**BINGEN CITY COUNCIL MINUTES**

**October 18, 2022**

**Meeting Via Teleconference and In-Person**

The meeting was called to order by Mayor Catherine Kiewit at 7:03 p.m.

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

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

Audience Present: Abbey McDonald, Jacob Bertram

**Public Comment**

None.

**Water Use Efficiency Forum**

Mayor Kiewit opened the public hearing for the Water Use Efficiency hearing. Abbey McDonald from Gray and Osborne reviewed the Water Use Efficiency (WUE) handout that was provided. The City of Bingen’s WUE goals are: 1) reduce the 3-year rolling average Distribution System Leakage (DSL) to 10% by 2032; and 2) reduce customer consumption by 10% over the 20-year planning period. The City of Bingen will achieve these goals through replacing aging water meters, ensuring that source meters are correctly calibrated, and educating the residents.

Administrator Loney shared that the WUE numbers for sales provided by Bingen in the past have been incorrect due to the way the source report includes metered sewer charges for a subset of users. Loney will revise these numbers and present them at a later date. The DSL as presented by Gray and Osborne is correct.

Mayor Kiewit asked about the goals in the presentation about meter replacement and source calibration that were marked as completed and when exactly these were done. Administrator Loney stated that approximately 25% of the meters get replaced each year. Abbey McDonald stated that David Spratt calibrates the course meters. Administrator Loney will follow up with Mr. Spratt to inquire how often this work is done.

Councilor O’Sullivan inquired what Bingen can do to improve the DSL. McDonald stated that a leak detection survey would help, as would replacing Bingen’s aging water lines.

There was no comment from the public as no public attended and the hearing was closed.

**Meeting Minutes – 10/4/22**

Councilor Spratt pointed out one correction to the minutes.

1. Page 3 in the middle of Staff reports “the shoreline master program is…on the website”, corrected from one the website.

Councilor Jones made a motion to approve the October 4, 2022 meeting minutes with the corrections presented. Councilor O’Sullivan provided the second and the motion carried.

**Public Hearing – Ordinance 2022-08-729 Amending 17.08 Definitions**

Mayor Kiewit opened the public hearing on Ordinance 2022-08-729 Amending 17.08 Definitions. Administrator Loney prepared this ordinance to update some of the definitions necessary for the public hearing for Ordinance 2022-09-730. Definitions that were added include accessory dwelling unit (ADU), bed and breakfast, condominium unit, hosted homeshare, motel, rental unit, short-term rental, tinyhouse, townhouse, and vacation home rental. Loney also prepared a memo for council outlining how some of the terms were inter-related:

Bed and breakfast – limit of 15 consecutive days per month

Hosted homeshare – room or ADU, owner/licensee present, no time limit

Short-term rental – limit of 30 nights; NOT a hotel/motel/bed and breakfast

Vacation home rental – entire home, owner/licensee NOT present, no time limit

There was no comment from the public as no public attended and the hearing was closed.

Councilor Jones made a motion to adopt Ordinance 2022-08-729 Amending 17.08 Definitions. Councilor O’Sullivan provided the second and the motion carried.

**Public Hearing – Ordinance 2022-09-730 Declaring a Temporary Short-Term Rental Moratorium**

Mayor Kiewit opened the public hearing for Ordinance 2022-09-730 Declaring a Temporary Short-Term Rental Moratorium. Administrator Loney provided council this resolution after discussion at the October 4, 2022 meeting. The purpose of the moratorium is to allow the City the opportunity to get an idea of how many short-term rentals there are in Bingen, how they should be identified/licensed/regulated, and how short-term rentals are impacting housing availability and affordability. Short-term housing will be a core topic of the community planning event being held on October 28, 2022.

Councilor Schroder stated that a 6-month moratorium seems like a tight turnaround and asked if the work could be completed in that time. Administrator Loney stated that the work would largely be done by City Hall with council’s approval.

There was no comment from the public as no public attended and the hearing was closed.

Councilor O’Sullivan made a motion to adopt Ordinance 2022-09-730 Declaring a Temporary Short-Term Rental Moratorium. Council Jones provided the second and the motion carried.

**September 2022 Treasurers Report**

Administrator Loney presented the September 2022 Treasurers report. All the financial data is in order. Councilor Jones made a motion to approve the September 2022 Treasurers report. Councilor O’Connor provided the second and the motion carried.

**Staff Reports**

Administrator Loney presented the following updates:

* The Winter 2023 Lodging Tax grant application opens November 1 and will be open through December 30. Council will review applications and award the grants in January of 2023. This process will be for the whole of 2023 and will award all the funding that Bingen has for this opportunity, approximately $35,000.
* The Shoreline Master Program public comment period opens 10/17 and closes 11/15. The advertisement will be in the paper on 10/12, its one the website now, and mailers went out 10/6. Comments will be submitted to Loney and she will send them along for inclusion in the SMP.
* Budget Committee is meeting 10/26 at 9:30 a.m. The planned budget calendar for the 2023 budget is:
	+ 11/1/2022 Preliminary public hearing
	+ 11/15/2022 Public hearing on revenue
	+ 12/6/2022 Adoption
* The water agreement meeting with White Salmon was held 9/23. Mayor Keethler said the revised agreement would be returned to Bingen this week.
* The draft agreement for the Bingen-White Salmon police was reviewed on 10/18, Mayor Kiewit may provide additional information.
* Mayor Keethler stated that she would deliver the Everybody’s Brewing agreement to Doug Ellenberger in person this week.
* Loney has a draft salary survey report that is almost ready to be presented to council.

**Mayor’s Update**

Mayor Kiewit presented the following updates:

* The Bingen-White Salmon police agreement will be a 1-year contract following guidance from Attorney Chris Lanz on the danger of agreeing to percentage-based unknown future costs.
* Bingen and White Salmon provided a memo to Klickitat County Commissioner Jake Anderson regarding court costs for West District Court. Bingen pays a portion of the judge’s salary and benefits but no overhead costs or other staff costs.
* Work continues on the new website.

**Council Comments**

None.

**Voucher Approval**

Payroll Checks 23329-23332 (Dated 10/14/2022) and Payroll EFT (Dated 10/14/2022) totaling $34,045.07; General Fund - $13,683.54, Street Fund - $5,387.71, Water Fund - $3,765.27, Sewer Fund - $704.55, and Treatment Plant Fund - $10,504.00.

Councilor O’Connor made a motion to approve the Payroll Claims dated October 14, 2022. Councilor Spratt seconded the motion, and it passed unanimously.

Claims checks 23333-23357 (Dated 10/4/2022) totaling $104c,691.60, General Fund - $71,230.97, Street Fund - $3,718.80, Community Development Fund - $111.89, Real Estate Excise Tax Fund - $12,680.51, Water Fund - $2,870.30, Sewer Fund - $441.45, Treatment Plant Fund - $13,585.42, and Sewer Capital Reserve Fund - $52.26.

Councilor O’Connor made a motion to approve the Claims dated October 18, 2022. Councilor Jones provided the second, and it passed unanimously.

**Adjournment**

Mayor Kiewit closed the meeting at 8:37 p.m.