

**AGENDA**  
**CITY OF STEVENSON COUNCIL MEETING**  
**June 21, 2018**  
**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) **Minutes** of May 17, 2018 Council Meeting and June 6, 2018 Special Council Meeting (p 6 & 18)
- b) **Water Adjustment** - Skamania County Recreation Center (meter No707700) requests a water adjustment of \$1,000.00 for a broken waterline which they have since repaired.
- c) **Liquor License Renewals** - Main Street Convenience (#073229), Jester & Judge (#418888), Jester and Judge (#418868)
- d) **Liquor license application in lieu of current privilege**– Clark and Lewie's (#085380)

**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 – Transportation Improvement Program** – Public Works Director Eric Hansen will present the updated Six-Year Transportation Improvement Program (TIP) for public input and Council review. This is the second of two scheduled public hearings for the annual TIP update. (p 20)
- b) **6:30 - Findings of Facts Supporting the Wastewater Moratorium Renewal Ordinance** - City Administrator Leana Johnson will present Resolution 2018-311 regarding adoption of the findings of facts supporting the renewal of the wastewater moratorium with Ordinance 2018-1120. (p 29)

**6. FIRE DEPT UPDATE:** Fire Chief Rob Farris will provide an update on the Fire Department.

- a) **Approve Resolution 2018-315 Rescinding Signature for Region IV Homeland Security Council Termination** – City Administrator Leana Johnson requests approval of this resolution which rescinds the signature on the Region IV Homeland Security Council resolution terminating the group. (p 31)
- b) **Approve Mackenzie Proposal for Fire Hall Design Services** - City Administrator Leana Johnson requests approval of the Mackenzie proposal for design services for the new Fire Hall in the amount of \$127,070. (p 32)

**7. PRESENTATIONS FROM OUTSIDE AGENCIES:**

- a) **Stevenson Community Pool** – Stevenson Community Pool Manager Meaghan Young will update City Council the Community Pool and will request Council approval of pool support funding for 2019 in the amount of \$30,000. (p 41)
- b) **Skamania County Economic Development Council** - Executive Director Kari Fagerness will update City Council on recent EDC activities.

**8. OLD BUSINESS:**

- a) **Approve Resolution 2018-314 Revising the Personnel Policy** – City Administrator Leana Johnson presents resolution 2018-314 for council consideration. Most of the updates to the Personnel Policy have been discussed at previous council meetings and all have been discussed with staff. (p 45)
- b) **Approve Municode Contract Amendment** - City Administrator Leana Johnson requests council approval of the addendum for Municode Meeting and Agenda Management services. (p 160)
- c) **Sewer Plant Update** - Public Works Director Eric Hansen will provide an update on the Stevenson Wastewater System and the Compliance Schedule. (p 165)

**NEW BUSINESS:**

- a) **Discuss North Bonneville Interlocal Agreement** – City Administrator Leana Johnson presents for discussion the ILA between the City of North Bonneville and the North Bonneville Public Development Authority regarding the relocation of the cannabis retail store. (p 185)
- b) **Approve Contract with Mission Communications for SCADA Services** - City Administrator Leana Johnson requests approval of the contract with Mission Communications in the amount of \$29,130.00 and an annual service fee of \$2,660 for SCADA telemetry services. (p 193)

- c) **Approve City Hall Space Lease for 3-Squares Program** - City Administrator Leana Johnson requests approval of the month to month lease agreement with Shepherd of the Hills Lutheran Church to lease a 375 square foot area of the basement of City Hall for the 3-Squares program. (p 199)
- d) **Approve Ordinance 2018-1122 Authorizing the Adoption of the Salary Schedule by Resolution** - City Administrator Leana Johnson requests approval of Ordinance 2018-1122 to allow salaries to be adopted by resolution rather than by ordinance as described in the resolution. (p 214)
- e) **Approve Resolution 2018-312 Revising the Salary Scale and Firefighter Pay** - City Administrator Leana Johnson requests approval of Resolution 2018-312 which revises the salary scale to include the new positions for Wastewater Treatment Plant Operator, revised job descriptions, increased Volunteer Firefighter pay and adjustments to Gordy Rosander's salary as discussed at the last council meeting. (p 215)
- f) **Approve TAC Funding Recommendations** - The Tourism Advisory Committee (TAC) recommends approval of three contracts for lodging tax funds. A contract with X-Fest Northwest in the amount of \$1,000 for marketing, a contract with Tony Bolstad for Kitefest in the amount of \$3,000 for marketing and a contract with the Port of Skamania County for Stevenson Waterfront Enhancements in the amount not to exceed \$155,000. (p 217, 223 & 229)
- g) **Approve Resolution 2018-313 Authorizing a Local Agency Agreement for the Russell Avenue Rebuild Project** - Public Works Director Eric Hansen requests approval of Resolution 2018-313 which authorizes the Mayor to enter into a contract with the Washington State Department of Transportation for the Russell Avenue project. The current contract amount is \$147,885 for engineering and the total estimated street portion of the project cost is \$982,659. (p 244)
- h) **Approve Contract with Kitchen Electric for Streetlight Upgrade** – Public Works Director Eric Hansen requests council approval of the contract with Kitchen Electric to install LED replacement fixtures on all city street lights in the amount of \$109,077. (p 254)
- i) **Approve Contract with Levanen, Inc. for Logging Services** – City Administrator Leana Johnson requests approval of the logging contract with Levanen, Inc. to harvest approx. 620 MBF of logs for payment as stated in Exhibit A of the contract. (p 257)
- j) **Approve Ordinance 2018-1024 Establishing a Moratorium on Shipping Container Sitings** – City Administrator Leana Johnson presents this ordinance for your approval which will place a moratorium on the installation of shipping containers within the city. (p 278)

- k) **Approve Ordinance 2018-1025 Related to Portable Toilets in the C1 Zone** – City Administrator Leana Johnson presents this ordinance for your approval which will only allow portable toilets to be used on a temporary basis in the city’s downtown. (p 281)

**INFORMATION ITEMS:**

- a) **Building Permits Issued**– There are currently 18 active building permits for new homes with 6 of those being issued in 2018.
- b) **Timber Harvest** - The initial estimate of timber that could not be harvested due to the NSA was underestimated resulting in a reduction of the overall revenue projections by \$250,000. There will also be a longer permitting process on 14 acres which will result in the potential delay of harvesting this remaining 14 acres until next summer. We will still be able to move forward on logging 15 acres this summer
- c) **Sheriff’s Report** - A copy of the Skamania County Sheriff’s report for May 2018 is attached for Council review. (p 283)
- d) **Municipal Court Cases Filed** – A summary of Stevenson Municipal Court cases recently filed is attached for Council’s review. (p 294)
- e) **Planning Commission Minutes** – Minutes are attached from the 5/14/18 and 5/29/18 Planning Commission meetings. (p 295 & 305)
- f) **Chamber of Commerce Activities** – The attached report describes some of the activities conducted by Skamania County Chamber of Commerce in May 2018. (p 310)

**CITY ADMINISTRATOR AND STAFF REPORTS:**

- a) Eric Hansen, Public Works Director
- b) Leana Johnson, City Administrator

**VOUCHER APPROVAL AND INVESTMENTS UPDATE:**

- a) May 2018 payroll and June 2018 A/P checks have been audited and are presented for approval. May payroll checks 12512 thru 12537 total \$93,231.81 which includes two direct deposits, one EFTPS and two ACH payments. A/P checks 12538 thru 12601 total \$210,914.77 which includes three 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. One \$300,821.97 investment purchase in May 2018; US Bank Bond Principal \$300,196.80 + \$625.17 accrued interest purchased. (p 313)

**MAYOR AND COUNCIL REPORTS.**

**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.]*

**EXECUTIVE SESSION** - City Council will convene in Executive Session under:

- a) RCW 42.30.110.1(b) to consider the selection of a site or the acquisition of real estate.

**RETURN TO REGULAR SESSION** - Mayor will reconvene the regular Council meeting and call it order.

**CITY COUNCIL ACTION** - City Council will consider action based on the discussions held in Executive Session.

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

=====

**UPCOMING MEETINGS AND EVENTS:**

- June 22 & 23 - Gorge Blues and Brews
- June 26 - Skamania EDC Pub Talk at Elk Ridge
- July 4 - Independence Day, City Hall Offices Closed
- July 19 - Regular Council Meeting