

AGENDA
CITY OF STEVENSON COUNCIL MEETING
January 17, 2019
6:00 PM, City Hall

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** - Big River Grill and Backwoods Brewing Company
- b) **Approve Prosecuting Attorney Interlocal Agreement** - City Administrator Leana Kinley requests approval of the 2019 contract with Skamania County for Prosecuting Attorney Services. (p. 6)
- c) **Minutes** of December 20, 2018 City Council Meeting and the January 10, 2019 Special Council Meeting. (p. 11)

MOTION: To approve Consent Agenda items a-c.

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: *[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 - Findings of Fact Supporting the Single-Family Residential Construction in C1 Zone Moratorium** - City Administrator Leana Kinley presents Resolution 2019-326 regarding the Findings of Fact to support the moratorium of Single-Family Residential construction in the C1 zone with Ordinance 2018-1129. (p. 27)

MOTION: To approve Resolution 2019-326 adopting findings of fact supporting Single-Family Residences in the C1 zone moratorium.

- b) **6:30 - General Sewer Plan and Wastewater Facilities Plan Update** - The revised City of Stevenson General Sewer Plan and Wastewater Facilities Plan Update will be presented for public comment and council consideration. (p. 29)

MOTION: To approve Resolution 2019-327 adopting the City of Stevenson General Sewer Plan and Wastewater Facilities Plan and authorizing submittal of the Plan Update for approval by the Washington State Department of Ecology.

6. OLD BUSINESS:

- a) **Sewer Plant Update** - Public Works Director Eric Hansen will provide an update on the Stevenson Wastewater System and Compliance Schedule. (p. 30)

7. NEW BUSINESS:

- a) **Planning Commission Appointment** - The Planning Commission is recommending City Council appoint Jeff Breckel to fill position #5, which was vacated by the resignation of Matthew Knudsen.

MOTION: To appoint Jeff Breckel to Planning Commission position #5.

- b) **2019 Annual Appointments** - City Administrator Leana Kinley will present the 2019 annual appointments list for review, discussion and approval. (p. 32)

MOTION: To approve the 2019 Annual Appointments as presented or with changes as discussed.

- c) **2019 Legislative Priorities** - City Administrator Leana Kinley will present the attached memo for review and discussion regarding the city's 2019 legislative priorities. (p. 37)

MOTION: To approve the list of 2019 legislative priorities as discussed.

- d) **Rural Development Initiatives Support** - Mayor Scott Anderson requests council financially support Rural Development Initiatives (RDI) in the amount of \$1,000 for the training they are providing to our community. (p. 42)

MOTION: To approve financially supporting RDI in the amount of \$1,000 for community training.

- e) **Resolution 2019-328 Metropolitan Park District** - City Administrator Leana Kinley presents Resolution 2019-328 to council for discussion and consideration. This resolution would authorize a ballot proposition for the creation of a Metropolitan Park District following the boundaries of the Stevenson-Carson School District #303. (p. 43)

MOTION: To approve Resolution 2019-328 authorizing a ballot proposition for creation of a Metropolitan Park District.

- f) **Resolution 2019-329 Authorizing the Mayor to Sign DOE Loan Agreement** - City Administrator requests council approval of Resolution 2019-329 which authorizes the Mayor to sign the State Revolving Fund loan agreement with the Washington State

Department of Ecology in the amount of \$1,985,000 at 2% interest. A copy of the draft agreement is included in the packet as the final agreement will not be ready until after the council meeting. (p. 44)

MOTION: To approve Resolution 2019-329 authorizing the Mayor to sign the State Revolving Fund Loan Agreement with the Washington State Department of Ecology.

- g) Wastewater Treatment Plant Management Contract Amendment #4** - Public Works Director Eric Hansen requests approval of the contract amendment #4 with Operations Management International, Inc (OMI) for 2019 services in the amount of \$133,849, a 3% increase over 2018. (p. 80)

MOTION: To approve the Wastewater Treatment Plant Management contract amendment #4 with Operations Management International, Inc. for 2019 services in the amount of \$133,849.

- h) Resolution 2019-330 Adopting Financial Policies** - City Administrator Leana Kinley presents Resolution 2019-330 adopting financial policies for the City of Stevenson for discussion and consideration. (p. 81)

MOTION: To approve resolution 2019-330 adopting financial policies.

- i) BergerABAM Trail Monitoring Contract** - Public Works Director Eric Hansen requests approval of the contract with BergerABAM for monitoring activities related to the 2013 mitigation plan for the Multi-Purpose Trail project in the amount of \$4,957.00. (p. 94)

MOTION: To approve the contract with BergerABAM in the amount of \$4,957.00 for activities as outlined in the contract.

- j) Approve Ordinance 2019-1134 Repealing Dance Hall Permit Code** - City Administrator Leana Kinley requests approval of Ordinance 2019-1134 Repealing Ordinance 572. This will remove the regulation of public dances through permit as it is outdated and any concerns can be enforced through other means. A copy of the code as it currently exists is included in the packet along with the ordinance. (p. 100)

MOTION: To approve Ordinance 2019-1134 repealing ordinance 572.

- k) Mackenzie Contract Extension** - City Administrator Leana Kinley requests approval of the contract addendum with Mackenzie to extend the timeframe from December 31, 2018 to March 31, 2019. (p. 102)

MOTION: To approve the Mackenzie contract addendum as presented.

- l) Discuss Smart Meter Capabilities** - Additional information regarding the Kamstrup radio read meters is attached. The city has applied for an energy efficiency grant in the amount of \$314,633 towards the total project cost of \$642,110. (p. 104)

8. INFORMATION ITEMS:

- a) **Sheriff's Report** - A copy of the Skamania County Sheriff's report for December, 2018 is attached for council review. (p. 114)
- b) **Municipal Court Cases Filed** - A summary of Stevenson Municipal Court cases recently filed is attached for council's review. (p. 125)
- c) **Chamber of Commerce Activities** - The attached report describes some of the activities conducted by Skamania County Chamber of Commerce in December, 2018. (p. 126)
- d) **Fire Department Report** - The attached report describes the activities performed by the Fire Department in December, 2018. (p. 128)
- e) **Timber Harvest Update** - The timber consultant, HFI, is currently working with the Gorge Commission and the Forest Service about permitting the remaining 5 acres. If it were to move forward, the logging would take place in the summer and would bring in around \$200,000.
- f) **Planning Commission Minutes** - Minutes are attached from the 12/10/18 Planning Commission Meeting. (p. 129)

9. CITY ADMINISTRATOR AND STAFF REPORTS:

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

10. VOUCHER APPROVAL AND INVESTMENTS UPDATE:

- a) December 2018 payroll & January 2019 A/P checks have been audited and are presented for approval. December payroll checks 13106 thru 13119 total \$93,381.79 which includes one EFTPS and five ACH payments. A/P Checks 13120 thru 13179 total \$187,345.45 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 December 2018. (p. 133)

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:

-January 18, 2019 Chamber of Commerce Annual Dinner

-January 21, 2019 Martin Luther King Day-City Closed

-February 18, 2019 Presidents' Day-City Closed

-February 21, 2019 Regular Council Meeting