



NORTH BONNEVILLE CITY COUNCIL

Mayor Don Stevens
Councilmember Charles Pace
Councilmember Michael Hamilton

Councilmember Bob Bianchi
Councilmember Mike Baker
Councilmember Craig Forster

Finance Committee Meeting Minutes Tuesday, July 8, 2014 6:30 p.m.

Meeting Call to Order 6:30 P.M.

Roll Call

Mayor Don Stevens; Council Members Bob Bianchi; Charles Pace; Mike Baker; Michael Hamilton and Craig Forster – all present

Unfinished and New Business

Steve provided Council with a short overview of how much money the City has provided John Spencer in his consulting capacity. He advised that we used John's services last year to assist staff with operational needs, help construct the annual budget, develop a Capital Facilities Plan, orchestrate formation of a Public Development Authority and apply for a retail marijuana license. For these efforts the City paid him \$8323.75. Steve noted that we have not compensated him for any service in 2104. Separately, John has worked as a consultant for the PDA and they have paid him \$6,162 for his services rendered.

Steve provided an overview of the Memorandum of Understanding [MOU] that is contemplated with the Department of Corrections for utilization of City Hall to accommodate probationary services. He noted the agreement has been reviewed by City Attorney, Ken Woodrich, who suggested a change of venue and addition of an annual CPI. Councilor Pace inquired whether the City had the capacity to provide the Department of Corrections a virtual private network [VNP] and assume the cost burden of that accommodation. Mayor Stevens replied that we had sufficient bandwidth capacity and we could reasonably accommodate their internet needs at minimal expense. Councilor pace asked if the presence of Probationary services increased risk to those using the City Hall or the library? Steve noted the City Hall has been used historically for the providing of judicial services with minimum risk consequence.

Steve provided Council with a draft parking ordinance. This document updates and strengthens the City's parking authority relating to the City's three parking lots located in the central business district. This effort is in response to the many parking concerns Robert Miller and others have called to our attention. Steve requested Council review the documents and call corrections or clarifications to his attention. The game plan is to have this before Council at the July 22 meeting for approval.

John Spencer was present representing the PDA. He advised the board that the PDA was requesting the Mayor recommend the names of three prospective PDA candidates to the Council for their consideration.

Finally, Steve noted that he was requesting the limit on the Visa credit card be increased to \$1,000 per month to compensate for dispensing with the Chevron Credit Card because our monthly invoicing protocol did not coincide with their payment scheduling, which resulted in late charges and penalties.

Adjournment

6:58 P.M.



NORTH BONNEVILLE CITY COUNCIL

Mayor Don Stevens
Councilmember Charles Pace
Councilmember Michael Hamilton

Councilmember Bob Bianchi
Councilmember Mike Baker
Councilmember Craig Forster

City Council Meeting Minutes Tuesday, July 8, 2014 7:00 p.m.

Meeting Call to Order 7:05 P.M.

Roll Call

Mayor Don Stevens; Council Members Bob Bianchi; Charles Pace; Mike Baker; Michael Hamilton and Craig Forster – all present

Pledge of Allegiance

Agenda Changes & Additions

Councilor Pace suggested removing the agenda item under new business entitled, “approval for the PDA to enter into loan agreements” because of a belief that action would exceed the City’s PDA oversight authority. Council concurred with this assessment. Councilor Baker identified a section of the PDA Charter that suggests the City had certain oversight authority with respect to this sort of review action. Council evaluated the referenced language and determined it was incorrect and resulting from a scrivener’s error that will be remedied at the July 14 special council meeting. Councilor Pace also requested removal of the action to appoint individuals to the Public Development Authority [PDA] Board until the Council had a chance to review their applications and suggesting this matter be deferred to the special council meeting. Again, Council concurred in his request.

Public Hearings

None

Consent Agenda

Approval of June 24th Council Minutes

Councilor Forster moved for approval seconded by Councilor Baker

A discussion followed about the accuracy or completeness of certain statements found in the minutes. The minutes have been modified to reflect three requested changes.

Councilors were asked to vote on the minutes as amended

Yes Councilors Bianchi, Hamilton, Baker, Pace and Forster

No

Abstain

Passed 5-0-0

Guest Presentations

None

Public Comment

Robert Miller thanked staff for its efforts to improve the parking ordinance and application form. He expressed concerns about the City’s parking areas becoming used car lots or junk yards.

He said he supported an application fee.

Cheryl Jermann requested that the tree that fell across the road that was placed on her property be cut up and removed as soon as possible.

Mary Aramatrout was pleased by the City's mowing efforts and the preparations the City has been made for Gorge Days.

Councilmember Comments

Councilor Hamilton hoped that if the City had placed material/debris on the Jermann's property it would be removed timely. He also felt the proposed parking language was pretty authoritarian for a small City and consideration ought to be made to rephrasing it to make it gentler. He questioned the number of parking spots permitted a business or residence.

Councilor Pace thanked Robert Miller for his comments and said we should determine a parking permit fee. He thanked Steve for information provided concerning payments made to John Spencer. He expressed concerns about the expenses associated with investigation of the outfall pipe that distributes the treated effluent into the Columbia River.

Councilor Baker said he was looking forward to Gorge Days and everyone showing up for that event. He commented on the safety concerns that had been raised associated with providing Correction services at City Hall. He suggested a swing gate be placed at the Clerk area entryway to act as a barrier and cause probationary clients to ask permission before entry.

Councilor Bianchi thanked Robert Miller for his comments and earlier letter. He welcomed any comments or criticisms relating to the proposed parking language.

Mayor Stevens responded to Mrs. Jermann's comments saying he would resolve the matter.

Administrator's Report

Steve provided an update on the City's outfall pipe inspection obligation. He received an email from Dave Knight with the Department of Ecology. That agency had considered our request and determined not to grant the City inspection relief because we previously agreed to have the outfall pipe inspected annually as part of the NPDES permitting process and have not done so for 6 years. Therefore, they did not endorse a further inspection delay regardless of cost. Steve also provided a status update on the shorelines management process noting the City had received a grant from Ecology to write a Shorelines Management Plan but did not finish the product before the grant expired. To remedy the situation, staff is requesting additional funds from Ecology to complete the task. He noted City staff is revamping the City's business license process. A reformatted version will be presented to Council for their review in the near future

City Attorney's Report

None

Unfinished Business

Visa Credit Card Limit

Steve asked the Council's permission to eliminate the Chevron Card and rely upon the Visa Card for City purchases as well as increase its monthly limit from \$500 per month to \$1,000 with a daily max of \$250.

Councilor Forster moved for approval seconded by Councilor Baker

Yes Councilors Bianchi, Hamilton, Baker, Pace and Forster

No

Abstain

Passed 5-0-0

New Business

Recognizing Public Works Staff for receiving the 2013 Wastewater Treatment Plant Outstanding Performance Award

The Mayor and Council members thanked the public works staff for their excellent work performance and particularly in light of the many challenges they faced this year keeping the dysfunctional lift stations operational.

Approval of a Memorandum of Understanding [MOU] with the Department of Corrections providing for probationary services in the North Bonneville City Hall

Councilor Pace moved for approval and seconded by Councilor Forster

Discussion ensued on contract particulars with Ken Woodrich expressing a concern about whether the agreement would be subject to leasehold excise tax. The Council was of the persuasion if the Department of Corrections has trouble with the CPI that was not a deal breaker. *Editor's note: I checked with DOR and the contract agreement is not subject to leasehold excise tax.*

- Yes Councilors Bianchi, Hamilton, Baker, Pace and Forster
- No
- Abstain
- Passed 5-0-0

Revising the overnight parking provisions for the Central Business District [CBD] found in Municipal Code Chapter 12.08.

The City is looking at changing its parking code to include enforcement provisions and a better worded parking application. Council will review the draft language and provide suggestions how the product may be improved. This item will be back at the next council meeting as an action item.

Closing Public Comments

Mary Aramatrout inquired whether there would be opportunity for someone to get a parking permit on the weekend.

Closing Council Comments

Councilor Bianchi noted there was language in the draft parking ordinance that addressed temporary parking.

Council Baker observed that the City does not have weekend parking enforcement so likely there would be little issue resulting from a person parking in the City's parking lots over the weekend.

Adjournment

Councilor Forster moved to adjourn and seconded by Councilor Baker

- Yes Councilors Baker, Bianchi, Pace, Forster and Hamilton
- No
- Abstain
- Passed 5-0-0

Adjourned approximately 8.08 PM

Mayor

City Clerk