



**CITY OF WHITE SALMON**  
**City Council Regular Meeting – Wednesday, October 7, 2020**  
**Via Zoom Teleconference**

**Council and Administrative Personnel Present**

**Council Members:**

David Lindley  
Ashley Post  
Jim Ransier  
Joe Turkiewicz

**Staff Present:**

Marla Keethler, Mayor  
Jan Brending, Clerk Treasurer  
Ken Woodrich, City Attorney  
Pat Munyan, City Administrator  
Russ Avery, Public Works Operations Mgr.  
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 7 people in the audience (by video or telephone).

**2. Roll Call**

All council members were present except Jason Hartmann.

***Moved by Ashley Post. Seconded by Joe Turkiewicz.***  
***Motion to excuse Jason Hartmann. CARRIED 4-0.***

**3. Public Comment**

Lloyd DeKay, White Salmon Metropolitan Park Pool District submitted written to the City Council providing an update on the new pool status. He said the Park District has contracted with PlanB Cost Consultancy to act as the project manager and have issued a Request for Qualifications for architectural and engineering services. DeKay said the Park District has conceptual designs and a fly-thru of the model on the Park District's website. He said the Park District's estimate of \$2.5 million for the new pool has been confirmed by PlanB.

**4. Changes to Agenda**

Marla Keethler, Mayor noted that Ubaldo Hernandez will not be available for the presentation until 6:30 p.m. and asked that items 4-8 be moved up prior to the Presentation. Hearing no objections the changes were accepted.

**5. Settlement Agreement – Crestline Construction**

Jan Brending, Clerk Treasurer said the Settlement of Claims and Mutual Release has been agreed to by Crestline Construction covers a payment of \$4,254.42 plus sales taxes of \$319.08 for a total of \$4,573.49.

***Moved by Jim Ransier, Seconded by Joe Turkiewicz.***

***Motion to authorize the mayor to sign “Settlement of Claims and Mutual Release” providing for a payment of \$4,573.49 which includes sales taxes related to Crestline Construction Claim No. 1. CARRIED 4-0.***

**6. Jewett Water Line Improvements Project – Change Order No. 4**

Jan Brending, Clerk Treasurer said that Change Order No. 4 increases the amount of the contract by \$4,573.49 and changes the Date of Substantial Completion from September 24, 2020 to November 1, 2020 and changes the Date Ready for Final Payment from October 24, 2020 to December 1, 2020. The funding for the increase in the contract amount comes from the USDA Rural Development loan contingency line item. The proposed change does not increase the total amount of the loan approved by USDA Rural Development.

***Moved by Ashley Post. Seconded by David Lindley.***

***Motion to authorize mayor to sign Change Order No. 4 in the amount of \$4,573.49 and changing the Date of Substantial Completion from September 24, 2020 to November 1, 2020 and changing the Date Ready for Final Payment from October 24, 2020 to December 1, 2020. CARRIED 4-0.***

**7. Jewett Water Line Improvement Project – Change Order No. 5**

Jan Brending, Clerk Treasurer said that Change Order No. 5 increases the contract amount by \$137,185.05 and changes the Date of Substantial Completion from November 1, 2020 to November 26, 2020; and changes the Date Ready for Final Payment from December 1, 2020 to December 25, 2020.

***Moved by David Lindley. Seconded by Joe Turkiewicz.***

***Motion to authorize the mayor to sign Change Order No. 5 in the amount of \$137,185.05 and changing the Date of Substantial Completion from November 1, 2020 to November 26, 2020 and changing the Date Ready for Final Payment from December 1, 2020 to December 25, 2020. CARRIED 4-0.***

**8. Crestline Construction Payment No. 7 and USDA Rural Development Reimbursement Request No. 7**

Jan Brending, Clerk Treasurer presented Crestline Construction payment No. 7 in the amount of \$192,449.58 and USDA Reimbursement Request No. 7 in the amount of \$214,097.26.

***Moved by Jim Ransier. Seconded by Ashley Post.***

***Motion to approve Crestline Construction Payment No. 7 in the amount of \$192,449.58 and USDA Reimbursement Request No. 7 in the amount of \$214,097.26. CARRIED 4-0.***

**9. Resolution 2020-10-508, Amending Resolution 2020-08-505 Authorizing Expenditures of COVID-19 CARES Act Funding and Providing for Procedures and Certain Authorizations**

Marla Keethler, Mayor review the proposed changes to the COVID-19 CARES Act Funding including providing for the increase of \$39,150 in funding. She noted that Exhibit A to the proposed resolution is the original resolution and Exhibits B and C provide for a eligibility, grant

amounts, and documentation for the Community Relief Fund and Business and Nonprofit Grant Program respectively.

The city council and staff discussed the proposed resolution including determining a maximum amount per business for the business and nonprofit grants.

***Moved by Jim Ransier. Seconded by David Lindley.***

***Motion to adopt Resolution 2020-10-508 Amending Resolution 2020-08-505 Authorizing Expenditures of COVID-19 CARES Act Funding and Providing for Procedures and Certain Authorizations and providing for a maximum Grant amount for the Business and Nonprofit Grant program not to exceed \$1,000. CARRIED 4-0.***

**10. Hispanic Heritage Month, Comunidades Amplifying Voices for Environmental and Social Justice, Ubaldo Hernandez**

Marla Keethler, Mayor introduced Ubaldo Hernandez with Comunidades Amplifying Voices for Environmental and Social Justice. She said that it is the city's goal to bring about a greater awareness of the cultures in our community.

Ubaldo Hernandez may a presentation to the city council regarding the Hispanic community located in the City of White Salmon. He suggested recognizing several individuals who do a lot of work in the community and in particular the farm workers.

The City Council thanked Ubaldo Hernandez for his presentation and his work in the community.

**11. Request for Utility Billing Adjustment – Washington Street Trailer Court, John Crumpacker**

Jan Brending, Clerk Treasurer provided an overview of the request from John Crumpacker who owns Washington Street Trailer Court which has closed. She said he is seeking an adjustment to his utility billing in the number of units that is billed each month. Brending said that based on information provided to the city by Crumpacker she has calculated the reduction in billing so that the city council could have that information if it chose to grant the request. She said staff does not recommend approval of the request noting that there is another trailer court within he city limits that could make similar claims that spaces are empty or property owners of apartment buildings could also make the same claim.

John Crumpacker, Washington Street Trailer Court said he believes the circumstances surrounding the Washington Street Trailer Court would be different from requests from other similar facilities. He said he does not believe he should have to pay for services that are not being used. Crumpacker said a formal notice was filed with the state providing for closure of the trailer court.

The city council and John Crumpacker discussed the closing of Washington Street Trailer Court and the status of the water and wastewater utilities located within he trailer court.

John Crumpacker stated that he believes he has 19 hookups that would be available for future development of the property. Staff noted that if 19 hookups continue to be available then base fees would continue to be billed.

**Moved by Ashley Post. Seconded by Joe Turkiewicz.**  
**Motion to table the discussion and action until John Crumpacker provides additional information. CARRIED 4-0.**

**12. Water Billing Grievance – Sharon Scott**

Jan Brending, Clerk Treasurer said that in 2017 Sharon Scott filed a “Request for One-Time Adjustment to Utility Billing Due to Leakage” which was denied. She said that Scott, via phone, requested that the denial be heard by the Grievance Committee. Brending noted the city does not have such a committee and the grievance has been pending since that time. She said the property is now up for sale and she is asking the council to review the grievance and make a determination. Brending provided an overview of the case noting that the property owner stated in the request that the leak was caused by a failure of an irrigation system pressure reducing valve. She noted the city’s ordinance provides that maintainable fixtures such as irrigation are not eligible for the leak forgiveness program.

**Moved by Jim Ransier. Seconded by David Lindley.**  
**Motion to deny grievance by Sharon Scott for Account No. 1199. CARRIED 4-0.**

**13. Consent Agenda**

- a. Approval of Meeting Minutes – 16, 2020
- b. Approval of Vouchers

Type	Date	From	To	Amount
Claims	10/7/202	36464	36511	391,846.11
			<b>Claims Total</b>	<b>391,846.11</b>
Payroll	9/21/2020	EFT	EFT	69,355.52
	10/5/2020	36461	36463	1,098.08
	10/5/2020	EFT	EFT	106,962.00
			<b>Payroll Total</b>	<b>177,415.60</b>
Manual Claims	9/4/2020	EFT	EFT	1,692.07
	9/6/2020	EFT	EFT	530.41
	9/28/2020	36460	36460	1,361.05
	10/5/2020	EFT	EFT	4,908.61
	10/6/2020	EFT	EFT	1,202.95
			<b>Manual Total</b>	<b>9,695.09</b>
			<b>Total All Vouchers</b>	<b>578,956.80</b>

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 7<sup>th</sup> day of October, 2020.

**Moved by Jim Ransier. Seconded by Joe Turkiewicz.  
Motion to approve consent agenda. CARRIED 4-0.**

**14. Department Head and Council Member Reports**

**Bill Hunsaker, Building Official/Fire Chief** said Skyline Hospital has started their remodel project. He said that he and Mayor Keethler met with some residents and representatives from Department of Natural Resources and the Underwood Conservation District regarding fuel reduction in Gaddis Park and possibly along the bluff. Hunsaker said additional information will be provided to the city council in the future.

**Russ Avery, Public Works Operations Manager** said that the Jewett Water Main Improvement project is moving along and they will be working in the Rhineland Village area next week. He said public works is working on getting as many of the potholes repaired as possible before winter.

Jim Ransier, Council Member asked if public works staff is keeping track of how many potholes are filled. He said it would be good information to tell the story.

**Pat Munyan, City Administrator** said records have not been kept in the past but public works could start doing that. He said work on the 14-inch Water Main Replacement project is continuing. Munyan said the city is having discussion with the Washington Department of Natural Resources regarding the city's right-of-way rights. He said the city needs to plan for the ASR project noting that to use the water a new pump system will need to be installed. Munyan noted that Crestline will be removing the temporary asphalt and replacing it with permanent asphalt beginning the week of October 19.

**Jan Brending, Clerk Treasurer** said she continues to work with the auditor's for the 2018-2019 audit and is in the process of developing the 2021 budget.

**David Lindley, Council Member** said the Personnel and Finance Committee met on October 5 to review the August 2020 budget report and preliminary 2021 revenues.

**Jim Ransier, Council Member** said that as a member of the Community Development Committee he has reached out to the White Salmon Arts Council to start a discussion about establishing a Creative District.

**Marla Keethler, Mayor** said the US Census continues to take responses. She that a Memorandum of Understanding will be presented at the October 21 city council meeting regarding the Bi-State Bridge replacement project. Keethler noted that she is hoping to fill two vacant positions on the Tree Board in the near future.

**15. Adjournment**

The meeting adjourned 8:23 p.m.



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Marla Keethfer, Mayor



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Jan Brending, Clerk Treasurer