

**CITY OF WHITE SALMON**  
**City Council Meeting – Wednesday, May 18, 2022**  
**In Person and Via Zoom Teleconference**

**Council and Administrative Personnel Present**

**Council Members:**

Patty Fink  
 Ben Giant  
 Jason Hartmann  
 David Lindley  
 Jim Ransier

**Staff Present:**

Marla Keethler, Mayor  
 Jan Brending, Clerk Treasurer  
 Paul Koch, Interim City Administrator  
 Jeff Cooper, Public Works Foreman  
 Brendan Conboy, Land Use Planner  
 Ken Woodrich, City Attorney

**I. Call to Order and Roll Call**

Marla Keethler, Mayor called the meeting to order at 6:00 p.m. There were approximately 10 members of the public in attendance in person and via teleconference.

**II. Changes to the Agenda**

There were no changes to the agenda.

**III. Consent Agenda**

- A. Resolution 2022-05-483, Amending Travel Policy
- B. Job Description- Land Use Planner
- C. Approval of Vouchers

Vouchers audited and certified as required by RCW 42.24.080 and expense reimbursement claims as required by RCW 42.24.090 as of this 18<sup>th</sup> day of May 2022.

Type	Date	From	To	Amount
<b>Claims</b>	5/18/2022	EFT	EFT	9,943.37
		38089	38124	200,761.53
			<b>Claims Total</b>	<b>210,704.90</b>
<b>Payroll</b>	5/20/2022	EFT	EFT	69,174.09
			<b>Payroll Total</b>	<b>69,174.09</b>
<b>Manual Claims</b>	5/5/2022	EFT	EFT	2,023.02
	5/10/2022	EFT	EFT	7,920.00
	5/10/2022	38084	38088	8,889.30
			<b>Manual Total</b>	<b>18,832.32</b>
			<b>Total All Vouchers</b>	<b>298,711.31</b>

***Moved by Jason Hartmann. Seconded by Ben Giant.  
Motion to approve Consent Agenda as presented. CARRIED 5-0.***

**IV. Public Comment**

There was no public comment.

**V. Presentations**

**Jewish American Heritage Month**

Jim Ransier, Council Member introduced Benjamin Lewitt with Hood River Havarah. Benjamin Lewitt said the Hood River Havarah is a community organization representing the Gorge Area. He provided an overview of the celebrations the organization hosts.

Jim Ransier, Council Member asked how new families can connect with the Hood River Havarah.

Benjamin Lewitt said it is mostly through community connections. He said there is a limited website but outreach is limited.

**VI. Business Items**

**A. Resolution 2022-05-451 Six-Year Transportation Improvement Program for 2023-2028**  
**Jason Hartmann, Council Member** said when the City Operations Committee reviewed the Six-Year Transportation Improvement Program moving Oak Street up in importance it was related to grant funding. He noted the committee did not receive any comments in support of fixing Oak Street.

**Jan Brending, Clerk Treasurer** reviewed the proposed Six-Year Transportation Improvement Program. She said no new projects have been added to the list. Brending said the list was modified slightly based on grant opportunities the city is currently pursuing. She said last year's costs were increased by 5%. Brending said no specific funding has been identified for any of the projects. She said it is staff's intent to bring back proposed amendments once the city's transportation plan is adopted.

**Marla Keethler, Mayor** opened the public hearing.

**Ruth Olin, White Salmon** said she is glad to know that the program is a working document. She said she is also glad to see that Oak Street was moved down in priority based on the City Operations Committee's recommendation. Olin said she is in favor of green stormwater infrastructure to filter water. She reminded the city council of the Jeff Speck presentation where he talked about advisory lanes versus sidewalks. Olin said there are lot of option for addressing pedestrian safety. She said it is important to use experts in the field of green infrastructure when developing transportation projects. Olin said she feels like the 4<sup>th</sup> Street project created a superhighway. She said she will keep reminding the city council of options for transportation projects.

**Marla Keethler, Mayor** closed the public hearing.

Council members and staff discussed the issue of delaying maintenance on city streets and the potential increase in costs that may cause. It was noted that many of the streets in the city are in disrepair and there is a need to determine how to prioritize the work and what type of work should take place. Council members commented on the need for accessibility and that potholes can cause problems for individuals with accessibility issues. It was noted there are a variety of ways to slow traffic down through a neighborhood that can be implemented and a number of ways to address pedestrian and bicycle accessibility. Council members and staff also discussed connectivity of existing streets with future streets. Staff noted that the city's transportation plan is underway and that classification of streets, street standards, etc. will be presented in the plan.

*Moved by Ben Giant. Seconded by Jim Ransier.  
Motion to adopt Resolution 2022-05-541 Adopting Six-Year Transportation Improvement Program for 2023-2028. CARRIED 5-0.*

**B. Resolution 2022-05-541 Adopting Six-Year Capital Facilities Plan/Capital Improvement Plan 2023-2028**

**Jan Brending, Clerk Treasurer** provided an overview of the Six-Year Capital Plan/Capital Improvement Plan. She said the documents takes existing known capital projects and puts them into one list. Brending said the intent will be to amend the plan after the Park Plan, Transportation Plan and the Water System Plan are completed by the end of the year. She said the plan should help drive city council decisions on budgets and funding. Brending noted the plan incorporates the Six-Year Transportation Plan that was just adopted by the city council.

**Marla Keethler, Mayor** opened the public hearing.

**Jeff Cooper, Public Works Foreman** noted that the picnic shelter in the park that needs new structural beams is also used as a bus shelter for school buses.

**Jan Brending, Clerk Treasurer** said that based on Bill Hunsaker's proposed costs to replace the structural beams, the costs are not high enough to consider it a capital cost and the replacement of the beams will take place this year.

**Marla Keethler, Mayor** closed the public hearing.

**Jim Ransier, Council Member** asked why the community center is not listed there and also the White Salmon River project.

**Jan Brending, Clerk Treasurer** said that a community center feasibility study is being conducted. She said there are no specific plans as to what the center will look like or how much it will cost so that is why it has not been included at this time. Brending said the city is also updating its Water System Plan will likely result in additional capital projects being included in the list. She noted that the White Salmon River project is a feasibility study and that it is not clear if that project will move ahead or how much it

will cost. Brending said that as plans and feasibility studies are completed the capital facilities plan/capital improvement plan can be amended.

**Marla Keethler, Mayor** said adoption of the proposed plan will also allow the city to spend real estate excise tax (REET) funds for projects that are budgeted in the 2022 budget.

***Moved by Jason Hartmann. Seconded by David Lindley.***

***Motion to adopt Resolution 2022-05-541 Adopting Six-Year Capital Facilities Plan/Capital Improvement Plan 2023-2028.***

- C. **Resolution 2022-05-543 Adopting Water Use Efficiency Goals and Measures**  
**Dave Jepsen, Anderson Perry** provided a review of the status of updating the city's water system plan. He said the state now allows for a water system plan to be updated every 10 years versus every 6 years. Jepsen provided a review of the proposed water use efficiency goals and measures. He noted the city needs to identify an additional measure for which he has provided six possible options.

**David Lindley, Council Member** commented that the two proposed goals are very similar to those adopted previously. He noted the city did not meet those goals.

**Dave Jepsen, Anderson Perry** noted that it is difficult to change people's habits when it comes to water consumption. He said he feels that a larger portion of the city's distribution system leakage (DSL) is coming from the 14-inch transmission main that the city is working on replacing. Jepsen said he hopes that when that is replaced there is a significant change in the DSL for the better.

**Paul Koch, Interim City Administrator** noted that staff and Dave Jepsen are discussing priorities and policies that will be established by the city council, particularly as they relate to infrastructure.

**Marla Keethler, Mayor** opened the public hearing.

There was no public comment.

**Marla Keethler, Mayor** closed the public hearing.

Council members and staff discussed additional water use goals to be added. There was consensus of the council us provide water use efficiency information on the city's website and to provide information packets to new customers on the water system.

***Moved by Jason Hartmann. Seconded by Ben Giant.***

***Motion to adopt Resolution 2022-05-543 Adopting Water Use Efficiency Goals and Measure identifying "WUE Information on City's Website" and "New Customer Water System Informational Packets" for the additional measures. CARRIED 5-0.***

**D. 2021 Annual Report (Financial Report)**

**Jan Brending, Clerk Treasurer** presented the 2021 Annual Report to the city council. She note the City's Personnel and Finance Committee has reviewed the report along with an in-depth review by Stephanie Porter, Deputy Clerk. Brending said the city is required to submit the annual report by the end of May.

*Moved by Jim Ransier. Seconded by Jason Hartmann.*

*Motion to authorize the Clerk Treasurer to submit the 2021 Annual Report to the Washington State Auditor's Office. CARRIED 5-0.*

**E. Request for Reimbursement of Material Costs – Moving Water Line, Nate Reagan**

**Jan Brending, Clerk Treasurer** said Nate Reagan owns property at 455 Strawberry Mountain Place and has obtained a building permit for a new single-family dwelling. She said Reagan and his contractor were initially directed by public works staff as to the location for the water meter installation and connection to the city's water line that would result in the meter be located on the Reagan property but due to a miscommunication, Reagan was subsequently notified that the water line needed to be extended to where a water meter currently exists which is located on city property inside a fence that surrounds the property. Brending said Public Works determined that communication was in error and the original location was where the water meter should be installed. She said unfortunately, the miscommunication resulted in the water line being extended when it was not needed resulting in extra costs to the property owner. Brending said the property owner is asking for reimbursement, of the material costs only, related to extending the water line which total \$280.17 (see attached receipts). She said she does not have authority to provide the reimbursement and am seeking council authorization.

*Moved by Ben Giant. Seconded by Jason Hartmann.*

*Motion to reimburse Nate Reagan for the costs of materials (\$280.17) related to moving a water line when the water line did not need to be moved. CARRIED 5-0.*

**VII. Reports and Communications**

**A. Department Heads**

**Jeff Cooper, Acting Public Works Operations Manager** said the department has started working 4 10-hour shifts. He said the city is working on a number of water leaks. Cooper noted he met with Jim Ransier regarding the painting of the park restrooms in preparation for the mural.

**Jim Ransier, Council Member** thanked Jeff Cooper and Ryan Adams for the work related to the park restroom. He said it was a good experience.

**Paul Koch, Interim City Administrator** said a special meeting will be held with Klickitat County Fire District 3 Board of Commissioners on June 21<sup>st</sup> at 6 p.m. possibly in a Zoom format.

**Stephanie Porter, Deputy Clerk** said staff is working on moving back to monthly water meter reads. She said the process for water meter reads is taking much less time now that the majority of the city's customers have radio-read meters installed.

**B. Council Members**

**Jim Ransier, Council Member** asked about the status of the property the city agreed to sell.

**Jan Brending, Clerk Treasurer** said a full title report on the property has been requested. She said it does appear the city owns the property but a review needs to take place, particularly related to any covenants and restrictions on the subdivision.

**Patty Fink, Council Member** said she has had four neighbors talk to her about yard waste pickup. She asked where that would get talked about.

**Jason Hartmann, Council Member** said at the City Operations Committee. He said he has been trying to figure out how to address yard debris for a while.

**Ben Giant, Council Member** thanked Jan Brending for her work on the annual report.

**C. Mayor**

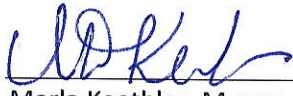
**Marla Keethler, Mayor** said that new staff assignments for council committees will spread the work across staff. She said the council will start to see Stephanie Porter at council meetings in the future. Keethler said Stephanie Porter has taken the lead on the postal delivery project. She said interviews for the City Administrator position will take place this week. Keethler said SpringFest will be held as a one-day event on June 4. She said the city will host a booth at the festival. Keethler said the Port of Hood River has submitted an application for infrastructure funding for the new bridge. She said the city provided a letter of support. Keethler noted the bridge group hopes to make a trip to Washington DC to talk to federal legislators about the project. Keethler reminded council members that the AWC Conference is taking place June 21 through June 23 in Vancouver.

**VIII. Executive Session (if needed)**

There was no additional Executive Session.

**IX. Adjournment**

The meeting adjourned at 8:26 p.m.



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Marla Keethler, Mayor



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Jan Brending, Clerk Treasurer