

MINUTES
CITY OF STEVENSON COUNCIL MEETING
January 16, 2025
6:00 PM, City Hall and Remote

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.]*

a) *Comment from Mitch Patton on 12/06/2024

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].*

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) ***Approve Resolution 2025-_____ Personnel Policy Update** - Interim City Administrator Ben Shumaker presents a resolution revising the personnel policy for council consideration.

b) **Approve 2025 Tourism Funding Award Contracts in the amount of \$575,035** - City Clerk/Treasurer Anders Sorestad presents the contracts for Tourism funding approved at the November 21st council meeting for council approval for a total amount of \$575,035.

c) ***Minutes** of December 19th, 2024 Regular Council Meeting are presented for approval.

d) ***Liquor License Renewal** - Backwoods Brewing Company

e) ***Approve Resolution Authorizing Road Closure** - Public Works Director Carolyn Sourek presents the resolution regarding temporary road closure for private utility connections on Upper School Street.

MOTION: To approve resolution authorizing the temporary closure of a road to ensure public safety.

- f) ***Utility Billing Adjustment:** The Council is asked to authorize an adjustment for the account at Meter No. 14601. Service to the account was locked off for approximately 1 month in Summer 2024. Despite repeated attempts from the customer over the course of the month, service was not promptly restored. There is no policy to guide action during such situations. Council is asked to authorize removing 1-month from the customer's account (\$167.74) to cover the time when service was deprived.
- g) ***Letter of Support:** Washington State Parks has requested the City Council authorize a letter of support to secure funding for a highway improvement at Beacon Rock State Park. The project description and draft letter is available for authorization.

MOTION: To approve consent agenda items a-g.

6. PRESENTATIONS FROM OUTSIDE AGENCIES:

- a) **Stevenson-Carson School District 303** - Superintendent Ingrid Colvard will share information on district activities.

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.

7. SITUATION UPDATES:

8. UNFINISHED BUSINESS:

- a) **3-Party Interlocal Agreement, Probation Services** - Skamania County Prosecutor Adam Kick is present to discuss the request presented at the December 19th from Skamania County to the cities of North Bonneville and Stevenson related to probation services. The agreement commits the City of Stevenson to pay \$1000/month in 2025.
- b) ***Fire Strategic Reserve** - Mayor Scott Anderson initiates a discussion about the Fire Department Strategic Reserve Fund. This follows a discussion of an amendment that had been proposed to the 2024 budget at the December 2024 meeting.

9. COUNCIL BUSINESS:

- a) **Approve Committee Appointments** - Mayor Scott Anderson presents the attached 2025 draft committee and board appointments for council discussion and approval.

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

10. 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) **Chamber of Commerce Report** - The report presented describes some of the activities conducted by Skamania County Chamber of Commerce in the prior month.
- c) **Financial Report** - The Treasurer's Report and year-to-date revenues and expenses through the prior month are presented for council review.
- d) **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.
- e) **Planning Commission Minutes** - Minutes are attached from the Planning Commission meeting for the prior month.

11. CITY ADMINISTRATOR AND STAFF REPORTS:

- a) *Ray Broughton, Fire Chief
- b) Ben Shumaker, Community Development Director
- c) Carolyn Sourek, Public Works Director
- d) Ben Shumaker, Interim City Administrator

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

- a) *December 2024 payroll, 13th Month December 2024 and January 2025 AP checks have been audited and are presented for approval. December payroll checks 18246 thru 18275 and 18335 total \$148,395.95 which includes EFT payments. 13th Month December 2024 AP checks 18336 thru 18383 total \$527,273.02, which includes EFT payments. January 2025 AP checks 18384 thru 18399 total \$228,554.76, which includes EFT payments. The AP check registers 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. ADDITIONAL PUBLIC COMMENT: *[This is an opportunity for members of the audience to address the Council for items discussed at the meeting.]*

16. ADJOURNMENT - Mayor will adjourn the meeting.

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UPCOMING MEETINGS AND EVENTS:

-EnterEventHere

-EnterEventHere