



NORTH BONNEVILLE CITY COUNCIL

*Mayor Don Stevens
Bianchi*

Councilmember Bob

Finance Committee Meeting Minutes Tuesday July 12, 2016

Roll Call All present

Unfinished Business

Discussion concerning the modification of City Code 2.24 that addresses all aspects of the City's Volunteer Fire Department

Steve noted there were three [3] documents in the Council Packet related to this topic. Council Bianchi said that changes to the Bylaws were a work in progress. He noted, however, in reality before we work further on the Bylaws we need to revamp the fire department section in city codes. He noted that he has started making changes to the existing municipal code but needed fire department input. For example, he needs to know if they will form a non-profit organization. He said he is also relying on Washington Administrative Code [WAC] to guide him in this effort. He asked the Councilors to review his work efforts to date and comment before we proceed to public hearings.

Councilor Bianchi said if Councilors have comments they should be directed to City Hall. He noted that he has also passed on these comments to the firemen for their review. He observed that a large fire department issue dealt with paperwork and suggested the City provide a person to assist in paperwork processing. Greg Johnson introduced himself and said he had recently joined the fire department and had a 25 year background in emergency medical training and management. Councilor Bianchi noted he has made minor changes to the City's emergency operations plan. Steve explained the mechanics of the hearing process once the Council had come to terms with the products they wished to adopt.

Other Business Items:

Steve noted that each year the City is to provide the public and the Washington State Department of Health with a water quality report that is a product of water sample testing. He provided the Councilors with a copy of the report and said water sampling at different locations throughout North Bonneville affirms the City's water quality is excellent and well within acceptable standards established for its review.

Steve also wanted the Council to know that the fire department was rapidly running out of their annual allotted budget and noting that in the first six months of the year they had spent 77% of it. Thus, there is a need to have a conversation with them about living within their financial means so that other dedicated resources do not need to compensate the difference.

John Spencer said he has had the opportunity to make an initial evaluation of the City budget and wished to share his impressions. He provided a brief history of the budget and noted that the City has gone through some tough financial times but things are getting better. He noted the city would be paying off all of its interfund loans this year and that action should considerably improve next year's budget. He explained this Fall's budget calendar and how it would unfold. He said he was in a fact finding mode to determine next year's budget priorities and then he intended to start the budget forecasting process. He explained the budget hearing process and its associated timetables. He walked through the various City budgets and commenting on many of them. He said he was pleased with the city's strong sales tax revenue growth and that will have a positive net effect on the budget.

Adjournment 6:58 PM



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City Council Meeting Minutes Tuesday July 12, 2016

Meeting Called to Order 7:03 P.M.

Roll Call: All present

Audience: 7

Pledge of Allegiance

Agenda Changes & Additions None

Public Hearing No hearing

Consent Agenda

Approval of June 28 Minutes

Councilor Forster made a motion to approve the minutes and seconded by Councilor Sabo

Yes Councilors Sabo, Bianchi, Whitcomb, Norris and Forster

No

Abstain

Passed 5-0-0

Guest Presentations: None

Public Comment:

Bev Charlton provided an update on the community garden's efforts and noted the Skamania Pioneer had written a very positive article about garden activities.

Greg Johnson said the fire department's moral was improving and noted that the fire training was paying off as evidenced by the fireman's response to a head on wreck on SR-14 this weekend in which they arrived within 7 minutes of the call out and before the arrival of any other emergency services provider. He added - the fire men worked together like a well oiled machine.

Councilor Comment:

Councilor Bianchi followed up on his fire evaluation efforts noting that the documents are being constructed in part to address City insurance obligations and his view of City Council expectations on the fire department. He said he had adjusted the annual report to September so it could align with the budgeting process. He said he really needed the fire department to look at the changes and see if they were realistic. Councilor Bianchi also discussed certain training obligations enumerated in the WAC.

Councilor Forster thanked the fire department for their service. He said he had toured the fire facility this weekend and noted that the restrooms were in bad condition with peeling paint and there was a need to install a new water heater.

Councilor Norris said he very much supported the firemen's efforts and also asked for a copy of the June 28th transportation plan.

Councilor Sabo thanked the staff for the effort they initiated making Gorge Days successful. He noted he had encountered a couple who were passing through from Boston, Massachusetts who conveyed they had never met such friendly people as found in this community.

Administrator's Report:

Steve asked the Councilors to start thinking about what their budget priorities will be next year.

City Attorney's Report

Ken Woodrich said that the Port District was working closely with the City to install utilities in Evergreen Drive prior to the City's efforts to rehabilitate that roadway.

Unfinished Business

Revisions to City of North Bonneville Council rules of procedure

Councilor Sabo, who initiated this item, discussed the changes he would have the councilors consider in an effort to make the Council's *Rules of Procedure* more effective and to bring them up to date. Considerable discussion followed concerning various provisions and how they might be implemented and particularly related to voting procedure. Councilors suggested that the changes Councilor Sabo is proposing be placed in a legislative format so that they would be more understandable. Ken noted that the final product should be adopted by resolution to make it easier to modify as the need for future changes should arise. Ken also noted that the rules of procedures needed to take into account the Mayor's administrative authorities and thus a need to negotiate Council's reliance on City staff. Councilor Sabo also noted the City Clerk has certain delegative authorities spelled out in State law. Councilor Bianchi noted that if the clerk delegated certain duties to the deputy clerk [to attend evening meetings] that action would likely require union negotiation. The Mayor suggested this item be continued to the next meeting so that the Councilors could spend more time reviewing the proposed changes.

Councilor Bianchi made motion to table this item to the next meeting and seconded by Councilor Forster.

Yes Councilors Sabo, Bianchi, Forster, Norris and Whitcomb

No

Abstain

Passed 5-0-0

New Business

Council agreeing to contribute a 5 percent match towards an estimated \$800,000 transportation grant for purpose of finishing the remaining length of Evergreen Drive and Cascade Drive from the Hamilton Creek Bridge to Hot Springs Way, a distance of 1.08 miles. It should be noted five percent of \$800,000 is \$40,000.

Mayor Stevens noted the City had provided a 5% match contribution to in aid in the acquiring of the present transportation grant because that action enhances grant competitiveness and thus, consideration should be given to employing that funding strategy to acquire more grant monies. Steve advised council that there are monies available in the budget for this purpose. Devin Jackson with AKS discussed the manner in which the City would pursue this grant.

Councilor Bianchi made a motion to authorize the expenditure of up to \$40,000 as a City transportation

grant match and seconded by Councilor Forster.

Yes Councilors Sabo, Bianchi, Forster, Norris and Whitcomb

No

Abstain

Passed 5-0-0

A modified personal services agreement with AKS Engineering to provide a wide range of transportation related services

Steve noted this was a modified version of the AKS contract that had been approved by Council at the last meeting. Steve said that in the interim the City had determined there was yet another grant we could pursue for chip sealing purposes and if we wanted to apply for that grant that action would widen the scope of duties AKS would need to pursue to develop a viable grant application. He noted the contract would be for an additional \$2,000 or a total of \$7,000.

Councilor Bianchi made a motion to approve the personal services contract with AKS to provide transportation assistance not to exceed \$7,000 with a slight language correction to the contract and seconded by Councilor Whitcomb. It should be noted this action is intended to replace the former contract.

Yes Councilors Sabo, Bianchi, Forster, Norris and Whitcomb

No

Abstain

Passed 5-0-0

Closing Public Comments None

Closing Council Comments

Councilor Sabo inquired about the nature of the construction activity on Evergreen Drive. Steve advised there were several small projects underway on this roadway that needed attention prior to the City rehabilitating Evergreen and he provided an overview of these pending projects.

Council Norris inquired whether the City or the developer was paying for the cost of extending a sewer stub to the north side of Evergreen Drive to accommodate future development plans. Steve said the City was picking up that cost.

Council Bianchi thanked Mayor Stevens for all of his coordinating and cleaning efforts associated with Gorge Days.

Adjournment

Councilor Forester made a motion to adjourn the meeting and seconded by Councilor Whitcomb

Yes Councilors Sabo, Bianchi, Forster, Norris and Whitcomb

No

Abstain

Approved 5-0-0

Meeting was adjourned approximately 8:10 PM

Mayor

City Administrator