

**AGENDA**  
**CITY OF STEVENSON COUNCIL MEETING**  
**December 10, 2020**  
**6:00 PM, Remote**

Call-in numbers 253-215-8782, 669-900-6833, 346-248-7799, 312-626-6799, 929-205-6099 or  
301-715-8592, Meeting ID 874 5430 5446, Zoom link  
<https://us02web.zoom.us/j/87454305446> or via YouTube at  
<https://www.youtube.com/channel/UC4k9bA0IEEvsF6PSoDwjJvA/>

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

**1. CALL TO ORDER:** Mayor to call the meeting to order 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].*

a) \* 12/9 changes include:

- Addition of SCSD Pool Support Contract (item 3g)
- Addition of Wallis Engineering Development Services Agreement for 2021 to the Consent Agenda (item 3h)
- Additional public comments received (item 4)
- Addition of public comment to the No Name Rd. Public Hearing (item 5b)
- Addition of presentation for First Street item (item 6b)
- Addition of Sewer Plant Update memo (item 7b)
- Revised contract with Maul Foster Alongi to add terms and conditions (item 9b)
- Addition of Amendment to Wallis Engineering Contract for Development Services (item 9c)
- Addition of the Fire Department report (item 10e)
- Addition of Letter of Resignation from Councilmember Matthew Knudsen (item 10f)

b) \*\* 12/10 changes include:

- Additional public comments received (item 4)
- Addition of public comments received for the Zettler-Powers Public Hearing (item 5a)
- Additional public comments received for the No Name Rd. Public Hearing (item 5b)
- Addition of law enforcement contract (item 8b)
- Addition of Vouchers (item 12)

**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) **Approve 2021 Tourism Funding Award Contracts** - City Administrator Leana Kinley presents the contracts for Tourism funding approved at the November 19th council meeting for council approval for a total amount of \$351,100.
- b) **Skamania County Incarceration Services Agreement** - City Administrator Leana Kinley presents the 2021 contract with Skamania County for Incarceration services for council approval. There are no changes from the 2020 contract.
- c) **Skamania County Mapping Services Agreement** - City Administrator Leana Kinley presents the three-year contract with Skamania County for Mapping Services. The fee schedule is the only change from the previous three-year contract.
- d) **Water Adjustment** - Kristopher and Annie Bennet (meter no. 605300) request a water adjustment of \$68.30 for a leak which they have since repaired.
- e) **Approve WAGAP Contract** - City Administrator Leana Kinley presents the contract with Washington Gorge Action Programs for 2021-2022 services in the amount of \$10,000. There are no changes from the previous two-year contract.
- f) **Wallis Engineering Contract for General Engineering Services** - City Administrator Leana Kinley presents the contract with Wallis Engineering for General Engineering Services on an as-needed basis in the amount not to exceed \$10,000 for council approval.
- g) **\*Approve Stevenson-Carson School District Pool Support Contract** - City Administrator Kinley requests approval of the contract with the Stevenson-Carson School District for prorated pool support in the amount of \$40,000 annually if open, and \$20,000 annually if in soft-close.
- h) **\*Wallis Engineering Contract for Development Engineering Services** - City Administrator Leana Kinley presents the contract with Wallis Engineering for Development Engineering Services on an as-needed basis in the amount not to exceed \$20,000 for council approval.
- i) **Minutes** of November 19, 2020 Council Meeting.

MOTION: To approve consent agenda items a-i.

**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.]*

- a) **\*\*COVID-19 Virtual Meeting Protocol for Public Comment:** When submitting public comments, include your name regardless of the manner you are using. Public comments may be provided in one of three ways:

-In writing may be submitted no later than 12:00 PM on the meeting date to be included in the council packet. If sent via email to city council, please also clearly state the comments are to be included in the council packet for the meeting and if you would like them to be read into the meeting minutes.

-By telephone during the meeting by calling a number that will be provided to you upon notification to the City Clerk no later than 4:30 PM the day of the meeting.\*

-By virtual meeting attendance with a link that will be provided to your email upon notification to the City Clerk no later than 4:30 the day of the meeting.\*

\*If you would like to make a public comment by either phone or virtual meeting, you can contact the Clerk at [leana@ci.stevenson.wa.us](mailto:leana@ci.stevenson.wa.us) or by phone at 509-427-5970 no later than 4:30 on the meeting date.

**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) **\*\*Public Hearing Regarding the Zettler-Powers Road Vacation** - City Administrator Leana Kinley presents the staff reports regarding the vacation of a section of city road and easement between tax lots 03073643080000 and 03073643050000 off Impala Drive known as the Zettler-Powers road vacation for public comment and council consideration.
- b) **\*\*Public Hearing Regarding Vacation of No Name Road** - City Administrator Leana Kinley presents the staff reports regarding the vacation of a section of city road and easement known as "No Name Road" for public comment and council consideration.
- c) **R3 Zoning Text Amendments** - Community Development Director Ben Shumaker will present the memo and ordinance regarding text amendment changes to the R3 zone for public comment and council discussion.

**6. PRESENTATIONS FROM OUTSIDE AGENCIES:**

- a) **Skamania County Public Works** - Public Works Director/County Engineer Tim Elsea will update council on building inspection services as per the interlocal agreement.
- b) **\*First Street Overlook Concepts** - Consultants from WSP will present the conceptual drawings for the First Street Overlook project being constructed next year.

**7. SITUATION UPDATES:**

- a) **COVID-19 Update** - Mayor Scott Anderson will provide an update on the city's response to the COVID-19 pandemic.

- b) **\*Sewer Plant Update** - Public Works Director Karl Russell will provide an update on the Stevenson Wastewater System and the Compliance Schedule.

**8. UNFINISHED BUSINESS:**

- a) **Second Reading Ordinance 2020-1168 Regarding 2021 Sewer Rates** - City Administrator Leana Kinley presents ordinance 2020-1168 for a second reading. The rates proposed include a 12.5% increase to the base fees for 2021 as discussed at the November 19th public hearing, during the 2021 budget process and included in the 2021 budget.

MOTION: To approve ordinance 2020-1168 revising the sewer rates [as presented/with changes as discussed].

- b) **\*\*Approve 2021-2022 Interlocal Agreement for Law Enforcement** - City Administrator Leana Kinley presents the memo regarding a revised Interlocal Agreement with Skamania County Sheriff's Office for law enforcement services for 2021-2022.

MOTION: To approve the interlocal agreement with Skamania County for law enforcement services as presented.

**9. COUNCIL BUSINESS:**

- a) **Skamania County Prosecuting Attorney Agreement** - City Administrator Leana Kinley presents the 2021 contract with Skamania County for Prosecuting Attorney services. There are no changes from the 2020 contract.

MOTION: To approve the interlocal agreement with Skamania County for Prosecuting Attorney services.

- b) **\*Approve Contract with Maul Foster Alongi** - Community Development Director Ben Shumaker presents the attached contract with Maul Foster Alongi in the amount of \$3,000 for preparing the Integrated Planning Grant application.

MOTION: To approve the contract with Maul Foster Alongi for preparing the Integrated Planning Grant application for an amount not to exceed \$3,000.

- c) **\*Approve Amendment 2 to Wallis Engineering Development Agreement** - Community Development Director Ben Shumaker presents the contract amendment 2 with Wallis Engineering for an additional \$20,000 to cover additional reimbursable development review services for existing projects in process and an extension through June 2021 for council consideration.

MOTION: To approve the contract amendment with Wallis Engineering for Development Services in the amount of \$20,000 for a revised total of \$43,500.

- d) **Approve Resolution 2020-374 Setting a Date for a Public Hearing on a Road Vacation** - City Administrator Leana Kinley requests approval of Resolution 2020-374 setting the date of January 21, 2021 for a public hearing regarding the vacation of a section of city road and easement known as "Iman Cemetery Road." Their petition, associated maps and resolution are included in the council packet.

MOTION: To approve Resolution 2020-374 fixing a public hearing date for the Iman Cemetery Road vacation.

- e) **Discuss Committee Appointments** - Mayor Scott Anderson presents the attached 2021 draft committee and board appointments for council discussion.
- f) **Discuss Social Media Conduct** - City Administrator Leana Kinley presents the memo regarding social media conduct for council discussion.

#### 10. INFORMATION ITEMS:

- a) **Financial Report** - City Administrator Leana Kinley presents the Treasurer's Report and year-to-date revenues and expenses through November 2020.
- b) **Chamber of Commerce Activities** - The report presented describes some of the activities conducted by Skamania County Chamber of Commerce in November, 2020.
- c) **Sheriff's Report** - The Skamania County Sheriff's report for activity within Stevenson city limits for November, 2020 is presented for council review.
- d) **Planning Commission Minutes** - Minutes from the 11/9/20 Planning Commission meeting is presented.
- e) **\*Fire Department Report** - The Stevenson Fire Department's report for November, 2020 is presented for council review.
- f) **\*Councilmember Matthew Knudsen Resignation** - The letter of resignation from councilmember Matthew Knudsen is enclosed.

#### 11. CITY ADMINISTRATOR AND STAFF REPORTS:

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

#### 12. VOUCHER APPROVAL:

- a) **\*\*November 2020 payroll & December 2020 AP checks have been audited and are presented for approval. November payroll checks 14779 thru 14786 total \$96,235.62**

which includes EFT payments. December AP checks 14811 thru 14862 total \$226,167.53 and includes EFT payments and checks. The AP check register with fund transaction summary is attached for review.

MOTION: To approve the vouchers as presented.

**13. MAYOR AND COUNCIL REPORTS:**

**14. 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.]*

**15. ADJOURNMENT** - Mayor will adjourn the meeting.

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*UPCOMING MEETINGS AND EVENTS:*

- December 14, 2020 Planning Commission Meeting
- December 24, 2020 Christmas Eve-City Offices Closed
- December 25, 2020 Christmas-City Offices Closed
- January 1, 2021 New Years Day-City Offices Closed
- January 11, 2021 Planning Commission Meeting
- January 18, 2021 Martin Luther King Jr. Day-City Offices Closed
- January 21, 2021 Council Meeting Public Hearings
  - Iman Cemetery Road Vacation
  - Banning Use of Fireworks in City Limits