

AGENDA
CITY OF STEVENSON COUNCIL MEETING
October 19, 2023
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 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) *10/18 changes include:
- Added EDC 2024 Contract Approval (item 4d)
 - Added Weed Control Interlocal Agreement with Skamania County (item 4e)
 - Added staff memo and associated documents to Chinidere 2&3 Final Plat (item 9a)
 - Added staff memo and associated documents to Short Plat ROW Acceptance (item 9b)
 - Added the Homeless Housing Council Report and Mid-Columbia Housing Collaborative Report (item 10c)
- b) **10/19 changes include:
- Added Voucher Approval and report (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** - Denise McDannell (meter No. 401700) requests a water adjustment of \$111.28 for a water leak which they have since repaired.
- b) **Liquor License Renewal** - Red Bluff Brewing
- c) **Water Adjustment** - Stevenson Community Pool (meter No. 706100) requests a water adjustment of \$806.90 for a water leak which they have since repaired.
- d) ***Approve 2024 EDC Contract in the Amount of \$27,380** - City Administrator Leana Kinley presents the contract with Skamania County Economic Development Council for 2024 services in the amount of \$27,380.
- e) ***Approve Interlocal Agreement with Skamania County for Vegetation and Noxious Weed Control** - Public Works Director Carolyn Sourek presents the agreement with Skamania County to control vegetation and noxious weeds within the city.
- f) **Minutes** of September 21, 2023 regular meeting, September 28, 2023 special workshop, and October 5, 2023 special joint council and fire district 2 meeting.

MOTION: To approve consent agenda items a-d.

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) **Skamania County Economic Development Council** - Executive Director Kevin Waters will update city council on recent EDC activities.
- b) **Chamber of Commerce Report** - Skamania County Chamber of Commerce Executive Director Angie Waiss will present on some of the activities conducted by Skamania County Chamber of Commerce in the prior quarter. A copy of the report is attached.

7. PUBLIC HEARINGS:

- a) **Proposed 2024 Budget Hearing** - City Administrator Leana Kinley presents the 2024 proposed budget for public comment and council discussion. A digital version may also be seen on the website <https://city-stevenson-wa-budget-book.cleargov.com/11684>.

8. UNFINISHED BUSINESS:

- a) **Sewer Ordinance Update** - Staff will present an update on the status of the committee and timeline for presenting a revised proposal for council consideration.

9. COUNCIL BUSINESS:

- a) ***Approve Chinidere Phases 2 & 3 Final Plat** - Community Development Director Ben Shumaker presents a request from Aspen Development for Chinidere Phase 2-3 final plat approval and the related staff report.

MOTION: As outlined on page 3 in the staff memo.

- b) ***Approve Short Plat Right of Way Acceptance** - Community Development Director Ben Shumaker presents the staff memo regarding the Right of Way acceptance for the Knudsen Short Plat SP2023-01 for council review and consideration.

MOTION: To accept the right of way as outlined in the conditions of acceptance for the Knudsen Short Plat SP2023-01.

- c) **Approve Amendment No. 1 to DOE Loan for WWTP Construction** - City Administrator Leana Kinley requests approval of amendment no. 1 to agreement no. WQC-2022-StevPW-00028 between the Washington State Department of Ecology and the City of Stevenson. This amendment adds the increased inspection costs for \$365,371. The total amount of the loan is revised to \$10,301,371, the expiration date is changed to June 30, 2025 and all other terms remain the same.

MOTION: To approve amendment no. 1 to agreement no. WQC-2022-StevPW-00028 between the State of Washington Department of Ecology and City of Stevenson to add \$365,371 for a revised loan amount of 10,301,371 and an expiration date of June 30, 2025.

- d) **Approve Contract Amendment for Wastewater Construction Services** - City Administrator Leana Kinley presents a contract amendment with Wallis Engineering for construction services related to the wastewater treatment plant upgrades. The increased inspection and engineering cost is due to the contractor not demobilizing as initially planned and an extension of the construction timeline. These will be paid through additional loan funds from the Department of Ecology.

MOTION: To approve the contract amendment with Wallis Engineering for services related to the construction of the wastewater treatment plant upgrades for an additional amount of \$365,371 and a revised total contract amount of \$1,432,580.

- e) **Approve Community Grant Agreement with US EPA** - City Administrator Leana Kinley presents the agreement between the City and the US Environmental Protection Agency (EPA) for the wastewater treatment plant in the amount of \$2.5M. This is a Direct Appropriation through Senator Patty Murray's office, applied for in May 2021. There is almost \$14.8M in costs related to the project and this grant will help close the funding gap to only \$624k. This grant also brings the total grant percentage to almost 25% of the total project.

MOITON: To approve the US EPA assistance agreement in the amount of \$2.5M.

10. INFORMATION ITEMS:

- a) **Planning Commission Minutes** - Minutes are attached from the Planning Commission meeting for the prior month.

- b) **Financial Report** - The Q3 financial report, Treasurer's Report and year-to-date revenues and expenses through the prior month are presented for council review.
- c) ***Housing Programs Report** - The report for the prior month on housing services provided by Washington Gorge Action Programs in Skamania County is enclosed for council information. A copy of the quarterly report for the Mid-Columbia Housing Collaborative is also enclosed.

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) ****September 2023 payroll, and October 2023 AP checks have been audited and are presented for approval. September payroll checks 17244 thru 17248 total \$140,936.78 which includes EFT payments. October 2023 AP checks 17249 thru 17322 total \$703,143.42, 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.]*

15. ADJOURNMENT - Mayor will adjourn the meeting.

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UPCOMING MEETINGS AND EVENTS:

- Thursday, October 26th, 6pm Special City Council Workshop on Fireworks
- Tuesday, November 7th, 6pm Special Joint Council and Skamania Fire District 2 Meeting
- Monday, November 13th, 6pm, Planning Commission Meeting
- Thursday, November 16th, 6pm, City Council Meeting
 - 2024 Property Tax Public Hearing
 - Final 2024 Budget Public Hearing