

AGENDA
CITY OF STEVENSON COUNCIL MEETING
October 15, 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 893 1537 2201, Zoom link
<https://us02web.zoom.us/j/89315372201> or via YouTube at
<https://www.youtube.com/channel/UC4k9bA0IEEvsF6PSoDwjvA/>

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) * 10/13 changes include:

- Addition of Liquor License Renewals to Consent Agenda (item 3a)
- Addition of Leak Adjustment to Consent Agenda (item 3b)
- Addition of the Budget Message and enhancement of the documents with more information for the 2021 Budget Hearing (item 6b)
- Addition of resolution 2020-367 adopting the inter-agency policy for hazardous materials response (item 9a)
- Relocation of minutes from Consent Agenda to New Business and added minute corrections requested (item 9i)
- Addition of letter of support request from the Oregon Department of Transportation (item 9j)
- Addition of the Fire Department report (item 10c)
- Addition of Councilmember Knudsen's letter to Representative Mosbrucker (item 10h)
- Addition of Public Works Director's report (item 11a)
- Addition of City Administrator's report (item 11c)

b) ** 10/14 changes include:

- Addition of Sewer Plant Update information (item 7b)
- Addition of Stevenson Downtown Association request for CARES Act uses (item 9b)
- Addition of report from Prosecutor on the Granny Gedunk incident (item 10g)
- Addition of Community Development Director's report (item 11b)

c) ***10/15 changes include:

- Addition of Governor's Proclamation 20-23.11 extending the prohibition on utility disconnects for non-payment through Dec. 31 2020 (item 7a)
- Switched order of agenda items 9i and 9j (Historic Columbia River State Highway letter of support and Minutes)
- Addition of discussion of councilmember conduct and representation (item 9k)
- Addition of voucher approval information and reports (item 12a)

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) ***Liquor License Renewals** - Andrew's Pizza SW, Inc. and Red Bluff Brewing LLC
- b) ***Water Adjustment** - William Closner (meter No. 503400) requests a water adjustment of \$32.94 for a leaking toilet which they have since repaired.

MOTION: To approve consent agenda items a-b.

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.

- 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 or by phone at 509-427-5970 no later than 4:30 on the meeting date.

5. PRESENTATIONS FROM OUTSIDE AGENCIES:

- a) **Skamania County Economic Development Council** - Executive Director Kevin Waters will update city council on recent EDC activities.

6. 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 - Commercial Wastewater Moratorium** - City Administrator Leana Kinley presents resolution 2020-366 adopting the findings of fact related to the moratorium extension and ordinance 2020-1165 extending a wastewater moratorium on commercial sewer connections with discharge above residential strength for public comment and council consideration.

MOTION: To approve resolution 2020-366 adopting the findings of fact related to the moratorium extension on commercial connections.

MOTION: To approve ordinance 2020-1165 extending the wastewater moratorium on commercial connections with discharge above residential strength.

- b) ***6:30 - Proposed 2021 Budget Hearing** - City Administrator Leana Kinley presents the 2021 proposed budget for public comment and council consideration.

7. SITUATION AND PROJECT 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 Regulating Unmanned Aircraft** - City Administrator Leana Kinley presents ordinance 2020-1162 regulating the use of unmanned aircraft in the city limits as initially presented at the September 17th council meeting for council consideration. A copy of the current Nuisance Code is attached as well.

MOTION: To approve ordinance 2020-1162 regulating the use of unmanned aircraft.

9. NEW BUSINESS:

- a) ***Approve Resolution 2020-367** - Fire Chief Rob Farris presents resolution 2020-367 adopting the inter-agency policy for hazardous material response for council consideration.

MOTION: To approve resolution 2020-367 adopting the inter-agency policy for hazardous materials response.

- b) **Approve Amendment A to the CARES Act Contract with Commerce** - City Administrator Leana Kinley presents the amendment to the CARES Act contract as mentioned at the September 17th council meeting for additional funds and a one-month extension.

MOTION: To approve amendment A to contract 20-6541C-336 with the Washington State Department of Commerce for an additional amount of \$24,300, a revised total contract amount of \$72,900 and an extension of the end date to November 30,2020.

- c) ****CARES Act Spending** - City Administrator presents guidelines on how the CARES Act grant from Commerce can be spent (pages 2-4) and a staff memo with information from the Skamania County Chamber of Commerce, Stevenson Downtown Association,

Washington Gorge Action Programs and the Stevenson-Carson School District on how the additional funds may be spent for council direction.

- d) **Approve Skamania County EDC Contract** - City Administrator Leana Kinley presents the contract with the Skamania County Economic Development Council for 2021 services in the amount of \$12,890 for council approval.

MOTION: To approve the contract with Skamania EDC in the amount of \$12,890.

- e) **Approve Contract with US Economic Development Administration (EDA)** - City Administrator Leana Kinley presents the grant contract from the EDA in the amount of \$4,054,400 for collection system capacity upgrades, all four lift stations and a section of force main identified in the General Sewer Plan and Facilities Plan, for council consideration.

MOTION: To approve the US Economic Development Administration grant award in the amount of \$4,054,400 for the wastewater collection system capacity upgrade project.

- f) **Water Back-billing Waiver Request** - City Administrator Leana Kinley presents the request from Mercedes Lux to waive the back-billing charges for the difference between the senior rate and residential base billing for 19 months. Guidance from the Attorney General regarding assistance during COVID-19 is attached.

MOTION: To waive the back-billing charges for Mercedes Lux.

- g) **Discuss Halloween Events** - Council will discuss Halloween events such as trick-or-treating in light of the COVID-19 pandemic. Information from the Washington State Department of Health and US Center for Disease Control is included.

- h) **Approve Verizon Contract with NASPO ValuePoint** - City Administrator Leana Kinley presents the contract with Verizon through NASPO ValuePoint for discounted rates for services. This contract replaces the current contract approved through the master agreement with the State of Washington.

MOTION: To approve the contract with Verizon through NASPO ValuePoint.

- i) *****Historic Columbia River State Highway Letter of Support** - City Administrator Leana Kinley presents a request from the Oregon Department of Transportation for a letter of support to complete the final 5-mile segment of the Historic Columbia River Highway, connecting Hood River to Viento State Park for council consideration.

MOTION: To approve signing the letter of support as presented/with changes as discussed.

- j) *****Minutes** of September 17, 2020 Council Meeting. Requested revisions are attached for council review.

MOTION: To approve the minutes of September 17, 2020 [as presented/with changes as discussed].

- k) *****Discuss Councilmember Conduct and Representation** - Council will discuss conduct outside the public meeting forum and city representation.

10. INFORMATION ITEMS:

- a) **Chamber of Commerce Activities** - The report presented describes some of the activities conducted by Skamania County Chamber of Commerce in September, 2020.
- b) **Financial Report** - City Administrator Leana Kinley presents the Treasurer's Report, including investment transactions, and year-to-date revenues and expenses through September 2020.
- c) ***Fire Department Report** - The Stevenson Fire Department's report for September, 2020 is presented for council review.
- d) **Planning Commission Minutes** - Minutes from the 9/14/20 Planning Commission meeting is presented.
- e) **Sheriff's Report** - The Skamania County Sheriff's report for September, 2020 is presented for council review.
- f) **Metropolitan Parks District Update** - Information regarding the Boundary Review Board approval of the metropolitan parks district boundaries is attached. This allows the measure to be put before the voters in an upcoming election.
- g) ****Update on Granny's Gedunk Incident** - The Skamania County Prosecutor has provided an update on the status of the incident at Granny's Gedunk which occurred on Friday, August 7, 2020.
- h) ***Councilmember Knudsen's Letter to Representative Mosbrucker** - A copy of a letter Councilmember Matthew Knudsen sent to State Representative 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) *****September 2020 payroll & October 2020 AP checks** have been audited and are presented for approval. September payroll checks 14650 thru 14656 total \$99,229.07 which includes EFT payments. October AP checks 14649 and 14657 thru 14709 total \$320,715.69 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:

- October 19, 2020 at 4pm Tourism Applications Due
- October 31, 2020 Halloween
- November 1, 2020 Daylight Savings Time Ends
- November 3, 2020 Election Day
- November 11, 2020 Veterans Day, City Offices Closed
- November 12, 2020 Special Council Meeting-2021 Budget
- November 19, 2020 Regular Council Meeting including Public Hearings for:
 - 2021 Property Tax Levy
 - 2021 Proposed Budget-Final Hearing
 - 2021 Sewer Rates