

AGENDA
CITY OF STEVENSON COUNCIL MEETING
October 18, 2018
6:00 PM, City Hall

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) **Minutes** of September 20, 2018 City Council Meeting. (p. 5)
- b) **Travel Reimbursement Request** - Mary Corey requests lodging reimbursement approval for the Vision Accounting Software Conference in Leavenworth from Oct 3-5. The State per diem for the area is \$94 per night and the hotel accommodations, which included breakfast, was \$112 per night. Council approval is required for any rates above the state rate.
- c) **Liquor License Application for Added Privilege** - Red Bluff Brewing, LLC
- d) **Liquor License Renewal** - Andrew's Pizza SW, Inc. and Red Bluff Brewing, LLC

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 Chinidere Mountain Estates Development Agreement Extension** - Community Development Director Ben Shumaker will present the request for an extension from the developers of Chinidere Mountain Estates. (p. 17)
- b) ***6:30 Proposed 2019 Budget Hearing** - City Administrator Leana Kinley will present the 2019 proposed budget for public comment and council discussion. A copy of the budget detail will be provided before the council meeting. (p 34)

6. OLD BUSINESS:

- a) ***Approve Tetra Tech Contract Ratification for the Additional Wastewater Alternatives Analysis** - City Administrator Leana Kinley requests ratification of the contract with Tetra Tech in the amount of \$66,984 on the alternatives analysis for the CERB feasibility study that was approved at the September 20, 2018 council meeting for an amount not to exceed \$67,000. (p. 86)
- b) ***Sewer Plant Update** - Public Works Director Eric Hansen will provide an update on the Stevenson Wastewater System and the Compliance Schedule. (p. 101)

7. NEW BUSINESS:

- a) **Interview Council Applicants** - Council will review and interview applicants for the open position #5. After the interview, council will deliberate in executive session. After coming out of the executive session, council will vote on the candidates. Applications will be presented prior to the council meeting. If there are no applicants, this item will be moved to the November 15th agenda.
- b) **Moment of Gratitude** - Each council member and staff will mention one thing they are grateful for in celebration of Gorge Happiness month.
- c) **Approve Sign for Cannabis Corner** - The interlocal agreement that allowed the relocation of Cannabis Corner to Stevenson included a stipulation that the sign had to be approved by council. Attached is their application and sign design for the business for council approval. (p. 103)
- d) **Approve Interlocal Agreement Amendment with Skamania County for Building Inspector Services** - City Administrator Leana Kinley presents this amendment to extend the building inspector and plan review services between the city and county through Oct. 31, 2022. The rates have been updated for both the city and county and include employee salary and benefit costs only. There is no administrative overhead being charged in this agreement. (p. 107)
- e) **Approve Contract with Bell Design for Geotech Needs Assessment** - City Administrator Leana Kinley requests council approval of the attached contract with Bell Design for a geotech needs assessment on the property for the new fire hall in the amount of \$19,621. (p. 110)
- f) **Approve Contract with BergerABAM for Wetland Delineation** - City Administrator Leana Kinley requests council approval of the attached contract with BergerABAM for a wetland delineation on the new fire hall site in the amount of \$7,965. (p. 120)

8. INFORMATION ITEMS:

- a) **Financial Report** - Attached is the City's Financial report for year-to-date revenues and expenditures through September 30, 2018. (p. 125)
- b) **Building Permits Issued** - As of 10/15/18 there are 19 active Single Family Residence permits. Two homes have been finalized since the last council meeting. Most homes are being built at a normal pace and six are being built by homeowners and are moving slowly. There are two noteworthy permits: Skamania Lodge has a permit for a 3,100 sq ft pavilion and the North Bonneville PDA received their final occupancy.
- c) **Sheriff's Report** - A copy of the Skamania County Sheriff's report for September, 2018 is attached for council review. (p. 155)
- d) **Municipal Court Cases Filed** - A summary of Stevenson Municipal Court cases recently filed is attached for council's review. (p. 167)
- e) **Planning Commission Minutes** - Minutes are attached from the 9/10/18 Planning Commission meeting. (p. 168)
- f) **Chamber of Commerce Activities** - The attached report describes some of the activities conducted by Skamania County Chamber of Commerce in September, 2018. (p. 172)
- g) ***Fire Department** - Fire Chief Rob Farris has provided an update on the Fire Department. (p. 175)

9. CITY ADMINISTRATOR AND STAFF REPORTS:

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

10. VOUCHER APPROVAL AND INVESTMENTS UPDATE:

- a) *September 2018 payroll & October 2018 A/P checks have been audited and are presented for approval. September payroll checks 12829 thru 12845 total \$108,868.09 which includes twelve direct deposits, one EFTPS and three ACH payments. Payroll checks 12836-12838 were voided. A/P Checks 12846 thru 12915 total \$266,459.42 which includes three ACH payments. The A/P Check Register and Fund Transaction Summary are attached for your review. Detailed claims vouchers will be available for review at the Council meeting.

September 2018 investment activity: \$100,000 CD matured and sold (Riverview @ .3%); \$498,837 FFCB Bond purchased (TVI/US Bank Safekeeping @ 2.8%) (p. 176)

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:

- October 19-20, 2018 - Council Retreat, Hegewald Center
- October 31, 2018 - Trunk-or-Treat
- November 2, 2018 - MCEDD Economic Symposium