

AGENDA
CITY OF STEVENSON COUNCIL MEETING
May 17, 2018
6:00 PM, City Hall

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.

Amy Weissfeld requests an excused absence for other prior arranged absence.

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. Items with an asterisk (*) have been added after the initial posting of the agenda and prior to the meeting].*

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.]*

1. a) Minutes of April 19, 2018 City Council Meeting
2. b) Liquor license renewal –Clark and Lewie’s (#085380).
3. c) Liquor license application- Big T’s Grill.
4. d) Special Occasion Liquor license application - Friends of the Stevenson/N. Bonneville Libraries at the Stevenson Library on June 11th.
5. e) Special Occasion Liquor license application - American Legion Auxiliary Coy-Catlin Post 137 at the Skamania County Fairgrounds during the Fair (Aug 15-18).
6. f) Special Occasion Liquor license application - Skamania County Chamber of Commerce at the Skamania County Fairgrounds for Gorge Grass (July 26-28).
7. *g) Training Request - Scott Anderson, Mayor, requests approval to attend a 3 day Regards to Rural conference in Portland, OR May 18-20. Approximate cost to the City will be \$350 plus taxes for lodging.

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.]*

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.]*

8. a) 6:15 – Community Development Block Grant (CDBG) - This hearing is to review community development and housing needs, inform citizens of the availability of funds and eligible uses of the state CDBG, and receive comments on proposed activities, particularly from lower income persons.
9. b) 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 first of two scheduled public hearings for the annual TIP update.

PRESENTATIONS FROM OUTSIDE AGENCIES:

10. a) Stevenson Carson School District - Superintendent Karen Douglass will present an update to council on the Pool.

OLD BUSINESS:

11. a) Approve Ordinance 2018-1121 - Staff has prepared this ordinance which reduces the marijuana buffer zone from 1,000' to 100' for all uses except schools and playgrounds. Additional information regarding the commercial parcels impacted and retail licenses available is included in the packet.
12. b) Discuss Personnel Policy Changes - City Administrator Leana Johnson requests discussion of changes to the Standby Pay, the Cell Phone policy, Job Descriptions and corresponding salaries. A memo will be presented to council prior to the meeting.
13. c) Approve Revised Salary for Gordy Rosander - City Administrator Leana Johnson requests approval of a revised annual salary for Gordy Rosander until the medical premium overpayment has been repaid. A detailed memo is included in the packet.
14. d) Sewer Plant Update - Public Works Director Eric Hansen will provide an update on the Stevenson Wastewater System and the Compliance Schedule.

NEW BUSINESS:

15. a) Approve Ordinance 2018-1120 - City Administrator Leana Johnson requests council approval of this ordinance which re-establishes a 6-month moratorium on commercial sewer connections.
16. b) Approve Contract with Apollo Solutions - City Administrator Leana Johnson requests approval of the contract with Apollo Solutions to perform an Investment Grade Audit in the amount not to exceed \$49,394. If the city moves forward with a project, the cost will be rolled into the total finance package.

17. c) Approve Chinidere Bond Extension - Public Works Director Eric Hansen requests approval of an extension on the bond for the Chinidere project from one year to two years.
18. d) Approve Relight Washington TIB Grant Agreement - Public Works Director Eric Hansen requests approval of the grant agreement in the amount of \$118,298 to replace standard streetlights to LED lighting.
19. e) Critical Areas Ordinance Update - Planning Director Ben Shumaker will provide an update on the Critical Areas Ordinance.
20. f) Approve Resolution 2018-309 - City Administrator Leana Johnson requests council approval of this resolution which is authorizing the application for CDBG funds and meeting the conditions of the grant.
21. g) Approve Resolution 2018-310 - City Administrator Leana Johnson requests council approval of this resolution which revises the current Grievance Procedure.
22. h) Approve Municode Contract Amendment - City Administrator Leana Johnson requests council approval of the addendum for Municode Meeting and Agenda Management services.
23. i) Approve Becoming a CGTA Partner - City Administrator Leana Johnson requests approval to become a Columbia Gorge Tourism Alliance Sustaining Partner for the annual amount of \$500.
24. j) Discuss Safe Energy Leadership Alliance Letter - City Administrator Leana Johnson requests council discussion regarding a SELA letter about the expansion of Kinder Morgan' Trans-Mountain Pipeline for oil.
25. *k) Approve Cutting Line Agreement with DNR – City Administrator Leana Johnson requests approval of the attached a cutting line agreement between DNR and the City for a small section of line that has not been previously marked by a surveyor. According to the consultant, “It is fairly apparent where the line should be and DNR agrees with its location. This process is a fairly common agreement and saves a couple thousand dollars by forgoing a survey. I have also been working with the Forest Service on another section to the North which has not been surveyed.”

INFORMATION ITEMS:

26. a) Building Permits Issued - The city has 3 Building Permits issued for new single family residential homes. The cost for new building permits has also increased from \$4.50 for the first unit to \$6.50. Projects permitted under the IBC or IEBC are now \$25.00 instead of \$4.50.

27. b) Timber Harvest - The consultant HFI is currently soliciting bids for logging of the final section this summer. They state that “log markets are still looking good for this summer with no indications of a large decline.”
28. c) New Fire Hall - The RFQ for the Design phase of the new fire hall project has been issued. They are due on May 22nd at 5pm. There will be a representative group review the submittals and we will arrange for interviews as needed. We anticipate a contract at the next council meeting.
29. d) Bridge of the Gods - The Port of Cascade Locks has removed the \$1 toll for all pedestrian and bicycle traffic across the Bridge of the Gods effective June 1, 2018.
30. e) Sheriff's Report - A copy of the Skamania County Sheriff's report for April, 2018 is attached for Council review.
31. f) Municipal Court Cases Filed - A summary of Stevenson Municipal Court cases recently filed is attached for Council's review.
32. g) Planning Commission Minutes - Minutes are attached from the 3/12/18, 4/2/18 and 4/9/18 Planning Commission meetings.
33. h) Chamber of Commerce Activities - The attached report describes some of the activities conducted by Skamania County Chamber of Commerce in April, 2018.

CITY ADMINISTRATOR AND STAFF REPORTS:

- a) Eric Hansen, Public Works Director
- b) Ben Shumaker, Planning Director
- c) Leana Johnson, City Administrator

VOUCHER APPROVAL AND INVESTMENTS UPDATE:

35. April 2018 payroll & May 2018 A/P checks have been audited and are presented for approval. April payroll checks 12428 thru 12453 total \$90,832.51 which includes one EFTPS and two ACH payments. A/P Checks 12454 thru 12511 total \$216,243.61 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 April 2018.

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(g) to evaluate the qualifications of an applicant for public employment.

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.

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UPCOMING MEETINGS AND EVENTS:

- May 28, 2018 – Memorial Day, City Hall offices closed.
- June 6, 2018 – Value Planning Meeting
- June 21, 2018 – Regular Council Meeting