

North Bonneville Workshop Minutes

Tuesday, March 28, 2017

Council Workshop Note: The workshop discussion period is from 6:30 P.M. until 7:00 P.M. and is followed by the regular council meeting. It is possible that discussion of workshop items will continue in the regular council session. The Council will not vote on any topic during the workshop session.

Workshop Call To Order

6:30 P.M by Mayor Stevens

Roll Call

Councilors Norris, Whitcomb, Sabo present.

Councilors Bianchi and Forster absent and excused.

Staff present: Sam Hughes, Tom Jermann, Debbie Paganucci

Discussion

Councilor Norris initiated discussion of City administrator report.

City Administrator Hughes discussed street lighting grant application with Transportation Improvement Board (TIB). She indicated the application is advancing and needed information has been requested from the PUD.

Hughes indicated that it is important that the City prioritize future projects to strengthen our position for future grant funds. She stated that matching fund requirements vary depending on funding sources.

Councilor Norris also questioned the Council's consensus regarding the Food Forest project presented by Melissa Berndt. Councilor Norris said he did not recall any Council consensus regarding the project. Norris said he feels that a formal vote on the subject is necessary. Councilor Sabo noted that he understood that the project is time sensitive and the Council may not be prepared to move forward by the end of March. City Administrator Hughes stated that City Attorney Ken Woodrich said that we would need a license and he would prepare same for Council consideration.

Councilor Sabo brought up the cost estimate from Minority Abatement to remove asbestos and lead paint from the firehouse. Mayor Stevens asked if the cost of \$3500.00 covered demo only. Sabo answered affirmative. Sabo indicated that if the remediation is handled professionally, fire volunteers may be able to handle the drywall and painting.

Mayor Stevens asked if the project has a budget. Discussion followed regarding possible ways to fund the project including the possibility of splitting costs between the City and the Fire Department.

The need for a new water heater at the fire house was also discussed.

Councilor Sabo indicated that we would need to get a formal bid on work to be done by a contractor. Mayor Stevens indicated that the City normally includes a "not to exceed" clause in contracts to limit costs.

There being no further discussion, the Council Workshop adjourned at 6:56 P.M.

Debbie Paganucci, Recorder

North Bonneville City Council Meeting Minutes

Tuesday, March 28, 2017

The March 28, 2017 meeting of the City Council of the City of North Bonneville, Washington was called to order by Mayor Don Stevens at 7:00 P.M.

Roll call was taken. Councilors Norris, Whitcomb, and Sabo were present. Councilors Bianchi and Forster were absent. Motion by Councilor Sabo, second by Councilor Whitcomb to excuse Bianchi and Forster. Motion carried by unanimous vote.

Staff present were City Administrator Sam Hughes, City Planner Tom Jermann, and City Clerk Debbie Paganucci.

The meeting was opened with **the Pledge of Allegiance.**

Motion by Councilor Sabo, second by Councilor Norris to accept March 14, 2017 meeting Minutes and March 2017 Invoice Approval. Motion carried by unanimous vote.

A Guest presentation was given by Jake Meyer of the Bonneville Trails Foundation.

Meyer reported on the vision of the Foundation which is to make Bonneville a regional trail destination hub in the Columbia River Gorge. He stated that the priorities for the group include the Bonneville - PCT Project which will provide trail access lost by the closing of the Bonneville Hot Springs Resort. He also talked about the Foundation's interest in partnering with the City to upgrade the playground area.

He said support for the foundation is growing rapidly and supporters include the Cape Horn Conservancy, Friends of the Gorge and the Washington Trails Association.

City residents Melissa Still and Eric Kackley spoke in support of the Foundation's purpose and efforts.

Meyer praised City Clerk Joana Fry who is leaving her position with the City at the end of March.

A Guest presentation was given by Eric Kackley, owner of Volcanic Bikes, located in North Bonneville. Kackley inquired about the status of a bike trail project located between the railroad tracks and Highway 14. Councilor Norris indicated that the project had been on hold due to the severe winter weather.

City Planner Tom Jermann indicated that SEPA and other environmental reviews may be required depending on the exact nature of the proposed project.

Kackley agreed that he would work with appropriate parties to develop a written plan for consideration by the City.

A Guest presentation was given by Tim Homann, Skamania County Engineer regarding the condition of the Evergreen Bridge. He stated that the bridge has been inspected by the County as required by the federal government and found to have some significant problems. The bridge was built in 1924.

Holman stated that of the inspected bridges in the county, the Evergreen Bridge is one of the worst.

This being said, he stated that he believes that the project is an excellent project for BRAC funding which helps with bridge rehab work. He estimates that the Evergreen bridge rehab would cost approximately 2.5 million dollars. The BRAC would pay for 100% of construction. However, the City would need to provide 13.5 per cent or approximately \$50,000 of the engineering cost.

Holman indicated that if a grant was received it must be managed by a certified agency. Skamania County has the required certification.

He indicated that if funded, the announcement would probably be made in September, 2017. Construction would likely take place in 2019 and would last approximately 4 or 5 months.

He indicated that it would be much faster and more cost efficient to close the bridge during the construction period.

City Administrator Sam Hughes indicated that there may be several funding sources to help with matching funds for this project. Holman indicated that match options may include assistance from the County or a possible hardship waiver of the match requirement.

Councilors present indicated their general support for the project. Mayor Stevens thanked the County for their work on behalf of the City.

Public Comment

Citizen Jane Jackson expressed concern regarding the security of the Community Garden tools. She said the shed needs a new lock to protect from theft and vandalism. Mayor Stevens stated that the City does not control the Community Garden and that concerns regarding its operation should be directed to the garden manager.

Citizen Bev Charlton asked if a picnic table could be moved to the city property near the senior citizen's housing for use by families and disc golfers. Mayor Stevens suggested she contact City Hall to discuss this further.

Citizen Diane Hamilton commented on the increase in appraised value of real estate in Skamania County. She also spoke in favor of having 2 City Council meetings per month stating that this is the only opportunity that the citizens have to "know the mind of the City Council". She also stated that the council meeting is an important community networking opportunity.

Gregg Johnson of the North Bonneville Fire Department reported that Glen Bell has been able to find reconditioned equipment for department use that is about one third the cost of new equipment. The reconditioned equipment does come with an excellent warranty. He also stated that Bell has successfully completed training that will be of benefit to the community and may result in a revenue source if Bell conducts the training for other departments.

Johnson stated that the fire department has several new members including 4 female volunteers.

"Lots of good things are happening. We are going in a great direction" Johnson said.

Council Member Comments

Councilor Sabo indicated that he would not be in favor of reducing the frequency of council meeting to one time per month.

Councilor Whitcomb and Councilor Norris each stated that they also were in favor of the city council meeting twice each month.

Councilor Norris also stated that he is very inspired by all of the great things going on in the community including the efforts at the fire department and by the Bonneville Trails Foundation.

The City Attorney was not in attendance and there was no City attorney's Report.

Unfinished Business

Resolution 497 was presented which would reduce the number of city council meetings from two meetings to one meeting per month. The Resolution died with no action taken.

City Administrator Hughes explained the budget and staffing implications of having 2 council meetings per month. She stated that City Hall is severely understaffed. She commended Joanna Fry for her work ethic and dedication to doing her work. "Unfortunately, she said, Joanna is moving to another city and tomorrow will be her last day. There is no one on board who has Joana's mastery of all of the financial operations of the city. Joana handled water billings, water collections, payroll, and accounts payable and receivable in addition to various reports required by the state. We have no cross training of staff."

"We need 2 people at the front counter who are fully cross trained" Hughes said. The trouble with 2 council meetings is that it takes the office staff more than a full day to prepare the packet for each meeting. It is a severe stretch for staff and strain on our already tight budget.

We have a very difficult time attracting qualified staff because of our limited resources.

New Business

A motion was made by Counselor Sabo, seconded by Councilor Whitcomb to remove Steve Hasson and Joana Fry as signatories on the bank account and to authorize City Administrator Sam Hughes and City Clerk Debbie Paganucci to sign checks. The motion was approved by unanimous vote.

A contract for professional services with Joana Fry was presented to the Board for consideration.

City Administrator Hughes explained that the contract would allow continuity in office operations by allowing Joana to be in the office on Wednesdays when Caryn Shackelford does not work. The contract would also give staff the opportunity to contact Joana by phone for technical support. Joana might also be available to provide limited services remotely via computer.

Councilor Norris inquired of Debbie Paganucci regarding her qualifications for employment. Paganucci responded that she had worked at City Hall before and was generally familiar with operations, but that procedures had changed substantially during her absence and it would take some time to get up to speed. City Administrator Hughes also stated that Paganucci was going to be absent due to a family health emergency and this also contributed to the need for the contract being considered.

Councilor Sabo expressed concern regarding IRS rules effecting the changing of an employee to a private contractor. He suggested that the contract be changed from a per hour pay rate to a contract not to exceed a certain amount. Councilor Sabo also asked about the length of the contract. Hughes responded that she expects the services to be necessary for at least one year.

It was agreed that the matter would be researched and brought before the next meeting of the Council.

Resolution 496 updating the Critical Lands Ordinance was presented for approval of the Council.

Motion by Councilor Sabo, second by Councilor Whitcomb to approve the resolution. Motion carried by unanimous vote.

BNSF Contract Update

Mayor Stevens reported that the City is negotiating with BNFS regarding a temporary construction easement. He reported that the term of the agreement is at issue. The City is requesting language that allows the use of the easement for a maximum of 2 years during a specified 5 year window.

The matter will be brought before the Council at a future date.

North Bonneville Fire Department Updates

Councilor Sabo stated that a formal bid from Minority Abatement should be presented for consideration at the next Council meeting.

ATU Negotiations

It was reported that negotiations with the ATU union that represents city employees will begin on April 3, 2017. Bryan Henrichsen and Tom Jermann will represent the employees. City Administrator Hughes and the Mayor will represent the city in the negotiations.

There being no further business to discuss, a motion was made by Councilor Sabo and seconded by Councilor Whitcomb that the meeting be adjourned. The motion carried. The meeting adjourned at 8:17 P.M.

Respectfully submitted,

Debbie Paganucci, Recorder