

AGENDA
CITY OF STEVENSON COUNCIL MEETING
August 11, 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/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. 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) * 8/10 changes include:

- Addition of minutes to the consent agenda (item 4c)
- Addition of documents for the 2022 budget amendment (item 5a)
- Revised ordinance and addition of public comments (item 7e)
- Addition of moratorium on boundary line adjustments (item 7f)
- Addition of Skamania Lodge water adjustment request (item 7g)
- Addition of Chamber of Commerce report (item 8f)
- Addition of July Financial Report (item 8g)
- Addition of WAGAP Annual Report (item 8h)
- Removal of Community Development Director's report (former item 9a)
- Addition of voucher information (item 10a)

b) ** 8/11 changes include:

- Addition of public comments (item 7e)
- Addition of councilmember application (item 13a)

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) **Water Adjustment** - Peter Johnson (meter no. 404900) requests a water adjustment of \$608.60 for a water leak which they have since repaired.
- b) **Iman Cemetery District Type D Permit Ratification** - The final right of way permit 22-23 for the Skamania County Cemetery District is presented for council ratification.
- c) ***Minutes** of July 21, 2022.

MOTION: To approve consent agenda items a-c.

5. PUBLIC HEARINGS:

- a) ***Proposed 2022 Budget Amendments** - City Administrator Leana Kinley will present proposed changes to the 2022 budget based on revised estimates due to changes in beginning cash balances, approved contracts, and projected projects for public comment and council consideration.

MOTION: To approve ordinance 2022-1184 amending the 2022 budget. OR If no motion, the ordinance will move to the September 15th meeting for a second reading.

6. SITUATION UPDATES:

- a) **Sewer Plant Update (1)** - Staff will present an update on the Stevenson Wastewater System and Compliance Schedule.

7. COUNCIL BUSINESS:

- a) **Approve Change Order 1 for the Main D Extension Project (1)** - City Administrator Leana Kinley presents the final Crestline contract change order 5 for the Main D extension project in the amount of \$95,352.20 for additional trench restoration, driveway and sidewalk work necessitated by poor subsurface conditions for council consideration.

MOTION: To approve final change order 5 for the Main D construction project in the amount of \$95,352.20 as presented.

- b) **CRGNSA Recreation Bill Letter of Support** - City Administrator Leana Kinley presents a draft of a bill "To provide for conservation and recreation enhancement for Mount Hood and the Columbia River Gorge National Scenic Area, and for other purposes" for council

discussion. Proposed amendments and a letter of support from the City of Cascade Locks is also enclosed.

MOTION: To direct staff to draft a letter of support addressing items discussed for council approval at the September council meeting.

- c) **First Street Turnback Agreement** - Public Works Director Carolyn Sourek presents Amendment No. 1 to the 1996 turnback agreement between the Washington State Department of Transportation (WSDOT) and the City of Stevenson releasing the full right of way for First Street from WSDOT to the City for council consideration. A copy of the original agreement is enclosed for reference.

MOTION: To authorize Mayor to sign Amendment No. 1 to the 1996 Turnback Agreement No. TB4-0063 upon approval of final road improvements condition by the Public Works Director.

- d) **2023 Budget Calendar** - City Administrator Leana Kinley presents the calendar for adopting the 2023 budget by year end for council review and discussion. The proposed date for the special budget meeting will need to be confirmed or changed.

- e) ****Approve Ordinance 2022-1183 Amending SMC 16** - City Administrator Leana Kinley presents ordinance 2022-1183 amending SMC 16 subdivisions, clarifying and streamlining boundary line adjustments for council review and consideration. The ordinance has been slightly revised from the original publication on August 5th with the changes tracked.

MOTION: To approve ordinance 2022-1183 Amending the Stevenson Municipal Code Title 16 - Subdivisions; Streamlining provisions common to all proposals; Amending the Approval Criteria, Submittal Requirements, and administration of Boundary Line Adjustment Proposals; Repealing Ordinance 750 in its entirety; and repealing Portions of Ordinances 670, 884, 916 and 1004. Or, if no motion, the ordinance will move to the September agenda for a second reading.

- f) ***Boundary Line Adjustment Moratorium** - City Administrator Leana Kinley presents ordinance 2022-XXXX establishing a moratorium on boundary line adjustments for council consideration.

MOTION: To approve ordinance 2022-XXXX establishing a moratorium on boundary line adjustments.

- g) ***Water Adjustment** - Skamania Lodge (meter No. 706400) requests an adjustment of \$16,185.20 for a waterline leaking directly into their stormwater collection, which they have since repaired. The amount is above the policy limit of \$1,000 and their explanation for their calculation of the request is enclosed. The typical calculation for forgiveness would be \$20,416.27.

MOTION: To approve the wastewater flow adjustment of \$16,185.20 [or other amount as discussed] for Skamania Lodge.

8. INFORMATION ITEMS:

- a) **Sheriff's Report** - The Skamania County Sheriff's report for activity within Stevenson city limits for the prior month is presented for council review.
- b) **Planning Commission Minutes** - Minutes are attached from the Planning Commission meeting for the prior month.
- c) **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.
- d) ***Fire Department Report** - The report for the prior month on Fire Department activities is enclosed for council information.
- e) **Capital Improvement Program Draft Maps** - The draft maps to be included in the flyer on the Capital Improvement Program by the end of August are presented for council information.
- f) ***Chamber of Commerce Report** - The report presented describes some of the activities conducted by Skamania County Chamber of Commerce in the prior month.
- g) ***Financial Report** - The Treasurer's Report and year-to-date revenues and expenses through the prior month are presented for council review.
- h) ***WAGAP Annual Report** - The Annual Report on the State of Homelessness in Skamania County prepared by Washington Gorge Action Programs is included for council information.

9. CITY ADMINISTRATOR AND STAFF REPORTS:

- a) Carolyn Sourek, Public Works Director
- b) Leana Kinley, City Administrator

10. VOUCHER APPROVAL:

- a) *July 2022 payroll and August 2022 AP checks have been audited and are presented for approval. June payroll checks 16169 thru 16173 total \$108,284.84 which includes EFT payments. August 2022 AP checks 16174 thru 16228 total \$585,919.33, which includes EFT payments. 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. COUNCIL APPLICANT INTERVIEWS:

- a) ****Interview Council Applicants** - Council will interview applicants for the open position #4. Applications are due on August 10th and will be added to the packet as they are received.
- b) **Executive Session** - City Council will convene in Executive Session under RCW 42.30.110(1)(h) - to evaluate the qualifications of a candidate for appointment to elective office. Final action appointing a candidate to elective office will take place during the open meeting after the executive session.

MOTION: To appoint David Wyatt to council position #4. Or no motion and the position will continue to be advertised and applicants interviewed at the September meeting.

14. EXECUTIVE SESSION - City Council will convene in Executive Session under:

- a) RCW 42.30.110(1)(i) to discuss with legal counsel representing the agency litigation or potential litigation to which the agency is, or is likely to become, a party.

15. ADJOURNMENT - Mayor will adjourn the meeting.

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UPCOMING MEETINGS AND EVENTS:

- August 17-20th Skamania County Fair, Theme: "Stars & Stripes"
- Saturday, August 20th, 11:00am Fair Parade
- Monday, September 5, Labor Day, City Offices Closed
- Monday, September 12, 6pm, Planning Commission Meeting
- Thursday, September 15, 6pm, City Council Meeting