

**AGENDA**  
**CITY OF STEVENSON COUNCIL MEETING**  
**April 20, 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/UC4k9bA0IEvsF6PSoDwjJvA/>

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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](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) \* 4/19 changes include:
- Added Discuss Letter of Support for Regional EPA Grant (item 9d)
  - Added MCEDD CEDS Project Ranking List (item 10e)
  - Added Housing Programs Report (item 10f)
  - Addition of Vouchers (item 12a)

**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** - Columbia Gorge Interpretive Center, Fraternal Order of Eagles Aeri, The Stevenson Farmers' Market, 54 40 Brewing Company, Rock Creek Tavern
- b) **Water Adjustment** - Moon River Home & Living (meter No. 105600) requests a water adjustment of \$32.09 for a water leak which they have since repaired.

- c) **Minutes** of March 16, 2023.

MOTION: To approve consent agenda items a-c.

#### 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. PUBLIC HEARINGS:

- a) **Commercial Wastewater Moratorium** - City Administrator Leana Kinley presents resolution 2023-408 adopting the findings of fact related to the moratorium extension and ordinance 2023-1194 extending a wastewater moratorium on sewer connections with BOD5 discharge character above 2,000 mg/L or loading greater than 5 percent of the wastewater treatment plant design loading rate that will impact the BOD5 or TSS load on the wastewater treatment plant for public comment and council consideration.

MOTION: To approve resolution 2023-408 adopting the findings of fact related to the moratorium extension on commercial connections.

MOTION: To approve ordinance 2023-1194 extending the wastewater moratorium on connections with BOD5 discharge character above 2,000 mg/L or loading greater than 5 percent of the wastewater treatment plant design loading rate that will impact the BOD5 or TSS load on the wastewater treatment plant.

#### 7. SITUATION UPDATES:

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

#### 8. UNFINISHED BUSINESS:

- a) **Parking Regulations - First Reading** - Staff has been working on updates to the city's code regarding parking (SMC 10.08 Loading Zones and 10.12 Parking Prohibited in Certain Areas) based on community feedback, changing requirements, and street maintenance. Community Development Director Ben Shumaker will present a staff memo and ordinance for council consideration.

#### 9. COUNCIL BUSINESS:

- a) **Approve Environmental Mitigation Agreement** - City Administrator Kinley, on behalf of Public Works Director Carolyn Sourek, presents the environmental mitigation agreement regarding a lateral sewer line along Fir Street for discussion and council consideration.

MOTION: To approve the environmental mitigation agreement with Jim Stringfellow and Sheri Terjeson to connect the lateral sewer line to the Fir Street mainline as presented.

- b) **Hearings Examiner Contract** - City Administrator Leana Kinley presents a contract with Joe Turner for Hearing Examiner services for council consideration. The previous contract expired on December 31, 2022 and had a rate of \$175 per hour, which was unchanged since 2015. The contract presented increases the rate to \$215 per hour, based on the Portland area CPI. There are no current referrals for a Hearing Examiner and the contract is for the maximum term of three years. The costs for the Hearings Examiner are split 50/50 with the appellant.

MOTION: To approve the contract with Joe Turner for Hearing Examiner Services as presented.

- c) **Approve Interlocal Agreement for the Solid Waste Plan** - On behalf of Public Works Director Carolyn Sourek, City Administrator Leana Kinley presents the interlocal agreement between Skamania County, the City of Stevenson and the City of North Bonneville for the preparation of a comprehensive solid waste management plan and moderate risk waste plan for council consideration.

MOTION: To approve the interlocal agreement between Skamania County, the City of Stevenson and the City of North Bonneville for the preparation of a comprehensive solid waste management plan and moderate risk waste plan.

- d) **\*Discuss Letter of Support for Regional EPA Grant** - City Administrator Leana Kinley presents information regarding a letter of support for a regional application for the EPA Climate Pollution Reduction Grant for council discussion. A copy of the email with more information about the grant as well as a template for a letter of support are enclosed. More information will be provided at the meeting.

#### 10. 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) **Financial Report** - The Treasurer's Report, year-to-date revenues and expenses through the prior month, and the quarterly report 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) **\*Mid-Columbia Economic Development District's CEDS List** - A copy of MCEEDD's 2023 Comprehensive Economic Development Strategy (CEDS) project ranking enclosed for council information.
- f) **\*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.

**11. CITY ADMINISTRATOR AND STAFF REPORTS:**

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

**12. VOUCHER APPROVAL:**

- a) \*March 2023 payroll, and April 2023 AP checks have been audited and are presented for approval. March payroll checks 16812 thru 16814 total \$131,266.26 which includes EFT payments. April 2023 AP checks 16786 thru 16811 and 16815 thru 16879 total \$1,106,233.83, which includes EFT payments. 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:**

- Thursday, April 27, 6pm Special City Council Workshop-Reviewing Strategic Plan and Setting 2024 Priorities
- Saturday May 6, 9am-12pm at Downtown Stevenson, Spruce Up Stevenson
- Monday, May 8, 6pm Planning Commission Meeting
- Thursday, May 18, 6pm Regular Council Meeting
  - First 6-Year TIP Update Public Hearing
  - First CIP Update Public Hearing