



CITY OF WHITE SALMON
City Council Regular Meeting – Wednesday, August 19, 2020
Via Zoom Teleconference

Council and Administrative Personnel Present

Council Members:

Jason Hartmann
Ashley Post
Jim Ransier
Joe Turkiewicz

Staff Present:

Marla Keethler, Mayor
Jan Brending, Clerk Treasurer
Ken Woodrich, City Attorney
Russ Avery, Public Works Operations Mgr.
Mike Hepner, Police Chief
Bill Hunsaker, Building Official/Fire Chief

1. Call to Order

Marla Keethler, Mayor called the meeting to order at 6:00 p.m. There were approximately 9 people in the audience (by video or telephone).

2. Roll Call

Moved by Ashley Post. Seconded by Jason Hartmann.
Motion to excuse David Lindley. CARRIED 4-0.

3. Public Comment

Six public comments were read regarding a proposed cell tower on Strawberry Mountain expressing opposition to the project due to scenic impacts; possible health impacts; zoning, deed restrictions and code height violations; cost/benefit analysis; illegal subdivision of city property; and potential property devaluation.

Jeff Dellis, Hood River OR (Owns property in White Salmon)
James Kacena, White Salmon WA
Kevin Flanigan, White Salmon WA
William Newman and Barbara Hayman, White Salmon WA
Richard Eatherly, White Salmon WA
Wynne Lobel, White Salmon WA

Ken Woodrich, City Attorney noted that the city council may be an appellate body in land use decision regarding the proposed cell tower. He suggested city council members should not discuss the proposed cell tower with members of the public. Woodrich said that if council members do discuss it and the issue comes before the city council the discussions would need to be disclosed. Woodrich also noted that seeing a proposal for a ground lease option before a land use decision is made is not uncommon. He said the lease would be object to the provider obtaining all the necessary permits before they can move forward.

Pat Munyan, City Administrator noted that during the land use permitting process a public hearing would be held before the city's planning commission.

Marla Keethler, Mayor suggested that the city operations committee take a look at the existing land use code regarding permitting cell towers in order to address the complete process.

4. Changes to Agenda

Staff recommended striking the agenda item regarding the ground lease with Oregon RSA #2 so that additional information can be presented. Council and staff discussed allowing the item to be remain on the agenda. Jan Brending noted that some members of the community may not have attended the meeting on the belief that the agenda item was going to be removed.

Moved by Joe Turkiewicz. Seconded by Jason Hartmann.

Motion to strike the agenda item regarding the ground lease with Oregon RSA #2. CARRIED 4-0.

Staff asked that Resolution 2020-08-504, Adopting and Declaring Support of the Klickitat County Multi-Hazard Mitigation Plan be added to the agenda after the Committee Appointments agenda item.

Moved by Jason Hartmann. Seconded by Joe Turkiewicz.

Motion to add Resolution 2020-08-504, Adopting and Declaring Support of the Klickitat County Multi-Hazard Mitigation Plan to the agenda after the Committee Appointments agenda item. CARRIED 4-0.

5. Presentation – COVID-19 Update, Erinn Quinn, Klickitat County Public Health Director

Erinn Quinn, Klickitat County Public Health Director provided an update to the city council on the status of COVID-19 in Klickitat County. She said the health department is closed to the public but some services are available by appointment. She said that some levels of services are running higher this year than last year. Quinn said the health department does handle contact tracing for COVID-19 at this time. She said it may be possible that the state will take over in the future. Quinn said that as long as department can handle the workload it is her intent to keep it as a local resource.

6. COVID-19 Update

Marla Keethler, Mayor provided recommendations on how to spend the COVID-19 CARES funds available to the city. She said the funds need to be spent by October 31. She said early on it was the city's intent to hold some of the funds due to concerns there could be a significant outbreak in White Salmon and the funds might be needed to address that. Keethler said at this time the funds could best be used by serving members and businesses of the White Salmon community. She recommended the funds be used as follows:

White Salmon Community Relief Fund

\$40,000 of the \$78,3000 CARES Act funding will be provided to establish a White Salmon Community Relief Fund. These funds will be used for payments to households up to \$500 per household to cover costs of rent, mortgage, utility payments, childcare, transportation (possibly in the form of gas vouchers) or distance learning electronics. Households making 200% AMI (adjusted median income) that can show a hardship

related to the COVID-19 pandemic such as reduced work hours, unemployment, change in commuting needs, additional costs to related to at-home learning requirements, or childcare expenses are eligible for the funding. 30% of the available funding shall be dedicated to Hispanic, Latino, Black, American Indian/Alaskan Native, and Asian families to ensure proportional representation reflective of city demographics. The Mayor is authorized to work with a local nonprofit organization or with staff to implement the White Salmon Community Relief Fund including the development of an application for funding.

White Salmon Welcoming Customers Business Grants

\$22,500 of the \$78,300 CARE Act funding will be provided for White Salmon Welcoming Customers Business Grants. These funds can be granted to White Salmon businesses that serve customers (hospitality, grocery, hardware, pharmacy, medical, retail, etc.) to aid in procurement of additional PPE, signage, or other means used to communicate or help ensure compliance with state required COVID-19 operating guidelines. Businesses that have already received COVID-19 funding for such purchases are not eligible. This funding cannot be used to cover payroll costs. Businesses must be SBA (Small Business Administration eligible recipients. The Mayor is authorized to work with staff to implement the White Salmon Welcoming Customers Business Grants including the development of an application for funding.

City Operations

\$7,900 of the \$78,300 CARES Act funding is dedicated to support the purchase of additional laptops for employees working from home, additional PPE for city personnel and visitors to City Hall, AV enhancements to enhance virtual meetings and partial virtual meetings such as cameras and other unforeseen costs directly related to COVID-19 and that aid the ability of the city to continue operations during the ongoing COVID-19 pandemic. The Mayor is authorized to make expenditures for city operations related to the COVID-19 pandemic up to \$7,900.

Community Support

\$7,900 of the \$78,300 CARES Act funding is dedicated towards the purchase of face masks, parklet construction for downtown businesses and other additional unforeseen expenditures directly related to COVID-19 aimed at supporting residents and community engagement as a result of and during the ongoing COVID-19 pandemic. The Mayor is authorized to make expenditures related to community support that relate to the COVID-19 pandemic up to \$7,900.

Keethler said she did reach out to businesses to find out what might be helpful to them.

Jan Brending, Clerk Treasurer, said the city council needs to adopt a resolution establishing how the money is to be spent and providing certain authorizations to the mayor.

Jason Hartmann, City Council Member asked what happens if the funds are not spent.

Brending said they are returned to the state.

Keethler said the 2018 adjusted annual median income (AMI) for White Salmon is \$55,677 based on the American Communities Survey. She noted that Klickitat County may also have funds available for small business grants.

Moved by Jason Hartmann. Seconded by Joe Turkiewicz.

Motion to adopt Resolution 2020-08-505 Authorizing Expenditures of COVID-19 CARES Act Funding and Providing for Procedures and Certain Authorizations. CARRIED 4-0.

7. Ordinance 2020-08-1065 Amendments to the 2020 Budget

Jan Brending, Clerk Treasurer presented proposed amendments to the 2020 budget. She said the majority of the amendments address changes in funding authorized by the city council including funds to cover the salary of a full-time entry level public works employee; COVID-19 CARES funding and expenditures, additional funds for the park restroom remodel, reducing TIB grant funding and associated expenditures for the construction portion of the Garfield Street project that is delayed until 2021, additional funding for consultants related to the ASR project, adding funding for the water system plan update and adding funding for the purchase of cameras for the Spring Street public works yard.

Brending noted that at this time she does not anticipate having to the amend revenues from sales taxes. She said that she had anticipated a slow down in the economy and a slow down in new housing starts for 2020. She said this has helped offset the downturns in revenue from businesses that were closed or have been affected by COVID-19.

Moved by Jason Hartmann. Seconded by Ashley Post.

Motion to adopt Ordinance 2020-08-1065 Amending the Budget for the City of White Salmon Washington for the Fiscal Year Ending December 31, 2020. CARRIED 4-0.

8. Jewett Water Main Improvements Project – Change Order No. 3

Jan Brending, Clerk Treasurer said the proposed change order in the amount of \$18,006.25. She noted the change order also changes the date of substantial completion and the date ready for final payment. Brending said the changes are due 2-inch sewer line that was impacted by the development and needed to be repaired and installing a new 4-inch fire line.

Moved by Ashley Post. Seconded by Jason Hartmann.

Motion to approve Change Order No. 3 for the Jewett Water Main Improvements project in the amount of \$18,006.25 and changing the Date of Substantial Completion to September 24, 2020 and Date Ready for Final Payment to October 24, 2020. CARRIED 4-0.

9. Committee Appointments

Marla Keethler, Mayor said that she is asking the city council to confirm the appointment of Jim Ransier to the Community Development Committee. She reviewed the committee appointments as follows:

Personnel and Finance Committee

Scott Clements, Public Representative
Jason Hartmann, Council Member
David Lindley, Council Member

City Operations Committee

Ashley Post, Council Member
Jason Hartmann, Council Member

Community Development Committee

Jim Ransier, Council Member (replacing Amy Martin)
Joe Turkiewicz, Council Member

Tree Board

Karen Black-Jenkins, Public Representative
_____, Public Representative
_____, Public Representative
Ashley Post, Council Member
David Lindley, Council Member

Solid Waste Committee – County

Joe Turkiewicz, Council Member

Keethler noted that two positions on the Tree Board remain vacant. She said that if council members know of anyone who might be interested in serving to have them contact her. Keethler said she would like the city council confirm all of the appointments through 2020 and into 2021 since the committees have not really been able to meet this year due to COVID-19.

Moved by Jim Ransier. Seconded by Joe Turkiewicz.

Motion to confirm the Mayor's appointments to the city's committees for the remainder of 2020 and continuing through 2021. CARRIED 4-0.

10. Resolution 2020-08-504, Adopting and Declaring Support of the Klickitat County Multi-Hazard Mitigation Plan

Jan Brending, Clerk Treasurer said Klickitat County has completed the Multi-Hazard Mitigation Plan and it has received approval from FEMA. She said the city needs to adopt the plan by resolution. Brending said the plan is the culmination of a number of years of work between the cities, volunteer fire departments and the county. She said she worked on it when she worked for Bingen and Bill Hunsaker has been the White Salmon representative in the meetings. Brending said once the adoption process has

been completed the city will be eligible for FEMA funds for mitigation measures when an emergency is declared in Klickitat County.

Bill Hunsaker, Building Official/Fire Chief said the city may also be eligible for pre-mitigation measures funding.

Moved by Jason Hartmann. Seconded by Jim Ransier.

Motion to adopt Resolution 2020-08-504, Adopting and Declaring Support of the Klickitat County Multi-Hazard Mitigation Plan. CARRIED 4-0.

11. Executive Session

At 7:32 p.m., Marla Keethler, Mayor announced the city council will enter into Executive Session for 15 minutes to discuss potential litigation pursuant to RCW 42.30.110(1)(i).

The city council resumed regular session at 7:47 p.m. and directed staff to proceed as discussed.

12. Consent Agenda

- a. Approval of Meeting Minutes – August 5, 2020
- b. 2nd Quarter 2020 Budget Report
- c. July 2020 Budget Report
- d. Approval of Vouchers

Type	Date	From	To	Amount
Claims	8/19/2020	36350	36385	59,376.68
	8/19/2020	EFT	EFT	7,780.21
			Claims Total	67,156.89
Payroll	8/20/2020	EFT	EFT	66,367.25
			Payroll Total	66,367.25
Manual Claims	8/12/2020	36346	36348	375,739.36
			Manual Total	375,739.36
			Total All Vouchers	509,263.50

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 19th day of August, 2020.

**Moved by Jason Hartmann. Seconded by Ashley Post.
Motion to approve consent agenda as presented. CARRIED 4-0.**

13. Department Head and Council Member Reports

Bill Hunsaker, Building Official/Fire Chief said the White Salmon Fire Department provided mutual aid to the Mosier fire with an engine and tender. He said there was a lot of equipment at the fire.

Ashley Post asked if there was any update on the fire.

Hunsaker said the fire burned approximately 950 acres and several structures and has been contained.

Russ Avery, Public Works Operations Manager said Crestline is installing services and hydrants from 7th Street to Skyline this week. He said next week they expect to start on the water line on Skyline road. Avery said the department is working on crosswalks and potholes.

Pat Munyan, City Administrator said he is trying to catch up after being on vacation. He said Pioneer Surveying and Engineering is working on the Garfield and roundabout design. Munyan said the city council will see proposals in the 2021 budget for sewer projects including relining some manholes on Jewett Blvd. He said the design work on the 14-inch main line is also moving forward.

Jan Brending, Clerk Treasurer said she has begun work on the 2021 budget. She noted that several committees need to meet including the Budget Committee, Tree Board, City Operations Committee and the Community Development Committee. Brending asked if council members have any conflicts with scheduling the council retreat on Wednesday, September 9 at 6:00 p.m. Council members said that date was fine. Brending noted she will check with David Lindley.

Jim Ransier, Council Member asked who owns the parklets.

Brending said they are owned by the city and that hopefully they can be used again next year if WSDOT approves parklets along the state highway again.

Ashley Post, Council Member said that she met with the Mayor and Police Chief to discuss possible changes in speed limits to help slow traffic. She asked about the status of the Bike Park project.

Brending said Scott Hulbert has agreed to the proposed changes and he will be having all volunteers sign waivers. She said as soon as the agreement is signed and waivers provided, the project will proceed.

Post asked if there were any updates on public restrooms.

Marla Keethler said that she is hoping to connect with Tamara Toppel with the Chamber of Commerce tomorrow.

Marla Keethler, Mayor said the bridge EIS working group will be meeting in upcoming months to review the EIS supplement. She said there will be a public comment period and hoping to extend that due to the release near the holidays. Keethler said staff is reviewing draft elements of the comprehensive plan that will be forwarded to the planning commission for discussion . She noted the important of completing the 2020 census. Keethler said the returns for White Salmon has not been great.

Ashley Post noted that even though she completed a census online she had a census taker comer to her house.

Keethler said that as Ashley Post noted there has been a discussion with Chief Hepner about developing a comprehensive approach to speed limits in White Salmon. She said a proposal will be coming before the city council.

Keethler said that she is interested in broadening the community's engagement regarding diversity. She said she would like to enlist the Community Development Committee. Keethler said she has participated in several webinars on the topic which have all been informative. She said there are a variety of ways to approach the issue.

14. Adjournment

The meeting adjourned 8:15 p.m.



Marla Keethler, Mayor



Jan Breeding, Clerk Treasurer