



## White Salmon City Council Meeting A G E N D A

January 21, 2026 – 6:00 PM  
119 NE Church Ave and Zoom Teleconference  
Zoom Meeting ID: [839 4840 1617](#)  
Call In: 1 253 215 8782 US (Tacoma)

**I. Call to Order**

- A. Land Acknowledgement Statement
- B. Pledge of Allegiance

**II. Roll Call**

**III. Additions or Corrections to the Agenda**

**IV. Public Comment**

Any member of the public attending the meeting, either in person or via Zoom, will have an opportunity to provide general public comment. No registration is required, and each speaker will be allowed up to three minutes. Written comments may also be submitted by emailing them to [erikac@whitesalmonwa.gov](mailto:erikac@whitesalmonwa.gov) by Wednesday at 12:00 p.m. All submitted comments will be included in the Council packet and the official record.

**V. Presentations**

- A. Big River Community Land Trust Housing Project Update
- B. City Highlights with the Mayor

**VI. Consent Agenda**

- [A.](#) Approval of Meeting Minutes - December 17, 2025
- [B.](#) Change Order No. 1 - Transmission Main Replacement Phase IIA
- [C.](#) Change Order No. 3 - Buck Creek Roof Replacement Project
- [D.](#) Change Order No. 4 - N Main/ Spring Street Improvements
- [E.](#) Change Order No. 5 - N Main/ Spring Street Improvements
- [F.](#) Interlocal Agreement - Incarceration Services of City Prisoners with Klickitat County
- [G.](#) Pay App No. 1 - Tapani Inc - Transmission Main Replacement Phase IIA
- [H.](#) Pay App No. 3 - Slateco, LLC - Buck Creek Roof Replacement Project
- [I.](#) Pay App No. 4 - Slateco, LLC - Buck Creek Roof Replacement Project
- [J.](#) Pay App No. 6 - Ajax NW - N Main/ Spring Street Improvements
- [K.](#) Pay App No. 7 - Ajax NW - N Main/ Spring Street Improvements



- L. Resolution No. 2026-01-640 – Removing and Authorizing Signers on City Financial Accounts
- M. Approval of Vouchers

**VII. Business Items**

- A. Community Development Block Grant (CDBG) – Home Repair Program Closeout
  - 1. Presentation
  - 2. Public Hearing
  - 3. Discussion
  - 4. Action

**VIII. Business Items**

- A. Planning Commission’s 2026 Workplan
  - 1. Presentation
  - 2. Discussion
  - 3. Action

**IX. Reports and Communications**

- A. Council Committees - Code Framework and Next Steps
  - 1. Discussion
- B. Department Head Reports
- C. Council Member/Committee Reports

**X. Executive Session (if needed)**

**XI. Adjournment**

**File Attachments for Item:**

A. Approval of Meeting Minutes - December 17, 2025



**Draft**

## **White Salmon City Council MEETING MINUTES**

**December 17, 2025 – 6:00 PM  
119 NE Church Ave and Zoom Teleconference**

### **Attendance:**

#### **Council Members:**

Jason Hartmann  
David Lindley  
Ben Giant  
Patty Fink  
Morella Mora

#### **Staff:**

Marla Keethler, Mayor  
Shawn MacPherson, City Attorney  
Erika Castro Guzman, City Clerk  
Jennifer Neil, Director of Finance and Operations  
Mike Hepner, Police Chief  
Chris True, Director of Public Works  
Rowan Fairfield, City Planner

### **I. Call to Order (6:00 p.m.)**

Mayor Marla Keethler called the meeting to order at 6:00 p.m. A total of nine members of the public were in attendance, both in person and via teleconference.

#### **A. Land Acknowledgement (6:00 p.m.)**

The Land Acknowledgement was delivered.

#### **B. Presentation of the Flag (6:01 p.m.)**

The Presentation of the Flag was conducted.

### **II. Roll Call (6:02 p.m.)**

The meeting was called to order with all Council members present in person, constituting a quorum.

### **III. Additions or Corrections to the Agenda (6:02 p.m.)**

Mayor Keethler announced one change to the agenda: the addition of an interlocal agreement between the City of Bingen and the City of White Salmon regarding ERUs, to be included on the consent agenda.

**Moved by Jason Hartmann. Seconded by David Lindley.**

***Motion to approve the agenda as amended, including the addition of the interlocal agreement between the City of Bingen and the City of White Salmon regarding the Wastewater Treatment Plant Funding to the consent agenda.***

**Giant – Aye, Fink – Aye, Hartmann – Aye, Lindley – Aye, Mora – Aye.**

**MOTION CARRIED 5-0.**

### **IV. Public Comment (6:03 p.m.)**

**Shelley Baxter, Inside City Resident**

Shelly Baxter commented on not receiving City Hall meeting notification emails and requested clearer meeting descriptions. She also suggested additional downtown holiday lighting and stated she had no budget comments.

**V. Presentation (6:05 p.m.)**

**A. Recognition of Council Member Jason Hartman (6:05 p.m.)**

Mayor Marla Keethler recognized Councilmember Jason Hartman for completing two full elected terms on the White Salmon City Council, noting he was the first councilmember to do so in many years. She acknowledged his service and contributions to the City and presented him with an engraved plaque. Flowers were also presented to his wife in recognition of her support during his service.

Councilmember Hartman thanked the voters of White Salmon, the Mayor, fellow Council members, and City staff for their support. He expressed appreciation for the City staff's dedication and professionalism and stated it had been an honor to serve the community.

**B. Hood River-White Salmon Bridge Authority Bridge Replacement Update (6:10 p.m.)**

Mayor Marla Keethler introduced Mike Shannon PE, Project Director with the Hood River–White Salmon Bridge Authority, who presented an update on the Bridge replacement project.

Project Director Mike Shannon reviewed the need for replacement of the existing bridge, noting its low sufficiency rating and functional limitations. He outlined key design elements of the proposed bridge, including two 12-foot travel lanes, 4-foot shoulders, and approximately 20 feet dedicated to pedestrian and bicycle facilities, consisting of an 8-foot sidewalk and two 5-foot directional bike lanes. The new bridge is being designed to meet current seismic and vessel collision standards and will improve river navigation by increasing the navigation width from approximately 249 feet to 450 feet.

Additional improvements include a design speed of 35 miles per hour, a roundabout connection on the Washington side, all-electronic tolling, enhanced emergency access, and long-term flexibility for potential future expansion.

Project Director Shannon reported that the project received final approval of the Record of Decision in November 2025, allowing the project to advance into final design, permitting, and right-of-way acquisition. He stated the current estimated project cost is approximately \$1.12 billion, which includes contingency and demolition of the existing bridge. Funding commitments include \$250 million from the states of Washington and Oregon, as well as a previously awarded \$200 million federal INFRA grant (from the Nationally Significant Multimodal Freight and Highway Projects program), with an additional \$532 million in federal funding still being sought through the Bridge Investment Program.

Project Director Shannon noted ongoing coordination with federal agencies and tribal governments, including progress toward execution of Memoranda of Agreement. He outlined the anticipated project timeline, with design progressing toward 60 percent completion in 2026, potential funding decisions in 2026, construction anticipated to

begin in 2027, an estimated four-year construction period, and approximately two years for demolition of the existing bridge.

Updated renderings of the proposed bridge were presented, and Project Director Shannon discussed anticipated construction phasing intended to minimize traffic impacts.

### **Discussion**

Mayor Keethler facilitated a Council discussion using questions provided to the Bridge Authority in advance.

Project Director Mike Shannon stated the Authority is continuing to advance the project toward a signed and sealed set of plans and has sufficient funding to proceed to that point. He explained that if full funding is delayed, work can be paused, particularly on items with limited “shelf life,” such as certain permitting elements, so funds are not expended prematurely. He noted that if funding is not secured, the project could be placed on hold, with completed plans available to restart construction promptly when funding becomes available.

In response to questions regarding current costs and financial controls, Project Director Shannon estimated design-phase expenditures at approximately \$1.5 million per month during peak design activity, compared to approximately \$30 million per month during peak construction. He noted the Authority tracks activities that could be delayed or paused if funding assumptions change and emphasized the importance of completing design to avoid restarting work later. He also discussed the risk of cost escalation over time and stated that prolonged delays could require a reassessment of the project scope or alternatives.

Regarding state funding commitments, Project Director Shannon stated the Authority is maintaining legislative support by demonstrating progress, coordinating with lobbyists, and keeping state officials informed. He acknowledged that extended delays could require both states to reevaluate future commitments due to competing budget demands.

On local contribution and tolling assumptions for the TIFIA (The Transportation Infrastructure Finance and Innovation Act) loan, Project Director Shannon stated the local share is planned at approximately \$105 million supported by toll revenues. He described the tolling assumptions used for financing, including a \$0.50 increase at bridge opening and 15% increases every five years thereafter (approximately 3% annually). He noted the Authority has received an initial BBB-credit rating and is conducting an investment-grade traffic and revenue study to refine assumptions. He stated the TIFIA interest rate would be set at loan closing and is expected to be below market rates. He further explained that tolling policies, including potential discounts and differential rates, have not yet been finalized and will be addressed through a tolling concept of operations.

Council questions included clarification on whether tolling assumptions account for local discounts and traffic mix; Project Director Shannon confirmed the revenue modeling incorporates vehicle types, payment methods, and discounts. He indicated a local

discount approach has not been formally adopted, but the current plan includes a differential consistent with electronic tolling practices.

Councilmember Morella Mora asked about planning for potential restrictions on truck loads or weight limits on the existing bridge. Project Director Shannon stated that oversight of the existing bridge is managed by the Port and ODOT (Oregon Department of Transportation) through biennial inspections, with engineering consultation to inform any future load rating changes. He noted that any restrictions would likely occur incrementally based on safety and condition assessments.

City Attorney Shawn MacPherson asked about tribal agreements and tolling operations on the future all-electronic bridge. Project Director Shannon stated the Port currently provides free passage for tribal members and the Authority has expressed intent to continue accommodations, though final policies have not been adopted. He described potential electronic mechanisms (non-revenue transponders) to support those accommodations.

In closing questions, Mayor Keethler asked whether design work may limit future flexibility if project funding falls short. Project Director Shannon stated the project is being designed to meet required criteria without overdesign, noting some elements could be adjusted but overall flexibility is limited once a bridge type and location are selected.

Mayor Keethler also asked whether the planned 60% design milestone and cost schedule risk analysis would provide a public revalidation of total project cost and how the community can stay engaged. Project Director Shannon confirmed the analysis is intended to revalidate costs using market tracking and supplier pricing, and stated the resulting updated cost information would be shared publicly, though the process itself is technical and not structured for public input.

Mayor Keethler thanked Project Director Shannon for the update. Project Director Shannon indicated the Authority intends to provide ongoing updates and expressed willingness to return as needed, including at the 60% design milestone.

#### **C. Community Roots Wellness Hub (6:59 p.m.)**

Mayor Marla Keethler introduced a presentation on the Community Roots Wellness Hub, located in the former Comprehensive Healthcare building, and noted the Hub hosted an open house in October 2025. Rita Pinchot, mental health therapist, attended in person, and Kay Elton, licensed independent clinical social worker, attended remotely.

Rita Pinchot and Kay Elton described the Hub as a collaborative, co-located model intended to expand behavioral health and community supports on the west side of Klickitat County, developed through K-Link collaborative. They noted current partners include Washington Gorge Action Programs (WAGAP) community mental health workers and the Perinatal Initiative, with openness to additional partners and group-based programming. Pinchot and Elton reported the Hub began operating in September 2025 and is continuing to develop policies, procedures, and partner guidelines.

Rita Pinchot and Kay Elton stated initial start-up funding was secured through SWACH (Southwest Accountable Communities of Health) with support from Hot Creek Consulting to cover rent and basic renovations and furnishings for an initial two-year period. They shared plans for additional improvements, including exterior enhancements (mural, planters, and outdoor gathering space), and discussed efforts to establish sustainability beyond the initial funding period. They noted the Hub is in early stages of communication capacity, with the goal of hiring a staff person to improve accessibility and operations.

### **Discussion**

Councilmember Ben Giant asked how the City could support the Hub beyond financial contributions. Rita Pinchot and Kay Elton identified potential needs related to facility maintenance and logistical support, and stated that City partnership in outreach and event promotion would be helpful. They also expressed appreciation for coordination with the Police Department during the transition from an extended vacancy to an active community space.

Councilmember Morella Mora asked about the Hub's approach to selecting additional partners, potential use of the space for meetings or gatherings aligned with the Hub's mission, and how community members can engage. Pinchot and Elton stated partner criteria and space-use policies are under development and expected to be finalized by the end of January 2026, with future communication tools (including a website and dedicated staff support) anticipated. In the interim, they advised community members to contact WAGAP (Washington Gorge Action Programs) for information and referrals. They also noted plans to share a "needs list" for donated items and materials and to host future work parties and community gatherings.

Councilmember Patty Fink suggested exploring use of the outdoor area as a welcoming community space and encouraged outreach to gather public input on desired uses.

Rita Pinchot and Kay Elton thanked Council for the discussion and support. Mayor Keethler thanked them and expressed the City's interest in continued partnership and future updates. She noted interested community members may contact WAGAP to arrange a visit.

### **D. City Highlights with the Mayor (7:17 p.m.)**

Mayor Marla Keethler provided year-end updates on current and upcoming City activities. She advised that an atmospheric river was forecast for Thursday night through Friday morning and urged caution due to heavy rain and anticipated minor flooding on the Klickitat River, noting power outages had occurred in surrounding areas.

Mayor Keethler reported ongoing interlocal agreement discussions, including a water rate agreement with the City of Bingen and additional agreements with Bingen and Klickitat County, with the goal of concluding several items by January 2026.

Mayor Keethler noted that Village Lights was well attended and successful, and thanked staff and volunteers involved. She also noted the event provided an opportunity to activate a City-owned triangular lot, which hosted a community beer garden.



Mayor Keethler reported that the city expects to share additional details regarding a partnership with Washington State University, in which planning and architecture/land use students will use White Salmon as a semester-long project. An on-site visit is anticipated in February 2026, and Councilmembers were invited to share topics or priorities for consideration.

Mayor Keethler also noted the Bridge RAISE open house occurred after the prior Council meeting and that City representatives and community members attended. The open house focused on public input regarding long-term plans to expand the bicycle and pedestrian network connecting to the future bridge access.

Councilmember Patty Fink stated appreciation for the Mayor's notes and raised concerns regarding implications of the school district's decision to relocate the elementary school outside the city. Councilmember Fink referenced potential impacts including safe routes to school, traffic, downtown businesses, and City taxing capacity, and expressed a desire for additional information prior to considering support for a related levy.

Mayor Keethler responded that the school district completed approximately 18 months of work, including a citizen committee process, and has information available on its website. She stated a resolution is anticipated for Council consideration in January 2026 and noted Councilmembers may contact school board members directly for additional information. Mayor Keethler also stated that public comment would be taken at the meeting when the resolution is considered to receive community input on the matter.

City Attorney Shawn MacPherson explained that consideration of a resolution supporting a levy is a statutory exception to the general prohibition on the use of public facilities for election-related activities. He stated that, when properly noticed and presented in resolution form, a legislative body may lawfully consider support for a levy or bond measure. He noted that the Public Disclosure Commission provides detailed guidance on election-related activities and offered to assist with any related legal questions.

#### **VI. Consent Agenda (7:25 p.m.)**

- A. Approval of Service Agreement - Johnson Controls Fire Protection LP**
- B. Approval of Leak Forgiveness - 846 NW Loop Road**
- C. Approval of Leak Forgiveness - 1590 SW Kohl Drive**
- D. Approval of Mayor Committee Appointments to the Wildfire Committee**
- E. Change Order No. 2 - Buck Creek Roof Replacement**
- F. Emergency Small Works Contract – Hurley Engineering, Amendment No. 1 (Emergency Pump Repair)**
- G. Interagency Agreement - Snow Plowing Services with Washington State Department of Natural Resources**
- H. Interlocal Agreement - Law Enforcement Services for City of Bingen**
- I. Interlocal Agreement - Wastewater Treatment Plant Funding for City of Bingen**
- J. Pay App No. 2 - Slateco, LLC - Buck Creek Roof Replacement Project**
- K. Pay App No. 5 - Ajax NW - N Main/ Spring Street Improvements**
- L. Resolution 2025-12-637 - Recognition of Council Member Jason Hartmann**

**M. Approval of Meeting Minutes - December 3, 2025****N. Approval of Vouchers**

**Vouchers audited and certified as required by RCW 42.24.080 and expense reimbursement claims as required by RCW 42.24.090 as of this 17<sup>th</sup> day of December 2025.**

Type	Date	Beginning Check	Ending Check	
Claims	12/01/2025	EFT	EFT	\$61,992.12
	12/05/2025	EFT	EFT	\$3,809.99
	12/15/2025	EFT	EFT	\$240.00
	12/17/2025	EFT	EFT	\$15,072.30
	12/17/2025	43039	43086	\$584,269.55
			<b>Claim Total</b>	<b>\$665,338.96</b>
Payroll	12/19/2025	EFT	EFT	\$77,802.51
			<b>Payroll Total</b>	<b>\$77,802.51</b>
			<b>Total Vouchers</b>	<b>\$743,141.47</b>
*ACH Converted to check	12/05/2025	43038	43038	\$38,644.30

*\*The payroll totals approved at the December 3, 2025, meeting include an ACH payment that was rejected and subsequently reissued and paid via check. Not included in total vouchers.*

**Moved by Ben Giant. Seconded by David Lindley.**

**Motion to approve Consent Agenda and Vouchers for \$743,141.47.**

**Giant – Aye, Fink – Aye, Hartmann – Aye, Lindley – Aye, Mora – Aye.**

**MOTION CARRIED 5-0.**

**VII. Public Hearing (7:29 p.m.)****A. Ordinance 2025-02-1174 - Land Use Fee Schedule****1. Presentation (7:29 p.m.)**

Mayor Marla Keethler opened the public hearing at 7:29 p.m. to consider the adoption of Ordinance 2025-02-1174 regarding the proposed Land Use Fee Schedule and invited Planner Rowan Fairfield to present.

City Planner Rowan Fairfield explained this item includes both an ordinance and a companion resolution. They reviewed that, in September 2025, Council approved a Memorandum of Understanding with the West Klickitat Regional Fire Authority to provide development review services, which included a fee-for-service component to reimburse the Fire Authority for staff time. The proposed ordinance adds a fire review fee consistent with that agreement.

Planner Fairfield further explained that the ordinance would move the Land Use Fee Schedule out of the codified municipal code and instead establish fees by resolution, which would allow for more efficient future updates. They stated that no changes to existing fees are proposed at this time, other than the addition of the fire review fee. They noted that the ordinance and resolution are

structured to take effect simultaneously to avoid any gap in fee authority, and that broader fee revisions would be considered at a later date.

**2. Public Hearing (7:30 p.m.)**

Mayor Marla Keethler opened the public testimony portion of the hearing at 7:30 p.m. to consider adoption of Ordinance 2025-02-1174, Land Use Fee Schedule.

Hearing none, Mayor Keethler closed the public testimony portion of the hearing at 7:31 p.m.

**3. Discussion (None)**

**4. Action (7:32 p.m.)**

*Moved Ben Giant. Seconded by Jason Hartmann.*

*Motion to adopt 2025-02-1174, amending WSMC Chapter 3.36 to remove the codified land use fee schedule and instead establish such fees by Resolution 2025-12-633.*

**Giant – Aye, Fink – Aye, Hartmann – Aye, Lindley – Aye, Mora – Aye.**

**MOTION CARRIED 5-0.**

Mayor Marla Keethler closed the public hearing at 7:32 p.m.

**VIII. Business Items (7:33 p.m.)**

**A. Ordinance 2025-11-1184 - Adopting the Annual Budget for Fiscal Year ending**

**1. Presentation (7:33 p.m.)**

Mayor Marla Keethler presented the City's annual budget for the fiscal year ending December 31, 2026, noting that this was the third Council consideration following two public hearings.

Finance and Operations Director Jennifer Neil presented the item and reported a slight change to budget figures based on the conclusion of CBA negotiations, stating the proposal reflects an agreement intended to balance employee and City needs. Director Neil noted the budget adoption includes the salary matrix and that Council had received a public link to the budget and budget brief. She offered to review the materials in detail if desired.

**2. Discussion (7:34 p.m.)**

Councilmember Patty Fink thanked staff for the budget brief and asked clarifying questions regarding changes between the detailed and rolled-up budget formats. Director Neil explained that the City's financial software (Springbrook) currently displays certain accounts inconsistently, which can cause items (including clerk-related expenses) to appear split across sections. She stated the rolled-up format was provided to improve clarity.

Councilmember Fink inquired about Legislative Miscellaneous funding and whether additional amounts had been added for community projects. Director Neil stated no additional funding was added due to lack of a Council majority and noted Council may revisit the topic through the budget amendment process.

Councilmember Fink asked about the \$90,000 computer services line item. Director Neil clarified it represents the City's annual IT support costs and does not include broader system upgrades, which could be considered later via amendment.

Councilmember Fink noted increases in building-related expenses and asked about staffing reflected in the organization chart. Director Neil confirmed the budget includes two Public Works intern positions and an administrative intern position as part of the youth internship program, as well as the addition of a senior accountant. Director Neil clarified that the clerk's position is not new; rather, related expenditures are being aligned with state reporting requirements by moving them from Finance to Legislative.

Mayor Keethler explained the clerk's primary role is legislative recordkeeping and documentation. Mayor Keethler stated the administrative intern would support the clerk and assist with projects such as digitizing historical records, front desk support, and communications capacity, while also providing a youth public service-learning opportunity.

Councilmember Fink asked about street repair funding, including Oak Street and Church Street, and whether the city has resources for chip seal or repaving in 2026. Mayor Keethler explained Oak Street remains a priority in the Council-adopted six-year transportation plan and that the city was not successful in securing Church Street funding. She noted the City does not currently have sufficient cash on hand in the Streets budget to fully reconstruct a street without grant support. Mayor Keethler stated the City will continue routine maintenance until funding is secured for either a citywide chip seal project or a prioritized street repaving project.

Councilmember Fink asked about the county chip seal program and prior funding. Mayor Keethler clarified prior chip seal work was funded through TIB (Transportation Improvement Board), with the County contracted to extend project dollars.

Public Works Director Chris True explained that many funding programs have eligibility limits based on street classifications and that the prior Church Street application may have been too large relative to available funding. He stated staff intends to pursue a more phased approach by breaking larger projects into smaller segments to improve competitiveness for future funding opportunities. He clarified that current funding pursuits are primarily through TIB rather than WSDOT (Washington State Department of Transportation).

Councilmember Fink asked whether WSDOT involvement would be useful; Director True responded that current funding efforts are through TIB and not WSDOT. Councilmember Fink thanked staff and concluded her questions.

3. **Action (7:48 p.m.)**  
***Moved by Jason Hartmann. Seconded by David Lindley.***

***Motion to approve Ordinance 2025-11-1184, adopting the annual budget for fiscal year ending December 31, 2026 as presented.***

**Giant – Aye, Fink – Aye, Hartmann – Aye, Lindley – Aye, Mora – Aye.**

**MOTION CARRIED 5-0.**

**B. 2026 Legislative Priorities (7:49 p.m.)**

**1. Presentation (7:49 p.m.)**

Mayor Marla Keethler introduced the proposed 2026 legislative priorities, explaining the intent is to align Council and staff messaging when engaging with state legislators. She stated the recommended priorities reflect both longstanding issues, such as the need for more stable and reliable local revenue options, and recent Council actions, including priorities related to immigrant community support and transportation needs such as State Route 141. Mayor Keethler noted the upcoming legislative session beginning in January 2026 and invited Council feedback or additional suggested priorities.

**2. Discussion (7:50 p.m.)**

Councilmember Ben Giant asked whether childcare was intentionally omitted from the proposed priorities. Mayor Keethler responded that the five priorities presented were selected deliberately based on timeliness and anticipated legislative action. She stated childcare remains an active issue for the City, with ongoing engagement and established communication channels, but that other issues were prioritized for focused advocacy at the upcoming session.

Councilmember Morella Mora expressed appreciation for the City's proactive work on law enforcement transparency and community protections. She shared her pride in the City's leadership and preparedness, noting the City's policies and actions have positioned White Salmon to support neighboring communities and provide examples of constructive approaches. She thanked Council, staff, and City leadership for their collective efforts and commitment to community values.

**3. Action (7:54 p.m.)**

***Moved by David Lindley. Seconded by Ben Giant.***

***Motion to approve the City's 2026 legislative priorities as presented.***

**Giant – Aye, Fink – Aye, Hartmann – Aye, Lindley – Aye, Mora – Aye.**

**MOTION CARRIED 5-0.**

**IX. Reports and Communications (7:54 p.m.)**

**A. Staff Reports (7:54 p.m.)**

City Attorney Shawn MacPherson reported no updates beyond prior comments regarding election-related activity guidance and thanked outgoing Councilmember Hartmann for his service. He also extended holiday greetings.

**B. Council Member Reports (7:55 p.m.)**

Councilmember Jason Hartmann thanked Council and staff for their support and stated it had been a pleasure to serve.

Councilmember David Lindley acknowledged adoption of the 2026 budget and thanked staff for the process. He reported on a recent CityLab meeting focused on 2026 priorities, emissions reduction planning, and climate resiliency analysis. He suggested a future presentation by the school superintendent related to the upcoming levy discussion and commended Councilmember Hartmann for his service.

Councilmember Ben Giant reported on attendance at the Downtown Business Association meeting, noting the success of Village Lights and upcoming beautification projects. He announced the next Community Development Committee meeting and extended holiday greetings.

Councilmember Patty Fink reported on Tree Board activities, including development of a Tree Walk concept, exploration of swale tree projects, and coordination with CityLab. She also reported on Solid Waste Management Committee progress, including completion of the Solid Waste Management Plan and exploration of organics management options. She requested a future Council discussion regarding committee visibility, vacancies, and public engagement.

Councilmember Morella Mora expressed gratitude to staff and Council for budget adoption and labor negotiations, thanked Councilmember Hartmann for mentorship and service, and reflected on community resilience and shared values, extending holiday greetings.

Mayor Keethler noted that the school superintendent would be scheduled to present when the levy-related resolution comes before Council. She identified upcoming committee vacancies due to Councilmember Jason Hartmann's departure, including positions on the West Klickitat Regional Fire Authority and the Bridge Authority, and invited Council interest. She referenced upcoming AWC City Action Days and training opportunities, thanked Council and staff for their work over the year, and extended holiday wishes.

**X. Executive Session (None)**

**X. Adjournment**

The meeting was adjourned at 8:11 p.m.

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Marla Keethler, Mayor

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Erika Castro Guzman, City Clerk

**File Attachments for Item:**

B. Change Order No. 1 - Transmission Main Replacement Phase IIA



## COUNCIL REPORT



### Business Item

Needs Legal Review:

Meeting Date:

Agenda Item:

Presented By:



### Consent Agenda

No, Not Necessary

January 21, 2026

Change Order No. 1 - Transmission Main Replacement  
Phase IIA with Tapani Inc.

Chris True, Public Works Director

### Action Required:

Approval of Change Order No. 1 Transmission Main Replacement Phase IIA not to exceed \$5,022.00.

### Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Change Order No. 1 Transmission Main Replacement Phase IIA with Tapani Inc. not to exceed \$5,022.00.

### Explanation of Issue:

This change order is to address the following item:

1. Effective January 1, 2026, the local sales tax rate increased from 7.5% to 7.6%, this increase occurred after award of the contract, prior to construction activities or payments made. The City will be making up this cost with a portion of the contingency budget. No change in contract time is associated with this change order.

### Council Options:

City Council has the following options available at this time:

1. Accept the Staff Recommendation.
2. Revise the Staff Recommendation.
3. Other action as desired by council.

### Fiscal Analysis:

This project is funded with a loan from The Washington State Department of Health (DOH) Drinking Water State Revolving Fund (DWSRF).

### Policy & Plan Implications:

This project is represented in the Water System Plan (WSP).

### Recommendation of Staff/Committee:

Staff recommends approval of Change Order No. 1 Transmission Main Replacement Phase IIA with Tapani Inc. not to exceed \$5,022.00.



## CHANGE ORDER

Change Order No.: 1

Date of Issuance: **January 1, 2026**  
 Owner: **City of White Salmon, Washington**  
 Contractor: **Tapani, Inc.**  
 Engineer: **Anderson Perry & Associates, Inc.**  
 Project: **Transmission Main Replacement Phase IIA**

The Contract is modified as follows upon execution of this Change Order:

Description of Changes (Supplemental description, Plans and Specifications attached, as applicable)		DECREASE in Contract Price	INCREASE in Contract Price
1-1	Sales Tax Increase from 7.5% to 7.6%		\$5,022.00
Subtotal		\$0.00	\$5,022.00
Total, Increase Less Decrease		\$5,022.00	
Sales Tax (7.6%), if applicable		N/A	
Net Change in Contract Price for this Change Order		\$5,022.00	

**JUSTIFICATION:**

- 1-1 Effective January 1, 2026, the local sales tax rate increased from 7.5% to 7.6%, this increase occurred after award of the contract, prior to construction activities or payments made. The City will be making up this cost with a portion of the contingency budget. No change in contract time is associated with this change order.

The amount of the Contract will be Increased for this Change Order  
 by the sum of:

\$5,022.00

Total Contract Price prior to this Change Order:

\$5,398,650.00

The Contract Price incorporating this Change Order:

\$5,403,672.00

Contract Times prior to this Change Order:

Date of Substantial Completion:

11/16/2026

Date Ready for Final Payment:

12/16/2026

The Contract period provided for Substantial Completion will be (Increased) (Decreased) (Unchanged).

0 days

Revised Date of Substantial Completion:

N/A

Revised Date Ready for Final Payment:

N/A

RECOMMENDED:

ACCEPTED:

By: **Jay Peninger**  
 Digitally signed by Jay Peninger  
 Date: 2026.01.08 08:50:29-08'00'  
 Engineer (if required)

By: \_\_\_\_\_  
 Owner (Authorized Signature)

Name: Jay Peninger

Name: \_\_\_\_\_

Title: Project Manager

Title: \_\_\_\_\_

Date: 01/08/2026

Date: \_\_\_\_\_

ACCEPTED:

Approved by Agency (if applicable)

By: **Randy Odhiambo**  
 Digitally signed by Randy Odhiambo  
 Date: 2026.01.08 08:50:29-08'00'  
 Contractor (Authorized Signature)

By: \_\_\_\_\_

Name: Randy Odhiambo

Name: \_\_\_\_\_

Title: Project Manager

Title: \_\_\_\_\_

Date: 1/8/2026

Date: \_\_\_\_\_

**File Attachments for Item:**

C. Change Order No. 3 - Buck Creek Roof Replacement Project



## COUNCIL REPORT



### Business Item

Needs Legal Review:

Meeting Date:

Agenda Item:

Presented By:



### Consent Agenda

No, Not Necessary

January 21, 2026

Change Order No. 3 - Slateco, LLC Buck Creek Roof Replacement Project

Chris True, PWD

### Action Required:

Approval of Change Order No. 3 Slateco, LLC Buck Creek Roof Replacement Project not to exceed \$25,986.33.

### Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Change Order No. 3 Slateco, LLC Buck Creek Roof Replacement Project not to exceed \$25,986.33.

### Explanation of Issue:

This change order is to address the following item:

1. Effective January 1, 2026, the local sales tax rate increased from 7.5% to 7.6%. This increase occurred after award of the contract, during construction. Payments made for Work performed after the effective date of the increase will be assessed at the new rate of 7.6% for all Work. The City will make up this cost using a portion of the contingency budget. No change in contract time is associated with this change order.
2. Recent heavy rain resulted in soil displacement between the Buck Creek Water Treatment plant site and the Department of Natural Resources road (Buck Creek Road) east of the sedimentation basin. The displaced soil altered the existing fence fabric and posts adjacent to the project site access road. The shifted alignment is restricting access necessary to complete the work. The added cost includes all labor and equipment required to complete the additional work. Six (6) additional contract days are added to the contract for work.

### Council Options:

City Council has the following options available at this time:

1. Accept the Staff Recommendation.
2. Revise the Staff Recommendation.
3. Other action as desired by council.

### Fiscal Analysis:

This project is funded with a loan and Grant from Public Works Board.

### Policy & Plan Implications:

This project is represented in the Water System Plan (WSP).

**Recommendation of Staff/Committee:** Staff recommends approval of Change Order No. 3 Slateco, LLC Buck Creek Roof Replacement Project not to exceed \$25,986.33.

## CHANGE ORDER

Change Order No.: 3

Date of Issuance: **January 1, 2026**  
 Owner: **City of White Salmon, Washington**  
 Contractor: **Slateco, LLC**  
 Engineer: **Anderson Perry & Associates, Inc.**  
 Project: **Buck Creek Water Treatment Plant Roof Improvements**

The Contract is modified as follows upon execution of this Change Order:

Description of Changes (Supplemental description, Plans and Specifications attached, as applicable)		DECREASE in Contract Price	INCREASE in Contract Price
3-1	Sales Tax Increase from 7.5% to 7.6%		\$269.93
3-2	Fence Repair		\$23,900.00
Subtotal		\$0.00	\$24,169.93
Total, Increase Less Decrease		\$24,169.93	
Sales Tax (7.6%), if applicable		\$1,816.40	
Net Change in Contract Price for this Change Order		\$25,986.33	

**JUSTIFICATION:**

- 3-1 Effective January 1, 2026, the local sales tax rate increased from 7.5% to 7.6%. This increase occurred after award of the contract, during construction. Payments made after the effective date of the increase will be assessed at the new rate of 7.6% for all work. The City will make up this cost using a portion of the contingency budget. No change in contract time is associated with this change order.
- 3-2 Recent heavy rain resulted in soil displacement between the Buck Creek Water Treatment Plant site and the Department of Natural Resources road (Buck Creek Road) east of the sedimentation basin. The displaced soil altered the existing fence fabric and posts adjacent to the project site access road. The shifted alignment is restricting access necessary to complete the Work. The cost for this additional work is based on an agreed-upon lump sum price of \$23,900.00 plus sales tax. The added cost includes all labor and equipment required to complete the additional work. Six (6) additional contract days are added to the contract for the work.

The amount of the Contract will be **Increased** for this Change Order  
 by the sum of:

\$25,986.33

Total Contract Price prior to this Change Order:

\$808,464.50

The Contract Price incorporating this Change Order:

\$834,450.83

Contract Times prior to this Change Order:

Date of Substantial Completion:

1/29/2026

Date Ready for Final Payment:

3/13/2026

The Contract period provided for Substantial Completion will be **Increased**.

6 days

Revised Date of Substantial Completion:

2/6/2026

Revised Date Ready for Final Payment:

3/23/2026

RECOMMENDED:

By: **Jay Peninger**  
Engineer (if required)

Name: Jay Peninger  
Title: Project Manager  
Date: 1/13/2026

ACCEPTED:

By: \_\_\_\_\_  
Owner (Authorized Signature)

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

ACCEPTED:

By: *Royce Lindberg*  
Contractor (Authorized Signature)

Name: Royce Lindberg  
Title: Owner  
Date: 1/13/26

**File Attachments for Item:**

D. Change Order No. 4 - N Main/ Spring Street Improvements



## COUNCIL REPORT



### Business Item

Needs Legal Review:

Meeting Date:

Agenda Item:

Presented By:



### Consent Agenda

No, Not Necessary

January 21, 2026

Change Order No. 4 - North Main-Spring Street Water Improvements

Chris True, Public Works Director

### Action Required:

Approval of Change Order No. 4 North Main-Spring Street Water Improvements with Ajax Northwest not to exceed \$10,270.42.

### Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Change Order No. 4 North Main-Spring Street Water Improvements with Ajax Northwest not to exceed \$10,270.42.

### Explanation of Issue:

This change order is to address the three following item:

1. During connections to the existing water lines on December 1, 2025, the Contractor experienced delays in progress as the City encountered difficulties in isolating the system necessary for the Contractor to make the connection. The cost of the Work includes all labor, equipment, and materials. The cost of the change order is an agreed-upon lump sum of \$875.00. With sales tax, the total cost of the change order is \$942.38. No additional working days are added to the Contract Time for the Work.
2. During the first attempt to make connections to the existing 8- and 10-inch steel water lines on December 2, 2025, to the Spring Street Reservoir, the Contractor experienced delays in the progress of the Work as the City encountered difficulties in isolating the system necessary for the Contractor to make the connections. Additional materials were identified as necessary to complete the connections to properly isolate the lines once the new water mains are placed into service. The cost of the Work includes all labor, equipment, and materials. The cost of the change order is an agreed-upon lump sum of \$8,670.00. With sales tax, the total cost of the change order is \$9,337.59. Seven (7) additional working days are added to the Contract Time for the Work delays.
3. Due to adverse weather conditions and reduced staffing through the holidays, the City and Contractor agreed to suspend contract days beginning December 13, 2025, through January 4, 2026. Twenty-three (23) additional working days are added to the Contract Time for the suspension of the Work. There is no cost associated with this change.

### Council Options:

City Council has the following options available at this time:

1. Accept the Staff Recommendation.
2. Revise the Staff Recommendation.
3. Other action as desired by council.

**Fiscal Analysis:**

This project is funded with a loan from Public Works Board.

**Policy & Plan Implications:**

This project is represented in the Water System Plan (WSP).

**Recommendation of Staff/Committee:**

Staff recommends approval of Change Order No. 4 North Main-Spring Street Water Improvements with Ajax Northwest not to exceed \$10,270.42.



## CHANGE ORDER

Change Order No.: 4

Date of Issuance: **December 31, 2025**  
 Owner: **City of White Salmon, Washington**  
 Contractor: **Ajax Northwest, LLC**  
 Engineer: **Anderson Perry & Associates, Inc.**  
 Project: **North Main-Spring Street Water Improvements**

The Contract is modified as follows upon execution of this Change Order:

Description of Changes (Supplemental description, Plans and Specifications attached, as applicable)		DECREASE in Contract Price	INCREASE in Contract Price
4-1	Standby Time on December 1, 2025		\$875.00
4-2	Standby Time on December 2, 2025		\$8,670.00
4-3	Contract Days Suspension		\$0.00
Subtotal		\$0.00	\$9,545.00
Total, Increase Less Decrease		\$9,545.00	
Sales Tax (7.6%), if applicable		\$725.42	
Net Change in Contract Price for this Change Order		\$10,270.42	

**JUSTIFICATION:**

- 4-1 During connections to the existing water lines on December 1, 2025, the Contractor experienced delays in progress as the Owner encountered difficulties in isolating the system necessary for the Contractor to make the connection. The cost of the Work includes all labor, equipment, and materials. The cost of the change order is an agreed-upon lump sum of \$875.00. With sales tax, the total cost of the change order is \$942.38. No additional working days are added to the Contract Time for the Work.
- 4-2 During the first attempt to make connections to the existing 8-and 10-inch steel water lines on December 2, 2025, to the Spring Street Reservoir, the Contractor experienced delays in the progress of the Work as the Owner encountered difficulties in isolating the system necessary for the Contractor to make the connections. Additional materials were identified as necessary to complete the connections to properly isolate the lines once the new water mains are placed into service. The cost of the Work includes all labor, equipment, and materials. The cost of the change order is an agreed-upon lump sum of \$8,670.00. With sales tax, the total cost of the change order is \$9,337.59. Seven (7) additional working days are added to the Contract Time for the Work delays.
- 4-3 Due to adverse weather conditions and reduced staffing through the holidays, the Owner and Contractor agreed to suspend contract days beginning December 13, 2025, through January 4, 2026. Twenty-three (23) additional working days are added to the Contract Time for the suspension of the Work. There is no cost associated with this change.

The amount of the Contract will be **Increased** for this Change Order  
 by the sum of:

\$10,270.42

Total Contract Price prior to this Change Order:

\$2,245,839.04

The Contract Price incorporating this Change Order:

\$2,256,109.46

Contract Times prior to this Change Order:

Date of Substantial Completion:

4/3/2026

Date Ready for Final Payment:

5/1/2026

The Contract period provided for Substantial Completion will be **Increased**.

30 days

Revised Date of Substantial Completion:

5/1/2026

Revised Date Ready for Final Payment:

5/31/2026

## RECOMMENDED:

By: **Jay Peninger** Digitally signed by Jay Peninger  
Date: 2026.01.13 09:19:35-08'00'  
Engineer (if required)

Name: Jay Peninger

Title: Project Manager

Date: 1/13/2026

## ACCEPTED:

By: \_\_\_\_\_  
Owner (Authorized Signature)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## ACCEPTED:

By: **Catherine Loke** Digitally signed by Catherine Loke  
DN: C=US, E=catherine@ajaxnw.com,  
CN=Catherine Loke  
Contractor (Authorized Signature)

Name: Catherine Loke

Title: Project Manager

Date: 1/13/26

**File Attachments for Item:**

E. Change Order No. 5 - N Main/ Spring Street Improvements

## CHANGE ORDER

Change Order No.: 5

Date of Issuance: **January 1, 2026**  
 Owner: **City of White Salmon, Washington**  
 Contractor: **Ajax Northwest, LLC**  
 Engineer: **Anderson Perry & Associates, Inc.**  
 Project: **North Main-Spring Street Water Improvements**

The Contract is modified as follows upon execution of this Change Order:

Description of Changes (Supplemental description, Plans and Specifications attached, as applicable)		DECREASE in Contract Price	INCREASE in Contract Price
5-1	Sales Tax Increase from 7.6% to 7.7%		\$1,005.68
Subtotal		\$0.00	\$1,005.68
Total, Increase Less Decrease		\$1,005.68	
Sales Tax (7.7%), if applicable		\$0.00	
Net Change in Contract Price for this Change Order		\$1,005.68	

**JUSTIFICATION:**

- 5-1 Effective January 1, 2026, the local sales tax rate increased from 7.6% to 7.7%. This increase occurred after award of the contract, during construction. Payments made for Work performed after the effective date of the increase will be assessed at the new rate of 7.7% for all Work. The City will make up this cost using a portion of the contingency budget. No change in contract time is associated with this change order.

The amount of the Contract will be **Increased** for this Change Order  
 by the sum of:

\$1,005.68

Total Contract Price prior to this Change Order:

\$2,256,109.46

The Contract Price incorporating this Change Order:

\$2,257,115.14

Contract Times prior to this Change Order:

Date of Substantial Completion:

5/1/2026

Date Ready for Final Payment:

5/31/2026

The Contract period provided for Substantial Completion will be **Increased**.

0 days

Revised Date of Substantial Completion:

N/A

Revised Date Ready for Final Payment:

N/A

## RECOMMENDED:

By: **Jay Peninger** Digitally signed by Jay Peninger  
Date: 2026.01.13 09:24:01-08'00'  
Engineer (if required)

Name: Jay Peninger

Title: Project Manager

Date: 1/13/2026

## ACCEPTED:

By: \_\_\_\_\_  
Owner (Authorized Signature)

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

## ACCEPTED:

By: **Catherine Loke** Digitally signed by Catherine Loke  
DN: C=US, E=catherine@ajaxnw.com,  
CN=Catherine Loke  
Contractor (Authorized Signature)

Name: Catherine Loke

Title: Project Manager

Date: 1/13/26



## COUNCIL REPORT



### Business Item

Needs Legal Review:

Meeting Date:

Agenda Item:

Presented By:



### Consent Agenda

No, Not Necessary

January 21, 2026

Change Order No. 5 - North Main-Spring Street Water Improvements

Chris True, Public Works Director

### Action Required:

Approval of Change Order No. 5 North Main-Spring Street Water Improvements with Ajax Northwest

not to exceed \$1,005.68.

### Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Change Order No. 5 North Main-Spring Street Water Improvements with Ajax Northwest not to exceed \$1,005.68.

### Explanation of Issue:

This change order is to address the following item:

1. Effective January 1, 2026, the local sales tax rate increased from 7.6% to 7.7%. This increase occurred after award of the contract, during construction. Payments made for Work performed after the effective date of the increase will be assessed at the new rate of 7.7% for all Work. The City will make up this cost using a portion of the contingency budget. No change in contract time is associated with this change order.

### Council Options:

City Council has the following options available at this time:

1. Accept the Staff Recommendation.
2. Revise the Staff Recommendation.
3. Other action as desired by council.

### Fiscal Analysis:

This project is funded with a loan from Public Works Board.

### Policy & Plan Implications:

This project is represented in the Water System Plan (WSP).

### Recommendation of Staff/Committee:

Staff recommends approval of Change Order No. 5 North Main-Spring Street Water Improvements with Ajax Northwest not to exceed \$1,005.68.

**File Attachments for Item:**

F. Interlocal Agreement - Incarceration Services of City Prisoners with Klickitat County



Department Head: \_\_\_\_\_

Clerk/Treasurer: \_\_\_\_\_

City Administrator: \_\_\_\_\_

Mayor: \_\_\_\_\_

## COUNCIL REPORT



### Business Item



### Consent Agenda

Needs Legal Review:

Yes, completed

Meeting Date:

January 21, 2026

Agenda Item:

Klickitat County/City of White Salmon Agreement for Incarceration of City Prisoners

Presented By:

Mike Hepner, Police Department

#### Action Required:

Approval of the Interlocal Agreement between Klickitat County and the City of White Salmon (Bingen–White Salmon Police Department) for the incarceration of City prisoners for the term January 1, 2026 – December 31, 2030 plus forty-five (45) days.

#### Motion for Business Item / Proposed Motion for Consent Agenda:

Move to approve the Interlocal Agreement between Klickitat County and the City of White Salmon for the incarceration of City prisoners and authorize the Mayor to execute the agreement.

This agreement updates and replaces prior arrangements and incorporates clarified responsibilities, medical cost obligations, transportation procedures, and annual costs.

#### Background of Issue:

The City of White Salmon does not operate a detention facility and historically contracts with Klickitat County for jail services. Per RCW 39.34.080, public agencies may enter into interlocal agreements for services each agency is authorized to perform. Klickitat County operates a full-service jail that houses all inmates and is able to provide confinement services for City prisoners.

The City and County have negotiated an updated agreement outlining responsibilities, service levels, medical cost allocations, transportation expectations, and annual fees for incarceration services for the 2026–2030 period plus forty-five (45) days.

#### Explanation of Issue:

The agreement authorizes the County to accept and house individuals arrested or sentenced through the City's law enforcement processes. Key provisions include:

- **Term:** January 1, 2026 – December 31, 2030, plus 45-day administrative extension.
- **Annual Cost:** Starting at **\$38,907 in 2026**, increasing by 3% per year, billed quarterly.
- **Medical Responsibilities:** County provides routine in-jail healthcare. The City pays extraordinary or emergency medical costs occurring outside the jail as required by RCW 70.48.130.
- **Transportation:** City transports its prisoners to jail for initial bookings. For additional transports by the County required by court order, to secure emergency medical treatment, or made at the City's request, the City shall reimburse the County at fifty dollars (\$50) per hour, per officer. Additional City requested transports will be billed at fifty dollars (\$50) per hour, per officer.





Department Head: \_\_\_\_\_

Clerk/Treasurer: \_\_\_\_\_

City Administrator: \_\_\_\_\_

Mayor: \_\_\_\_\_

- **Custody & Operations:** County maintains custody, supervision, discipline, recordkeeping, early release credit, and program access for City prisoners under the same rules as all inmates.
- **Indemnification:** Each party is responsible for claims arising from its own actions or negligence.
- **Termination:** Either party may terminate with 120 days written notice.

Approval of this agreement ensures continuity of jail services necessary for municipal law enforcement and court operations.

#### **Council Options:**

City Council has the following options available at this time:

1. Accept the Staff Recommendation.
2. Revise the Staff Recommendation.
3. Refer this issue back to staff for additional work.
4. Take No Action
5. Other action as desired by council.

#### **Fiscal Analysis:**

The agreement commits the City to quarterly payments each year, beginning at \$38,907 in 2026, escalating by 3% annually. Medical costs for extraordinary care may vary depending on inmate needs. The 2026 budget proposal contains \$49,000 to fulfill the agreement and medical expenses.

#### **Recommendation of Staff/Committee:**

Staff recommends approval of the Interlocal Agreement for Incarceration of City Prisoners with Klickitat County and authorization for the Mayor to execute the agreement.

#### **Follow Up Action:**

No follow up action required.

**KLICKITAT COUNTY/CITY OF WHITE SALMON AGREEMENT  
FOR INCARCERATION OF CITY PRISONERS**

THIS AGREEMENT is made and entered into by and between KLINKITAT COUNTY, a municipal corporation, having its principal offices at 205 S Columbus Ave, Goldendale, Washington, 98620 (The County) and the Bingen-White Salmon Police Department or City of White Salmon (Contract Agency), having its principal offices at 142 E Jewett Blvd, White Salmon, Washington, 98672.

**WHEREAS** the County is authorized by law to operate a jail for misdemeanants and felons and the Contract Agency is authorized by law to operate a jail for misdemeanants and felons;

**WHEREAS** the Contracting Agency wishes to designate the County jail as a place of confinement for the incarceration of one or more prisoners lawfully committed to the Contract Agency's custody;

**WHEREAS** the County is amenable to accepting and keeping prisoners received from the Contract Agency in the County's custody at its jail for a rate of compensation mutually agreed to herein;

**WHEREAS** RCW 39.34.080 and other Washington laws authorize any public agency to contract with another public agency to perform services and activities that each such public agency is authorized by law to perform; and

**WHEREAS**, the County and Contract Agency have considered the anticipated costs of incarceration services and potential revenues to fund such services and determined it is in each of their best interests to enter into this Agreement as authorized and provided for by RCW 39.34.080 and other Washington law.

**AGREEMENT**

For and in consideration of the conditions, covenants and agreements contained herein the parties agree as follows;

**1. PURPOSE:**

It is the purpose of this Agreement to provide for the use by the Contract Agency of the County's jail facilities and services located at the Klickitat County Department of Corrections located at 205 S. Columbus Ave, Goldendale, Washington, 98620.

## 2. DETENTION/INCARCERATION:

The County shall incarcerate persons received from Contract Agency until the following occur:

- a. Expiration of the term of confinement as indicated in a Warrant or Order of Commitment; or
- b. Upon posting of bail; or
- c. Receipt of a directive from law enforcement officer or prosecuting attorney of the Contract Agency to release such person held under probable cause without judicial process; or
- d. For those held upon probable cause without judicial process upon the passage of forty-eight (48) hours; provided, prior to releasing any person pursuant to this subsection, the County shall attempt to contact the Contract Agency to ascertain the Contract Agency's desire with regard to said person; provided the Contract Agency shall hold the County harmless as set forth in Section 18 for any claim or action resulting from the detention of an individual wrongly detained at the direction of the Contract Agency.

## 3. CONTRACT REPRESENTATIVES:

All written notices, reports and correspondence required or allowed by this Agreement shall be sent to the following:

County: Klickitat County Department of Corrections  
 Chief Jail Administrator: Bill Frantz  
 County Administrator [Robb Van Cleave](#)  
 205 S Columbus, MS 223 Goldendale, WA 98620  
 Phone 509-250-2665

Contract Agency: Bingen-White Salmon Police Department  
 Mayor: Marla Keethler  
 City Clerk: Erika Castro-Guzman  
 PO Box 2139, White Salmon, WA 98672  
 Phone: 509 493-1133 X202

#### 4. REVIEW:

The County and the Contracting Agency agree that the Chief Jail Administrator responsible for the Jail and the Bingen-White Salmon Chief of Police of the Contract Agency, will meet as needed to discuss this agreement and to address any differences between them as to the application of the agreement. Any discrepancies between the County and the Contract Agency should be addressed as soon as possible to ensure the agreement is being implemented according to the intent of the parties.

#### 5. PAYMENT:

The contract agency has agreed to pay annually with a cost of living increase equal to 3% per year and will make quarterly payments to the Klickitat County Department of Corrections. Additionally, the contract agency agrees to pay all medical costs related to contract agency inmates during their incarceration at Klickitat County Jail.

Year	Previous Year Base Fee	Cost of Living 3 %	Total for Year
2026	\$38,907	N/A	38,907
2027	\$38,907	\$1,167.21	\$41,074.21
2028	\$41,074.21	\$1,232.23	\$42,306.23
2029	\$42,306.23	\$1,269.19	\$43,575.42

#### 6. AVAILABILITY OF JAIL FACILITIES:

Subject to the County's rights with respect to certain prisoners set forth in Sections 9 and 10 herein, the County will accept and keep prisoners at the request of the Contract Agency, unless the County, in its sole discretion, determines that the jail population is at capacity or so near capacity that there is a risk that the reasonable operational capacity limits of the County's jail might be reached or exceeded if the County does not begin to refuse or request removal of prisoners.

## 7. **Determination of Case Status:**

The Prosecuting Attorney shall have the sole authority to determine which felony cases submitted by the Contract Agency shall be charged as felonies and which as gross misdemeanors/misdemeanors. Nothing in this contract prevents the County from seeking reimbursement for felony medical costs prior to conviction as provided in RCW 70.48.130.

- a. Other Costs. The Contract Agency shall also pay such other costs to the County or third parties as set forth herein, including but not limited to any medical costs required by Section 8.
- b. Billing. The County will bill the Contracting Agency on a Quarterly basis for all amounts due to the County under this Agreement for the services rendered in the prior calendar quarterly month. Such fees shall be due and payable by the Contract Agency to the County within 30 days after receipt of the quarterly invoice.

## 8. **MEDICAL COSTS AND TREATMENT:**

- a. Services Provided. Upon transfer of custody of a prisoner to the County, the County will provide or arrange for such medical, psychiatric, and dental services as may be necessary to safeguard the prisoner's health while confined, in accordance with the policies and rules of the County jail. The County contracts with a health care consultant for in-house medical care in the jail. The costs of these services are included in the annual contract rate charged to contract agency.
- b. Cost Responsibility. Pursuant to RCW 70.48.130, the County shall provide routine and regular health care checkups on the Contract Agency inmates. The Contract Agency shall be responsible for any extraordinary or emergency medical costs incurred by the City's inmates provided, if at all reasonably practicable, the County shall provide the Contract Agency notice prior to incurring any extraordinary or emergency medical costs. Such extraordinary or emergency medical costs shall include but not be limited to surgeries, treatment of broken bones, major dental care, or any medical or dental services that require the inmate to leave the jail facility. The Contract Agency is not responsible for medical costs from injuries that occur while an inmate is working in the County Jail or on the Klickitat County Non-Custody Work Crew Program, including injuries caused by other inmates or by property or persons supervised by the Klickitat County Department of Corrections. Prisoners arrested and confined on warrants issued in Klickitat County shall be the responsibility of the originating agency. Outside warrants will be the responsibility of Klickitat County for Medical payments.
- c. Emergency. Non-emergent and Non-Hospital Care outside the Jail. For emergency hospital care outside of the jail, the County will notify the Contract Agency within four (4) hours of transport at (509)493-1177. This is the phone number to the Bingen-White Salmon Police Department.
- d. Pre-Confinement Consents or refusals. If a Contract Agency prisoner has received or refused any medical, psychiatric, or dental treatment from the Contract Agency before confinement in the County jail, the Contract Agency shall provide to the County all written verification of any authorization of or refusal to authorize care or treatment for such prisoner.

- e. Return for Medical Services. Nothing herein shall preclude the Contract Agency from retaking custody of an ill or injured prisoner by picking the prisoner up for transfer at the County jail; provided, in situations the County deems that a prisoner requires emergency medical care, the County shall have the right to arrange for emergency medical services (at the Contract Agency's expense) notwithstanding a request from the Contract Agency to retake custody of the prisoner.
- f. Records. The County shall keep records of all medical, psychiatric, or dental services it provides to a prisoner as required by law.
- g. No Waiver of Right to Seek Reimbursement. The above paragraphs relating to medical costs are intended solely to define the obligations between the parties to this agreement. Nothing contained within the provisions of this agreement shall be construed to waive the rights of either party to seek reimbursement for costs from the department of social and health services, or from the prisoner, or any other responsible third party.

## 9. **TRANSPORTATION OF CONTRACT PRISONERS:**

- a. Transport without Cost. Contract Agency shall provide or arrange for transportation of its prisoners to and from the Klickitat County Jail except when the transportation is determined by County staff to be necessary to secure emergency medical evaluation or treatment or when transportation is required to support the orderly operation of the Jail.
- b. Transport with Costs. The Contract Agency shall be responsible for transportation of all its prisoners to the jail facilities for initial booking. The Contract Agency shall be responsible for transportation of all its prisoners from the jail facilities for all appearances in the Municipal Court if outside the Klickitat County Court House located at the Pioneer Center, 501NE Washington St, White Salmon, WA 98672. For any additional transports by the County required by court order, to secure emergency medical treatment, or made at the Contract Agency's request, the Contract Agency shall reimburse the County at Fifty dollars (\$50) per hour, per officer which fee will not include any time other than that necessary to transport City inmates and await the conclusion of the appearance of said inmates. There shall be no fee for the County providing for the appearance of inmates by video, and the County shall arrange for such appearances upon request of the City or the West District Court of Klickitat County.
- c. Contract Agency Transport. The Contract Agency shall provide at least 24 hours written notice to the County prior to transporting a prisoner from the County Jail. Except as limited by Section 8(a), the Contract agency shall be responsible for retaking custody of a prisoner at the County jail and for transporting the prisoner.

## 10. TRANSFER OF CUSTODY:

- a. Commencement of Custody by County. Custody of a Contract Agency's prisoner to the County shall be deemed transferred when officers from the Klickitat County Department of Corrections have completed the prebooking assessment and determined the prisoner is medically and psychologically fit for confinement at the Jail. The County will not take such control of a prisoner until the Contract Agency has delivered copies of all records in its possession pertaining to the prisoner's incarceration by the Contract Agency or its agent, including a copy or summary of the prisoner's medical records if available by the Contracting Agency or its agent. If the County requests additional information regarding a particular prisoner, then the parties shall mutually cooperate to obtain such information. Absent compliance with existing policies, the County shall not be required to take custody of or assume control of or responsibility for any property of the prisoner. The Contract Agency's officers, when transporting a prisoner to the jail, shall be responsible for ensuring that all paperwork is in order and that all property allowed to be transported with the prisoner is properly packaged. The County will not take physical control and assume custody of a prisoner to be confined unless all paperwork and property of the prisoner are in order.

The Contract Agency shall be solely responsible for determining that the individuals presented for detention are detainable and shall certify by the act of presenting an adult person for detention, that said person is legally detainable and County shall bear no responsibility to ensure that said individuals are legally detainable. The Contract Agency shall hold the County harmless as set forth in Section 18 for any claim or actions resulting from the detention of an individual wrongly presented by the Contract Agency for detention.

When custody of a Contract Agency prisoner is transferred to the County, the Contract Agency prisoner shall be subject to all applicable rules, regulation and standards governing operation of the County jail, including any emergency security rules imposed by the jail. Any Contract Agency police officer delivering a prisoner to the County jail shall comply with reasonable rules and regulations of the County jail.

- b. Further Transfer of Custody. Except as otherwise allowed by Section 11 of this Agreement, the County will not transfer custody of any prisoner confined pursuant to this Agreement to any agency other than to the Contract Agency without the written authorization from a court of competent jurisdiction.
- c. Responsibilities upon Assumption of Custody. Upon transfer of custody to the County, it shall be the County's responsibility to confine the prisoner; to supervise, the discipline and control said prisoner; and to administer the prisoner's sentence pursuant to the order of the committing court in the State of Washington. During such confinement, the County shall provide and furnish or arrange for all necessary medical and hospital services and supplies in accordance with Section 7 of this Agreement.
- d. Resumption of Custody by Contracting Agency. The Contract Agency shall be deemed to have resumed custody of a prisoner upon either the County's presentation of such prisoner to the Contracting Agency, or upon the Contract Agency's officers taking physical control of the prisoner.

# **11. RIGHT TO REFUSE/ RETURN PRISONER:**

Pending Medical Needs. The County shall have the right to refuse to accept any Contract Agency prisoner who appears in need of immediate medical, psychiatric, or dental attention due to current illness, intoxication, or impairment, which poses a serious risk to the prisoner's health and wellbeing, until the Contract Agency has provided documentation from a medical, psychiatric, or dental facility that the prisoner is fit for confinement. This includes alcohol intoxication .25 BAC or above.

# **12. REMOVAL FROM JAIL - OTHER GROUNDS:**

The Contract Agency's prisoners may be removed from the County jail for the following reason(s):

- a. Request by Contract Agency. Upon written request by a supervisory member of the Contract Agency for transfer of custody back to the Contract Agency.
- b. Court Order. By order of a court having jurisdiction over a Contract Agency's prisoner. In such case, transport, if any, will be pursuant to Section 8 above.
- c. Treatment Outside of Jail. For medical, psychiatric, or dental treatment or care not available within the County jail.
- d. Catastrophe. In the event of any catastrophic condition presenting, in the sole discretion of the County, an eminent danger to the safety of the prisoner(s) or personnel of the County. In such case, the County will inform the Contract Agency, at the earliest practicable time, of the whereabouts of the prisoner(s) so removed and shall exercise reasonable care for the safekeeping and custody of such prisoner(s).

# **13. TRANSFER OF PRISONERS UPON TERMINATION/EXPIRATION OF AGREEMENT:**

- a. Termination by County. In the event of a notice of termination from the County in accordance with Section 22 below, it shall be the County's obligation to transport the Contract Agency's prisoners to the Contract Agency, at no expense to the Contract Agency.
- b. Termination by Contract Agency. In the event of a notice of termination from the Contract Agency in accordance with Section 22 below, it shall be the Contract Agency's obligation to transport the Contract Agency's prisoners at its own expense, on or before the effective date of such termination.



**14. PRISONER RIGHTS, ACCOUNTS AND PROGRAMS:**

- a. Early Release Credit and Discipline. The Contract Agency agrees that its policies, if any, for early release credits shall allow no more credit for its prisoners than is allowed by the County under its policies. The Contract Agency's prisoners confined under this Agreement shall earn early release credits under the policies and rules prescribed by the County and state law for all prisoners at the County jail. With respect to the Contract Agency's prisoners, the County shall maintain and manage disciplinary issues and will administer sanctions, including removal of earned early release credit, pursuant to facility rules. No discipline prohibited by federal or state law will be permitted. The disciplinary policies and rules of the County jail will apply equally to prisoners confined pursuant to this Agreement as applied to other prisoners confined to the Jail.
- b. Prisoner Accounts. The County shall establish and maintain an account for each prisoner received from the Contract Agency and shall credit to such account all money received from a prisoner or from the Contract Agency on behalf of a prisoner. The County shall make disbursements from such accounts by debiting such accounts in accurate amounts for items purchased by the prisoner for person needs.
- c. Programs. The County shall provide the Contract Agency's prisoners with access to all educational, recreational, and social service programs offered at the County jail under the terms and conditions applicable to all other prisoners at the jail.
- d. Serve Time Outside of the Facility. The Contract Agency's prisoners, if deemed eligible by the county, will be allowed to leave the jail for participation in correctional work crews, or any other program in which other prisoners sometimes are allowed to leave the physical confines of the jail as part of serving their sentence.

**15. ACCESS TO FACILITY AND PRISONERS:**

- a. Access to Facility. The County agrees to manage, maintain, and operate its facilities consistent with all applicable federal, state, and local laws.
- b. Access to Prisoners. Contract Agency personnel shall have the right to interview prisoners from the Contract Agency at any reasonable time within the jail. Contract Agency officers shall be afforded equal priority for use of jail interview rooms.

## 16. ESCAPES AND DEATHS:

- a. Escapes. In the event of an escape by a Contract Agency's prisoner from the County jail, the Contract Agency will be notified in writing as soon as practical. The County will have the primary authority to direct the investigation and to pursue the prisoner within its jurisdiction. Any costs related to the investigation and pursuit within its jurisdiction will be the responsibility of the County. The county will not be required to pursue and return the Contract Agency's escaped prisoner from outside of the County.
- b. Deaths. In the event of a death of a Contract Agency prisoner in the County jail, the Contract Agency shall be promptly notified. The Klickitat County Sheriff's Office or the Goldendale Police Department may investigate the circumstances of the death and the Contract Agency may join in the investigation. The County shall release jurisdiction of the body to the Klickitat County Coroner.

## 17. POSTING OF BAIL:

The County shall serve as agent for the Contract Agency in receipt of any bail bonds or any monies posted for or by a Contract Agency's prisoner with the County, and any such bonds or monies will be forwarded to the proper agency the next business day.

## 18. RECORD KEEPING:

The County agrees to maintain a system of record keeping relative to the booking and confinement of each of the Contract Agency's prisoners. The County shall make copies of said records available without cost to the Contract Agency upon its request.

## 19. INDEMNIFICATION, HOLD HARMLESS AND INSURANCE:

- a. The Contract Agency. The Contract Agency agrees to defend, indemnify, and hold harmless the County, its appointed and elected officials, employees, and agents from and against all liability, loss, cost, damage, and expense, including costs and attorney's fees in defense thereof because of actions, claims or lawsuits alleging damages sustained by any person or property including death at any time resulting thereof, arising from, or alleged to have arisen from:
  1. The Contract Agency's performance under this Agreement or as a consequence of any wrongful or negligent acts or omission of the Contract Agency, its appointed and elected officials, employees, and agents;
  2. Wrongful detention of a Contract Agency prisoner as a result of the Contract Agency's actions;
  3. Failure or refusal to timely release a Contract Agency prisoner as a result of the Contract Agency's actions.

To the extent the claim, damages, losses, and expenses are caused by intentional acts of or by the concurrent negligence of the County, its officers, agents, or employees, the Contract Agency's indemnification obligation hereunder shall be limited to the Contract Agency's proportionate share of liability as agreed to by the parties to this Agreement or determined by a court of competent jurisdiction.

- b. The County. The County agrees to defend, indemnify, and hold harmless the Contract Agency, its appointed and elected officials, employees, and agents from and against all liability, loss, cost, damage, and expense, including costs and attorney's fees in defense thereof because of actions, claims or lawsuits alleging damages sustained by any person or property including death at any time resulting thereof, arising from, or alleged to have arisen from:
  - 1. The County's performance under this Agreement or as a consequence of any wrongful or negligent acts or omission of the County, its appointed and elected officials, employees, and agents;
  - 2. Wrongful detention of a Contract Agency prisoner as a result of the County's actions;
  - 3. County's failure or refusal to timely release a Contract Agency prisoner.

To the extent the claim, damages, losses, and expenses are caused by intentional acts of or by the concurrent negligence of the Contract Agency, its officers, agents, or employees, The County's indemnification obligation hereunder shall be limited to the County's proportionate share of liability as agreed to by the parties to this Agreement or determined by a court of competent jurisdiction.

- c. Insurance Requirement. The County and the Contract Agency shall maintain and provide evidence of liability coverage.

The terms of Section 19 INDEMNIFICATION HOLD HARMLESS AND INSURANCE shall survive the termination or expiration of this Agreement.

## **20. NON-DISCRIMINATION POLICY:**

The County and the Contract Agency agree not to discriminate in the performance of this Agreement because of race, color, national origin, sex, sexual orientation, age, religion, creed, marital status, disabled or Vietnam era veteran status, or the presence of any physical, mental, or sensory handicap.

## **21. ADMINISTRATION/DISPOSAL OF PROPERTY:**

This Agreement is executed in accordance with the authority of Chapter 39.34 RCW, the Interlocal Cooperation Act. Pursuant to the provisions of RCW 39.34.030, the Klickitat County Department of Corrections shall be responsible for administering the confinement of prisoners hereunder. No real or personal property will be jointly acquired by the parties under this agreement. All property owned by each of the parties shall remain its sole property to hold and dispose of in its sole discretion.

**22. WAIVER OF RIGHTS:**

No waiver of any right under this Agreement shall be effective unless made in writing by an authorized representative of the party to be bound thereby. Failure to insist upon full performance on any occasion shall not constitute consent to or waiver of any continuation of nonperformance or any later nonperformance; nor does payment of a billing or continued performance, after notice of a deficiency in performance, constitutes acquiescence thereto.

**23. TERMINATION:**

This Agreement may be terminated prior to expiration by written notice from either party delivered by regular mail to the contact person at address set forth herein. Termination by said notice shall become effective one hundred twenty (120) days after receipt of such notice. The notice shall set forth the reason the party wishes to terminate the Agreement and the specific plan for accommodating the affected prisoners, if any.

**24. DURATION:**

The term of this Agreement shall be for a period of four (4) years from January 1, 2026 through December 31, 2030 plus forty-five (45) days. Nothing in this agreement shall be construed to make it necessary for the Contracting Agency to continuously house prisoners with the County.

**25. MODIFICATION:**

This Agreement may only be modified by a written instrument signed by both parties.

**26. GOVERNING LAW/VENUE:**

The parties hereto agree that, except where expressly otherwise provided, the laws and administrative rules and regulations of the State of Washington shall govern in any matter relating to this Agreement and to a prisoner's confinement under this Agreement. This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington and in the event of dispute; the venue for any action brought hereunder shall be in Klickitat County Superior Court.

**27. MISCELLANEOUS:**

In providing these services to the Contract Agency, the County is an independent contractor and neither its officers, agents, nor employees are employees of the Contract Agency for any purpose including responsibility for any federal or state tax, industrial insurance, or Social Security liability. No provision of services under this Agreement shall give rise to any claim of career service or civil service right, which may accrue to an employee of the Contract Agency under any applicable law, rule, or regulation.

The Contract Agency agrees to allow the County access and use of the Contract Agency's drug/detection dog as needed by the County whenever acceptable.

**28. SEVERABILITY:**

If any provision of this contract shall be held invalid, the remainder of this contract shall not be affected thereby if such remainder would then continue to serve the purposes and objectives of both parties.

**29. INTERLOCAL AGREEMENT REPRESENTATIONS**

This is an interlocal agreement pursuant to RCW Ch 39.34 and the parties make the following representations:

- a. Duration. This AGREEMENT shall terminate on December 31, 2030 or as otherwise provided in Section 24, above.
- b. Organization. No new entity will be created to administer this agreement.
- c. Purpose. The purpose is to enable the City of White Salmon to contract with Klickitat County for law enforcement services.
- d. Manner of Financing. The parties intend to finance this agreement in cash as part of their general fund budgets.
- e. Termination of Agreement. The parties shall have the right to terminate this agreement as provided in Section 23, above.
- f. Other. All terms are covered by this Agreement. No additional terms are contemplated.
- g. Selection of Administrator. The Jail Administrator of Klickitat County shall be the Administrator for this Interlocal Agreement.
- h. Filing. Prior to its entry into force, this agreement shall be filed with the Klickitat County Auditor or, alternatively, listed by subject on a public agency's web site or other electronically retrievable public source.

[Signatures appear on next page]

IN WITNESS WHEREOF, the parties here have signed this agreement this \_\_\_\_ day of \_\_\_\_\_ 2026.

CITY OF WHITE SALMON  
A MUNICIPAL CORPORATION

BOARD OF COUNTY COMMISSIONERS  
Klickitat County, Washington

\_\_\_\_\_  
Marla Keethler, Mayor

\_\_\_\_\_  
Ron Ihrig, Chairman

\_\_\_\_\_  
Todd Andrews, Commissioner

\_\_\_\_\_  
Lori Zoller, Commissioner

\_\_\_\_\_  
Mike Hepner, Chief of Police

\_\_\_\_\_  
[Bill Frantz](#) Jail Administrator

ATTEST:

ATTEST:  
Clerk of the Board

\_\_\_\_\_  
White Salmon, Clerk Treasurer

\_\_\_\_\_  
In and for the County of Klickitat,  
State of Washington

APPROVED AS TO FORM:

APPROVED AS TO FORM:

\_\_\_\_\_  
White Salmon, City Attorney

\_\_\_\_\_  
Klickitat County Prosecuting Attorney

KLICKITAT COUNTY/CITY OF WHITE SALMON AGREEMENT  
FOR INCARCERATION OF CITY PRISONERS

THIS AGREEMENT is made and entered into by and between KLICKITAT COUNTY, a municipal corporation, having its principal offices at 205 S Columbus Ave, Goldendale, Washington, 98620 (The County) and the Bingen-White Salmon Police Department or City of White Salmon (Contract Agency), having its principal offices at 142 E Jewett Blvd, White Salmon, Washington, 98672.

**WHEREAS** the County is authorized by law to operate a jail for misdemeanants and felons and the Contract Agency is authorized by law to operate a jail for misdemeanants and felons;

**WHEREAS** the Contracting Agency wishes to designate the County jail as a place of confinement for the incarceration of one or more prisoners lawfully committed to the Contract Agency's custody;

**WHEREAS** the County is amenable to accepting and keeping prisoners received from the Contract Agency in the County's custody at its jail for a rate of compensation mutually agreed to herein;

**WHEREAS** RCW 39.34.080 and other Washington laws authorize any public agency to contract with another public agency to perform services and activities that each such public agency is authorized by law to perform; and

**WHEREAS**, the County and Contract Agency have considered the anticipated costs of incarceration services and potential revenues to fund such services and determined it is in each of their best interests to enter into this Agreement as authorized and provided for by RCW 39.34.080 and other Washington law.

**AGREEMENT**

For and in consideration of the conditions, covenants and agreements contained herein the parties agree as follows;

**1. PURPOSE:**

It is the purpose of this Agreement to provide for the use by the Contract Agency of the County's jail facilities and services located at the Klickitat County Department of Corrections located at 205 S. Columbus Ave, Goldendale, Washington, 98620.

## 2. DETENTION/INCARCERATION:

The County shall incarcerate persons received from Contract Agency until the following occur:

- a. Expiration of the term of confinement as indicated in a Warrant or Order of Commitment; or
- b. Upon posting of bail; or
- c. Receipt of a directive from law enforcement officer or prosecuting attorney of the Contract Agency to release such person held under probable cause without judicial process; or
- d. For those held upon probable cause without judicial process upon the passage of forty-eight (48) hours; provided, prior to releasing any person pursuant to this subsection, the County shall attempt to contact the Contract Agency to ascertain the Contract Agency's desire with regard to said person; provided the Contract Agency shall hold the County harmless as set forth in Section 18 for any claim or action resulting from the detention of an individual wrongly detained at the direction of the Contract Agency.

## 3. CONTRACT REPRESENTATIVES:

All written notices, reports and correspondence required or allowed by this Agreement shall be sent to the following:

County: Klickitat County Department of Corrections  
 Chief Jail Administrator: Bill Frantz  
 County Administrator [Robb Van Cleave](#)  
 205 S Columbus, MS 223 Goldendale, WA 98620  
 Phone 509-250-2665

Contract Agency: Bingen-White Salmon Police Department  
 Mayor: Marla Keethler  
 City Clerk: Erika Castro-Guzman  
 PO Box 2139, White Salmon, WA 98672  
 Phone: 509 493-1133 X202



#### 4. REVIEW:

The County and the Contracting Agency agree that the Chief Jail Administrator responsible for the Jail and the Bingen-White Salmon Chief of Police of the Contract Agency, will meet as needed to discuss this agreement and to address any differences between them as to the application of the agreement. Any discrepancies between the County and the Contract Agency should be addressed as soon as possible to ensure the agreement is being implemented according to the intent of the parties.

#### 5. PAYMENT:

The contract agency has agreed to pay annually with a cost of living increase equal to 3% per year and will make quarterly payments to the Klickitat County Department of Corrections. Additionally, the contract agency agrees to pay all medical costs related to contract agency inmates during their incarceration at Klickitat County Jail.

Year	Previous Year Base Fee	Cost of Living 3 %	Total for Year
2026	\$38,907	N/A	38,907
2027	\$38,907	\$1,167.21	\$41,074.21
2028	\$41,074.21	\$1,232.23	\$42,306.23
2029	\$42,306.23	\$1,269.19	\$43,575.42

#### 6. AVAILABILITY OF JAIL FACILITIES:

Subject to the County's rights with respect to certain prisoners set forth in Sections 9 and 10 herein, the County will accept and keep prisoners at the request of the Contract Agency, unless the County, in its sole discretion, determines that the jail population is at capacity or so near capacity that there is a risk that the reasonable operational capacity limits of the County's jail might be reached or exceeded if the County does not begin to refuse or request removal of prisoners.

## 7. **Determination of Case Status:**

The Prosecuting Attorney shall have the sole authority to determine which felony cases submitted by the Contract Agency shall be charged as felonies and which as gross misdemeanors/misdemeanors. Nothing in this contract prevents the County from seeking reimbursement for felony medical costs prior to conviction as provided in RCW 70.48.130.

- a. Other Costs. The Contract Agency shall also pay such other costs to the County or third parties as set forth herein, including but not limited to any medical costs required by Section 8.
- b. Billing. The County will bill the Contracting Agency on a Quarterly basis for all amounts due to the County under this Agreement for the services rendered in the prior calendar quarterly month. Such fees shall be due and payable by the Contract Agency to the County within 30 days after receipt of the quarterly invoice.

## 8. **MEDICAL COSTS AND TREATMENT:**

- a. Services Provided. Upon transfer of custody of a prisoner to the County, the County will provide or arrange for such medical, psychiatric, and dental services as may be necessary to safeguard the prisoner's health while confined, in accordance with the policies and rules of the County jail. The County contracts with a health care consultant for in-house medical care in the jail. The costs of these services are included in the annual contract rate charged to contract agency.
- b. Cost Responsibility. Pursuant to RCW 70.48.130, the County shall provide routine and regular health care checkups on the Contract Agency inmates. The Contract Agency shall be responsible for any extraordinary or emergency medical costs incurred by the County's inmates provided, if at all reasonably practicable, the County shall provide the Contract Agency notice prior to incurring any extraordinary or emergency medical costs. Such extraordinary or emergency medical costs shall include but not be limited to surgeries, treatment of broken bones, major dental care, or any medical or dental services that require the inmate to leave the jail facility. The Contract Agency is not responsible for medical costs from injuries that occur while an inmate is working in the County Jail or on the Klickitat County Non-Custody Work Crew Program, including injuries caused by other inmates or by property or persons supervised by the Klickitat County Department of Corrections. Prisoners arrested and confined on warrants issued in Klickitat County shall be the responsibility of the originating agency. Outside warrants will be the responsibility of Klickitat County for Medical payments.
- c. Emergency. Non-emergent and Non-Hospital Care outside the Jail. For emergency hospital care outside of the jail, the County will notify the Contract Agency within four (4) hours of transport at (509)493-1177. This is the phone number to the Bingen-White Salmon Police Department.
- d. Pre-Confinement Consents or refusals. If a Contract Agency prisoner has received or refused any medical, psychiatric, or dental treatment from the Contract Agency before confinement in the County jail, the Contract Agency shall provide to the County all written verification of any authorization of or refusal to authorize care or treatment for such prisoner.

- e. Return for Medical Services. Nothing herein shall preclude the Contract Agency from retaking custody of an ill or injured prisoner by picking the prisoner up for transfer at the County jail; provided, in situations the County deems that a prisoner requires emergency medical care, the County shall have the right to arrange for emergency medical services (at the Contract Agency's expense) notwithstanding a request from the Contract Agency to retake custody of the prisoner.
- f. Records. The County shall keep records of all medical, psychiatric, or dental services it provides to a prisoner as required by law.
- g. No Waiver of Right to Seek Reimbursement. The above paragraphs relating to medical costs are intended solely to define the obligations between the parties to this agreement. Nothing contained within the provisions of this agreement shall be construed to waive the rights of either party to seek reimbursement for costs from the department of social and health services, or from the prisoner, or any other responsible third party.

## 9. **TRANSPORTATION OF CONTRACT PRISONERS:**

- a. Transport without Cost. Contract Agency shall provide or arrange for transportation of its prisoners to and from the Klickitat County Jail except when the transportation is determined by County staff to be necessary to secure emergency medical evaluation or treatment or when transportation is required to support the orderly operation of the Jail.
- b. Transport with Costs. The Contract Agency shall be responsible for transportation of all its prisoners to the jail facilities for initial booking. The Contract Agency shall be responsible for transportation of all its prisoners from the jail facilities for all appearances in the Municipal Court if outside the Klickitat County Court House located at the Pioneer Center, 501NE Washington St, White Salmon, WA 98672. For any additional transports by the County required by court order, to secure emergency medical treatment, or made at the Contract Agency's request, the Contract Agency shall reimburse the County at Fifty dollars (\$50) per hour, per officer which fee will not include any time other than that necessary to transport City inmates and await the conclusion of the appearance of said inmates. There shall be no fee for the County providing for the appearance of inmates by video, and the County shall arrange for such appearances upon request of the City or the West District Court of Klickitat County.
- c. Contract Agency Transport. The Contract Agency shall provide at least 24 hours written notice to the County prior to transporting a prisoner from the County Jail. Except as limited by Section 8(a), the Contract agency shall be responsible for retaking custody of a prisoner at the County jail and for transporting the prisoner.

## 10. TRANSFER OF CUSTODY:

- a. Commencement of Custody by County. Custody of a Contract Agency's prisoner to the County shall be deemed transferred when officers from the Klickitat County Department of Corrections have completed the prebooking assessment and determined the prisoner is medically and psychologically fit for confinement at the Jail. The County will not take such control of a prisoner until the Contract Agency has delivered copies of all records in its possession pertaining to the prisoner's incarceration by the Contract Agency or its agent, including a copy or summary of the prisoner's medical records if available by the Contracting Agency or its agent. If the County requests additional information regarding a particular prisoner, then the parties shall mutually cooperate to obtain such information. Absent compliance with existing policies, the County shall not be required to take custody of or assume control of or responsibility for any property of the prisoner. The Contract Agency's officers, when transporting a prisoner to the jail, shall be responsible for ensuring that all paperwork is in order and that all property allowed to be transported with the prisoner is properly packaged. The County will not take physical control and assume custody of a prisoner to be confined unless all paperwork and property of the prisoner are in order.

The Contract Agency shall be solely responsible for determining that the individuals presented for detention are detainable and shall certify by the act of presenting an adult person for detention, that said person is legally detainable and County shall bear no responsibility to ensure that said individuals are legally detainable. The Contract Agency shall hold the County harmless as set forth in Section 18 for any claim or actions resulting from the detention of an individual wrongly presented by the Contract Agency for detention.

When custody of a Contract Agency prisoner is transferred to the County, the Contract Agency prisoner shall be subject to all applicable rules, regulation and standards governing operation of the County jail, including any emergency security rules imposed by the jail. Any Contract Agency police officer delivering a prisoner to the County jail shall comply with reasonable rules and regulations of the County jail.

- b. Further Transfer of Custody. Except as otherwise allowed by Section 11 of this Agreement, the County will not transfer custody of any prisoner confined pursuant to this Agreement to any agency other than to the Contract Agency without the written authorization from a court of competent jurisdiction.
- c. Responsibilities upon Assumption of Custody. Upon transfer of custody to the County, it shall be the County's responsibility to confine the prisoner; to supervise, the discipline and control said prisoner; and to administer the prisoner's sentence pursuant to the order of the committing court in the State of Washington. During such confinement, the County shall provide and furnish or arrange for all necessary medical and hospital services and supplies in accordance with Section 7 of this Agreement.
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The Contract Agency's prisoners may be removed from the County jail for the following reason(s):

- a. Request by Contract Agency. Upon written request by a supervisory member of the Contract Agency for transfer of custody back to the Contract Agency.
- b. Court Order. By order of a court having jurisdiction over a Contract Agency's prisoner. In such case, transport, if any, will be pursuant to Section 8 above.
- c. Treatment Outside of Jail. For medical, psychiatric, or dental treatment or care not available within the County jail.
- d. Catastrophe. In the event of any catastrophic condition presenting, in the sole discretion of the County, an eminent danger to the safety of the prisoner(s) or personnel of the County. In such case, the County will inform the Contract Agency, at the earliest practicable time, of the whereabouts of the prisoner(s) so removed and shall exercise reasonable care for the safekeeping and custody of such prisoner(s).

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- a. Access to Facility. The County agrees to manage, maintain, and operate its facilities consistent with all applicable federal, state, and local laws.
- b. Access to Prisoners. Contract Agency personnel shall have the right to interview prisoners from the Contract Agency at any reasonable time within the jail. Contract Agency officers shall be afforded equal priority for use of jail interview rooms.

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- a. Escapes. In the event of an escape by a Contract Agency's prisoner from the County jail, the Contract Agency will be notified in writing as soon as practical. The County will have the primary authority to direct the investigation and to pursue the prisoner within its jurisdiction. Any costs related to the investigation and pursuit within its jurisdiction will be the responsibility of the County. The county will not be required to pursue and return the Contract Agency's escaped prisoner from outside of the County.
- b. Deaths. In the event of a death of a Contract Agency prisoner in the County jail, the Contract Agency shall be promptly notified. The Klickitat County Sheriff's Office or the Goldendale Police Department may investigate the circumstances of the death and the Contract Agency may join in the investigation. The County shall release jurisdiction of the body to the Klickitat County Coroner.

## 17. POSTING OF BAIL:

The County shall serve as agent for the Contract Agency in receipt of any bail bonds or any monies posted for or by a Contract Agency's prisoner with the County, and any such bonds or monies will be forwarded to the proper agency the next business day.

## 18. RECORD KEEPING:

The County agrees to maintain a system of record keeping relative to the booking and confinement of each of the Contract Agency's prisoners. The County shall make copies of said records available without cost to the Contract Agency upon its request.

## 19. INDEMNIFICATION, HOLD HARMLESS AND INSURANCE:

- a. The Contract Agency. The Contract Agency agrees to defend, indemnify, and hold harmless the County, its appointed and elected officials, employees, and agents from and against all liability, loss, cost, damage, and expense, including costs and attorney's fees in defense thereof because of actions, claims or lawsuits alleging damages sustained by any person or property including death at any time resulting thereof, arising from, or alleged to have arisen from:
  1. The Contract Agency's performance under this Agreement or as a consequence of any wrongful or negligent acts or omission of the Contract Agency, its appointed and elected officials, employees, and agents;
  2. Wrongful detention of a Contract Agency prisoner as a result of the Contract Agency's actions;
  3. Failure or refusal to timely release a Contract Agency prisoner as a result of the Contract Agency's actions.

To the extent the claim, damages, losses, and expenses are caused by intentional acts of or by the concurrent negligence of the County, its officers, agents, or employees, the Contract Agency's indemnification obligation hereunder shall be limited to the Contract Agency's proportionate share of liability as agreed to by the parties to this Agreement or determined by a court of competent jurisdiction.

- b. The County. The County agrees to defend, indemnify, and hold harmless the Contract Agency, its appointed and elected officials, employees, and agents from and against all liability, loss, cost, damage, and expense, including costs and attorney's fees in defense thereof because of actions, claims or lawsuits alleging damages sustained by any person or property including death at any time resulting thereof, arising from, or alleged to have arisen from:
  - 1. The County's performance under this Agreement or as a consequence of any wrongful or negligent acts or omission of the County, its appointed and elected officials, employees, and agents;
  - 2. Wrongful detention of a Contract Agency prisoner as a result of the County's actions;
  - 3. County's failure or refusal to timely release a Contract Agency prisoner.

To the extent the claim, damages, losses, and expenses are caused by intentional acts of or by the concurrent negligence of the Contract Agency, its officers, agents, or employees, The County's indemnification obligation hereunder shall be limited to the County's proportionate share of liability as agreed to by the parties to this Agreement or determined by a court of competent jurisdiction.

- c. Insurance Requirement. The County and the Contract Agency shall maintain and provide evidence of liability coverage.

The terms of Section 19 INDEMNIFICATION HOLD HARMLESS AND INSURANCE shall survive the termination or expiration of this Agreement.

## **20. NON-DISCRIMINATION POLICY:**

The County and the Contract Agency agree not to discriminate in the performance of this Agreement because of race, color, national origin, sex, sexual orientation, age, religion, creed, marital status, disabled or Vietnam era veteran status, or the presence of any physical, mental, or sensory handicap.

## **21. ADMINISTRATION/DISPOSAL OF PROPERTY:**

This Agreement is executed in accordance with the authority of Chapter 39.34 RCW, the Interlocal Cooperation Act. Pursuant to the provisions of RCW 39.34.030, the Klickitat County Department of Corrections shall be responsible for administering the confinement of prisoners hereunder. No real or personal property will be jointly acquired by the parties under this agreement. All property owned by each of the parties shall remain its sole property to hold and dispose of in its sole discretion.



**22. WAIVER OF RIGHTS:**

No waiver of any right under this Agreement shall be effective unless made in writing by an authorized representative of the party to be bound thereby. Failure to insist upon full performance on any occasion shall not constitute consent to or waiver of any continuation of nonperformance or any later nonperformance; nor does payment of a billing or continued performance, after notice of a deficiency in performance, constitutes acquiescence thereto.

**23. TERMINATION:**

This Agreement may be terminated prior to expiration by written notice from either party delivered by regular mail to the contact person at address set forth herein. Termination by said notice shall become effective one hundred twenty (120) days after receipt of such notice. The notice shall set forth the reason the party wishes to terminate the Agreement and the specific plan for accommodating the affected prisoners, if any.

**24. DURATION:**

The term of this Agreement shall be for a period of four (4) years from January 1, 2026 through December 31, 2030 plus forty-five (45) days. Nothing in this agreement shall be construed to make it necessary for the Contracting Agency to continuously house prisoners with the County.

**25. MODIFICATION:**

This Agreement may only be modified by a written instrument signed by both parties.

**26. GOVERNING LAW/VENUE:**

The parties hereto agree that, except where expressly otherwise provided, the laws and administrative rules and regulations of the State of Washington shall govern in any matter relating to this Agreement and to a prisoner's confinement under this Agreement. This Agreement shall be construed and interpreted in accordance with the laws of the state of Washington and in the event of dispute; the venue for any action brought hereunder shall be in Klickitat County Superior Court.

**27. MISCELLANEOUS:**

In providing these services to the Contract Agency, the County is an independent contractor and neither its officers, agents, nor employees are employees of the Contract Agency for any purpose including responsibility for any federal or state tax, industrial insurance, or Social Security liability. No provision of services under this Agreement shall give rise to any claim of career service or civil service right, which may accrue to an employee of the Contract Agency under any applicable law, rule, or regulation.

The Contract Agency agrees to allow the County access and use of the Contract Agency's drug/detection dog as needed by the County whenever acceptable.

## 28. SEVERABILITY:

If any provision of this contract shall be held invalid, the remainder of this contract shall not be affected thereby if such remainder would then continue to serve the purposes and objectives of both parties.

## 29. INTERLOCAL AGREEMENT REPRESENTATIONS

This is an interlocal agreement pursuant to RCW Ch 39.34 and the parties make the following representations:

- a. Duration. This AGREEMENT shall terminate on December 31, 2030 or as otherwise provided in Section 24, above.
- b. Organization. No new entity will be created to administer this agreement.
- c. Purpose. The purpose is to enable the City of White Salmon to contract with Klickitat County for law enforcement services.
- d. Manner of Financing. The parties intend to finance this agreement in cash as part of their general fund budgets.
- e. Termination of Agreement. The parties shall have the right to terminate this agreement as provided in Section 23, above.
- f. Other. All terms are covered by this Agreement. No additional terms are contemplated.
- g. Selection of Administrator. The Jail Administrator of Klickitat County shall be the Administrator for this Interlocal Agreement.
- h. Filing. Prior to its entry into force, this agreement shall be filed with the Klickitat County Auditor or, alternatively, listed by subject on a public agency's web site or other electronically retrievable public source.

[Signatures appear on next page]

IN WITNESS WHEREOF, the parties here have signed this agreement this \_\_\_\_ day of \_\_\_\_\_ 2026.

CITY OF WHITE SALMON  
A MUNICIPAL CORPORATION

BOARD OF COUNTY COMMISSIONERS  
Klickitat County, Washington

\_\_\_\_\_  
Marla Keethler, Mayor

\_\_\_\_\_  
Ron Ihrig, Chairman

\_\_\_\_\_  
Todd Andrews, Commissioner

\_\_\_\_\_  
Lori Zoller, Commissioner

\_\_\_\_\_  
Mike Hepner, Chief of Police

\_\_\_\_\_  
Bill Frantz Jail Administrator

ATTEST:

ATTEST:  
Clerk of the Board

\_\_\_\_\_  
Erika Castro Guzman, City Clerk

\_\_\_\_\_  
In and for the County of Klickitat,  
State of Washington

APPROVED AS TO FORM:

APPROVED AS TO FORM:

\_\_\_\_\_  
Shawn MacPherson, City Attorney

\_\_\_\_\_  
Klickitat County Prosecuting Attorney

**File Attachments for Item:**

G. Pay App No. 1 - Tapani Inc - Transmission Main Replacement Phase IIA



## COUNCIL REPORT



### Business Item

Needs Legal Review:

Meeting Date:

Agenda Item:

Presented By:



### Consent Agenda

No, Not Necessary

January 21, 2026

Pay App No. 1-Tapani Inc/ Transmission Main Replacement Phase IIA

Chris True, Public Works Director

### Action Required:

Approval of Pay App No. 1- Tapani Inc/ Transmission Main Replacement Phase IIA not to exceed \$43,040.

### Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Pay App No. 1- Tapani Inc/ Transmission Main Replacement Phase IIA not to exceed \$43,040.

### Background of Issue:

This application to cover overhead expenses for bonds, insurance, and submittals for long led materials listed as part of mobilization in the Contract Documents.

### Council Options:

City Council has the following options available at this time:

1. Accept the Staff Recommendation.
2. Revise the Staff Recommendation.
3. Other action as desired by council.

### Fiscal Analysis:

Funded through PWB.

### Policy & Plan Implications:

WSP and CFIP

### Recommendation of Staff/Committee:

Staff Recommends approval Pay App No. 1- Tapani Inc/ Transmission Main Replacement Phase IIA not to exceed \$43,040.

### CONTRACTOR'S APPLICATION FOR PAYMENT

**Owner:** City of White Salmon, Washington

**Engineer:** Anderson Perry & Associates, Inc.

**Contractor:** Tapani, Inc.

**Project:** Transmission Main Replacement Phase IIA

**Application No.:** 1                      **Application Date:** 1/13/2026

**Application Period:** **From** 1/1/2026 **to** 1/15/2026

1. Original Contract Price	\$ 5,403,672.00
2. Net change by Change Orders	\$ -
3. Current Contract Price (Line 1 + Line 2)	\$ 5,403,672.00
4. Total Work completed and materials stored to date (see attached)	\$ 40,000.00
5. Retainage Withheld (N/A)	\$ -
6. Retainage Paid	\$ -
7. Sales Tax (7.6%)	\$ 3,040.00
8. Liquidated Damages Withheld	\$ -
9. Less Previous Applications for Payments	\$ -
10. Amount due this application	\$ 43,040.00

#### Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment; (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective; (4) Record Drawings and required job photos are up-to-date, accurate, and complete for Work performed; and (5) certified payroll forms are current and account for all applicable personnel.

#### Contractor

**By (signature):** Randy Odhiambo Digitally signed by Randy Odhiambo  
DN: cn=US, e=RandyO@Tapani.com, ou=Tapani Inc., cn=Randy Odhiambo  
Reason: I am approving this document  
Date: 2026.01.13 10:30:47-08'00'

**Title:** Project Manager

**Date:** 1/13/2026

#### Recommended by Engineer

**By (signature):** Jay Peninger Digitally signed by Jay Peninger  
Date: 2026.01.13 10:46:37-08'00'

**Title:** Project Manager

**Date:** 1/13/2026

#### Approved by Owner

**By (signature):** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## Progress Estimate

## Contractor's Application for Payment

Owner: City of White Salmon, Washington

Engineer: Anderson Perry &amp; Associates, Inc.

Contractor: Tapani, Inc.

Project: Transmission Main Replacement Phase IIA

Application No.: 1

Application Period: From 01/01/26 to 01/15/26

Application Date: 01/13/26

Bid Item No.	Description	Contract Information				Previous		This Period (Calculated)		Total to Date (Basis of Payment)	
		Qty.	Unit	Unit Price	Value of Bid Item	Qty.	Amount	Qty.	Amount	Qty.	Amount
Original Contract											
1	Mobilization/Demobilization	All Req'd	LS	\$400,000.00	\$400,000.00		-	10%	\$40,000.00	10%	\$40,000.00
2	Construction Facilities and Temporary Controls	All Req'd	LS	\$250,000.00	\$250,000.00		-	0%	\$0.00		\$0.00
3	Trench Excavation Safety System	All Req'd	LS	\$75,000.00	\$75,000.00		-	0%	\$0.00		\$0.00
4	Potholing all Connections and Known Utility Crossings	All Req'd	LS	\$65,056.00	\$65,056.00		-	0%	\$0.00		\$0.00
5	Additional Potholing	40	HR	\$50.00	\$2,000.00		-	0	\$0.00		\$0.00
6	Cap Existing 14-In. Water Main	7	EA	\$1,200.00	\$8,400.00		-	0	\$0.00		\$0.00
7	Cap Existing 14-In. Water Main on SR 141 Alternate	All Req'd	LS	\$7,500.00	\$7,500.00		-	0%	\$0.00		\$0.00
8	CDF Placement	100	CY	\$375.00	\$37,500.00		-	0	\$0.00		\$0.00
9	Rock Excavation	1,800	CY	\$50.00	\$90,000.00		-	0	\$0.00		\$0.00
10	Foundation Stabilization	120	CY	\$75.00	\$9,000.00		-	0	\$0.00		\$0.00
11	Retaining Wall	30	CY	\$400.00	\$12,000.00		-	0	\$0.00		\$0.00
12	Gravity Wall	70	SF	\$85.00	\$5,950.00		-	0	\$0.00		\$0.00
13	Asphalt Removal	10,200	SY	\$0.50	\$5,100.00		-	0	\$0.00		\$0.00
14	Pavement Grinding	7,000	SY	\$5.50	\$38,500.00		-	0	\$0.00		\$0.00
15	Temporary Asphalt Installation and Removal, 2-In. Thick	700	LF	\$28.00	\$19,600.00		-	0	\$0.00		\$0.00
16	Temporary Asphalt Installation and Removal, 3-In. Thick	9,150	LF	\$17.00	\$155,550.00		-	0	\$0.00		\$0.00
17	Repair of Unmarked Storm Drain Line	5	EA	\$50.00	\$250.00		-	0	\$0.00		\$0.00
18	Repair of Unmarked Water Service Line	5	EA	\$50.00	\$250.00		-	0	\$0.00		\$0.00
19	Repair of Unmarked Irrigation System	20	EA	\$50.00	\$1,000.00		-	0	\$0.00		\$0.00
20	Asphalt Restoration, HMA Cl. 1/2-In. PG 64-28	4,800	TON	\$145.00	\$696,000.00		-	0	\$0.00		\$0.00
21	Job Mix Compliance Price Adjustment	1	CALC	\$1.00	\$1.00		-	0	\$0.00		\$0.00
22	Compaction Price Adjustment	1	CALC	\$1.00	\$1.00		-	0	\$0.00		\$0.00
23	Cyclic Density Price Adjustment	1	CALC	\$1.00	\$1.00		-	0	\$0.00		\$0.00
24	Pavement Marking Restoration	All Req'd	LS	\$10,000.00	\$10,000.00		-	0%	\$0.00		\$0.00
25	Gravel Surfacing	6,550	SY	\$2.50	\$16,375.00		-	0	\$0.00		\$0.00
26	Erosion Control Matting	1,400	SY	\$4.00	\$5,600.00		-	0	\$0.00		\$0.00
27	Landscaping Restoration	750	SY	\$2.50	\$1,875.00		-	0	\$0.00		\$0.00
28	Agricultural Restoration	4,000	LF	\$3.00	\$12,000.00		-	0	\$0.00		\$0.00
29	4-In. Restrained DI Water Main, Class 350	100	LF	\$160.00	\$16,000.00		-	0	\$0.00		\$0.00
30	6-In. Restrained DI Water Main, Class 350	270	LF	\$105.00	\$28,350.00		-	0	\$0.00		\$0.00
31	8-In. Restrained DI Water Main, Class 350	870	LF	\$130.00	\$113,100.00		-	0	\$0.00		\$0.00
32	20-In. Restrained DI Water Main, Class 350	3,620	LF	\$310.00	\$1,122,200.00		-	0	\$0.00		\$0.00
33	Installation 20-In. Restrained DI Water Main, Class 350 (Owner-provided)	6,720	LF	\$80.00	\$537,600.00		-	0	\$0.00		\$0.00
34	1-In. Service Line	920	LF	\$55.00	\$50,600.00		-	0	\$0.00		\$0.00
35	2-In. Service Line	3,280	LF	\$38.00	\$124,640.00		-	0	\$0.00		\$0.00
36	1-In. Service Line, Main Connection	12	EA	\$1,200.00	\$14,400.00		-	0	\$0.00		\$0.00
37	2-In. Service Line, Main Connection	8	EA	\$1,800.00	\$14,400.00		-	0	\$0.00		\$0.00
38	Service Line, Meter Connection	19	EA	\$500.00	\$9,500.00		-	0	\$0.00		\$0.00
39	Relocated Water Meter	19	EA	\$1,650.00	\$31,350.00		-	0	\$0.00		\$0.00
40	Connection to Existing 6-In. Water Main	2	EA	\$3,500.00	\$7,000.00		-	0	\$0.00		\$0.00
41	Connection to Existing 12-In. Water Main	2	EA	\$5,000.00	\$10,000.00		-	0	\$0.00		\$0.00
42	Connection to Existing 14-In. Main at STA A1+05	All Req'd	LS	\$50,000.00	\$50,000.00		-	0%	\$0.00		\$0.00
43	Non-Potable Crossing, CDF	13	EA	\$1,450.00	\$18,850.00		-	0	\$0.00		\$0.00
44	Non-Potable Crossing, Casing Pipe	3	EA	\$12,500.00	\$37,500.00		-	0	\$0.00		\$0.00
45	2-In. Gate Valve	1	EA	\$1,000.00	\$1,000.00		-	0	\$0.00		\$0.00
46	4-In. Gate Valve	5	EA	\$1,300.00	\$6,500.00		-	0	\$0.00		\$0.00

G.

<b>Progress Estimate</b>	<b>Contractor's Application for Payment</b>
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**Owner:** City of White Salmon, Washington

Engineer: Anderson Perry & Associates, Inc.

Contractor: Tapani, Inc.

<b>Project:</b>	Transmission Main Replacement Phase IIA
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Application No.: 1                      Application Period:    From 01/01/26                      to 01/15/26                      Application Date: 01/13/26

Application No.: 1 Application Period: From 01/01/26 to 01/15/26

Application No.: 1                      Application Period:    From 01/01/26                      to 01/15/26                      Application Date: 01/13/26

Bid Item No.	Description	Contract Information				Previous		This Period (Calculated)		Total to Date (Basis of Payment)	
		Qty.	Unit	Unit Price	Value of Bid Item	Qty.	Amount	Qty.	Amount	Qty.	Amount
47	6-In. Gate Valve	1	EA	\$1,800.00	\$1,800.00		-	0	\$0.00		\$0.00
48	8-In. Gate Valve	2	EA	\$3,500.00	\$7,000.00		-	0	\$0.00		\$0.00
49	20-In. Butterfly Valve, 150 psi	1	EA	\$11,500.00	\$11,500.00		-	0	\$0.00		\$0.00
50	20-In. Butterfly Valve, 250 psi	10	EA	\$13,000.00	\$130,000.00		-	0	\$0.00		\$0.00
51	1-In. Pressure Reducing Valve (PRV) and Box	4	EA	\$8,500.00	\$34,000.00		-	0	\$0.00		\$0.00
52	2-In. PRV and Box	3	EA	\$12,000.00	\$36,000.00		-	0	\$0.00		\$0.00
53	2-In. Combination Air and Vacuum Valve and Vault	1	EA	\$13,000.00	\$13,000.00		-	0	\$0.00		\$0.00
54	3-inch Combination Air and Vacuum Valve and Vault	2	EA	\$28,000.00	\$56,000.00		-	0	\$0.00		\$0.00
55	3-In. In-line Combination Air Vacuum Valve and Vault	1	EA	\$50,000.00	\$50,000.00		-	0	\$0.00		\$0.00
56	4-In. Combination Air and Vacuum Valve and Vault	2	EA	\$30,000.00	\$60,000.00		-	0	\$0.00		\$0.00
57	Fire Hydrant and Auxiliary Valve	2	EA	\$10,000.00	\$20,000.00		-	0	\$0.00		\$0.00
58	Bollard	8	EA	\$900.00	\$7,200.00		-	0	\$0.00		\$0.00
59	Blowoff Assembly and Auxiliary Valve	8	EA	\$3,500.00	\$28,000.00		-	0	\$0.00		\$0.00
60	Locate Wire Access Box	4	EA	\$550.00	\$2,200.00		-	0	\$0.00		\$0.00
61	Utility Marker	59	EA	\$200.00	\$11,800.00		-	0	\$0.00		\$0.00
62	Frost-free Yard Hydrant	2	EA	\$2,500.00	\$5,000.00		-	0	\$0.00		\$0.00
63	Water Sampling Station	1	EA	\$6,000.00	\$6,000.00		-	0	\$0.00		\$0.00
64	Temporary Water Service	All Req'd	LS	\$50,000.00	\$50,000.00		-	0%	\$0.00		\$0.00
65	Pressure Pipe Flushing, Testing, and Disinfection of 20-In. Water Main	All Req'd	LS	\$25,000.00	\$25,000.00		-	0%	\$0.00		\$0.00
66	Brislawn PRV Station	All Req'd	LS	\$115,000.00	\$115,000.00		-	0%	\$0.00		\$0.00
67	Forester PRV Station	All Req'd	LS	\$115,000.00	\$115,000.00		-	0%	\$0.00		\$0.00
68	Knoll Road PRV Station	All Req'd	LS	\$115,000.00	\$115,000.00		-	0%	\$0.00		\$0.00
69	Apprenticeship Incentive	1	CALC	\$5,000.00	\$5,000.00		-	0	\$0.00		\$0.00
70	Apprenticeship Penalty	1		\$1.00	\$1.00		-	0	\$0.00		\$0.00
Original Contract Totals					\$ 5,022,000.00		\$ -		\$40,000.00		\$40,000.00
*Contract with Sales Tax (7.6%)					\$ 5,403,672.00						
Change Orders											
1-1	Sales Tax Increase 7.5% to 7.6% (informational only, *added to Contract)				\$5,022.00		-	0	\$0.00		\$0.00
					\$0.00		-	0	\$0.00		\$0.00
					\$0.00		-	0	\$0.00		\$0.00
					\$0.00		-	0	\$0.00		\$0.00
					\$0.00		-	0	\$0.00		\$0.00
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					\$0.00		-	0	\$0.00		\$0.00
					\$0.00		-	0	\$0.00		\$0.00
					\$0.00		-	0	\$0.00		\$0.00
					\$0.00		-	0	\$0.00		\$0.00
Change Order Totals					\$0.00		\$ -		\$0.00		\$0.00



Progress Estimate										Contractor's Application for Payment			
Owner: <u>City of White Salmon, Washington</u>													
Engineer: <u>Anderson Perry &amp; Associates, Inc.</u>													
Contractor: <u>Tapani, Inc.</u>													
Project: <u>Transmission Main Replacement Phase IIA</u>													
Application No.: <u>1</u>		Application Period: From <u>01/01/26</u> to <u>01/15/26</u>		Application Date: <u>01/13/26</u>									
Bid Item No.	Description	Contract Information				Previous		This Period (Calculated)		Total to Date (Basis of Payment)			
		Qty.	Unit	Unit Price	Value of Bid Item	Qty.	Amount	Qty.	Amount	Qty.	Amount		
Materials Stored to Date													
					\$0.00		-	0	\$0.00		\$0.00		
					\$0.00		-	0	\$0.00		\$0.00		
					\$0.00		-	0	\$0.00		\$0.00		
Total Materials Stored to Date					\$0.00		\$ -		\$0.00		\$0.00		
Original Contract, Change Orders, and Materials Stored to Date													
Pre-tax Total					\$ 5,022,000.00		\$ -		\$ 40,000.00		\$ 40,000.00		
Sales Tax (7.6%)					\$ 381,672.00		\$ -		\$ 3,040.00		\$ 3,040.00		
Retainage (N/A)													
TOTAL					\$ 5,403,672.00		\$ -		\$ 43,040.00		\$ 43,040.00		
Percent of Contract Price Completed to Date 0.74%													

**File Attachments for Item:**

H. Pay App No. 3 - Slateco, LLC - Buck Creek Roof Replacement Project



## COUNCIL REPORT



### Business Item

Needs Legal Review:

Meeting Date:

Agenda Item:

Presented By:



### Consent Agenda

No, Not Necessary

January 21, 2026

Pay App No. 3 - Slateco, LLC Buck Creek Roof Replacement project

Chris True, PWD

### Action Required:

Approval of Pay App No. 3 Slateco, LLC Buck Creek Roof Replacement project not to exceed \$30,140.13

### Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approval of Pay App No. 3 Slateco, LLC Buck Creek Roof Replacement project not to exceed \$30,140.13

### Background of Issue:

This payment covers work through Dec 31, 2025 on the south bay roof removal and lift.

### Council Options:

City Council has the following options available at this time:

1. Accept the Staff Recommendation.
2. Revise the Staff Recommendation.
3. Other action as desired by council.

### Fiscal Analysis:

Funded through PWB.

### Policy & Plan Implications:

WSP and CFIP

### Recommendation of Staff/Committee:

Staff Recommends approval of Pay App No. 3 Slateco, LLC Buck Creek Roof Replacement project not to exceed \$30,140.13.

**APPLICATION FOR PAYMENT NO. 3**  
**CITY OF WHITE SALMON, WASHINGTON**  
**BUCK CREEK WTER TREATMENT PLANT ROOF IMPROVEMENTS**

TO White Salmon, Washington (OWNER)

FROM Slateco, LLC (CONTRACTOR)

For Work accomplished through the date of: December 31, 2025

1.	Original Contract Price	\$	736,428.75
2.	Net Change by Change Orders and Written Amendments (+/-)	\$	72,035.75
3.	Current Contract Price (1 plus 2)	\$	808,464.50
4.	Total Work Completed and Materials On Hand to Date*	\$	482,130.00
5.	Retainage: 5%	\$	(24,106.50)
6.	Sales Tax: Sales Tax (7.5%)	\$	36,159.76
7.	Liquidated Damages	( \$	- )
8.	Less Previous Application for Payments	\$	464,043.13
9.	<b>DUE THIS APPLICATION (4 minus 5, plus 6, minus 7 and 8)</b>	<b>\$</b>	<b>30,140.13</b>

\* Line 4 may not match Line 3 on final Application for Payment due to bid versus constructed quantity differences on unit price work.

Accompanying Documentation:

Contractor's Certification:

The undersigned Contractor certifies that (1) all previous progress payments received from Owner, if any, on account of Work done under the Contract referred to above have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Application; (2) title of all Work, materials, and equipment incorporated in said Work or otherwise listed in, or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Lien, security interest, or encumbrance); (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective; and (4) Record Drawings and required job photos are up-to-date, accurate, and complete for Work performed.

Dated 1/13/26

Slateco, LLC

CONTRACTOR

By: Royce Lindberg

Payment of the above AMOUNT DUE THIS APPLICATION is recommended

Dated 1/20/2026

Anderson Perry & Associates, Inc.

ENGINEER

By: Jay Peninger Digitally signed by Jay Peninger  
Date: 2026.01.20 07:28:26-08'00'

APPROVED by Owner:

White Salmon, Washington

OWNER

Dated \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

**APPLICATION FOR PAYMENT NO. 3**  
**CITY OF WHITE SALMON, WASHINGTON**  
**BUCK CREEK WTER TREATMENT PLANT ROOF IMPROVEMENTS**

Date:

Page 2 of 3

**FROM: Slateco, LLC****TO: White Salmon, Washington**

Date of Completion

Contract Amount

Date of Estimate

Original: January 2, 2026

Original Amount of Contract: \$ 736,428.75

From: December 16, 2025

Revised: January 29, 2026

Change Orders: (+ or -) \$ 72,035.75

To: December 31, 2025

On Schedule: ☒ Yes ☐ No

Current Contract Amount \$ 808,464.50

Item No.	CONTRACT ITEMS Description	BID PRICES			PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
Base Bid										
1	Mobilization	All Req'd	LS	\$62,000.00	100%	\$62,000.00	0%	\$0.00	100%	\$62,000.00
2	Record Drawings (minimum bid \$1,000)	All Req'd	LS	1,000.00	0%	0.00	0%	0.00	0%	0.00
3	SPCC Plan	All Req'd	LS	500.00	50%	250.00	50%	250.00	100%	500.00
4	Removal of Structures and Obstructions	All Req'd	LS	46,000.00	50%	23,000.00	50%	23,000.00	100%	46,000.00
5	Slow Sand Filter Roof Raise and Replacement	All Req'd	LS	385,000.00	50%	192,500.00	0%	0.00	50%	192,500.00
6	Lighting System	All Req'd	LS	30,000.00	65%	19,500.00	0%	0.00	65%	19,500.00
Additive Alternative 1										
1-1	Mobilization	All Req'd	LS	\$12,000.00	50%	\$6,000.00	0%	\$0.00	50%	\$6,000.00
1-2	Replacement of Sand Filter Media	650	CY	145.00	325	47,125.00	0	0.00	325	47,125.00
1-3	Replacement of Unsuitable Sand Filter Media	70	CY	190.00	35	6,650.00	0	0.00	35	6,650.00
Additive Alternative 2										
2-1	Mobilization	All Req'd	LS	\$6,000.00	100%	\$6,000.00	0%	\$0.00	100%	\$6,000.00
2-2	Removal of Structures and Obstructions	All Req'd	LS	12,000.00	100%	12,000.00	0%	0.00	100%	12,000.00
2-3	Roughing Filter Building Roof Replacement	All Req'd	LS	23,000.00	100%	23,000.00	0%	0.00	100%	23,000.00
Total					398,025.00		23,250.00		421,275.00	
Change Orders		Qty.	Unit	Unit Price	PREVIOUS		THIS PERIOD		TOTAL TO DATE	
Change Order No. 1										
1-1	Removal of Extg Plywood Underlayment/Hatch Replace	All Req'd	LS	\$15,500.00	100%	\$15,500.00	0%	\$0.00	100%	\$15,500.00
1-2	Replace Siding on Sedimentation Basin	All Req'd	LS	4,200.00	100%	4,200.00	0%	0.00	100%	4,200.00
1-3	Additional Haul for Replacement Sand	All Req'd	LS	35,000.00	100%	35,000.00	0%	0.00	100%	35,000.00
Change Order No. 2										
2-1	Additional Electrical Work	All Req'd	LS	\$8,510.00	0%	\$0.00	50%	\$4,255.00	50%	\$4,255.00
2-2	Scraping of Sand Prior to Replacement	All Req'd	LS	3,800.00	0%	0.00	50%	1,900.00	50%	1,900.00
Total All Change Orders					\$ 54,700.00		\$ 6,155.00		\$ 60,855.00	
Materials on Hand:		Qty.	Unit	Unit Price	PREVIOUS		THIS PERIOD		TOTAL TO DATE	
					Qty.	Amount	Qty.	Amount	Qty.	Amount
Total Materials on Hand					\$ 0.00		\$ 0.00		\$ 0.00	
TOTAL WORK COMPLETED AND MATERIALS ON HAND					\$ 452,725.00		\$ 29,405.00		\$ 482,130.00	
SUMMARY										
					PREVIOUS		THIS PERIOD		TOTAL TO DATE	
1. Amount Earned					\$ 452,725.00		\$ 29,405.00		\$ 482,130.00	
2. Amount Retained 5%					\$ (22,636.25)		\$ (1,470.25)		\$ (24,106.50)	
3. Sales Tax (7.5%)					\$ 33,954.38		\$ 2,205.38		\$ 36,159.76	
4. Liquidated Damages					\$ 0.00		\$ 0.00		\$ 0.00	
Amount Due for Payment					\$ 464,043.13		\$ 30,140.13		\$ 494,183.26	
Amount Due for Payment this Estimate							\$ 30,140.13			
Estimated % Job Completed:					64%					

**File Attachments for Item:**

I. Pay App No. 4 - Slateco, LLC - Buck Creek Roof Replacement Project



## COUNCIL REPORT



### Business Item

Needs Legal Review:

Meeting Date:

Agenda Item:

Presented By:



### Consent Agenda

No, Not Necessary

January 21, 2026

Pay App No. 4 - Slateco, LLC Buck Creek Roof Replacement Project

Chris True, PWD

### Action Required:

Approval of Pay App No. 4 Slateco, LLC Buck Creek Roof Replacement project not to exceed \$98,752.50.

### Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approval of Pay App No. 4 Slateco, LLC Buck Creek Roof Replacement project not to exceed \$98,752.50.

### Background of Issue:

This payment covers work through Jan 15, 2026.on the south bay roof removal and lift.

### Council Options:

City Council has the following options available at this time:

1. Accept the Staff Recommendation.
2. Revise the Staff Recommendation.
3. Other action as desired by council.

### Fiscal Analysis:

Funded through PWB.

### Policy & Plan Implications:

WSP and CFIP

### Recommendation of Staff/Committee:

Staff Recommends approval of Pay App No. 4 Slateco, LLC Buck Creek Roof Replacement project not to exceed \$98,752.50.

**APPLICATION FOR PAYMENT NO. 4**  
**CITY OF WHITE SALMON, WASHINGTON**  
**BUCK CREEK WTER TREATMENT PLANT ROOF IMPROVEMENTS**

TO White Salmon, Washington (OWNER)

FROM Slateco, LLC (CONTRACTOR)

For Work accomplished through the date of: January 15, 2026

1.	Original Contract Price	\$	736,428.75
2.	Net Change by Change Orders and Written Amendments (+/-)	\$	98,022.08
3.	Current Contract Price (1 plus 2)	\$	834,450.83
4.	Total Work Completed and Materials On Hand to Date*	\$	578,380.00
5.	Retainage: 5%	\$	(28,919.00)
6.	Sales Tax: Sales Tax (7.5%)	\$	7,315.00
7.	Liquidated Damages	( \$	- )
8.	Less Previous Application for Payments	\$	494,183.25
9.	<b>DUE THIS APPLICATION (4 minus 5, plus 6, minus 7 and 8)</b>	<b>\$</b>	<b>98,752.50</b>

\* Line 4 may not match Line 3 on final Application for Payment due to bid versus constructed quantity differences on unit price work.

Accompanying Documentation:

Contractor's Certification:

The undersigned Contractor certifies that (1) all previous progress payments received from Owner, if any, on account of Work done under the Contract referred to above have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Application; (2) title of all Work, materials, and equipment incorporated in said Work or otherwise listed in, or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Lien, security interest, or encumbrance); (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective; and (4) Record Drawings and required job photos are up-to-date, accurate, and complete for Work performed.

Dated 1/13/26

Slateco, LLC

CONTRACTOR

By: Royce Lindberg

Payment of the above AMOUNT DUE THIS APPLICATION is recommended

Dated 1/20/2026

Anderson Perry & Associates, Inc.

ENGINEER

By: Jay Peninger Digitally signed by Jay Peninger  
Date: 2026.01.20 07:29:56-08'00'

APPROVED by Owner:

White Salmon, Washington

OWNER

Dated \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_



**APPLICATION FOR PAYMENT NO. 4**  
**CITY OF WHITE SALMON, WASHINGTON**  
**BUCK CREEK WTR TREATMENT PLANT ROOF IMPROVEMENTS**

Date: January 14, 2025

Page 2 of 2

**FROM: Slateco, LLC****TO: White Salmon, Washington**

Date of Completion

Original: January 2, 2026

Revised: February 6, 2026

On Schedule: ☒ Yes ☐ No

Contract Amount

Original Amount of Contract: \$ 736,428.75

Change Orders: (+ or -) \$ 98,022.08

Current Contract Amount \$ 834,450.83

Date of Estimate

From: January 1, 2026

To: January 15, 2026

Item No.	CONTRACT ITEMS Description	BID PRICES			PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
Base Bid										
1	Mobilization	All Req'd	LS	\$62,000.00	100%	\$62,000.00	0%	\$0.00	100%	\$62,000.00
2	Record Drawings (minimum bid \$1,000)	All Req'd	LS	1,000.00	0%	0.00	0%	0.00	0%	0.00
3	SPCC Plan	All Req'd	LS	500.00	100%	500.00	0%	0.00	100%	500.00
4	Removal of Structures and Obstructions	All Req'd	LS	46,000.00	100%	46,000.00	0%	0.00	100%	46,000.00
5	Slow Sand Filter Roof Raise and Replacement	All Req'd	LS	385,000.00	50%	192,500.00	25%	96,250.00	75%	288,750.00
6	Lighting System	All Req'd	LS	30,000.00	65%	19,500.00	0%	0.00	65%	19,500.00
Additive Alternative 1										
1-1	Mobilization	All Req'd	LS	\$12,000.00	50%	\$6,000.00	0%	\$0.00	50%	\$6,000.00
1-2	Replacement of Sand Filter Media	650	CY	145.00	325	47,125.00	0	0.00	325	47,125.00
1-3	Replacement of Unsuitable Sand Filter Media	70	CY	190.00	35	6,650.00	0	0.00	35	6,650.00
Additive Alternative 2										
2-1	Mobilization	All Req'd	LS	\$6,000.00	100%	\$6,000.00	0%	\$0.00	100%	\$6,000.00
2-2	Removal of Structures and Obstructions	All Req'd	LS	12,000.00	100%	12,000.00	0%	0.00	100%	12,000.00
2-3	Roughing Filter Building Roof Replacement	All Req'd	LS	23,000.00	100%	23,000.00	0%	0.00	100%	23,000.00
Total					421,275.00		96,250.00		517,525.00	
Change Orders		Qty.	Unit	Unit Price	PREVIOUS		THIS PERIOD		TOTAL TO DATE	
Change Order No. 1										
1-1	Removal of Extg Plywood Underlayment/Hatch Replace	All Req'd	LS	\$15,500.00	100%	\$15,500.00	0%	\$0.00	100%	\$15,500.00
1-2	Replace Siding on Sedimentation Basin	All Req'd	LS	4,200.00	100%	4,200.00	0%	0.00	100%	4,200.00
1-3	Additional Haul for Replacement Sand	All Req'd	LS	35,000.00	100%	35,000.00	0%	0.00	100%	35,000.00
Change Order No. 2										
2-1	Additional Electrical Work	All Req'd	LS	\$8,510.00	50%	\$4,255.00	0%	\$0.00	50%	\$4,255.00
2-2	Scraping of Sand Prior to Replacement	All Req'd	LS	3,800.00	50%	1,900.00	0%	0.00	50%	1,900.00
Change Order No. 3										
3-1	Sales Tax Increase from 7.5% to 7.6% (Informational Only - *added to contract)			\$269.93						
3-2	Fence Repair	All Req'd	LS	23,900.00	0%	0.00	0%	0.00	0%	0.00
Total All Change Orders					\$ 60,855.00		\$ 0.00		\$ 60,855.00	
Materials on Hand:		Qty.	Unit	Unit Price	PREVIOUS		THIS PERIOD		TOTAL TO DATE	
					Qty.	Amount	Qty.	Amount	Qty.	Amount
Total Materials on Hand					\$ 0.00		\$ 0.00		\$ 0.00	
TOTAL WORK COMPLETED AND MATERIALS ON HAND					\$ 482,130.00		\$ 96,250.00		\$ 578,380.00	
SUMMARY										
					PREVIOUS		THIS PERIOD		TOTAL TO DATE	
1. Amount Earned					\$ 482,130.00		\$ 96,250.00		\$ 578,380.00	
2. Amount Retained 5%					\$ (24,106.50)		\$ (4,812.50)		\$ (28,919.00)	
3. Sales Tax (7.5%) *Work Performed & Materials Purchased Prior to January 1, 2026					\$ 36,159.75		\$		\$ 36,159.75	
4. Sales Tax (7.6%) *Work Performed & Materials Purchased After to January 1, 2026					\$ 0.00		\$ 7,315.00		\$ 7,315.00	
5. Liquidated Damages					\$ 0.00		\$ 0.00		\$ 0.00	
Amount Due for Payment					\$ 494,183.25		\$ 98,752.50		\$ 592,935.75	
Amount Due for Payment this Estimate							\$ 98,752.50			
Estimated % Job Completed:					70%					

**File Attachments for Item:**

J. Pay App No. 6 - Ajax NW - N Main/ Spring Street Improvements



## COUNCIL REPORT



### Business Item

Needs Legal Review:

Meeting Date:

Agenda Item:

Presented By:



### Consent Agenda

No, Not Necessary

January 21, 2026

Pay App No. 6 - Ajax NW- N Main/ Spring Street Improvements

Chris True, PWD

### Action Required:

Approval of Pay App No. 6 Ajax NW- N Main/ Spring Street Improvements not to exceed \$8,649.02.

### Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Pay App No. 6 Ajax NW- N Main/ Spring Street Improvements not to exceed \$8,649.02.

### Background of Issue:

This payment will include materials on hand purchased in 2025.

### Council Options:

City Council has the following options available at this time:

1. Accept the Staff Recommendation.
2. Revise the Staff Recommendation.
3. Other action as desired by council.

### Fiscal Analysis:

Funded through PWB.

### Policy & Plan Implications:

WSP and CFIP

### Recommendation of Staff/Committee:

Staff Recommends approval Pay App No. 6 Ajax NW- N Main/ Spring Street Improvements not to exceed \$8,649.02.

**APPLICATION FOR PAYMENT NO. 6**  
**CITY OF WHITE SALMON, WASHINGTON**  
**NORTH MAIN-SPRING STREET WATER IMPROVEMENTS**

TO White Salmon, Washington (OWNER)

FROM Ajax Northwest, LLC (CONTRACTOR)

For Work accomplished through the date of: December 31, 2025

1.	Original Contract Price	\$	2,134,634.44
2.	Net Change by Change Orders and Written Amendments (+/-)	\$	111,204.60
3.	Current Contract Price (1 plus 2)	\$	2,245,839.04
4.	Total Work Completed and Materials On Hand to Date*	\$	1,081,526.34
5.	Retainage: 5%	\$	(40,294.85)
6.	Sales Tax: Sales Tax (7.6%)	\$	82,196.00
7.	Liquidated Damages	( \$	- )
8.	Less Previous Application for Payments	\$	1,114,778.47
9.	<b>DUE THIS APPLICATION (4 minus 5, plus 6, minus 7 and 8)</b>	<b>\$</b>	<b>8,649.02</b>

\* Line 4 may not match Line 3 on final Application for Payment due to bid versus constructed quantity differences on unit price work.

Accompanying Documentation:

Contractor's Certification:

The undersigned Contractor certifies that (1) all previous progress payments received from Owner, if any, on account of Work done under the Contract referred to above have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Application; (2) title of all Work, materials, and equipment incorporated in said Work or otherwise listed in, or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Lien, security interest, or encumbrance); (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective; and (4) Record Drawings and required job photos are up-to-date, accurate, and complete for Work performed.

Dated 1/13/26

Ajax Northwest, LLC

CONTRACTOR

By: Catherine Loke  
Digitally signed by Catherine Loke  
 DN: C=US, E=catherine@ajaxnw.com,  
 CN=Catherine Loke

Payment of the above AMOUNT DUE THIS APPLICATION is recommended

Dated 1/13/2026

Anderson Perry & Associates, Inc.

ENGINEER

By: Jay Peninger  
Digitally signed by Jay Peninger  
 Date: 2026.01.13 10:10:48-08'00'

APPROVED by Owner:

White Salmon, Washington

OWNER

Dated \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

**APPLICATION FOR PAYMENT NO. 6**  
**CITY OF WHITE SALMON, WASHINGTON**  
**NORTH MAIN-SPRING STREET WATER IMPROVEMENTS**

Date: January 14, 2026

Page 2 of 3

**FROM: Ajax Northwest, LLC**

**TO: White Salmon, Washington**

Date of Completion

Original: April 27, 2026

Revised: May 1, 2026

On Schedule: ☒ Yes ☐ No

Contract Amount

Original Amount of Contract: \$ 2,134,634.44

Change Orders: (+ or -) \$ 111,204.60

Current Contract Amount \$ 2,245,839.04

Date of Estimate

From: December 16, 2025

To: December 31, 2025

Item No.	CONTRACT ITEMS Description	BID PRICES			PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Mobilization/Demobilization (10%)	All Req'd	LS	\$135,000.00	75%	\$101,250.00	0%	\$0.00	75%	\$101,250.00
2	Construction Facilities and Temporary Controls	All Req'd	LS	26,000.00	90%	23,400.00	0%	0.00	90%	23,400.00
3	ESC Lead	30	DAY	10.00	0	0.00	0	0.00	0	0.00
4	Trench Excavation Safety System	All Req'd	LS	5,000.00	100%	5,000.00	0%	0.00	100%	5,000.00
5	Potholing All Connections and Known Utility Crossings	All Req'd	LS	10,000.00	100%	10,000.00	0%	0.00	100%	10,000.00
6	Additional Potholing	20	HR	500.00	42	21,000.00	0	0.00	42	21,000.00
7	Cap Existing Water Mains	7	EA	1,800.00	1	1,800.00	0	0.00	1	1,800.00
8	Remove Existing Valve Box	7	EA	500.00	7	3,500.00	0	0.00	7	3,500.00
9	Remove Existing Fire Hydrant	2	EA	500.00	1	500.00	0	0.00	1	500.00
10	Rock Excavation	100	CY	95.00	225.2	21,394.00	0	0.00	225.2	21,394.00
11	Asphalt Removal	2,100	SY	9.00	2,100	18,900.00	0	0.00	2,100	18,900.00
12	Concrete Sidewalk Removal and Restoration	6	SY	500.00	0	0.00	0	0.00	0	0.00
13	Concrete Curb Removal and Restoration	12	LF	300.00	0	0.00	0	0.00	0	0.00
14	Foundation Stabilization	80	CY	65.00	56	3,607.50	0.0	0.00	55.5	3,607.50
15	Repair of Unmarked Utilities	17	EA	500.00	2	1,000.00	0	0.00	2	1,000.00
16	Asphalt Surface Restoration	1,700	SY	60.00	40	2,400.00	0	0.00	40	2,400.00
17	Road Restoration STA 'A' 18+50 to 20+00	All Req'd	LS	15,000.00	0%	0.00	0%	0.00	0%	0.00
18	Pavement Marking Restoration	All Req'd	LS	3,200.00	0%	0.00	0%	0.00	0%	0.00
19	Gravel Surface Restoration	350	SY	22.00	260	5,720.00	0	0.00	260	5,720.00
20	Landscaping Restoration	2,070	SF	4.00	1,600	6,400.00	0	0.00	1,600	6,400.00
21	3-In. Water Main	10	LF	50.00	0	0.00	0	0.00	0	0.00
22	6-In. Water Main	45	LF	60.00	45	2,700.00	0	0.00	45	2,700.00
23	8-In. Water Main	1,070	LF	65.00	1,070	69,550.00	0	0.00	1,070	69,550.00
24	10-In. Water Main	16	LF	85.00	0	0.00	0	0.00	0	0.00
25	12-In. Water Main	1,945	LF	100.00	1,990	199,000.00	0	0.00	1,990	199,000.00
26	1-In. Water Service Line	800	LF	30.00	1,000	30,000.00	0	0.00	1,000	30,000.00
27	2-In. Water Service Line	60	LF	45.00	0	0.00	0	0.00	0	0.00
28	1-In. Water Service Connection, Main Line	32	EA	985.00	36	35,460.00	0	0.00	36	35,460.00
29	2-In. Water Service Connection, Main Line	4	EA	1,250.00	1	1,250.00	0	0.00	1	1,250.00
30	Water Service Connection, Existing Meter	33	EA	1,600.00	32	51,200.00	0	0.00	32	51,200.00
31	Relocated Water Meter	14	EA	1,600.00	14	22,400.00	0	0.00	14	22,400.00
32	Connection to Existing Water Line, < 4-In.	3	EA	1,800.00	2	3,600.00	0	0.00	2	3,600.00
33	Connection to Existing Water Line, 6-In.	2	EA	2,300.00	1	2,300.00	0	0.00	1	2,300.00
34	Connection to Existing Water Line, 8-In.	2	EA	2,800.00	0	0.00	0	0.00	0	0.00
35	Connection to Existing Water Line, 10-In.	3	EA	3,000.00	0	0.00	0	0.00	0	0.00

**APPLICATION FOR PAYMENT NO. 6  
CITY OF WHITE SALMON, WASHINGTON  
NORTH MAIN-SPRING STREET WATER IMPROVEMENTS**

Date: January 14, 2026

Page 3 of 3

Item No.	CONTRACT ITEMS Description	BID PRICES			PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
36	Non-Potable Crossing, CDF	4	EA	\$500.00	0	\$0.00	0	\$0.00	0	\$0.00
37	Non-Potable Crossing, Casing Pipe	6	EA	500.00	3	1,500.00	0	0.00	3	1,500.00
38	8-In. Gate Valve	7	EA	2,300.00	7	16,100.00	0	0.00	7	16,100.00
39	10-In. Gate Valve	1	EA	3,900.00	0	0.00	0	0.00	0	0.00
40	12-In. Gate Valve	9	EA	4,500.00	8	36,000.00	0	0.00	8	36,000.00
41	Water Sampling Station	1	EA	4,000.00	1	4,000.00	0	0.00	1	4,000.00
42	Fire Hydrant Assembly and Auxiliary Valve	5	EA	8,750.00	5	43,750.00	0	0.00	5	43,750.00
43	Fire Hydrant Extensions	5	FT	2,000.00	5	10,000.00	0	0.00	5	10,000.00
44	Bollards	8	EA	650.00	0	0.00	0	0.00	0	0.00
45	Temporary Water Line	All Req'd	LS	5,500.00	100%	5,500.00	0%	0.00	100%	5,500.00
46	North Main BPS	All Req'd	LS	1,000,000.00	20%	200,000.00	0%	0.00	20%	200,000.00
47	10-In. Insertion Valve	All Req'd	LS	25,000.00	0%	0.00	0%	0.00	0%	0.00
48	Apprenticeship Incentive	1	CALC	5,000.00	0	0.00	0	0.00	0	0.00
49	Apprenticeship Penalty	1	CALC	1.00	0	0.00	0	0.00	0	0.00
Total					960,181.50		0.00		960,181.50	
Change Orders:		Qty.	Unit	Unit Price	PREVIOUS		THIS PERIOD		TOTAL TO DATE	
Change Order No. 1										
1-1	Exercise Spring Street Reservoir Isolation Valve	All Req'd	LS	\$3,100.00	100%	\$3,100.00	0%	\$0.00	100%	\$3,100.00
Change Order No. 2										
2-1	Unlocated Sanitary Sewer Service Replacement	All Req'd	LS	13,500.00	100%	13,500.00	0%	0.00	100%	13,500.00
Change Order No. 3										
3-1	3-In. Asphalt Surface Restoration	1,500	SY	45.00	1,648	74,160.00	0	0.00	1,648	74,160.00
3-2	2-In. Asphalt Surface Restoration	350	SY	35.00	433	15,155.00	0	0.00	433	15,155.00
3-3	Coffer Dam in Spring Street Reservoir	All Req'd	LS	7,000.00	100%	7,000.00	0%	0.00	100%	7,000.00
Change Order No. 4 *Pending Approval										
4-1	Standby Time on December 1, 2025	All Req'd	LS	875.00	0%	0.00	0%	0.00	0	0.00
4-2	Standby Time on December 2, 2025	All Req'd	LS	8,670.00	0%	0.00	0%	0.00	0	0.00
4-3	Contract Days Suspension *Informational Only									
Total All Change Orders					\$ 112,915.00		\$ 0.00		\$ 112,915.00	
Materials on Hand:		Qty.	Unit	Unit Price	PREVIOUS		THIS PERIOD		TOTAL TO DATE	
					Qty.	Amount	Qty.	Amount	Qty.	Amount
Geary Pacific Supply (HVAC & Pump Controls)		All Req'd	LS	\$12,738.46	100%	\$12,738.46	0%	\$0.00	100%	\$12,738.46
ACI (Building Heater)		All Req'd	LS	1,765.00	100%	\$1,765.00	0%	0.00	100%	1,765.00
Ferguson (Building Drain)		All Req'd	LS	\$3,322.64	0%	\$0.00	100%	\$3,322.64	100%	\$3,322.64
Willamette Fence (BPS Fence and Gate)		All Req'd	LS	5,107.20	0%	\$0.00	100%	5,107.20	100%	5,107.20
Total Materials on Hand					\$ 0.00		\$ 8,429.84		\$ 8,429.84	
TOTAL WORK COMPLETED AND MATERIALS ON HAND					\$ 1,073,096.50		\$ 8,429.84		\$ 1,081,526.34	

J.

SUMMARY			
	PREVIOUS	THIS PERIOD	TOTAL TO DATE
1. Amount Earned	\$ 1,073,096.50	\$ 8,429.84	\$ 1,081,526.34
2. Amount Retained 5%	\$ (39,873.36)	\$ (421.49)	\$ (40,294.85)
3. Sales Tax (7.6%) *Work Preformed & Materials Purchased Prior to January 1, 2026	\$ 81,555.33	\$ 640.67	\$ 82,196.00
4. Liquidated Damages	\$ 0.00	\$ 0.00	\$ 0.00
<b>Amount Due for Payment</b>	\$ 1,114,778.47	\$ 8,649.02	\$ 1,123,427.49
<b>Amount Due for Payment this Estimate</b>		\$ 8,649.02	
Estimated % Job Completed:	<u>52%</u>		



3875 CRATES WAY  
THE DALLES, OR 97058-3543

Please contact with Questions: 541-296-8889

E ENTERPRISES INC  
PO BOX 343  
DUFUR, OR 97021

INVOICE NUMBER	TOTAL DUE	CUSTOMER	PAGE
4125524	\$4,439.92	280601	1 of 1

PLEASE REFER TO INVOICE NUMBER WHEN  
MAKING PAYMENT AND REMIT TO:

FERGUSON ENTERPRISES #3007  
PO BOX 847411  
DALLAS, TX 75284-7411

MASTER ACCOUNT NUMBER: 230105

SHIP TO:

E ENTERPRISES INC DBA RIGELINE  
PLUMBING  
271 N MAIN ST  
DUFUR, OR 97021

SHIP WHSE.	SELL WHSE.	TAX CODE	CUSTOMER ORDER NUMBER	SALESMAN	JOB NAME	INVOICE DATE	BATCH
3148	3148	ORONLY	CITY OF WHITE SALMON	KDV	CITY OF WHITE SALMON	11/24/25	IO 574658
ORDERED	SHIPPED	ITEM NUMBER	DESCRIPTION	UNIT PRICE	UM	AMOUNT	
			SMITH*NO CANCEL/NO RETURNS				
1	1	SP-S2330Y04ARI	4 Y 2330 W/-ARI ACID RESIST.	2050.000	EA	2050.00	
1	1	SP-S3581ARC	3581 FUN W/ ARC	394.400	EA	394.40	
60	60	LSOFTD80	1/2 X 60 L SOFT COP TUBE	719.013	C	431.41	
1	1	PDWVNHAP	4 PVC DWV NH ADPT	5.864	EA	5.86	
1	1	PDWVPTP	4 PVC DWV P TRAP	46.733	EA	46.73	
1	1	PMPB50012V	*CVR* 12 V BATT. OPERATED MIN-PRIME	1272.639	EA	1272.64	
			3-4 WEEK LEAD TIME VIA UPS				
1	1	PPPA4P625	4X5/8 PVC PPA ADPT	27.495	EA	27.50	
1	1	PFNHCP	4 STD NH COUP DOMESTIC	8.399	EA	8.40	
2	2	PDWV4M	3 PVC DWV 45 ELL	5.288	EA	10.58	
2	2	PDWVS4M	3 PVC DWV ST 45 ELL	5.009	EA	10.02	
1	1	PDWVLS9M	3 PVC DWV LS 90 ELL	7.583	EA	7.58	
1	1	PDWVFCOTM	3 PVC DWV FLUSH CO TEE	10.355	EA	10.36	
1	1	PDWVCOPM	3 PVC DWV RAISED CO PLUG	2.142	EA	2.14	
2	2	PDWV4P	4 PVC DWV 45 ELL	9.871	EA	19.34	
2	2	PDWVS4P	4 PVC DWV ST 45 ELL	8.582	EA	17.16	
1	1	PDWVLS9P	4 PVC DWV LS 90 ELL	14.310	EA	14.31	
1	1	PDWVFAP	4 PVC DWV FEM ADPT	6.696	EA	6.70	
1	1	PDWVCOPP	4 PVC DWV RAISED CO PLUG	3.173	EA	3.17	
1	1	PDWVCOTP	4 PVC DWV 2 - WAY CO TEE	25.610	EA	25.61	
1	1	PDWVYPPM	4X4X3 PVC DWV WYE	15.854	EA	15.85	
1	1	P40SCP	4 PVC S40 SXS COUP	10.162	EA	10.16	
INVOICE SUB-TOTAL							4389.92
FREIGHT							50.00
*****							
LEAD LAW WARNING: IT IS ILLEGAL TO INSTALL PRODUCTS THAT ARE NOT "LEAD FREE" IN ACCORDANCE WITH US FEDERAL OR OTHER APPLICABLE LAW IN POTABLE WATER SYSTEMS ANTICIPATED FOR HUMAN CONSUMPTION. PRODUCTS WITH *NP IN THE DESCRIPTION ARE NOT LEAD FREE AND CAN ONLY BE INSTALLED IN NON-POTABLE APPLICATIONS. BUYER IS SOLELY RESPONSIBLE FOR PRODUCT SELECTION.							
Due to the upcoming holidays, please ensure all payments are submitted by Friday, December 26 <sup>th</sup> .							

TERMS: NET 10TH PROX

ORIGINAL INVOICE

TOTAL DUE

\$4,439.92

All past due amounts are subject to a service charge of 1.5%-per month, or the maximum allowed by law, if lower. If Buyer fails to pay within terms, then in addition to other remedies, Buyer agrees to pay Seller all costs of collection, including reasonable attorney fees. Complete terms and conditions are available upon request or at <https://www.ferguson.com/content/website-info/terms-of-sale>, incorporated by reference. Seller may convert checks to ACH.



J. LLAMETTE FENCE CO, INC

11304 NE MARX ST

PORTLAND, OR 97220

(503) 285-2761 Fax (503) 255-6410

CUSTOMER #: AJAX

INVOICE #: 13926

INVOICE DATE: 12/23/25

DUE DATE: 01/22/26

**BILL TO:**

Ajax Northwest LLC  
3305 Lingren Road  
Hood River, OR 97031

**JOB: AJAX05**

N. Main-Spring St Water Imp  
Subcontract: 252006-01  
New Fence & Gates  
White Salmon, WA

CODE	DESCRIPTION	CURRENT CONTRACT	PREVIOUS BILLED	PREV %	% COMPL	CURRENT BILLING
00	Contract	17,920.00			30.0	5,376.00
	This item is being invoiced for Materials On Hand.					
<b>TOTALS:</b>		17,920.00			30.0	5,376.00
					<b>SUBTOTAL:</b>	5,376.00
					<b>SALES TAX:</b>	
					<b>LESS RETENTION:</b>	-268.80
					<b>NET DUE:</b>	5,107.20

**Thank you for your business!**

**File Attachments for Item:**

K. Pay App No. 7 - Ajax NW - N Main/ Spring Street Improvements



## COUNCIL REPORT



### Business Item

Needs Legal Review:

Meeting Date:

Agenda Item:

Presented By:



### Consent Agenda

No, Not Necessary

January 21, 2026

Pay App No. 7 - Ajax NW- N Main/ Spring Street Improvements

Chris True, PWD

### Action Required:

Approval of Pay App No. 7 Ajax NW- N Main/ Spring Street Improvements not to exceed \$88,836.53.

### Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to approve Pay App No. 7 Ajax NW- N Main/ Spring Street Improvements not to exceed \$88,836.53.

### Background of Issue:

This payment will include work from Jan 1, 2026, through Jan 15, 2026. This work includes installation of 8" water main, connections to existing infrastructure, removal of old fire hydrant, grading and backfilling of booster pump sight.

### Council Options:

City Council has the following options available at this time:

1. Accept the Staff Recommendation.
2. Revise the Staff Recommendation.
3. Other action as desired by council.

### Fiscal Analysis:

Funded through PWB.

### Policy & Plan Implications:

WSP and CFIP

### Recommendation of Staff/Committee:

Staff Recommends approval Pay App No. 7 Ajax NW- N Main/ Spring Street Improvements not to exceed \$88,836.53.

**APPLICATION FOR PAYMENT NO. 7**  
**CITY OF WHITE SALMON, WASHINGTON**  
**NORTH MAIN-SPRING STREET WATER IMPROVEMENTS**

TO White Salmon, Washington (OWNER)

FROM Ajax Northwest, LLC (CONTRACTOR)

For Work accomplished through the date of: January 15, 2026

1.	Original Contract Price	\$	2,134,634.44
2.	Net Change by Change Orders and Written Amendments (+/-)	\$	111,204.60
3.	Current Contract Price (1 plus 2)	\$	2,245,839.04
4.	Total Work Completed and Materials On Hand to Date*	\$	1,168,027.34
5.	Retainage: 5%	\$	(44,198.41)
6.	Sales Tax: Sales Tax (7.6%)	\$	6,660.58
7.	Liquidated Damages	( \$	- )
8.	Less Previous Application for Payments	\$	1,123,848.98
9.	<b>DUE THIS APPLICATION (4 minus 5, plus 6, minus 7 and 8)</b>	<b>\$</b>	<b>88,836.53</b>

\* Line 4 may not match Line 3 on final Application for Payment due to bid versus constructed quantity differences on unit price work.

Accompanying Documentation:

Contractor's Certification:

The undersigned Contractor certifies that (1) all previous progress payments received from Owner, if any, on account of Work done under the Contract referred to above have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Application; (2) title of all Work, materials, and equipment incorporated in said Work or otherwise listed in, or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Lien, security interest, or encumbrance); (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective; and (4) Record Drawings and required job photos are up-to-date, accurate, and complete for Work performed.

Dated 1/13/26

Ajax Northwest, LLC  
 CONTRACTOR  
 By: Catherine Loke Digitally signed by Catherine Loke  
 DN: C=US, E=catherine@ajaxnw.com,  
 CN=Catherine Loke

Payment of the above AMOUNT DUE THIS APPLICATION is recommended

Dated 1/13/2026

Anderson Perry & Associates, Inc.  
 ENGINEER  
 By: Jay Peninger Digitally signed by Jay Peninger  
 Date: 2026.01.13 10:20:46-08'00'

APPROVED by Owner:

White Salmon, Washington  
 OWNER

Dated \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

**APPLICATION FOR PAYMENT NO. 7  
CITY OF WHITE SALMON, WASHINGTON  
NORTH MAIN-SPRING STREET WATER IMPROVEMENTS**

Date: January 14, 2026

Page 2 of 3

**FROM: Ajax Northwest, LLC**

**TO: White Salmon, Washington**

Date of Completion

Contract Amount

Date of Estimate

Original: April 27, 2026

Original Amount of Contract: \$ 2,134,634.44

From: January 1, 2026

Revised: May 1, 2026

Change Orders: (+ or -) \$ 111,204.60

To: January 15, 2026

On Schedule: ☒ Yes ☐ No

Current Contract Amount \$ 2,245,839.04

Item No.	CONTRACT ITEMS Description	BID PRICES			PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Mobilization/Demobilization (10%)	All Req'd	LS	\$135,000.00	75%	\$101,250.00	0%	\$0.00	75%	\$101,250.00
2	Construction Facilities and Temporary Controls	All Req'd	LS	26,000.00	90%	23,400.00	0%	0.00	90%	23,400.00
3	ESC Lead	30	DAY	10.00	0	0.00	0	0.00	0	0.00
4	Trench Excavation Safety System	All Req'd	LS	5,000.00	100%	5,000.00	0%	0.00	100%	5,000.00
5	Potholing All Connections and Known Utility Crossings	All Req'd	LS	10,000.00	100%	10,000.00	0%	0.00	100%	10,000.00
6	Additional Potholing	20	HR	500.00	42	21,000.00	20	10,000.00	62	31,000.00
7	Cap Existing Water Mains	7	EA	1,800.00	1	1,800.00	0	0.00	1	1,800.00
8	Remove Existing Valve Box	7	EA	500.00	7	3,500.00	0	0.00	7	3,500.00
9	Remove Existing Fire Hydrant	2	EA	500.00	1	500.00	1	500.00	2	1,000.00
10	Rock Excavation	100	CY	95.00	225.2	21,394.00	0	0.00	225.2	21,394.00
11	Asphalt Removal	2,100	SY	9.00	2,100	18,900.00	24	216.00	2,124	19,116.00
12	Concrete Sidewalk Removal and Restoration	6	SY	500.00	0	0.00	0	0.00	0	0.00
13	Concrete Curb Removal and Restoration	12	LF	300.00	0	0.00	0	0.00	0	0.00
14	Foundation Stabilization	80	CY	65.00	56	3,607.50	0.0	0.00	55.5	3,607.50
15	Repair of Unmarked Utilities	17	EA	500.00	2	1,000.00	0	0.00	2	1,000.00
16	Asphalt Surface Restoration	1,700	SY	60.00	40	2,400.00	0	0.00	40	2,400.00
17	Road Restoration STA 'A' 18+50 to 20+00	All Req'd	LS	15,000.00	0%	0.00	0%	0.00	0%	0.00
18	Pavement Marking Restoration	All Req'd	LS	3,200.00	0%	0.00	0%	0.00	0%	0.00
19	Gravel Surface Restoration	350	SY	22.00	260	5,720.00	0	0.00	260	5,720.00
20	Landscaping Restoration	2,070	SF	4.00	1,600	6,400.00	0	0.00	1,600	6,400.00
21	3-In. Water Main	10	LF	50.00	0	0.00	0	0.00	0	0.00
22	6-In. Water Main	45	LF	60.00	45	2,700.00	0	0.00	45	2,700.00
23	8-In. Water Main	1,070	LF	65.00	1,070	69,550.00	29	1,885.00	1,099	71,435.00
24	10-In. Water Main	16	LF	85.00	0	0.00	0	0.00	0	0.00
25	12-In. Water Main	1,945	LF	100.00	1,990	199,000.00	0	0.00	1,990	199,000.00
26	1-In. Water Service Line	800	LF	30.00	1,000	30,000.00	0	0.00	1,000	30,000.00
27	2-In. Water Service Line	60	LF	45.00	0	0.00	0	0.00	0	0.00
28	1-In. Water Service Connection, Main Line	32	EA	985.00	36	35,460.00	0	0.00	36	35,460.00
29	2-In. Water Service Connection, Main Line	4	EA	1,250.00	1	1,250.00	0	0.00	1	1,250.00
30	Water Service Connection, Existing Meter	33	EA	1,600.00	32	51,200.00	0	0.00	32	51,200.00
31	Relocated Water Meter	14	EA	1,600.00	14	22,400.00	0	0.00	14	22,400.00
32	Connection to Existing Water Line, < 4-In.	3	EA	1,800.00	2	3,600.00	0	0.00	2	3,600.00
33	Connection to Existing Water Line, 6-In.	2	EA	2,300.00	1	2,300.00	0	0.00	1	2,300.00
34	Connection to Existing Water Line, 8-In.	2	EA	2,800.00	0	0.00	2	5,600.00	2	5,600.00
35	Connection to Existing Water Line, 10-In.	3	EA	3,000.00	0	0.00	2	6,000.00	2	6,000.00

**APPLICATION FOR PAYMENT NO. 7  
CITY OF WHITE SALMON, WASHINGTON  
NORTH MAIN-SPRING STREET WATER IMPROVEMENTS**

Date: January 14, 2026

Page 3 of 3

Item No.	CONTRACT ITEMS	BID PRICES			PREVIOUS		THIS PERIOD		TOTAL TO DATE	
	Description	Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
36	Non-Potable Crossing, CDF	4	EA	\$500.00	0	\$0.00	0	\$0.00	0	\$0.00
37	Non-Potable Crossing, Casing Pipe	6	EA	500.00	3	1,500.00	0	0.00	3	1,500.00
38	8-In. Gate Valve	7	EA	2,300.00	7	16,100.00	0	0.00	7	16,100.00
39	10-In. Gate Valve	1	EA	3,900.00	0	0.00	2	7,800.00	2	7,800.00
40	12-In. Gate Valve	9	EA	4,500.00	8	36,000.00	1	4,500.00	9	40,500.00
41	Water Sampling Station	1	EA	4,000.00	1	4,000.00	0	0.00	1	4,000.00
42	Fire Hydrant Assembly and Auxiliary Valve	5	EA	8,750.00	5	43,750.00	0	0.00	5	43,750.00
43	Fire Hydrant Extensions	5	FT	2,000.00	5	10,000.00	0	0.00	5	10,000.00
44	Bollards	8	EA	650.00	0	0.00	0	0.00	0	0.00
45	Temporary Water Line	All Req'd	LS	5,500.00	100%	5,500.00	0%	0.00	100%	5,500.00
46	North Main BPS	All Req'd	LS	1,000,000.00	20%	200,000.00	5%	50,000.00	25%	250,000.00
47	10-In. Insertion Valve	All Req'd	LS	25,000.00	0%	0.00	0%	0.00	0%	0.00
48	Apprenticeship Incentive	1	CALC	5,000.00	0	0.00	0	0.00	0	0.00
49	Apprenticeship Penalty	1	CALC	1.00	0	0.00	0	0.00	0	0.00
Total					960,181.50		86,501.00		1,046,682.50	
Change Orders:		Qty.	Unit	Unit Price	PREVIOUS		THIS PERIOD		TOTAL TO DATE	
Change Order No. 1										
1-1	Exercise Spring Street Reservoir Isolation Valve	All Req'd	LS	\$3,100.00	100%	\$3,100.00	0%	\$0.00	100%	\$3,100.00
Change Order No. 2										
2-1	Unlocated Sanitary Sewer Service Replacement	All Req'd	LS	13,500.00	100%	13,500.00	0%	0.00	100%	13,500.00
Change Order No. 3										
3-1	3-In. Asphalt Surface Restoration	1,500	SY	45.00	1,648	74,160.00	0	0.00	1,648	74,160.00
3-2	2-In. Asphalt Surface Restoration	350	SY	35.00	433	15,155.00	0	0.00	433	15,155.00
3-3	Coffer Dam in Spring Street Reservoir	All Req'd	LS	7,000.00	100%	7,000.00	0%	0.00	100%	7,000.00
Change Order No. 4 *Pending Approval										
4-1	Standby Time on December 1, 2025	All Req'd	LS	875.00	0%	0.00	0%	0.00	0	0.00
4-2	Standby Time on December 2, 2025	All Req'd	LS	8,670.00	0%	0.00	0%	0.00	0	0.00
4-3	Contract Days Suspension (Informational Only)									
Change Order No. 5 (Informational Only, *added to Contract)										
5-1	Sales Tax Increase 7.6% to 7.7%									
Total All Change Orders					\$ 112,915.00		\$ 0.00		\$ 112,915.00	
Materials on Hand:		Qty.	Unit	Unit Price	PREVIOUS		THIS PERIOD		TOTAL TO DATE	
					Qty.	Amount	Qty.	Amount	Qty.	Amount
	Geary Pacific Supply (HVAC & Pump Controls)	All Req'd	LS	\$12,738.46	100%	\$12,738.46	0%	\$0.00	100%	\$12,738.46
	ACI (Building Heater)	All Req'd	LS	1,765.00	100%	1,765.00	0%	0.00	100%	\$1,765.00
	Ferguson (Building Drain)	All Req'd	LS	3,322.64	100%	3,322.64	0%	0.00	100%	\$3,322.64
	Willamette Fence (BPS Fence and Gate)	All Req'd	LS	5,107.20	100%	5,107.20	0%	0.00	100%	\$5,107.20
Total Materials on Hand					\$ 8,429.84		\$ 0.00		\$ 8,429.84	
TOTAL WORK COMPLETED AND MATERIALS ON HAND					\$ 1,081,526.34		\$ 86,501.00		\$ 1,168,027.34	

K.

SUMMARY			
	PREVIOUS	THIS PERIOD	TOTAL TO DATE
1. Amount Earned	\$ 1,081,526.34	\$ 86,501.00	\$ 1,168,027.34
2. Amount Retained 5%	\$ (39,873.36)	\$ (4,325.05)	\$ (44,198.41)
3. Sales Tax (7.6%) *Work Performed & Materials Purchased Prior to January 1, 2026	\$ 82,196.00	\$ 0.00	\$ 82,196.00
4. Sales Tax (7.7%) *Work Performed & Materials Purchased After to January 1, 2026	\$ 0.00	\$ 6,660.58	\$ 6,660.58
5. Liquidated Damages	\$ 0.00	\$ 0.00	\$ 0.00
<b>Amount Due for Payment</b>	\$ 1,123,848.98	\$ 88,836.53	\$ 1,212,685.51
<b>Amount Due for Payment this Estimate</b>		\$ 88,836.53	
Estimated % Job Completed:	<u>52%</u>		

**File Attachments for Item:**

L. Resolution No. 2026-01-640 – Removing and Authorizing Signers on City Financial Accounts



**CITY OF WHITE SALMON  
RESOLUTION NO. 2026-01-640**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITE SALMON,  
WASHINGTON, REMOVING AND AUTHORIZING SIGNERS ON CITY FINANCIAL  
ACCOUNTS**

**WHEREAS**, the City of White Salmon has experienced a change in the position of Mayor Pro Tempore; and

**WHEREAS**, it is necessary for the City to update authorized signers on City financial accounts to reflect current elected officials and staff;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WHITE SALMON, WASHINGTON, AS FOLLOWS:**

**Section 1. Removal of Signer**

Jason Hartmann is hereby removed as an authorized signer on all City of White Salmon financial accounts.

**Section 2. Authorization of Signers**

The following individuals are hereby authorized as signers on all City of White Salmon financial accounts:

- Marla Keethler, Mayor
- David Lindley, Mayor Pro Tempore
- Jennifer Neil, Director of Finance and Operations
- Erika Castro Guzman, City Clerk

**PASSED** by the City Council of the City of White Salmon, Washington, at a regular meeting thereof this 21 day of January 2026.

CITY OF WHITE SALMON, WASHINGTON

\_\_\_\_\_  
Marla Keethler, Mayor

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Erika Castro Guzman, City Clerk

\_\_\_\_\_  
Shawn MacPherson, City Attorney



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## CITY COUNCIL REPORT



### Business Item

Needs Legal Review:  
Meeting Date:  
Agenda Item:

Presented By:



### Consent Agenda

No  
January 21, 2026  
Resolution No. 2026-01-640 - Removing and Authorizing  
Signers on City Financial Accounts  
City Clerk Erika Castro Guzman

### Action Required

City Council action is required to consider and approve Resolution No. 2026-01-640, removing and authorizing signers on City of White Salmon financial accounts.

### Motion for Business Item

Move to approve Resolution No. 2026-01-640, a resolution of the City Council of the City of White Salmon, Washington, removing and authorizing signers on City financial accounts.

### Explanation of Issue

Due to a change in the position of Mayor Pro Tempore, the City must update authorized signers on its financial accounts to ensure accurate representation of current elected officials and staff. This resolution removes a former authorized signer and designates current City officials and staff as authorized signers in order to maintain proper financial controls and continuity of operations.

### City Council Options:

1. Accept the staff recommendation and approve the resolution.
2. Revise the staff recommendation.
3. Take other action as may be desired by the City Council.
4. Refer this issue back to staff for further work.
5. Take no action on this matter.

### Fiscal Analysis:

No financial impact.

### Recommendation of Staff:

Staff recommends approval of Resolution No. 2026-01-640.

### Follow-Up Action:

No follow-up action is required.

**File Attachments for Item:**

A. Community Development Block Grant (CDBG) – Home Repair Program Closeout

1. Presentation
2. Public Hearing
3. Discussion
4. Action




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## CITY COUNCIL REPORT



### Business Item



### Public Hearing

Needs Legal Review:

No

Meeting Date:

1/21/2026

Agenda Item:

Community Development Block Grant (CDBG) – Home Repair Program Closeout

Presented By:

Liz Wilber and Salvador Cruz Torres

### Action Required

Conduct a public hearing to receive community input as required by Community Development Block Grant (CDBG) regulations in order to formally close out the City's Home Repair Program funded in 2021.

### Motion for Business Item

Move that the City Council accept the public testimony received during the public hearing regarding the Community Development Block Grant (CDBG) Home Repair Program closeout.

### Explanation of Issue

The City of White Salmon was awarded Community Development Block Grant (CDBG) funds in 2021 to administer a Home Repair Program. The program has now concluded. In accordance with CDBG requirements, a public hearing is required to report on program outcomes and provide an opportunity for public comment prior to final closeout.

The Home Repair Program expended a total of \$124,766 in CDBG funds to address critical housing repair needs for low- and moderate-income households. Eligible repairs focused on health, safety, and energy efficiency improvements.

Repairs completed under the program included:

- Three roof replacements
- One heat pump replacement
- Bathroom repairs
- Window replacements
- Additional weatherization measures

The program assisted three households located in three different communities, benefiting a total of four individuals.

Demographic and income characteristics of assisted households included:

- Two of the four individuals assisted identified as Hispanic
- Two households had female heads of household
- Two households included an elderly resident
- One household had income below 30% of Area Median Income (AMI)

- 
- One household had income between 30% and 50% AMI
  - One household had income between 50% and 80% AMI

The program successfully met CDBG objectives by serving eligible low- and moderate-income households and addressing critical housing needs.

**City Council Options:**

1. Take no action following the public hearing.
2. Accept public testimony received during the public hearing for the record.
3. Continue the public hearing to a date certain if additional public input or information is requested.

**Fiscal Analysis:**

Not applicable.

**Follow-Up Action:**

**File Attachments for Item:**

A. Planning Commission's 2026 Workplan

1. Presentation
2. Discussion
3. Action



## CITY COUNCIL REPORT



### Business Item

Needs Legal Review:  
Meeting Date:  
Agenda Item:  
Presented By:



### Consent Agenda

No  
January 21, 2026  
Planning Commission's 2026 Workplan  
Rowan Fairfield, City Planner

### Action Required

Consider, revise as desired, and approve the Planning Commission's 2026 Workplan

### Motion for Business Item / Proposed Motion for Consent Agenda

Move that Council approve the Planning Commission's 2026 Workplan

### Explanation of Issue

This Workplan was created as a device to keep Council and Commission priorities in alignment, based on discussion from our Joint Meeting in September. The Commission revised some items and recommended it for Council's consideration at its meeting on January 14, 2026. We do not anticipate that all items can be addressed in one year. Some items will be more complex, contentious, and/or time-consuming than others. Council is entitled to add, remove, or revise any item at its discretion.

The items are numbered, but these do not indicate a preference or priority; Commission defers that decision to Council. Two approaches are possible:

- sort the list by priority and then follow that order, or
- remove any item that Council does not want this year, and let the Commission choose the next item case-by-case.

### City Council Options:

1. Approve the Planning Commission's 2026 workplan with no revisions.
2. Amend the workplan and then approve.
3. Defer action for additional information or discussion.
4. Remand the workplan back to the Commission.
5. Other action that may be desired by the Council.

### Fiscal Analysis:

There are no cost implications tied to the workplan.

### Recommendation of Staff:

It is recommended by staff that the City Council amend the workplan as desired, give direction as to the order of priority, and approve it.



# Annual Work Plan 2026 DRAFT

## White Salmon Planning Commission

**Goal 1: Approve the meeting minutes at the very next meeting**

**Goal 2: TBD**

*Note: The numbers below do **not** indicate a priority or preference.*

### Activity 1: Explore the possibility of permitting shared utilities

Item	Notes	Timeline	Who
	Questions like: <ul style="list-style-type: none"> <li>• What other jurisdictions allow shared utilities? Find examples of both successful and unsuccessful models.</li> <li>• Why does that work for them (or not)?</li> <li>• What are the pros and cons?</li> <li>• What would it take if WS wanted to explicitly allow them?</li> </ul>		

### Activity 2: Trash Can Nuisances

Item	Notes	Timeline	Who
	To address residents leaving out their garbage cans for extended periods of time.		



### Activity 3: E-Bike Regulation

Item	Notes	Timeline	Who
	To address unregulated use of electric bicycles, particularly throttle-only models operated by minors on streets and sidewalks.		

### Activity 4: Short-term rentals in Commercial Zones

Item	Notes	Timeline	Who
	The Code limits STRs to be 30% of the dwellings on a single parcel in the C zone. This effectively prohibits <u>all</u> single-family homes in the C zone from being used as a STR (except for legacy/grandfathered cases). Should this be revisited?		

### Activity 5: Downtown parking

Item	Notes	Timeline	Who
	<p>Required parking for commercial uses has precluded some nonconforming residential properties from converting to a commercial use. Likewise, some vacant lots in downtown may be difficult to develop because they are historical parcels, created before parking mandates and lacking space for modern off-street parking.</p> <p>Should this be examined further? Some communities have a "downtown parking district" with relaxed rules, or a "fee-in-lieu" when a new business cannot provide the minimum off-street parking spaces.</p>		

### Activity 6: Mobile vendors

Item	Notes	Timeline	Who
	We do not have any specific standards for mobile vendors. Should we?		

### Activity 7: Pre-approved building plans

Item	Notes	Timeline	Who
	The city had previously done some work on pre-approved building plans for accessory dwelling units (ADUs), but it was never completed. This was a suggested action from the Housing Action Plan. Should we resume the work?		

**File Attachments for Item:**

A. Council Committees - Code Framework and Next Steps

1. Discussion




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## COUNCIL REPORT – COMMITTEE DISCUSSION

Needs Legal Review:	Complete
Meeting Date:	January 21, 2026
Agenda Item:	Council Committees – Code Framework and Next Steps
Requested by:	Councilor Fink

### Action Required:

Council discussion to confirm shared understanding of the existing committee framework and to determine whether Council wishes to pursue any amendments to White Salmon Municipal Code related to committee operations.

### Purpose of Discussion:

This agenda item is intended to support a focused Council discussion regarding the role and operation of City Council committees **as currently established in City code**, and to determine whether Council wishes to maintain that framework or initiate a formal code amendment.

The purpose of the discussion is not to reinterpret or apply the existing code differently, but rather to clarify whether Council's adopted framework continues to reflect Council intent or whether Council wishes to modify that framework through legislative action.

### Background:

In November 2023, the City Council held a workshop to review the structure and operation of City boards, commissions, and Council committees. As part of that discussion, Council considered whether certain Council committees should continue to operate under Open Public Meetings Act (OPMA) requirements or be clarified as advisory bodies.

Following that workshop, Council adopted amendments to White Salmon Municipal Code Chapter 2 to clarify that City Council committees are advisory in nature, do not take final action, and are not subject to OPMA. This change was intentional and reflected Council's determination that committee work should support but not replace public deliberation by the full Council.

In November 2025, the Mayor issued a memorandum summarizing the adopted code framework and outlining operational guidance consistent with those provisions. Following the 2023 code amendments, the City continued for a time to allow informal public participation at committee meetings as a matter of accessibility and community engagement, including noticing and furnishing of minutes and agendas for some, but not all, committees. However, operating outside the framework established in code led to uneven expectations and raised concerns about fairness, consistency, and the appropriate role of committees. The memorandum was issued to ensure that committee operations are applied consistently, transparently, and in accordance with the actual code adopted by Council. The memo did not establish new requirements; it reflected the structure Council had already adopted in code.

### Current Code Framework (Summary)

Under existing White Salmon Municipal Code:

- Council committees are advisory and preparatory only.
- Committees may not take final action or act on behalf of the Council.
- A quorum of the Council may not be present.
- Committees are not subject to OPMA notice, agenda, or minute requirements.
- Public comment occurs at duly noticed Council meetings, not at committee meetings.
- Committee recommendations must be brought forward to the full Council for discussion and action.
- Staff direction and prioritization remain within the Mayor's administrative authority.

#### **Discussion Focus for Council:**

1. Affirming the existing code framework as adopted; or
2. Identifying specific changes the Council wishes to make to White Salmon Municipal Code related to committee operations.

*Examples of code-level questions Council may wish to consider include:*

- Whether committees should be subject to OPMA or modified notice requirements;
- Whether public observation or participation should be required at the committee level;
- Whether different categories of committees should be treated differently in code;
- Whether documentation or notice requirements should be codified rather than discretionary.

If Council wishes to pursue changes, the appropriate next step would be to direct the administration to prepare a proposed amendment to White Salmon Municipal Code Chapter 2 for Council consideration.

#### **Fiscal Analysis:**

N/A

#### **Policy & Plan Implications:**

Absent a code amendment, committees will continue to operate as currently established in City code and reflected in existing guidance. Preferences regarding interpretation or application of the code are not a substitute for legislative action.

This discussion is intended to help Council determine whether it wishes to maintain the current framework or initiate a clear, codified change.

#### **Recommendation of Staff/Committee:**

This agenda item provides an opportunity for Council to either reaffirm the current structure or identify specific code changes Council wishes to consider, ensuring clarity, consistency, and transparency moving forward.

**CITY OF WHITE SALMON  
ORDINANCE NO. 202X-XX-XXX**

**AN ORDINANCE OF THE CITY OF WHITE SALMON, WA, AMENDING WHITE  
SALMON MUNICIPAL CODE CHAPTER 2.20 BOARDS, COMMISSIONS AND  
COMMITTEES TO ESTABLISH OPEN PUBLIC MEETINGS ACT COMPLIANCE FOR  
COUNCIL COMMITTEES**

**WHEREAS**, the City Council desires to ensure transparency in committee deliberations;

**WHEREAS**, the City Council recognizes that committees develop policy frameworks and recommendations that inform Council decision-making;

**WHEREAS**, the City Council finds that public observation of committee deliberations serves the public interest;

**WHEREAS**, compliance with the Open Public Meetings Act can be achieved efficiently through recordings and action minutes;

**NOW THEREFORE**, the City Council of the City of White Salmon do ordain as follows:

That the following amendments be made to the WSMC 2.20, regarding business licenses:

**Key:**     ~~**Bold and Strike through**~~ means repealed.  
              **Bold and underline** means new.

**SECTION 1.** WSMC 2.20 is hereby amended as follows:

Chapter 2.20 - BOARDS, COMMISSIONS, AND COMMITTEES

2.20.010 - Committees.

D.       Committees – Meetings.

~~**Committees – Meetings. All committees will meet on an as-needed basis. No official public comment will be taken at committee meeting and no legislative or quasi-judicial decision-making will take place at any committee meeting.**~~

1.       **Meeting Schedule. All committees will meet on an as-needed basis.**
2.       **Open Public Meetings Act Compliance. All committee meetings are subject to the Washington Open Public Meetings Act (OPMA), RCW Chapter 42.30. Accordingly:**
  - a.       **Notice. All committee meetings shall be posted on the city's public calendar with at least 24 hours advance notice for special meetings. Regular meeting schedules, if established, shall be posted annually.**

- b. **Public Observation.** All committee meetings shall be open to public observation. Meetings shall be held in publicly accessible locations or via remote access methods that allow public observation.
  - c. **Recording.** All committee meetings shall be audio recorded. Recordings shall be retained and made available to the public upon request in accordance with the Public Records Act, RCW Chapter 42.56.
  - d. **Action Minutes.** The committee chair, or their designee, shall prepare brief action minutes documenting: (i) date, time, and location of meeting; (ii) members present; (iii) matters discussed; and (iv) recommendations or conclusions reached. Action minutes shall be filed with the city clerk and posted on the city website.
  - e. **Staff Support.** City staff shall provide administrative support for scheduling, notice, and recording of committee meetings. Committee chairs shall be responsible for action minutes preparation unless otherwise arranged with staff.
3. **Public Testimony.** The committee chair may, at their discretion, allow public testimony on matters before the committee. If public testimony is allowed, the chair shall establish reasonable time limits and procedures. Public testimony is not required for committee meetings, as committees make recommendations but do not take final action.

**SECTION 2. Severability/Validity.** If any section, sentence, or phrase of this Chapter is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence or phrase of this Chapter.

**SECTION 3. Effective date.** This ordinance shall take effect five (5) days after its publication according to law.

**Passed** by the City Council of the City of White Salmon at a regular meeting this \_\_\_\_ day of \_\_\_\_.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

**File Attachments for Item:**

B. Department Head Reports



# Bingen-White Salmon Police Department

142 E Jewett Blvd / PO Box 2139  
White Salmon, Washington 98672

Mike Hepner, Chief of Police

Telephone (509) 493-1177 Fax (509) 493-1007



## DEPARTMENT HEAD REPORT

Department: Police

Meeting Date: January 21, 2026

Presented By: Chief Mike Hepner

### Administration:

- White Salmon Council Meeting
- Bingen Council Meeting
- Klickitat County Behavior Health Meeting
- Klickitat Community Link Project (K-LINK) Meeting
- A collaboration of community partners working together to better connect their services and better serve the community.
- Agreement for Incarceration Services with Klickitat County Department of Corrections
- sUAS Drone equipment has been delivered and department pilots are currently training with the new equipment.

### Patrol Division:

The Bingen-White Salmon Police Department prides itself in reducing the incidence and fear of crime, ensuring justice, and safeguarding the rights of all, to provide for a safe and vibrant community.

The Bingen-White Salmon Police Department will accomplish this by working in partnership with the community we serve to enhance our law enforcement effectiveness.

I ask the Officers to prioritize their time by making calls for service as the top priority. Second, to be visible in the community which means driving through neighborhoods and being seen by the public. Lastly, speed enforcement, parking issues, or whatever the community deems important to them.

December 2024 & 2025 Activity Logs Attached

**Bingen-White Salmon Police**  
**Monthly Activity Log**  
**December 2024**

White Salmon	Bingen	
2		Abandoned/Disabled Vehicle
10	4	Agency Assist
5	1	Alarm
4		Animal Problem/Noise/Neglect
		Arson
		Assault
		Attempt to Locate
2		Burglary
1		Child Abuse/Neglect
10	8	Citizen Assist
1	1	Civil Matter
		Criminal Mischief
1	1	Deceased
1	2	Disorderly
2		Domestic Violence
		Drugs
2	1	DUI
	1	Fire
1		Fireworks
		Forgery
	1	Fraud
4		Harassment
		Hazmat
		Homicide
1	1	Information
		Intoxication
		Juvenile Problem
		Kidnapping
47	21	

White Salmon	Bingen	
		Littering
3		Missing Person/Runaway
1		Medical Emergency
1		Mental Health
2		Motor Vehicle Accidents
		Motor Vehicle Theft
1		Noise Complaint
2	1	Parking Problem
		Pornography
2	1	Property Lost/Found
1	3	Prowler
		Recovered Stolen Property
		Resisting Arrest
		Robbery
1		Search Warrant
		Sex Crimes
	4	Suspicious
1	2	Theft
		Threats
4	1	Traffic Complaint/Hazard
5	3	Traffic Offense
	1	Trespass
		Unsecure Premise
		Violation Court Order
1		Wanted Person
		Weapons Offense
1	6	Welfare Check
2	1	911 Hang-up Calls
28	23	

<b>44</b>	<b>Bingen</b>
<b>75</b>	<b>White Salmon</b>
<b>119</b>	<b>Total</b>

**Bingen-White Salmon Police**  
**Monthly Activity Log**  
**December 2025**

White Salmon	Bingen	
3	1	Abandoned/Disabled Vehicle
14	4	Agency Assist
1	1	Alarm
4	1	Animal Problem/Noise/Neglect
		Arson
		Assault
		Attempt to Locate
		Burglary
		Child Abuse/Neglect
11	1	Citizen Assist
2		Civil Matter
1	3	Criminal Mischief
		Deceased
1	2	Disorderly
2		Domestic Violence
		Drugs
		DUI
		False Reporting
1		Fire
		Fireworks
		Forgery
		Fraud
	1	Harassment
2		Hazmat
		Homicide
		Information
1		Intoxication
4		Juvenile Problem
		Kidnapping
		Littering
47	14	

White Salmon	Bingen	
		Missing Person/Runaway
	1	Medical Emergency
		Mental Health
1	2	Motor Vehicle Accidents
		Motor Vehicle Theft
	1	Noise Complaint
		Paper Service
1		Parking Problem
		Pornography
1		Property Lost/Found
		Prowler
		Recovered Stolen Property
		Resisting Arrest
		Robbery
		Search Warrant
1		Sex Crimes
6	2	Suspicious
		Theft
1		Threats
2		Traffic Complaint/Hazard
6	5	Traffic Offense
42	49	Traffic Stop
1	1	Trespass
		Unsecure Premise
		Violation Court Order
1		Wanted Person
		Weapons Offense
2	1	Welfare Check
6	2	911 Hang-up Calls
71	64	

<b>78</b>	<b>Bingen</b>
<b>118</b>	<b>White Salmon</b>
<b>196</b>	<b>Total</b>