



White Salmon City Council Meeting

A G E N D A

March 01, 2023 – 6:00 PM

119 NE Church

Meeting ID: 828 4788 8746 Passcode: 005975

Call in Numbers:

669-900-6833

929-205-6099

301-715-8592

346-248-7799

253-215-8782

312-626-6799

I. Call to Order, Presentation of the Flag and Roll Call

II. Changes to the Agenda

III. Consent Agenda

- [A.](#) Proclamation - March 2023 Red Cross Month
- [B.](#) Personal Services Contract - Outreach Services
- [C.](#) Approval of Meeting Minutes - February 1, 2023 (provided before meeting)
- [D.](#) Approval of Meeting Minutes - February 15, 2023 (provided before meeting)
- [E.](#) Approval of Vouchers

IV. Public Comment

Any public in attendance at the meeting (either in person or via Zoom) will be provided an opportunity to make public comment of a general nature in the time allotted. No registration is required. Each person will be allowed three minutes for comment.

V. Presentations

- A. Women's History Month

VI. Business Items

- [A.](#) Ordinance 2023-03-1127 Amending WSMC 9.08 Weapons
 - 1. Presentation and Discussion
 - 2. Action
- [B.](#) Ordinance 2023-03-1128 Creating WSMC 2.02 - City Hall
 - 1. Presentation and Discussion
 - 2. Action
- [C.](#) Ordinance 2023-03-1129 Creating WSMC 2.40.050 Notary Public Services
 - 1. Presentation and Discussion
 - 2. Action
- [D.](#) Ordinance 2023-03-1130 Amending WSMC 10.28 Truck Unloading Zones
 - 1. Presentation and Discussion
 - 2. Action
- [E.](#) Ordinance 2023-03-1131 Repealing WSMC 10.12 Compression Brakes
 - 1. Presentation and Discussion
 - 2. Action

VII. Reports and Communications

- [A.](#) Department Head
- [B.](#) Council Member
- [C.](#) Mayor

VIII. Executive Session (if needed)

IX. Adjournment

File Attachments for Item:

A. Proclamation - March 2023 Red Cross Month

PROCLAMATION 2023-001

A PROCLAMATION BY THE CITY OF WHITE SALMON, WASHINGTON DECLARING MARCH 2023 AS RED CROSS MONTH

WHEREAS, the American Red Cross is a humanitarian organization that eases people's suffering during life's emergencies throughout Southwest Washington, Oregon, across the United States and around the world. Our Red Cross, Cascades Region and SW Washington Chapter, has a long history of helping our neighbors in need by delivering shelter, care and hope during disasters, making our community safer with preparedness programs and CPR and first aid training; providing lifesaving blood; and supporting military, veterans and their families; and

WHEREAS, last year, in the Cascades Region, more than 3,000 volunteers helped the families affected by over 650 home fires by addressing their urgent needs like food and lodging and providing recovery support. Meanwhile, when large disasters like the fall wildfires devastated our region, volunteers from our area and across the country provided 173,489 overnight stays, 387,590 meals and snacks, 9,955 relief items, emotional support, recovery planning and other assistance: and

WHEREAS, the Red Cross continues to carry out the organization's 140-year mission of preventing and alleviating suffering. During the trying times of the COVID-19 pandemic, people have stepped up to help others in need, whether it was responding to this year's record-breaking disasters across the country or rolling up their sleeves to give more than 148,500 units of blood in the Cascades Region when our country faced a severe blood shortage. This lifesaving work is vital to strengthening our community's resilience. Nearly 200 years since the birth of American Red Cross founder Clara Barton, we dedicate this month of March to all those who continue to advance her noble legacy, and we ask others to join in their commitment to care for people in need.

NOW, THEREFORE, I, Marla Keethler, Mayor of the City of White Salmon, hereby proclaim March 2023 to be

RED CROSS MONTH

in the City of White Salmon and encourage all its citizens to join in this observance.

Dated this 1st day of March, 2023.

Marla Keethler, Mayor

File Attachments for Item:

B. Personal Services Contract - Outreach Services



Department Head: SP
 Clerk/Treasurer: SP
 City Administrator: TR
 Mayor: NK

CITY COUNCIL REPORT

Business Item

Consent Agenda

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

No, unnecessary
 March 1, 2023
 Personal Services Contracts – Zaya LLC
 Stephanie Porter, Clerk Treasurer

Action Required:

Authorization for the mayor to sign Personal Services Contract with Zaya LLC for Outreach Services not to exceed \$8,000.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to authorization for the mayor to sign Personal Services Contract with Zaya LLC for Outreach Services not to exceed \$8,000.

Explanation of Issue:

The City Council approved in the 2023 budget \$8,000 for the contracting of Outreach Services.

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 adopted budget contains \$8,000 for this purpose.

Recommendation of Staff/Committee:

Staff Recommends council Authorize for the mayor to sign Personal Services Contract with Zaya, LLC for Outreach Services in the amount not to exceed \$8,000.

Follow Up Action:

Contract signatures and filing.

**PROFESSIONAL SERVICES
CONTRACT BETWEEN THE CITY
OF WHITE SALMON AND
ZAYA, LLC
WA UBI 604-265-514**

THIS AGREEMENT is made by and between the City of White Salmon, a Washington municipal corporation (the "City"), and Zaya LLC, a Washington corporation (the "Consultant").

RECITALS

WHEREAS, the City is presently desires that the Consultant perform services necessary to provide the following consultation services; and

WHEREAS, the Consultant agrees to perform the services more specifically described in the Scope of Work including any addenda thereto as of the effective date of this Agreement, all of which are attached hereto as **Exhibit A – Scope of Work and Fees**, and are incorporated by this reference as if fully set forth herein;

NOW, THEREFORE, in consideration of the mutual promises set forth herein, it is agreed by and between the parties as follows:

TERMS

1. **Retention of Consultant - Scope of Work.** The City hereby retains the Consultant to provide professional services as defined in this Agreement and as necessary to accomplish the scope of work attached hereto as **Exhibit A** and incorporated herein by this reference as if set forth in full. The Consultant shall furnish all services, labor and related equipment necessary to conduct and complete the work, except as specifically noted otherwise in this Agreement.

2. **Payment.**

A. The City shall pay the Consultant an amount based on time and materials, not to exceed \$8,000 for the services described in Section 1 herein. This is the maximum amount to be paid under this Agreement for the work described in **Exhibit A**, and shall not be exceeded without the prior written authorization of the City in the form of a negotiated and executed supplemental agreement. The Consultant's staff and billing rates shall be as described in **Exhibit A – Schedule of Rates and Estimated Hours**. The Consultant shall not bill for Consultant's staff not identified or listed in **Exhibit A** or bill at rates in excess of the hourly rates shown in **Exhibit A**, unless the parties agree to a modification of this Contract, pursuant to Section 17 herein.

B. The Consultant shall submit monthly invoices to the City after such services have been performed, and a final bill upon completion of all the services described in this Agreement. The City shall pay the full amount of an invoice within 45 days of receipt. If the City objects to all or any portion of any invoice, it shall so notify the Consultant of the same within 15 days from the date of receipt and shall pay that portion of the invoice not in dispute, and the parties shall immediately make every effort to settle the disputed portion.

3. **Duration of Work.** The City and the Consultant agree that work will begin on the tasks described in **Exhibit A** immediately upon execution of this Agreement. The parties agree that the work described in **Exhibit A** shall be completed by December 31, 2023; provided however, that additional time shall be granted by the City for excusable days or extra work. Further, the parties may extend the duration of this Agreement consistent with the terms of Section 17 below.

4. **Termination.** The City reserves the right to terminate this Agreement at any time upon ten (10) days written notice to the Consultant. Any such notice shall be given to the address specified above. In the event that this Agreement is terminated by the City other than for fault on the part of the Consultant, a final payment shall be made to the Consultant for all services performed. No payment shall be made for any work completed after ten (10) days following receipt by the Consultant of the notice to terminate. In the event that services of the Consultant are terminated by the City for fault on part of the Consultant, the amount to be paid shall be determined by the City with consideration given to the actual cost incurred by the Consultant in performing the work to the date of termination, the amount of work originally required which would satisfactorily complete it to date of termination, whether that work is in a form or type which is usable to the City at the time of termination, the cost of the City of employing another firm to complete the work required, and the time which may be required to do so.

5. **Non-Discrimination.** The Consultant agrees not to discriminate against any customer, employee or applicant for employment, subcontractor, supplier or materialman, because of race, color, creed, religion, national origin, marital status, sex, sexual orientation, age or handicap, except for a bona fide occupational qualification. The Consultant understands that if it violates this provision, this Agreement may be terminated by the City and that the Consultant may be barred from performing any services for the City now or in the future.

6. **Independent Status of Consultant.** The parties to this Agreement, in the performance of it, will be acting in their individual capacities and not as agents, employees, partners, joint ventures, or associates of one another. The employees or agents of one party shall not be considered or construed to be the employees or agents of the other party for any purpose whatsoever.

7. Indemnification.

A. The Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers, harmless from any and all claims, injuries, damages, losses or suits including attorneys fees, arising out of or resulting from the negligent or wrongful acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

B. In the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees or volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

8. Insurance.

A. The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

B. No Limitation. The Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance. The Consultant shall obtain at no cost to the City and maintain said insurance in force for the duration of this agreement, insurance of the types described below.

1. Professional Liability insurance appropriate to the Professional's profession.

D. Minimum Amounts of Insurance. The Consultant shall maintain the following insurance limits:

1. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim.

E. Other Insurance Provisions. The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability, Professional Liability and Commercial General Liability insurance as required in section C and D:

1. The Consultant's insurance coverage shall be primary insurance as respect to the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute to it.
2. The City will not waive its right to subrogation against the Consultant. The Consultant's insurance shall be endorsed acknowledging that the City will not waive its right to subrogation. The Consultant's insurance shall be endorsed to waive the right of subrogation against the City, or any self-insurance, or insurance pool coverage maintained by the City.
3. The Consultant's insurance shall be endorsed to state that coverage shall not be cancelled by either party, unless thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.
4. If any coverage is written on a "claims made" basis, then a minimum of a three (3) year extended reporting period shall be included with the claims made policy, and proof of this extended reporting period provided to the City.

F. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII and licensed to conduct business in the State of Washington.

Verification of Coverage. The Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

9. Ownership and Use of Work Product. Any and all documents, drawings, reports, and other work product produced by the Consultant under this Agreement shall become the property of the City upon payment of the Consultant's fees and charges therefore. The City shall have the complete right to use and re-use such work product in any manner deemed appropriate by the City, provided, that use on any project other than that for which the work product is prepared shall be at the City's risk unless such use is agreed to by the Consultant.

10. City's Right of Inspection. Even though the Consultant is an independent contractor with the authority to control and direct the performance and details of the work authorized under this Agreement, the work must meet the approval of the City and shall be subject to the City's general right of inspection to secure the satisfactory completion thereof. The Consultant agrees to comply with all federal, state, and municipal laws, rules, and regulations that are now effective or become applicable within the terms of this Agreement to the Consultant's business, equipment, and personnel engaged in operations covered by this Agreement or accruing out of the performance of such operations.

11. Records.

A. The Consultant shall keep all records related to this Agreement for a period of three years following completion of the work for which the Consultant is retained. The Consultant shall permit any authorized representative of the City, and any person authorized by the City for audit purposes, to inspect such records at all reasonable times during regular business hours of the Consultant. Upon request, the Consultant will provide the City with reproducible copies of any such records. The copies will be provided without cost if required to substantiate any billing of the Consultant, but the Consultant may charge the City for copies requested for any other purpose.

B. Consultant acknowledges that the City is an agency governed by the public records disclosure requirements set forth in chapter 42.56 RCW. Consultant shall fully cooperate with and assist the City with respect to any request for public records received by the City concerning any public records generated, produced, created and/or possessed by Consultant and related to the services performed under this Agreement. Upon written demand by the City, the Consultant shall furnish the City with full and complete copies of any such records within ten business days. Consultant's failure to timely provide such records upon demand shall be deemed a material breach of this Agreement. To the extent that the City incurs any monetary penalties, attorneys' fees, and/or any other expenses as a result of such breach, the Consultant shall indemnify and hold harmless the City as set forth in Section 7. For purposes of this section, the terms "public records" and "agency" shall have the same meaning as defined by chapter 42.56 RCW, as construed by Washington courts.

C. The provisions of this section shall survive the expiration or termination of this Agreement.

12. Work Performed at the Consultant's Risk. The Consultant shall take all precautions necessary and shall be responsible for the safety of its employees, agents, and subconsultants in the performance of the work hereunder and shall utilize all protection necessary for that purpose. All work shall be done at the Consultant's own risk, and the Consultant shall be responsible for any loss of or damage to materials, tools, or other articles used or held by the Consultant for use in connection with the work.

13. Non-Waiver of Breach. The failure of the City to insist upon strict performance of any of the covenants and agreements contained herein, or to exercise any option herein conferred in one or more instances shall not be construed to be a waiver or relinquishment of said covenants, agreements, or options, and the same shall be and remain in full force and effect.

14. Resolution of Disputes and Governing Law.

A. Should any dispute, misunderstanding, or conflict arise as to the terms and conditions contained in this Agreement, the matter shall first be referred to the City Engineer or Director of Operations and the City shall determine the term or provision's true intent or meaning. The City Engineer or Director of Operations shall also decide all questions which may arise between the parties relative to the actual services provided or to the sufficiency of the performance hereunder.

B. If any dispute arises between the City and the Consultant under any of the provisions of this Agreement which cannot be resolved by the City Engineer or Director of Operations determination in a reasonable time, or if the Consultant does not agree with the City's decision on the disputed matter, jurisdiction of any resulting litigation shall be filed in Pierce County Superior Court, Pierce County, Washington. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. The prevailing party in any such litigation shall be entitled to recover its costs, including reasonable attorney's fees, in addition to any other award.

15. Written Notice. All notices required to be given by either party to the other under this Agreement shall be in writing and shall be given in person or by mail to the addresses set forth below. Notice by mail shall be deemed given as of the date the same is deposited in the United States mail, postage prepaid, addressed as provided in this paragraph.

CONSULTANT:
Zaya, LLC
5 Dawn
White Salmon, WA 98672

CITY:
City of White Salmon
PO Box 2139
White Salmon, WA

16. Subcontracting or Assignment. The Consultant may not assign or subcontract any portion of the services to be provided under this Agreement without the express written consent of the City.

17. Entire Agreement. This Agreement represents the entire integrated agreement between the City and the Consultant, superseding all prior negotiations, representations or agreements, written or oral. This Agreement may be modified, amended, or added to, only by written instrument properly signed by both parties hereto. If extending the duration of the Agreement only, the parties may agree to such duration extension by written instrument approved and signed by the Consultant and by the City of White Salmon if all other terms of the Agreement are unchanged and remain in full force and effect for the entire new duration of the Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement this _____ day of _____, 2023.

CONSULTANT: Zaya, LLC

CITY OF WHITE SALMON

By: _____
Diana Klochkova, Owner

By: _____
Marla Keethler, Mayor

ATTEST:

File Attachments for Item:

A. Ordinance 2023-03-1127 Amending WSMC 9.08 Weapons

1. Presentation and Discussion

2. Action



Department Head: MH
Clerk/Treasurer: [Signature]
City Administrator: T.R.
Mayor: [Signature]

CITY COUNCIL REPORT

Business Item

Consent Agenda

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

Yes, completed
March 1, 2023
Ordinance 2023-03-1127 Amending WSC 9.08 Weapons
Mike Hepner, Chief of Police

Action Required:

Adoption of Ordinance 2023-03-1127 Amending WSC 9.08 Weapons.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to adopt Ordinance 2023-03-1127 Amending WSC 9.08 Weapons. The code has been updated to reflect the current RCW for dangerous weapons and add code prohibiting the discharge of a firearm with the city.

Explanation of Issue:

Attached is the final amendment to Municipal Code Chapter 9.08 for the City of White Salmon to include the following amendments:

9.08.010 Definitions: Updated definitions to reflect the content of chapter 9.08.

9.08.011 Discharge of Firearms Prohibited: Added prohibiting the discharge of a firearm with the city to maintain the safety and welfare of city residents.

9.08.020 - Manufacture, sale, possession, or use of certain weapons prohibited: Repealed. RCW 9.41.250 restricts the possession of dangerous weapons.

9.08.030 - Exemptions to chapter provisions: Revised exemptions for chapter 9.08.

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

Fiscal Analysis:

There are no Financial Implications

Recommendation of Staff/Committee:

Staff recommended the council approve the adoption of Ordinance 2023-03-1127, amended Municipal Code 9.08 for the City of White Salmon.

CITY OF WHITE SALMON WASHINGTON
ORDINANCE NO. 2023-03-1127

**AN ORDINANCE AMENDING WEAPONS SECTION WSMC CHAPTER 9.08 TO ADD
DISCHARGE OF FIREARM PROHIBITED AND REVISING OTHER PROVISIONS**

WHEREAS, the City Council of the City of White Salmon wishes to maintain the safety and welfare of city residents by prohibiting the discharge of a firearm within the city limits; and

WHEREAS, the City Council of the City of White Salmon wants to update obsolete municipal codes in chapter 9.08; and

WHEREAS, the City finds that amendments are necessary to ensure the health and safety of City residents; and

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

SECTION 1. WSMC Ch. 9.08 is hereby amended as follows:

Key: Deleted = ~~strikethrough~~

Added = underlined

Chapter 9.08 - WEAPONS

Sections:

9.08.010 - Definitions.

As used in this chapter:

"Firearm" means a weapon or device from which a projectile or projectiles may be fired by an explosive such as gunpowder. "Firearm" does not include a flare gun or other pyrotechnic visual distress signaling device, or a powder-actuated tool or other device designed solely to be used for construction purposes.

~~A. "Nunchaku" means an instrument consisting of two or more sticks, clubs, bars or rods, to be used as handles, connected by a rope, cord, wire or chain, in the design of a weapon used in connection with the practice of a system of self-defense such as karate.~~

~~B. "Spring blade knife" means any knife, including a prototype, model, or~~

~~other sample, with a blade that is automatically released by a spring mechanism or other mechanical device, or any knife having a blade which opens, or falls, or is ejected into position by the force of gravity, or by an outward, downward, or centrifugal thrust or movement. A knife that contains a spring, detent, or other mechanism designed to create a bias toward closure of the blade and that requires physical exertion applied to the blade by hand, wrist, or arm to overcome the bias toward closure to assist in opening the knife is not a spring blade knife.~~

~~D. "Throwing star" means any instrument, without handles, consisting of a metal plate having three or more radiating points with one or more sharp edges, and designed in the shape of a polygon, trefoil, cross, star, diamond or other geometric shape, for the use as a weapon for throwing.~~

“Taser” means an electronic or energy device or weapon which, upon coming in contact with a person, is capable of inflicting injury or an electric or energy shock to such a person and is otherwise known as a “stun gun”.

9.08.011 – Discharge of firearms prohibited.

It is unlawful for any person to fire, shoot or discharge any firearm within the city except as provided in WSMC Section 9.08.030, below. Any person who violates this provision is guilty of a gross misdemeanor.

9.08.020 – Manufacture, sale, possession, or use of certain weapons prohibited.

~~Every person who manufactures, sells or disposes of, or has in his possession any instrument, martial arts weapon, or other weapons of the kind usually known as blackjack, slung shot, nunchaku, throwing star, sand club, metal knuckles, or spring blade knife, or any knife the blade of which is automatically released by a spring mechanism or other mechanical device, or any knife having a blade which opens or falls or is ejected into position by the force of gravity, or by an outward, downward or centrifugal thrust or movement, who furtively carries, with intent to conceal any dagger, dirk, pistol or other dangerous weapon, or who uses any contrivance or device for suppressing the noise of any firearm, is guilty of a misdemeanor.~~

9.08.025 – Possession, Firing or Discharging Taser Prohibited

It shall be unlawful for any person under the age of 18 years to possess, fire or discharge any taser or similar electronic device or weapon within the White Salmon City limits or towards any person inside the White Salmon City limits. No one shall possess or discharge a taser in any public park or school within the City. Any person who violates this provision is guilty of a

misdemeanor.

9.08.027 - Sale or Transfer of Taser to a Minor

It shall be unlawful to sell, gift or otherwise transfer a taser to a person under the age of 18 years within the White Salmon City Limits. Any person who violates this provision is guilty of a misdemeanor.

9.08.030 - Exemptions to chapter provisions.

The provisions of this chapter shall not apply to the following:

~~**Section 9.08.020 shall not apply to any of the following:**~~

- A. **The discharge of a firearm or taser by law enforcement officers in the performance of their duties.**
- B. **The discharge of a firearm for the purposes of target practicing in a duly licensed shooting gallery or at a target range maintained and operated by law enforcement or an organized rifle or gun club affiliated with a national shooting organization.**
- C. The possession of a taser, ~~or of a nunchaku, throwing star or other martial arts weapon~~ on the premises of a school which holds a regulatory or business license and teaches the arts of self-defense.
- D. ~~The manufacture of a taser, or of a nunchaku, throwing star or other martial arts weapon for sale to, or the sale of a taser, or of a nunchaku or throwing star or other martial arts weapon to, a school which holds a regulatory or business license and teaches the arts of self-defense.~~

SECTION 3: EFFECTIVE DATE

This ordinance shall become effective five days after publication as provided by law.

SECTION 4: SEVERABILITY

If any part of this ordinance is declared unconstitutional or otherwise invalid for any reason, the remaining provisions shall be construed to be effective after removing the objectionable provision(s).

PASSED by the Council and approved by the Mayor on March 1st, 2023.

Mayor Marla Keethler

Stephanie Porter, Clerk/Treasurer

APPROVED AS TO FORM:

Kenneth B. Woodrich, City Attorney

DRAFT

File Attachments for Item:

B. Ordinance 2023-03-1128 Creating WSMC 2.02.010 - City Hall Hours

1. Presentation and Discussion

2. Action



Department Head:	
Clerk/Treasurer:	
City Administrator:	
Mayor:	

COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:	Yes, completed.
Meeting Date:	March 1, 2023
Agenda Item:	Ordinance 2023-03-1128 Creating WSMC 2.02 City Hall
Presented By:	Troy Rayburn, City Administrator

Action Required:
Adoption of Ordinance 2023-03-1128 relating to an Ordinance creating White Salmon Municipal Code (WSMC) 2.02 City Hall and WSMC 2.02.010 City Hall Hours.

Motion for Business Item / Proposed Motion for Consent Agenda:
I hereby move to adopt Ordinance 2023-03-1128, Creating White Salmon Municipal Code (WSMC) 2.02 City Hall and WSMC 2.02.010 City Hall Hours.

Explanation of Issue:
The proposed ordinance would establish a dedicated workday wherein City Hall would be closed to the public on Mondays. This would allow administration staff the opportunity to have a focused period for uninterrupted work. City Hall will remain open to the public Tuesdays-Fridays, though this ordinance also proposes shifting the opening hours to 8:30am-5pm and identifying a set lunch closure from 12p-1pm daily. Currently lunch breaks have been coordinated between staff; setting these structured hours will allow for regularity for the public.

Residents looking to pay accounts will continue to have access to online bill pay and the City Hall drop box location on Mondays, and applications dropped via the City Hall drop box on Mondays will still receive that date as their recorded submission. If Council approves, this ordinance will become effective 2 weeks after the date of passing (the week of March 20, 2023) in order to allow sufficient time to notify the public of the change in hours.

These changes in hours of availability to the public do not affect staff schedules, and City Hall staff will continue to work 8am-5pm Monday - Friday, unless a holiday or otherwise noticed is a factor. This ordinance only effects the hours City Hall will be open to the public.

- 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. Other action as desired by council.

Fiscal Analysis:
There are no financial implications.

Follow Up Action:
The City Administrator, in the consultation of the Mayor, will assess the policy after six months (September 20, 2023) to determine if the revised City Hall office hours are accomplishing said intent and is not overly burdensome to the public.

**CITY OF WHITE SALMON
ORDINANCE NO. 2023-03-1128**

**AN ORDINANCE CREATING WSMC CHAPTER 2.02 CITY HALL AND WSMC
2.02.010 CITY HALL HOURS TO THE MUNICIPAL CODE OF THE CITY OF WHITE
SALMON, WASHINGTON.**

WHEREAS, the City of White Salmon is required by RCW 35A.21.070 to establish City Hall office hours by ordinance; and

WHEREAS, the City Of White Salmon administration has determined that the staff would benefit from a dedicated work day; and

WHEREAS, the City of White Salmon administration has identified Monday as the day that will have the least impact on public needs; and

**NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF WHITE SALMON
DO ORDAIN AS FOLLOWS:**

SECTION 1. ADDING CHAPTER 2.02 CITY HALL. White Salmon Municipal Code (WSMC) Chapter 2.02 CITY HALL is hereby added.

SECTION 2. ADDING SECTION 2.02.010 CITY HALL HOURS. The following WSMC section 2.02.010 CITY HALL HOURS is added to the White Salmon Municipal Code Chapter 2.02 CUTY HALL as follows:

WSMC 2.02.010 City Hall Hours

- A. City Hall shall generally be open for the transaction of business with the public from the hours of nine a.m. to five p.m., Tuesday through Friday.
 - a. Exceptions
 - i. designated lunch hour from twelve p.m.to one p.m. daily; and
 - ii. holidays occurring during the normal business week of the city as may be established by state law or actions of city council.

B. For purposes of this section, transaction of city business shall mean staff availability for direct contact by members of the public. Such hours may be modified by the mayor on a temporary basis as a result of staffing shortage. The mayor shall have the authority by executive order to authorize the closing of all or certain of the city offices, for up to one day for such cause as is deemed appropriate by the mayor.

SECTION 3. SEVERABILITY. If any section, sentence, clause, or phrase of this ordinance should be held to be invalid or unconstitutional y a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of any other section, sentence, clause, or phrase of this ordinance.

SECTION 4. EFFECTIVE DATE. This ordinance shall take effect five (5) days after passable and publication of an approved summary consisting of the title.

PASSED in regular session this 1st day of March, 2023.

Marla Keethler, Mayor

Stephanie Porter, Clerk/Treasurer

Approved as to form:

Kenneth B. Woodrich, City Attorney

File Attachments for Item:

C. Ordinance 2023-03-1129 Creating WSMC 2.40.050 Notary Public Services

1. Presentation and Discussion

2. Action



Department Head: JP
 Clerk/Treasurer: JP
 City Administrator: TR
 Mayor: MK

COUNCIL REPORT

Business Item **Consent Agenda**

Needs Legal Review: Yes, completed.
 Meeting Date: March 1, 2023
 Agenda Item: Ordinance 2023-03-1129 Creating WSMC 2.40.050 Notary Public Services
 Presented By: Stephanie Porter, Clerk Treasurer

Action Required:
 Motion to approve Ordinance 2023-03-1129 Creating WSMC 2.40.050 Notary Public Services.

Motion for Business Item / Proposed Motion for Consent Agenda:
 Motion to approve Ordinance 2023-03-1129 Creating WSMC 2.40.050 Notary Public Services.

Explanation of Issue:
 The city previously provided notary services to the public through December 31, 2019. This service was discontinued due to overwhelming time being spent on the documents being provided by requestors. As the city focuses on supporting the needs of the community, this ordinance proposes a return to providing notary services in a way that would be able to accommodate public needs while also setting boundaries that aim to resolve some of the issues encountered when notary services were last provided.

The city currently has 3 bonded and active Notary Publics. Each of the notaries has agreed that the below listed guidelines would allow the city to provide the Notary Service and be adequately compensated for the time invested.

Notary Public Services will be advertised to the public as follows:

Notary services are typically available Tuesday and Wednesday, 9:00 a.m. to 12 p.m. No appointment is necessary, however calling ahead is suggested. There is a \$10 fee per stamp issued for this service.

Here are some simple rules regarding Notary services:

1. Notaries cannot give legal advice or prepare documents on your behalf.
2. Notaries cannot sign a document that does not contain a legally acceptable notary acknowledgement or jurat.
3. Signers must appear in-person before a Notary can complete the transaction.
4. Signers must have acceptable photo identification, that is not expired.
5. If witnesses are required, signer must bring witnesses with them. In order to serve as a witness, the witness must be personally known to the individual whose document is being notarized and valid photo identification must be provided. The city does not provide witnesses.
6. Do not sign the document until instructed by the Notary.

Not all Notary services may be performed at this location. Extensive notary requests, such as wills and real estate transactions, will not be accommodated.

For more information see [WSMC 2.40.050 Notary Public](#) or call the City Clerk's Office at 509-493-1133 x205.



These guidelines also provide a level of protection against customers that have extensive or complicated notary needs that are better suited for professional services.

Currently, there are one title company and one attorney in the City of White Salmon that provide notary services. These options are a better fit for real estate transactions and estate, will and trust planning documents.

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. Other action as desired by council.

Fiscal Analysis:

This additional service will generate funds to the Finance, Current Expense Fund. It Is unknown in what capacity.

Follow Up Action:

The Clerk Treasurer, in the consultation with City Hall Administration and staff, will assess the policy after six months (September 20, 2023) to determine how the addition of Notary Public Services is fairing.

**CITY OF WHITE SALMON
ORDINANCE NO. 2023-03-1129**

AN ORDINANCE CREATING WSMC SECTION 2.40.050 NOTARY PUBLIC SERVICES WITHIN CHAPTER 2.40 CHARGES FOR CERTAIN CITY SERVICES IN THE MUNICIPAL CODE OF THE CITY OF WHITE SALMON, WASHINGTON.

WHEREAS, the City of White Salmon is administration has identified a need for local Notary Publics; and

WHEREAS, the City Of White Salmon administration has determined that providing Notary Public Services during set hours; and

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF WHITE SALMON DO ORDAIN AS FOLLOWS:

SECTION 1. NEW SECTION ADDED. The following White Salmon Municipal Code (WSMC) Section 2.40.040 Notary Services is added to the White Salmon Municipal Code Chapter 2.40 CHARGES FOR CERTAIN CITY SERVICES as follows:

WSMC 2.40.050 Notary Services

A. City Hall Notary Public Services shall generally be available to the public from the hours of nine a.m. to twelve p.m., Tuesdays and Wednesdays.

1. Exceptions

a. holidays occurring during the normal business week of the city as may be established by state law or actions of city council.

B. A fee of \$10 will be charged for each City Hall Notary Public stamp issued.

C. The following rules apply to City Hall Notary Services;

1. City Hall Notary Public cannot give legal advice or prepare documents on your behalf; and

2. City Hall Notary Public cannot sign a document that does not contain a legally acceptable notary acknowledgement or jurat; and

3. Signers must appear in-person before a City Hall Notary Public can complete the transaction; and

4. Signers must have acceptable photo identification; and

5. Signer must provide witnesses, if necessary.

a. The witness must be personally known to the individual whose document is being notarized and valid photo identification must be provided.

b. The city does not provide witnesses.

D. Not all Notary services may be performed at this location. Extensive notary requests, such as wills and real estate transactions, will not be accommodated.

SECTION 2. SEVERABILITY. If any section, sentence, clause, or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such

invalidity or unconstitutionality shall not affect the validity of any other section, sentence, clause, or phrase of this ordinance.

SECTION 3. EFFECTIVE DATE. This ordinance shall take effect five (5) days after passage and publication of an approved summary consisting of the title.

PASSED in regular session this 1st day of March, 2023.

Marla Keethler, Mayor

Stephanie Porter, Clerk/Treasurer

Approved as to form:

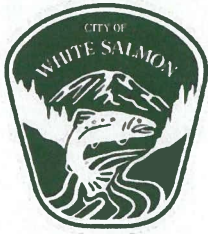
Kenneth B. Woodrich, City Attorney

File Attachments for Item:

D. Ordinance 2023-03-1130 Amending WSMC 10.28 Truck Unloading Zones

1. Presentation and Discussion

2. Action



Department Head: MH
 Clerk/Treasurer: AP
 City Administrator: TR
 Mayor: CHK

CITY COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:
 Meeting Date:
 Agenda Item:

Yes, completed
 March 1st, 2023
 Ordinance 2023-03-1130 Amending WSMC Chapter 10.28
 Truck Loading Zone
 Presented By: Mike Hepner, Chief of Police

Action Required:

Adoption of Ordinance 2023-03-1130 Amending WSMC Chapter 10.28 Truck Loading Zone.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to adopt Ordinance 2023-03-1130, amending WSMC Chapter 10.28 Truck Loading Zone for the City of White Salmon.

Explanation of Issue:

The code has been updated to maintain consistency and limit confusion of municipal code.

Attached is the final amendment to Municipal Code Chapter 10.28 for the City of White Salmon to include the following amendments:

10.28.010 Truck loading zones: Repeal the entire section and add more concise regulations for all truck loading zones.

10.28.020 Signs required: Repeal the entire section.

10.28.030 Violation-Penalty: Clarify a set monetary and towing penalty for violations.

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.

Fiscal Analysis:

There are no Financial Implications

Recommendation of Staff/Committee:

Staff recommended the council approve the adoption of Ordinance 2023-03-1130, amended Municipal Code Chapter 10.28 for the City of White Salmon.

CITY OF WHITE SALMON WASHINGTON
ORDINANCE NO. 2023-03-1130

AN ORDINANCE AMENDING VEHICLE CODE SECTION WSMC 10.28. REGARDING
TRUCK LOADING ZONES

WHEREAS, the City Council of the City of White Salmon wishes to maintain consistency and limit confusion of municipal code for city residents by simplifying WSMC chapter 10.28

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

SECTION 1. WSMC Ch. 10.28.010 is hereby amended as follows:

Key: Deleted = ~~strikethrough~~

Added = **bold underlined**

10.28.010 - Truck loading zones.

Posted loading/unloading zone are limited in duration to twenty minutes between the hours of five a.m. and five p.m. each day of the week. Unloading shall be limited in duration to twenty minutes. The city shall maintain signage as required by RCW 46.55.113(2)(h) setting forth that the city shall have the right to tow a vehicle that is found to be in violation of this section, and shall impound the vehicle according to the procedures and appeal rights set forth in RCW Ch. 46.55 and WSMC Ch. 10.40. Any person violating a posted parking limitation shall be subject to the penalty provisions of WSMC 10.28.030, below.

The following areas shall be designated as loading/unloading zones for trucks:

A. ~~Beginning on the east side of North Main Street, twenty feet north of Jewett Avenue Boulevard and extending to the south corner of the first alleyway going in an east-west direction, and such unloading zone for trucks shall be limited to the hours of eight a.m. to eleven a.m. each day of the week.~~

~~Compact cars only may be parked along the north side of Jewett Avenue, beginning at a point twenty feet east of the east side of North Main Street a distance of three parking spaces. The parking in the three spaces shall be limited in duration to fifteen minutes;~~

B. ~~On the north side of Jewett Avenue at the intersection of Jewett Avenue and Church Streets on the south thirty-three feet of the southeast portion of such north side, from the hours of eight a.m. to eleven a.m.; On Church street along the west side between Jewett Boulevard and Tohomish Street, it shall be a loading/unloading zone limited in duration to twenty minutes between the hours of 5am-5pm each day of the week. The city shall maintain signage as required by RCW 46.55.113(2)(h) setting forth that the city shall have the right to tow a vehicle that is found to be in violation of this section, and shall impound the vehicle according to the procedures and appeal rights set forth in RCW Ch. 46.55 and WSMC Ch. 10.40;~~

C. ~~On the intersection of Jewett Avenue and Church Street on the northwest corner of such intersection, a distance easterly and westerly of fifty feet from the hours of eight a.m. to twelve noon; On Church street along the east side between Jewett Boulevard and Tohomish Street, there~~

~~shall be no parking permitted by any vehicles of any nature, kind or description during any time of the day or night, seven days per week. The city shall maintain signage as required by RCW 46.55.113(2)(h) setting forth that the city shall have the right to tow a vehicle that is found to be in violation of this section, and shall impound the vehicle according to the procedures and appeal rights set forth in RCW Ch. 46.55 and WSMC Ch. 10.40;~~

- ~~D. On Jewett Avenue Boulevard along the entire north side of Jewett Avenue Boulevard, commencing at the intersection of Jewett Avenue Boulevard and Estes Street, southwesterly to the intersection of Jewett Avenue and Wauna Street west end of the third driveway accessing Jewett Boulevard, there shall be no parking permitted by any vehicles of any nature, kind or description during any time of the day or night, seven days per week;~~
- ~~E. On the intersection of Jewett Avenue Boulevard on the south side thereof, commencing at the intersection of Jewett Avenue Boulevard and Fourth Street to its intersection of Jewett Avenue Boulevard and Third Street, there shall be no parking permitted whatsoever by any vehicles of any nature, kind or description during any time of the day or night, seven days per week;~~
- ~~F. Commencing at the intersection of Jewett Avenue Boulevard and First Street, on the west side of the street, a distance of forty two feet northerly and southerly from the intersection, there shall be no parking from the hour of eight a.m. until twelve noon, by any vehicles of any nature, kind or description, seven days per week.~~

~~10.28.020 Signs required.~~

~~The city shall be obligated to post the appropriate and proper unloading and no parking signs in accordance with the above described locations.~~

10.28.030 Violation-Penalty.

For each violation of this chapter of unloading zones ~~and no parking zones~~ hereinabove specified, the violator shall be fined ~~the sum of~~ **fifty** dollars for each offense. **In addition to any monetary penalties set forth herein, both the violator and the owner shall be jointly and severally liable for the cost of towing and storage as provided in RCW Chapter 46.55.**

SECTION 2- SEVERABILITY: 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 become effective following passage and publication as provided by law.

PASSED in regular session this 1st day of March, 2023.

ATTEST:

Marla Keethler, Mayor

Stephanie Porter, Clerk Treasurer

APPROVED AS TO FORM:

Kenneth B. Woodrich, City Attorney

DRAFT

File Attachments for Item:

E. Ordinance 2023-03-1131 Repealing WSMC 10.12 Compression Brakes

1. Presentation and Discussion

2. Action



Department Head: MH
Clerk/Treasurer: [Signature]
City Administrator: A.R.
Mayor: [Signature]

CITY COUNCIL REPORT

Business Item

Consent Agenda

Needs Legal Review:
Meeting Date:
Agenda Item:

Yes, completed
March 1st, 2023
Ordinance 2023-03-1131 Repealing WSMC 10.12
Compression Brakes.

Presented By:

Mike Hepner, Chief of Police

Action Required:

Repealing of Ordinance 2023-03-1131 Repealing WSMC 10.12 Compression Brakes.

Motion for Business Item / Proposed Motion for Consent Agenda:

Motion to repeal Ordinance 2023-03-1131, WSMC Chapter 10.12 Compression Brakes for the City of White Salmon.

Explanation of Issue:

Attached is the final repeal to Municipal Code Chapter 10.12 for the City of White Salmon to include the following:

RCW 46.37.395 Compression Brakes, restricts the unmuffled compression brakes and is included in WSMC 10.04 Model Traffic Code and WSMC Chapter 10.12 and is therefore redundant and confusing.

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.

Fiscal Analysis:

There are no Financial Implications

Recommendation of Staff/Committee:

Staff recommended the council approve the repeal of Ordinance 2023-03-1131, Municipal Code Chapter 10.12 for the City of White Salmon.

ORDINANCE NO. 2023-03-1131

AN ORDINANCE REPEALING WSMC CH 10.12 REGARDING COMPRESSION BRAKES

WHEREAS, the City Council of the City of White Salmon wishes to maintain the public peace and safety of the citizens of White Salmon by repealing WSMC Chapter 10.12.

WHEREAS, the City finds RCW 46.37.395 restricts unmuffled compression brakes and is included in WSMC 10.04 Model Traffic Code and WSMC Chapter 10.12 is therefore redundant and confusing.

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

SECTION 1. Repealed – WSMC 10.12 Compression Brakes. WSMC 10.12 is repealed in its entirety.

SECTION 2: EFFECTIVE DATE

This ordinance shall become effective five days after publication as provided by law.

SECTION 3: SEVERABILITY

If any part of this ordinance is declared unconstitutional or otherwise invalid for any reason, the remaining provisions shall be construed to be effective after removing the objectionable provision(s).

Passed by the Council and approved by the Mayor on this 1st day of March, 2023.

ATTEST:

Marla Keethler, Mayor

Stephanie Porter, Clerk Treasurer

APPROVED AS TO FORM:

Kenneth B. Woodrich, City Attorney

File Attachments for Item:

A. Department Head



DEPARTMENT UPDATE

Department: Planning Department
Meeting Date: March 1, 2023
Presented By: Jeff Broderick, Planner

Short-term Rentals

Renewals are largely wrapped up as I write this update with a couple of outstanding licenses to issue. Our total STR count right now is about 43. There are several STR permits that may be converted to a status as a hotel. Jeff B is conducting a bit more research and may have a decision about this between the writing of this memo and the council meeting.

Planning Updates

Land use actions that will be complete or have decisions issued in next two weeks are:

- Issued a short plat decision the week of February 20
- Started on the Four Oaks Subdivision findings and decision-first hearing will be before the Planning Commission on March 22 with advertising complete and notices sent to property owners sent last week.
- Watershed Planning gave a presentation about the Shoreline Master Plan update to the Planning Commission at their Feb. 22 meeting. The purpose of the SMP update is primarily to amend the plan to meet current State of Washington code.
- Catching up on more building permits with one garage and one new home which includes an ADU already approved through the conditional use process
- So staff can focus on the multiple plans, initiatives and work on code amendments, some current planning is likely to be sent to the Watershed Company. City staff have already had a meeting with this consulting firm about what might be sent to them for their review.
- Staff met with the local postmaster about planning for mailbox installation around most of White Salmon. Many details need to be worked out, but the anticipated change is targeted for August of this year. There was discussion of how to promote this/let people know of the changes. Please keep in mind that even after mailboxes are installed, residents with the option of access to a bank of mailboxes can choose to maintain their own PO box at the post office.

TSP Update-Survey is out!

The survey is out and posted on the City's website. The link to the City website page for this is: <https://www.white-salmon.net/planning/page/transportation-planning>. The survey will be available until March 31 and everyone is encouraged to take it. There is an English and Spanish version of this. Please distribute this to friends, family, organizations you belong to, coworkers-anyone!



DEPARTMENT HEAD REPORT

Department: Police

Meeting Date: March 1, 2023

Presented By: Chief Mike Hepner

For dates of 02/06/2023-02/23/2023

Administration:

- WS 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

Patrol Division:

The Bingen-White Salmon Police Department pride ourselves in reducing the incidence and fear of crime, insuring 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 and lastly speed enforcement, parking issues, or whatever the community deems important to them.

- 31 of the 52 calls for service in this time frame were in White Salmon
- 1 Arrest was made in White Salmon for Domestic Violence
- 2 Motor Vehicle Crash's occurred in White Salmon in this time frame.
- Officer Mcilwain has been busy updating the Ordinances in White Salmon.
- Officer Randall responded to a shots fired call just outside city limits. This is a county call and is being investigated by the Klickitat County Sheriff's Office.
- I responded to a Fentanyl overdose after Narcan was given the subject was transported to the hospital.
- Being 3 officers short this week I have been working the road which takes away from my office duties and missing meetings I usually attend.
- I have enclosed legislative bills regarding law enforcement in this year's session. I have highlighted the ones I'm following closely.

Mike Hepner

From: Mike Hepner <Mike@bwspolice.com> on behalf of Mike Hepner
Sent: Tuesday, February 21, 2023 11:38 AM
To: mike@bwspolice.com
Subject: FW: HB & SB Report

HB 1025 Creating a private right of action for harm from violations of the state Constitution or state law by peace officers.

HB 1445 Relating to strengthening and clarifying the authority of the attorney general to address law enforcement and local corrections agency misconduct

Policy:

HB1513&5572 a peace officer may not stop on non moving violations and DWLS

SB5043 authorizing the use of vascular neck restraints

HB 1062 Concerning deception by law enforcement officers during custodial interrogations.

Pursuit Policy:

SB 5034 Relating to providing the authority for a peace officer to engage in a vehicular pursuit when there is reasonable suspicion

HB1691 Relating to expanding penalties for the crime of attempting to elude a pursuing police vehicle

HB 1363 & SB 5352 Concerning vehicular pursuits lowering the evidentiary threshold for vehicular pursuits

HB 1053 Concerning vehicular pursuits for reasonable suspicions on all crimes

Controlled substance:

HB1520 criminalizing fentanyl

HB 1209 Relating to restricting the possession, purchase, delivery, and sale of certain equipment used to illegally process controlled substances

HB1415 Relating to making the knowing possession of a controlled substance a gross misdemeanor

HB 1613 & SB 5467 Relating to encouraging treatment for possession of certain counterfeit drugs or controlled substances

SB 5313 Relating to murder in the first degree by controlled substance.

HB5536 Relating to justice system and behavioral health responses for persons experiencing circumstances that involve controlled substances

RCW Changes:

SB 5002 Lowering alcohol concentration for DUI .05

HB 1002 increasing penalty of hazing

HB 1112 Relating to imposing criminal penalties for negligent driving involving the death of a vulnerable user victim

HB 1116 Providing a behavioral health response to juveniles consuming controlled substances RCW 43.185C.260

HB1139 Relating to harassment rcw

HB1162 expanding offenses and penalties for manufacture, sale, distribution, and other conduct involving controlled substance. Criminalizing endangerment with controlled substance for all controlled

HB1150 creating the offense of unlawful branding of another person

HB1456 changing the definition of theft

HB1582 & SB5514 prohibiting drivers from making a right turn within proximity of certain facilities

HB1487 Relating to improving motorcycle safety by authorizing the use of the right shoulder of limited access roadways

HB1493 Relating to impaired driving

HB1805 Relating to making robbery in the second degree a most serious offense under certain circumstances

SB5049 Relating to firearm theft

SB 5132 Increasing the penalty for assaulting a law enforcement officer.

SB5623 Relating to modifying an element of the offense of hate crime and classifying a hate crime as crimes against persons

SB5646 Relating to leaving a child unattended in a motor vehicle

HB1059 & SB 5223 Relating to protecting minors from sexual exploitation

HB 1335 & SB 5321 Relating to the unauthorized publication of personal identifying information or DOXING

HB1618 increasing statute of limitations on child sex abuse

SB5033 reclassifying the sentence for the crime of custodial sexual misconduct to a class C felony

SB5299 Relating to law enforcement officer protection amending assault 3 to include of duty officer assault because of employment

Bail, Holding, Sentencing and release changes:

SB5588 the mental health sentencing alternative

HB 1161 prohibiting persons convicted of violent offenses with firearm enhancements from receiving earned early release credits

HB 1196 Relating to public transparency in the criminal plea negotiation process

SB5032 Extending the felony driving under the influence lookback to 15 years while providing additional treatment options through the creation of a drug offender sentencing alternative for driving under the influence

SB5076 Relating to the authority to hold a person without bail until their first appearance on a domestic violence or protection order case

SB5149 Relating to ensuring that offenders who are incarcerated and commit murder may be charged with the death penalty

Firearms/weapons restrictions:

HB1144 & SB 5232 enhancing requirements for the purchase or transfer of firearms by establishing a 10-day waiting period, requiring firearms safety training, prohibiting firearms transfers prior to completion of a background check, and updating and creating consistency in firearms transfer and background check procedures

HB 1195 prohibiting the open carry of certain weapons in public parks and public hospitals

HB1562 clarifying and updating laws relating to the unlawful possession of firearms and restoration of firearm rights for repeat offenders

HB1771 increasing the seriousness level of the crime of unlawful possession of a firearm

HB1178 & SB 5446 Relating to the restoration of local government authority to regulate firearms by adopting ordinances or regulations relating to firearms that are in addition to or more restrictive than the requirements of state law

SB 5669 Relating to rights of individuals to bear arms and repealing firearm restrictions

SB 5747 projectile stun guns

LE Retention, training and Hiring:

HB 1387 Relating to requiring the criminal justice training commission to establish a program to recruit and train a pool of applicants

HB 1446 & SB 5361 Incentivizing cities and counties to increase employment of commissioned law enforcement officers

HB 1461 pilot project for providing basic law enforcement training in eastern Washington

SB 5108 Relating to a regional training model for basic law enforcement training

HB 1413 & SB 5425 flexible work for general and limited authority Washington peace officers

Juveniles:

HB 1607 admissibility of juvenile statements and physical evidence

HB1802 Relating penalties to minors in possession of alcohol, cannabis, or controlled substances

HB 1394 & SB 5543 reforming juvenile sex offender registration policy

HB 1440 & SB 5434 Relating to the jurisdiction of juvenile court to include youth ages 14 through 20 & Increases the age that children are legally incapable of committing a crime from under age 8 to under age 14

Victims Rights:

SB5635 Relating to enhancing victims' rights

HB1028 Relating to supporting crime victims and witnesses by promoting victim-centered, trauma-informed responses

Taxes changes:

HB1476 allowing the use of city imposed impact fees for law enforcement budget

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Officer Madelynn Mcilwain

Bingen-White Salmon Police Department

142 East Jewett Boulevard / PO Box 2139

White Salmon, WA 98672

Office (509) 493-1177



City of White Salmon Office of Public Works

Weekly Report

Week of:	2/15--- 2/24/2023
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Division:	Public Works
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Administration and Operations

Quick recap from last report:

Fencing is not in the budget for this year PW could do the work cheaper bids were 22k for the 2 sites, Booster station and Strawberry reservoir. We will be looking for material costs and budget for this in 2024.

As you are aware North Cascade Excavating was awarded phase 1 project. Currently the butterfly valves spec. for the project are 27 weeks out and are proposing a bevel gear gate valve which is 3 weeks out. This would save the city overall roughly 24k.

UPDATE: Our engineer is looking over their numbers as they don't add up.

Jewett Manhole project. PW is looking to extent the project to replace all sewer manhole lids before the paving. This would ensure that we wouldn't be back in later after paving is done for any additional repairs.

Carshare meeting this week was canceled so no update from me on this.

City Hall C. Troy Rosenburg is working on the information for the fixed base meter reading. Also looking into placement of repeaters for coverage.

Andrew came back from his Government Contracting Class with some good info he and Stephanie had some discussion about how we can better utilize small works roster and possibly using maintenance contracts.

We had a going away lunch for Officer Ed Gunnyon city staff attended he will be missed by all.

Andrew and Jason noticed we have a valve leaking at well 2 very small tried to do some adjusting but this valve is automated and is going to require Coburn Electric to adjust it as it's tied to SCADA.

We were able to do some brushing of line of site issues along roadways and trimmed some blackberry bushes. Bill has some letters out just waiting for response.

Sweeper maintenance is becoming a weekly occurrence it's time to look for a replacement in my opinion.

Backhoe currently in shop for repairs the rear bucket, thumb, and extended boom bleed off and have a mobile tech local to the area looking at it now.

UPDATE: Looks like we need to repair 1 cylinder and everything else tested good.

Still having communication issues at the booster station and Childs reservoir never a good time at 1-4am makes for a long day.

Had locate for 707 Oak notice that the contractor that was there last covered up 2 water valve cans and sewer manhole cover. This was done last summer need to contact owner and let them know there will maybe be a bill for our time and materials to bring to grade.

We have set the date for our sanitary survey of the water system for July 27th.

PW helped the Community Partners and took down the Ornaments on Dock Grade this took about 4-5 hours. Also, we took advantage of the time to clean the ditch line of rocks and sweep the Road and back open by 2:30.

Working with Klickitat Tree for scheduling of the Sweetgum Tree trimming. PW will be providing traffic control for the project.

Parking around the bakery has been a hot topic lately on social media and otherwise. Safety around the intersection of Tohomish and Estes especially. People are parking in the crosswalk area, so pedestrians are often not seen. I have a solution just waiting for pricing for the same white bollards that are already in place by the bakery. These will be put at all 4 corners of that intersection. I talked with Chief Hepner he thought this was a good solution to an ongoing problem they don't have time to deal with.

Issues/Needs

- Mapping GIS. **Coming 2023
- Valve maintenance program. ** GIS coming 2023
- Fire hydrant maintenance program. ** GIS coming 2023
- Water main flushing program.
- Manhole and sewer main maintenance program. **We Flush sewer manholes 2x year
- PRV & Air relief maintenance program. **GIS coming 2023
- Storm drain mapping and maintenance program. **Clean catch basins 2x year
- Asphalt and sidewalk maintenance program. **On going pothole maintenance
- Jewett Blvd Manhole repair or replacement. **Coming 2023
- Los Altos tank cleaning and painting. **Coming 2024
- Reservoirs cleaned and inspected. ** Looking for quotes
- Bucket Truck** waiting for funds to purchase



DEPARTMENT REPORT FINANCE / HR / CLERK

Meeting Date: March 1, 2023
Presented By: Stephanie Porter, Clerk Treasurer

Daily Operations / What's Happening:

- Public Records Request – 3 requests this period
- Troy Rosenberg is continuing to support the Public Works Department with required reporting needs.
- I have weekly meetings with Leana Kinley (City of Stevenson) to assist with my Clerk Treasurer Training.
- Training Finance Clerk, Cindy Jewell, to reconcile the daily work. My goal is to have her trained and have access to all necessary information in relation to the Treasurer side of my duties in the case of an unexpected absence.
- Training Utility Clerk, Troy Rosenberg, to facilitate council agendas and packets, meeting minutes and to have access to all necessary information related to the Clerk side of my duties.
- Working to organize and reconcile December 2022 to close the year.
- Reconciliation for January 2023
- Send Ordinances to Municode for code update. This is happening each month to hopefully keep our online code up to date.
- Small Work Roster application renewals – ongoing – **looking into transitioning to MRSC Small Works Roster Program to alleviate staff time. The annual fee is under \$500.**
- Record Retention – pulling and scheduling destruction of expired records – working with Troy Rosenberg to schedule a date with Washington State Archives to come review potential State Archive records. After state inspection, we can move forward with scheduling record destruction with a certified company.
- Actively looking a training opportunity for City Staff.

New Projects:

- 2nd EV Charging Station – This project has been 100% funded! All donations were received by 02.24.2023 in the amount of \$9,100.
- Reestablishing limited Notary Public Services at City Hall. You will see this presented in Ordinance 2023-03-1129 on March 1.

Existing Projects Progress:

- Bid Opening for the Phase 1 Transmission Main Replacement Project - Bid received and awarded contingent on the PWB Loan documents – **Both Anderson Perry and City Staff has reached out to our PWB representative to request the documents be processed as soon as possible. We are waiting on the loan documents before we may proceed with the bid award.**
- Sweet Gum Tree Pruning Bid – bids received and review – **Contract has been approved by Council – Waiting on contractor to return the signed contract and to provide the intent to pay prevailing wages and proof of insurance so the city may issue the notice to proceed.**
- SCADA project funding- **Engineering in progress**



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- Manhole Replacement – **Staff has approved additional work for this project to replace all manholes. The wastewater fund has sufficient funding to cover the increase of \$64,000 for construction and engineering. You will see this adjustment in the 1st budget amendment for 2023. This amended scope of work is projected to come before council by April.**
- Garfield Project bid - **timeline approved with Pioneer Surveying. Project is moving forward for bid will be presented for approval by council at the March 15 council meeting.**
- WSVSD Interlocal Winter Billing Rate- 5 years renewal – **approved by council and WSVSD 2.23.2023.**
- Request for Qualifications (RFQ) out for Personal Service Contract – Engineering 2023- **Statement of Qualifications were due February 21, 2023. RFQ's will be reviewed, and contracts negotiated early March. Council will ideally see contracts at the March 15 meeting.**
- Transportation Benefit District information – **Ordinances for the TBD funding has been submitted to the Department of Licensing and the Department of Revenue for processing.**
- Ordinance for Street Construction Fund 302 Creation – **Fund has been created and renames Transportation Improvement Fund.**
- Stripe set-up - Granicus Payment system required for online STR application – **I have completed the application for Stripe Payments. Waiting on Stripe to receive a project contract for cost of service. Granicus only used Stripe and will not partner with our current credit card processor.**
- Small Works Roster Bid - Patton St Paving (Training Andrew Dirks on Small Works Process) – **Small Work Bid was issued Friday, February 24, 2023 with a due date of March 24, 2023.**
- SmartGov and Springbrook Software – implementation of the payment transfer from SmartGov to our General Ledger in Springbrook. – **Springbrook provided a quote to program the import and export feature to be compatible with SmartGov. The cost is \$4,606 for the programing services.**
- Translator Services Personal Service Contract – *The city is actively looking for a translator to contract with.*
- Ordinance City Hall Operations (including office hour review) – **Ordinance is before council at the March 1 meeting.**

Department Needs:

Electronic Public Record Retention process

- **FOLLOW UP: I have received a quote from Modus Technology, Inc. They gave a quote of \$5,429 to archive A/P Records in boxes surveyed: (6 year-backlog – 18 boxes) and A/R Records in boxes surveyed: (6 year-backlog – 6 boxes)**
- **I am looking to get additional quotes and identify grants to help with this expense.**

City Hall Weekly Designated Workday

- **FOLLOW UP: Ordinance 2023-03-1128 addresses the change to public office hours.**



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Upcoming Trainings:

- Washington Municipal Clerk Associate (WMCA) Annual Conference – Stevenson, WA
March 15-17, 2023
- Labor Relations Institute by AWC – Yakima, WA – May 3-5, 2023
- Northwest Clerk Institute – Professional Development III – June 18-23, 2023
- Washington Finance Officer Association Conference – Spokane, WA – September
19-22, 2023

Updates for the Community / Upcoming Events:

CityLab Board Meeting – February 28, 2023 at 6pm

Arbor Day Recognition and Celebration – March 18, 2023 at Rheingarten Park

Planning Commission Meeting – March 8, 2023 at 5:30pm

Tree Board Meeting – March 13, 2023 at 5:30pm

Community Development Meeting – March 20, 2023 at 5:30pm

City Operations Committee Meeting – March 21, 2023 at 5:30pm