

BINGEN CITY COUNCIL MINUTES

May 4, 2010

The meeting was called to order by Mayor Betty Barnes at 7:00 p.m. Council members present: Sandi Dickey, Laura Mann, Catherine Kiewit, Guillermo Fisch, Dustin Smith. Council members absent: Clinton Bryan and Sandra Guzman. City Administrator Jan Brending and City Attorney Anthony Connors were present. Audience: Bruce Brending, Matt Riley, Marc Thornsby.

Skate Park – Review of Cost Estimate and Possible Funding Sources

Jan Brending said the city has received a preliminary cost estimate for constructing the skate park all at one time. She said the cost is estimated to be \$249,040. Brending provided some options for additional funding from the city. She said the city has \$60,000 in committed funding (\$20,000 from Klickitat County EDA and \$40,000 from the community development fund). Brending said the city could possibly use the following funds \$10,000 – Excise Tax Fund, \$15,000 – Park Construction & Maintenance, \$10,000 additional - Community Development, and \$43,442 from Current Expense for a total \$64,942 in additional funding. Brending said SDS Lumber has agreed to provide the lumber needed for framing during construction at an estimated cost of \$9,000. She said she has also talked to Matt Riley with Rapid Readymix to see if they could provide concrete at cost or a discounted price. Brending said Riley is present at the council meeting tonight.

Matt Riley said he could probably provide concrete at a price of \$96 per yard versus the \$115 per yard price quoted in the estimated which would provide a savings of \$4,750. Riley said he would recommend using a different sack mix than what is provided for in the construction specifications but understands that skate parks may have more technical needs than standard sidewalks and driveways.

Jan Brending said that the city could purchase the concrete directly from Rapid Readymix or provide information in the contract that the contractor will need to use Rapid Readymix for the concrete because of some in-kind donations.

The city council and staff discussed options for constructing the skate park including identifying what equipment rental might be needed and whether or not volunteer labor could be used. Jan Brending said the city could contact the banks and other corporate businesses to see if they would be interested in helping out with the skate park. The council discussed displaying sponsors on some type of structure showing their support for the skate park.

Matt Riley said he thinks the city is doing the right thing in constructing a concrete skate park.

It was suggested to contact James Dean to see if he could help out with any of the aggregate materials.

Catherine Kiewit and Laura Mann agreed to meet with Jan Brending to discuss identifying funding options for the skate park.

Approval of Minutes – April 20, 2010

Changes to the minutes of the April 20, 2010 city council meeting were noted as follows:

Page 1, change Dustin Smith from being present to being absent.

Page 1, 10th paragraph should read: “Page 5, 18th paragraph, 1st sentence should read ‘Betty Barnes said she met with Rex Johnston and discussed the recycling center.’”

Page 5, 9th paragraph should read: “Catherine Kiewit said yes she could talk to the education coordinator for the Columbia Center for the Arts and asked if staff could provide the measurement of the fountain.”

Laura Mann moved to approve the minutes of the April 20, 2010 city council meeting as corrected. Catherine Kiewit seconded the motion and it was unanimously passed.

Public Comment

Marc Thornsby, Port of Klickitat

Betty Barnes introduced Marc Thornsby, Executive Director for the Port of Klickitat. Barnes acknowledged Roger Ford, Port Commissioner who recently passed away suddenly.

Small Works Roster Bid – Tree Maintenance, Review of Bids and Award of Contract

Jan Brending said the city received three bids from Gorge Tree Care – \$7,159.50, Columbia Tree Service - \$9,398.73, and TruGreen LandCare – \$10,669.38. She said all three bids have been clarified – adding sales tax to Gorge Tree Care’s bid, removing extra work from Columbia Tree Service and TruGreen LandCare.

Jan Brending noted that at the time bids were due, the subcontractor identified by Gorge Tree Care was not licensed in the State of Washington. She said state law requires that all contractors be licensed at the time of bid submittal.

Tad Connors said that if the city rejects Gorge Tree Care as not a responsible bidder then it will be necessary to let the company know that and give them the opportunity to respond.

Jan Brending said the city council could authorize staff to move ahead with the next low bidder, Columbia Tree Service, if Gorge Tree Care does not respond to the city’s letter.

Guillermo Fisch moved to reject Gorge Tree Care bid’s due to the contractor not being a responsible bidder at the time of bid submittal and to authorize the mayor to sign a contract with Columbia Tree Service if Gorge Tree Care does not respond to a letter from the city. Sandi Dickey seconded the motion and it was unanimously passed.

Professional Services Proposal – Leak Detection Survey, Review of Proposals and Award of Contract

Jan Brending said the city clarified this project and changed it from being a “public works” project to be a professional services project. She said the company will not make any changes or repair any of the city’s system therefore it is not a public works project. Brending said Utility Services Associates submitted a bid based on the project being a public works project and using a price per lineal foot of pipe but she gave them the opportunity to submit a clarified proposal. Brending said the city has received three proposals American Leak Detection - \$1,600 per day, Leak Master - \$1,080 per day, and Utility Services - \$950 per day. She said she has spoken with all three companies and based on the information submitted and the discussions she recommends using Leak Masters at \$1,080 per day. Brending noted that when selecting a consultant it is not necessary to select the proposal with the lowest price. She said she thinks Leak Masters will do a good job and understands that the city has not ever had a survey done.

It was noted that the memorandum from Jan Brending noted that the price for Utility Services is \$1,900 per day which was in error – it is \$950 per day and the \$1,900 is based on doing the survey over 2 days. Brending said she believes it will take more than 2 days to do a thorough survey.

Catherine Kiewit said she is happy to support staff’s recommendation.

Catherine Kiewit moved to accept the proposal from Leak Masters, LLC for \$1,080 per day up to 5 days. Laura Mann seconded the motion and it was unanimously passed.

Professional Services Roster Proposal – Alder Street Survey Services, Review of Proposals and Award of Contract

Jan Brending said the city received seven proposals for the Alder Street survey project: Trantow Surveying - \$975, Bell Design - \$1,250, Pioneer Surveying – \$1,450, Terra Surveying- \$1,800, Gray & Osborne - \$3,700, kpff Consulting - \$5,950 and HDJ Design Group who did not provided a price. She said the city has done work with Trantow, Bell Design, and Pioneer. Brending recommended the city sign a contract with Trantow Surveying for \$975.

Laura Mann moved to authorize a contract with Trantow Surveying for \$975 for survey services for the Alder Street project. Guillermo Fisch seconded the motion and it was unanimously passed.

Equipment Bid – Pavement Marking Equipment, Review of Bids and Award

Jan Brending said the city received three bids for pavement marking equipment: Rodda Paint for a Titan Powrliner 9900 XLT at \$10,954.25, E-Z Liner for a Titan Powrliner 9900XLT at \$11,833.60, and Kelly-Creswell for a Kelly-Creswell Portable at \$14,171.83. She said the main price difference between Rodda Paint and E-Z Liner is the accessory item. Brending said she spoke with Rodda Paint and E-Z Liner about the accessory item to make sure they were providing the same item. She said Rodda Paint is not including any shipping or handling costs for the accessory item. Brending recommended the city purchase the Titan Powrliner 9900XLT from Rodda Paint. She noted that Marc Thornsberry and White Salmon support the recommendation. Brending said Rodda Paint is in Gresham, Oregon and should be able to provide quick support if something goes wrong with the equipment.

Guillermo Fisch moved to authorize purchase of a Titan Powrliner 9900XLT and accessory item from Rodda Paint for \$10,954.25. Sandi Dickey seconded the motion and it was unanimously passed.

Old Business

Recycling Center – Review of Capabilities and Options for Security Camera

Jan Brending said she has spoken with Hire Electric about the camera they used in their proposal. She said it is clear that a minimum of 2 cameras would be required at the recycling center – one that has enough resolution to recognize license plates as vehicles enter the facility and a second that would focus on the recycling containers. Brending provided some additional information about a different type of camera system that costs approximately \$6,000. She said that if the council wishes to pursue installing cameras at the recycling center then she recommends rebidding the project with much more detailed specifications. Brending said she believes the camera system will cost more than originally estimated. She noted the site is open until 5:00 p.m. each day and is now open on Saturdays with staff opening and closing the gate. Brending said so far there have been no problems.

The council discussed the recycling center and came to a consensus to no longer pursue installing cameras at this time. The site will be open Monday through Friday, 7:00 a.m. to 5:00 p.m. and on Saturdays from 8:00 a.m. to 5:00 p.m.

Laura Mann and Betty Barnes volunteered to be open the center on Saturdays when staff was not available.

Parking Ordinance – Review of Options to be Submitted for Public Comment

Jan Brending said she has provided a memorandum that outlines four options for addressing the times and dates for parking restrictions: Option 1 – Leave as is with 2 hour parking, 9 a.m. to 7 p.m. everyday; Option 2 – 2 hour parking, 9 a.m. to 5 p.m. Monday through Friday, Option 3 – 3 hour parking, 9 a.m. to 5 p.m. Monday through Friday, Option 4 – no parking restrictions except for 30 and 15 minutes zones. She said the proposed amendment for the parking penalty is a minimum fine of \$25 and maximum fine of \$45. Brending said the memorandum also addresses other proposed amendments and provides information on signage and associated costs with changing signage. Brending said she recommends the city council hold a public hearing at the next council meeting and get input from the public and businesses on the 4 options and proposed parking penalty. She said information would be mailed out to every business, posted on the web page and post office and public notice for the public hearing published in the newspaper.

Guillermo Fisch said he supports Option 4.

The council discussed the memorandum and options and agreed to focus on the four options and proposed penalty for parking violations in the commercial areas.

Betty Barnes noted that a second public hearing will be held prior to adopting the ordinance.

Mayor's Update and Council Comments

Community Pride Youth Cleanup

Betty Barnes reported that 9 kids and 2 adults participated in the Community Pride youth cleanup. She said everyone had a great time. Barnes said she would like to provide Certificates of Appreciation to those who participated. The council agreed.

Daubenspeck Park Rose Bushes

Betty Barnes said the museum had several master gardeners look at the rose bushes at the park. She said they believe it would be better to wait until the fall to remove the rose bushes as they are no longer in their dormancy period. Barnes said the museum with the help of the master gardeners will maintain the rose bushes between now and the fall when they are removed.

Sandi Dickey said she does not think it would be a problem to remove the rose bushes now.

The council agreed to allow the rose bushes to remain until the fall.

310 West Franklin Sewer Billing Reduction

Laura Mann asked if the city had heard from the owner's of 310 West Franklin as to whether their insurance provides for recovery of loss income.

Tad Connors said he did hear from them and they do not have that type of insurance.

Jan Brending said the city has reduced temporarily their sewer billing from 19 to 13.

Wireless Radio Read Meter Information

Laura Mann thanked staff for providing the information on how many meters have been installed and how many are left. She asked if the \$24,000 budgeted for meters will cover the cost of the remaining meters.

Jan Brending said she is not sure but it will cover the majority of them. She said the public works staff will not likely be able to install all remaining meters this year. Brending said city hall staff has provided a list of meters they feel are a priority for replacement.

Direct Pay for Utility Billing

Sandi Dickey asked if direct payment for utility bills will start this month.

Jan Brending said yes.

Budget Committee Meeting

Jan Brending said a budget committee meeting is scheduled for Tuesday, May 11 at 4:30 p.m. She noted that it will be at least 2 hours long in order to review the annual report.

Vouchers

Vouchers audited and certified as required by RCW 42.24.080 and expense reimbursement claims certified as required by RCW 42.24.090 as of this date May 4, 2010. The council by unanimous vote does approve for payment the following list: checks 12246-12276 totaling \$21023.71. Current – \$4220.18; Street - \$2008.30; Community Development - \$9623.58; Water - \$4057.35; Sewer - \$112.23; Treatment Plant - \$1002.07.

Vouchers audited and certified as required by RCW 42.24.080 and expense reimbursement claims certified as required by RCW 42.24.090 as of this date May 4, 2010. The council by unanimous vote does approve for payment the following list: payroll checks 12235-12245 totaling \$18287.55. Current - \$7915.30; Street - \$2288.08; Water – \$2609.83; Sewer - \$391.58; Bingen Treatment Plant - \$5082.76.

At 8:50 p.m. the city council adjourned.

City Clerk

Mayor