

MINUTES
CITY OF STEVENSON COUNCIL MEETING
July 18, 2024
6:00 PM, City Hall and Remote

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

PRESENT

Elected City Officials: Mayor Scott Anderson; Councilmembers Dave Cox, Pat Rice, Michael Johnson, Lucy Lauser.

City Staff: City Administrator Leana Kinley; Community Development Director Ben Shumaker, Public Works Director Carolyn Sourek, City Attorney Robert Muth, Stevenson Fire Chief Rob Farris

Guests: Skamania County Undersheriff Tracy Wyckoff

Public Participants: Mary Repar, Rick Jessel, Sam Kniestadt, Erin Minnis, Chuck Oldfield, and Michael Leckie.

2. **PUBLIC COMMENTS:**

- > Mary Repar commented on the Park Plaza project, the Lasher Street upgrade, and requested the agenda provide notice on items open to public comment. She asked the Council to discuss workforce housing. She announced a Candidate's Night is to be held at Rock Creek/Hegewald Center on July 18th at 6:30 p.m.

3. **CHANGES TO THE AGENDA:**

- a) ***7/17 changes include:**
 - Added Public Works Director Report (item 8b)
 - Added Vouchers (item 9a)

4. **CONSENT AGENDA:**

- a) **Special Occasion Liquor License Application** - Gorgeous Ink at the Skamania Fairgrounds on Sept. 20 from 9am-10pm, Sept. 21 from 9am-11pm and Sept. 22 from 9 am-10 pm.

- b) **Approve Resolution 2024-438 Revising Purchasing Policy - City Administrator**
Leana Kinley presented resolution 2024-438 revising the purchasing policy based on revised state legislation that took effect July 1, 2024 for council approval.
- c) **Item c) Minutes of June 20, 2024 regular council meeting and June 27, 2024 special council meeting** was removed from the consent agenda at the request of Councilmember Cox.

MOTION to approve consent agenda items a-b as presented was made by **Councilmember Johnson**, seconded by **Councilmember Cox**.

Voting aye: **Councilmembers Johnson, Lauser, Rice, Cox**.

- 4. c) **Minutes of June 20, 2024 regular council meeting and June 27, 2024 special council meeting.**

City Administrator Leana Kinley noted after reviewing the video from the June 27th special Council meeting a revision to the minutes will be made regarding the motion to read "To not approve the contract Amendment with Understory Landscape Architecture at this time, and put off a vote until November."

Councilmember Cox questioned if because that motion failed, but no action was taken by Council after, could the City Council still bring forward the original motion. **City Attorney Muth** explained the council has the legal right to bring a motion back, to modify a motion, or to make new motions.

MOTION to approve the minutes as corrected was made by **Councilmember Rice**, seconded by **Councilmember Lauser**.

Voting aye: **Councilmembers Johnson, Lauser, Rice, Cox**.

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. Undersheriff Wyckoff presented. **Councilmember Cox** received clarification on staffing and North County road conditions.

6. **COUNCIL BUSINESS:**

- a) **Discuss Dates for Joint Meeting with Skamania County on Park Plaza Project** - Skamania County requested a joint meeting with the City Council as outlined in an attached letter. Council discussed available dates for coordination with the County Commissioners as requested. July 30th at 4:30 p.m. was determined by Councilmembers to be the best date and time for the meeting. City

Administrator Kinley will advise the County Commissioners of that date and time for their consideration. A remote option will be available.

- b) **Approve Lasher Street Project Local Agency Agreement - Community Development Director Ben Shumaker** requested council approval of the Agreement with the Washington State Department of Transportation for an initial design phase cost of \$350,000. The total grant awarded by the state for the project is \$800,000. **Shumaker** provided details on the design phase, and noted further funding will be required. He noted the townhouses are in compliance with all required setbacks, but the curbing will likely need to be shifted.

MOTION to approve the Local Agency Agreement for the Lasher Street Project for a total project cost of \$350,000 was made by **Councilmember Cox**, seconded by **Councilmember Johnson**.

Voting aye: **Councilmembers Johnson, Lauser, Rice, Cox.**

- c) **Set Date for August 2024 Regular Council Meeting** - The policy has been to change the regular council meeting in August to avoid conflict with Fair events. There is a special meeting scheduled for August 22nd which may be used as the meeting, or to catch up on any additional Accounts Payable or items needing discussion ahead of the September 19th, 2024 regular council meeting.

A date of Wednesday, August 7th for the regular City Council Meeting was agreed to by consensus.

- a) **Discuss Tools for Affordable Housing - City Administrator Leana Kinley** presented information regarding options for the city to address affordable housing for council discussion.

Council discussed several approaches, including public-private-non-profit partnerships, Community Land Trusts, incentives for developers, limits on short-term rentals, ADU's and pre-approved building plans, the role of annexation, reduced system development charges and more.

It was determined to continue the work and discussion of the points raised with specific organizations following the November election.

7. INFORMATION ITEMS:

- a) **Contracts Awarded Administratively** - The report on contracts, purchases, and change orders over \$10,000 approved administratively over the past month was attached.

- b) **Financial Report** - The Treasurer's Report and year-to-date revenues and expenses through the prior month were presented for council review as well as the financial report for the second quarter of 2024.
- c) **Housing Programs Report** - The report for the prior month on housing services provided by Washington Gorge Action Programs in Skamania County was enclosed for council information.
- d) **Contracts Awarded Administratively** - The report on contracts, purchases and change orders over \$10,000 approved administratively over the past two months was attached.
- e) **3 Squares Lease Termination Notice** - An email notifying the City of the lease termination with Shepherd of the Hills Lutheran Church for operation of the 3 Squares program was attached.
- f) **WAGAP Leadership Transition** - A notice regarding a change in leadership at Washington Gorge Action Programs from Leslie Naramore to Jennifer Pauletto was attached.
- g) **Fire Chief Resignation Notice** - A copy of the letter of resignation from **Fire Chief Rob Farris** was attached.

8. CITY ADMINISTRATOR AND STAFF REPORTS:

- a) **Ben Shumaker, Community Development Director**
 Permitting has slowed down.
 Future planning commission work will be to restart discussions on annexation after the City Council determines a final direction regarding sewers/septic.
 Parking report will be reviewed and finalized as workload allows.
 A Scope of Work is being developed for undergrounding utilities to preserve the tree canopy. The agreement will be with the state Department of Natural Resources.
 He expects to make a presentation in August 2024 regarding the west waterfront pathway connection from Russell Street to Rock Creek and SR 14. Acquisition of easements need to take place.
 He is working on funding for the Lasher Street project. The city has applied for a Community Development Block Grant for funds to pay for the sidewalks.
 Another Transportation Improvement Board grant will be applied for now that the complete streets policy has been approved.
- b) **Carolyn Sourek, Public Works Director** was not present. Her report was provided in the meeting packet.
- c) **Leana Kinley, City Administrator**
 A county-wide meeting to bring all stakeholders, agencies and organizations together was held recently. The purpose and intent is to align the messaging to funders regarding infrastructure needs and priorities to improve state and federal grant success for Skamania County.
 The 2023 audit is going well, should finish soon. A special Council meeting for the exit conference will be scheduled.

Underwood Conservation District is updating a wildfire prevention plan for the entire county.

9. VOUCHER APPROVAL:

- a) ***June 2024 payroll and July 2024 AP checks** were audited and presented for approval. June payroll checks 17910 and 17911 totals \$144,671.89 included EFT payments. July 2024 AP checks 17912 thru 17974 total \$1,034,572.38 included EFT payments. The AP check register with fund transaction summary was attached for review.

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

Voting aye: **Councilmembers Johnson, Lauser, Rice, Cox**.

10. MAYOR AND COUNCIL REPORTS:

- a) A short discussion was held on the possibility of hiring students for minor landscape maintenance needs in the city. It was pointed out the work is needed in the spring while school is still in session, and youth under 18 cannot be hired.

11. ISSUES FOR THE NEXT MEETING:

- a) Attached was a list of items staff are working on for future meetings.

Additional public comments:

- > Mary Repar commented on affordable housing, suggesting the city support rent control and purchase a local motel for use as housing.

12. Interview Council Applicants - Council interviewed applicants for the open Council position #4. Applications were due on July 17th and were added to the packet as received.

Interviews were held for the open position on the City Council. There were four candidates: Sam Kniestadt, Erin Minnis, Chuck Oldfield, and Michael Leckie.

13. EXECUTIVE SESSION – City Council convened in Executive Session under:

- a) **RCW 42.30.110(1)(h)** to evaluate the qualifications of a candidate for appointment to elective office.

At 8:36 Council entered executive session for 10 minutes

At 8:46 Council exited the executive session to extend it for another 5 minutes.

At 8:51 Council exited the executive session.

Mayor Anderson explained the nominating and voting process. Attorney Muth advised in the event of a tie the Mayor can vote, as the issue is non-economic.

Councilmember Johnson nominated Sam Kniestadt.

Councilmember Cox nominated Chuck Oldfield.

Councilmember Lauser nominated Erin Minnis.

Mayor Anderson called for a vote.

Councilmember Johnson voted in favor of Sam Kniestadt

Councilmembers Cox and Rice voted in favor of Chuck Oldfield.

Councilmember Lauser voted in favor of Erin Minnis.

Chuck Oldfield was sworn in as Councilmember #4 for the City of Stevenson.

Council agreed to extend the meeting past 9:00 p.m. by consensus.

- b) RCW 42.30.110(1)(i) to discuss with legal counsel representing the agency matters relating to agency enforcement actions, or to discuss with legal counsel representing the agency litigation or potential litigation to which the agency, the governing body, or a member acting in an official capacity is, or is likely to become, a party, when public knowledge regarding the discussion is likely to result in an adverse legal or financial consequence to the agency.

At 9:01 Council entered executive session for 10 minutes

At 9:11 Council exited the executive session to extend it for another 10 minutes.

At 9:21 Council exited the executive session to extend it for another 5 minutes.

At 9:26 Council exited the executive session, staff will move forward as discussed.

14. ADJOURNMENT – Mayor Anderson adjourned the meeting at 9:27 p.m.

Scott Anderson, Mayor

Date