



NORTH BONNEVILLE CITY COUNCIL

*Mayor Don Stevens
Bianchi*

Councilmember Bob

Finance Committee Meeting Minutes Tuesday July 26, 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

Councilor Bianchi said that he had been working on updating the municipal code as it pertained to the volunteer firefighters. He noted that the changes he is recommending are minor in nature and more for purposes of clarification. He stated this section of municipal code has not been significantly updated in 76 years. He said he had provided these changes to the firefighters but has not heard back whether they have issues with what he is proposing. A discussion followed whether the code of conduct should be a part of the municipal code or instead adopted by resolution so that it was easier to modify if that action becomes necessary.

A discussion followed about drug testing and noting that the City staff has been initiating this action as part of a background review. It was noted that whatever drug policy is determined it should align with the City's personnel policies so there is consistency. The drug testing issue appeared to center on whether the City should test its fire applicants for marijuana, whether or not this herb is a drug and does a positive marijuana test discount an applicant from service? In addition to possible concerns about drug testing as part of the application process there were concerns expressed about subsequent random drug testing. It was also noted that some businesses are doing away with drug testing processes because of possible litigation.

Steve noted that the determination to add drug testing to the volunteer fire department application process resulted from input received from the City's Insurance agency [WCIA], which recommended that action. He said that if we do not test and a fire engine driver is involved in an accident with the fire truck and found to be under the influence of drugs - there may be hesitancy on the part of our insurer to cover the loss.

Richard Lafayette, the City's public works manager, was asked where a person could dump their yard debris material now that he has shut down the dump site next to the public works facility. Richard said that he has made a space available inside the public works compound where our citizens can drop off their biodegradable waste materials. He said he was still in the process of determining a better location and strategy for addressing this issue.

Adjournment 7.01 PM



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City Council Meeting Minutes Tuesday July 26, 2016

Meeting Called to Order 7:03 P.M.

Roll Call: All present

Audience: 13

Pledge of Allegiance

Agenda Changes & Additions

A determination to add to “new business” the following items: Sewer and water billing process and the library contract

Public Hearing No hearing

Consent Agenda

Approval of July 12 Minutes and July 26 invoices

Councilor Sabo inquired why some vouchers were paid before the Council approved them. He wanted to know which vouchers were paid in advance and why and felt the action to pay in advance defeated the Council’s oversight. He thought this matter might be resolved by having vouchers approved at every meeting. Attorney Woodrich noted the law allows the City the opportunity to pay certain vouchers, known as “per issue vouchers”, before the Council approves them. That is a process that the Council can follow and it is authorized.

Councilor Forster made a motion to approve the minutes and invoices and seconded by Councilor Whitcomb.

Yes Councilors Sabo, Bianchi, Whitcomb, Norris and Forster

No

Abstain

Passed 5-0-0

Guest Presentations: None

Public Comments:

Diane Hamilton wondered why the finance committee meeting was not held solely to discuss financial issues; rather it was also used to discuss other matters. She said the Council agenda notice should be adjusted to account for what will actually be discussed, rather than leaving a misimpression it is for purpose of discussing finances.

Michael Hamilton said he found it interesting that certain vouchers were being approved prior to the Council’s review and approval. He said if a voucher needs to be approved in advance that one solution would be to call a special meeting for its approval.

Greg Johnson identified himself as a member of the volunteer fire department and stated that if the fire volunteers are required to be tested for drugs then all City employees need to be tested. He also said he had heard discussions about marijuana being a legal drug and he said that is not true.

Councilor Comments:

Councilor Bianchi said we need to revisit the library contract because we are charging that agency the same rent for a portion of City Hall as we did almost 20 years ago. He also noted that regardless of what we call the finance committee portion of the Council meeting the public is welcome to participate in its proceedings.

Councilor Forster said he understood that there were individuals up in arms about the drug testing and the Council intended to resolve this issue.

Mayor Stevens responded to Mrs. Hamilton’s comments about the finance committee by noting that it is intended for financial discussions but it has also evolved to be a time to address other public concerns and perhaps we should call it the workshop portion of the Council meeting to clarify its intent. He said another reason the council addresses other matters at this time is to avoid violating the public meeting act that requires the City Council to publically notice when a majority of Councilors are present for discussion purposes. He noted this is a workshop time where no voting actions occur. He also addressed Mr. Hamilton’s insinuation that he had side-stepped the voucher inquiry about the City paying certain vouchers in advance of Council review by noting he was not sure of the correct answer as it needed to be researched.

Administrator’s Report:

Steve noted that more work had been done on the transportation plan and he provided Council with an updated July 15th version and noting the plan was now in the planning commission’s hands and they would likely make for more changes and then their comments would come back to Council for further review. He said that lift station number 3 was about two weeks away from final completion and its coming on line to replace the old station should help streamline the City’s sewer operation.

City Attorney’s Report

Attorney Woodrich said if the finance meeting is part of the City Council’s regular meeting [which it is] then the City should structure the agenda notice such that the first half hour of the Council is for workshop purposes.

Unfinished Business

Revisions to City of North Bonneville Council rules of procedure

This item was continued to the next meeting so the changes Councilor Sabo is proposing to this document can be converted into a legislative format. Mayor Stevens would check to see if he did not have the Council rules of procedure in a Word version so as to aid the conversion process. Councilor Forster made motion to table this item to the next meeting and seconded by Councilor Whitcomb.

- Yes Councilors Sabo, Bianchi, Forster, Norris and Whitcomb
- No
- Abstain
- Passed 5-0-0

New Business

Considering a new contract arrangement with Stevens IT Service formerly known as Columbia Gorge Information Systems that would expire December 31, 2017 unless otherwise terminated or extended.

Councilor Forster made a motion to approve a new contract with Stevens IT Services not to exceed \$18,000 a year and seconded by Councilor Sabo.

- Yes Councilors Sabo, Bianchi, Forster, Norris and Whitcomb
- No
- Abstain
- Passed 5-0-0

Awarding the Evergreen Drive transportation Improvement and water main replacement contract to Granite Construction, the low construction bidder, subject to City attorney review. The transportation bid is estimated to be \$291,995.50 and the water main replacement bid is estimated to be \$88,568.75. The transportation bid is also subject to Transportation Improvement Board [TIB] approval.

Councilor Bianchi made a motion to award the Evergreen Drive transportation Improvement and water main replacement contract to Granite Construction for an estimated cost of \$380,564.25 with the transportation portion of the bid subject to Transportation Improvement Board [TIB] approval and seconded by Councilor Forster.

Yes Councilors Bianchi, Forster and Norris

No Councilor Sabo

Abstain Councilor Whitcomb

Passed 3-1-1

Modifying an existing consulting agreement with AKS to address construction engineering and administration obligations not to exceed the sum of \$30,792.47 and contingent on the Transportation Improvement Board's approval.

Councilor Forster made a motion to modify an existing consulting agreement with AKS to address construction engineering and administration obligations not to exceed the sum of \$30,792.47 and contingent on the Transportation Improvement Board's approval and seconded by Councilor Bianchi.

Yes Councilors Sabo, Bianchi, Forster, Norris and Whitcomb

No

Abstain

Passed 5-0-0

Discussion on City's water and sewer billing practices.

Councilor Sabo noted there is a gentleman in our community who had a water leak but did not attend to it right away. Eventually, he fixed the leak and sought relief from his water billing, which the Council approved. However, the water leak occurred in the fall months of the year and because it occurred during this time period it skewed his sewer bill, which is based on water averaging for certain months when there is not normally outside watering activity. Because of the timing of the sewer averaging the account holder will pay an increased sewer rate for the remainder of the year.

Mayor Stevens asked Attorney Ken Woodrich for guidance on how the Council might address this matter. Ken said that normally you rely upon the City ordinances to guide outcomes. If the ordinances are not helpful then you need to be cautious about providing a person relief from their sewer bill because the State Constitution prohibits the gifting of public monies with the exception of assistance to the poor and infirm. He said if you can document this person falls within this exception then likely you could help him; however, you should be cautious about providing relief because then others will seek relief.

He said you also need to be careful because the State auditor might hit you with an adverse finding for providing relief without a valid basis for that action. Ken also noted that the sewer fund is a closed fund [restricted fund] and thus you cannot supplement it with other funds. Therefore, if you provide someone relief from it then the remainder of the customer base needs to make up the difference. Ken asked if the person was aware of the leak and the answer was yes. Councilor Sabo advised that the person was aware of the leak but because the water impact did not register to any extent on the first

water billing - he did not seek action to resolve the impact until the second billing when the water cost went up substantially.

Mayor Stevens said he would look into this matter and report back his findings at the next meeting. He said we wanted to be fair with people but we don't want to set an incorrect precedent. He said our feelings toward a person are one thing but our obligation to the community is quite another thing. **Note:** it was conveyed that this gentleman's utility bill would remain unpaid until this matter could be resolved. It should be noted, however, that he had paid this bill the previous day.

Councilor Forster made a motion to table this item to the next council meeting for purposes of further investigation and seconded by Councilor Sabo.

Yes Councilors Sabo, Bianchi, Forster, Norris and Whitcomb

No

Abstain

Passed 5-0-0

Library Contract

Council Bianchi noted that the City has a contract with the Fort Vancouver Regional Library District for almost 20 years whereby they rent City Hall space for library purposes. He said that we are charging them \$80 a month all these years for that accommodation. He was of the belief that rent did not cover the costs impacts to the City arising from its presence and the rental fee ought to be increased. He suggested that the rent be increased and perhaps threefold and noting even at that rate [\$240] the rent would be far less that what the State is paying monthly for housing its probationary services at City Hall [\$500] in a much more confined space.

Considerable discussion followed which also involved community members who were present. There was much sentiment that the Library should pay it fair share towards the City's costs of doing business but that the rent should not be increased to the extent the Library Board choose to leave the building. Council by consensus deferred this item until the next meeting so that the Mayor could start a dialog with the library district about a possible increase for rental space.

Closing Public Comments

Diane Hamilton noted two upcoming events: a turkey bingo for the fire department in November and a fire reception by the fire auxiliary on Monday, August 15 at the fire hall.

Irene Bitikofer suggested that the City revisit its sewer ordinance as it appears to be flawed.

Diane Hamilton said a better way for the City to resolve this sewer bill conflict was simply to ask citizens to contribute a dollar or more to help this person. **Note:** her suggestion was followed by \$39 worth of contributions, whose total satisfies 2 month's worth of the sewer bill increase.

Closing Council Comments

Councilor Norris said he appreciated Steve's explanations about transportation related matters.

Councilor Whitcomb said we need to have a future discussion about investing in our children - to stimulate their interests.

Councilor Norris said there are tennis courts available for our youth but the tennis surfaces need to be rehabilitated.

Councilor Sabo thanked Mayor Stevens for how they were able to work together this week to address some sticky firemen related issues.

Adjournment

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

Yes Councilors Sabo, Bianchi, Forster, Norris and Whitcomb
No
Abstain
Approved 5-0-0

Meeting was adjourned approximately 8:23 PM

Mayor

City Administrator