



**CITY OF WHITE SALMON**  
**City Council Regular Meeting – Wednesday, August 15, 2018**

**Council and Administrative Personnel Present**

**Council Members:**

Jason Hartmann  
Donna Heimke  
Marla Keethler  
Ashley Post  
Amy Whiteman

**Staff Present:**

Pat Munyan, City Administrator  
Jan Brending, Clerk Treasurer  
Ken Woodrich, City Attorney  
Kevin English, Public Works Operations Mgr.  
Mike Hepner, Police Chief  
Bill Hunsaker, Fire Chief/Building Official

**1. Call to Order**

Mayor Pro Tempe Heimke called the meeting to order at 6 p.m. There were approximately 4 people present.

**2. Roll Call**

All council members were present. Amy Whiteman attended the meeting by phone.

**3. Comments – Public and Council**

**Tammy Kaufman, Insitu and White Salmon-Bingen Rotary** invited council members to attend the WAAAM Fly-In scheduled for September 8 at 11:00 a.m. She said Insitu is donating a Scan Eagle to the museum. Kaufman also invited council members to attend "It Takes A Village" scheduled as a rotary fundraiser in conjunction with the White Salmon Farmers' Market on Tuesday, September 11 from 3 to 7 p.m.

**Ramona McCoy, White Salmon** asked the city to look into people who are living in recreation vehicles hooked up to water. Bill Hunsaker asked McCoy that she contact him so he can get more information.

**Ashley Post, Council Member** said she spoke with the arborist on the Tree Board, Karen Jenkins who said that the lilac bushes on 4<sup>th</sup> Street could be moved but the cost would exceed the \$1500 allocated by the city council.

Pat Munyan said he has met with Ruth Olin and that her concerns are much less with the lilac bushes and more about the sidewalk.

Amy Whiteman said that it may be possible to propagate the current lilac bush and plant the propagations to continue the heritage of the bushes.

Pat Munyan said that one of the lilac bushes may be able to remain where it is located with some pruning but that one of the bushes is located where the sidewalk will be placed.

**4. Changes to the Agenda**

There were no changes to the agenda.

**5. 2018 Transportation Improvement Board Grant Applications**

Jan Brending presented reviewed the grant applications that are proposed to be submitted to the Transportation Improvement Board. The applications include a Small City Arterial Program Grant Application (SCAP) for Skagit Street from Washington to Academy in the amount of \$427,500 (total project cost \$475,000). The second application is for the Small City Pavement Preservation Program (SCPP) for chip sealing a number of streets connected to Skagit including Scenic from Snohomish to Skagit, Hood from Wauna to Skagit, Columbia from Snohomish to Skagit, Academy from Wauna to Skagit, and Snohomish from Washington to Academy in the amount of \$277,006 (total project cost \$291,585). Brending said the deadline for the applications is Friday, August 17, 2018.

*Moved by Jason Hartmann, seconded by Ashley Post.*

*Motion to authorize submittal to the Transportation Improvement Board 2018 Small City Funding Application for Small City Arterial Program (SCAP) in the amount of \$427,500 (total project cost \$475,000) and 2018 Funding Application for Small City Pavement Preservation Program (SCPP) in the amount of \$277,006 (total project cost \$291,585). CARRIED.*

Jan Brending said the city should hear back in November regarding the award of TIB grants.

Pat Munyan provided an overview of past funding from the Transportation Improvement Board.

**6. 2018 Budget Amendment #3**

Jan Brending presented a proposed budget amendment, including Ordinance 2018-08-1027 amending the 2018 budget.

*Moved by Ashley Post, seconded by Marla Keethler.*

*Motion to adopt Ordinance 2018-08-1027, Amending the 2018 Budget. CARRIED.*

The city council discussed spending on the WM Smith contract for pool design and how the proposed metropolitan park district may or may not use the products that come out of the contract.

Ken Woodrich said a Frequent Asked Questions document regarding the proposed metropolitan park district is needed. There was a consensus of the council that Jan Brending and Ken Woodrich would develop the initial language with review by Marla Keethler prior to distribution.

**7. Draft Development Standards for Water and Sewerage Facilities**

Kevin English reviewed the draft development standards for water and sewerage facilities. He noted that it is a “living document” that will be amended over time as necessary. English said that he has used these standards in previous work experiences and they have been generally

accepted by developers. He noted that he is not asking the council to adopt the standards at this meeting but will be submitting it to the council for adoption at the next council meeting.

Ken Woodrich noted that he will revise the adoption language included in the standards.

Jan Brending noted that she will develop a resolution adopting the standards that the council will consider at the next council meeting.

**8. Web Site Demonstration**

Jan Brending provided a demonstration of the web site. She said she and Marla Keethler hope the web site will go live in the next few weeks.

**9. Consent Agenda**

**a. 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 15<sup>th</sup> day of August, 2018.

Type	Date	From	To	Amount
Claims	8/15/2018	34081	34133	161,326.65
		EFT	EFT	0.00
			Claims Total	161,326.65
Payroll	8/6/2018	EFT	EFT	99,416.06
		34067	34080	5,617.71
			Payroll Total	105,033.77
Manual Claims				
			Manual Total	0.00
			Total All Vouchers	266,360.42

*Ashley Post moved, Jason Hartmann seconded.*

*Motion to approve consent agenda. CARRIED.*

**10. Department Head and Committee Reports**

**Kevin English, Public Works Operations Manager** said that an individual living on Waubish Street is back to their pranks regarding the potholes. He said the individual(s) do not contact the

Public Works Department to find out when the potholes will be repaired. English noted that Waubish Street pothole repair is on the list of things to be done this summer.

**Pat Munyan, City Administrator** said the city has received confirmation from the Department of Ecology that the city's ASR permit will be issued. Munyan said he is working with the Underwood Conservation District on a \$1 million grant related to the White Salmon River water project. He said the city is also working with the Department of Ecology on a \$250,000 grant on the same project. Munyan said he and the mayor are working with the governor's office to provide a presentation regarding the city's 14" main line that needs replaced. He said the project could be added as a direct appropriation to the state's upcoming budget. Munyan said that he feels the repairs to the city hall exterior need to move forward. He said Archer Mayo has not gotten back to the city with specifications or costs after he met with staff, the mayor and Jason Hartmann. There was a consensus to try and make one more attempt to follow up with Archer Mayo.

**Ken Woodrich, City Attorney** said the city will need to amend its business license code by the end of the year to meet new state requirements.

**Jan Brending, Clerk Treasurer** said the State Auditor's will be auditing the city in late September. She said there are a number of codes and policies that need to be updated.

**Mike Hepner, Police Chief** said July was a very busy month with over 150 calls. He said most of the calls were related to suspicious people, vandalism and disorderly conduct. Hepner said the department is staying busy.

**Bill Hunsaker, Fire Chief/Building Official** said there have been no recent fires in Klickitat or Skamania County.

Marla Keethler asked what happens in a situation where evacuations are needed within the City of White Salmon.

Bill Hunsaker said the emergency management system will be engaged and will notify individuals who have signed up for notifications and those who are still using landlines. He said evacuations depend on the event.

**Marla Keethler, Parks and Recreation Committee** said there is a Parks and Recreation Committee meeting scheduled for August 28 at 5:00 p.m. She asked staff about the status an agreement with Klickitat County regarding the Riverfront Park.

Pat Munyan said the city is waiting on the county who needs to address several legal issues.

**Marla Keethler, Tree Board** said the Tree Board met on the 14<sup>th</sup> and that a Request for Proposals to hire an arborist to conduct a tree inventory will be released in the next few days.

**Amy Whiteman, Housing Committee** said the Housing Committee will meet on the 16<sup>th</sup>.

**Jason Hartmann, Tourism and Small Business Committee** said the committee had its first meeting and spent time scoping out its mission.

**Jason Hartmann, Fire and Police Committee** said he would like to set up a fire and police committee meeting.

**Donna Heimke, Budget Committee** said the budget committee will meet on August 27.

**11. Adjournment**

The meeting was adjourned at 8:01 p.m.



David Poucher, Mayor



Jan Brending, Clerk-Treasurer