

**AGENDA**  
**CITY OF STEVENSON COUNCIL MEETING**  
**November 18, 2021**  
**6:00 PM, City Hall**

**\*\*\*Those attending in-person will be required to wear facemasks regardless of vaccination status and practice distancing.\*\*\***

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/>

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. 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) \* 11/17 changes include:

- Revised minutes format, not content (item 3d)
- Addition of noise ordinance staff memo and ordinance (item 5a)
- Addition of property tax resolution 2021-384 (item 5c)
- Addition of sewer rate staff memo (item 5d)
- Addition of budget revisions, budget document, and budget ordinance (item 5e)
- Removal of COVID-19 Update from Situation Updates (formerly item 7a)
- Revision of sewer plant update memo (revised item 7a)
- Removal of Downtown Parking presentation (formerly item 7c)
- Addition of Park Plaza contract (item 8a)
- Addition of DOE Integrated Planning Grant agreement (item 9c)
- Addition of Maul Foster and Alongi contract (item 9d)
- Removal of revised purchasing policy (formerly item 9g)
- Addition of awarding equipment procurement bids for the WWTP upgrades (revised item 9g)
- Addition of approval of WWTP construction engineering services contract with Wallis Engineering (item 9h)
- Addition of Public Works Director staff report (item 11b)
- Addition of voucher information (item 12)

**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) **Approve Back-billing Waiver Request** - City Administrator Leana Kinley presents the request from Thomas McCloskey & Elise Skora to waive the back-billing charges of \$3,231.12 for the difference between a single unit and three units residential base billing for 17 months. Guidance from the Attorney General regarding assistance during COVID-19 is attached.
- b) **Approve 2022 Tourism Funding Awards** - City Administrator Leana Kinley presents the Tourism Advisory Committee's 2021 funding recommendations for council approval in the total amount of \$393,500.
- c) **Approve 2022 EDC Contract** - City Administrator Leana Kinley presents the contract with Skamania County Economic Development Council for 2022 services in the amount of \$25,617.50.
- d) **\*Minutes** of October 21, 2021 Council Meeting and November 8, 2021 Special Council Meeting.

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. PUBLIC HEARINGS:**

- a) **\*Noise Ordinance - Third Reading** - City Administrator Leana Kinley presents ordinance 2021-1176 amending SMC 8.08 regarding noise control with updates based on the October 21st public hearing for public comment and council consideration. The only change to the ordinance based on the hearing was the addition of the following language in section 8.08.050 (F) "...between the hours of 10 pm and 8 am."

MOTION: To approve ordinance 2021-1176 amending SMC 8.08 regarding noise control [as presented/with changes as discussed].

- b) **Community Development Block Grant (CDBG) Project Review** - City Administrator Leana Kinley presents the staff memo with information on the performance of the Housing Rehabilitation program with Columbia Cascade Housing Corporation funded by CDBG. Mario Heredia, Housing Associate with Columbia Cascade Housing Corporation, will be present to provide more information on the program and translation services if needed.
- c) **\*Public Hearing 2022 Proposed Property Tax Levy** - City Administrator Leana Kinley presents resolution 2021-384 and ordinance 2021-1177 proposing the maximum 1%

property tax increase for public comment and council consideration. These are both time sensitive and must be approved by November 30th to take effect in 2022.

MOTION: To approve resolution 2021-384 authorizing an increase in property taxes for fiscal year 2022.

MOTION: To approve ordinance 2021-1177 fixing the amount to be raised by ad valorem taxes and levied for fiscal year 2022.

- d) **\*2022 Sewer Rates (1)** - City Administrator Leana Kinley presents the staff memo and ordinance 2021-1178 for public comment and council consideration. The rates proposed include a 12.5% increase to all fees for 2022 as discussed during the 2022 budget process and included in the 2022 budget.

MOTION: To approve ordinance 2021-1178 revising the sewer rates. Or no motion and the item will move to a second reading at the December council meeting.

- e) **\*Final Hearing 2022 Proposed Budget** - City Administrator Leana Kinley presents a revised 2022 budget, ordinance 2021-1179 and associated documents based on items discussed at the October 21, 2021 public hearing and the November 8, 2021 special meeting.

MOTION: To approve ordinance 2021-1179 adopting the 2022 budget as presented/with changes as discussed. Or no motion and the item will move to a second reading at the December council meeting.

## 7. SITUATION/PROJECT UPDATES:

- a) **\*Sewer Plant Update (1)** - City Administrator Leana Kinley will present the update from Public Works Director Karl Russell on the Stevenson Wastewater System and the Compliance Schedule.

## 8. UNFINISHED BUSINESS:

- a) **\*Discuss Park Plaza Contract** - City Administrator Leana Kinley presents a revised draft of the Park Plaza Interlocal Agreement with Skamania County for council review and discussion.
- b) **Discuss American Recovery Plan Act Fund Distribution** - City Administrator Leana Kinley will present a matrix on projects available for funding and outreach plan on how to obligate the ARPA funding ahead of the deadline.

## 9. COUNCIL BUSINESS:

- a) **Approve Cost Allocation Policy** - City Administrator Leana Kinley presents the staff memo and resolution 2021-385 revising the cost allocation within the financial policy.

MOTION: To approve resolution 2020-385 revising the financial policy [as presented/with changes as discussed].

- b) **Discuss Pesticide Spray Ban** - City Administrator Leana Kinley presents information from MRSC regarding a ban on pesticide spraying with city limits as mentioned at the October 21st council meeting based on recent complaints for council discussion.
- c) **\*Approve Integrated Planning Grant** - Community Development Director Ben Shumaker presents the draft agreement between the City of Stevenson and the Department of Ecology for the \$200,000 Integrated Planning Grant for studying the feasibility of realigning Columbia Avenue.

MOTION: Approve the grant Toxics Cleanup Integrated Planning Grant agreement with Department of Ecology for the Columbia Avenue Redevelopment Project in the amount of \$200,000 as presented.

- d) **\*Approve Contract with Maul Foster Alongi** - Community Development Director Ben Shumaker will present a contract with Maul Foster Alongi for services related to the Integrated Planning Grant for the realignment of Columbia Ave. The contract is fully reimbursable as part of the grant.

MOTION: To approve the contract with Maul Foster Alongi for services in the amount of \$200,000 as presented with the notice to proceed authorized after execution of the Department of Ecology Integrated Planning Grant contract.

- e) **Discuss Standby Pay** - City Administrator Leana Kinley presents the staff memo regarding standby pay for public works employees for council discussion and staff direction.
- f) **Discuss Fire Hall Property** - City Administrator Leana Kinley will present a memo regarding the fire hall property and the current status of the project.
- g) **\*Award WWTP Improvements Phase I Major Equipment Procurement (1)** - City Administrator Leana Kinley presents the bid tabulation and 7 procurement memos from the project engineer recommending the awarding of equipment procurement. The equipment is being purchased ahead of bidding the contract to save time waiting on equipment with long lead-times and to save on overhead costs.

MOTION: To award the equipment procurement for the wastewater treatment plant phase 1 as follows: Section 43 11 33 Rotary Lobe Blowers to Aerzen in the amount of \$189,857.87; Section 43 25 00 Submersible Screw Centrifugal Pumps to APSCO/Trillium in the amount of \$85,522.42; Section 46 21 33 In-Channel Rotary Drum Screen to Lakeside in the amount of \$188,382.38; Section 46 23 00 Grit Removal Equipment to Smith & Loveless in the amount of \$184,592.42; Section 46 41 34 Vertical Turbine Mixers to Enviropax in the amount of \$40,872.15; Section 46 51 33 Fine Bubble

Diffusers-Paragraph 1.05.B New Aeration Basin and Alternate 1: Section 46.51.33 Fine Bubble Diffusers - Paragraph 1.05.C Oxidation Ditch to Aquarius in the amount of \$90,037.20; and Section 46 66 56 Ultraviolet Disinfection System to Trojan in the amount of \$209,476.50.

- h) \*Approve Contract with Wallis Engineering (1)-** City Administrator Leana Kinley presents the contract with Wallis Engineering for Wastewater Treatment Plant Upgrade Project construction phase services for an amount not to exceed \$1,057,606 for council review and consideration.

MOTION: To approve the contract with Wallis Engineering for Wastewater Treatment Plant Upgrade Project construction phase services in the amount not to exceed \$1,057,606.

#### **10. INFORMATION ITEMS:**

- a) Chamber of Commerce Activities** - The report presented describes some of the activities conducted by Skamania County Chamber of Commerce in October 2021.
- b) Financial Report** - City Administrator Leana Kinley presents the Treasurer's Report and year-to-date revenues and expenses through October 2021.
- c) Project Status Updates** - City Administrator Leana Kinley and city staff present updates on city projects through the city website <https://www.ci.stevenson.wa.us/projects>.
- d) Sheriff's Report** - The Skamania County Sheriff's report for activity within Stevenson city limits for October, 2021 is presented for council review.
- e) Housing Programs Report** - The October report 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) \*Karl Russell, Public Works Director
- c) Leana Kinley, City Administrator

#### **12. VOUCHER APPROVAL:**

- a) \*October 2021 payroll & November 2021 AP checks have been audited and are presented for approval. October payroll checks 15524 thru 15528 total \$95,695.06 which includes EFT payments. November 2021 AP checks 15529 thru 15579 total

\$127,567.72 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.]*

**16. ADJOURNMENT** - Mayor will adjourn the meeting.

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**UPCOMING MEETINGS AND EVENTS:**

- November 25th, Thanksgiving Holiday, City Closed
- November 26th, City Closed
- December 13, 2021 6pm Planning Commission Meeting
- December 16, 2021 6pm Regular City Council Meeting