



CITY OF WHITE SALMON
City Council Regular Meeting – Wednesday, August 7, 2019

Council and Administrative Personnel Present

Council Members:

Jason Hartmann (by telephone)
Donna Heimke
Marla Keethler
Amy Martin

Staff Present:

Pat Munyan, City Administrator
Jan Brending, Clerk Treasurer
Ken Woodrich, City Attorney
Bill Hunsaker, Fire Chief/Building Official
Mike Hepner, Police Chief

1. Call to Order

Mayor Pro Tempe Donna Heimke called the meeting to order at 6 p.m. There were approximately 40 people present.

2. Roll Call

Moved by Amy Martin. Seconded by Marla Keethler.
Motion to excuse Ashley Post. CARRIED 4-0.

3. Comments – Public and Council

Porter Haskell, Boy Scout said he is working on his communications badge which requires him to attend a city council meeting and then write a report about the meeting.

Tova Tillinghast, Underwood Conservation District said she is available to answer questions about the proposed agreement between the city and Underwood Conservation District.

4. Changes to the Agenda

There were no changes to the agenda.

5. Professional Services Contract, Underwood Conservation District – Land Use Applicant Assistance

Pat Munyan provided a review of the proposed professional services contract with Underwood Conservation District for providing assistance to land use consultants regarding natural resource issues. He said he feels the assistance through Underwood Conservation District will be more affordable. Munyan said applicants do not have to use Underwood Conservation if they choose to use someone else. He said staff is working on the checklist that will be used by Underwood Conservation.

Marla Keethler asked what the average fees are associated with hiring a consultant. Pat Munyan said approximately \$5,000.

Moved by Marla Keethler. Seconded by Amy Martin.

Motion to authorize the city administrator to sign contract with Underwood Conservation District to provide services to City of White Salmon land use applicants charging a base fee of \$1,500 per application for 24 hours of service and an additional \$50 per hour for anything over the base 24 hours. CARRIED 4-0.

6. Contract Amendment – Aspect Consulting, ASR Engineering Support

Pat Munyan said the proposed amendment to the Aspect Consulting contract is to provide engineering support for upgrades needed to improve the Aquifer Storage and Recovery (ASR) system. He said the increase in the support is \$49,800 which is included in a proposed budget amendment.

Moved by Amy Martin. Seconded by Marla Keethler.

Motion to authorize amendment to Aspect Consulting contract for ASR engineering support services for an amount not to exceed \$49,800. CARRIED 4-0.

7. Contract Amendment – Anderson Perry & Associates, Inc., Jewett Water Main Improvements Project

Pat Munyan said the proposed amendment covers costs associated with final design of the Jewett Water Main Improvements project. He said the increase is \$14,000 and is included in a proposed budget amendment.

Moved by Marla Keethler. Seconded by Amy Martin.

Motion to authorize amendment to Anderson Perry & Associates contract for engineering services related to the city's Jewett Water Main Improvements project in the amount not to exceed \$14,000. CARRIED 4-0.

8. 2019 Budget Amendment – Ordinance 2019-08-1047

Jan Brending said the proposed budget amendments provide funding for the two contract amendments that were approved by the city council. She said the overhead cost allocation for finance services is recalculated based on changes to expenditures and that ending cash balances are adjusted appropriately. Brending noted that all ending cash balances meet the city's financial policies regarding those balances. She said the budget committee has reviewed the proposed changes and supports the budget amendment.

Moved by Amy Martin. Seconded by Marla Keethler.

Motion to approve Ordinance 2019-08-1047, Amending the 2019 Budget. CARRIED 4-0.

9. TIB Grant Applications

Jan Brending said staff is requesting authorization to submit two Transportation Improvement Board (TIB) grant applications (1) Small City Arterial Program for the 100 block of Garfield, from Jewett to Lincoln and (2) Small City Pavement Preservation Program Chip Seal for the two blocks of Hood Street from Main to Estes.

Moved by Marla Keethler. Seconded by Amy Martin.

Motion to authorize the submittal of two TIB grant applications (1) Small City Arterial Program for the 100 block of Garfield, from Jewett to Lincoln and (2) Small City Pavement Preservation Program Chip Seal for the two blocks of Hood Street from Main to Estes. CARRIED 4-0.

10. City Hall Improvements – Bid Results and Contract Award

Jan Brending provided a review of the bid results for the city hall improvements project. She said the city received one bid from EMTech LLC as follows:

	<u>Option 1</u>	<u>Option 2</u>	<u>Option 3</u>
Schedule 1, Storage Room Remodel and Construction	90,750.00	90,750.00	90,750.00
Schedule 2, Exterior Stairs	31,250.00	31,250.00	31,250.00
Schedule 3, City Hall Exterior	40,000.00	56,000.00	20,000.00
Schedule 4, City Hall Exterior Painting	24,500.00	24,500.00	24,500.00
Total Construction Cost	186,500.00	202,500.00	166,500.00
Sales Tax 7.5%	13,987.50	15,187.50	12,487.50
Total Costs Including Sales Tax	200,487.50	217,687.50	178,987.50

Jan Brending said the city currently has \$200,000 budgeted for the improvements. She said it is up to the council to decide which option for the city hall exterior they would prefer. Brending said Option 1 provides for rock on the clock tower and vertically around the south windows, Option 2 provides for rock on the clock tower and horizontally under the south windows, and Option 3 provides for just stucco and paint. She noted that colors have not been selected and recommended the City Operations Committee make that decision. Brending read an email from a textile/colorist who said she would be willing to help select a color pallet and recommended against using the colors used in the illustrations of the options.

Marla Keethler said the building was built to evoke the Bavarian look and that she is leaning towards Option 3 with no rock. She said she has heard from citizens that the city should maintain the Bavarian theme on the building.

Amy Martin said she feels that the rock does not make the building feel less Bavarian.

Council members discussed the three options. Jason Hartmann noted that he has also heard that the city should “ditch” the Bavarian theme.

Moved by Jason Hartmann. Seconded by Amy Martin.

Motion to select Option 1 at the price of \$200,487.50 and award a contract to EMTech LLC for the city hall improvements. FAILED 2-2 with the following vote: Hartmann – Aye, Heimke – Nay, Keethler – Nay, Martin – Aye.

Moved by Marla Keethler. Seconded by Jason Hartmann.

Motion to select Option 3 at the price of \$178,987.50 and award a contract to EMTech LLC for the city hall improvements. CARRIED 4-0.

The council noted that a change order could be made to the contract if the council changed its mind regarding the exterior.

11. Resolution 2018-08-490, Surplus of Property

Jan Brending said the proposed resolution includes the surplus of two vehicles, numerous chairs, and equipment associated with the pool.

Moved by Jason Hartmann. Seconded by Amy Martin.

Motion to adopt Resolution 2018-08-490, Surplus of Property. CARRIED 4-0.

12. Authorization to Hire Bond counsel – USDA Loan

Jan Brending said the city is required to hire bond counsel for its USDA Rural Development Loan. She said the city received three quotes for services from K&L Gates LLP, Foster Pepper PLLC, and Pacific Law Group. Brending said she is recommending using K&L Gates for the amount of \$12,000. She noted the city has used K&L Gates as its bond counsel in the past on other USDA Rural Development loans.

Moved by Amy Martin. Seconded by Marla Keethler.

Motion to hire K&L Gates as bond counsel to meet the requirements of the city's USDA Rural Development loan for the amount of \$12,000. CARRIED 4-0.

13. Authorization for Interim Bank Financing – USDA Loan

Jan Brending said the city is required to use interim bank financing for its USDA loan. She said she solicited quotes from eight banks and received four quotes. Brending said after a review of the quotes, pricing and services offered she is recommending using North Cascades Bank for interim financing.

Moved by Marla Keethler. Seconded by Amy Martin.

Motion to authorizing use North Cascades Bank for interim bank financing for the city's USDA Rural Development loan. CARRIED 4-0.

14. Authorization to Set Vacation Hours for Lateral Police Officer

Mike Hepner, Police Chief, said he would like to hire a lateral officer from Klickitat County and would like to set his vacation accrual rate at 14 hours per month to begin. He said additional

benefits are needed to obtain good lateral police officer candidates. Hepner said the candidate already earns more than 14 hours per month at his current job.

Moved by Amy Martin. Seconded by Marla Keethler.

Motion to authorize setting initial accrual of vacation hours at 14 hours per month for incoming lateral police officer hire. CARRIED 4-0.

15. Approval of Minutes – July 17, 2019

Jan Brending asked that the minutes of the July 17, 2019 be pulled from the consent agenda so that a correction to the minutes can be made. Brending said Ashley Post has asked the following language replace the current language for the comments made by Lisa Evans: "Lisa Evans, Northwestern Park said she was surprised by what she read in the newspaper. She said she was sorry the city council was "taken to task" over their pass on declaring Pride Month. Evans said that she appreciates Ashley Post's comments. She said she does not believe it's the role of city council to be the "opinion and values police" because that would actually create a block for diversity of opinion."

Moved by Amy Martin. Seconded by Marla Keethler.

Motion to approve the meeting minutes of July 17, 2019 as corrected. CARRIED 4-0.

16. Consent Agenda

- a. Approval of Minutes – July 29, 2019
- c. Budget Report – June 2019
- d. Approval of Vouchers, including voucher for Mayor Poucher for mileage reimbursement.

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 August, 2019.

Type	Date	From	To	Amount
Claims	8/7/2019	35220	35279	184,641.13
		EFT	EFT	
			Claims Total	184,641.13
Payroll	8/5/2019	35213	35219	1,424.53
		EFT	EFT	100,801.47
			Payroll Total	102,226.00
Manual Claims	7/24/2019	35210	35211	4,525.49
	7/29/2019	35212	35212	211.00
	8/5/2019	EFT	EFT	1,616.39
	8/6/2019	EFT	EFT	505.07
			Manual Total	6,857.95
			Total All Vouchers	293,725.08

**Moved by Amy Martin. Seconded by Marla Keethler.
Motion to approve consent agenda. CARRIED 4-0.**

17. Department Head and Committee Reports

Mike Hepner, Police Chief said he has hired a lateral police officer who will start on August 19th.

Bill Hunsaker, Building Official/Fire Chief said the building department is very busy. He said the city is entering into the busiest time of the fire season. Hunsaker said it is important to remind people that a burn ban is currently in place. He said the fire department is also seeking volunteer firefighters.

Jan Brending, Clerk Treasurer noted that she will not be present at the next council meeting as she will be on vacation.

Donna Heimke, Council Member said the Personnel and Finance Committee will not meet in August.

Marla Keethler, Council Member said she, Jan Brending, Mayor Betty Barnes and others plan to meet with the Klickitat County Board of Commissioners to talk about SHB 1406 which provides for a Housing Tax Credit that could be beneficial to the residents of Klickitat County.

18. Adjournment

The meeting adjourned at 7:26 p.m.



David Poucher, Mayor



Jan Brending, Clerk-Treasurer