

# White Salmon City Council Meeting

## A G E N D A

Thursday, June 20, 2024 – 6:00 PM



**Per WSMC 2.04.010 Meetings-Time and Place** In the event a Wednesday regular council meeting falls on a legal holiday as designated in RCW 1.16.050, such council meeting shall be held on the next day, namely Thursday, at the same hour.

**119 NE Church Ave and Zoom Teleconference**

**Meeting ID: 897 6047 3138**

**Call In: 1 253 215 8782 US (Tacoma)**

**Zoom Link: <https://us02web.zoom.us/j/89760473138>**

- I. **Call to Order, Land Acknowledgement, and Presentation of the Flag**
- II. **Roll Call**
- III. **Changes to the Agenda**
- IV. **Presentations**
  - A. Klickitat PUD - Community Meetings Outreach Presentation
  - B. Klickitat County Department of Health - Behavioral Health Presentation
  - C. Heritage Month Presentation-PRIDE Month
  - D. Mayor's Updates
- V. **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.
- VI. **Consent Agenda**
  - [A.](#) Approval of Contract Amendment - Everybody's Brewing Wastewater Agreement
  - [B.](#) Approval of Payment No.4 - Manhole Replacement Project- SLATECO LLC (\$31,523.85)
  - C. Approval of Bid Award - Bluff Pedestrian Trail Project – HHPR, Inc. (Documents will be provided by Tuesday, June 18, 2024)
  - [D.](#) Approval of Meeting Minutes - June 5, 2024
  - E. Approval of Vouchers
- VII. **Business Items**
  - [A.](#) **Appointment of 2 Planning Commission Seats - Term starting 07.01.2024**
    1. Presentation
    2. Discussion
    3. Action
- VIII. **Reports and Communications**
  - [A.](#) Department Head Reports
  - B. Council Member Reports
  - C. Committee Reports
- IX. **Executive Session (if needed)**
- X. **Adjournment**

**File Attachments for Item:**

A. Approval of Service Amendment - Everybody's Brewing Wastewater Agreement



## COUNCIL REPORT

**Business Item**

**Consent Agenda**

Needs Legal Review:	Yes, Completed
Meeting Date:	6/20/24
Agenda Item:	Agreement Amendment #1- Everybody's Wastewater Treatment- Interlocal agreement
Presented By:	Andrew Dirks, Public Works Director Stephanie Porter, Clerk Treasurer

**Action Required:**  
Approval of Agreement Amendment #1- Everybody's Wastewater Treatment- Interlocal agreement.

**Motion for Business Item / Proposed Motion for Consent Agenda:**  
Motion to approve Interlocal Agreement Amendment #1- Everybody's Wastewater Treatment.

**Explanation of Issue:**  
The initial intent of the Interlocal Agreement between Everybody's Brewing (EB) The City of White Salmon (CWS) and The City of Bingen, was for The City of Bingen to bill Everybody's Brewing directly for wastewater treatment as a high strength user, as stated in a Technical Memorandum created by Anderson Perry in 2020. The Technical Memo referenced a formula from White Slamon Municipal Code as an **option** on how to bill high strength users, however this is not the only way to accomplish this task.

After multiple joint meetings between Everybody's Brewing, City of Bingen and the City of White Salmon it was determined that this arrangement was not sustainable. The agreement as amended will allow CWS to bill EB directly using a formula derived from the City of Stevenson for Substantial Industrial Users.

The amendment will be provided to council after a complete review has been completed by all entities (EB, City of Bingen, City of White Salmon).

**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:**  
If approved by the council, the EB billing will shift from the City of Bingen to CWS. The CWS will add the EB ERU's not the monthly payment to Bingen.

**Follow Up Action:**  
The Clerk/Treasurer will reach out to Springbrook Software to accurately reflect the new utility billing formula in the system.

Staff will draft an ordinance to present to the City Council to amend WSMC to present the formula used in this amendment as a code update for all Significant Industrial Users.

**File Attachments for Item:**

B. Approval of Payment No.4 - Manhole Replacement Project- SLATECO LLC (\$31,523.85)



## COUNCIL REPORT

**Business Item**

**Consent Agenda**

Needs Legal Review:

No, Not Necessary

Meeting Date:

6.5.24

Agenda Item:

Application for Payment No. 4- Jewett Manhole Project- Slate Co LLC

Presented By:

Andrew Dirks, Public Works Director

### Action Required:

Approval of Application for Payment No. - Jewett Manhole Project in the amount not to exceed \$31,523.85.

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

Motion to approve Application for Payment No. 4- Jewett Manhole Project in the amount not to exceed \$31,523.85.

### Explanation of Issue:

Application for Payment No. 4 includes Change Order No. 1, final inspection, and acceptance of the Work. Anderson Perry staff have observed the Contractor's work and were satisfied with the progress of work and requested payment amount.

### 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:

The adopted budget contains the full allocation for the Manhole Project in the Wastewater Reserve Fund.

### DEI & Stakeholder Analysis:

Improvements to the utility systems are a benefit to the community as a whole. This project being done this year ensures that there will be no additional work needed after the 141 repaving project scheduled to be complete by WSDOT in the next few years.

### Policy & Plan Implications:

This project is mentioned in the Capital Facilities Improvement Plan.

### Recommendation of Staff/Committee:

Staff Recommends approval of Application for Payment No. 4- Jewett Mangole Project in the amount not to exceed \$31,523.85.

### LETTER OF TRANSMITTAL

**TO:** City of White Salmon      **DATE:** June 12, 2024  
**ATTN:** Stephanie Porter, City Clerk/Treasurer      **JOB NO.:** 250-15  
P.O. Box 2139      **RE:** City of White Salmon, Washington  
White Salmon, Washington 98672      Manhole Improvements 2024

**WE ARE SENDING YOU:**

COPIES	DESCRIPTION
1	Application for Payment No. 4

**THESE ARE TRANSMITTED AS CHECKED:**

- As requested
- For review and comment
- For your use
- For your files
- For approval
- For Bids Due \_\_\_\_\_

**REMARKS**


Stephanie:

Application for Payment No. 4 includes Change Order No. 1, final inspection, and acceptance of the Work. Anderson Perry staff have observed the Contractor’s work and were satisfied with the progress of work and requested payment amount.

Please contact me if you have any questions or comments on this invoice or the project itself.

JP/tb

cc: File No. 250-15-069 (w/encl.)

Signed:   
Jay Peninger

B.

APPLICATION FOR PAYMENT NO. 4  
CITY OF WHITE SALMON, WASHINGTON  
MANHOLE IMPROVEMENTS 2024

TO City of White Salmon, Washington (OWNER)

FROM Slateco, LLC (CONTRACTOR)

For Work accomplished through the date of: June 4, 2024

1.	Original Contract Price	\$	246,588.00
2.	Net Change by Change Orders and Written Amendments (+/-)	\$	26,900.00
3.	Current Contract Price (1 plus 2)	\$	273,488.00
4.	Total Work Completed and Materials On Hand to Date*	\$	262,966.00
5.	Retainage: 5%	\$	(13,148.30)
6.	Sales Tax: 7.6%	\$	19,985.42
7.	Liquidated Damages	( \$	- )
8.	Less Previous Application for Payments	\$	238,279.27
9.	<b>DUE THIS APPLICATION (4 minus 5, plus 6, minus 7 and 8)</b>	<b>\$</b>	<b>31,523.85</b>

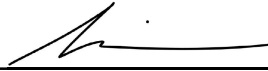
\* Line 4 may not match Line 3 on final Application for Payment due to bid versus constructed quantity differences on unit price work.

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 6.11.24

Slateco, LLC  
CONTRACTOR  
By: 

Payment of the above AMOUNT DUE THIS APPLICATION is recommended

Dated 6/12/2024

Anderson Perry & Associates, Inc.  
ENGINEER  
By: 

APPROVED by Owner:

City of White Salmon, Washington  
OWNER

Dated \_\_\_\_\_

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

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

**APPLICATION FOR PAYMENT NO. 4  
CITY OF WHITE SALMON, WASHINGTON  
MANHOLE IMPROVEMENTS 2024**

Date: Page 2 of 3

**FROM: Slateco, LLC**

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

Date of Completion	Contract Amount	Date of Estimate
Original: September 30, 2024	Original Amount of Contract: \$ 246,588.00	From: May 25, 2024
Revised:	Change Orders: (+ or -) \$ 26,900.00	To: June 4, 2024
On Schedule: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Current Contract Amount \$ 273,488.00	

Item No.	CONTRACT ITEMS Description	BID PRICES			PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>Base Bid</b>										
1	Mobilization/Demobilization	All Req'd	LS	\$22,900.00	75%	\$17,175.00	25%	\$5,725.00	100%	\$22,900.00
2	Construction Facilities and Temporary Controls	All Req'd	LS	27,000.00	100%	27,000.00	0%	0.00	100%	27,000.00
3	Excavation Safety System	All Req'd	LS	2,500.00	100%	2,500.00	0%	0.00	100%	2,500.00
4	New Manhole Cone with Lid Castings	6	EA	5,083.00	6	30,498.00	0	0.00	6	30,498.00
5	Replacement of Manhole Lid Castings	13	EA	1,230.00	14	17,220.00	0	0.00	14	17,220.00
6	Temporary Asphalt Installation and Removal	40	SY	195.00	57	11,115.00	0	0.00	57	11,115.00
7	Asphalt Removal and Restoration	40	SY	250.00	57	14,250.00	0	0.00	57	14,250.00
8	Pavement Marking Restoration	All Req'd	LS	1,100.00	100%	1,100.00	0%	0.00	100%	1,100.00
9	Manhole Rehabilitation	54	VLF	462.00	54	24,948.00	0	0.00	54	24,948.00
<b>Total Base Bid</b>						<b>\$ 145,806.00</b>		<b>\$ 5,725.00</b>		<b>\$ 151,531.00</b>

Item No.	CONTRACT ITEMS Description	BID PRICES			PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>Alternate 1 - Replacement of Vault Hatch at Heritage Plaza Lift Station</b>										
A1-1	Mobilization/Demobilization	All Req'd	LS	\$2,200.00	100%	\$2,200.00	0%	\$0.00	100%	\$2,200.00
A1-2	Replacement of Vault Hatch at Heritage Plaza Lift Station	All Req'd	LS	29,800.00	100%	29,800.00	0%	0.00	100%	29,800.00
A1-3	Asphalt Removal and Restoration at Heritage Plaza Lift	115	SY	69.00	115	7,935.00	0	0.00	115	7,935.00
<b>Total Alternate 1</b>						<b>\$ 39,935.00</b>		<b>\$ 0.00</b>		<b>\$ 39,935.00</b>

Item No.	CONTRACT ITEMS Description	BID PRICES			PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>Alternate 2 - NW Loop Road Manhole Repair</b>										
A2-1	Manhole Repair	All Req'd	LS	\$23,700.00	100%	\$23,700.00	0%	\$0.00	100%	\$23,700.00
<b>Total Alternate 2</b>						<b>\$ 23,700.00</b>		<b>\$ 0.00</b>		<b>\$ 23,700.00</b>

Item No.	CONTRACT ITEMS Description	BID PRICES			PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>Alternate 3 - NE Spring Street Manhole Repair</b>										
A3-1	Manhole Repair	All Req'd	LS	\$8,100.00	100%	\$8,100.00	0%	\$0.00	100%	\$8,100.00
<b>Total Alternate 3</b>						<b>\$ 8,100.00</b>		<b>\$ 0.00</b>		<b>\$ 8,100.00</b>



**APPLICATION FOR PAYMENT NO. 4  
CITY OF WHITE SALMON, WASHINGTON  
MANHOLE IMPROVEMENTS 2024**

Date:

Item No.	CONTRACT ITEMS Description	BID PRICES			PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>Alternate 4 - SW Wasubish Street Manhole Repair</b>										
A4-1	Manhole Repair	All Req'd	LS	\$14,700.00	100%	\$14,700.00	0%	\$0.00	100%	\$14,700.00
<b>Total Alternate 4</b>						<b>\$ 14,700.00</b>		<b>\$ 0.00</b>		<b>\$ 14,700.00</b>
<b>Change Orders:</b>										
		Qty.	Unit	Unit Price	PREVIOUS		THIS PERIOD		TOTAL TO DATE	
<b>Change Order No. 1</b>										
1-1	Additional Asphalt Restoration (Alternate 1)	All Req'd	LS	\$25,000.00	0%	0.00	100%	\$25,000.00	100%	\$25,000.00
<b>Total All Change Orders</b>						<b>\$ 0.00</b>		<b>\$ 25,000.00</b>		<b>\$ 25,000.00</b>
<b>Materials on Hand:</b>										
		Qty.	Unit	Unit Price	PREVIOUS		THIS PERIOD		TOTAL TO DATE	
					Qty.	Amount	Qty.	Amount	Qty.	Amount
<b>Total Materials on Hand</b>						<b>\$ 0.00</b>		<b>\$ 0.00</b>		<b>\$ 0.00</b>
<b>TOTAL WORK COMPLETED AND MATERIALS ON HAND</b>						<b>\$ 232,241.00</b>		<b>\$ 30,725.00</b>		<b>\$ 262,966.00</b>
<b>SUMMARY</b>										
					PREVIOUS		THIS PERIOD		TOTAL TO DATE	
1. Amount Earned						\$ 232,241.00		\$ 30,725.00		\$ 262,966.00
2. Amount Retained (5%)						\$ (11,612.05)		\$ (1,536.25)		\$ (13,148.30)
3. Sales Tax (7.6%)						\$ 17,650.32		\$ 2,335.10		\$ 19,985.42
4. Liquidated Damages						\$ 0.00		\$ 0.00		\$ 0.00
<b>Amount Due for Payment</b>						<b>\$ 238,279.27</b>		<b>\$ 31,523.85</b>		<b>\$ 269,803.12</b>
<b>Amount Due for Payment this Estimate</b>								<b>\$ 31,523.85</b>		
Estimated % Job Completed:						<u>103%</u>				

**File Attachments for Item:**

D. Approval of Meeting Minutes - June 5, 2024



**City of White Salmon  
City Council Work Session and Meeting -June 05, 2024  
In Person and Via Zoom Teleconference**

**Council Members:**

- Ben Giant
- Patty Fink
- David Lindley
- Jason Hartmann
- Jim Ransier

**Staff Present:**

- Andrew Dirks, Public Work Director
- Jenne Patterson, Code Compliance Mike Hepner, Police Chief
- Marla Keethler, Mayor
- Stephanie Porter, Clerk Treasurer
- Shawn Mac Pherson, City Attorney
- Troy Rayburn, City Administrator
- Troy Rosenberg, Deputy Clerk
- Erika Castro-Guzman, Special Project Coordinator

**Council Work Session- Housing Code Round.**

Started at 5:00pm.  
 City consultant Dr. Michael Mehaffy presented the proposed housing code changes.  
 The City Council discussed.  
 No action was taken.  
 Ended at 6:08pm

**City Council Meeting**

- I. Call to Order, Land Acknowledgement and Presentation of the Flag**  
 Mayor Marla Keethler called the meeting to order at 6:08p.m. There were approximately 5 members of the public in attendance in person and via teleconference.
- II. Roll Call**
- III. Changes to the Agenda**  
 The Administration requested to remove Business Item A. Appointment of 2 Planning Commission Seats.  
 The Administration requested to add Consent Agenda Item J. Appointment of Cristian Olivares to the CityLab Board.  
  
*Moved by Jim Ransier. Seconded by David Lindley.*  
*Motion to approve changes to the agenda as presented.*  
**CARRIED 5-0**
- IV. Presentations**
  - A. PRIDE Month Presentation (6:11pm)
  - B. Mayor's Update (6:22pm)
- V. Public Comment (6:34pm)**  
 Peter Wright, White Salmon Resident  
 David Derrick, White Salmon Resident

**VI. Consent Agenda (6:40pm)**

- A. Approval of SCADA Payment No.3 - Coburn Electric
- B. Approval of Manhole Project Payment No.3 - Slateco, LLC
- C. Approval of Manhole Project Change Order No. 1
- D. Approval of Rheingarten Splash Pad Bid Award
- E. Approval of USDA Outlay Report No 8 for Mainline Replacement Phase I
- F. Resolution 2024-06-596 Heritage Months Declaration
- G. Approval of Meeting Minutes-May 15, 2024
- H. Approval of Special Meeting Minutes - May 29, 2024
- I. Approval of Vouchers
- J. Appointment of CityLab Board Member – Cristian Olivares

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 5<sup>th</sup> day of June 2024.

**Vouchers**

Type	Date			
<b>Claims</b>				
	6/5/2024	EFT	EFT	850.29
	6/5/2024	41373	41415	121,584.68
			<b>Claim Total</b>	<b>122,434.97</b>
<b>Payroll</b>	5/20/2024	EFT	EFT	76,081.31
	6/5/2024	41369	41372	1,247.62
	6/5/2024	EFT	EFT	121,302.56
			<b>Payroll Total</b>	<b>198,631.49</b>
<b>Manual Claims</b>	5/22/2024	EFT	EFT	11,211.80
	5/22/2024	41365	41368	31,317.75
<b>VOIDED Checks</b>				0.00
			<b>Manual Claim Total</b>	<b>42,529.55</b>
			<b>Toal Vouchers</b>	<b>363,596.01</b>

**Moved by Jason Hartmann. Seconded by Jim Ransier.**

**Motion to approve Consent Agenda and vouchers in the amount of \$363,596.01.**

**CARRIED 5-0.**

**VII. Business Items**

- ~~A. Appointment of 2 Planning Commission Seats – Terms effective July 1, 2024~~
- B. Ordinance 2024-06-1164 Annexation of Real Property ANX-WS-2024-001 (6:42pm)  
Presentation by Stephanie Porter, Clerk Treasurer.

**Moved by Jim Raniser. Seconded by Ben Giant.**

**Motion to approve Ordinance 2024-06-1164 Annexing Real Property of Annexation ANX-WS-2024-001.**

**CARRIED 5-0.**

**VII. Reports and Communications**

**A. Department Heads (6:43pm)**

**B. Council Members (6:45pm)**

Jim Ransier, Council Member

**IX. Executive Session for potential litigation.**

The council went into executive session to discuss potential litigation at 6:51 for 15 minutes.

The City Council returned at 7:06pm.

The council went back into executive session for 5 minutes at 7:06pm.

The council returned to regular session at 7:11pm.

No action was taken.

**X. Adjournment**

The meeting was adjourned at 7:12p.m.

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Marla Keethler, Mayor

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Stephanie Porter, Clerk Treasurer

**File Attachments for Item:**

A. Appointment of 2 Planning Commission Seats - Term starting 07.01.2024

1. Presentation 2. Discussion 3. Action



## COUNCIL REPORT

**Business Item**

**Consent Agenda**

Needs Legal Review:

No, not necessary

Meeting Date:

June 20, 2024

Agenda Item:

Planning Commission Appointments

Presented By:

Marla Keethler, Mayor

**Action Required:**

Approval of the Mayor’s Planning Commission Appointment of BRENDAN BROWN and CARL TRABANT for terms beginning July 1, 2024.

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

Motion to approve the Mayor’s Planning Commission Appointment of BRENDAN BROWN and CARL TRABANT for terms beginning July 1, 2024.

**Explanation of Issue:**

After opening a call for applications in March for upcoming open Planning Commissioner seats, nine community members were interviewed to serve on the Commission specifically. I am recommending the appointment of the below two individuals to serve in the positions that are up for a new term effective July 1:

BRENDAN BROWN

CARL TRABANT

**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:**

There are no Financial Implications

**Diversity Equity Inclusion & Stakeholder Analysis:**

Of the nine applicants that were specifically interested in being considered to serve on the Planning Commission, all were Caucasian, with one being female and the other eight being male. The previous vacant Commissioner position was also selected from this group of applicants, adding a female to the current Commission. It continues to be the intent of the city to increase outreach around all committee vacancies in hopes of seeing more diverse representation on these volunteer boards. These appointments do, however, continue to enhance the socioeconomic and professional makeup of the Planning Commission, broadening the perspectives on the Commission itself.

# Committee & Board Appointments Application

Citizen boards, committees and commissions are critical to the effective functioning of city government. We appreciate your interest in wishing to serve White Salmon and ask that you complete this brief application. If you wish, please feel free to attach a resume or additional documentation to this application to speak to your prior experience. This application form is considered a public document and is subject to public disclosure.

Email \*

[Redacted] .....

Name \*

First and last name

Brendan Brown .....

Mailing Address

.....

Physical Residence Address \*

[Redacted] .....

Phone number \*

[Redacted] .....



A.

For which Board(s), Committee(s) or Commission(s) would you like to be considered \*

- Board of Appeals
- City Lab Board
- Civil Service Commission
- Personnel & Finance Committee
- Planning Commission
- Tree Board

Education (HS, name and location of college or university, year graduated and degree) \*

Cornell University, Ithaca, NY, class of 2015, International Agriculture & Rural Development

Current Employment (Job Title, Employer)

Owner and Director, Double Mountain Day Camp

Special reasons for wishing to serve on selected board(s) or committee(s)?

My professional and academic interests in community development, land use, and tenure rights combined with my care for my community and desire to serve combine to make the planning commission an attractive avenue for me to share my experience and serve my community.

Have you previously served on any advisory boards, committees, or commissions for the city? If \* so, please provide details.

No

A.

Please list any training or experience you have that would be beneficial to serving on the stated board, committee, or commission.

My career as an educator has honed my written and oral communication skills in a way that's widely transferable, but shines when balancing and representing various stakeholder perspectives. This experience has also been instrumental in building my local network through my interactions with students and parents alike. Additionally, I have an academic research background in rural development focusing on land tenure and specifically natural resource rights. This spring I will be completing Six Rivers' mediator training course and hope to share the skills developed there in serving the community.

---

Are you able to attend board meetings during the day or evenings M-F? If no, please explain. \*

Yes

---

To send additional information:

Please email any resumes or additional information you would like included with your application to: **mayor@ci.white-salmon.wa.us** and include your name in the subject line. Thank you!

Your application will be placed with others interested in serving on the same board, committee or \* commission. When a vacancy occurs on the board, committee, or commission in which you have indicated an interest, the Mayor may desire to conduct an interview. We will retain your application for 3 years from the date it was received. Please check the box below to confirm acknowledgement of these terms.

I acknowledge.

This form was created inside of City of White Salmon.

Google Forms

# Committee & Board Appointments Application

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Email \*

Name \*

First and last name

Carl Trabant

Mailing Address

Physical Residence Address \*

Phone number \*

A.

For which Board(s), Committee(s) or Commission(s) would you like to be considered \*

- Board of Appeals
- City Lab Board
- Civil Service Commission
- Personnel & Finance Committee
- Planning Commission
- Tree Board

Education (HS, name and location of college or university, year graduated and degree) \*

Lakeville High School in Minnesota; University of Minnesota in Minneapolis - BS Mechanical Engineering;  
Washington State University in Vancouver - MS in Engineering Management.

Current Employment (Job Title, Employer)

Retired from Daimler Trucks North America in Portland and doing some consulting through my own  
company Carl Trabant Truck Consulting LLC

Special reasons for wishing to serve on selected board(s) or committee(s)?

I am interested in seeing our beautiful town continue to prosper and move forward while keeping the  
affordability for working class people and improving quality of life for all residents.

Have you previously served on any advisory boards, committees, or commissions for the city? If \*  
so, please provide details.

No

A.

Please list any training or experience you have that would be beneficial to serving on the stated board, committee, or commission.

Nothing very specific. I am retired so I have time to volunteer. I enjoy problem solving, maps and data. I have been a homeowner for the last 38 years in 3 states.

Are you able to attend board meetings during the day or evenings M-F? If no, please explain. \*

Yes

To send additional information:

Please email any resumes or additional information you would like included with your application to: **mayor@ci.white-salmon.wa.us** and include your name in the subject line. Thank you!

Your application will be placed with others interested in serving on the same board, committee or \* commission. When a vacancy occurs on the board, committee, or commission in which you have indicated an interest, the Mayor may desire to conduct an interview. We will retain your application for 3 years from the date it was received. Please check the box below to confirm acknowledgement of these terms.

I acknowledge.

This form was created inside of City of White Salmon.

Google Forms

**File Attachments for Item:**

A. Department Head Reports



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## PUBLIC WORKS DEPARTMENT

Meeting Date: 6.20.24

Presented By: Andrew Dirks- Public Works Director

### Daily Operations / What's Happening:

- Meter relocation- 115 N Main Ave
- Main line repair NW Spring
- Main line repair N Childs
- New service installation 817 NW Lincoln
- Conduit repair- Buck Creek Monitoring Station
- Pothole repair.
- Camera conduit on the BC transmission main phase 1.
- Plan review.
- Weekly meeting with AP.

### Current Projects:

- Transmission Main Phase 1
- Splash Pad
- Jewett Valve Can Repair
- Tohomish Sidewalk

### Upcoming Projects:

- Transmission Main Phase 2A
- Spring St/ N Main BPS

### Completed Projects:

- Jewett Manhole Project

### Updates for the Community / Upcoming Events:

- Coordinating With PD for Traffic Control on the of July Parade
- Operations Manager Position has been offered, hoping to iron out contract negotiations and have the position starting July 1.

### Collaboration Updates (other jurisdictions/entities):

- City of Bingen- Everybody's Sewer Agreement
- WSDOT- Complete Streets Stakeholder Meeting

# 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: June 19, 2024

Presented By: Chief Mike Hepner

### 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.
- Inmate housing – Possible changes to inmate housing, looking into options for the City of White Salmon
- Klickitat County Commissioners Meeting regarding Klickitat County Jail update
- SR 141 Street Pre-Design Stakeholder Meeting

### 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 and lastly speed enforcement, parking issues, or whatever the community deems important to them.

May 2023 and 2024 Activity Logs Attached



A.

**Bingen-White Salmon Police  
Monthly Activity Log  
May 2023**

White Salmon	Bingen	
1	1	Abandoned/Disabled Vehicle
14	3	Agency Assist
5	2	Alarm
5	2	Animal Problem/Noise/Neglect
		Arson
1		Assault
		Attempt to Locate
2		Burglary
		Child Abuse/Neglect
8	2	Citizen Assist
3	2	Civil Matter
1	1	Criminal Mischief
		Deceased
	6	Disorderly
1	2	Domestic Violence
		Drugs
2		DUI
1		Fire
		Fireworks
		Forgery
	1	Fraud
		Harassment
		Hazmat
		Homicide
1		Information
1		Intoxication
4		Juvenile Problem
		Kidnapping
50	22	

White Salmon	Bingen	
		Littering
		Missing Person/Runaway
1	2	Medical Emergency
	1	Mental Health
3	1	Motor Vehicle Accidents
		Motor Vehicle Theft
2	2	Noise Complaint
4	1	Parking Problem
		Pornography
1	1	Property Lost/Found
		Prowler
		Recovered Stolen Property
		Resisting Arrest
		Robbery
		Search Warrant
		Sex Crimes
9	2	Suspicious
		Theft
1	1	Threats
2		Traffic Complaint/Hazard
4	1	Traffic Offense
3	2	Trespass
5		Unsecure Premise
	1	Violation Court Order
	1	Wanted Person
		Weapons Offense
2		Welfare Check
1		911 Hang-up Calls
38	16	

<b>38</b>	<b>Bingen</b>
<b>88</b>	<b>White Salmon</b>
<b>126</b>	<b>Total</b>

A.

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

White Salmon	Bingen	
	1	Abandoned/Disabled Vehicle
16	7	Agency Assist
2	1	Alarm
8	3	Animal Problem/Noise/Neglect
		Arson
		Assault
		Attempt to Locate
1		Burglary
		Child Abuse/Neglect
13	6	Citizen Assist
1	1	Civil Matter
5		Criminal Mischief
1		Deceased
3	1	Disorderly
	1	Domestic Violence
		Drugs
	1	DUI
		Fire
		Fireworks
		Forgery
3		Fraud
	1	Harassment
		Hazmat
		Homicide
1	1	Information
		Intoxication
2		Juvenile Problem
		Kidnapping
56	24	

White Salmon	Bingen	
		Littering
1		Missing Person/Runaway
2	1	Medical Emergency
1	1	Mental Health
1	1	Motor Vehicle Accidents
		Motor Vehicle Theft
		Noise Complaint
		Parking Problem
		Pornography
3	1	Property Lost/Found
		Prowler
		Recovered Stolen Property
		Resisting Arrest
		Robbery
		Search Warrant
		Sex Crimes
2	1	Suspicious
1		Theft
		Threats
	1	Traffic Complaint/Hazard
3		Traffic Offense
1	2	Trespass
		Unsecure Premise
		Violation Court Order
	1	Wanted Person
		Weapons Offense
2	2	Welfare Check
4		911 Hang-up Calls
21	11	

<b>35</b>	<b>Bingen</b>
<b>77</b>	<b>White Salmon</b>
<b>112</b>	<b>Total</b>



## DEPARTMENT REPORT FINANCE / CLERK

Meeting Date: June 20, 2024  
Presented By: Stephanie Porter, Clerk Treasurer

### Daily Operations / What's Happening:

- Public Records Request – **3 request this period**
- Daily Reconciliation – getting March caught up – April/May are in progress.
- Quarterly Taxes
- Monthly reporting and taxes
- Send Ordinances to Municode for code update.
- Reviewing Utility Adjustments
- Review and approve Utility Billing
- Review and Approve Accounts Payable
- Record Retention
- Grant quarterly reporting – **Completed Q2**
- Working with Anderson Perry regularly for USDA contractor reimbursements- tracking for the Main line Phase 1 Project.
- One-Time Leak Forgiveness Applications – **1 new received.**
- Payment Plan Applications – 0 received.
- Low Income Utility Discount Program Application is available on website, program is active. Number of New Applications this period – 0
- Utility Grievance-0 received
- Clean up and set up of Council Chambers
- Committee/Executive Communication

### New Projects Progress:

- Pay Equity Study O&M comparison to top 5 comparable cities
- Middle Husing Grant Reporting of expenditures and progress report
- Mechanical Sweeper Request for Bids final draft review and out for bid. – a reminder this will be included in a future LOCAL Bond after procurement is complete and an estimated delivery date is determined.
- Approved Annexation Finalization Steps – Sent to the county for recording – communication with OFM to record.
- Completion of 2,000 email record request, including review for potential redactions.
- Website Migration webinars – preparing to upgrade from Dupral 7 to Dupral 10- timeline from CivicPlus that migration will be completed by January 5, 2025.
- Drafting of Offer Letter and Employment Contract -PWOM. – will come before the Personnel Finance Committee and then City Council.
- USDA meeting to confirm all processes are being accomplished.
- Initiation of Pool Pass program with Hood River Aquatic Center
- Annual Review for Finance/Clerk Staff
- Work with Com Dev Committee to determine timeline for the Main Street Mural.

### Existing Projects Progress:

- Annual USDA Report- **past due with extension; working with USDA to complete.**
- Working with Police Department to create a Scope of Work for a Janitorial Contract for City Hall and the Police Department- **Scope of work created – implementing MRSC procurement review recommendation.**

- Working with Springbrook to get access to the Chart of Accounts (budget) for all department heads- completed with Springbrook. Need to coordinate with Radcomp. **Lisa Randall has been granted access. For additional user accounts, the city has signed agreement to add 2 new users. Waiting for implementation timeline.**
- LOCAL Bond Program – Notice of Intent and Credit Application have been submitted. - **Completed – Bucket Truck and Forklift have been procured.**
- ARPA Surplus Process- **no update as of 06.14.2024**
- Regional Fire Authority Sub Committee – HR/Finance – RFA Sub Committee-Finance committee meets monthly.
- Reporting and managing of the CDBG Grant with Columbia Cascade Housing Corporation – **second reimbursement provided, program is active.**
- NW Natural Franchise Agreement Renewal – **CityLab review has been completed. Moved to City Attorney and City Administration to negotiate and finalize the Ordinance Agreement.**
- Beginning 2024 Budget Amendment No 2 – **DUE July 2024**
- Working with PW to determine if identified Tree Maintenance can be completed by PW or if an RFP needs to be issued for bids.- **no update**
- Tribal Fishco Billing – **working with Bingen to rectify the billing for summer processing**
- Ordinance to amend WSMC 3.24 Funds -**Will come before the Personnel and Finance Committee on June 24 and then Council July 3, 2024**
- Website Retention to prepare for migration to updated platform.
- Migrating the WorkSafe process to new AWC vendor - **COMPLETED**
- Amending WSVSD Interlocal Agreement for Winter Rates
- Working with Little League to resolve meter billing issues.
- Resolution to update the Heritage Months. - **Completed**
- Everybody’s Brewing Wastewater Interlocal updates – WSMC updates for Wastewater billing of industrial users. -**Completed**

#### **Upcoming Meetings/Events/Trainings:**

- Community Development Meeting – June 17 – 5pm – Council Chambers
- CityLab Board Meeting – June 17 – pm – Council Chambers
- WKRFA HR/Finance Sub Committee Meeting – June 18 -4:30pm – City Hall
- WKRFA Planning Committee – June 18 – 6:30pm – Council Chambers
- Juneteenth – Federal Holiday – June 19 – City Offices Closed
- Personnel/Finance Committee Meeting – June 24 – 4:00m – City Hall
- City Operation Committee Meeting – June 25 – 4:30pm – City Hall