

AGENDA
CITY OF STEVENSON COUNCIL MEETING
April 18, 2019
6:00 PM, City Hall

Items with an asterisk (*) have been added or modified after the initial 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].*

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 Renewal** - Fraternal Order of Eagles Aeri, Skamania Lodge (DH Washington Management LLC, Terrapins Lessee, LLC per WAC)
- b) ***Liquor License Assumption** - Skamania Lodge license transfer from DH Washington Management LLC, Terrapins Lessee, LLC to Benchmark Stevenson, LLC
- c) **Special Occasion Liquor License Application** - Oregon Academy of Family Physicians at the Columbia Gorge Interpretive Center May 2 from 5:30-7:30 pm.
- d) **Minutes** of March 21, 2019 City Council Meeting. (p. 4)

MOTION: To approve Consent Agenda items a-d.

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. OLD BUSINESS:

- a) **Sewer Plant Update** - Public Works Director Eric Hansen will provide an update on the Stevenson Wastewater System and the Compliance Schedule. (p. 18)

6. NEW BUSINESS:

- a) ***Wallis Engineering WWTP Design Contract** - City Administrator Leana Kinley presents the attached contract from Wallis Engineering for the design of the city's wastewater treatment plant and collection system in the amount of \$389,478. (p. 20)

MOTION: To approve the contract with Wallis Engineering for the design of the city's wastewater system in the amount of \$389,478.

- b) **EDA Grant Application Preliminary Engineering Report** - City Administrator Leana Kinley presents contract amendment #3 with Tetra Tech in the amount of \$10,977 for a total revised contract amount of \$355,709 to complete the PER for the EDA Grant application for council ratification. (p. 42)

MOTION: To approve ratification of amendment #3 of the Tetra Tech contract in the amount of \$10,977 for a total revised contract amount of \$355,709.

- c) **Road Diet Ordinance 2019-1142** - Community Development Director Ben Shumaker presents Ordinance 2019-1142 adopting a road diet by reducing the road width requirements of certain streets for council deliberation. (p. 51)

MOTION: To approve ordinance 2019-1142 adopting a "road diet" by amending the street width requirements of the Stevenson Engineering Standards Volume 1-Design and Planning, Chapter 2-Streets.

- d) **Discuss Copier Lease** - The lease for the small copier is soon expiring. City Administrator Kinley will present options from multiple vendors to replace the small copier and possibly the large copier, which is close to the end of its life.

7. INFORMATION ITEMS:

- a) **Chamber of Commerce Activities** - The attached report describes some of the activities conducted by the Skamania County Chamber of Commerce in March, 2019. (p. 59)
- b) ***Fire Department Report** - The attached report describes some of the activities conducted by the Fire Department in March, 2019. (p. 61)
- c) **Municipal Court Cases Filed** - A summary of Stevenson Municipal Court Cases recently filed are presented for Council's review. (p. 62)
- d) **Planning Commission Minutes** - Minutes are attached from the 2/19/19 and 3/11/19 Planning Commission meetings. (p. 63)
- e) **Sheriff's Report** - A copy of the Skamania County Sheriff's report for March 2019 is attached for council review. (p. 70)
- f) **2019 Election Information** - Attached is a flyer containing information on important dates and steps for filing candidacy for open positions. There are three councilmember positions up in 2019 - Paul Hendricks, Position 3; Jenny Taylor, Position 4; and Matthew Knudsen, Position 5. The candidate winning the seat for Position 5 will serve the remainder of 2019 and then a full four-year term beginning in 2020. (p. 76)

- g) **Building Permits Issued** - Building Inspector Karl Russell reports that there are 15 active SFRs, 1 active ADU/Garage, 1 active Tri-Plex (McCloskey), 1 Lodge Pavilion, 4 Cabins (Sikora), 1 Change of Occupancy-Hardware Store in Stevenson. On the horizon are at least two more tree houses at the Lodge, Multi-family on the Storie property, 3 SFRs in Hidden Ridge, 1 triplex and 1 townhouse on Vancouver (Cox's old lot). North Bonneville has 1 active SFR, 1 active townhouse, 1 larger plumbing remodel for the Addiction Recovery Network building, 1 sausage/butcher store finalized and 1 brewery/restaurant on the horizon (already OK'd by planning and DOE).
- h) ***Financial Report** - City Administrator Leana Kinley will present the City's Financial Report for year-to-date revenues and expenditures through March 31, 2019. (p. 77)

8. CITY ADMINISTRATOR AND STAFF REPORTS:

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

9. VOUCHER APPROVAL AND INVESTMENTS UPDATE:

- a) * March 2019 payroll & April 2019 A/P checks have been audited and are presented for approval. March payroll checks 13333 thru 13340 total \$99,614.01 which includes one EFTPS and five ACH payments. A/P Checks 13332 and 13341 thru 13410 total \$125,087.36 which includes two 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. No investment activity in March 2019. (p. 105)

10. MAYOR AND COUNCIL REPORTS:

11. 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.]*

12. 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 potential litigation.

13. ADJOURNMENT - Mayor will adjourn the meeting.

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UPCOMING MEETINGS AND EVENTS:

- April 20, Stevenson Clean-Up Day
- May 13-17, Candidate Filing Week