

AGENDA
CITY OF STEVENSON COUNCIL MEETING
May 19, 2022
6:00 PM, City Hall and 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 889 7550 7011, Zoom link <https://us02web.zoom.us/j/88975507011> or via YouTube at <https://www.youtube.com/channel/UC4k9bA0IEEvsF6PSoDwjJvA/>

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. 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. Please submit written comments to City Hall in person at 7121 E. Loop Rd, via mail to PO Box 371, Stevenson, WA 98648 or via email to leana@ci.stevenson.wa.us by noon the day of the meeting for inclusion in the council packet.]*

3. 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) * 5/17 changes include:

- Addition of ARPA funds use (item 8c)
- Addition of Sheriff Department report (item 9e)
- Addition of Housing report (item 9f)
- Addition of Vouchers (item 11a)

b) ** 5/19 changes include:

- Addition of public comment for the 6-year TIP Public Hearing (item 5b)
- Revised Interlocal Agreement-section 3 (item 7a)
- Addition of letter from Deputy Secretary of the US Treasury RE:ARPA fund use (item 8c)

4. 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) **Liquor License Renewals** - 54 40 Brewing Company LLC, The Kellogg Group LLC (Clark and Lewie's), Dudley LLC (Big T's)
- b) **Special Occasion Liquor License Application** - Skamania County Fairgrounds on July 21st from 6 pm to 9 pm, July 22nd from 12 pm to 9 pm and July 23rd from 12 pm to 11 pm for the Bluegrass Festival.
- c) **Minutes** of April 21, 2022 Regular Council Meeting and May 2, 2022 Special Council Meeting.

MOTION: To approve consent agenda items a-c.

5. PUBLIC HEARINGS:

- a) **Second Reading Ordinance 2022-1182 Amending Comprehensive Plan** - Community Development Director Ben Shumaker presents the staff memo and draft ordinance 2022-1182 amending the city's comprehensive plan to be in alignment with the updated shorelines management program and critical areas ordinance, as recommended by the Planning Commission, for public comment and council consideration.

MOTION: To approve ordinance 2022-1182 amending the Stevenson zoning code (SMC title 17); amending the Stevenson Comprehensive Plan based on the 2022 Shoreline Management Program; Clarifying use categories within SMC 17.13.040; Aligning the zoning code with the Shoreline Management Program; and reconciling PR District setback requirements with existing development [as presented/with changes as discussed].

- b) ****Transportation Improvement Program (5a)** - City staff 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) **Sewer Plant Update (1)** - Staff will present an update on the Stevenson Wastewater System and Compliance Schedule.

7. UNFINISHED BUSINESS:

- a) ****Approve Interlocal Agreement for Facilities Maintenance Services** - City Administrator Leana Kinley presents the revised interlocal agreement for Facilities Maintenance Services with the Port of Cascade Locks.

MOTION: To approve the interlocal agreement for Facilities Maintenance Services with the Port of Cascade Locks as presented.

- b) **Approve Waiving Back-Billing for Billing Discrepancy** - City Administrator Leana Kinley presents a staff memo regarding additional back-billing waiver requests for properties which were not billed for permitted Accessory Dwelling Units (ADUs) for council review and consideration.

MOTION: To approve waiving the back-billing in relation to unbilled ADUs for the customers listed in the staff memo for a total amount of \$13,285.85.

8. COUNCIL BUSINESS:

- a) **Review 2021 Annual Financial Report** - City Administrator Leana Kinley presents the 2021 Annual Financial report for council review and discussion.

- b) **Approve Ecology Shoreline Access Grant** - Community Development Director Ben Shumaker requests council authorize the Mayor to sign the attached grant for \$72,000 with the Department of Ecology for developing a Stevenson Shoreline Public Access and Trail Plan. The contract is still in review by DOE and no substantial changes are expected.

MOTION: To authorize the Mayor to sign Ecology grant SEASMPC-2123-StevPW-00029.

- c) ****Approve American Recovery Plan Act (ARPA) Fund Use** - City Administrator Leana Kinley presents the staff memo regarding the use of ARPA funds to purchase a vector truck at auction next week.

MOTION: To approve spending up to \$150,000 for a vector truck out of ARPA funds.

9. INFORMATION ITEMS:

- a) **Chamber of Commerce Report** - The report presented describes some of the activities conducted by Skamania County Chamber of Commerce in the prior month.

- b) **Financial Report** - The Treasurer's Report and year-to-date revenues and expenses through the prior month are presented for council review.

- c) **Planning Commission Minutes** - Minutes are attached from the Planning Commission meeting for the prior month.

- d) **Contracts Awarded Administratively** - The report on contracts, purchases and change orders over \$10,000 approved administratively over the past month is attached.

- e) ***Housing Programs Report** - The report for the prior month on housing services provided by Washington Gorge Action Programs in Skamania County is enclosed for council information.
- f) ***Sheriff's Report** - The Skamania County Sheriff's report for activity within Stevenson city limits for the prior month is presented for council review.

10. CITY ADMINISTRATOR AND STAFF REPORTS:

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

11. VOUCHER APPROVAL: Vouchers will be presented prior to the meeting.

- a) *April 2022 payroll and May 2022 AP checks have been audited and are presented for approval. April payroll checks 15971 thru 15976 total \$100,269.57 which includes EFT payments. May 2022 AP checks 15977 thru 16031 total \$677,384.88, which includes EFT payments. The AP check register with fund transaction summary is attached for review.

MOTION: To approve the vouchers as presented.

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. ADJOURNMENT - Mayor will adjourn the meeting.

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UPCOMING MEETINGS AND EVENTS:

- May 27 (Friday) 5pm-8pm and May 28 (Saturday) 9am-4pm Council Retreat
- May 30 (Monday) - Memorial Day - City Offices Closed
- June 7 (Tuesday) 6pm - Diversity, Equity and Inclusion Workshop
- June 13 (Monday) 6pm - Planning Commission Meeting
- June 16 (Thursday) 6pm - City Council Meeting
- Second Public Hearing on the 6-year Transportation Improvement Program