



NORTH BONNEVILLE CITY COUNCIL

Mayor Don Stevens
Bianchi

Councilmember Bob

North Bonneville Council Meeting Minutes Tuesday January 10, 2016 6:00 P.M.

Council Workshop: Note - the workshop discussion period is from 6:00 P.M. to 7:00 P.M. followed by the Regular Council Session - it is possible that workshop discussion items are continued into the regular council session.

Workshop Meeting Call to Order - all present
Unfinished Business

New Business

Discussion concerning annexation of unincorporated Skamania County Territory

Steve advised council that there were 3 parcels of land that were surrounded on all sides by City yet remained in the County because they had never been annexed. Steve identified on a map where these three parcels are located and noting they abut Cascade Drive. He said the City is getting ready to reconstruct the road in front of these parcels and one reason the road needs improvement results from the land uses located on these parcels and their impact on the roadway overtime.

He said if the owners of these properties are going to impact City services they should have to participate in the costs of service delivery by their inclusion in the City. Steve said he has been in contact with the property owners and two of them are receptive to this action. He noted that these parcels are not currently zoned and that absence poses a problem to City residents because the owners could place nuisance type uses or activities on the lands without zoning constraint.

Steve said that the City staff has advised these owners that upon annexation they would be provided a zone in keeping with the current uses. Additionally, the City would not require these owners to connect to public services, provided their existing well and septic system facilities remained operable and the property owners did not expand or enlarge their operations to the extent that action triggered the need for City services. He said the staff has constructed a resolution for the Council's consideration that will be presented later this evening and if approved would be brought back in ordinance form at the January 24th meeting. He said at that time there would be a public hearing on whether to annex this land or not.

Mayor Stevens noted that these properties' presence in the City would be financially beneficial as the property owners would be paying City property taxes. He said he was concerned about the fact these properties are not zoned because of potential health and safety implications. Councilor Sabo inquired if the land is annexed and rezoned will the owners be able to continue their current businesses and Steve replied yes.

Tom Jermann noted the intended zoning would be "mixed use" and then explained the different types of land uses that were allowable in that zone. Steve said he did not believe the current uses

represented highest and best use of the land and thus he expected the land would redevelop overtime and enhance the City's tax base.

Calculating utility billings during inclement weather

Steve provided the audience a copy of a letter he had placed in the Council's packet explaining the City's meter reading policy during inclement weather. This letter responds to the fact the City could not read the meters in late December so instead all utility customers received a bill based on a water averaging process.

He noted that the City reads meters six times a year and that staff takes this action just before the start of each new sixty day billing period. He said it typically takes staff one to three days to read the meters and this effort is challenging because some of the meters are covered by dirt or objects. He noted for example: the water meter at sweet Ricky's is buried a foot below the surface.

Steve said that when we have severe weather and especially when there is snow on the ground as we are currently experiencing, it becomes nearly impossible to find them. Also when the ground is frozen the meter metal is prone to shattering if stuck with a shovel. He said to compensate for circumstances where we cannot read the meters - we assign each of the City's 350 utility accounts an average meter reading.

He said the authority relied upon for averaging purposes is found in the City's municipal code. He explained the averaging methodology that has been developed for this purpose. Joana Fry explained that if the averaging bill you received was too high you would receive a credit towards your March billing and assuming that staff can read the meters at that time. She said it was a complicated process but she was receptive to explaining to everyone how their bill is calculated. Joana brought out one of the meter reading books so that citizens could examine it for content and see that in fact the City utility staff reads the meters every two months.

Other Matters:

Councilor Norris inquired if this would be the last year we collect tourism dollars. Steve replied that a primary source of the tourism dollars was the Hot Springs Resort and if it converts to a drug and alcohol treatment facility [which is likely] then we will no longer receive monies from that source. He noted that we also receive tourism dollars from the Lewis and Clark RV Park. Steve said we have approximately \$250,000 in tourism dollars deposited in two funds and we have received tourism requests for approximately \$56,000 of those monies.

Thus, there will be money available for the next couple years to fund tourism requests based on average annual requests. Steve said the real question is how best to utilize the remaining tourism dollars. Mayor Stevens said there is a likelihood that another RV park or motel will be built in our community at some future date and that will provide new tourism dollars. Mayor Stevens explained how the tourism dollars were collected as there was some confusion about the process.

Cheryl Jermann inquired who was in charge of sending snow plows out and noting that her residence located next to Greenleaf Lake had not been plowed any of the three times plows had removed snow around the City this season. Instead, a neighbor has to plow them out. The Mayor said he was ultimately responsible for snow removal. A discussion followed about the City's snow strategy and how priorities were determined.

Adjournment The Council adjourned the workshop meeting at 6.49 P.M.



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Regular portion of the Council Meeting reconvened 7:00 P.M.

Roll Call: All present

Audience: 10

Pledge of Allegiance

Agenda Changes & Additions:

Calculating utility billings during inclement weather [this item will be addressed under administrator's report]

Public Hearing: None

Consent Agenda

Approval of December 13 Minutes and 13th Month Invoices [Invoices representing the time period from December 8 – January 6th]

Councilor Forster made a motion to approve the minutes and invoices and seconded by Councilor Bianchi. Discussion followed concerning paying an invoice to Wave because they may owe the City franchise fee money.

An amendment was made to the motion to pay all the invoices but hold onto the Wave payment until it can be determined if they have paid their franchise fee and/or use the invoice for leverage purposes [invoice 24206 in the sum of \$226.24]

Yes Councilors Sabo, Forster, Bianchi, Whitcomb and Norris

No

Abstain

Passed 5-0-0

Motion as Amended

Yes Councilors Sabo, Forster, Bianchi, Whitcomb and Norris

No

Abstain

Passed 5-0-0

Guest Presentations: None

Public Comments:

Cheryl Jermann expressed displeasure that her road had not been plowed and apparently was not considered a priority

Amy Lyddon asked that during large snow events that efforts be made to plow out the women's shelter

Council's Comments:

Councilor Sabo expressed concern about the City's snow operation – the rest of the Councilors weighed in with similar concerns about the City's snow plowing process

Mayor Stevens explained that two of our public works crew were ill and one of the trucks relied upon for plowing purposes is in the shop. He noted we were reliant upon contractors to help compensate for lack of resources.

The Mayor said that if citizens have complaints about snow removal they should call him and he will come take a look and see what he can do about the situation.

Administrator's Report: Steve noted that the City has a small works roster but said we have a very hard time procuring snow services. He said there are few contractors locally that have equipment sufficient to address a City wide snow event. He added those who do have the equipment have long time paying customers who also need their snow removal services so the City ends up competing with the market place for service delivery.

Steve noted that normally our staff is very responsive to snowfall events but this time - two of the four public works staff had been ill and a couple pieces of snow equipment were out of commission. Steve also explained that in inclement weather the City staff could not read the water meters and thus instituted an averaging process that was applied to the December utility bill. Steve explained how the averaging process worked and also noted the authority for that action was found in municipal code. Steve made available a memorandum he had sent to Council explaining this process in detail.

City Attorney's Report: None

Unfinished Business:

Ordinance 1076 constructed for purposes of modifying the Public Development Authority [PDA] Charter to resolve conflicting language

Robyn Legun was unable to attend the Council meeting due to inclement weather - so this item was continued to the next meeting on January 24th

Affirming the North Bonneville Public Development Authority's appointment of Randy Nieto to serve on its board

This item was also extended to the next Council meeting

New Business

Extending Professional Services Agreement for Hearing Examiner Services to December 31, 2018

Motion by Councilor Bianchi to extend this agreement for hearing examiner services and seconded by Councilor Forster

Yes Councilors Whitcomb, Sabo, Forster, Bianchi and Norris

No

Abstain

Passed 5-0-0

Resolution 492 consolidating and amending City adopted development and operational fees

Councilor Sabo made a motion to approve this resolution and seconded by Councilor Whitcomb

Yes Councilors Whitcomb, Sabo, Forster, Bianchi and Norris

No

Abstain

Passed 5-0-0

Ordinance 1075 – amending North Bonneville Municipal Code Title 18 Administration of Land Development Regulations

Councilor Bianchi made a motion to amend City code and seconded by Councilor Norris

Yes Councilors Whitcomb, Sabo, Forster, Bianchi and Norris

No

Abstain

Passed 5-0-0

Personal Services Contract with Pulse Consulting to provide for transportation planning and update of the capital improvement plan [CIP]

Councilor Forster made a motion to approve this contract and not to exceed \$10,500 and seconded by Councilor Whitcomb

Yes Councilors Whitcomb, Sabo, Forster, Bianchi and Norris

No

Abstain

Passed 5-0-0

Approval of Hotel/Motel Tax Funding agreement between City of North Bonneville and Mark Mayfield owner/operator of Beacon Rock Golf Course in the amount of \$1,425.00 for purchasing of display space at the Portland Golf Show.

Councilor Forster made a motion to approve this contract and not to exceed \$1,425.00 and seconded by Councilor Sabo

Yes Councilors Whitcomb, Sabo, Forster, Bianchi and Norris

No

Abstain

Passed 5-0-0

Approval of Hotel/Motel Tax Funding agreement between City of North Bonneville and Skamania County Chamber of Commerce in the amount of \$25,000.00 to be allocated in monthly payments of \$2083.33 for purpose of enhancing its tourism potential.

Councilor Norris made a motion to approve the agreement not to exceed \$25,000 and seconded by Councilor Bianchi

Yes Councilors Whitcomb, Sabo, Forster, Bianchi and Norris

No

Abstain

Passed 5-0-0

Approval of Hotel/Motel Tax Funding agreement between City of North Bonneville and Skamania County Chamber of Commerce in the amount of \$14,000.00 to oversee the Gorge Day's event to include the Car Show Event.

Councilor Bianchi made a motion to approve the agreement not to exceed \$14,000 and seconded by Councilor Forester

Yes Councilors Whitcomb, Sabo, Forster, Bianchi and Norris

No

Abstain

Passed 5-0-0

Approval of Hotel/Motel Tax Funding agreement between City of North Bonneville and the North Bonneville Trails Foundation in the amount of \$12,500.00 to initiate a variety of Trail Development pursuits.

Councilor Forster made a motion to approve the agreement not to exceed \$12,500 and seconded by Councilor Bianchi

Yes Councilors Whitcomb, Sabo, Forster, Bianchi and Norris

No

Abstain

Passed 5-0-0

Approval of Resolution 493 – A resolution authorizing use of lodging tax revenues to fund certain City sponsored projects

Councilor Bianchi made a motion to approve the resolution not to exceed \$3,500 and seconded by Councilor Forster

Yes Councilors Whitcomb, Sabo, Forster, Bianchi and Norris

No

Abstain

Passed 5-0-0

Personal Services Contract with Pulse Consulting to provide for financial assistance and budget support in 2017

Councilor Forster made a motion to approve the contract not to exceed \$10,000 and seconded by Councilor Sabo

Yes Councilors Whitcomb, Sabo, Forster, Bianchi and Norris

No

Abstain

Passed 5-0-0

Approving a new interlocal license agreement with the Fort Vancouver Regional Library District [FVRL] for rental of City Hall space @ \$240 per month

Councilor Forster made a motion to approve the interlocal agreement and seconded by Councilor Bianchi

Yes Councilors Whitcomb, Sabo, Forster, Bianchi and Norris

No

Abstain

Passed 5-0-0

Approval of Resolution 494 stating the Council’s intent to annex unincorporated Skamania County Territory

Councilor Bianchi made a motion to approve the resolution and seconded by Councilor Forester

Yes Councilors Whitcomb, Sabo, Forster, Bianchi and Norris

No

Abstain

Passed 5-0-0

Closing Public Comments:

Casey Roeder advised that Darlene Caird, who has coordinated the annual Gorge Day garage sale event, is retiring and thus there is a need for another person to step up and assume this role. She said, hopefully the City can place something in the newsletter for recruiting purposes.

Julie Sabo said she hoped that the City could plow the Jermann’s road.

Cheryl Jermann said the snow plow issue was resolved for the time being but hoped consideration could be given to their future plowing needs.

Closing Council Comments:

Councilors Norris and Whitcomb sought assurances the City would address Amy Lyddon’s snow removal needs

Mayor Stevens recapped snow removal efforts. He also noted the City Administrator’s salary should be increased to make it more in line with other like City salaries.

Adjournment

Councilor Bianchi made a motion to adjourn the meeting and seconded by Councilor Forster

Yes Councilors Whitcomb, Sabo, Forster, Bianchi and Norris

No

Abstain

Passed 5-0-0

Meeting was adjourned at approximately 8:12 PM

Mayor

City Administrator