

AGENDA
CITY OF STEVENSON COUNCIL MEETING
October 17, 2019
6:00 PM, City Hall

Items with an asterisk (*) have been added or modified after the initial publication of the Agenda.

1. CALL TO ORDER/PRESENTATION TO THE FLAG: Mayor to call the meeting to order, lead the group in reciting the pledge of allegiance and conduct roll call.

2. CHANGES TO THE AGENDA: *[The Mayor may add agenda items or take agenda items out of order with the concurrence of the majority of the Council].*

3. CONSENT AGENDA: The following items are presented for Council approval. *[Consent agenda items are intended to be passed by a single motion to approve all listed actions. If discussion of an individual item is requested by a Council member, that item should be removed from the consent agenda and considered separately after approval of the remaining consent agenda items.]*

- a) **Water adjustment** - Marilyn Bolles (meter No. 204200) requests a water adjustment of \$641.73 for a water leak in their irrigation which they will repair prior to turning it on again.
- b) **Water Adjustment** - David and Victoria Cassidy (meter no. 611700) requests a water adjustment of \$164.19 for a water leak which they have since repaired.
- c) **Water Adjustment** - Bernadette Sanders (meter No. 612900) requests a water adjustment of \$358.98 for a water leak which they have since repaired.
- d) **Water Adjustment** - Susan Impson (meter no. 503200) requests a water adjustment of \$211.60 for a water leak that has since been repaired.
- e) **Liquor License Renewals** - Andrew's Pizza and Red Bluff Brewing.
- f) ***Minutes** of September 19, 2019 City Council Meeting, requested changes to the September 19, 2019 minutes and the September 24, 2019 Special City Council Meeting. (p. 5)

MOTION: To approve consent agenda items a-f. [with changes to the minutes as requested or with the minutes as presented]

4. PUBLIC COMMENTS: *[This is an opportunity for members of the audience to address the Council. If you wish to address the Council, please sign in to be recognized by the Mayor. Comments are limited to three minutes per speaker. The Mayor may extend or further limit these time periods at his discretion. The Mayor may allow citizens to comment on individual agenda items outside of the public comment period at his discretion.]*

5. PUBLIC HEARINGS: *[Advertised public hearings have priority over other agenda items. The Mayor may reschedule other agenda items to meet the advertised times for public hearings.]*

- a) ***6:15 Proposed 2020 Budget Hearing** - City Administrator Leana Kinley will present the 2020 proposed budget for public comment and council discussion. A copy of the budget documents are attached. (p. 26)

6. PRESENTATIONS FROM OUTSIDE AGENCIES:

- a) **Skamania County Chamber of Commerce** - Executive Director Angie Weiss will provide an update on recent events and activities.

7. UNFINISHED BUSINESS:

- a) **Approve Ordinance 2019-1146 Regulating Camping** - City Administrator Leana Kinley presents Ordinance 2019-1146 regulating camping in the city for council consideration. This ordinance has been discussed at the August and September council meetings. (p. 68)

MOTION: To approve Ordinance 2019-1146 regulating camping in the city.

- b) **Sewer Plant Update** - Public Works Director Karl Russell will provide an update on the Stevenson Wastewater System and the Compliance Schedule. Wallis Engineering will also present an update on the Wastewater Treatment Plant project and design. (p. 74)

8. NEW BUSINESS:

- a) **Approve Resolution 2019-347 Regarding a Ballot Proposition for Creation of a Metropolitan Park District** - City Administrator Leana Kinley presents this resolution for council discussion and consideration. (p. 91)

MOTION: To approve resolution 2019-347 authorizing a ballot proposition for creation of a metropolitan park district for the Stevenson Community Pool.

- b) **Approve Waterfront Enhancement Contract Extension** - City Administrator Leana Kinley presents the attached contract amendment with the Port of Skamania for Waterfront Enhancements, extending the agreement through December 31, 2020, for council review and consideration. There will also be discussion of dates for a joint meeting with the Port and County regarding the project. (p. 96)

MOTION: To approve Amendment #1 to the Waterfront Enhancement agreement with the Port of Skamania.

- c) **Approve QCL 2020 Clearinghouse Change Order** - City Administrator Leana Kinley presents the attached change order to the QCL contract for additional drug and alcohol testing services to comply with DOT regulations for council consideration. A copy of the original contract and a description of the reason for the change are attached. The cost impact is expected to be minimal and will ensure the city complies with DOT regulations. (p. 99)

MOTION: To approve the 2020 Clearinghouse Change Order with QCL as presented.

- d) **Approve Resolution 2019-348 Amending the HRA VEBA Policy** - City Administrator Leana Kinley presents this resolution for council review and consideration. The policy was changed in August to remove the employer contribution in lieu of medical insurance, with consensus from staff, and mentioned to council at the August meeting. Upon further review, the policy change needs to be adopted by resolution. (p. 106)

MOTION: To approve resolution 2019-348 amending the HRA VEBA policy and guidelines.

- e) **Discuss Options for Financing Water and Wastewater Projects** - City Administrator Leana Kinley will present options for funding the Loop Road sewer line extension, the Commerce Energy Grant match portion (Smart meter project) and the School Street waterline replacement project. (p. 109)
- f) **Approve Changes to Development Standards** - City Administrator Leana Kinley presents changes to development standards to better align the criteria for private driveways and private roads. (p. 120)

MOTION: To approve Ordinance 2019-1148 revising the city standards regarding driveways.

- g) **Approve Retroactive Pay for Karl Russell** - City Administrator Leana Kinley requests approval of retroactive pay for Karl Russell for additional work responsibilities as outline in the attached memo. (p. 125)

MOTION: To approve retroactive pay for Karl Russell in the amount of \$1,470.05.

9. INFORMATION ITEMS:

- a) **Chamber of Commerce Activities** - The attached report describes some of the activities conducted by Skamania County Chamber of Commerce in September, 2019. (p. 126)
- b) **Municipal Court Cases Filed** - A summary of Stevenson Municipal Court cases recently filed is attached for council's review. (p. 128)
- c) **Fire Department** - A copy of the Stevenson Fire Department report for September, 2019 is attached for council review. (p. 129)
- d) **Planning Commission Minutes** - Minutes are attached from the 9/9/19 Planning Commission meeting and the 9/23/19 Downtown Planning special meeting. (p. 130)
- e) **Sheriff's Report** - A copy of the Skamania County Sheriff's report for September, 2019 is attached for council review. (p. 148)

- f) **Building Permits Issued** - In Stevenson there are 17 Single Family Residences (SFRs), 4 cabins, 1 triplex, 2 duplexes and 79 building permits total for 2019. There are talks of development surrounding the bottom of Monda Rd, and two short plats in the works-one for Holstrom Road/Ryan Allen area and another for Carter Lane. In North Bonneville, there are 2 SFRs and one duplex was finalized since the last council meeting.
- g) **Financial Report** - City Administrator Leana Kinley will present the City's Financial Report for year-to-date revenues and expenditures through September 30, 2019. (p. 153)

10. CITY ADMINISTRATOR AND STAFF REPORTS:

- a) Karl Russell, Public Works Director
- b) Ben Shumaker, Community Development Director
- c) Leana Kinley, City Administrator (p. 187)

11. VOUCHER APPROVAL AND INVESTMENTS UPDATE:

- a) *September 2019 payroll and October 2019 AP checks have been audited and are presented for approval. September payroll checks 13869 thru 13875 total \$96,867.71 which includes twenty-five EFT payments. AP checks 13876 thru 13933 total \$258,461.04 which includes four ACH payments. The AP Check Register is attached for your review. Detailed claims vouchers will be available for review at the council meeting. There was no investment activity. (p. 188)

12. MAYOR AND COUNCIL REPORTS:

13. ISSUES FOR THE NEXT MEETING: *[This provides Council Members an opportunity to focus the Mayor and Staff's attention on issues they would like to have addressed at the next council meeting.]*

14. EXECUTIVE SESSION - City Council will convene in Executive Session under:

- a) RCW 42.30.110(1)(i) to discuss with legal counsel representing the agency litigation or potential litigation to which the agency is, or is likely to become, a party.

15. ADJOURNMENT - Mayor will adjourn the meeting.

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UPCOMING MEETINGS AND EVENTS:

- October 22-24, 2019 - Infrastructure Assistance Coordinating Council
- October 31, 2019 - Halloween
- November 1, 2019 - MCEDD Columbia Gorge Economic Symposium
- November 11, 2019 - Veteran's Day, Offices Closed
- November 14, 2019 - Special Council Meeting-2020 Budget
- November 20, 2019 - Special Council Meeting-Fire Hall Project