

**TOWN OF NACHES STUDY SESSION MINUTES  
December 12, 2022**

**Present:**

Mayor Williams  
Councilman Weekes  
Councilman Hawver  
Councilwoman Hawver  
Councilwoman Williams

**Absent:**

Excused Councilman Henning

Others in Attendance: Town Attorney Shinn, Admin. Ranger and Clerk/Treasurer Birrueta.

**Staff Report**

Admin. Ranger, presented the Staff Report.

**Clerk Birrueta 2023  
Preliminary Budget**

- a) Clerk Birrueta included the final proposed 2023 Budget in the Council packet. Clerk Birrueta explained the appropriated expenditures by fund number since the budget is adopted by fund and not by item number. The final Budget included itemized items. The final appropriation for the General Fund- Current Expense fund 001 \$678,665.00 Street Fund 101 \$163,800.00 Capital Project Fund 301 for the Warehouse Demolition \$389,380.00 Water/Sewer Fund \$633,260.00 Fund 402 Bond redemption there was no appropriations since the loan was paid off in November 2022. Sewer Capital Construction Fund 420 \$7,217,000.00 and Garbage Fund 430 \$150,000.00 all these amounts are estimated expenditures balance with estimated revenues. None of the funds include the year ending balance.

**Sewer Rates for 2023 Ted  
Pooler with HLA, Inc.,**

Staff had requested an analysis on sewer charges and a professional opinion of what other cities around the valley are doing to address the sewer charges. Mr. Pooler address the proposed residential increase of 6%, Mr. Pooler also looked at the user categories which discharge higher strength waste that requires additional treatment. The current rate structure was developed in 2002 and provided distribution of rates based on flow. However, as treatment costs increase, looking at the strength of wastewater and the added energy needed to treat the waste is also

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important. In Naches, two user categories are known to discharge higher strength wastewater as measured by biochemical oxygen demand (BOD) and total suspended solid (TSS). Typical residential and commercial wastewater has a BOD concentration of 200 gm/l and a TSS concentration of 200 mg/l, whereas food service establishments and schools may have BOD and TSS concentrations as high as 800 gm/l each. Therefore, we recommend rates for these user categories be adjusted. A detail monitoring and sampling program has not been completed in Naches, so we relied upon data from other communities and examine their rate structures to see how charging for the higher strength waste was addressed. The City of Yakima samples wastewater and implements a strong waste charge. This approach is too complicated and expensive for a community the size of Naches. The City of Moxee addresses the added cost to treat school wastewater by increasing the monthly commercial rates by 25%. (Moxee uses an equivalent residential user (ERU) approach, so the base charge and unit charge are combined.) The City of Selah does increase the base charge, primarily due to the larger service requirements, but is more aggressive in increasing the usage charge (rate per 100 cubic feet) to account for increased strength. Naches's current rate structure lends itself to the Selah approach. For purposes of this analysis, we assumed food service establishments and schools would discharge wastewater with BOD and TSS concentrations of about 600 mg per liter each. The distribution of costs to treat wastewater range from 50%/25%/25% (flow/BOD/TSS) to 33%/33%/33% (flow/BOD/TSS). Given this range, the costs to treat the higher strength wastewater is 1.8 to 2.2 times the cost to treat typical residential wastewater. Therefore, we recommend Naches set the unit charge for food services establishments and schools at two times the rate for other commercial users. (Selah rates are 3.1 times higher for food service establishments and 2.8 times higher for schools.) Base charges would be increased 6% like other rates.

WWTP/ Upgrade

b) Phase I wastewater treatment plant improvements, with funding from Yakima County SIED grant/loan. Equipment is in full operation. Staff is requesting for this project to be accepted as complete.

WWTP/ Upgrade Phase2

c) Phase 2 of the project with USDA funding in the process of grant/loan obligation. Wastewater Treatment Plant

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Park & Ride: Regional  
Mobility Grant

- Phase 2 the preconstruction meeting was December 8, 2022. Once the project is complete Pacific Power will send a rebate of about \$42K to the Town of Naches.
- d) Construction being done by American Rock Products, parking lot is paved. Staff is working on the closeout process. Staff is requesting for this project to be accepted as complete.
  - e) WSDOT traffic study on US12/CVP crossing staff and engineers are looking into different funding options for safe highway crossing to the park. US 12 traffic corridor study by WSDOT. To be completed by fall 2023.
  - f) Warehouse Demotion with Yakima County- TAC funding to demolish the warehouse. Community Pavilion Project. Staff is requesting approval on advertisement for engineering services Federal requirement.
  - g) Admin. Ranger Urban Growth Area: The Town has not received any updates on the request.
  - h) Naches Event Center first Christmas party rental Staff is receiving inquiries on the event center.
  - i) Legislative Capital Budget Request for a hydraulic stage to be used for Naches Event Center. The Stage was delivered December 8<sup>th</sup> two of the Public Works and two private people are in training to get certified on how to operate the Hydraulic Stage.
  - j) Upper Valley Little League Contract: Staff has proposed the agreement and it preserves the Little League facility use and it also protects the Town. Staff included the agreement in the packet it has been reviewed by the Town attorney Michael Shinn and a resolution is in the packet for approval.
  - k) ARPA Funding Application for Flock Cameras around Town, Staff is applying for funding and will apply for 4 cameras. Staff will work with the Yakima County Sheriff's Office for placement of the cameras.
  - l) Preparing for winter, winterizing water meters, received new gas cards from Banner Bank.

Public Works

Review Vouchers &  
Treasurer report

Clerk Birrueta, included the treasury report for the month of November. Vouchers dated November 21, 2022 Second Payment total \$547,324.36 and Vouchers dated December 12, 2022 total \$25,644.84 Second payment included the payoff of the hydraulic stage Clerk Birrueta has submitted for reimbursement from Department of Commerce in the amount of \$152,935.24

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Other: None

Adjourn: 6:25pm With no other business to discuss the Study Session adjourned at 6:25 p.m.

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Paul Williams, Mayor

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Elvira Birrueta, Clerk/Treasurer