**BINGEN CITY COUNCIL MINUTES**

**April 19, 2022**

**Meeting Via Teleconference – Audio Recorded**

The meeting was called to order by Mayor Catherine Kiewit at 7:01. Council members present: Phil Jones, Joseph O’Sullivan, Ryan O’Connor, Izzy Schroder and Brittany Spratt. Staff present: City Administrator - Krista Loney, City Attorney - Christopher R Lanz. Audience Present: Marlon Morat, Chief Mike Hepner, Jacob Bertram.

**Police Department Update**

Chief Hepner announced that body cameras are ready to go on the officers in approximately one month. Office personnel have been trained on how to redact body camera footage. Chief Hepner will contact the Klickitat County Prosecutor and City Attorney Chris Lanz to set up a site to share video evidence. The Chief is working with both K-Link and Behavioral Health Collaboration on mental health issues. The local Comprehensive Mental Health office is short-staffed. The Bingen-White Salmon Police Department is also short-staffed. One officer is out for approximately 6 months and another just had surgery. Chief Hepner agreed to review City Hall security with new Bingen staff and schedule some training.

Mayor Kiewit inquired on the status of the video review for the Daubenspeck Skate Park vandalism. Chief Hepner indicated that there are 72 hours of footage to review and that he will assign the weekend officers to review it as they are able. Chief Hepner recommends that the City look into better options for the park cameras. Chief Hepner also noted that if the video shows that the graffiti was done by a juvenile, the police aren’t able to question juveniles and must first provide an attorney.

**April 5, 2022 Minutes**

Councilor Jones made a motion to approve the April 5, 2022 minutes as they stand. Councilor O’Sullivan provided the second, and Councilor Schroder abstained. The motion carried.

**Interlocal Agreement with Skamania County Building**

The City of Bingen’s contract with Skamania County for Building Services has expired and needs to be renewed. City staff would like to change the format quite a bit and a memo was included detailing the differences. This new format would loop City Hall staff almost completely out of the permitting process and direct residents straight to the team at Skamania County for Building Services. Councilor O’Sullivan stated that this format is more in line with what he has seen before and fully supports the new process. Councilor Jones made a motion to approve the acceptance of the interlocal agreement between the City of Bingen and Skamania County for building inspection and plan review services. Councilor O’Connor seconded, and the motion carried unanimously.

**Water/Sewer Connection Fee Discussion**

Administrator Loney provided a memo to the Council, a table of connection fees for Bingen, Stevenson, and White Salmon, and two proposals from Gray and Osborne to update the City’s water and sewer connection fees. Water connection fees were last updated in 1996. Councilor O’Connor asked if the rate study could be completed at the same time as the connection evaluation. Staff will ask G&O for details and timeline for adding that to the scope. After discussion, Councilor O’Sullivan made a motion to approve the Gray and Osborne Scope of Work titled “GFC Study Exhibit A Revised.” Councilor Jones seconded, and the motion carried. Gray and Osborne will be asked to attend the May 3, 2022 Council meeting to discuss this scope of work and the possibility of performing a combined rate study.

**Replacing the City’s copier – Solutions Yes**

Blair Bell from Solutions Yes proposed a new copier to the City of Bingen that will decrease monthly print spend by $165. Solutions Yes will also cut the City of Bingen a check for the remaining lease payments on our existing copier. Councilor O’Connor made the motion to approve replacing the City’s copier with the Solutions Yes proposal. Councilor Schroder provided the second, and the motion carried unanimously.

**Quiet Zone Progress Report**

The City was notified on March 31, 2022 that a total of $1.1M was available from WSDOT Connect Washington to create a quiet zone in Bingen. The next step in gaining access to this funding is to authorize the funds through WSDOT. Administrator Loney is working with Michael Williams and Keith Molyneux. The paperwork has been completed, will be reviewed at the County level, and then will be submitted to the WSDOT state level. Once the funds are authorized, the City of Bingen will use the MRSC Small Works roster to find an engineering company with railroad experience to identify the correct Federal Railroad Administration-approved quiet zone changes to make and to work with BNSF on the engineering.

**Old Business**

*Website Update*

Invoices are paid to CivicPlus and Municode. The backend work for Xpress Bill Pay is setup.

*New Bingen Logo*

City Council preferred the rounded-bottom badge design.

**Staff Reports**

Administrator Loney reported that a public records request for the Dickey Farms waterline is almost done.

**Mayor’s Update and Council Comments**

Mayor Kiewit announced that there were no applicants for the position at the Wastewater Treatment Plant. The job description was edited and the position reposted. There may be a second posting issued for an entry-level employee to be trained and cultivated by the City to be an operator. In the meantime, Tom Hons is happy to keep working for the City part-time, and between him, Buck, and Maddie Deo the treatment plant is stable. A budget amendment has been pushed off until early May as there are still some issues with reconciling the 2021 bank statements with Springbrook balances (the audit did not cover 2021); Krista is working with Jan to get the books correct.

Community Clean Up is this weekend. Administrator Loney and Mayor Kiewit are volunteering on Friday morning. There is still a need for afternoon volunteers on Friday and Saturday.

Councilor O’Connor briefed the Council on his meeting today with the CPAT team. He explained that this is a team of folks to help us identify opportunities for updating the comprehensive plan. He suggests that the City procure a sample memorandum of understanding and artifacts from previous CPAT projects to give Council a better understanding of this process.

**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 April 19, 2022.

Payroll Checks 23012-23014 (Dated 4/15/2022) and Payroll EFT (Dated 4/15/2022) totaling $22,059.21; General Fund - $10.588.01, Street Fund - $4,162, Water Fund - $2,634.16, Sewer Fund - $473.86, Treatment Plant Fund - $4,201.18

Councilor Jones made a motion to approve the Payroll Claims dated April 15, 2022. Councilor Spratt seconded the motion, and it passed unanimously.

Claims checks 22993 (Dated 4/19/2022) and EFT totaling $22,501.80, General Fund - $12,964.44, Street Fund - $667.59, Water Fund - $5,192.99, Sewer Fund - $3,587.13, and Treatment Plant Fund - $89.65.

Councilor O’Connor made a motion to approve the Claims Checks dated April 19, 2022. Councilor O’Sullivan seconded the motion, and it carried unanimously.

**Executive Session**

No executive session this evening.

**Adjournment**

Meeting adjourned at 8:23 p.m.