



**Finance Committee Meeting Minutes  
Tuesday November 24<sup>th</sup>, 2015  
6:00 p.m.**

**Roll Call:** Councilor Forster absent

**Continued Business: Budget Review**

John Spencer was present and handed out some updated budget documents. He said the year continues to be excellent in terms of revenue generation. He advised that the budget document has a couple new large dollar items but only a few policy changes. He noted there was an assumption the City would spend a majority of the sewer grant proceeds in 2015 but it is apparent we will spend approximately \$70,000 total this year and the remainder next year. John said he has also factored in the sewer costs of the City taking the newer component parts out of lift station 3 and placing them in lift station 2. The sewer grant requires a \$50,000 local contribution and that revenue will come from the Capital Improvement budget and the Transportation grant requires a \$23,000 match that will also come from that same budget. The removal of \$73,000+ from this fund for grant match will pretty well exhaust it.

John said he has increased the jail budget from \$1,500 to \$2,500 in anticipation of additional incarceration costs. He also increased the building inspector budget from \$24,000 to \$26,000 reflecting more development next year. He is recommending that the City not fund the public works garage doors this year nor the bad lift station pump. He said the City had spent more money in a couple funds than was budgeted, thus there was a need to go back and increase these budgets by resolution to reconcile that fact. John said we were fortunate to receive more revenue than expected so there will be less need to borrow for budget adjustments. He said he had overstated the street budget line item by \$23,000 because he thought the City's 5 percent grant match contribution was in addition to the \$470,000 to do the arterial project rather than a part of that sum. Accordingly, he will lower the budget street fund number by that amount. Finally, John noted there was a need for a public hearing on the budget this evening and depending how that went the Council could approve the budget later in the meeting.

Devin Jackson, an engineer with AKS, provided information about the transportation grant the City has been awarded. Devin noted that the Transportation Improvement Board [TIB] came to North Bonneville this summer and rated the City's 80 roads for strength and purpose using sophisticated equipment and determined them all of them to be sound except Evergreen Drive and East Cascade Road. These two roads received a failing grade that will require them to be rebuilt or replaced depending on circumstance and as time and revenues allow. Accordingly, the City sought a state funded arterial grant to replace the asphalt surface on Evergreen Drive before it deteriorated to the point its base would need to be dug up and replaced, which would double the cost. He said a determination to rebuild Evergreen Drive over East Cascade had to do with the adjoining land being zoned commercial/industrial, which makes it more grant competitive than East Cascade that runs through a residential area. As part of this construction action, the City agreed to contribute 5 percent toward the grant application to improve its competitiveness. The City asked for \$446,000 which along with the City's \$23,000 match would be enough money to rebuild about 2100 feet of this road and extending from Highway 14 to the Hamilton Street Bridge. Devin noted the City beat the odds by receiving its full funding request. He said the plan is to design the project this winter and to go out for construction bid in the spring with the work completed next summer. He said it should take the contractor about a month to complete the job.

Steve noted an item on this evening's agenda is a contract with Goodwill industrials whereby they will provide and fund an intern to assist the City in exchange for our training this person so they have sufficient skills to be competitive in the workforce. With that comment, Steve introduced Cheryl Showalter who would serve in this intern capacity for a six to 12 month time period and provided the Council decides to sign a contract with Goodwill Services for this purpose.

**Adjourned at 6:53 P.M.**



**City Council Meeting Minutes  
Tuesday November 24, 2015  
7:00 p.m.**

**Meeting Call to Order PM**

**Roll Call:** Craig Forster was absent

**Audience:** 10 persons

**Pledge of Allegiance**

**Agenda Changes & Additions**

Excusing Councilor Forster

**2<sup>nd</sup> Hearing on the adoption of the 2016 Budget and related matters**

**Brian Sabo** noted that the City planner's salary had increased \$8,000 along with his hours and that increase was not accurately identified in the budget documents. He said the Administrator and the Deputy Clerk were to receive substantial raises but the audit findings and a recent article in the Columbian Newspaper would suggest that the administration has dropped the ball. He noted that the audit report was for 2013 and 2014 when the administration was working nonstop to create the public development authority [PDA] and that kept them from fulfilling their duties. He observed the Council was rewarding an administration for blowing it and noting the large increase in the budget. He noted that Council had not budgeted sufficient money for the clerk position relative to what we will pay [with the pay increase] and thus we will be in the hole before we even start the new budget year. He noted that the salary comparisons listed in the budget documents were skewed. He noted that the salary comparisons were deceptive and noting, for example, the salary provided for the Ilwaco Administrator. He said he had called Ilwaco and they said they do not have an administrator position.

**Tom Jermann** responded to Brian Sabo's comments by noting that he was not receiving a salary increase. He also noted he did not receive regular health care benefits. Tom said that much of his last year's salary was subsidized by a Shoreline's grant made available through the Washington State Department of Ecology.

**Richard Lafayette** noted that we have heard negative remarks about this administration but they work long hard hours and take their work home. They try and figure out how to make the budget and the economy work. The administrator's salary increase totals \$5,000 but he has brought in \$800,000 in grant monies this past year. If we don't pay him [Steve] what he is worth we will lose him.

**Cheryl Jermann** commented on how much time and energy the City staff put into their jobs and how the City has improved because of their efforts.

**Mayor Stevens** thanked the speakers for their comments and closed the budget hearing.

**Consent Agenda**

**Approval of November 10<sup>th</sup> minutes and November 24<sup>th</sup> Invoices/Vouchers**

Councilor Bianchi made a motion to approve the minutes and invoices and seconded by Councilor Baker.

Yes Councilors Bianchi, Flanagan, Baker

No Councilor Hamilton  
Abstain  
Passed 3-1-0

**Guest Presentations:** None

**Public Comment:**

**Cheryl Jermann** described the wind storm that occurred Tuesday November 17<sup>th</sup> and its immediate impact on the residents and the efforts that various individuals and City staff initiated to remedy the circumstances. She said the Skamania County PUD did not provide much help addressing matters in proximity to the North Bonneville Resort or her residence. She also noted that there is a large pot hole on her roadway that needs attention. She said City staff has pretty well cleaned up the storm debris on the roadway but has so far neglected to resolve this road issue. Cheryl also noted we needed to take seriously the emergency management efforts that Councilor Bianchi and others are initiating to improve public safety.

**Richard Lafayette** also described the storm and its aftermath, noting that he did not have any staff available to assist him during the storm due to one Public Works employee being on vacation and the other being away for training. He was further hindered by falling trees and so it was difficult for him to initiate the type of response the storm dictated but none-the-less, a number of individuals helped provide relief and restore the City. He agreed that Mrs. Jermann's road needs rehabilitation as time allows.

**Brian Sabo** said he was not trying to attack the City employees because he knows they work hard and they did a good job in short order to respond to the storm. He said though that giving raises in light of the audit findings looks bad unless placed in context with the hard work they provide the City residents.

**Joana Fry** thanked the community for its ability to quickly respond to the storm with energies and resources and that instantaneous cohesive effort demonstrates good community collaboration.

**Tom Jermann** wished to thank Richard Lafayette for his efforts during the storm and noting he [Richard] was without a vehicle because the roads were impassable but was able to hike up to the reservoir to check on an alarm at personal risk from downed trees and power lines.

**Diane Hamilton** said that hiring an intern was good thing and that the Council ought to move forward to bring Cheryl Showalter on board [in that role] because that action should provide the City good returns. She noted that this is the first time in many years where four of the five council positions will be replaced at the end of the year. With that in mind the departing council should consider what they really need to fund. Diane said she had doubts the Council ought to fund the community garden association rather that group should seek private funding.

**Richard Lafayette** noted that he had put a number of temporary employees on the City payroll to remedy the storm's impacts and this crew has done a great job in that effort.

**Cheryl Jermann** said we ought to restore the public works roster so we will have folks on hand to respond to various emergency events. She also shared a conversation she had with the PUD manager about accessing him during emergencies.

**Councilor Comments**

**Councilor Bianchi** thanked Richard Lafayette for being a one man show during the recent storm and noting that one of his employees was away on annual leave and another attending a training conference to maintain a City license. He also thanked Steve for efforts to secure a transportation grant. He said he would evaluate the sink hole [road depression] that Mrs. Jermann has called to the City's attention and see if he could come up with a remedy.

**Councilor Baker** thanked staff for responding to what he viewed as a once in a lifetime storm. He also wished to thank the North Bonneville fire department for being a first responder to a gas explosion that caught his neighbor's house on fire. He said that four of five firefighters responded promptly and had the

fire contained in no time.

**Councilor Flanagan** thanked Steve for his efforts to secure the transportation grant.

**Councilor Hamilton** said it appears we wished to give our administrator a raise because he is good at procuring grant monies but not so good at establishing audit controls. Perhaps we do not need an administrator after all but rather a grant writer we can acquire at a lesser amount. He said Richard Lafayette had hired temporary employees at \$12 and hour as to suggest an administrator could be secured for a lot less because there are many people willing to work hard for little money.

**Mayor Stevens** responded to various comments and noting that the Stevenson City Administrator makes \$92,000 a year and thus providing our administrator \$5,000 more a year is not at all out of line. He said you cannot compare what our City does to other Cities as it is not apples to apples. With respect to the duties of the City administrator their job description does not require them to directly attend to the budget or grant writing but to see those items are addressed. Steve is getting a raise because he has not had one and deserves it. Joana is not receiving a raise because she will take on budget duties rather she is being promoted to a new position that requires more pay. He said employee actions fall under the administrative branch of City government not the legislative branch [City Council] thus it is inappropriate for the legislative branch to disparage City employees as their role is to establish policy not to monitor City employee conduct. He asked them and their successor to file away that observation for future reference.

**Administrator's Report** Steve provided an overview of the many challenges that have confronted the City in the past few days. He noted that in addition to the storm and its impacts that we have experienced a number of equipment failures because we have taxed our equipment beyond its capacities. In particular the log chipper, the street sweeper and the telemetry system that monitors the City's water reservoir levels have broken down and are in the process of being repaired. He also noted that we are in the throes of making for many infrastructure improvements and in particular the installation of a new lift station, repair of a major roadway and replacement of a significant water line with all this work to be accomplished over the next several months. He said that his raise being bantered about actually brings him back to the funding level he had when he started with the City 2 ½ years ago and noting his benefit package has been reduced \$400 a month since he started work here. Steve said you get what you pay for and that Richard and Joana and the City staff were worth more than they are compensated and he thanked them for their good work. Finally, he thanked the community for its solidarity in responding to the storm's many impacts.

**City Attorney's Report:** Attorney Woodrich noted that the City had received a bid protest from the contractor who provided the second lowest lift station construction bid but that protest was rejected because it was untimely and also the low bidder acted within the constraints of the bid documents. Accordingly, the City Council should be able to award the construction bid to the lowest bidder this evening if they choose to do so.

**Unfinished Business:**

**Excusing Councilor Forster from participation in this Council meeting**

Councilor Bianchi made a motion to excuse Councilor Forster and seconded by Councilor Hamilton

Yes Councilors Bianchi, Flanagan, Hamilton and Baker

No

Abstain

Approved 4-0-0

**New Business**

**Adoption of Ordinance 1058 regarding approval of the 2016 City of North Bonneville Budget**

Councilor Baker made a motion to approve the 2016 North Bonneville budget with suggested edits that had been previously discussed and seconded by Councilor Bianchi.

Attorney Woodrich responded to an inquiry from Councilor Hamilton inquiring what might constitute a conflict of interest. Attorney Woodrich provided the criteria to rely upon for that consideration and opined that no council member had such a conflict.

Yes Councilors Bianchi, Flanagan and Baker

No Councilor Hamilton

Abstain

Approved 3-1-0

**Adoption of Ordinance 1057 – Amending of the North Bonneville Municipal Code Chapter 20 as it relates to the placement of adult family homes and residential care facilities and other related matters.**

Councilor Bianchi made a motion to amend Municipal code for this purpose and seconded by Councilor Baker.

Tom Jermann said that amending this section of City Code resulted from changes in the State law that was called to our attention by WCIA, our insurance carrier. Tom noted that there was a need for a correction to a portion of the ordinance due to a scrivener error.

Councilor Hamilton moved to amend the motion to correct the ordinance by removing the numerical value .175 from a paragraph defining residential care facility and adding the word chapter after RCW and seconded by Councilor Bianchi.

Yes Councilors Bianchi, Flanagan, Hamilton and Baker

No

Abstain

Approved 4-0-0

Motion as amended

Yes Councilors Bianchi, Flanagan, Hamilton and Baker

No

Abstain

Approved 4-0-0

**Awarding lift station 3 construction contract to Tapani Underground Incorporated – the apparent low bidder – for a sum of \$303,096.25 and directing the Mayor to sign the supporting documents at other than a council meeting.**

Councilor Hamilton made a motion to award the construction contract to Tapani Underground and seconded by Councilor Baker.

Yes Councilors Bianchi, Flanagan, Hamilton and Baker

No

Abstain

Approved 4-0-0

**Approval of eight [8] North Bonneville Tourism Committee funding recommendations totaling \$64,675**

Councilor Baker made a motion to support the tourism committee's recommendations representing a sum of \$64,645 as a slate of recommendations, rather than case by case approval and seconded by Councilor Bianchi.

Considerable discussion ensued with the Council providing those seeking funds the opportunity to provide comments in support of their proposals. Mayor Stevens addressed a misperception that the City would enter into a rental or lease agreement in order to build a pump track on Skamania Port District property. He said that the land would be made available through agreement but that the City would not have to pay for its access.

Yes Councilors Bianchi, Flanagan and Baker

No

Abstain Councilor Hamilton

Approved 3-0-1

**Adoption of Ordinance 1060 - Separating the City Clerk Position from the City Clerk, Treasurer, Administrator Position, qualifying Clerk duties and salary adjustments**

Councilor Baker made a motion to separate the Clerk position from the Administrator/Treasurer role, approve the Clerk duties as enumerated in the job description and provide for salary adjustments and seconded by Councilor Flanagan.

Yes Councilors Bianchi, Flanagan, Hamilton and Baker

No

Abstain

Approved 4-0-0

**Approving a host agency agreement with Goodwill Industries to provide useful community service assignments for low income mature workers to increase their skills**

Councilor Baker made a motion to enter into an agreement with Goodwill industries for a student intern and seconded by Councilor Bianchi.

Yes Councilors Bianchi, Flanagan, Hamilton and Baker

No

Abstain

Approved 4-0-0

**Forgoing the second Council meeting in December [the December 22<sup>nd</sup> meeting]**

Note: this action does not preclude the Council from calling a special meeting in December if that action is warranted.

Yes Councilors Bianchi, Flanagan, Hamilton and Baker

No

Abstain

Approved 4-0-0

**Closing Public Comments**

**Cheryl Jermann** said that the Council could do a better job of assigning tourism dollars with an eye towards development of some capital improvement project that would help grow the City.

**Joana Fry** thanked the Council for their actions.

**Closing Council Comments**

**Councilor Hamilton** said he was a strong believer in free enterprise and that contributed to his frequently voting no on issues and particularly the formation of a public development authority because the sale of marijuana ought to be a private venture and because that action conflicted with federal law. He wished the incoming council much success.

**Councilor Flanagan** thanked John Spencer for his role in the budget's construction stating that he [John] turned out a good product. He said that the City's response to the audit findings provided a learning

process and thanked Steve for his efforts in this regard. He said that public works response to the wind storm was commendable.

**Councilor Baker** said that we do set aside tourism dollars each year with the intent of building up a fund to help construct some public facility and hopefully through a public/private partnership.

**Councilor Bianchi** thanked Steve for his efforts; likewise, he thanked the Council for their many contributions.

**Mayor Stevens** noted that during the storm there were many individuals that contributed to improving the situation. He identified a number of individuals by name that provided labors or equipment to put the town back together again. The Mayor said he was heartened by the community's ability to come together to remedy this adversity.

**Adjournment**

Councilor Baker made a motion to adjourn the meeting and seconded by Councilor Hamilton

Yes Councilors Bianchi, Baker, Hamilton and Flanagan

No

Abstain

Approved 4-0-0

Meeting was adjourned approximately 9:05 PM

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**Mayor**

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**City Clerk**