Ritter and Sackman.

Staff: Attwood, D. Johnson and Miller

The meeting was called to order at 7:00 pm and the pledge of allegiance was given by all.

Roll call was done and all members were in attendance.

Motion to approve the agenda. M/Sackman, S/Levine. Carried 4:0.

The Oath of Office was administered by City Clerk-Treasurer Attwood to newly elected Councilmember Weddle.

Public Comment

Debbie Roberts-lives outside the City

- Is concerned about the City not having a Code Enforcement position. She walks every day on Western Ave. and would like to have the property with all the junk cars be taken care of. She encourages the Mayor and Council to move forward with hiring a Code Enforcer.

George Hill-City resident

- Clarified that the property Debbie Roberts commented on is his. It is zoned as a commercial zone and he doesn't have anyone living there.

Trey Dail – T O Engineers Presentation. Trey was present to update the Mayor and Council on the Airport Runway Project. In 2018 a grant was awarded for \$40,000 for the design of the project. WSDOT had no money for grants in 2019 but will be awarding \$500,000 for construction and the City would have a 5% match in 2020. He presented four options that the City could go with for the project:

1. Do an overlay on the existing runway costing \$400,000.
2. Pulverize the existing runway, lay 6" base course and repave costing \$450,000.
3. Pulverize the existing runway, lay 9" base course and repave costing \$520,000.
4. Do a full depth rehabilitation costing between \$700,000 and \$750,000.

The asphalt alone will cost approximately \$300,000. He recommends that the City go with Option 2 and approve going out for bid in January. The grant application is due by April 1st and will be awarded in early June. Construction could start in early August and will take approximately 3 weeks to complete.

Unfinished Business

Resolution 2019-17. Clerk Attwood explained the 2020 Fee Schedule and informed the Council that Attorney Howe had reviewed it and approved. There are increases to Water and Sewer and other small adjustments. Councilmember Levine asked about the Chief Tonasket Park Field Use Fee.

Motion to approve Resolution 2019-17, the 2020 Fee Schedule. M/Ritter, S/Kriner. Carried 4:1. Weddle abstained.

Park and Recreation Budget for 2020. Councilmember Levine questioned why at the bottom it says disbursements in excess of any line item budget require approval from the Tonasket Park and Recreation District Board. It was explained that if something is needed that goes over the budget amount, the City would need to ask the Park and Rec Board before purchasing. The Park and Rec would then decide if they could amend the budget or not. If they decide to not amend the budget then the City would have the option to close the pool if enough funds were not available to run it.

Motion to approve the Park and Recreation Budget for 2020. M/Kriner, S/Sackman. Carried 5:0.

2020 Budget Ordinance #809. The Clerk briefly went over the 2020 budget. She explained the only Hotel/Motel request she hasn't received is from the Rodeo Club. The Drug Fund was not included because it was never used. The budget total is \$3,942,078.70.

Motion to approve the 2020 Budget Ordinance #809 and attachments.. M/Kriner, S/Ritter. Carried 5:0.

Parry's Acres Status Report. Clerk Attwood read a memo from Jeff Moran with Varela & Associates concerning the closeout process being stalled due to Award Construction's subcontractor, Advanced Power, failure to submit their affidavit of wages paid. There has been an issue with the emergency power generator. He asked the Council to authorize the Mayor and/or the Public Works Committee members to approve an amount not to exceed \$10,000 to resolve this issue before funding expires. After discussion it was decided to move this to the Water/Sewer Committee to discuss this further with Jeff and find out the time constraints. If needed a special meeting can be called by the Mayor to finalize it before the end of the year.

Perfect Passage Master Plan Memo. A memo from Jeff Moran, Varela and Associates, asked for feedback from the Council and Councilmember Ritter said that if they would get them to her or Councilmember Levine, they would share them with him.

Department Head Reports

Hawley:

- Presented the Sheriff's last 30 days report to the Council.
- Deputy Malone will be graduating on Friday and will then spend the next 10 weeks on FTO training before going on his own.

Johnson:

- Reported the Public Works crew removed two poplar trees at Chief Tonasket Park and two pines trees at History Park.
- Also the crew is working on the restrooms at Chief Tonasket Park.

Attwood: None

Mayor/Council/Committee Reports

Kriner

- Presented a plaque to outgoing Councilmember Sackman for her service to the City.
- The Park/Pool Committee are concerned that the work has still not been done on the trees in History Park.

Motion to authorize the Mayor and the Park Committee to select the company to do the work on the trees in History Park. M/Kriner. Died for lack of second.

- Asked if anything has been done with the black Dodge police car. Clerk Attwood will be advertising it.
- The Finance Committee finished working on the budget.

Levine

- Winterfest was amazing and Marylou Kriner and the Chamber did a wonderful job.
- Attended the last WIRA meeting.
- Met with Brent Timm and discussed the TranGo bus issues.

Ritter

- Finance Committee met and she thanked the Council thru the process. There will be an amendment later concerning wages.
- Winterfest was great and thanked the Chamber.

Sackman

- Thanked everyone for supporting her.
- Continued contact with George Elliott of our Sister City.

Weddle: None

Mayor

- Thanked Marylou Kriner for an awesome job during Winterfest. The live animals were really cool.
- Is looking for someone to fill an empty position on Civil Service.

New Business

Motion to approve Resolution 2019-19. M/Ritter, S/Kriner. Carried 5:0.

This is authorizing an inter-fund loan from the Sewer Reserve Fund to the Current Expense Fund to pay for the replacement of the roof on the City Hall Library Complex.

Motion to approve Budget Amendment Ordinance #810 increasing the budget by \$221,007.60. M/Kriner, S/Sackman. Carried 5:0.

Motion to approve the Addendum to Professional Services Agreement with SDB Consulting starting on Dec. 10, 2019 and completion in 6 weeks from the start date. M/Ritter, S/Kriner. Failed 0:5.

Motion to approve the Addendum to Professional Services Agreement with SDB Consulting starting on Dec. 10, 2019 and completion in 6 weeks from the start date pending clarification of the proper disposal of the items left at the Police Department. M/Ritter, S/Kriner. Carried 5:0.

Motion to approve the 6 month extension of the ECY Contract for the Parry's Acres Project and allow the Mayor to sign all applicable documents. M/Levine, S/Ritter. Carried 5:0.

Motion to approve Resolution 2019-18, Airport Land Lease with the Tonasket Fly Club. M/Sackman, S/Ritter. Carried 5:0.

Miscellaneous and Correspondence

Clerk Attwood gave the Council the following:

- info from Mike Warden concerning the dispatch contract
- the Sheriff's report to review
- a letter from the Transportation Improvement Board informing the City that they were not selected for street work,
- an email from Jeff Mallett of Mallett Sheet.

Motion to approve the minutes of the previous meeting with the change to Councilmember Ritter's report that said Public Works were busy with leaks and should have been leaves, the November Payroll (9601-9616 and Direct Deposit Run 11/25/19) \$37,547.38 and the December Bills (9617-9659 and 3 EFT's 12/10/19) \$72,831.43. M/Ritter, S/Sackman. Carried 5:0.

There being no further business the meeting was declared adjourned at 7:49 pm.

Alice J. Attwood, Clerk-Treasurer

Council Memo
For Tuesday, January 14, 2020

TO: Mayor and City Council

FROM: Clerk-Treasurer

Happy New Year Everyone! I look forward to working with you in the New Year and a new decade.

The Oath of Office will be administered to Alisa Weddle and Jeff McMillan. It is appropriate for the Oath to be administered to Alisa again due to the fact that she was filling in the vacant position and will now be filling the position she was elected to.

This meeting has been advertised as a public hearing to review the final project performance on the Parry's Acres Sewer System Rehabilitation Project and the SR 97 Perfect Passage Street Project. Both of these projects were funded with Community Development Block Grant Funds (CDBG) and this hearing is a requirement of that funding.

Ed Koonce, a Tonasket resident, is on the agenda to invite you to a Neighborhood Watch Program Public meeting and tell you about the program.

There is information in your packet regarding the status of the Parry's Acres Project from Varela and Associates. Councilmembers Ritter and Levine will be reporting on this matter. The generator issue needs to be resolved and the Change order and the final Pay Estimate approved. Will require action.

Also, the Perfect Passage Master Plan is ready for adoption---memo attached. Requires action.

I have included in the packet three quotes for the tree work in History Park. This work needs to take place so we can open the park in the spring. There is a potential liability problem if these trees are not taken care of and this is a great time to proceed. There is a possibility the quotes may not be honored due to the passage of time however this may not be the case if the company that is chosen is contacted. Requires action.

The addendum to the Professional Services Agreement for Steve Brown is on the agenda again due to the fact that Exhibit A items have changed. This document will require action.

Resolution 2020-01 is to renew Professional Services Agreement with Highlands Associates, this is an annual renewal. Requires action.

Resolution 2020-02 approves the City applying for application for USDA-Rd funds for the City Shop roof. Requires action.

Ordinance #811—this is a budget amendment to add a fifth position to the Public Works Department. Due to the fact that we have one of our Public Works Personnel on L & I and he may be having another surgery soon, the Department is short-handed and needs this person on staff. The reason for a budget amendment is that by hiring someone full time, it adds another full time position to the Public Works Department which is not included in the budget.

The budget amendment states that the fifth position will end, and that is due to the fact that the Assistant Superintendent will be retiring in the spring and that will bring the Public Works Department back to a 4 person department.

Requires action.

According to the council rules adopted 11-12-2019 #5, page 4, "The Mayor Pro Tempore shall be elected by a majority vote of the Council from its own membership at the first meeting or a meeting soon thereafter after each general election and thereafter at such times as a vacancy occurs." This will require a vote of the Council for a Mayor Pro Tem.

MEMO

TO: City of Tonasket
Mayor, City Council

FROM: Jeff S. Moran, Project Engineer

DATE: January 9, 2020

RE: Parry's Acres Sewer System Rehabilitation Project
Change Order No.4
Pay Estimate No.6 (Final)

Mayor and City Council,

Please see attached Change Order No.4 in the amount of \$3,975 and Pay Estimate No.6 (final) in the amount of \$4,102.20 (including tax and retainage). This is presented to the City to resolve the ongoing issue with the emergency standby generator installed at Lift Station No.2. It is our recommendation the City approve and sign the attached Change Order and Pay Estimate.

ISSUE

Please review the December 5, 2019 Status Report memo which describes the issue in detail (attached). This issue has also been discussed with the Public Works Committee.

We have had several discussions with the Contractor and have negotiated an agreement which, in our opinion, provides the most expeditious solution to the issue for the lowest cost to the City. This solution will avoid additional engineering costs, project administration costs and potential legal costs which could easily exceed the negotiated amount.

The proposed solution is to install VFD starters on the pump station motors to reduce the starting loads and allow the installed generator to start the pump and operate as intended. It has also been agreed to split the cost for the equipment and installation.

CHANGE ORDER NO.4

Change Order No.4 (CO4) authorizes the installation of two VFDs (one for each pump) to replace the existing pump starters. This change order represents half the cost of the equipment and installation.

With authorization of the CO4 the contractor will order the parts and schedule the installation which is estimated at 3-4 weeks lead time and 1-2 days' field work.

PAY ESTIMATE NO.6 (FINAL)

Approval of Pay Estimate No.6 authorizes payment for Change Order No.4. This is the final pay estimate and will conclude the contract. Upon installation of the equipment authorized in CO4 the contract will be complete and we can complete the project close out process.

BUDGET IMPACT

The original bid for the construction of this project was \$899,899.40. With approval of the attached change order the final cost for the project will be \$901,910.94, which is less than 0.5% above the original bid price.

MEMO

TO: City of Tonasket
Mayor, City Council

FROM: Jeff S. Moran, Project Engineer

DATE: December 5, 2019

RE: Parry's Acres Sewer System Rehabilitation Project - Status Report

Mayor and City Council,

This memo is to update you with the current status of the Parry's Acres Sewer System Rehabilitation project.

STATUS

The project is complete and the project closeout process has been started. The closeout process has been stalled due to one of Award Construction's subcontractors, Advanced Power, failure to submit their Affidavit of Wages Paid.

I believe their failure to submit this affidavit is related to an ongoing issue with the Lift Station No.2 standby emergency power generator.

ISSUE

The standby emergency power generator installed at Lift Station No.2 does not operate as required and has so far been unable to start the pumps. This has not been an issue to date as there has not been a power failure.

We have been moving forward with project closeout and attempting to resolve the generator issue as a "warranty" issue but have so far been unable to resolve this issue as the Contractor is claiming the generator failure is not his responsibility and he will require additional compensation to correct the problem. We disagree with this and have been pushing for him to correct the problem and that no additional compensation will be forthcoming.

CLAIM

The Contractor is claiming he has supplied a generator meeting the specifications, has received an approved submittal to install the generator, and that the failure of the generator to start the pumps is due to inadequate sizing on the design engineers side.

While it is true the generator was approved through the submittal process the specifications require the installed generator to be sized by the generator manufacturer and meet certain performance requirements. As proved by the failure of the generator to start the pump the supplied and installed generator does not meet these performance requirements.

REMEDY

There are two potential solutions to this issue:

1. Replace the generator with a generator that meets the performance requirements
2. Install VFD's (variable frequency drives) on the pump starters to reduce the starting loads so the installed generator can start the pumps

It is my opinion the second solution will solve the problem and is cheaper and quicker to implement.

STATUS

We are currently attempting to schedule an in person meeting with Award Construction, their subcontractor Applied Power, AEI, our electrical sub consultant, and ourselves. It is our goal that this meeting result in a resolution to this issue. This meeting should happen within the next 5-10 days.

POTENTIAL OUTCOMES

While we strongly disagree with the Contractor's position and believe the contract to be very clear regarding the required performance of the generator and the failure of the installed generator to meet these requirements, we are also cognizant of the potential costs associated with continuing this course of action. It is our goal to find a solution that solves this issue at the least expense to the City. This may result in agreeing to some sort of cost share in the solution.

REQUEST TO THE MAYOR/COUNCIL

It is my understanding this is the final council meeting of the year. The funding for this project expires at the end of the month. We are working toward a resolution on this issue before the end of the year but are also considering requesting the Ecology funding be extended in case we are unable to come to a resolution.

Based on these constraints we are requesting the Council at the December 10th council meeting authorize the Mayor and/or the Public Works Committee members the authority to approve an amount not to exceed \$10,000 to resolve this issue so as to achieve resolution before the funding expires. This would not come from City funds but would be attached to the project funding.

Our position is to continue to push the contractor to correct this issue without additional project funds but continuing in this direction, especially if it moved into the legal realm, has the potential to result in unknown total costs to the project that could easily exceed this requested amount.

CONTRACTORS APPLICATION FOR PAYMENT No. 6

PROJECT: Parry's Acres Sewer Rehabilitation	
APPLICATION PERIOD: Final Payment	APPLICATION DATE: January 7, 2020
TO (OWNER): Town of Tonasket	
FROM (CONTRACTOR): Award Construction, Inc.	
VIA (ENGINEER): Varela & Associates, Inc.	

This Period:

1. Total Earned This Period (not including tax)	\$3,975.00
2. Plus <u>8.20%</u> Sales Tax (of line 1) <u>\$325.95</u> = Amount earned Including Tax This Period	\$4,300.95
3. Less <u>5.00%</u> Retainage (of line 1) <u>\$198.75</u> = Amount Due This Period	\$4,102.20

To Date

4. Bid items Completed To-Date	\$804,839.56
5. Change Order Items To-Date (see attached list)	\$28,719.53
6. Total Earned To Date (Line 4 + Line 5)	\$833,559.09
7. Plus <u>8.20%</u> Sales Tax (of line 6)	\$68,351.85
8. Total Earned To-Date, Plus Sales Tax (Line 6 + Line 7)	\$901,910.94
9. Less <u>5.00%</u> Retainage (Cumulative To-Date) (of line 6)	\$41,677.95
10. Total Earned To-Date, Plus Sales Tax, Less Retainage (Line 8 - Line 9)	\$860,232.98
11. Less Amounts Previously Invoiced, Estimate Nos. <u>1-5</u> , Line 10 of Previous Estimate	\$856,130.78
12. NET AMOUNT NOW DUE AND PAYABLE (should check with line 3)	\$4,102.20

Contractors Certification

The undersigned Contractor certifies, to the best of his knowledge that all work for which payment is requested is in full conformance with the Contract Documents, and that all Federal and State labor standards have been complied with.

Contractor Signature

By: *B. John Day* Date: 1/9/2020

Payment Recommended By: *Jeff Moran* (Engineer) Date: 1/7/2020 (Date)

Payment Approved by: _____ (Owner) _____ (Date)

_____ Funding or Financing Entity (if applicable) _____ (Date)

Final Payment shall be in conformance with section 14.07 of the Standard General Conditions.
~~Final Payment shall be in conformance with section 14.07 of the Standard General Conditions.~~

CONTRACT CHANGE ORDER

CO #: 4

Contract For: Parry's Acres Sewer System Rehabilitation

Date: 1/7/2020

Owner: City of Tonasket

State: WA

Contractor: Award Construction

County: Okanogan

Contractor: You are hereby requested to comply with the following changes form the contract plans and specifications.		
Description of Changes (Supplemental Plans and Specifications Attached)	DECREASE in Contract Price	INCREASE In Contract Price
Description: Furnish and install VFD's (2) and panel AC unit	\$0.00	\$3,975.00
SUBTOTAL	\$0.00	\$3,975.00
Sales Tax is calculated on the Final contract price in each pay application	\$0.00	\$0.00
CHANGE IN CONTRACT PRICE	\$0.00	\$3,975.00

JUSTIFICATION:

Supplied and installed generator lacks sufficient power to start the pumps. The installation of the VFD's will reduce starting loads enabling the generator to start the pumps in the event of a power outage.

The amount of the Contract will be Increased by the sum of: \$3,975.00
 (spell out) Three thousand nine-hundred seventy-five and 00/100 dollars

The Contract total including this and previous Change Orders will be: \$ 863,883.74
 (spell out) Eight hundred sixty-three thousand eight hundred eighty-three and 74/100 dollars

Original Contract Amount: \$ 831,700.00
 Total Change Orders To Date: \$ 32,183.74
 New Contract Amount: \$ 863,883.74

The Contract Period provided for completion will be: Unchanged 0 days

This document will become a supplement to the contract and all provisions will apply hereto.

Requested By: _____
 (Owner)

 (Date)

Recommended By: Jeff S. Moran
 (Owner's Engineer)

1/7/2020
 (Date)

Accepted By: B. J. [Signature]
 (Contractor)

1/9/2020
 (Date)

Approved by Agency: _____
 (CDBG / ECY)

 (Date)



January 7, 2020

CITY OF TONASKET-PARRY'S ACRES SEWER SYSTEM REHABILITATION

Attn: Award Construction/Advanced Power/Varela/AEI
Subject: WC-18111 VFD Panel Proposal, Rev C

Woodhawk Controls appreciates the opportunity to quote the VFD Control Panel, as requested.

Inclusions:

- (1) Lift station 2 LCP-LS2 VFD Panel
 - NEMA Type 4 Painted Steel enclosure with Locking Handle
 - 10HP VFD, 240VAC, 3-Phase
 - Resized circuit breakers for VFD's
 - Interposing Relays
 - Misc components
 - UL508A Listing
- On-site panel modifications
- On-site start up and VFD programming
- Factory Acceptance Test at Woodhawk Controls in Coeur D Alene, ID
- Pickup at Woodhawk Control in Coeur D Alene, ID

Exclusions:

- PLC program modifications (not required)

Pricing: **\$4,900**

Optional: NEMA Type 4 Air Conditioner (installation include on same trip) **\$3,050**

Proposed Terms of Compensation (Terms & Conditions):

- 100% upon start-up

Lead Time:

- 3-6 Weeks ARO

Warranty:

- 12 Months from substantial completion

\$7,950
x 50%

\$3,975



Woodhawk Controls
4951 N. Building Center Dr. #103
Coeur d'Alene, ID 83815-8336
v208.665.0015 | f208.665.7766

Proposal is Valid for 60 days

All prices for the products and services are quoted exclusive of any and all taxes including but not limited to sales, excise, or other governmental or regional tax. All applicable taxes will be added to invoice at the time of shipment.

After you have had a chance to review this proposal information, we would be welcome the opportunity to discuss any questions, comments or concerns you may have.

Sincerely,

Frank Collier
Project Manager



1038 W. Davidson Avenue | Coeur d'Alene, ID 83814
208.666.4001 | Fax 208.666.4021 | www.aei-engineering.com

CHANGE ORDER PROPOSAL

DATE:	1/3/2020
TO:	Varela & Associates, Inc.
	601 W. Mallon Avenue, Suite A
	Spokane, WA 99201
ATTN:	Mr. Ben Varela

PROJECT:	Tonasket Lift Station Replacements
PROJECT NO.:	M18102
CLIENT PROJECT NO.:	58-19-05
COP NO.:	E1
COP DESCRIPTION:	VFD Panel

Ben,

Please instruct the Contractor to provide labor and materials as required for the following work:

Install the VFD panel and AC Unit provided by Woodhawk Controls as shown on the attached electrical plan sheets. This includes the following:

1. Provide (3) 4" conduit nipples with sealing locknuts and grounding bushings between the VFD panel and the existing LCP-LS2.
2. Provide (3) 10 AWG and (1) 14 AWG ground for wiring between the LCP-LS2 Panel and the line side of the VFD.
3. Replace existing 60A/3P pump circuit breakers with new 40A/3P circuit breakers.
4. Install new 15A/1P breaker in Panel LCP-LS2 and provide wiring as required to support the installation of the 2000 BTU AC Unit.
5. Provide wiring as required to support the running, fault and start commands from the VFD as shown. Control wiring shall be 14 AWG.
6. Ensure that the door of the VFD Panel does not rub or scrape against LCP-LS2 when opening.
7. The VFD Panel shall have hinges on the right-hand side to avoid conflict with the existing panel.

Attached: Electrical Drawing Sheet E-08, Electrical Drawing Sheet E-10

Actions required by Engineer:

- No action required.
- Provide additional information to Contractor.
- _____.

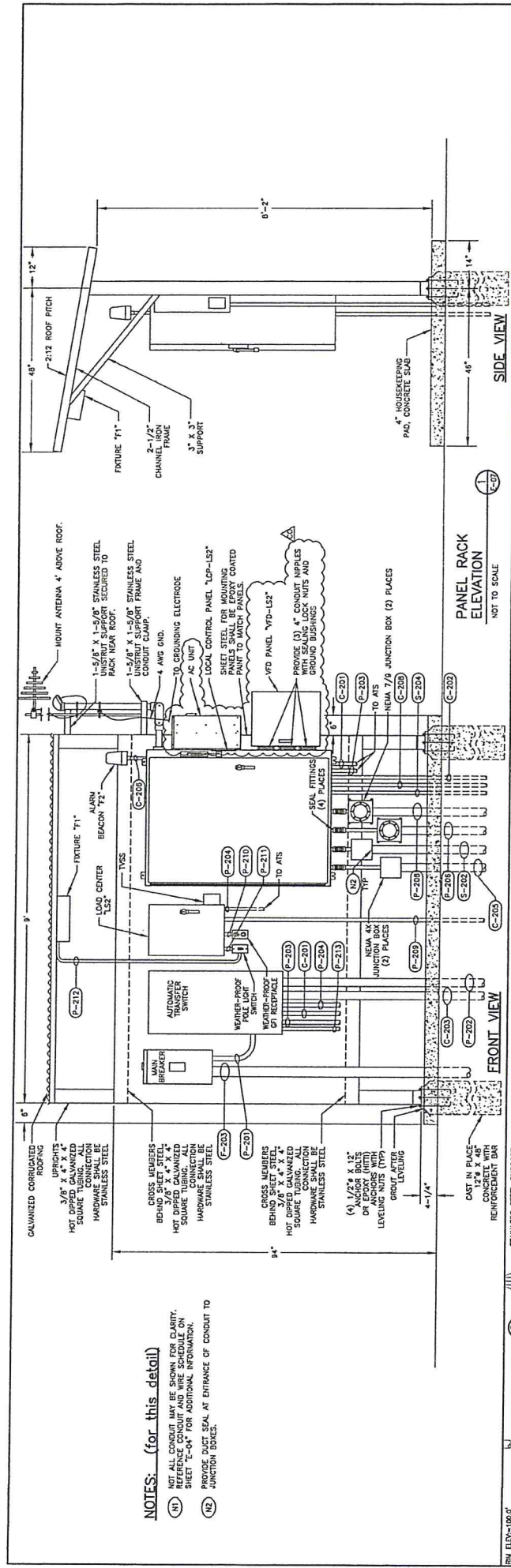
Actions required by Contractor:

- No action required.
- Provide additional information to Engineer.
- Provide cost estimate for proposed changes.

Additional Remarks:

COPY TO: File

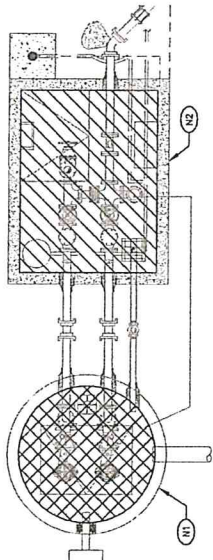
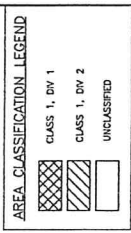
SIGNED: Tyler M. Schneider, E.I.T.



NOTES: (for this detail)

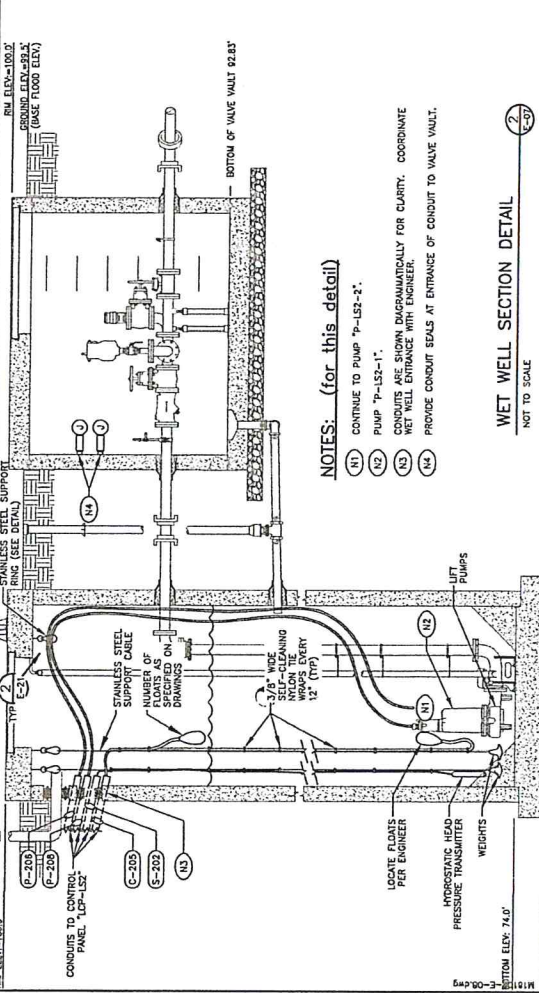
- (N1) NOT ALL CONDUIT MAY BE SHOWN FOR CLARITY. REFERENCE CONDUIT AND WIRE SCHEDULE ON SHEET "E-04" FOR ADDITIONAL INFORMATION.
- (N2) PROVIDE DUCT SEAL AT ENTRANCE OF CONDUIT TO JUNCTION BOXES.

- UPRIGHTS & 3/8" X 4" X 4" SQUARE TUBING. ALL HARDWARE SHALL BE STAINLESS STEEL.
- BEHIND SHEET STEEL. NOT DOUBT CALVANIZED SQUARE TUBING. ALL CONNECTION HARDWARE SHALL BE STAINLESS STEEL.
- CROSS MEMBERS BEHIND SHEET STEEL. NOT DOUBT CALVANIZED SQUARE TUBING. ALL CONNECTION HARDWARE SHALL BE STAINLESS STEEL.
- (4) 1/2" X 12" ANCHOR BOLTS DRAG ANCHORS WITH LEVELING NUTS (TYP) GROUP CENTER TO CENTER 4'-1/4"
- CAST IN PLACE CONCRETE WITH REINFORCEMENT BAR



NOTES: (for this detail)

- (N1) NET IRL REFERENCE FROM B20-201A, TABLE 4.2.2, ROW 16a.
- (N2) VALVE VALVE REFERENCE FROM B20-201A, TABLE 4.2, ROW 31a.



NOTES: (for this detail)

- (N1) CONTINUE TO PUMP "P-LS2-2".
- (N2) PUMP "P-LS2-1".
- (N3) CONDUITS ARE SHOWN DIAGNOSTICALLY FOR CLARITY. COORDINATE WET WELL ENTRANCE WITH ENGINEER.
- (N4) PROVIDE CONDUIT SEALS AT ENTRANCE OF CONDUIT TO VALVE VAULT.

WET WELL SECTION DETAIL
NOT TO SCALE

LIFT STATION 2 AREA CLASSIFICATION PLAN
SCALE: 3/8"=1'-0"

AEI LET Engineering Incorporated

15515 15th Avenue, NE
Redmond, WA 98073
(206) 881-1000
www.aei-engineering.com

PROJECT NO. 15-15-05
DATE: 7/17/19

SCALE: AS SHOWN
DESIGNED: TMS
CHECKED: TMS
APPROVED: TMS
DATE: 7/17/19

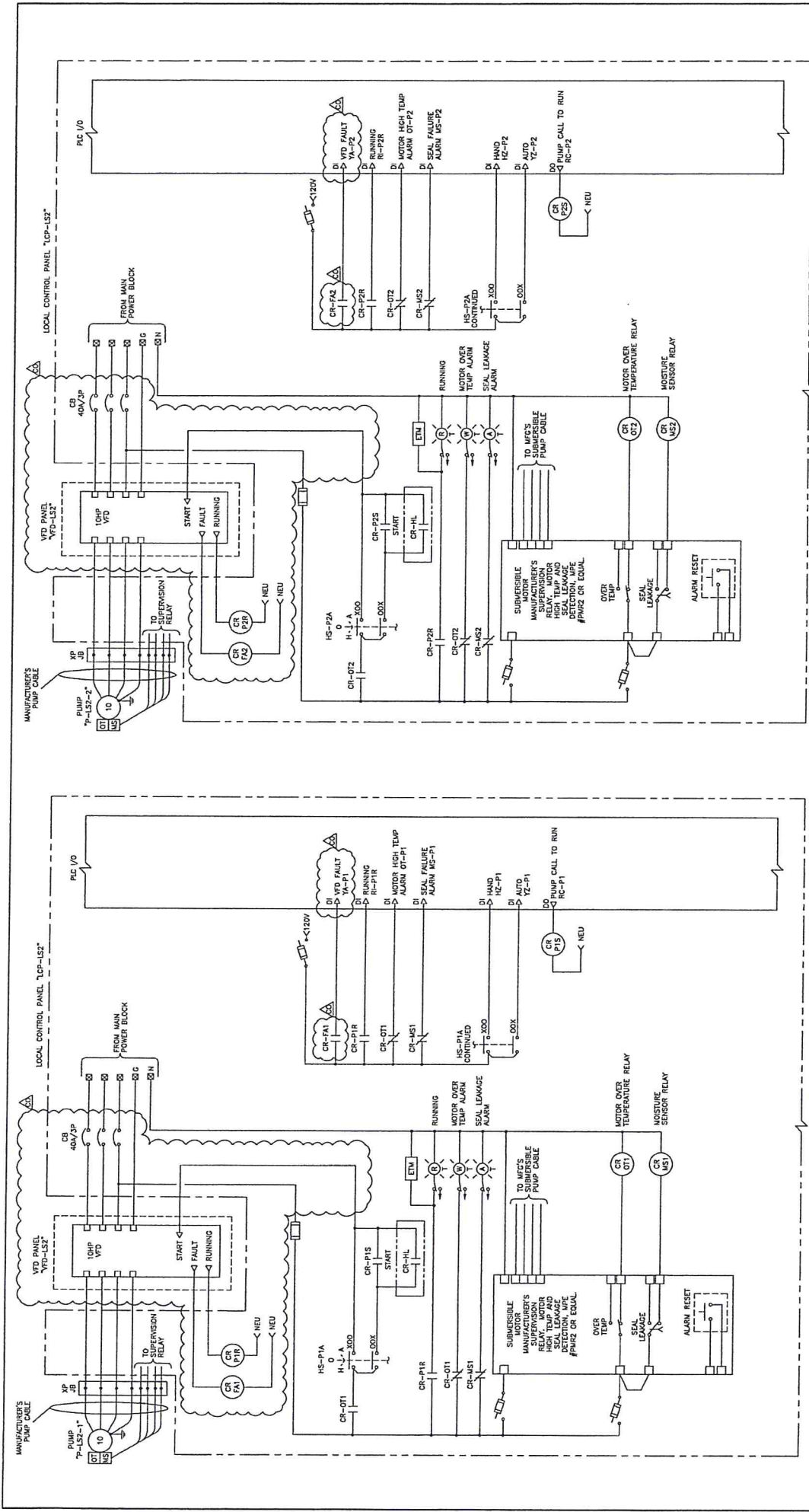
VARELA AND ASSOCIATES, INC.
ENGINEERING AND MANAGEMENT

CITY OF TONASKET, WASHINGTON
PARRY'S ACRES SEWER SYSTEM REHABILITATION

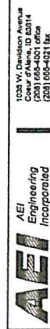
REVISIONS

NO.	DATE	BY	CHKD	APP.
A	05/15/18	R.W.H.		
O	07/16/18	R.W.H.		
1	07/19/19	R.W.H.		
CO	01/03/20	R.W.H.		

SHEET
E-08
OF



LOCAL CONTROL PANEL "LCP-LS2" WIRING DIAGRAMS
NOT TO SCALE



VARELA AND ASSOCIATES, INC.
ENGINEERING AND MANAGEMENT

SCALE: AS SHOWN
DESIGNED: TMS
CHECKED: TMS
APPROVED: TMS
DATE: 7/19/18



NO.	DATE	BY	REVISIONS
1	07/15/18	RWH	AGENCY REVIEW
2	07/15/18	RWH	FOR BID
3	07/19/18	RWH	FOR DRAWINGS
4	07/03/20	RWH	VFD REVISIONS

MEMO

TO: City of Tonasket
Mayor/Council

FROM: Jeff Moran, Project Engineer

DATE: January 10, 2020

RE: Perfect Passage Master Plan - Adoption by City

Mayor/Council

The draft Perfect Passage Master Plan was submitted to the City for review on October 7th and comments have been received.

The funding plan will be updated based on feedback received from funder at the 2019 IACC meeting. A new cover and the funding plan sheets will be forwarded to replace these sheets in the draft document which will become the final documents.

It is requested, with these edits, the City approve and adopt the Perfect Passage Master Plan at the January 14th Council Meeting.

LORZ & LORZ, INC.

32158 Hwy 97
 Tonasket, WA 98855
 Phone 509-486-2202 Cell Phone 509-322-2204

Quote

QUOTE
 DATE: DECEMBER 13, 2019

To: City of Tonasket

FOR: tree work at History Park

DESCRIPTION	HOURS	RATE	AMOUNT
Remove 3 locust trees. <u>Trim</u> the remaining 16 to 17 trees Other possible work & trimming			14,500.00
Tax			1,203.50
<p><i>Note:</i> Trim trees as best I can with Equipment that is ¹/₂ ft Available here. Z Boom ¹/₂ from Midway Building.</p>			
TOTAL			15,703.50

Make all checks payable to LORZ & LORZ, INC.
 Total due in 15 days. Overdue accounts subject to a service charge of 1% per month.

Thank you for your business!

LAKE CHELAN TREE SV. LANDSCAP CONSTRUCTION



Estimate No: 516
Date: 12/10/2019

For: city of tonasket
tonasket@nvinet.com
Job Site
History Park

P O Box 487
Tonasket Wa 98855

14867 Morning Sun Dr
Chelan Wa 98816
Lic#LAKECCT929PT
509 6308076
carlosuvalle76@gmail.com
www.lakechelantreeservice.com

Description	Amount
#5 black locust trees removal. chipping and haul away the debris	\$16,000.00
#17 black locust trees prune dead wood - branches chipping haul away the debris	\$8,500.00

Subtotal	\$24,500.00
sales Tax 8.1%	\$1,984.50
Total	\$26,484.50

TOTAL \$26,484.50

Comments

THIS PROPOSAL IS GOOD FOR 30 DAYS.

Any alteration or deviation from above specifications involving extra cost.

50% of the contract price is due on all installation or build before any work will be performed



TREE & LANDSCAPE, LLC

12402 N Division ST #290
 Spokane WA 99218
 Office: 509 467-3801

sam@samsclapes.net

ESTIMATE

DATE December 8, 2019

EXPIRATION DATE One Month From Date

TO Darrin Johnson, City Superintendent 322-7432
 Work at History Park 6 Locust Way Tonasket, WA
djohnson.tonasket@nvinet.com

SALESPERSON	JOB					Contract Number
Sam maple						

QTY	DESCRIPTION	OPTIONAL	Price per item	LINE TOTAL
1.00	Removal of 3 Trees deemed hazardous and requiring removal according to report by ASCA Consulting Arborist Brian Giles			
1.00	Removal of above listed trees - take down, haul limbs and leave wood in firewood length rounds to be used by customer or local community			\$ 6,000.00
1.00	Grinding of Stumps to mulch no haul of mulch	add \$1,200	optional	
1.00	Pruning of 17 Trees listed on report			
1.00	Crown clean 17 trees identified on the report - prune dead and damaged limbs over 1.5 inch diameter and haul associated debris			\$ 11,800.00
1.00	This price includes transport and accommodations for crew and all work listed also includes prevailing wages			
1.00				

Quotation prepared by: _____

ALL MATERIAL IS GUARANTEED TO BE AS SPECIFIED. ALL WORK TO BE COMPLETED IN A WORKMAN LIKE MANNER ACCORDING TO STANDARD PRACTICES. ANY ALTERATIONS OR DEVIATIONS FROM ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS WILL BE EXECUTED ONLY UPON WRITTEN CHANGE ORDER, AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THE ESTIMATE. OWNER TO CARRY FIRE, TORNADO AND OTHER NECESSARY INSURANCE. OUR WORKERS ARE FULLY COVERED BY WORKMAN'S COMPENSATION INSURANCE. IN THE EVENT SAM'S LAWN TREE & LANDSCAPING IS FORCED INTO LITIGATION PROMPTED BY NON-PAYMENT OF CONTRACT, SAM'S LAWN TREE & LANDSCAPING SHALL BE ENTITLED TO FULL REIMBURSEMENT OF CONTRACT PLUS INTEREST AND ALL REASONABLE LEGAL EXPENSES.

To accept this quotation, sign here and return: _____

SUBTOTAL	\$	17,800.00
SALES TAX	\$	1,584.20
TOTAL	\$	19,384.20

FIELD REPORT

Dates of Site Visits: 9/26 & 28/19

Date of Report: 11/26/19

Project Name: Hazard Trees in History Park

Project Address: 6 Locust Way, Tonasket, WA 98855

Contact: Darrin Johnson, City Superintendent
509-322-7432
djohnson.tonasket@nvinet.com

REASON FOR TREE WORK REQUEST

A risk assessment was done on many of the trees in History Park. 5 trees were deemed hazardous to the level that they need to be removed. Another 17 trees have large branches that could fail and harm people or damage property—some in the park, other properties adjacent to the park.

Attachment 1 below is a spreadsheet titled, *Tree Inventory/Condition Spreadsheet*. It lists the trees by the metal tag number on each tree, the DBH, that is, the trunk diameter at 4.5 feet above the ground, comment, a condition rating, and a recommendation—that is removal of 5 trees and pruning of 17 trees.

The City of Tonasket is requesting a proposal to remove the five trees and prune the additional 17 trees of their dead branches.

Photo # 1: A panoramic photo of the 19 Black Locust trees along the southern property line of History Park.



Three of the 19 trees need to be removed for safety. The other 16 trees need to have the dead wood pruned out.

In addition, there are two pine trees with significant internal decay and root rot that need to be removed. They are trees # 90 & 91.

Tree # 92 is an oak with multiple dead branches that need trimming.

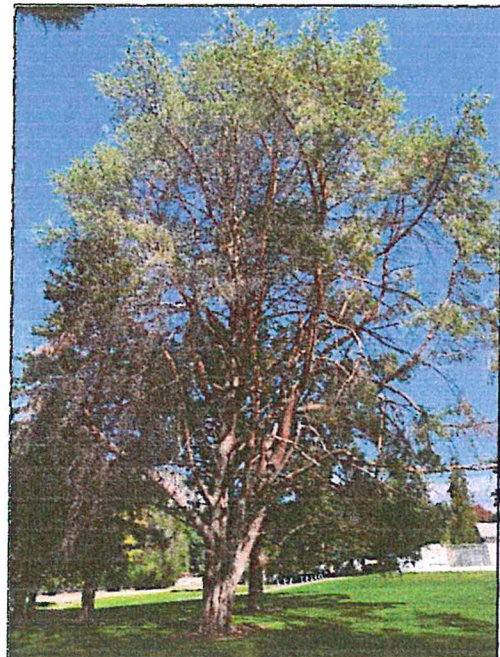


Photo # 2: looking at tree # 90, the Scotts pine that has severe trunk decay. It is one of the five trees to be removed.

Please send proposals to Mr. Darrin Johnson at the above email address.

WAIVER OF LIABILITY

There are many conditions affecting a tree's health and stability, which may be present and cannot be ascertained, such as, root rot, previous or unexposed construction damage, internal cracks, stem rot and more which may be hidden. Changes in circumstances and conditions can also cause a rapid deterioration of a tree's health and stability. Adverse weather conditions can dramatically affect the health and safety of a tree in a very short amount of time. While I have used every reasonable means to examine these trees, this evaluation represents my opinion of the tree health at this point in time. These findings do not guarantee future safety nor are they predictions of future events.

The tree evaluation consists of an external visual inspection of an individual tree's root flare, trunk, and canopy from the ground only unless otherwise specified. The inspection may also consist of taking trunk or root soundings for sound comparisons to aid the evaluator in determining the possible extent of decay within a tree. Soundings are only an aid to the evaluation process and do not replace the use of other more sophisticated diagnostic tools for determining the extent of decay within a tree.

As conditions change, it is the responsibility of the property owners to schedule additional site visits by the necessary professionals to ensure that the long-term success of the project is ensured. It is the responsibility of the property owner to obtain all required permits from city, county, state, or federal agencies. It is the responsibility of the property owner to comply with all applicable laws, regulations, and permit conditions. If there is a homeowners association, it is the responsibility of the property owner to comply with all Codes, Covenants, and Restrictions (CC&R's) that apply to tree pruning and tree removal.

This tree evaluation is to be used to inform and guide the client in the management of their trees. This in no way implies that the evaluator is responsible for performing recommended actions or using other methods or tools to further determine the extent of internal tree problems without written authorization from the client. Furthermore, the evaluator in no way holds that the opinions and recommendations are the only actions required to insure that the tree will not fail. A second opinion is recommended. The client shall hold the evaluator harmless for any and all injuries or damages incurred if the evaluator's recommendations are not followed or for acts of nature beyond the evaluator's reasonable expectations, such as severe winds, excessive rains, heavy snow loads, etc.

This report and all attachments, enclosures, and references, are confidential and are for the use of the client concerned. They may not be reproduced, used in any way, or disseminated in any form without the prior consent of the client concerned and Gilles Consulting.

Thank you for calling Gilles Consulting for your arboricultural needs.

Sincerely,



Brian K. Gilles, Consulting Arborist

International Society of Arboriculture:

- *ISA Certified Arborist # PN-0260A, (1992 – 2016)*
- *ISA TRAQ Qualified*
- *ISA TRAQ Certified Instructor*

American Society of Consulting Arborists

- *ASCA Registered Consulting Arborist # RCA-418*
- *ASCA Tree & Plant Appraisal Qualified*
- *ASCA Tree & Plant Appraisal Certified Instructor*

ATTACHMENT 1 - AERIAL IMAGE WITH TAG NUMBERS



ATTACHMENT 2 - TREE INVENTORY/CONDITIONS SPREADSHEET

2 TREE LOCATION	3 TREE #	4 SPECIES	5 DBH	15 COMMENTS	24 RECOMMENDA TION
South Property Line	71	BL/Rp	22.2"	Decay in surface roots. Hanger. Dead branches in canopy. Root pockets in branch collar wounds.	Prune Dead Wood and Monitor Annually
South Property Line	72	BL/Rp	29.7"	Hanger. Decay in surface roots.	Prune Dead Wood and Monitor Annually
South Property Line	73	BL/Rp	20.4"	Open wound on north side with decay and approximately 4" of solid wood. Carpenter ant infestation. Root pockets in branch collar wounds. Storm damage. Decay in surface roots. Plaque "Mr. And Mrs. Joe Edwards 1900"	Prune Dead Wood and Monitor Annually
South Property Line	74	BL/Rp	27.4"	Open wound on east side from base up 5' with decay. Armillaria. Calloused wound on southwest side. Fruiting fungal bodies at base. Carpenter ant infestation. Dead branches in canopy. Decay in surface roots.	Prune Dead Wood and Monitor Annually
South Property Line	75	BL/Rp	26.4"		Prune Dead Wood and Monitor Annually
South Property Line	76	BL/Rp	26.0"	Storm damage. No plaque found. Dead branches in canopy. Root pockets in branch collar wounds. Decay in surface roots	Prune Dead Wood and Monitor Annually
South Property Line	77	BL/Rp	27.2"	Storm damage. Hangers. No plaque found. Dead branches in canopy. Root pockets in branch collar wounds.	Prune Dead Wood and Monitor Annually

2 TREE LOCATION	3 TREE #	4 SPECIES	5 DBH	15 COMMENTS	24 RECOMMENDA TION
South Property Line	78	BL/Rp	27.5"	Dead branches in canopy.	Prune Dead Wood and Monitor Annually
South Property Line	79	BL/Rp	23.8"	Dead branches in canopy. Root pockets in branch collar wounds. Storm damage.	Prune Dead Wood and Monitor Annually
South Property Line	80	BL/Rp	24.5"	Dead branches in canopy. Root pockets in branch collar wounds. Storm damage. Decay in surface roots.	Prune Dead Wood and Monitor Annually
South Property Line	81	BL/Rp	26.1"	Dead branches in canopy. Root pockets in branch collar wounds. Storm damage.	Prune Dead Wood and Monitor Annually
South Property Line	82	BL/Rp	23.9"	Carpenter ant infestation. Root pockets in branch collar wounds.	Prune Dead Wood and Monitor Annually
South Property Line	83	BL/Rp	24.6"	Storm damage. Open wound on south side from base up 3.5'. Carpenter ant infestation. Root pockets in branch collar wounds. Dead branches in canopy. Fruiting fungal bodies. Decay in surface roots. Ganoderma.	Remove and Replace
South Property Line	84	BL/Rp	25.8"	Storm damage. Calloused crack on southwest side from base up 5.8'. Root pockets in branch collar wounds. Dead branches in canopy.	Prune Dead Wood and Monitor Annually
South Property Line	85	BL/Rp	24.9"	Storm damage. Root pockets in branch collar wounds. Dead branches in canopy. Decay in surface roots.	Prune Dead Wood and Monitor Annually
South Property Line	86	BL/Rp	24.8"	Storm damage. Root pockets in branch collar wounds. Dead branches in canopy. Calloused wound on west side form base up 5' with decay. Decay in surface roots.	Remove and Replace

2 TREE LOCATION	3 TREE #	4 SPECIES	5 DBH	15 COMMENTS	24 RECOMMENDA TION
South Property Line	87	BL/Rp	17.9"	Storm damage. Root pockets in branch collar wounds. Dead branches in canopy.	Remove and Replace
South Property Line	88	BL/Rp	16.7"	Dead branches in canopy. Decay in surface roots	Prune Dead Wood and Monitor Annually
South Property Line	89	BL/Rp	21.6"		Prune Dead Wood and Monitor Annually
Center of Park	90	ScP/Ps	41.0"	Bark beetle infestation.	Remove and Replace
Center of Park	91	ScP/Ps	25.5"	Bark beetle infestation. Dead branches in canopy.	Remove and Replace
Center of Park	92	WO/Qa	24.5"	Dead branches in canopy.	Prune Dead Wood and Monitor Annually

ADDENDUM TO PROFESSIONAL SERVICES AGREEMENT

This Addendum, made and entered into this ____ day of January, 2020, by and between the **City of Tonasket**, a Washington municipal corporation, hereinafter referred to as the “**City**”, and **SDB Consulting**, hereinafter referred to as the “**Service Provider**”.

RECITALS

Whereas, the parties hereto entered into a Professional Services Agreement dated the 18th day of March, 2019, which contained in **Exhibit A** thereto a listing of specific services and tasks to be accomplished; and

Whereas, said work has been completed, however, the City is desirous of retaining the Service Provider to do additional follow up work,

Now, therefore, for and in consideration of the terms, conditions, covenants and performances contained herein,

The Parties Hereto Agree as follows:

1. The Service Provider shall additionally perform such services and accomplish such tasks as are identified and designated in **Exhibit A** attached hereto and incorporated herein as though fully set forth.
2. The above services and tasks itemized on Exhibit A are expected to take approximately _____ weeks and shall commence on the ____ day of January, 2020 and may be terminated or extended as set forth in the underlying original agreement.
3. Payment for such services provided hereunder shall be made following the performance of such services. The City shall pay the Service Provider for work performed under this agreement at the rate of \$50.00 per hour and, in addition, shall reimburse for mileage at the rate of \$.57 per mile. Service Provider shall keep track of all hours performed under this agreement and shall submit those hours to the City for review and payment by the City.
4. Except as set forth herein, the rest and remainder of the underlying Professional Services Agreement between the parties dated the 18th day of March, 2019 shall remain in full force and effect.

IN WITNESS WHEREOF the parties hereto have caused this Agreement to be executed the day and year first hereinabove written.

CITY:

City of Tonasket, a municipal corporation:

By _____
Dennis Brown, Mayor

Attest: _____
Alice Attwood, Clerk-Treasurer

SERVICE PROVIDER:

SDB Consulting:

By _____
Steve Brown

Address: _____

Telephone: _____

EXHIBIT A

Service Provider will advise and assist the City as follows:

1. What items on Steve Brown's prior written report need to be finished and by when;
2. Why Police Department property, supplies, files, etc. can and cannot be disposed of.
3. The manner and proper procedure for return of personal property belonging to private individuals.
4. The proper disposition of evidence, DNA samples, etc. in outstanding civil and criminal cases.
5. What property from the prior Police Department needs to be retained and stored and what needs to be disposed of and the manner of disposition.

RESOLUTION NO. 2020-01

**RENEW THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN HIGHLANDS ASSOCIATES AND THE CITY OF TONASKET
FOR PROFESSIONAL PLANNING SERVICES IN 2020.**

THE CITY COUNCIL OF THE CITY OF TONASKET, Washington do hereby resolve that the Professional Services Agreement, approved by the City Council on January 24, 2012, between the **CITY OF TONASKET**, a municipal corporation and **KURT DANISON dba HIGHLANDS ASSOCIATES**, a private consultant; is hereby renewed with no context changes from to January 1, 2020 through December 31, 2020. These services in 2020 are budgeted at \$19,500.00 for planning services.

NOW, THEREFORE, BE IT RESOLVED, this resolution is approved and the Mayor is hereby authorized and directed to execute the same for and on behalf of the CITY; and that the City Clerk is authorized and directed to attest his signature.

INTRODUCED and passed this _____ day of _____, 2020.

APPROVED:

Dennis Brown, Mayor

ATTEST:

Alice J. Attwood, City Clerk-Treasurer

RESOLUTION 2020-02

**A RESOLUTON APPROVING THE APPLICATION
TO THE UNITED STATES DEPARTMENT OF AGRICULTURE
RURAL DEVELOPMENT (USDA-RD) FOR LOAN/ GRANT
FUNDS FOR THE REPLACEMENT AND REMEDIATION
OF THE ROOF ON THE CITY SHOP BUILDING.**

WHEREAS, the City of Tonasket is in need of replacing the roof and remediating mold in the City of Tonasket Public Works Building; and,

WHEREAS, the City of Tonasket is desirous of submitting a loan/grant application to USDA-RD to pay for the replacement and remediation of the roof on the City Shop Building; and

WHEREAS, submission of the loan application requires the City adopt a resolution that approves the City applying for RD funding.

NOW THEREFORE BE IT RESOLVED the City Council of the City of Tonasket approves the application for loan/grant funds from the USDA-RD for the replacement and remediation in the Public Works City Shop Building.

PASSED AND APPROVED this _____ day of _____, 2020.

APPROVED:

Dennis Brown, Mayor

ATTEST:

Alice J. Attwood, City Clerk/Treasurer

Ordinance No. 811

AN ORDINANCE of the City of Tonasket, Washington, amending the 2020 Budget Ordinance #809.

WHEREAS, the City Council of the City of Tonasket adopted the budget for the year 2020, Ordinance #809; and

WHEREAS, the City Council has determined to make a change to the Public Works Department by adding a fifth position which will terminate with the retirement of the current person in position number 2, the Assistant City Superintendent; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TONASKET, WASHINGTON, as follows:

- 1) As of January 1, 2020, the fifth position is created in the Public Works Department and will be paid \$15.50 per hour, with full benefits-medical, dental, vision and retirement for the employee and will be paid as depicted in the budget for the 4th position.
- 2) This position will end with the retirement of the current person in position number 2, the Assistant City Superintendent.

This ordinance shall become effective from and after its passage by the Council, approval by the Mayor and five days after publication as required by law.

PASSED BY THE CITY COUNCIL this _____ day of _____, 2020.

APPROVED:

Dennis Brown, Mayor

ATTEST:

Alice J. Attwood, Clerk-Treasurer

APPROVED AS TO FORM:

Michael Howe, City Attorney