

# **BINGEN CITY COUNCIL MINUTES**

**DRAFT – April 21, 2020**

## **Meeting Via Teleconference**

The meeting was called to order by Mayor Pro Tempore Kiewit at 7:15 p.m. Council members present: Catherine Kiewit, Phil Jones, Ryan O'Connor, Joseph O'Sullivan, Isolde Schroder. Staff present: Clerk-Treasurer Cheyenne Pantoja Wright, City Attorney Christopher R Lanz. Audience Present: Ryan Walters, Nancy Wetch.

## **Minutes of April 7, 2020 Regular Council Meeting**

Council member Schroder made a motion to approve the minutes of the April 7, 2020 council meeting, as presented. Council member Jones seconded the motion and it passed unanimously.

Mayor Barnes joined the call and chaired the meeting at 7:18 p.m.

## **Mayor's Essential Services Update**

Mayor Barnes shared an update on the COVID-19 Pandemic. She said the police department had been called to several community gatherings and dispersed them with warnings. She said the police department was focused on education rather than ticketing. Barnes said the police department had caught the vandal responsible for the graffiti around town.

Barnes said communication between City staff was going smoothly but noted that it had been difficult to reach State agencies. She said a training webinar about utilities had been very useful and that more information would be coming at the next meeting. Barnes said City staff continues to work a rotating schedule for in-office time, but that Public Works had been working two at a time as needed to stay on top of maintenance. Barnes noted that when Public Works employees worked together, employees were given instructions to stay apart, not occupy the shop at the same time, and to avoid sharing equipment.

## **MRSC Rosters Small Works Roster Renewal**

Clerk Pantoja Wright explained that MRSC Rosters saved herself and Deputy Clerk Riggelman from a lot of busy work. She noted that the price had not increased from the rate of \$135 per year and recommended the council continue to utilize the service.

Council member Kiewit made a motion to approve the MRSC Rosters Small Works Roster Renewal as presented. Council member O'Sullivan seconded the motion and it passed unanimously.

## **Resolution 2020-005 Newspaper of Record**

Council member Kiewit asked if The Enterprise Newspaper had been absorbed, and if the change would be temporary.

Mayor Barnes explained that The Dalles Chronicle, Hood River News, and The Enterprise had all been permanently absorbed and combined to a single publication.

Council member Kiewit made a motion to approve Resolution 2020-005 Newspaper of Record as presented. Council member Schroder seconded the motion and it passed unanimously.

## **Gray & Osborne Update**

*Humboldt, Cherry, Cedar Street Project*

Ryan Walters explained he would be standing in for Mike Meskimen so as not to overwhelm the Zoom meeting with Gray & Osborne Employees. He noted the bidding environment had been good, and Crestline Construction had been the lowest bidder. He noted that Crestline's bid was about \$20,000 under the secured funding and that the amount was within the available limits of TIB Schedule A and USDA RD Schedule B. Walters said the TIB had given approval to award, and that USDA's approval was just waiting on a couple of documents and approval of the scope of work for the Old Reservoir Project covered by the same funding package.

Council member Kiewit asked about the timeline and if it would be realistic to wait until the next meeting to award the project.

Walters said waiting would be alright but cautioned the council not to put the Old Reservoir off for too long as Gray & Osborne had noted the absence of an isolation valve, meaning that an event could drain both the City's reservoirs.

Council member Kiewit asked what the next steps would be following approval.

Walters said Crestline Construction had proposed starting work on May 11<sup>th</sup>, 2020.

Council member O'Sullivan asked how long construction would last.

Nancy Wetch said 55 working days, so until July 24<sup>th</sup>, 2020.

Mayor Barnes said Humboldt Street would be quick to move once approved and noted the lack of traffic due to COVID-19 presented an opportunity to accomplish work without causing much congestion.

Council member Jones asked about the supplemental completion date being December 31, 2021

Wetch said it was based on funding expiration to prevent needing any extensions.

Council member Kiewit asked if there were concerns about City Public Works being able to handle meter connections for the project with the current staffing restrictions.

Public Works Superintendent Spratt said that work could be done in one day.

Walters asked if the City was aware of the COVID-19 safety plan requirements for construction projects.

Mayor Barnes said yes, and that the City would want the safety plan requirements written into the contract.

Wetch said Mike Meskimen had already produced an addendum regarding COVID-19 safety plan requirements and noted that Gray & Osborne had a policy in place as well.

Council member Kiewit asked if the City would reach out to The Society Hotel about their agreement to improve sidewalk facilities at the same time as the Humboldt Street Project construction.

Mayor Barnes said she would reach out and noted that The Society Hotel would be able to utilize the construction company the City selected for the project, which would provide cost savings.

Wetch clarified that if the money did not mix, that would be perfectly fine.

Mayor Barnes said the council might consider granting a hardship extension to The Society Hotel if asked, but that the hotel would not be allowed to go back on the agreement.

Council member O'Sullivan said that sounded reasonable.

Mayor Barnes asked for a motion on the Humboldt, Cherry, and Cedar Street Project, and asked the council to wait until the next meeting to address the Old Reservoir Replacement Project.

Council member Kiewit said she would prefer to wait to approve the reservoir scope of work until there had been enough time for council to review the relevant documents.

Mayor Barnes confirmed that she would like a motion on the Humboldt, Cherry, and Cedar Street Project at this time, and advised the council to wait until the next meeting to address the Old Reservoir Project.

Council member O'Sullivan said proceeding with the Humboldt, Cherry, Cedar Street Project seemed straightforward, and agreed to wait to address the Old Reservoir.

Council member Schroder agreed.

Council member O'Connor said he would also like to read more about the Old Reservoir Project before moving forward.

Mayor Barnes asked O'Connor if he was comfortable moving forward with the Humboldt, Cherry, Cedar Street Project.

Council member O'Connor said yes, he was.

Council member Jones made a motion to approve the contract for the Humboldt Street project and the water line. Council member O'Connor seconded the motion and it passed unanimously.

*Wastewater Facilities Improvements Project*

Mayor Barnes confirmed that there was no need for action on the Wastewater Facilities Improvements Project at this meeting.

Nancy Wetch explained that the project had been bid in two schedules, Schedule A being the improvements to the treatment plant with additive items including the VFDs, and Schedule B being the improvements to the collections system with additive items including manhole work and CIPP.

Wetch noted that the original funding package was from 2017, and that the schedules were organized to help with cost control. She said the engineer's estimate for the base work had been \$2,500,000 and the lowest bid was from TEK Construction at \$2,600,000 with an additional \$120,000 for Schedule A and \$164,000 for Schedule B. Wetch noted that both Schedules A and B should be shared costs with White Salmon with the exception of the manhole work. She noted that a cost concern was the potential for rock excavation near the east end of Depot Street.

Wetch said the City would be about \$360,000 short if the council wanted all work including alternates to be accomplished. She noted the split in funding has historically been 75% White Salmon, 25% Bingen, based on ERUs. She laid out two options to consider:

#### Option 1

The City obtains a 10% increase in the awarded funding from the Department of Ecology, at the same 2% interest rate for 20 years, and uses reserve money from both White Salmon and Bingen to allow for contingency.

#### Option 2

The City does not take on any extra funding from the Department of Ecology, and instead uses money from both White Salmon and Bingen's reserves.

Wetch noted that for Bingen, each \$100,000 in loan money from the Department of Ecology would be \$0.60 per month to citizens/customers. She said the first loan payment would not be due until June of 2022.

Wetch said the four bids received were well priced for the work to be done. She said the council did not have to award for 60 days, or until June 9<sup>th</sup>, 2020.

Mayor Barnes said the sooner information is presented to White Salmon, the sooner a decision could be made. She asked Wetch to send an email to White Salmon detailing the options and funding decisions.

Council member Kiewit asked that a cost per citizen/customer be provided to White Salmon as well.

Nancy Wetch and Ryan Walters left the meeting at 8:10 p.m.

### **Discussion: Public Hearings and Public Comment**

Clerk Pantoja Wright explained that the Department of Ecology had asked for another public hearing to be held to let the public ask questions about the wastewater facilities improvements project. She said that guidance from MRSC stated that any public hearings should be held off until meetings were more accessible, unless absolutely essential. Pantoja Wright said she and Mayor Barnes had developed a plan to allow for public comment but did not intend to hold a public hearing over a zoom meeting unless the Department of Ecology directly required it before in-person meetings were allowed to resume.

### **Voucher Approval**

Vouchers audited and certified as required by RCW 42.24.080 and expense reimbursement claims certified as required by RCW 42.24.090 as of this date February 4, 2020.

The council by unanimous vote does approve for payment the following list:

Mayor Barnes asked the Council to approve a payment to the Klickitat County Emergency Operation Center in the amount of \$534.85. Check 21491 (Dated 4/21/20) totaling 534.85 from the General Fund.

Motion: Kiewit

Second: O'Connor

Payroll Checks 21465-21468 and Payroll EFT (Dated 4/15/2020) totaling \$22,116.41 General Fund - \$9,135.19, Street Fund - \$3,764.84, Water Fund - \$2,534.54, Sewer Fund - \$464.95, Treatment Plant Fund - \$6,216.89.

Motion: Jones

Second: Kiewit

Checks 21469-21490 (Dated 4/21/20) totaling \$46,753.55. General Fund - \$37,281.56, Street Fund - \$1,076.62, Water Fund - \$4,455.61, Sewer Fund - \$1,135.05, Treatment Plant Fund - \$2,427.97, Sewer Capital Reserve Fund – 376.74.

Motion: Jones

Second: O'Sullivan

### **Executive Session**

Mayor Barnes announced at 8:25 p.m. that the City Council will go into Executive Session for 25 minutes to discuss potential litigation pursuant to RCW 42.30.110(1)(i).

At 8:40 p.m. the Council resumed regular session.

Mayor Barnes called for a motion from council.

Council member Kiewit made a motion to direct City Attorney Lanz to respond to the attorney from Dickey Farms and authorizing Mayor Barnes to sign the proposed agreement regarding repair of the contested water line.

City Attorney Lanz pointed out that communication with Dickey Farms' attorney had been routed through City attorney Tsoming, and he wished to continue that method.

Council member Jones seconded the motion and it passed unanimously.

The council adjourned at 8: 45 pm.

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City Clerk

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Mayor