



CITY OF WHITE SALMON
City Council Regular Meeting – Wednesday, November 20, 2019

Council and Administrative Personnel Present

Council Members:

Jason Hartmann
Donna Heimke
Marla Keethler
Amy Martin

Staff Present:

David Poucher, Mayor
Jan Brending, Clerk Treasurer
Ken Woodrich, City Attorney (by phone)
Bill Hunsaker, Building Official/Fire Chief
Russ Avery, Public Works Operations Mgr.

1. Call to Order

Mayor David Poucher called the meeting to order at 6 p.m. There were approximately 4 people present.

2. Roll Call

Moved by Amy Martin. Seconded by Donna Heimke.
Motion to excuse Ashley Post CARRIED 4-0.

Mayor Poucher noted that Pat Munyan, City Administrator is absent due to a previously scheduled oral dental surgery.

3. Comments – Public and Council

Shelly Baxter, White Salmon asked if the passage of Initiative 976, Limiting Motor Vehicle Taxes and Fees would have a negative impact on the City of White Salmon.

David Poucher said several projects in the area will be delayed a year but will be able to move ahead.

4. Changes to the Agenda

Marla Keethler asked that two agenda items be added to the agenda 1) regarding a proposed resolution adopting a recognition program policy and 2) setting a budget for 2019 recognitions. There was a consensus of the council to add the agenda items.

5. 2020 Proposed Budget

Jan Brending presented the 2020 proposed budget. She explained that the proposed increase in property taxes is 1% as allowed by law and that the proposed budget demonstrates the need for the increase. Brending said that she spoke with Ashley Post regarding playground improvements and \$30,000 will be added to the budget before the final public hearing in December to provide costs for updating the city's park plan in early 2020. Brending said it is also her understanding that Washington Gorge Action Programs has asked for an increase in funding for the Youth Center services from \$6,000 to \$12,000. She said she is seeking direction for the city council on that issue and noted that the City of Bingen authorized an increase in their budget.

Public Hearing

Mayor Poucher opened the public hearing regarding the proposed 2020 budget and 2020 property tax levy.

There was no public comment.

Mayor Poucher closed the public hearing.

Discussion

Marla Keethler asked if there is funding included in the budget for entrance fees to the Hood River Pool for 2020.

Jan Brending said not at this time.

There was a consensus of the council to add \$10,000 to the budget for entrance fees to the Hood River Pool.

Marla Keethler asked how a land use planner could be funded in 2020.

Jan Brending said she and Pat Munyan have discussed several opportunities including contracting with a neighboring governmental entity. She recommended that issue be discussed further after the first of the year and then an amendment could be made to the 2020 budget if necessary.

There was a consensus of the council to increase the funding for Youth Center services from \$6,000 to \$12,000 in the budget.

Jan Brending said a final public hearing will be held on December 4th with proposed action on the budget at that meeting. She said she will be revising the budget documents and making them available on the city's webpage and at city hall.

6. Ordinance 2019-11-1057, Determining the Amount to be Raised by Ad Valorem Property Taxes for the Year 2020 and Resolution 2019-11-495, 2020 Property Tax Levy

Jan Brending explained that the city is required to pass by an ordinance and a resolution identifying the amount of property taxes and increase in the taxes for 2020.

Moved by Jason Hartmann. Seconded by Amy Martin.

Motion to adopt Ordinance 2019-11-1057, Determining the Amount to be Raised by Ad Valorem Property Taxes for the Year 2020. CARRIED 4-0.

Moved by Amy Martin. Seconded by Donna Heimke.

Motion to adopt Resolution 2019-11-495, 2020 Property Tax Lev. CARRIED 4-0.

7. Employment Contract Amendment – Patrick Munyan

David Poucher reviewed the proposed employment contract with Patrick Munyan, City Administrator. He reviewed the changes from the current contract to the proposed contract. Poucher noted that Pat Munyan is in agreement with the proposed changes.

Jason Hartmann asked if the use of a city vehicle should be reflected in the contract.

Ken Woodrich said he did not think so as it is not considered a fringe benefit.

Moved by Jason Hartmann. Seconded by Amy Martin.

Motion to authorize mayor to sign amended employment contract with Patrick Munyan, City Administrator. CARRIED 4-0.

8. Ordinance 2019-11-1046, Amending White Salmon Municipal Code 2.06.030 Compensation

David Poucher said the proposed amendment changes the salary range for the City Administrator Position from Step 50 -Step 60 to Step 57-Step 67. He noted the reflected in the employment contract approved by the city council is within the new range.

Moved by Jason Hartmann. Seconded by Amy Martin.

Motion to adopt Ordinance 2019-11-1046 Amending White Salmon Municipal Code 2.06.030 Compensation. CARRIED 4-0.

9. Resolution 2019-11-494, Adopting 2020 Salary Matrix

Jan Brending explained that the proposed 2020 salary matrix provides for a 2.4% cost of living allowance as required in the city's union contracts and provides for 10 additional steps.

Moved by Amy Martin. Seconded by Donna Heimke.

Motion to adopt Resolution 2019-11-494, Adopting 2020 Salary Matrix. CARRIED 4-0.

10. Employment Contract Amendment – Jan Brending

David Poucher reviewed the proposed contract amendment. He said the contract provides for 4 weeks of vacation and allows 40 hours to be carried over.

Jan Brending noted that there is a revised format for the proposed contract amendment before the council.

Moved by Jason Hartmann. Seconded by Donna Heimke.

Motion to authorize the mayor to sign employment contract amendment with Jan Brending, Clerk Treasurer. CARRIED 4-0.

11. Legal Services Agreement, City Attorney – Kenneth Woodrich

Jan Brending said the proposed legal services agreement with Kenneth Woodrich is the same as previously except that it allows Woodrich to be excused from one meeting per calendar year for personal reasons and may accumulate up to two such excused meetings, i.e. he may carryover the meeting to the following year).

Ken Woodrich noted that he is not asking for any changes in fees this year but noted he most likely will ask for an increase in 2021.

Moved by Donna Heimke. Seconded by Amy Martin.

Motion to authorize the mayor to sign legal services agreement with Kenneth Woodrich for 2020. CARRIED 4-0.

12. City Hall Improvements, Acceptance of Project as Substantially Complete

Jan Brending said the city hall improvements project is substantially complete. She said there are several minor items that need to be completed or touched up. Brending reviewed three change orders to the project -- \$20,962.50 for design changes, \$9,223.50 for electrical work, and \$1,827.50 replacement of front railing for a total of \$32,013.50. She said the final contract cost is \$211,001. Brending said staff is recommending the council accept the project as substantially complete, consent to the three change orders and authorize payment on the final invoice (less 5% retainage).

Moved by Jason Hartmann. Seconded by Donna Heimke.

Motion to accept the work on city hall improvements as substantially complete, consent to three changes in the amount of \$32,013.50 and authorize payment of \$101,454.50 (final invoice less retainage and previous payment). CARRIED 4-0.

Mayor Poucher noted that a mini-split will need to be added to the addition for heating and air conditioning.

13. Resolution 2019-11-496, Adopting Recognition Program Policy

Jan Brending said that the city needs to adopt a policy related to recognition programs. She said the proposed policy is basic and can be expanded on in the future.

Moved by Marla Keethler. Seconded by Amy Martin.

Motion to adopt Resolution 2109-11-496, Adopting Recognition Program Policy. CARRIED 4-0.

14. 2019 Recognition Budget

The council discussed establishing a recognition budget for 2019 for outgoing elected officials.

Moved by Marla Keethler. Seconded by Amy Martin.

Motion to establish a budget of \$2,400 to recognize outgoing elected official in 2019. CARRIED 4-0.

15. Consent Agenda

- a. WSDOT Maintenance Agreement – Purchase of Deicer, Sand and Liquid Deicer
- b. Public Works Contract, Artistic Excavation – Hood Street Improvements
- c. Public Works Contract, Artistic Excavation – Police Department Concrete Work
- d. Department of Natural Resources Agreement – Rental of Grade

e. Approval of Vouchers

Type	Date	From	To	Amount
Claims	11/20/2019	35599	35639	300,287.26
	11/20/2019	EFT	EFT	13,444.27
			Claims Total	313,731.53
Payroll	11/20/2019	35582	35598	9,222.40
	11/20/2019	EFT	EFT	66,817.84
			Payroll Total	76,040.24
Manual Claims	10/6/2019	EFT	EFT	1,532.63
	10/22/2019	EFT	EFT	16,476.00
	11/6/2019	EFT	EFT	1,920.23
	11/8/2019	EFT	EFT	5,642.24
	11/14/2019	35580	35581	5,716.09
			Manual Total	31,287.19
			Total All Vouchers	421,058.96

Vouchers audited and certified as required by RCW 42.24.080 and expense reimbursement claims as required by RCW 42.24.090 as of this 20th day of November, 2019.

Moved by Jason Hartmann. Seconded by Donna Heimke.
Motion to approve consent agenda as presented. CARRIED 4-0.

16. Department Head and Council Reports

Bill Hunsaker, Fire Chief and Building Official provided a review of the number of land use permits and building permits issued in 2019 to date.

Jan Brending, Clerk Treasurer said the adoption of the 2020 budget will be on the agenda for December 4 with a final 2019 budget amendment on the December 18th agenda. She noted that the proposed ordinance related to short-term rentals will be on the December 4th agenda and that there will be no additional public hearing for the ordinance.

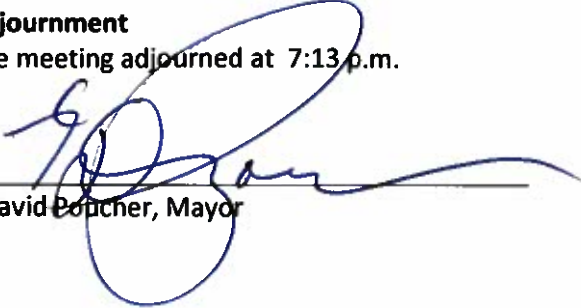
David Poucher, Mayor said Klickitat County has proposed to establish a lease for the Riverfront Park property with an initial 20-year period and 5 automatic additional 20-year period renewals. He said he would like the lease to include language that provides the city the first right of refusal if the property is sold.

Ken Woodrich said there is also proposed language in the lease that would provide a negotiated replacement for the park if the bridge location was to negatively impact the proposed park.

Russ Avery, Public Works Operations Manager said the department has started the ASR process on well #2. He said the department is also getting ready for winter.

17. Adjournment

The meeting adjourned at 7:13 p.m.



David Poucher, Mayor



Jan Brending, Clerk Treasurer