

**CITY OF WHITE SALMON**  
**City Council Meeting – Wednesday, August 17, 2022**  
**Via Zoom Teleconference**

**Council and Administrative Personnel Present**

**Council Members:**

Patty Fink  
 Ben Giant  
 David Lindley  
 Jim Ransier

**Staff Present:**

Paul Koch, Interim City Administrator  
 Jan Brending, Clerk Treasurer  
 Russ Avery, Public Works Operations  
 Manager  
 Mike Hepner, Police Chief  
 Jeff Cooper, Public Works Foreman  
 Stephanie Porter, Deputy Clerk  
 Ken Woodrich, City Attorney

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

David Lindley, Council Member called the meeting to order at 6:00 p.m. There were approximately 3 members of the public in attendance either in person or via teleconference.

*Moved by Ben Giant. Seconded by Patty Fink.  
 Motion to excuse Jason Hartmann. CARRIED 4-0.*

**II. Changes to the Agenda**

There were no changes to the agenda.

**III. Consent Agenda**

- A. Employment Agreement – Land Use Planner
- B. Employment Agreement – Clerk Treasurer
- C. 2023 Lodging Tax Grant Funding
- D. TIB Grant Applications
- E. 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 17<sup>th</sup> day of August 2022.

Type	Date	From	To	Amount
Claims		EFT	EFT	2,190.00
		38302	38344	148,074.69
			<b>Claims Total</b>	<b>150,264.69</b>
Payroll	8/2/2022	38301	38301	839.88

	8/5/2022	EFT	EFT	109,542.80
	8/5/2022	38298	38300	396.61
			<b>Payroll Total</b>	<b>110,779.29</b>
<b>Manual Claims</b>				
	7/15/2022	EFT	EFT	110.00
	8/5/2022	EFT	EFT	2,215.00
	8/10/2022	EFT	EFT	7,920.00
			<b>Manual Total</b>	<b>10,245.00</b>
			<b>Total All Vouchers</b>	<b>271,288.98</b>

Jan Brending, Clerk Treasurer noted that the additional information regarding the TIB grant applications is not available. She said staff intends to submit two grants 1) for Pavement Preservation (Chip Sealing) and 2) for Pavement Maintenance (Crack Sealing). Brending said Klickitat County would be doing the work if the city is successful in obtaining the funding. She said she has worked with the city’s transportation engineer, Gray & Osborne, and public works to determine which streets should be submitted for funding.

Patty Fink, Council Member asked why the City was not applying for other TIB Grants.

Brending explained that because the City has a current open TIB grant it would not be considered eligible for the other programs.

***Moved by Jim Ransier. Seconded by Ben Giant.  
 Motion to approve Consent Agenda as presented. CARRIED 4-0.***

**IV. Public Comment**

There was no public comment.

**V. Business Items**

**A. Ordinance 2022-08-1108, Amending WSMC 2.06 City Administrator**

Jan Brending, Clerk Treasurer reviewed the proposed amendments to WSMC 2.06 City Administrator. She said that in reviewing the job description recently adopted by the city council for city administrator it became apparent that amendments were needed to the city’s code. She said it will be important in the future to remember to update the code if any changes are made to the salary range for the position.

***Moved by Ben Giant. Seconded by Patty Fink.  
 Motion to adopt Ordinance 2022-08-1108, Amending WSMC 2.06 City Administrator.  
 CARRIED 4-0.***

**B. Ordinance 2022-08-1109, Amending WSMC 2.08 City Clerk Treasurer**

Jan Brending, Clerk Treasurer reviewed the proposed amendments to WSMC 2.09 City Clerk Treasurer. She said that in working on the employment agreement and reviewing the job description it became apparent that amendments were needed to the city's code. She said it will be important in the future to remember to update the code if any changes are made to the salary range for the position.

***Moved by Jim Ransier. Seconded by Patty Fink.***

***Motion to adopt Ordinance 2022-08-1109, Amending WSMC 2.08 City Clerk-Treasurer. CARRIED 4-0.***

**VI. Reports and Communications**

**A. Department Heads**

***Mike Hepner, Police Chief*** said the Klickitat County behavioral health system is working and that there is one dedicated crisis responder. He said a group is meeting weekly and includes representatives from Klickitat County Health, the two hospitals, Northshore Medical, the Goldendale Police Chief, Bingen-White Salmon Police Chief, representative from Klickitat County Sheriff's office, one county commissioner and Sharon Carter, representing Mt. Adams Transportation. Hepner said the group works through any issues as a team. He noted Klickitat County has hired someone to build the program for the county.

Hepner noted that he has been seeing a lot of out-of-state license plates parked on city streets. He said if someone has moved to White Salmon from out-of-state and has not registered their vehicle in Washington it is considered fraud. Hepner said he will be working with Washington State Patrol to address the issue.

Jim Ransier asked what the penalty is related to not registering a vehicle appropriately.

Hepner said it is a crime and the individual will have to go in front of a judge.

Hepner thanked Patty Fink for stopping in to visit with the police department and setup a ride-along.

***Jan Brending, Clerk Treasurer*** reminded the city council that their retreat is scheduled for Tuesday, August 30. She said it will be held at the Garage Event Center in Bingen from 4 to 7 p.m.

***Paul Koch, Interim City Administrator*** said the city council will see a task order from the City's transportation engineer at their September 7 council. He said he has authorized the engineer to proceed to develop options for retaining the tree and providing a sidewalk in the area. Koch said Zoom interviews with the

city administrator candidates have been completed and the city will be moving to in person interviews in the next couple of weeks.

**Stephanie Porter, Deputy Clerk** said she is attending the budget workshop. She said she will be moving into the Clerk Treasurer position September 1 but will also be doing some Deputy Clerk/Utility Clerk work until that position is filled. Porter said she will be working with Jan Brending on the upcoming audit.

**Russ Avery, Public Works Operations Manager** said the city continues to work on updating the water system plan. He said the construction standards and drawings in the final draft stage. Avery said the plan requires the city to meet with the Department of Natural Resources annually to review the water source protection plan. He said he is also working on an annual public works workplan and has sent to the public works crew for review to make sure it is complete. Avery said staff is also looking a new software which will incorporate both workorders and asset management.

**Jeff Cooper, Public Works Foreman** said the kiosk at Rheingarten Park has been redone. He said that the Mayor is working on new signage that will be displayed on the kiosk. Cooper said the city's park irrigation system probably needs replaced and should be incorporated into the capital improvement plan for the park. He noted the men's restroom was recently vandalized. Cooper said the city is in the process of conducting lead and copper testing as required by the state. He said after the city had installed the signage for the four-way stop at Dock Grade and Oak someone had created a "Honk Ten Times" sign and attached it the stop sign at the top of Dock Grade. Cooper said it was removed.

Staff and council members had a brief discussion about streets that may or may not be public right-of-way. It was agreed that records need to be reviewed and information provided to all city departments. Ken Woodrich, City Attorney noted the city is not allowed to contribute funding towards maintenance or improvement of private streets.

Cooper said the city has received its reader board and it will be put into action announcing that crosswalks will be painted on August 24. He said he thinks it would be a good idea to leave it in place with announcement about school starting and asking people to slow down. He said he will be attending the hybrid vehicle training next week. Cooper said the city's surplus sale is now online. He provided information regarding the need for inspection of one of the city's reservoir next year. Cooper said the city provided services to Bingen in pumping out a sewer line that was plugged.

**B. Council Members**

**Patty Fink, Council Member** asked some questions about integrating the park and transportation plans together.

Jan Brending, Clerk Treasurer suggested looking at the specific goals and polices in the park plan to see if additional language or additional goals are needed. She said the plan will be presented to council members on September 21 but the goal is to get comments prior to that date including from council members.

Fink asked about the status of the conservation measures the city recently adopted related to water.

Brending said it takes time to implement some of the measures. She said one of the measures may come up in revisions to the city's water rates to encourage conservation. Brending said the education components do need to be implemented.

**Ben Giant, Council Member** welcomed Jeff Broderick and Stephanie Porter to their new positions.

**Jim Ransier, Council Member** noted there is an opportunity to work with the school for a program addressing water conservation. He said the CityLAB Board met with the PUD and will schedule another session as they did not get through the full list of questions. Ransier said the Board will meet next Tuesday. He said the Community Development Committee did not meet this month but will meet in September and will discuss events for Halloween. Ransier noted staff is working to get the necessary permits to close Jewett between Estes and Garfield for Halloween.

Jan Brending, Clerk Treasurer noted the city just received a park reservation for a Hispanic Heritage Month event on September 18.

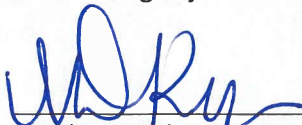
**David Lindley, Council Member** said he was inspired by the City Administrator interviews and is hopeful the city's next administrator is in the mix.

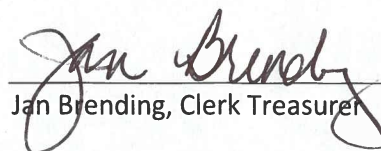
**VIII. Executive Session (if needed)**

There was no Executive session

**IX. Adjournment**

The meeting adjourned at 6:52 p.m.

  
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Marla Keethler, Mayor

  
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Jan Brending, Clerk Treasurer