



**DRAFT**  
**CITY OF WHITE SALMON**  
**City Council Workshop and Meeting –**  
**Wednesday, November 16, 2022**  
**In Person and Via Zoom Teleconference**

**Council and Administrative Personnel Present**

**Council Members:**

Ben Giant  
Patty Fink  
Jason Hartmann  
Jim Ransier  
David Lindley

**Staff Present:**

Jan Brending, Staff Assistant  
Jeff Broderick, Land Use Planner  
Jeff Cooper, Public Works Foreman  
Mike Hepner, Police Chief  
Bill Hunsaker, Fire Chief/Code Enforcement  
Marla Keethler, Mayor  
Paul Koch, Interim City Administrator  
Stephanie Porter, Clerk Treasurer  
Troy Rayburn, City Administrator  
Ken Woodrich, City Attorney

**I. Council Workshop – Transportation Benefit District (5:00pm)**

City staff presented information to the council about Transportation Benefit District. Staff explained the district can be created by the City Council by Ordinance. The powers of the district can be assumed by the City Council if the boundaries of the district are the same as the city limits. The City Council can implement a sales tax of .1% Manically (without the vote of the people) and/or a vehicle registration fee of up to \$20.

Staff explained that the revenues created by the either the sales tax or vehicle registration would be available only for city capital street projects, specifically that are identifies in the Transportation System Plan.

Staff explained how the revenue would generate, including the projected timeline of when the first reuener could be received if the district was created, powers assumed, and tax established by the council.

It was clarified that if the district boundaries were outside of the city limits, an independent board would have to be established and the revenue would be divided with Klickitat County.

It was also clarified that because Klickitat County chooses not to be a Growth Management Act County, the city is not eligible for impact fees.

Council confirmed they would like to move forward with the next steps to create the Transportation Benefit District, assume the poser of the district and get additional information on implementing a .1% sales tax and a \$20 Vehicle Registration Fee.

Workshop ended at 5:45pm

**II. Call to Order and Roll Call**

Mayor Marla Keethler called the meeting to order at 6:00p.m. There were approximately 8 members of the public in attendance in person and via teleconference.

**II. Changes to the Agenda**

Staff requested the removal of Business Item B – Ordinance 2022-11-1116 Amending WSMC 13.16.020 Water Hook Up Fees.

Staff Request a change to Business Item C - Ordinance 2022-11-~~1117~~ **1116** Amending WSMC 13.16.055 Sewer Rates.

Council Member Jim Ransier requested the addition of a business item Resolution 2022-11-55

**Moved by Jason Hartmann. Seconded by Jim Ransier.  
 Motion to approve changes to the agenda as proposed.  
 CARRIED 5-0.**

**III. Consent Agenda**

- A. Approval of CivicPlus Municipal Code Supplementation Subscription
- B. Approval of Meeting Minutes - October 5, 2022
- C. Approval of Meeting Minutes - October 19, 2022
- D. Approval of Meeting Minutes - October 27, 2022 Special Meeting
- E. Approval of Meeting Minutes - October 28, 2022 Special Meeting
- F. Approval of Meeting Minutes - November 2, 2022
- G. 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 16<sup>th</sup> day of November 2022.

Type	Date	From	To	Amount
Claims	11/16/2022	38611	38645	211,539.66
			<b>Claims Total</b>	<b>211,539.66</b>
Payroll		EFT	EFT	0.00
			<b>Payroll Total</b>	<b>0.00</b>
Manual Claims	11/3/2022	38608	38610	63,947.50
	11/15/2022	EFT	EFT	110.00

			<b>Manual Total</b>	<b>64,057.50</b>
			<b>Total All Vouchers</b>	<b>275,597.16</b>

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

**IV. Public Comment**

No public comment.

**V. Presentation**

**Native American Heritage Month**

A video was presented about the Mill Creek Pond impact on the Warm Spring Tribes.

**Water System Plan Update – Dave Jepsen**

Dave Jepsen, Anderson Perry and Associates, presented the Water System Plan Assessment and needs of the city’s water system.

Jepsen covered the current deficiencies in the water system and the recommended improvements including Planned Improvements, Proposed Improvements, and Future Improvements.

Jepsen explained that over the next 20 years more than half of the water system infrastructure needs replaced with \$41 million in improvements to water system assets worth \$81 million.

Jepsen explained the three upcoming projects for 2023: Phase 1 Transmission Line Replacement, SCADA System, and Booster Pump Station. Jepsen noted that the Transmission Line Replacement alone will have a cost of \$13.7 million.

Jepsen outlined the recommended water rate increases from the engineers: 2023 – 12% increase, 2024- 11% increase, 2025- 10% increase, 2026 and 2027- 8% increase.

Jepsen covered options to help with affordability for those residents that would struggle financially to afford higher increase in rates.

Jepsen noted that the base fees rates should be able to effectively sustain the maintenance, repair, and replacement of water system infrastructure. Water Rate should be designed to aid in water conservation. Jepsen noted that the city needs to reduce demand on the system in water volume. He noted the transmission line replacement will help with water loss and Phase 2 will help with overall servability but especially for the City of Bingen.

Jepsen confirmed the debt requirements should be part of the base rate increases.

**VI. Business Items**

**A. Ordinance 2022-11-1115 Amending WSMC 13.16.025 Monthly Water Fees**

Jan Brending presented the proposed water rate increases for 2023-2027. The rate increases include a 10% increase for water rates for 2023 and a 8% increase for 2024-2027.

Brending noted that the base water rates provide funding for the outstanding and future debt incurred for infrastructure improvements.

The total water debt in 2023 is \$11,639,516.

Council discussed the presented rates.

Council discussed the removal of the ADU rate (1.3% of the residential rate). Council requested a more equitable option for multi-unit properties.

Mayor, Marla Keethler, opened the public hearing for Ordinance 2022-11-1115, Amending WSMC 13.16.025 Monthly Water Fees, at 7:26pm.

**Peter Wright, White Salmon Resident**

Peter Wright commented that using information provided through a Public Records Request, the City of White Salmon has 29 permitted ADUs and 6 are registered as Short-Term Rentals. Peter Wright noted that the change in the ADU rate from 1.3% the residential base rate to 2 times the residential base rate is severe for those not using their ADU as a Short-Term Rental.

**Tao Berman, White Salmon Resident**

Tao Berman requested a review of the apartment rate. Tao Berman noted there is a significant disparity when a 900 square foot apartment in being billed the same rate as a 2500 square foot home. Tao Berman noted he would like to see incentive for building more high-density housing.

Closed public hearing at 7:33pm.

The council and staff discussed the options available for identifying and correcting any disparities present in the current rate system. Staff noted that the base fees should sustainably cover the cost of infrastructure needs both current and future. It was noted that the debt requirements will still be the same regardless of the water used.

Dave Jepsen noted that the fixed costs to maintaining the water system should be covered by a fixed rate base fee and variable costs to the water system can be covered by tier rates.

The council reached a consensus that they would like to have more options on increasing the highest water tier rates and expanding the Low-Income Discount for utility rates to include all low-income households.

Council tabled Ordinance 2022-11-1115 to the next council meeting for requested edits.

**B. Ordinance 2022-11-1116 Amending WSMC 13.16.055 Sewer Rates**

Jan Brending presented the proposed sewer/wastewater rate increases for 2023-2027. The rate increases include a 5% increase for 2023-2027.

Brending noted that the base sewer rates provide funding for the outstanding and future debt incurred for infrastructure improvements.

The total wastewater debt for 2023 is \$2,513,095. This is 79% of the City of Bingen Department of Ecology Loan for improvements to the Sewer Treatment Plant, in which White Salmon produces 79% of the waste by population.

Mayor, Marla Keethler, opened the Public Hearing at 8:20 pm.

No public comment was received.

Public Hearing was closed at 8:21pm.

The council reached a consensus that they would like to have more options on expanding the Low-Income Discount for utility rates to include all low-income households.

Council tabled Ordinance 2022-11-1116 to the next council meeting for requested edits.

**C. Preliminary 2023 Budget**

Mayor Marla Keethler presented the draft 2023 budget and narrative. Mayor Keethler noted that council would receive an overview of the budget as it currently stands and hear from department heads.

Stephanie Porter, Clerk Treasurer, gave a presentation with a high-level overview of the proposed 2023 fund balances and projected revenue and expenditures. The presentation included a detailed outline of the add on expenditures/one-time cost expenditures.

**Bill Hunsaker, Fire Chief and Code Enforcement**

Bill Hunsaker noted that the Fire Department need a new fire truck. Hunsaker wants to see more money going into the Fire Reserve Fund to have enough funds to purchase a new engine by 2025.

Hunsaker approved of the Brightly Software Purchase for new permitting software.

**Jeff Broderick, Land Use Planner**

Jeff Broderick noted he is happy with the planning budget. Broderick noted that the only additional expenditure he would like to see increased in the Contractual services for legal services, to aid in the clean-up of current housing codes and correction of existing decisions and applications.

**Jeff Cooper, Public Works**

Jeff Cooper requested the council seriously consider purchasing a Bucket Truck. The current system creates a liability issue. With the seasonal decorating and the increased upkeep of the park, a bucket truck would be widely used.

**Stephanie Porter, Clerk Treasurer**

Stephanie Porter requested the council consider contracting services to aid in transitioning the cities eligible Public Record to electronic records.

**Mike Hepner, Police Chief**

Mike Hepner thanked council for approving the sixth officer.

Mayor Marla Keethler opened the public hearing at 8:53pm.

No public comment was received.

Public hearing was closed at 8:54pm.

Council discussed the presented budget. Council requests for the next council meeting included creation of a carry over project list to identify what project will be carried over from 2022 to 2023, highlighting the addition of a 6<sup>th</sup> police officer in the narrative, adding what projects were completed in 2022, creating a priority list of additional funding options to consider if additional funds are identified in 2023, changing fund 307 from New Pool Fund to Open Park Fund, and creation of a vehicle replacement program.

**D. Interlocal Agreement - Law Enforcement Services**

Jan Brending presented the information for the Interlocal Agreement for Law Enforcement Services. If approved, the City of Bingen will pay 31% of the overall Police Budget.

***Moved by Jim Ransier. Seconded by Ben Giant.***

***Motion to authorize the mayor to sign the 2023-2025 Interlocal Agreement with the City of Bingen for Law Enforcement Services.***

***CARRIED 5-0.***

**E. Interlocal Agreement - Bingen ERUs**

Jan Brending presented the information for the Interlocal Agreement with the City of Bingen for the 2023 ERU rates related to the wastewater system. This agreement increases the price per ERU from \$15.25 per ERU to \$15.50 per ERU for 2023.

**Moved by Jason Hartmann. Seconded by David Lindley.**  
**Motion to authorize the mayor to sign the Interlocal Agreement with the City of Bingen for ERUs.**  
**CARRIED 5-0.**

**F. Resolution 2022-11-559 Land Acknowledgment**

Jim Ransier, Council member presented the Land Acknowledgement Resolution.

David Lindley, council member appreciated the effort behind the resolution. Lindley confirmed that the city had reached out to the tribes but had not collaborated on the land acknowledgment with the tribes. Lindley requested the whereas stating the collaboration with the tribes is removed.

**Moved by Patty Fink. Seconded by Jim Ransier.**  
**Motion to adopt Resolution 2022-11-559 Land Acknowledgment with edits to strike “in collaboration with the tribes”.**  
**CARRIED 5-0.**

**VII. Reports and Communications**

**A. Line of Sight Update**

Nothing to report.

**B. Wildfire Mitigation Update**

Bill Hunsaker confirmed that 5 homeowners in the city limits have signed up for the county mitigation program.

**C. Short Term Rentals Update**

Jeff Broderick reported that there are five pending conditional use permits for ADU's but he is unsure if they will be used as Short-Term Rentals.

Planning department is still working with Granicus to get our enforcement letters.

**D. Department Heads**

**Bill Hunsaker, Fire Chief/Code Enforcement Officer/Building Official**

All annual testing has been completed.

**Jeff Cooper, Interim Public Works Operation Manager**

The Green Street tree removal is scheduled for completion and the DNR trees will be removed soon.

Department of Transportation will be providing sand, deicer and rock for snow.

***Stephanie Porter, Clerk Treasurer***

The cluster mail boxes have been ordered. They will be delivered before the end of the year.

**B. Council Members**

***David Lindley, Council Member***

Thank you to staff for work on the budget.

***Jason Hartmann, Council Member***

Thank you to staff for work on the budget.

***Jim Ransier, Council Member***

Thank you to staff for work on the budget.

***Ben Giant, Council Member***

Thank you to staff for work on the budget.

**C. Mayor**

Mayor Marla Keethler reported that the city met with the Governors aid and had good conversations regarding upcoming legislation.

The Childcare Let's Talk was well attended and productive. Mayor Keethler noted there would be recommendation coming forward soon.

Rep'd Program is up and running. This program allows residents to submit questions they seek answers to that can be answered by video response.

Public Works Board awarded the City of White Salmon 2 loans; one for the booster pump and the other for the transmission main line.

**VIII. Executive Session**

No Executive meeting was needed.

**IX. Adjournment**

The meeting was adjourned at 9:32 p.m.

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Marla Keethler, Mayor

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Stephanie Porter, Clerk Treasurer