



DRAFT
CITY OF WHITE SALMON
City Council Meeting – Wednesday, December 7, 2022
In Person and Via Zoom Teleconference

Council and Administrative Personnel Present

Council Members:

Ben Giant
Patty Fink
Jason Hartmann, Mayor Pro Temp
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
Paul Koch, Interim City Administrator
Stephanie Porter, Clerk Treasurer
Troy Rayburn, City Administrator
Ken Woodrich, City Attorney

I. Call to Order and Roll Call

Mayor Pro Temp Jason Hartmann called the meeting to order at 6:00p.m. There were approximately 2 members of the public in attendance in person and via teleconference.

II. Changes to the Agenda

Staff requested that consent agenda item B – Approval of 2023 Lodging Tax Grants be removed as it is also listed as business item A.

Moved by Ben Giant. Seconded by Jim Ransier.

Motion to remove consent agenda item B – Approval of 2023 Lodging Tax Grants. CARRIED 5-0

III. Consent Agenda

- A. Youth Center Services Contract 2023- Washington Gorge Action Programs
- ~~B. Approval of 2023 Lodging Tax Grants~~
- C. Small Works Roster Project - Change Order - City Hall Bell Tower Electrical Work, Coburn Electric - \$3,765.67
- D. Planned Service Agreement - Johnson Controls (Sprinkler System Maintenance and Inspection) - \$2,269.43
- E. 2023-2024 City Prosecutor Agreement - Ron Reynier
- F. Klickitat County Public Works Reimbursable Work Agreement
- G. 2023-2025 Agreement to Purchase Water, City of Bingen
- H. October 2022 Treasurer's Report
- I. Approval of Voucher

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 7th day of December 2022.

Type	Date	From	To	Amount
Claims	12/7/2022	38663	38723	251,859.47
	12/7/2022	EFT	EFT	6,414.00
			Claims Total	258,273.47
Payroll	11/21/2022	EFT	EFT	81,400.54
	12/5/2022	EFT	EFT	122,678.18
	12/5/2022	38649	38662	6,153.27
			Payroll Total	210,231.99
Manual Claims	11/28/2022	384646	38648	3,159.28
	11/17/2022	EFT	EFT	17,203.78
			Manual Total	20,363.06
			Total All Vouchers	488,868.52

*Moved by Jim Ransier. Seconded by Ben Giant.
 Motion to approve Consent Agenda as amended. CARRIED 5-0.*

IV. Public Comment

Tao Berman, White Salmon Resident

Tao Berman noted he is in favor of the Transportation Benefit District and the .1% sales tax revenue. He believes the small amount of revenue will not significantly impact consumers in White Salmon.

Ryan Adam, Public Works Maintenance Worker

Ryan Adam gave information about the Sweet Gum Tree. Numerous sources were cited as to where the information was derived. His opinion after conducting his research is that Sweet Gum Tree is in a bad location as a canopy tree. He believes it will continue to grow and damage the sidewalks and neighboring commercial property.

V. Business Items

A. Approval of 2023 Lodging Tax Grants

Jan Brending presented the 2023 Lodging Tax Committee Recommendations for awards. Three applications were received; one was not eligible due to Lodging Tax Fund restrictions. Jan Brending followed up with the White Salmon Arts Council to explain why the application was not eligible for funding.

Two grants from Mount Adams Chamber of Commerce were recommended for funding:
 1) 2023 White Salmon Tourism - \$46,800 and 2) 2023 White Salmon Events - \$31,200.

Moved by Jim Ransier. Seconded by Ben Giant.

Motion to approve Lodging Tax Grant funding for 2023 White Salmon Events in the amount of \$31,200. CARRIED 5-0.

Moved by Ben Giant. Seconded by David Lindley.

Motion to approve Lodging Tax Grant funding for 2023 White Salmon Tourism in the amount of \$46,800. CARRIED 5-0.

B. Resolution 2022-12-553 Adopting the 2023 Salary Matrix

Stephanie Porter reviewed the Resolution noting that this is an annual administrative necessity. The salary matrix is approved through the Union Contract negotiations.

Moved by David Lindley. Seconded by Jim Ransier.

Motion to approve Resolution 2022-12-553 Adopting the 2023 Salary Matrix. CARRIED 5-0.

C. Ordinance 2022-12-1118, Creation of Appeals Board

Paul Koch presented information about the creation of an appeals board. He noted that the city will require a Board of Appeals to handle appeals. There is currently an appeal that has been submitted but cannot be resolved until this step in city code is handled.

Jim Ransier confirmed that this is the first appeal filed that would require this appeal board for resolution.

Jan Brending noted that the International Building Code requires this appeal board.

Council discussed the appeal board details and confirmed that the inclusion of Skamania and Klickitat County to find applicants was to cast a wide net of potential applicants and that the term should be modified to reflect 3 years rather than 6 years.

Moved by Ben Giant. Seconded by Jim Ransier.

Motion to adopt Ordinance 2022-12-1118 Amending White Salmon Municipal Code 2.20.030 creating a Board of Appeals.

Discussion:

David Lindley noted that he is hopeful to have a large pool of White Salmon Residents.

Moved by Jim Ransier. Seconded by Ben Giant.

Motion to amend the motion to reflect a term of 3 years. CARRIED 5-0.

Amended motion to adopt Ordinance 2022-12-1118 Amending White Salmon Municipal Code 2.20.030 creating a Board of Appeals with a service term of 3 years.

CARRIED 5-0

D. Creation of a Transportation Benefit District

Jan Brending presented information for a Transportation Benefit District. Jan noted that if the council chose to create the district, assume the powers of the district, the potential revenue that could be generated would be an estimated \$91,465 for the .1% Sales Tax and estimated \$46,212 for the \$20 Vehicle Licensing Fee.

City council unanimously agreed that they would like staff to move forward with the next steps in creating a Transportation Benefit District for White Salmon.

Patty Fink noted that this amount of revenue could be significant in providing match funds for larger street related infrastructure projects.

Moved by David Lindley. Seconded by Ben Giant.

Motion to direct staff to move forward with the next steps to create a Transportation Benefit District. CARRIED 5-0.

E. Ordinance 2022-12-1115 Amending WSMC 13.16.025 Monthly Water Fees

Jan Brending gave an update of the changes made to the ordinances after council requests from the previous council meeting.

Two draft ordinances were presented to council. The first option with a third-tier rate of \$5.31 which reflects a \$2 increase from the second tier and the second option with a third-tier rate of \$8.36 reflecting a matching percentage increase between tier-one and tier-two.

Jan Brending noted that an expansion of the low-income discount is not yet addressed in the ordinance. This transition will require more research on how to create and implement an expanded program that is both trackable and equitable.

Patty Fink, Council Member confirmed that the third tier is for monthly water usage of over 15,000 gallons.

Jim Ransier, Council Member noted his agreement with the ADU rate being removed as an equity issue. Council Member Ransier noted that he is in favor of the higher third-tier rate of \$8.36 that reflects the equal increase between the water use tiers. Council Member Ransier encouraged the development of the expanded low-income program and conservation message that would be included monthly with the utility bills.

Ben Giant, Council Member agreed with Council Member Jim Ransier. Council Member Giant noted that this increased third tier shows a conscious effort by council members to support water conservation.

Council unanimously agreed with the third tier being at the higher rate of \$8.36 per 1,000 gallons.

Mayor Pro Temp Jason Hartmann opened the public hearing at 7:04pm.

No public comment was received.

Public Hearing was closed at 7:05pm.

Moved by Jim Ransier. Seconded by Ben Giant.

Motion to adopt Ordinance 2022-12-1115 Amending WSMC 13.16.025 Monthly Water Fees with third tier rate of \$8.36 per 1,000 gallons. CARRIED 5-0.

F. Ordinance 2022-12-1116 Amending WSMC 13.16.055 Sewer Rates

Jan Brending presented the information the sewer rates. No changes were made from the previous council meeting. The ordinance includes a 5% increase to sewer rate base fees for 2023-2027.

Jim Ransier confirmed that the city could fund a Wastewater System Plan to help identify the long-term financial obligations of the identified infrastructure needs.

Jan confirmed that all wastewater connection fees paid to the city are now allocated to the wastewater reserve fund. This would help fund a wastewater system plan.

David Lindley noted that a Wastewater System Plan should be a high priority for the city to invest in.

Mayor Pro Temp Jason Hartmann opened the Public Hearing at 7:10pm.

No public comment was received.

Public Hearing was closed at 7:11pm.

Staff confirmed that the current Low-Income discount applies to both water and sewer rates. Any expansion of the program would be the same.

Moved by Patty Fink. Seconded by Jim Ransier.

Motion to adopt Ordinance 2022-12-1116 Amending WSMC 13.16.055 Sewer Rates. CARRIED 5-0.

G. 2023 Proposed Budget

Stephanie Porter presented the Proposed 2023 Budget. All included expenditures that were not Operation and Maintenance costs were outlined by fund.

Jan Brending noted that staff is researching if the New Pool is eligible to be added to the City of White Salmon Municipal Capital Improvement Project list. If the answer is yes, then the council could allocate Real Estate Excise Tax (REET) Revenues to future contributions.

Mayor Pro Temp Jason Hartmann opened the public hearing at 7:24pm.

No Public Comment.

Public Hearing was closed at 7:25pm.

Council and staff discussed the additional projects in the 2023 budget. After the closing of the 2022 fiscal year, the council would like to discuss the addition of a wastewater system plan.

Troy Rayburn, City Administrator noted that the new job description for the Community Development and Special Projects Coordinator includes education goals of grant writing.

Patty Fink, Council Member asked for a list of carryover projects from 2022.

Ben Giant, Council Member said he likes the format of the budget narrative. It is accessible to the public which was the goal. He would like to see a grant writer at the top of the list for additional expenses after the close of 2022.

Moved by David Lindley. Seconded by Jim Ransier.

Motion to adopt Ordinance 2022-12-1117 Adopting the Budget for the City of White Salmon Fiscal Year Ending December 31, 2023. CARRIED 5-0.

VI. Reports and Communications

Staff recognized and thanked Jan Brending for her 30 years of service to the Columbia River Gorge. Staff acknowledged the 5 years she worked for the City of White Salmon and the impact she had.

A. Department Heads

Paul Koch, Interim City Administrator

Paul Koch gave an update report on the Sweet Gum Tree. He met with WSDOT and they have agreed to partner with the City in repairing the sidewalk and adding a bulb out.

Paul Koch explained the conditions are that the city will need to put in a temporary sidewalk and that the Sweet Gum Tree would stay. He noted that an agreement would be coming forward.

Paul Koch noted that the tree is currently causing damage to adjacent commercial properties.

Troy Rayburn, City Administrator noted that there are legal concerns if the tree is knowingly causing damage to adjacent properties.

Jan Brending noted that WSDOT typically leaves any right of way outside of the curbs to the city's discretion. She recommended that it be confirmed if the Sweet Gum Tree staying is a condition of the agreement.

Jeff Cooper, Acting Public Works Operations Manager

Jeff Cooper recommended that the Police Officer on duty receive the call from dispatch for snow plowing as many of the Public Works Team live outside the city limits and would not know when snow has begun.

The dangerous trees at the DNR property by Buck Creek have been removed.

Stephanie Porter, Clerk Treasurer

Stephanie Porter noted that the budget has been top of mind and she is glad to see the council pass it.

The City received a Transportation Improvement Board (TIB) Grant for chip sealing.

There is a potential RMSA grant for Human Resource Services that would allow the city to update their personnel policies.

Mike Hepner, Police Chief

Mike Hepner noted that the 6th police officer has been hired. Kelsey Rooks started on November 30. She comes with 7 years of experience.

Jeff Broderick, Land Use Planner

Jeff Broderick noted that 5 Short Term Rental Compliance Letters have been sent out.

Planning is expecting a application for the N Main Subdivision soon.

Troy Rayburn, City Administrator

Troy Rayburn noted that there will be 2 job descriptions coming forward to the council at the next meeting: Public Works Director and Community Development and Special Projects Coordinator. Once the Public Works Director and the additional Maintenance worked are hired in early 2023, staff will be going through some team building workshops.

Troy Rayburn noted the staff is beginning to establish guidelines for a strategic plan.

Ken Woodrich, City Attorney

Ken Woodrich noted that he has been working on a lengthy public records request with city staff.

B. Council Members

Ben Giant, Council Member

Thanked Jan Brending and Paul Koch for their contributions to the City of White Salmon.

David Lindley, Council Member

Appreciated the easy of reading through the budget narrative. An improvement over last years budget.

Jim Ransier, Council Member

Thank you to Jan Brending and Paul Koch.

Patty Fink, Council Member

Thank you to Jan Brending and Paul Koch.

Patty Fink noted that she was not happy with the language in the Klickitat County Reimbursable Work Agreement. She noted she would like to see a rate sheet for billing.

Ken Woodrich, City Attorney noted that he looked at the agreement and it is the same agreement that has been in place. He noted that the city uses the county for chip sealing. Because the county is significantly less expensive for chip sealing services the city was able to get the TIB Grant for \$300,000.

C. Mayor

No mayor update was presented.

VII. Executive Session

No executive session.

VIII. Adjournment

The meeting was adjourned at 8:12p.m.

Marla Keethler, Mayor

Stephanie Porter, Clerk Treasurer