

BINGEN CITY COUNCIL MINUTES

August 6, 2013

The meeting was called to order by Mayor Betty Barnes at 7:00 p.m. Council members present: Betty Barnes, Laura Mann, Sandi Dickey, Isolde Schroder, Catherine Kiewit, Maria Perez. City Administrator Jan Brending and City Attorney Tad Connors were present. Audience: Amber Marra, Mike Hepner, Tracy Wyckoff.

Approval of Minutes – July 16, 2013

Corrections to the meeting minutes of the July 16, 2013 regular council meeting were noted as follows:

Page 3, last paragraph, 2nd sentence should read: “She said for the month of June the DSL was below 20%.

Catherine Kiewit moved to approve the meeting minutes of the July 16, 2013 regular council meeting as corrected. Laura Mann seconded the motion and it was unanimously passed.

Bingen-White Salmon Police Department

Tracy Wyckoff said Jim Andring has retired as of July 31st. He said a celebration will be held on August 23 from 5 to 8 pm at Los Reyes celebrating Andring’s 27 years of service in law enforcement.

Wyckoff introduced Mike Hepner as a new officer with the Bingen-White Salmon Police Department. He said Hepner is picking up things quickly.

Mike Hepner said he grew up in White Salmon and has 12 years of experience with 10 years in Skamania County and 2 years previously in White Salmon.

Wyckoff said he is excited about the hire and that Hepner made a quick and easy transition. He said he has a lot of confidence in Hepner.

Wyckoff said the department is still busy with it being summer and hot. He said the officers are active in both cities.

Laura Mann asked if Wyckoff is still looking for officers.

Wyckoff said yes. He said he hopes to hire another lateral officer.

Draft Ordinance, Sewer Connections Exceptions Process – Review and Discussion

The council reviewed and discussed the proposed sewer connections exceptions process.

The following changes were made to the proposed ordinance:

1. Move the Approval Criteria section to after the Purpose section.
2. The 1st sentence in the Administration section should read: “Exceptions applications shall be administered by staff and reviewed by the City Council.”
3. Change the word “shows” throughout the ordinance to a more appropriate word such as “demonstrates”, “explains”, “identifies”, etc.
4. Section 13.14.030 B should read as follows:
 - “B. In addition, to the above information, the following shall be submitted with the application:
 1. Proposed exception(s).
 2. A narrative that explains how the proposed exception(s) satisfies the approval criteria in Section 13.14.020.
 3. An engineer’s report, with calculations, that demonstrates that the proposed size of building sewer line is capable of handling the wastewater to be generated by the structures that will be served by the building sewer line.

4. Statements with signatures of all property owners demonstrating the property owners are aware of the proposed exception and the implications of having multiple structures on a single building sewer line.
5. Draft easement and maintenance agreement with affected parties.”
5. Section 13.14.030 C should read as follows: “C. The appropriate application fee, per fee schedule as adopted by the City Council.”
6. 13.14.050 D should read as follows: “D. An easement and maintenance agreement with the affected parties is developed and recorded with Klickitat County.”

There was a consensus of the council to move the draft ordinance to a public hearing on August 20.

Building Official Services, Response to the Request for Proposals – Review and Selection

Betty Barnes provided a review of the responses to the city’s request for proposals for building official services. She said that she and Jan Brending met with representatives from Hood River County and City of Stevenson. Barnes said it is their recommendation that Bingen contract with the City of Stevenson for building official services. She said she believes David Nail is the best fit for Bingen and is the most cost effective.

Tad Connors said he has some recommended changes to section 7 of the sample interlocal agreement. He said staff should also contact Canfield & Associates regarding the proposed language.

The council asked that language be added to the interlocal agreement regarding the building official maintaining required certificates.

Laura Mann moved to authorize the Mayor to sign an interlocal agreement with the City of Stevenson for building official services for a one year period with an option to extend the agreement for three years. Sandi Dickey seconded the motion and it was unanimously passed.

Skatepark Funding Recommendation – Review and Decision

Jan Brending said Grindline Skateparks has provided an updated cost estimate that includes irrigation and the placement of sod. She said the cost is estimated at \$160,538 with taxes. Brending said there is currently \$129,855 in the Park Construction & Maintenance Fund and approximately \$8,000 in the Community Development Fund. She said that she is recommending the remaining funding come from the General Fund.

Brending said the council could consider an option of having the public works crew install the irrigation. She said timing will be critical as it will need to be installed in a timely manner before the sod is laid down.

Brending said the electrical is not included in the contract at this time. She said she recommends the contract include putting in the conduit for future electrical work. There was a consensus of the council to include only the conduit as part of the construction.

Laura Mann moved to go to bid based on the cost estimate provided by Grindline Skateparks including the irrigation in the contract. Sandi Dickey seconded the motion and it was unanimously passed.

Jan Brending said she will include the skatepark construction costs as part of an upcoming budget amendment.

Mayor’s Update and Council Comments

Wastewater Treatment Plant Award

Betty Barnes reported the Department of Ecology has awarded the treatment Plant the “2012 Wastewater Treatment Plant Outstanding Performance” award.

Jan Brending Award

Betty Barnes reported that Jan Brending has been recognized as a Professional Finance Officer by the Washington Finance Officers Association for the 2013.

Infested Trees

Maria Perez asked if the city could contact property owners regarding infested pine trees.

Jan Brending said the city can write a letter to property owners suggesting they contact an arborist or tree company regarding the condition of their tree(s).

Brending said she and David Spratt will be identifying trees within the city's right-of-way that need to be removed and proposed a scope of work for a small works roster process.

Crosswalks

Catherine Kiewit asked about the status of marking the crosswalks on Steuben.

Betty Barnes reported the public works crew will be marking the crosswalks on Thursday and Friday of this week.

Staff and Committee Reports

Water Committee

Laura Mann reported the committee met with the City of White Salmon who has made a proposal for water rates. She said the meeting was informative. Mann said Jan Brending is analyzing the numbers provided by White Salmon and the committee will negotiate with White Salmon for a proposed rate.

Mann said Bingen's water committee will meet again on August 21st and will meet with White Salmon on August 22nd.

Vouchers

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 August 6, 2013. The council by unanimous vote does approve for payment the following list: checks EFT, 16068-16093 (dated 08/06/2013), totaling \$29279.95: Current – \$9931.70; Street – \$3286.45; Water - \$7945.17; Sewer - \$592.83; Treatment Plant - \$4672.91; Sewer Construction & Maintenance - \$2850.89.

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 August 6, 2013. The council by unanimous vote does approve for payment the following list: checks 16062 (dated July 24, 2013), checks 16066-16067(dated 07/31/2013), totaling \$1313.89: Current – \$1313.89.

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 August 6, 2013. The council by unanimous vote does approve for payment the following list: payroll checks EFT, 16063-16065 (dated 7/31/2013), totaling \$21190.97. Current – \$9036.45; Street - \$3036.85; Water - \$2622.92; Sewer - \$436.33; Treatment Plant - \$6058.42.

The council adjourned at 8:15 p.m.

City Clerk

Mayor