

**AGENDA**  
**CITY OF STEVENSON COUNCIL MEETING**  
**January 18, 2024**  
**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/>

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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 minutes from 1/17/24 meeting (item 4c)
- Added Parks Plan Presentation (item 6a)
- Added Rate Study Presentation (item 7a)
- Added sewer committee memo and documents (item 8a)
- Updated proposed traffic ordinance with minor changes (item 9c)
- Added Approval of Interlocal Agreement with Fire District 2 (item 9d)
- Added Vouchers for approval (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) **Water Adjustment** - Joanne Marquis (meter No. 900026) requests a water adjustment of \$24.82 for a water leak which they have since repaired.
- b) **Liquor License Renewal** - Backwoods Brewing Company
- c) **\*Minutes** of December 21, 2023 and January 17, 2024.

MOTION: To approve consent agenda items a-c.

#### **5. SHERIFF'S OFFICE REPORT:**

- 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.

#### **6. PRESENTATIONS FROM OUTSIDE AGENCIES:**

- a) **\*Park Plan Presentation** - Marina French from DCG Watershed will present the parks planning effort and initial findings. This is being paid for through a 100% grant from the Recreation and Conservation Office (RCO). The final plan will be presented at the February council meeting for final approval to meet a deadline of March 1st for the 2024 RCO grant funding cycle.

#### **7. PUBLIC HEARINGS:**

- a) **\*Utility Rates and System Development Charges** - Brooke Tacia, FCS Group Project Manager, will present information on the utility rate study and restructuring for monthly rates and system development charges. This is the first of two scheduled public hearings on the topic and there will be a special council workshop on January 25th as well.

#### **8. SITUATION UPDATES:**

- a) **\*Sewer Committee Update** - Staff will present an update on the results of the committee and a revised proposal for council discussion and consideration. Meeting documents from the committee are being uploaded to the website: <https://www.ci.stevenson.wa.us/publicworks/page/committee-proposed-sewer-ordinance> .

#### **9. COUNCIL BUSINESS:**

- a) **Discuss City Hall Friday Closure** - City Hall began closing the office on Fridays in October 2022 as a tool to improve productivity. These tools were prioritized during the strategic planning process. Staff is in the office, meetings are held, and the phones ring to direct

extensions. Prior to the closure, City Hall was open Monday-Friday from 7:30am-5pm (47.5 hours). It is now open Monday -Thursday 7:30am-5pm (38 hours).

- b) **Approve Committee Appointments** - Mayor Scott Anderson presents the attached 2024 draft committee and board appointments for council discussion and approval.

MOTION: To approve the committee appointments with changes as discussed.

- c) **Ordinance Amending Title 10-Vehicles and Traffic-First Reading** - Public Works Director Carolyn Sourek presents the attached ordinance amending Title 10-Vehicles and Traffic for council discussion and consideration.

MOTION: To approve ordinance 2024-1206 an ordinance amending Stevenson Municipal Code Title 10-Vehicles and Traffic; establishing a purpose, policy and definitions; assigning duties; removing redundant clauses; and establishing procedures to modify speed limits; and repealing sections of ordinances 996 and 1080.

OR No motion and the ordinance moves to the February 15th meeting for a second reading.

- d) **\*Approve Interlocal Agreement with Skamania County Fire District 2** - There have been multiple joint meetings with Skamania County Fire District 2 to update the interlocal agreement last approved in 1989. The attached agreement represents changes discussed at the January 17th meeting and is presented for council consideration.

MOTION: To approve the fire protection services interlocal agreement with Skamania County Fire District 2 as presented.

## 10. INFORMATION ITEMS:

- a) **Financial Report** - The Treasurer's Report and year-to-date revenues and expenses for 2023 year end will be presented for council review in February.

## 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) \*December 2023 payroll, final December 2023 and January 2024 AP checks have been audited and are presented for approval. December payroll checks 17412 thru 17494 total \$146,901.80 which includes EFT payments. Final December 2023 AP checks 17495

thru 17557 total \$672,905.84, which includes EFT payments. January 2024 AP checks 17558 thru 17579 total \$248,773.32, 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.]*

- a) **Code Enforcement Discussion** requested at the December 21, 2023 will take place at the February 15th council meeting.

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

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*UPCOMING MEETINGS AND EVENTS:*

- Monday, January 22nd, 6pm, Planning Commission Meeting
- Thursday, January 25th, 6pm, Special City Council Workshop
- Monday, February 12th, 6pm, Planning Commission Meeting
- Thursday, February 15th, 6pm, City Council Meeting
  - Second Public Hearing on Utility Rates and System Development Charges
  - First Public Hearing on Proposed Changes to the Sewer Ordinance