

AGENDA
CITY OF STEVENSON COUNCIL MEETING
May 20, 2021
6:00 PM, City Hall

Those attending in-person will be required to follow current state guidelines for facemasks and distancing.

Call-in numbers 253-215-8782, 669-900-6833, 346-248-7799, 312-626-6799, 929-205-6099 or 301-715-8592, Meeting ID 889 7550 7011, Zoom link <https://us02web.zoom.us/j/88975507011> or via YouTube at <https://www.youtube.com/channel/UC4k9bA0IEvsF6PSoDwjvA/>

Information in parentheses after the agenda item reference the 2021-2022 council goal the item relates to.
Items with an asterisk (*) have been added or modified after the initial draft 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].*

- a) * 5/19 changes include:
- Updated TIP public hearing with comments received (item 5a)
 - Addition of copier contract with Ricoh (item 7i)
 - Addition of Fire Department Report (item 8h)
 - Addition of Voucher information (item 10a)

- b) ** 5/20 changes include:
- Addition of public comment (item 4)
 - Addition of public comment (item 5a)

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) **Special Occasion Liquor License Application** - American Legion Auxiliary Post 137 at the Skamania Fairgrounds on August 18th from 12-10pm, 19th from 12-11pm, 20th from 10-12am, and 21st from 10-12am for the Skamania County Fair.
- b) **Liquor License Renewals** - Clark and Lewie's and Big T's Grill
- c) **Water Adjustment** - Kenneth Hinzman (meter No. 610200) requests a water adjustment of \$110.32 for a water leak which they have since repaired.

- d) **Water Adjustment** - City Staff requests an additional adjustment to last month's request of \$199.05 for La Casa de Sabor to include updated water usage for the full leak period for an additional \$335.78 and a total leak adjustment of \$534.83.
- e) **Minutes** of April 15, 2021 Council Meeting.

MOTION: To approve consent agenda items a-e.

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) ****Public Comments Received.**

5. PUBLIC HEARINGS:

- a) ****Transportation Improvement Program (5a)** - Public Works Director Karl Russell presents the six-year Transportation Improvement Program (TIP) for public input and council review. This is the first of two scheduled public hearings for the annual TIP update.

6. 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 (1)** - Public Works Director Karl Russell will provide an update on the Stevenson Wastewater System and the Compliance Schedule.

7. COUNCIL BUSINESS:

- a) **Approve Proclamation Recognizing May 2021 as National Wildfire Protection Month** - Mayor Scott Anderson presents Proclamation 2021-02 recognizing May 2021 as National Wildfire Protection Month for council consideration.

MOTION: To approve proclamation 2021-02 recognizing May 2021 as National Wildfire Protection Month as presented.

- b) **Approve Contract for Community Garden** - City Administrator Leana Kinley presents the attached contract with the Musicians of Stevenson and Skamania County (MOSS) for improvements to the Stevenson Community Garden funded through the Tourism Fund in the amount of \$2,500. The Tourism Advisory Committee met on April 26th and approved the project and the amount.

MOTION: To approve the tourism funded contract with MOSS for improvements to the Stevenson Community Garden as presented in the amount of \$2,500.

- c) **Approve Fairground Well Agreement** - City Administrator Leana Kinley presents the attached agreement with Skamania County for the construction of a well at the fairgrounds for irrigation use.

MOTION: To approve the fairground irrigation well agreement with Skamania County as presented.

- d) **Approve Gorge Homes, LLC Agreement (7)** - City Administrator Leana Kinley presents the agreement with Gorge Homes, LLC to waive system development charges for low-income housing units. The current maximum amount would be \$83,324.31 for water connections and \$104,856 for sewer connections if the maximum number of 17 units are developed and managed as low-income properties.

MOTION: To approve the agreement with Gorge Homes, LLC waiving system development charges for low-income housing units as presented.

- e) **Approve CDBG Contract Amendment (7)**- City Administrator Leana Kinley presents amendment A to the Community Development Block Grant for housing rehabilitation extending the end date to December 31, 2021 due to COVID-19 delays.

MOTION: To approve CDBG contract 18-62210-037 amendment A as presented.

- f) **Approve Amendment to Residential Building Capacity Grant** - Community Development Director Ben Shumaker presents the amendment with the Department of Commerce for the Growth Management Services Increasing Residential Capacity Grant revising the deliverables for council consideration.

MOTION: To approve amendment number 1 to contract number 20-63210-003 with Department of Commerce as presented.

- g) **Approve Contract with Exigy LLC** - City Administrator Leana Kinley presents the contract with Exigy LLC to facilitate a community workshop on diversity, equity and inclusion for council review and consideration. Council will also need to discuss availability for dates and times to hold the workshop.

MOTION: To approve the contract with Exigy LLC for facilitating a community workshop on diversity, equity and inclusion in the amount of \$4,500 as presented.

- h) **Approve Contract with Lancaster Mobley (5)** - City Administrator Leana Kinley presents the contract with Lancaster Mobley for a city-wide traffic study for council review and consideration.

MOTION: To approve the contract with Lancaster Mobley for a traffic study in the amount of \$51,277 as presented.

- i) ***Approve Copier Purchase** - City Administrator Leana Kinley presents the contract and copier specifications to replace the city's current copier for council review and consideration. This was originally planned to be approved in March 2020 and was put on hold due to the pandemic. Parts are becoming harder to find and there is a \$1,200 rebate offer if installed before June.

MOTION: To approve the copier purchase contract with Ricoh in the amount of \$7,570 and the 60 month service rates as proposed.

8. INFORMATION ITEMS:

- a) **Sheriff's Report** - The Skamania County Sheriff's report for activity within Stevenson city limits for April, 2021 is presented for council review.
- b) **Port of Cascade Locks Update** - Executive Director Olga Kaganova emailed an update on Port projects.
- c) **Chamber of Commerce Activities** - The report presented describes some of the activities conducted by Skamania County Chamber of Commerce in April 2021.
- d) **Financial Report** - City Administrator Leana Kinley presents the Treasurer's Report and year-to-date revenues and expenses through April 2021.
- e) **Planning Commission Minutes** - Minutes from the 3/8/21, 3/15/21 and 4/12/21 Planning Commission meetings are presented.
- f) **Project Status Updates (18)** - City Administrator Leana Kinley and city staff present updates on city projects in process.
- g) **Candidate Filing Week May 17-21** - There are four city positions, the Mayor and three council positions, on the November ballot. Information about running for elected office is enclosed in the packet.
- h) ***Fire Department Report** - The Stevenson Fire Department's report for April, 2021 is presented for council review.

9. CITY ADMINISTRATOR AND STAFF REPORTS:

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

10. VOUCHER APPROVAL:

- a) ***April 2021 payroll & May 2021 AP checks** have been audited and are presented for approval. April payroll checks 15126 thru 15130 total \$96,523.30 which includes EFT

payments. May 2021 AP checks 15110 thru 15125 and 15131 thru 15175 total \$276,920.08 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.

11. MAYOR AND COUNCIL REPORTS:

12. 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.]*

13. ADJOURNMENT - Mayor will adjourn the meeting.

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UPCOMING MEETINGS AND EVENTS:

- May 31, 2021 (Monday) - Memorial Day - City Offices Closed
- June 14, 2021 (Monday) 6pm - Planning Commission Meeting
- June 17, 2021 (Thursday) 6pm - City Council Meeting
 - Second Public Hearing on the 6-year Transportation Improvement Program