**BINGEN CITY COUNCIL MINUTES**

**March 15, 2022**

**Meeting Via Teleconference – Audio Recorded**

The meeting was called to order by Mayor Catherine Kiewit at 7:03 pm after Zoom technical difficulties. Council members present: Phil Jones, Joseph O’Sullivan, Ryan O’Connor and Brittany Spratt. Staff present: City Administrator Krista Loney, City Attorney Christopher R Lanz. Audience Present: Jacob Bertram

**Minutes 3/1/2022 Regular Meeting**

Councilor O’Connor made a motion to approve the March 1, 2022 regular meeting minutes. A second was provided by Councilor Jones and the motion carried unanimously.

**Municode/CivicPlus Website Upgrades Proposal Review and Decision**

Administrator Loney provided a memorandum to the Council summarizing the recommendations of a software package containing pieces from Civic Engage (website), Municode (ordinance and code banking and searching), and Xpress Bill Pay (online bill pay through the City’s website). Councilor O’Connor made a motion to move forward with purchase of the package as outlined up to a limit of $26,000. Councilor O’Sullivan provided the second, and the motion carried unanimously.

**Reopening City Hall to the Public**

Administrator Loney presented that there are no legislative or judicial responsibilities to take care of and that the staff at City Hall is looking forward to serving the citizens of Bingen in-person. City Hall will open to the public in April and serve citizens Tuesday through Friday between 8 a.m. and 5 p.m.

City Council will return to council chambers in April 2022. Council will spend the April meetings in Chambers and have citizens participate via Zoom while council readjusts. Citizens will be welcome in the council chamber in-person perhaps in May or June.

**Staff Reports**

Administrator Loney sent a memorandum to the Council regarding the 2018-2020 audit. An update was provided that the audit closeout meeting is this Thursday, March 17, 2022 at 1 p.m. Loney had also sent a memorandum to Council about applying for a Community Development Block Grant for some planning for either the safe pedestrian path up Hwy 141, the city’s comprehensive plan, or planning to replace the centrifuge at the Wastewater Treatment Plant. The City of Bingen was selected by the Community Planning Technical Assistance Team of Washington for some free assistance with recreating the city’s Comprehensive Plan. Loney provided an email regarding the Interlocal Agreement with Klickitat County that states that the funds the city will receive for streets amounts to $19,204.30. Loney provided an update on the current active searches at the city: deputy clerk and WWTP Operator or Manager. There is an interview scheduled for this Friday, March 18, for the Deputy Clerk position. The WWTP Operator or Manager is newly advertised.

**Mayor’s Update and Council Comments**

Councilor O’Sullivan was approached by a citizen regarding the City of Bingen creating a tree ordinance to protect the Oregon White Oak trees that are left in the city. Oregon White Oak is different than regular White Oak and is easily choked out by Douglas Fir trees. Council O’Sullivan wants to protect the trees while being respectful of homeowner rights. Mayor Kiewit pointed out that White Salmon has something similar and asked Administrator Loney to look into this.

Mayor Kiewit shared that she is working on outreach with the White Salmon Valley Metropolitan Park Pool District. White Salmon was asked for $328,000 of their ARPA funds to support the pool and their potential contribution is approximately $100,000. This equates to about 13% of their ARPA funds. Mayor Kiewit calculated that 13% of Bingen’s ARPA funds is approximately $27,000. She asked that Administrator Loney get a Streets and Parks committee meeting scheduled, and that the Council explore which items on the visioning priority list can be funded with ARPA funds and where the city may need to seek grant funding.

**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 15, 2022.

Payroll Checks 22951-22953 (Dated 3/15/2022) and Payroll EFT (Dated 3/15/2022) totaling $20,663.41; General Fund - $10,457.20, Street Fund - $3,762.54, Water Fund - $2,380.60, Sewer Fund - $428.37, Treatment Plant Fund - $3,634.70

Councilor Jones made a motion to approve the Payroll checks, and Councilor O’Sullivan provided the second. The motion passed unanimously.

Checks 22919-22950 (Dated 3/15/2022) totaling $61,677.11; General Fund - $42,818.36, Street Fund - $4,262.72, Water Fund - $5,989.11, Sewer Fund - $538.47, Treatment Plant Fund - $6,801.33, Court Remittance Agency Fund - $569.91

Councilor O’Connor made a motion to approve the Claims Checks and Councilor Jones provided the second. The motion passed unanimously.

Adjournment – 7:52 pm