

AGENDA
CITY OF STEVENSON COUNCIL MEETING
August 21, 2025
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/>

Items with an asterisk (*) have been added or modified after the initial draft publication of the Agenda.

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 wesley@ci.stevenson.wa.us by noon the day of the meeting for inclusion in the council packet.]*

a) Guest Speaker - Tim Shell, Shell Engineering

1. Engineering Standards Discussion

b) Public Comment Received

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) Fire Department Report - Fire Chief, Ray Broughton will provide an update to Council on work of the Fire Department.

b) USDA Loan Resolution - Council is asked to approve a resolution authorizing the USDA loan in the amount of \$873,000 and grant in the amount of \$70,600 for the city water and sewer system. An ordinance authorizing the bond was approved at the May 2025 City Council meeting.

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) **City Administrator Contract - Wesley Wootten** - Council is asked to approve the employment contract of Wesley Wootten for City Administrator.
- b) **Water Leak Adjustment** - The Council is asked to authorize an adjustment for Account No. 23450. The excess usage was a result of a leaking sprinkler which is being addressed by the homeowners. Council is asked to authorize waiving \$157.60 from the customer's bill due to the leak.
- c) **Minutes** of July 17, 2025.

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. FIRE DEPARTMENT REPORT - Fire Chief, Ray Broughton will provide an update to Council on work of the Fire Department.

7. COUNCIL BUSINESS:

- a) ***Public Hearing - Short Plat Vacation-**

The City Council is asked to hear public testimony and review a partial short plat vacation. The proposal removes a lot line/lot and realigns public access easements on the property.

Potential motion: "Based on the public interest in aligning public use easements and public access areas, I move to approve this application for short plat vacation."

- b) **Fire Engine Purchase Authorization -**

The City Council is asked to authorize the purchase of one Class A Pumper Fire Apparatus on a Freightliner chassis from Toyne, Inc., in accordance with the attached proposal. The base purchase price is **\$535,420** (excluding applicable taxes), which includes pre-construction and inspection costs for two personnel.

Due to supplier volatility in the current marketplace, the vendor has noted that the City will be responsible for any price increases mandated by the chassis manufacturer or

other suppliers after the order is placed. Any such increases will be documented in a change order and added to the final invoice.

- c) **Ord. 2025-1228 - Business License Update (Exemption Threshold)** - City Administrator Wesley Wootten presents Ordinance 2025-1228, amending SMC 5.04 to raise the annual income threshold for business license exemptions from \$2,000 to \$4,000.
- d) **Res. 2025-457 - Fee Schedule Update (Business License Fee)** - City Administrator Wesley Wootten presents Resolution 2025-45, increasing the business license fee from \$10 to \$25.
- e) **Ord. 2025-1229 - Sewer Billing Policy** - City Administrator Wesley Wootten presents Ordinance 2025-1229, amending SMC 13.10.080 to clarify that monthly sewer charges are to begin after installation and passage of inspection.
- f) **Ord. 2025-1230 - Small Works Roster** - City Administrator Wesley Wootten presents Ordinance 2025-1230, reaffirming the city's Small Works Roster process and procedure.
- g) **Res. 2025-458 - Small Works Roster Policy Manual** - City Administrator Wesley Wootten presents Resolution 2025-458, outlining the procedures of the Small Works Roster Ordinance.
- h) **USDA Loan Resolution** - Council is asked to approve a resolution authorizing the USDA loan in the amount of \$873,000 and grant in the amount of \$70,600 for the city water and sewer system. An ordinance authorizing the bond was approved at the May 2025 City Council meeting.
- i) **Discussion - Sewer Ordinance Implementation**

8. INFORMATION ITEMS:

- a) **Contracts Awarded Administratively** - The report on contracts, purchases, and change orders over \$10,000 approved administratively over the past month is attached.
- b) **Financial Report** - The Treasurer's Report and year-to-date revenues and expenses through the prior month are presented for council review.
- c) **Planning Commission Minutes** - Minutes are attached from the Planning Commission meeting for the prior month.
- d) **Public Works Director Report** - The report from Public Works Director Cody Rosander is attached.
- e) **Community Development Director Report** - The report from Community Development Director Ben Shumaker is attached.

f) **City Administrator Report** - The report from City Administrator Wes Wootten is attached.

9. VOUCHER APPROVAL: Vouchers will be presented prior to the meeting for council review.

10. MAYOR AND COUNCIL REPORTS:

11. ADDITIONAL PUBLIC COMMENT: *[This is an opportunity for members of the audience to address the Council for items discussed at the meeting.]*

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. EXECUTIVE SESSION - [No Executive Session is scheduled.]

14. ADJOURNMENT - Mayor will adjourn the meeting.

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