

BINGEN CITY COUNCIL MINUTES

January 21, 2014

The meeting was called to order by Mayor Betty J. Barnes at 7:00 p.m. Council members present: Betty Barnes, Catherine Kiewit, Sandi Dickey, Maria Perez, Izzy Schroder, Monica Lizama. City Administrator Jan Brending and City Attorney Chris Lanz were present. Audience: Amber Marra, Tracy Wyckoff.

Approval of Minutes – January 7, 2014

Corrections to the meeting minutes of the January 7, 2014 regular council meeting were noted as follows:

Footer at bottom of each page should read “January 7, 2014” instead of “December 17, 2013.”

Page 3, 6th paragraph, 1st sentence should read “The council and staff discussed the possibility of a daycare facility being reinstated in Bingen and how that would affect the 1000 foot buffer zone and whether the facility would be allowed if it was within 1000 feet of a licensed marijuana related business.”

Page 4, 2nd paragraph should read “Betty Barnes said she and Sandi Dickey attended a memorial services for Joe Kruppa who owned Woodworks, a Bingen business, and passed away recently.”

Catherine Kiewit moved to approve the meeting minutes of the January 7, 2014 regular council meeting as corrected. Izzy Schroder seconded the motion and it was unanimously passed.

Bingen-White Salmon Police Department

Tracy Wyckoff reported that things are going fine with the department. He said the City of White Salmon has adopted some amendments to its dog ordinances as they related to dangerous dogs. Wyckoff said he will be discussing the amendments with Chris Lanz as they may related to Bingen’s ordinance.

Wyckoff said White Salmon has had a couple of issues with dogs in White Salmon. He said Ron Reynier did not feel that White Salmon’s current ordinance was formatted correctly as it related to potentially dangerous dogs and that there could be possible challenges to the law. Wyckoff said the amendments provide for the right to challenge a declaration of a potentially dangerous dog or dangerous dog and how that declaration can be appealed. He said the amendments address procedural issues, timelines and appeal rights.

Betty Barnes noted that in the past there was an issue where a dog was declared dangerous or potentially dangerous and the owner then decided to get rid of it and the declaration was not officially issued.

Wyckoff said the procedure still needs to be followed even though the dog is moved to another area. He said he will notify an entity where the dog has been relocated if it has been declared potentially dangerous or dangerous.

Public Works Contract Changer Orders 4, 5 and 6 – Grindline Skateparks, Inc.

Change Order 6

Jan Brending said Grindline Skateparks has submitted three change orders. She said Change Order 6 is for additional irrigation work, top soil and sod. Brending said the reasons for the extra work are due to the city giving permission for the area south of the skatepark immediately adjacent to the sidewalk on Steuben was allowed to be filled and graded. She said the area will be easier to maintain and will make the entrance to the park look better. Brending said Change Order 6 adds \$4,888.03 including taxes to the contract amount. She said the funds would come from the General Fund by a transfer of funds to Park Construction and Maintenance.

The council and Bob Roe, Roe Landscaping, discussed how the area south of the skatepark will be irrigated and how installing a signage wall in that area would affect irrigation.

Catherine Kiewit moved to approve Changer Order 6 for additional irrigation, top soil and sod in the amount of \$4,888.03 including taxes. Sandi Dickey seconded the motion and it was unanimously passed.

The council asked Bob Roe when he thought the irrigation and landscaping for the skatepark could be completed.

Bob Roe said about 100 yards of additional top soils is needed. He said the irrigation needs to be installed but it is somewhat temperature related and that it needs to be in the 40's before he can install it. Roe said then the area will need to be re-graded and sod installed. He said the sod will need to be watered heavily to get the roots installed. Roe said traffic will need to be kept off the sod for about three weeks. He said all the work is weather dependent.

Change Order 4

Jan Brending said Grindline presented Change Order 4 because they felt it was necessary to install a rock retaining wall on the west side of the skatepark adjacent to the property line to prevent ground from sliding into the ditch on Dickey Farms' property. She said Grindline was given permission to move ahead with the Change Order as there was no cost. Brending said the council is being asked for retroactive approval of Change Order 4.

Catherine Kiewit moved to retroactively approve Change Order 4. Sandi Dickey seconded the motion and it was unanimously approved.

Change Order 5

Jan Brending said a subcontractor of Grindline has suggested the city might want to install the light pole bases at this time instead of waiting until we get ready to do the electrical work. She said she and the mayor are not recommending approval of the change order because it is not known when the electrical work will be completed and there is a concern that the work will have to be redone at that time. Brending noted that when the electrical work is done in the future there will be some disturbance of the landscape at that time.

Izzy Schroder moved to deny Change Order 5. Catherine Kiewit seconded the motion and it was unanimously passed.

Election of Mayor Pro Tempe

Betty Barnes said she is accepting nomination for Mayor Pro Tempe.

Izzy Schroder nominated Sandi Dickey.

Sandi Dickey said she would be willing to serve as Mayor Pro Tempe.

Betty Barnes closed nominations.

Catherine Kiewit moved to appoint Sandi Dickey as Mayor Pro Tempe. Izzy Schroder seconded the motion and it was unanimously passed.

Professional Services Contract – Mapping, Results and Award of Contract

Jan Brending said she sent the Request for Proposals to three companies on the city's roster. She noted that she included two additional sites in the scope of work – the Bingen Point Marina Park and the location of a previous daycare facility. Brending said the daycare facility was included because the owner had indicated that she may be going through the relicensing process soon.

Brending said she is recommending Klein Associates at the price of \$225.00 per site or \$675 for all three. She said she is recommending Klein over Pioneer Surveying who was \$15 less because Klein provided more detail in their proposal.

Maria Perez said the owner of the previously established daycare will not be reopening the daycare facility.

Amber Marra, The Enterprise, stated that she had spoken with someone from the Liquor Control Board who stated that the city could allow a daycare within 1000 feet of an established marijuana facility.

Izzy Schroder moved to award the personal services contract to Klein Associates in the amount of \$450 (deleting the daycare site). Catherine Kiewit seconded the motion and it was unanimously passed.

Public Hearing – 2014 Budget Amendment

Betty Barnes opened the public hearing for the 2014 budget amendment.

Jan Brending said the proposed amendments provide funding for projects that have carried over from 2013 to 2014 including wastewater planning, water planning, waterline replacement project, and the skatepark project. She said in addition it provides funding for the mapping project.

Betty Barnes closed the public hearing.

Proposed Ordinance 2014-01-628, Amending the 2014 Budget

Sandi Dickey moved to approve Ordinance 2014-01-628, Amending the 2014 Budget. Catherine Kiewit seconded the motion and it was unanimously passed.

Professional Services Contract Amendment – Gray & Osborne, Wastewater Planning

Jan Brending said the proposed contract amendment provides for some changes in the scope of work and cost of the contract. She said the total cost of the contract does not change. Brending said costs in the amount of \$15,883 are moved from White Salmon's I&I study to the wastewater treatment plant portion of the plan. She said this lowers White Salmon's costs and increase's Bingen's costs that come from the dedicated "Treatment Plant Improvement Fund." Brending said the changes in the scope of work involves decreasing the work associated with flow monitoring as White Salmon installed the flow meters and Gray & Osborne did not provide that work. She said additional hours are added to looking at the treatment plant's flow and loading projections and evaluating the facility including the outfall. Brending said she feels that the additional hours and work in evaluating the treatment plant are important because it will help identify the capacity of the plant for the next 20 years and any necessary improvements needed to provide for that capacity.

Catherine Kiewit moved to approve amendment 2 to the personal services contract with Gray & Osborne. Maria Perez seconded the motion and it was unanimously passed.

Interlocal Agreement Amendment, City of Bingen and City of White Salmon – Wastewater Planning

Jan Brending said the proposed interlocal agreement amendment puts into place the changes provided for in the Gray & Osborne contract amendment. She noted that there was an error in the previous agreement which should have reflected \$97,578 for White Salmon's portion of the contract instead of \$95,578. She said the interlocal agreement amendment will be on White Salmon's February 5 agenda.

Catherine Kiewit moved to approve the amendments to the interlocal agreement with City of White Salmon for wastewater planning. Izzy Schroder seconded the motion and it was unanimously passed.

Washington Department of Ecology Shoreline Master Program Grant Agreement – Authorization to Sign Agreement

Jan Brending said the Washington Department of Ecology will be providing the city a grant in the amount of \$50,000 to update its Shoreline Master Program. She said \$40,000 will be provided in the current biennium (July 1, 2013 – June 30, 2015) and \$10,000 will be provided in the next biennium beginning July 1, 2015. Brending said the agreement language includes tentative budget figures and dates since the city has not selected a consultant to work on the Shoreline Master Program.

Sandi Dickey moved to authorize the Mayor to sign the Washington Department of Ecology Shoreline Master Program Grant Agreement. Catherine Kiewit seconded the motion and it was unanimously passed.

Draft Request for Proposals – Shoreline Master Program Update and Critical Areas Ordinance Update, Review and Authorization to Issue Request for Proposals

Jan Brending said the city is required to update its Shoreline Master Program and its Critical Areas Ordinance. She said she is suggesting that a single planning consultant be used to update both. Brending said the Washington Department of Ecology is providing a \$50,000 grant for updating the Shoreline Master Program and the city's costs for updating the critical areas ordinance could cost anywhere from \$25,000 to \$50,000.

Sandi Dickey moved to authorize issuing the Request for Proposals for Shoreline Master Program Update and Critical Areas Ordinance Update. Catherine Kiewit seconded the motion and it was unanimously passed.

Draft Request for Proposals – Information Technology Support

Jan Brending said she has prepared a request for proposals for information technology support. She said it includes an initial assessment of the city's information technology systems and making recommendations for appropriate upgrades including migrating off of Windows XP, addressing the city's email system and making recommendations for establishing a secure wireless WIFI system at City Hall.

Maria Perez said she would like the council to consider the use of tablets for its meeting packets.

Jan Brending said that can be included in the assessment part of the project.

Izzy Schroder suggested including remote support as part of the support services to be provided.

A typographical error was noted on page 2 of the request for proposals.

Izzy Schroder moved to authorize issuing the Request for Proposals for Information Technology Support. Sand Dickey seconded the motion and it was unanimously passed.

Washington Department of Natural Resources Forest Land Response Agreement and Federal Grant Agreement – Authorization to Sign Agreement

Jan Brending said the proposed agreement with Washington Department of Natural Resources allows mutual aid between the two departments involving forestland fires and details cost reimbursement rates and procedures. She said the agreement also allows the fire department to participate in the Department of Natural Resources' grant programs: Federal Excess Personal Property, Firefighter Property Program, and Assistance Grants.

Catherine Kiewit moved to authorize the Mayor to sign the Washington Department of Natural Resources Forest Land Response Agreement and Federal Grant Agreement. Sandi Dickey seconded the motion and it was unanimously passed.

Mayor's Update and Council Comments

Committee Appointments

Betty Barnes said that after a new council member is on board she would like to review committee appointments. She asked council members to think about which committees they would like to serve on.

Council Vacancy

Jan Brending said the city has not received any applications at this time. She said she provided information to Ben Koefeld who was recommended by Mark Zoller.

Betty Barnes said she spoke with John Newman and Caitlin Cray.

Business Fair

Betty Barnes said she and Jan Brending attended the Mt. Adam's Chamber of Commerce Business Fair. She said it was a great event.

Skatepark

Betty Barnes said the city had Grindline remove a rock from the concrete rim around the skatepark. She said the rock was not part of the plans and was not authorized by the city.

Izzy Schroder suggested the city write letters to Columbia High School suggesting that high school students could design and build park benches for the skatepark. She said she will draft the letter.

There was a consensus of the council to send the letter to Columbia High School.

Recognition Event

Betty Barnes said that awards would be approximately \$70 each plus taxes. She recommended the council authorize \$300 towards awards.

Catherine Kiewit moved to spend \$300 on awards. Sandi Dickey seconded the motion and it was unanimously passed.

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 January 21, 2014. The council by unanimous vote does approve for payment the following list: checks 16481-16498 (dated 01/21/2014) totaling \$11028.81: General Fund – \$2449.94; Street – \$2335.03; Water - \$2573.90; Sewer - \$693.56; Treatment Plant - \$2976.38.

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 January 21, 2014. The council by unanimous vote does approve for payment the following list: checks EFT (dated 12/31/2013) and checks 16475-16479 totaling \$8739.72: General Fund – \$355.87; Street – \$88.92; Water - \$3191.06; Sewer - \$238.05; Treatment Plant - \$335.84; Water Construction and Maintenance - \$4330.83; Sewer Construction and Maintenance - \$199.15.

Executive Session

At 9:17 p.m. Betty Barnes announced the city council will meet in executive session for 10 minutes pursuant to RCW 42.30.110(1)(i) to discuss potential litigation.

At 9:27 p.m. the council resumed regular session.

The council adjourned at 9:30 p.m.

City Clerk

Mayor