

**AGENDA**  
**CITY OF STEVENSON COUNCIL MEETING**  
**July 16, 2020**  
**6:00 PM, Remote**

Call-In Number 669-900-6833, or 253-215-8782 Meeting ID: 893 4000 1903 and on YouTube at <https://www.youtube.com/channel/UC4k9bA0IEEvsF6PSoDwjvA/>

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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:** Mayor to call the meeting to order 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) **Special Occasion Liquor License** - American Legion Auxiliary for the Skamania County Fair Beer Garden at the Fairgrounds Aug 19th from 12-10pm, Aug 20th from 12-11pm, Aug 21st from 10-12am, and Aug 22 from 10-12am.
- b) **Water Adjustment** - Bill Klosterman (meter no. 403900) requests a water adjustment of \$143.52 for a water leak which they have since repaired.
- c) **Water Use Waiver** - The meter for Terrapin Investments, LLC was turned on during the swap-out project after the customer had it shut off to do plumbing work. This caused water to flood the building over a weekend. The total amount of usage to be waived is \$380.16, which is total usage billed rather than the calculated amount per our water leak policy due to the nature of the water usage.
- d) **Minutes** of June 18, 2020 Council Meeting, the June 22, 2020 Special Council Meeting and the July 11, 2020 Council Retreat.

MOTION: To approve consent agenda items a-d.

**4. PUBLIC COMMENTS:** *[This is an opportunity for members of the audience to address the Council. 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.]*

- a) **COVID-19 Virtual Meeting Protocol for Public Comment:** When submitting public comments, include your name regardless of the manner you are using. Public comments may be provided in one of three ways:

-In writing may be submitted no later than 12:00 PM on the meeting date to be included in the council packet.

-By telephone during the meeting by calling a number that will be provided to you upon notification to the City Clerk no later than 4:30 PM the day of the meeting.\*

-By virtual meeting attendance with a link that will be provided to your email upon notification to the City Clerk no later than 4:30 the day of the meeting.\*

\*If you would like to make a public comment by either phone or virtual meeting, you can contact the Clerk at [leana@ci.stevenson.wa.us](mailto:leana@ci.stevenson.wa.us) or by phone at 509-427-5970 no later than 4:30 on the meeting date.

**5. PUBLIC HEARINGS:** *[Advertised public hearings have priority over other agenda items. The Mayor may reschedule other agenda items to meet the advertised times for public hearings.]*

- a) **6:15 - Transportation Improvement Program** - Public Works Director Karl Russell presents the updated six-year Transportation Improvement Program (TIP) for public input and council review.

MOTION: To approve the Six-Year Transportation Improvement Program as presented[/with changes as discussed].

**6. UNFINISHED BUSINESS:**

- a) **\*Discuss COVID Funding** - City Administrator Leana Kinley will present current funding information and additional opportunities to council for discussion. Leslie Naramore from WAGAP will also be present to discuss their needs and the community they serve.
- b) **COVID-19 Update** - Mayor Scott Anderson will provide an update on the city's response to the COVID-19 pandemic.
- c) **Sewer Plant Update** - Public Works Director Karl Russell will provide an update on the Stevenson Wastewater System and the Compliance Schedule.
- d) **Approve Mutual Aid and Assistance Agreement for Washington State for Intrastate Water/Wastewater Agency Response (WARN)** - Public Works Director Karl Russell presents the WARN agreement for council review and consideration. This is a mutual aid agreement for water and wastewater activities during emergencies.

MOTION: To approve the mutual aid and assistance agreement for Washington State for intrastate water/wastewater agency response network.

## 7. NEW BUSINESS:

- a) **Approve Proclamation Recognizing Juneteenth 2020** - Mayor Scott Anderson presents proclamation 2020-01 recognizing Juneteenth 2020 on Friday, June 19, 2020 for council consideration.

MOTION: To approve proclamation 2020-01 recognizing Juneteenth 2020 on Friday, June 19, 2020.

- b) **Approve Waiving Back-Billing for Billing Discrepancy** - City Administrator Leana Kinley presents information regarding the water meter size billing discrepancy as mentioned at the June 18, 2020 council meeting for council review and consideration.

MOTION: To approve waiving the back-billing in relation to incorrect meter sizes for the customers listed above.

- c) **\*Discuss Letter of Support for Title 23 Waiver** - City Administrator Leana Kinley will present a memo from Port of Cascade Locks General Manager Olga Kaganova regarding waiving Title 23 restrictions regarding the use of toll revenues on projects that receive federal funding. Letters of support from the Port of Skamania and Skamania County are included.
- d) **Follow-up From Council Strategic Retreat** - City Administrator Leana Kinley presents a draft of the 2021-2022 goals from the discussion at the July 11, 2020 council retreat for council review and discussion.

## 8. INFORMATION ITEMS:

- a) **Chamber of Commerce Activities** - The report presented describes some of the activities conducted by Skamania County Chamber of Commerce in June, 2020.
- b) **\*Financial Report** - City Administrator Leana Kinley presents the Treasurer's Report and year-to-date revenues and expenses through June 2020.
- c) **\*Fire Department Report** - The Stevenson Fire Department's report for June, 2020 is presented for council review.
- d) **Planning Commission Minutes** - Minutes from the 6/8/20 Planning Commission meeting are presented.
- e) **Sheriff's Report** - The Skamania County Sheriff's report for June, 2020 is presented for council review.

## 9. CITY ADMINISTRATOR AND STAFF REPORTS:

- a) Karl Russell, Public Works Director

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

**10. VOUCHER APPROVAL AND INVESTMENTS UPDATE:**

- a) \*June 2020 payroll & July 2020 AP checks have been audited and are presented for approval. June payroll checks 14475 thru 14481 total \$83,150.25 which includes EFT payments. July AP checks 14474 and 14482 thru 14523 total \$559,358.94 and includes ACH payments and checks . The AP check register with fund transaction summary is attached for your 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. ADJOURNMENT** - Mayor will adjourn the meeting.

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*UPCOMING MEETINGS AND EVENTS:*

-City Council Meeting - Thursday, August 20, 2020 at 6pm.