**BINGEN CITY COUNCIL MINUTES**

**January 17, 2023**

**Meeting Via Teleconference and In-Person**

The meeting was called to order by Mayor Catherine Kiewit at 7:00 p.m.

Council members present: Phil Jones, Joe O’Sullivan, Izzy Schroder, and Brittany Spratt.

Staff present: City Administrator Krista Loney, City Attorney Christopher R Lanz.

Audience Present: Lily Von Mosch, Ben Briggs, Jacob Bertram

**Public Comment**

None.

**Meeting Minutes – 1/3/2023**

Councilor Jones made a motion to approve the January 3, 2023 meeting minutes. Councilor O’Sullivan provided the second and the motion carried.

**White Salmon Valley Pool Metropolitan Park District Update Presentation**

Lily Von Mosch and Ben Briggs attended the meeting to provide an update on the fundraising for a new pool in White Salmon. Key take-aways from the presentation include:

* The design process is complete, construction documents are finalized, and SEPA and CUP permits are done.
* Cost estimates for the pool in April of 2022 were $6.7M; the District is working with consultants to keep an eye on materials and costs
* Rose City Philanthropy is the fundraising consultant, created a communication strategy and a fundraising plan.
* The District applied for the LOCAL bond program through the Department of the Treasury and were approved but unable to move forward in 2022.
* At present 12% of the budget is levy funds, 12% is community pledges and donations, and the remaining 76% is to be raised through other sources. Between the levy and donations the District has just over $2M.
	+ The City of White Salmon pledged $140,000 across 4 years.
* The District plans to apply for LCP grants in 2023, 2024, and 2025. They plan to apply for a RCO grant in May of 2024 and issue through WA LOCAL Bond in February of 2025.
* If all goes as-scheduled, construction of the pool would begin in July of 2025 and the pool would open July of 2026.

Mayor Kiewit asked if the District pays the interest on the LOCAL bond and what the rate is. Lily Von Mosch stated that yes, the District pays the interest, and her recollection is a rate of 2%. Mayor Kiewit will ask White Salmon how they came to their $140,000 figure.

Councilor O’Sullivan stated that people are excited about the pool and that he has suggested to his friends to contact the District.

Mayor Kiewit suggested that the District reach out to local elected officials to pursue an earmark in the state budget during this legislative session. Lily Von Mosch stated that the District has left voicemail and email messages and not gotten a response from elected officials. Mayor Kiewit state that she will do a warm handoff email introduction. Mayor Kiewit asked if the District had availability to meet with legislators and Lily stated that she works from home and can be flexible.

Mayor Kiewit stated that Bingen will come up with a figure of what the City of Bingen can provide in support for the pool.

**Lodging Tax Grant Application**

Administrator Loney provided a memo to the council outlining the three Lodging Tax Grant applications that were received, the available budget, the planned expenditure, and the planned income. The applications and associated council discussion:

Mt. Adams Chamber of Commerce - $2,000 for Huckleberry Festival marketing

Councilor Schroder pointed out that this application is lower than the $2,500 minimum threshold in the application. Administrator Loney pointed out that the planned expenditures totaled $35,000 for 2023 and that the Mt. Adams Chamber of Commerce submitted another application for $33,000, and the two applications would amount to the total planned expenditure.

Mt. Adams Chamber of Commerce - $33,000 for Electrical Improvements to Daubenspeck for Huckleberry Festival

Councilor Schroder asked if this project would have to go to bid. Administrator Loney explained that since the Mt. Adams Chamber of Commerce would be hiring the contractor and they are not subject to bid requirements the way that a municipality is, they do not need to go to bid but could ask for additional quotes. Councilor Schroder asked what the award process is for Lodging Tax Grants. Administrator Loney explained that there is an award letter and then a contract outlining the responsibilities of both parties. Councilor O’Sullivan asked what stipulations could be placed on the funding. Administrator Loney stated that stipulations can be made within reason. Council would like the contract for this funding to stipulate that the work needs to happen in close partnership with the City (Public Works Superintendent Spratt and Administrator Loney), that the work needs to be done by a licensed, bonded contractor, and that cost savings need to be observed if possible. Councilor Schroder will review the draft contracts before they are sent to Mt. Adams Chamber of Commerce.

City of Bingen - $7,500 for Pre-Centennial Beautification Efforts

Mayor Kiewit stated that this application is being done for funding in 2023 so that the work would be done in advance of the 2024 centennial. The Centennial Committee will plan how to use these funds.

Councilor Jones made a motion to batch approve all three funding applications. Councilor O’Sullivan provided the second and the motion carried.

**Ordinance 2023-01-734 15.04 Building Codes**

Administrator Loney provided a memo to Council, the draft ordinance, and the fee schedule. Key items that were updated in Ordinance 2023-01-734 include updating from the 2015 International Building Code to the 2018 code, providing more guidance on plan type and size for proposed buildings, and removing the fee schedule from the Building Code and adopting it annually.

Councilor Schroder shared the 2018 International Building Code book that she has at home. She stated that the planner that Bingen contracts with at Skamania County Building should review the ordinance. Administrator Loney stated that the Ordinance was reviewed and approved by Marlon Morat at Skamania County Building. Councilor Schroder suggested that Bingen should review Washington Administrative Code sections 51-56 for Washington-specific building codes. Administrator Loney will reach back out to Jim Stanton, the retired planner who recommended the changes to BMC 15.04, to ask about WAC 51-56 and how it should be incorporated. She will also look at the Building Code of other cities.

Councilor Jones made a motion to table further discussion of Ordinance 2023-01-734 pending the gathering of additional information. Councilor Schroder provided the second, and the motion carried.

**December 2022 Treasurers Report**

Administrator

 presented the December 2022 Treasurers Report. Councilor Jones made a motion to approve it, and Councilor Spratt provided the second. The motion carried.

**Old Business**

Everybody’s Brewing Industrial Agreement

At the last Council meeting Administrator Loney shared that the industrial agreement was ready to be signed. Last week the Pre-Treatment group at the Washington State Department of Ecology reached out to Bingen to state that a permit application had not been submitted and that they want to be involved in any negotiations about EB discharging to the Bingen WWTP. Loney coordinated with 3 people from Ecology, with the Mayor and Administrator of White Salmon, and with Everybody’s Brewing to pause any work and put everyone on the same page. At this time EB is submitting the permit application, their work can continue, Ecology has the agreement for review, and it is anticipated that a temporary permit will be issued within the next 30 days.

ZAP Grant

Administrator Loney discovered in a meeting on January 10, 2023 that the City of Bingen is expected to cover the costs of the electricity for the Forth car under the ZAP grant. Forth provided a figure of $600 per year for the electrical cost of the most-utilized car in their entire fleet. This expense was not agreed to, expected, or budgeted for. Forth stated that they can ask WSDOT for additional funding to cover this, and offered a secondary option of asking Klickitat County PUD to cover the costs. Administrator Loney will ask Forth to execute these two options prior to agreeing to cover the costs.

Council asked what the cost per kilowatt hour is to the City, as well as the going rate for chargers in the local area. Administrator Loney will research and report back.

TIB Grants

Administrator Loney informed council that the City will be working with Klickitat County Public Works (KCPW) on both the crack and chip seal project and the Willow Overlay project. Loney and Public Works Superintendent David Spratt will meet with Jeff Hunter from KCPW on January 19, 2023 at 3 p.m. Project Reports will be created for both of these projects and shared with Council at each meeting.

**Staff Reports**

Administrator Loney presented the following updates:

* Western States was in City Hall on 1/13/2023 to do some UL testing. The results are pending. If one of the 8 sprinkler heads that they took fails testing, all the sprinkler heads in City Hall will need to be replaced.
* Bingen is putting inserts into the utility bills about being sewer smart, and is working with all local restaurants to do a grease trap inspection on January 26, 2023.
* A grant request to the FEMA Assistance to Firefighters program will be submitted for replacement self-contained breathing apparatus. Mayor Kiewit will review the draft narrative against the evaluation criteria to ensure Bingen’s grant is as competitive as possible.
* Bingen should hear in the next two weeks regarding the Washington State Recreation and Conservation organization parks and recreation planning grant application that was submitted.
* Nancy Wetch at Gray and Osborne suggested that Bingen and White Salmon have some smoke testing done to find infiltration into the sewer system. Loney met with Buck, Frank, and David from Bingen, Troy and a public works staff member from White Salmon, and Loren Steveson from Evergreen Rural Water, who can do the testing at no cost. Bingen will be proceeding with the testing shortly. White Salmon will follow in several months time when they have a new Public Works Director hired.

**Mayor’s Update**

Mayor Kiewit presented the following updates:

* The Bi-State Working Group for the new Hood River bridge met recently and created the name for the new entity that is going to administer the bridge: Hood River-White Salmon Bridge Authority. The county commissioners in both Oregon and Washington will appoint the members of this group. There will be six months of overlap between establishing the Hood River-White Salmon Bridge Authority and dissolving the Bi-State Working Group to allow for transition of responsibility.
* Mayor Kiewit attended the Gorge Transit Strategy meeting with the stakeholders that provide transportation in the region: Mt Adams Transportation, the CAT Bus, and others. This group has done a large amount of work planning for the region to align schedules and services to make using public transportation more user-friendly.
* Second-Hand Rose is in danger of closing due to low utilization and low-quality donations. WAGAP heavily subsidizes Second-Hand Rose. Mayor Kiewit encouraged Council to support the store in whatever way they can.

**Council Comments**

Councilor Schroder asked about the visioning meeting next week. Mayor Kiewit stated that she and Administrator Loney will be working to put together some ideas to get council brainstorming prior to the meeting. Tasks at that meeting will include reviewing the 2022 goals and priorities, working on a vision statement for the City, and review of the CPAT event report, which should be delivered to council late this week.

**Voucher Approval**

Claims Checks 23521-23536 (Dated 12/31/2022) totaling $27,113.55; General Fund - $4,677.14, Street Fund - $638.18, Hotel/Motel Tax Fund - $119.97, Water Fund - $1,331.86, Sewer Fund - $1,176.81, Treatment Plant Fund - $4,148.66, Water Capital Reserve Fund - $11,510.40, and Court Remittance Agency Fund - $3,510.53

Councilor O’Sullivan made a motion to approve the Claims dated December 31, 2022. Councilor Jones provided the second and it passed unanimously.

Payroll Checks 23519-23520 (Dated 1/13/2023) and Payroll EFT (Dated 1/13/2023) totaling $28,333.20; General Fund - $10,470.97, Street Fund - $4,783.55, Water Fund - $2,987.77, Sewer Fund - $1,030.69, and Treatment Plant Fund - $9,060.22

Councilor Jones made a motion to approve the Payroll dated January 13, 2023. Councilor Spratt seconded the motion, and it passed unanimously.

Claims Checks 23537-23550 (Dated 1/17/2023) totaling $82,759.69; General Fund - $77,862.18, Street Fund - $873.40, Water Fund - $3,668.95, Sewer Fund - $120.20, and Treatment Plant Fund - $234.96

Councilor Schroder made a motion to approve the Claims dated January 17, 2023. Councilor O’Sullivan provided the second and it passed unanimously.

**Adjournment**

Mayor Kiewit closed the meeting at 8:53 p.m.