

**AGENDA**  
**CITY OF STEVENSON COUNCIL MEETING**  
**January 19, 2023**  
**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.

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**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](mailto: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) \* 1/18 changes include:

- Added HEALing SCARS resolution (item 7a)
- Added Bell Design Co. contract (item 8e)
- Addition of December Comp Time Roll-over (item 8h)
- Addition of Vouchers (item 11a)

**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 Change in Corporate Officers/Stockholders** - Skamania Lodge

- b) **Minutes** of December 14, 2022 special meeting, December 14, 2022 special workshop, December 15, 2022 regular meeting, and January 11, 2023 special workshop.

MOTION: To approve consent agenda items a-b.

**5. PRESENTATIONS FROM OUTSIDE AGENCIES:**

- a) **Skamania County Chamber of Commerce** - Executive Director Angie Weiss will provide an update on recent events and activities.

**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) **\*HEALing SCARS Program Discussion** - Community Development Director Ben Shumaker presents the resolution creating the Helping Adjacent Landowners Sewer Connection and Replumbing Stipend (HEALing SCARS )program.

MOTION: To approve resolution 2023-402 a resolution of the City Council of Stevenson adopting a septic-to-sewer program entitled HEALing SCARS in Stevenson.

- b) **Pool District Loan Agreement Amendment** - City Administrator Leana Kinley presents an amendment to the interlocal agreement with the Stevenson Community Pool District to forgive \$25,000 of the \$40,000 loan provided in 2022 as approved at the December 15, 2022 council meeting.

MOTION: To approve amendment #1 to the interlocal agreement between the Stevenson Community Pool District and the City of Stevenson as presented.

- c) **Latecomers Agreement Ordinance for Main D Sewer Mainline Extension along East Loop Road and Frank Johns Road** - City Administrator Leana Kinley presents the latecomers agreement ordinance reapproving the reimbursement area and assessment calculation for the Main D sewer mainline extension along East Loop Road and Frank Johns Road for council consideration.

MOTION: To approve ordinance 2023-1192 an ordinance reapproving the sewer assessment reimbursement area and calculation for the main D sewer line extension in the City of Stevenson, Washington [as presented/with changes as discussed].

**8. COUNCIL BUSINESS:**

- a) **Citywide Traffic Assessment** - City Administrator Leana Kinley presents the completed Stevenson Citywide Traffic Assessment for council information and discussion.

- b) **Skamania County Prosecuting Attorney Agreement** - City Administrator Leana Kinley presents the 2023 contract with Skamania County for Prosecuting Attorney services. The rate has increased from \$16,000 to \$18,000 (12.5%), which hasn't changed in over 10 years even though their service costs have increased - mainly employee salaries and benefits.

MOTION: To approve the interlocal agreement with Skamania County for Prosecuting Attorney services.

- c) **Discuss Committee Appointments** - Mayor Scott Anderson presents the attached 2023 draft committee and board appointments for council discussion.

- d) **Approve Transportation Improvement Board (TIB) Contracts** - City Administrator Leana Kinley presents three contracts for projects receiving TIB grants, as outlined in the attached letter, for council consideration. These projects are included in the 2023 budget.

MOTION: To approve agreement 2-W-974(002)-1 with the State of Washington Transportation Improvement Board in the amount of \$144,907 for seal coating sections outlined in the segment list.

MOTION: To approve agreement 6-W-974(006)-1 with the State of Washington Transportation Improvement Board in the amount of \$460,422 to rebuild, resurface and add sidewalks along Loop Road from Columbia Ave east to the city limits.

MOTION: To approve agreement 2-W-974(003)-1 with the State of Washington Transportation Improvement Board in the amount of \$74,146 for the McEvoy Overlay project.

- e) **\*Approve Bell Design On-Call Contract** - City Administrator Leana Kinley presents the three-year contract with Bell Design for on-call engineering standards update services for a cost not to exceed \$80,800. This contract was selected through the city's recent RFQ process for on-call engineering services.

MOTION: To approve the contract with Bell Design for on-call engineering standards update services for a cost not to exceed \$80,800.

- f) **Approve FLO Analytics On-Call Contract** - City Administrator Leana Kinley presents the three-year contract with FLO Analytics for on-call GIS services for a cost not to exceed \$31,700 per budget year as outlined in the scope of work. This contract was selected through the city's recent RFQ process for on-call engineering services.

MOTION: To approve the contract with FLO Analytics for on-call GIS services for a cost not to exceed \$31,700 per budget year.

- g) **Draft 2023 Council Workshop Calendar** - City Administrator Leana Kinley presents the draft 2023 council workshop calendar for discussion.
- h) **\*December 2022 Comp Time Roll-Over** - City Administrator Leana Kinley will discuss rolling-over 20 hours comp-time for one employee for the first quarter of 2023 due to the unusual winter storm over the Christmas holiday. The overall budget impact from the salary increase at the beginning of the year compared to if it was taken in 2022 is less than \$100.

MOTION: To approve rolling over 20 hours of comp time from the winter storm in December 2022, which must be used by March 31, 2023.

#### 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) **Housing Programs Report** - The report for the prior months on housing services provided by Washington Gorge Action Programs in Skamania County is enclosed for council information.
- c) **Financial Report** - The preliminary Treasurer's Report and year-to-date revenues and expenses for year end are presented for council review.
- d) **Contracts Awarded Administratively** - The report on contracts, purchases and change orders over \$10,000 approved administratively over the past month is attached.
- e) **Regional Transportation Council Annual Report** for 2022 is included for council information.

#### 10. CITY ADMINISTRATOR AND STAFF REPORTS:

- a) Ben Shumaker, Community Development Director
- b) Leana Kinley, City Administrator

#### 11. VOUCHER APPROVAL:

- a) **\*December 2022 payroll, December 2022, 2022 13th month, and January 2023 AP checks** have been audited and are presented for approval. December payroll checks 16479 thru 16497 and 16554 thru 16558 total \$117,921.13 which includes EFT payments. December 2022 AP checks 16559 thru 16619 total \$782,359.96, which includes EFT payments. January 2023 AP checks 16620 thru 16648 total \$403,867.06, 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:*

- Monday, February 6th, 2023, 6pm, Planning Commission Meeting
- Wednesday, February 8th, 2023, 6pm, City Council Workshop
- Thursday, February 16th, 2023, 6pm, City Council Meeting