

DRAFT MINUTES
CITY OF STEVENSON COUNCIL MEETING
January 15, 2026
6:00 PM, City Hall and Remote

Attending:

Elected officials: **Mayor Jenny Taylor; Councilmembers Dave Cox, Erin Minnis, Pat Rice, Tina Van Pelt, Lucy Lauser.**

City staff: **Wesley Wootten, City Administrator; Jayne Borden, Finance Director; Cody Rosander, Stevenson Public Works Director; Robert Muth, City Attorney**

Guests: Skamania County Undersheriff Tracy Wyckoff

Public participants: Jeff Breckel; Stevenson Downtown Association Executive Director, Kelly O'Malley-McKee; Angie Martin, Director, Skamania County Chamber of Commerce.

1. CALL TO ORDER/PRESENTATION TO THE FLAG: **Mayor Taylor** called the meeting to order at 6:00 p.m., led the group in reciting the pledge of allegiance and conducted roll call.

2. PUBLIC COMMENTS:

None received.

3. CHANGES TO THE AGENDA:

No changes to the agenda were presented.

4. CONSENT AGENDA: The following items were presented for Council approval.

a) Minutes of December 2025 City Council meeting.

Prior to the motion **Councilmember Lauser** pointed out an error in the minutes. At the December 2025 Council meeting she distributed a draft resolution, not a draft ordinance.

MOTION to approve consent agenda item **4.a)** with the correction was made by **Councilmember Lauser**, seconded by **Councilmember Cox**.

Voting aye: **Councilmembers Lauser, Minnis, Van Pelt, Cox, Rice**

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 was presented for council review by Skamania County Undersheriff Tracy Wyckoff.

Councilmember Cox commented on a discrepancy between mileage and work hours reported. Undersheriff Wyckoff stated he would address the question.

6. COUNCIL BUSINESS:

a) Water Leak Adjustment Acct. 25057 - The Council was asked to authorize an adjustment for Account No. 25057. The excess usage was the result of a broken pipe, which has subsequently been repaired. Council was asked to authorize waiving \$254.15 from the customer's bill due to the error.

MOTION to approve the water leak adjustment in the amount of \$245.15 for Account 25057 was made by **Councilmember Rice**, seconded by **Councilmember Cox** subject to Mayor Taylor verifying the correct criteria is used to determine adjustments in water billing, and that she provides to Council that formula.

Voting aye: **Councilmembers Lauser, Minnis, Van Pelt, Rice, Cox.**

b) Water Leak Adjustment Acct. 25778 - The Council was asked to authorize an adjustment for Account No. 25778. The excess usage was a result of a leak on the property at their irrigation and main line connection point, which was subsequently repaired. Council was asked to authorize waiving \$211.02 from the customer's bill due to the error.

MOTION to approve the water leak adjustment in the amount of \$211.02 for Account 25778 was made by **Councilmember Lauser**, seconded by **Councilmember Cox** subject to **Mayor Taylor** verifying the correct criteria is used to determine adjustments in water billing, and that she provides to Council that formula.

Voting aye: **Councilmembers Minnis, Lauser, Van Pelt, Cox, Rice**

c) Water Leak Adjustment Acct. 13200 - The Council was asked to authorize an adjustment for Account No. 13200. The excess usage was a result of a significant water leak on the customer's property that has since been repaired. The requested leak forgiveness amount is \$1,234.91, which exceeds the maximum allowance of \$1,000 and therefore requires a vote by Council. Council was asked to authorize waiving \$1,234.91 from Acct. 13200 due to a water leak.

MOTION to approve the water leak adjustment in the amount of \$1,234.91 for Account 13200 was made by **Councilmember Lauser**, seconded by **Councilmember Minnis** subject to **Mayor Taylor** verifying the correct criteria is used to determine adjustments in water billing, and that she provides to Council that formula.

Prior to the vote, **Councilmember Cox** asked for clarification on the .0084 adjustment rate and how it is applied to accounts reporting leakages. **Mayor Taylor** received confirmation from **City Administrator Wootten** a procedure was in place. **City Administrator Wootten** will meet with the city utilities clerk for more specifics. Following further discussion the motion approving item **6.c)** was tabled until the next Council meeting.

d) 2026 TAC Funding - Bridge of the Gods Kite & Wing Festival - The City Council was requested to approve a 2026 Tourism Advisory Committee (TAC) funding contract for the Bridge of the Gods Kite & Wing Festival in the amount of \$3,000. The original deadline for submissions was missed, but the committee voted unanimously to approve the request and send to Council for final approval.

MOTION to approve the 2026 Tourism Advisory Committee funding contract for the Bridge of the Gods Kite & Wing Festival in the amount of \$3,000 was made by **Councilmember Cox**, seconded by **Councilmember Minnis**.

Prior to the vote **Councilmember Cox** noted the reason for the delay in the initial submission.

Voting aye: **Councilmembers Lauser, Minnis, Van Pelt, Cox, Rice.**

e) Resolution 2026-646 - Council Code of Ethics - Council was asked to approve Resolution 2026-646 establishing the City Council Code of Ethics.

Mayor Taylor explained the purpose of the proposed ethics code.

Councilmember Cox noted several typographical errors. Items J and M refer to whistleblower protections and are the same. Items K and N are also duplicates.

Councilmember Lauser requested more specific language regarding the regulation of council members speech and how standards are determined and enforced.

City Attorney Muth stated the resolution as adopted would amend or supplement the council handbook. **Councilmember Rice** asked about enforcement options as well. **Muth** explained enforcement would be by and within the members of Council only. The Code of Conduct is aspirational, intended to provide guidelines regarding meeting conduct, and not serve as a way to censor.

MOTION to approve Resolution 2026-646 establishing the City Council Code of Ethics with corrections noted was made by **Councilmember Rice**, seconded by **Councilmember Van Pelt**

Voting aye: **Councilmembers Minnis, Van Pelt, Cox, Rice.**

Voting nay: **Councilmember Lauser**

f) Resolution No. 2026-647 - Public Records Procedure Policy - Council was asked to approve Resolution No. 2026-646 adopting the City of Stevenson's Public Records Procedure Policy. The intent is to consolidate standards and ensure the process and procedure is followed in accordance with state requirements.

MOTION to approve Resolution No. 2026-647 adopting the City's Public Records Procedure Policy was made by **Councilmember Lauser**, seconded by **Councilmember Minnis**.

Voting aye: **Councilmembers Lauser, Minnis, Van Pelt, Cox, Rice.**

g) Committee Appointments Discussion

Mayor Taylor and the Council led a review of various Boards and Committees. It was requested to have several undergo further assessment as to their purpose before assigning a representative. Several committees were dissolved due to lack of need and activity.

7. INFORMATION ITEMS:

a) Financial Report - The Treasurer's Report and year-to-date revenues and expenses through the prior month were presented for council review. **Jayne Borden, City Finance Director** provided an update on recent reimbursements received for projects. They will be reflected in the January financial report. **Councilmember Cox** requested information showing a monthly reckoning of expenses compared to authorized budget expenditures. **Borden** shared there is a reporting system that provides those details. She will have them available for the February 2026 Council meeting.

b) Planning Commission Minutes - Minutes were attached from the Planning Commission meeting for December 2025. **Mayor Taylor** noted a discussion about the direction of the Planning Commission and its work with the Council will be a topic at the upcoming retreat.

c) Chamber of Commerce Report - The report presented described Skamania County Chamber of Commerce activities from the fourth quarter of 2025.

Angie Martin, Chamber Director was present and provided a brief update. **Mayor Taylor** requested a meeting to learn more about the Chamber's revenue streams.

8. CITY ADMINISTRATOR AND STAFF REPORTS:

a) Jenny Taylor, Mayor

Mayor Taylor shared her ideas and plans for her upcoming retreat with Councilmembers. She is looking to define priorities, review the Capital Improvement Plan, address the city's financial status, etc. Roles, norms, and working agreements are also items she would like to hold a discussion on. She has temporarily put implementation of the sewer ordinance on hold in order to consider some possible revisions. She noted that at least \$22M was received for the sewer plant construction and upgrade.

b) Cody Rosander, Public Works Director

Cody Rosander, Public Works Director provided a number of updates regarding damage and repairs needed from December's windstorm; grant submissions, and project budgets and timelines.

c) Wesley Wootten, City Administrator

Transitions within the administration and City Council have been taking place. The Planning Commission will be sending their recommendations to the City Council regarding updated policies on short-term rentals.

Several responses have been received for the Request for Proposals (RFP's) for IT services. He and staff are working to reset priorities, including simplifying the budgeting process.

9. VOUCHER APPROVAL: Vouchers were presented for council review.

MOTION to approve the vouchers as presented was made by **Councilmember Rice**, seconded by **Councilmember Lauser**.

During voucher review, **Councilmember Cox** requested additional information regarding certain invoices from an outside contractor related to audit support services and budget development. Following discussion, **Councilmember Rice** amended his motion to approve the vouchers with the exception of the identified invoices pending further review. The amended motion was seconded by **Councilmember Cox**.

Prior to the vote **Councilmember Rice** asked about information on contracts over \$10K. It was explained by **Jayne Borden, City Finance Director** there are different city fiscal policies regarding professional services vs purchases.

Voting aye: **Councilmembers Lauser, Minnis, Van Pelt, Cox, Rice**

10. MAYOR AND COUNCIL COMMITTEE REPORTS:

Mayor Taylor attended the Mid-Columbia Economic Development Council meeting. They are held quarterly.

Councilmember Cox attended the Skamania County Fairboard meeting. They have a new website.

11. ISSUES FOR THE NEXT MEETING:

None were introduced.

12. ADJOURNMENT - Mayor Taylor adjourned the meeting at 7:18 p.m.

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