

MINUTES
CITY OF STEVENSON COUNCIL MEETING
June 21, 2018
6:00 PM, City Hall

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

Council Members Present: Jenny Taylor, Mark Peterson, Robert Muth, Paul Hendricks, Amy Weissfeld

Council Members Absent: None

Staff: Ken Woodrich, Leana Johnson, Eric Hansen

Guests: Ann Lueders, Terese Stacy, Robin Legun, North Bonneville Mayor Brian Sabo, Art Newman, Meaghan Young, Kari Fagerness, Jeff Humphreys and Cathy Bowman with Mackenzie

2. **CHANGES TO THE AGENDA:** None.

3. **CONSENT AGENDA:** The following items are presented for Council approval.

- a) Minutes of May 17, 2018 Council Meeting and June 6, 2018 Special Council Meeting
- b) Water Adjustment - Skamania County Recreation Center (meter No707700) requests a water adjustment of \$1,000.00 for a broken waterline which they have since repaired.
- c) Liquor License Renewals - Main Street Convenience (#073229), Jester & Judge (#418888), Jester and Judge (#418868)
- d) Liquor license application in lieu of current privilege– Clark and Lewie's (#085380)
- e) Special Occasion Liquor License Application - Bridge of the Gods Kitefest

MOTION: MUTH motioned to approve items a-d with additional e. HENDRICKS seconded. No objections. Approved unanimously.

4. **PUBLIC COMMENTS:**

Lueders with the Skamania County EMS addressed the Council with intent to share what the EMS is doing in the community with additional interest in coming back time to time to give future updates. Leuders detailed 687 year to date contacts resulting in 385 transports across the service area. They also provide services through mutual aid partners. The EMS receives an average of 1400 calls per year. They complete their work with the support of a levy and 61% of the budget is from tax dollars. Leuders also noted that once insurance pays, the EMS waives additional fees for residences.

5. **PUBLIC HEARINGS:**

a) 6:40 – Transportation Improvement Program – Public Works Director Eric Hansen presented the updated Six-Year Transportation Improvement Program (TIP) for public input and Council review. This is the second of two scheduled public hearings for the annual TIP update. Hansen explained that the memo illustrates roads both private and public within city limits. Some are listed as secondary access because they also have access from a main road. Right now, it is 3 dollars a square foot to pave, assuming the surface is stable enough to pave over. WEISFELD stated that this is not the time to spend extra money on this. Anderson highlighted the compassionate citizens coming to previous meetings and asking why their roads weren't paved. HENDRICKS noted that we wanted inventory on about a mile and a half of public roads that aren't up to standards and it's something we need to be aware of but we need fire halls and sewer plants more. TAYLOR added that it is a normal part of operating a city if we have extra money but right now we don't. MUTH asked for clarity around anything that must be done now and Hansen explained that the city has a grant to reconstruct potholes off Russell Avenue. Newman reported that he lives on Roosevelt Street and it hasn't been fixed since he moved in. The recent rainstorm made the pothole problem worse and Newman requested that it be considered by the Council. Hansen explained that this project is on the list for this year. Newman explained further that the holes on the side of the road also come from the drains being clogged. Hansen explained that next year the city will include a memo and bring approximate costs up to standards. TAYLOR stated that we need to bring it to standard. Leuders appreciated Taylor's comment about city meeting standards. Closed at 6:47.

MOTION: WEISSFELD motioned to approve TIP as presented. HENDRICKS seconded. No objections. Approved unanimously.

b) 6:47 - Findings of Facts Supporting the Wastewater Moratorium Renewal Ordinance - City Administrator Leana Johnson presented Resolution 2018-311 regarding adoption of the findings of facts supporting the renewal of the wastewater moratorium with Ordinance 2018-1120. Johnson explained that after discussion with the DOE, it is still not performing as it should so the findings of facts have been updated to include listing the pretreatment ordinance and added testing on BOD reaction measures. The hope is that the testing will lead to good results and practices that reduce loading. This supports that previous ordinance. Woodrich added that this had to be done with 60 days of extension. Hansen noted that May was a good affluent month. Closed 6:50 p.m.

MOTION: MUTH motioned to approve Resolution 2018-311. HENDRICKS seconded. No objections. Approved unanimously.

6. FIRE DEPT UPDATE: Fire Chief Rob Farris will provide an update on the Fire Department.

a) Approve Resolution 2018-315 Rescinding Signature for Region IV Homeland Security Council Termination – City Administrator Leana Johnson requested approval of this resolution which rescinds the signature on the Region IV Homeland Security Council resolution terminating the group. Johnson explained that in March, the Director

of Emergency Management sent an email to withdraw Region 4 from the Homeland Security Council. This was previously approved by Council without input or communication with the Fire Department. Farris explained that the Fire Department participates in an Emergency Service Council meeting every month where they received information from Region 4 and the region is not signing the resolution because there's dispute over how the assets were gathered and how the assets will be available to everyone in the region. Farris explained that the end goal is to figure out how to maintain access to the regional assets, which include hazmat, swift water rescue, tech rescue, mass casualty trailer, fire rehab trailer, and more. Farris explained further that Vancouver received assets from FEMA for the region and they want to continue having access to this as well. There is a meeting on the 25th to determine how to move forward. Farris recommended rescinding the resolution. Prior to agreeing to a dissolution, we should make sure we have something in place that will support the community's needs with mutual aid, as no one single entity in Skamania County can support this independently. Johnson explained that everyone is now on the same page after this additional email correspondence between the director and Farris and the director has been made aware of this proposed next step.

MOTION: HENDRICKS moved to approve Resolution 2018-315. WEISSFELD seconded. No objections. Approved unanimously.

b) Approve Mackenzie Proposal for Fire Hall Design Services - City Administrator Leana Johnson requested approval of the Mackenzie proposal for design services for the new Fire Hall in the amount of \$127,070. Johnson explained that the city received two submittals and the winning submittal was Mackenzie and highlighted some of their recent fire hall projects in Vancouver and Hood River. Humphreys noted that the Hood River project was on schedule and on budget. Johnson noted that the Mackenzie proposal has a Geotech Report and Wetland Survey as optional pieces and it is staff's recommendation to include all optional costs at this time. These items will be needed for the project and it is a matter of whether they occur in Phase I or II. WEISSFELD added that if we approve this budget, we can assume that there will be additional costs. Humphreys confirmed it is likely the final budget would come in closer to \$200,000. There was additional Council discussion around which optional pieces can be dropped as, HENDRICKS noted, some optional do not seem optional. HENDRICKS considered pulling from the second visioning meeting and Johnson suggested moving forward with budget as is and revising at a later date while WEISSFELD suggested assuming the second meeting isn't needed to begin with or asking for a cheaper rate. Humphreys explained further that a conceptual design and geotech report are needed and their intent is to put the city in a position where they are comfortable with the initial numbers and the rest of the design effort would be secured with confidence that the numbers are right. Based on the proposal the city would receive a full narrative describing what the concepts are and, Humphreys added, the report is substantial in attempting to define everything. Another optional meeting was discussed by bringing the community in to show how the station is developed on the operational side and to have the community weigh in on esthetics with a second meeting to present the design and have the city staff pick a scheme that will move forward to the community. MUTH noted that this

proposed budget does not get the city Construction Documents or get them through Design Development but just getting the schematics. Humphreys confirmed that the city can't build off of the conceptual design but can get a gist of what it will be like. MUTH questioned whether the city already did this step two years ago and WEISSFELD explained that they did but there was push back. Johnson explained that what was received is a footprint with nothing else usable. Johnson shared that, in talking with different business representatives, the comparable number on this project was 3-5 million with average at \$150 more a square foot than office buildings because of the additional standards. Station 1 and 2 in Vancouver, at 9,000-12,000 square feet, came in at 5 million dollars. The new fire hall would have additional meeting space and would also house the Skamania County Emergency Operations Center. TAYLOR asked if the city can afford this along with the sewer treatment plant and added that there is a need to continue building forward movement and get better cost understanding on the sewer before moving forward with the fire hall. Farris added that the current building is crumbling. Johnson explained that, for this phase of the project, they would rely on general funds as the project does not qualify for grants. There are alternative funding and possible grants for construction but that would be after this initial step. Those options could also compete with the waste water project. Humphreys explained that there will be a shelf life of around 3-4 years on their design before additional costs would be projected and he shared confidence that this design would not be dated. Johnson also explained that the proposal is valid for 60 days and additional meetings to come may bring more information and clarity. TAYLOR suggested signing on to a full package beyond design only, with the current package adding extras that may not be needed. Farris asked for clarity around what the Council wants to see from the design materials and WEISSFELD stated that it needs to be affordable. Johnson to approach the county regarding an agreement on their piece through EOC as well as a quote from Mackenzie on the full project.

7. PRESENTATIONS FROM OUTSIDE AGENCIES:

a) Stevenson Community Pool – Stevenson Community Pool Manager Meaghan Young updated City Council on the Community Pool and requested Council approval of pool support funding for 2019 in the amount of \$30,000. Young highlighted the pool's greatest impact through their water lessons to all ages, which provides the skill that participants have for the rest of their lives and could save their lives. The pool has recently received approval to become a branch of the Hood River swim team, which provides a new sport to all ages as well as potential for scholarships. The RDI leadership program is working on a group project to revitalize the blacktop. The pool is also kicking off summer camps this July, which includes swim lesson, free time, snacks and crafts. Young thanked the city for their previous support and asked for \$30,000 in the coming year. The additional funds would allow the pool to explore early bird hours and new equipment. They have asked \$40,000 from Skamania County but have yet to hear back. The overall attendance is not where it was last summer but currently more than it has been the past few seasons. PETERSON noted that the city gives \$50,000 to the Interpretive Center and believes the city gets more out of the pool. Woodrich suggested keeping better records on who is coming to use the pool to consider the

possibility of additional funding through tourism. Lueders encouraged review of the codes related to municipal facilities and possibilities therein.

MOTION: TAYLOR moved to support the Stevenson Community Pool in the sum of \$30,000 for the 2019 calendar year. HENDRICKS seconded. No objections. Approved unanimously.

b) Skamania County Economic Development Council - Executive Director Kari Fagerness updated City Council on recent EDC activities. Fagerness noted that the EDC started the year off busy in loans with four new, two of which were new RLF, two Washington investment loans and one micro loan. The EDC is on the board with Stevenson Business Association and supported the tax credit program, which was very well received by businesses in Stevenson as well as outside city limits. Currently, all tax credits have been used up. There was an influx of loans this year, possibly due to the pilot program for additional loans launched in January/February for starting up businesses. It's likely the economy played a part and there tends to be a cycle over the years of draught as well. Fagerness noted that they work with the school district and the business teacher working with DECA program, which has been very successful with over 50 students participating. The EDC recently went through strategic planning and their board members were hesitant but happy with the outcome. They arrived at a list of priorities, including infrastructure, work force and industry clusters. The EDC also works with Stevenson staff, mayor and private owners in establishing affordable housing in downtown area and looking into grand funds through the DOE and the Department of Commerce. Fagerness asked if the Council is interested in the city of Stevenson being an applicant to participate. The opportunities zones work, which are nationwide and Stevenson, Carson and Home Valley were all approved which means investors are eligible to invest in projects in this year with capital gains deferral incentive. The EDC is also willing to support communication to property owners to take advantage of streets being redone for other projects and using it as an opportunity for them to connect water and electricity to empty lots. Johnson explained that the Brownfield grant would benefit the city and the property owner who moves forward with it. The application would need to be submitted in the next 2-3 weeks so this decision needs to be made before the next Council meeting.

MOTION: HENDRICKS moved to participate in the Healthy Housing Initiative grant process. MUTH seconded. No objections. Approved unanimously.

8. **OLD BUSINESS:**

a) Approve Resolution 2018-314 Revising the Personnel Policy – City Administrator Leana Johnson presented resolution 2018-314 for council consideration. Most of the updates to the Personnel Policy have been discussed at previous council meetings and all have been discussed with staff. Johnson highlighted overall page 87 of the packet, second bullet, where the wording has been changed to "...subject to testing on duty incident or accident". The phone policy previously discussed as well as the overtime comp pay have both been addressed. Johnson also clarified that the only reason to

drug test outside of the requirements would be reasonable suspicion. It was also clarified that the job listed as Community Development Director is the new title for the current Planning Director position. The city will begin recruiting for the Deputy Clerk/Treasurer I position this week. Additionally, an interview for the level 2 water system manager is scheduled for next week. Johnson has worked with the employees throughout the adoption of this process, showing them drafts and asking for input. This has not resulted in any employee issues with what is stated. Lueders suggested re-considering the job description for the minute taker, which states that personal technology will be used rather than city provided technology. Woodrich explained that the city uses G Suite for this job description because there is no local housing of the document and it is physically in the cloud. Woodrich suggested striking "personal computer" language from the job description on page 148. Johnson added that this remains a living document so we can make changes as needed in the future.

MOTION: MUTH moved to approve Resolution 2018-314 as amended. HENDRICKS seconded. No objections. Approved unanimously.

b) Approve Municode Contract Amendment - City Administrator Leana Johnson requested council approval of the addendum for Municode Meeting and Agenda Management services. Johnson asked for Council input on the new agenda software and WEISSFELD noted she had a hard time pulling it up. Anderson explained that was a formatting issue that will get better. HENDRICKS shared that he likes this system better. Johnson explained that the cost is economical. Johnson to work with the note taker on training.

MOTION: MUTH moved to approve the Municode Contract Amendment. WEISSFELD seconded. No objections. Approved unanimously.

c) Sewer Plant Update - Public Works Director Eric Hansen provided an update on the Stevenson Wastewater System and the Compliance Schedule. Hansen explained that the O&M audit was completed. There was money left on the contract which has triggered conversations on educational efforts and outreach on single and industrial users. TAYLOR asked about home improvements at the plant and Hansen explained that we've addressed that but we don't have enough time to focus on that, based on the expert input. Johnson added that we are checking down the list and some things have been done, like the scrap metal has been removed. TAYLOR suggested spending a half hour or hour at the sewer plant site doing a walk through. Hansen continued by explaining that the BOD testing began June 5 and noted that, overall, it is going well with few sampler malfunctions. No results are back yet but hoping for results early next week. The foaming at the plant has decreased over weeks but there was a little bit mid-week. Hansen also highlighted page 166 that the pump at the fairgrounds has one back up and running with the other still on a backup pump. The sewer lining was completed and came in less than budgeted.

Johnson noted that the CERB study grant has been signed and would like to move forward with a direction for the CERB so the city is requesting a councilmember forum

to be present at the upcoming Value Planning meeting on June 29th at 1 p.m. Anderson explained that the current sewer plant has a very narrow ability for growth and will mean no new business hookups until December of 2021. Anderson explained further the need to be aggressive in ways to cut 600 pounds of BOD in a year to lift the current moratorium. The EDA called it an emergency and suggested asking for more money. Hansen stated that he contacted a company that works with pretreatment and they can expedite what needs to be done to get businesses down to residential strength but they require the sampling first which is about two months out for completion. The Council showed interest in approving the RFQ direction but will need to be done by special meeting, possibly by phone. This is likely to be held on July 2nd from 6:00-6:30 p.m. Johnson to conference call councilmembers from City Hall. Johnson also noted getting the results back on the industrial users survey soon.

9. **NEW BUSINESS:**

a) Discuss North Bonneville Interlocal Agreement – City Administrator Leana Johnson presented for discussion the ILA between the City of North Bonneville and the North Bonneville Public Development Authority (PDA) regarding the relocation of the cannabis retail store. Woodrich explained that, under statute, the PDA has to stay within the jurisdiction they were formed unless there's consent by a foreign jurisdiction and an additional contract. The cannabis retail store will remain a North Bonneville PDA but they are their own PDA, which is basically a business. WEISSFELD asked why they would not close the current PDA and open a new business and Woodrich noted that they already have a license. Woodrich explained further that the gross income goes back to the city of North Bonneville which replaces what they lose in tax revenue. Further, North Bonneville has to agree to this as well with all three entities involved in the agreement: North Bonneville, Stevenson and the PDA. Johnson added that the contract means they can have additional terms and conditions, such as the condition, appearance and design of the business. WEISSFELD shared interest in avoiding the use of big neon signage.

Legun, the executive director for the PDA who runs the Cannabis Corner, shared that the current location is very challenging. She noted that there are only two locations that could be utilized for this business within the city of North Bonneville as, after the project was created, they found out that they can't be located in the downtown area or any commercial commerce area. The PDA is also paying \$7,000 for rent at their current location. Legun noted that the children in North Bonneville go to school in Stevenson and the communities work together in many ways. She explained that this is a high gross sales business which means additional tax revenue and additional revenue from excise tax. Although they send money to North Bonneville, it is also the entire county that can benefit from the grant process. Once investors are paid off and the rent lowers, the granting process can move forward with anyone in the area being able to apply. Legun noted the advantages to having her PDA as tenant, as they have a great relationship with the Liquor Control Board and have had many stings which they have passed. They are also currently going through their second state audit. She noted that there is an extra level of responsibility that the government agency has to have and if

Stevenson is going to allow cannabis, this PDA is the best one. Legun stated that the PDA just wants to continue running a thriving business. The average year brings in \$1.2 million but once excise tax comes off it's less, with a profit last year of \$35,000 after debt and salary. Sabo spoke that North Bonneville is looking out for their interest as well as looking out for Stevenson's. WEISSFELD noted that gross sales will go to North Bonneville as long as the agreement exists. WEISSFELD noted further that 1.2 sales tax to Stevenson is before gross sales go to North Bonneville. Legun also explained that the building plan to start will be cost conscious. The PDA will be on their current building lease in North Bonneville until June 2019 but would like to relocate as soon as possible. This means minimal paint and landscaping at the location in Stevenson and will be reconsidered in another two years. Legun explained that the PDA is not allowed to use signage such as a pot leaf or a green cross as they are not permitted by Liquor Control. WEISSFELD reiterated interest in no neon and no lightbox. HENDRICKS explained that the issue for the whole town could be taken up separately and Woodrich noted that this agreement could have its own restrictions in the meantime.

MOTION: HENDRICKS moved to approve the interlocal agreement with North Bonneville PDA with signage agreement as discussed. PETERSON seconded. HENDRICKS, PETERSON, WEISSFELD in favor. MUTH and TAYLOR opposed. Approved 3-2.

b) Approve Contract with Mission Communications for SCADA Services - City Administrator Leana Johnson requested approval of the contract with Mission Communications in the amount of \$29,130.00 and an annual service fee of \$2,660 for SCADA telemetry services. Johnson noted that the city purchased line items 3 and 4 at a cost of \$7,500 because without that the systems wouldn't talk to each other. Anderson added that the project came in below the budgeted amount. Johnson stated that they are currently having issues with the water treatment communications and if it's a PLC issue then they're hoping to fix by this week but we don't want to continue throwing money at a bad system if it will be fixed soon.

MOTION: HENDRICKS moved to approve the contract with Mission Communications for SCADA Services at the amount of \$29,130 with the service fee of \$2,660. WEISSFELD seconded. No objections. Approved unanimously.

c) Approve City Hall Space Lease for 3-Squares Program - City Administrator Leana Johnson requested approval of the month to month lease agreement with Shepherd of the Hills Lutheran Church to lease a 375 square foot area of the basement of City Hall for the 3-Squares program.

MOTION: HENDRICKS moved to approve the lease for 3-Squares Program. WEISSFELD seconded. No objections. Approved unanimously.

d) Approve Ordinance 2018-1122 Authorizing the Adoption of the Salary Schedule by Resolution - City Administrator Leana Johnson requested approval of Ordinance 2018-

1122 to allow salaries to be adopted by resolution rather than by ordinance as described in the resolution.

MOTION: HENDRICKS moved to approve Ordinance 2018-1122 authorizing the adoption of the salary schedule by resolution. PETERSON seconded. No objections. Approved unanimously.

e) Approve Resolution 2018-312 Revising the Salary Scale and Firefighter Pay - City Administrator Leana Johnson requested approval of Resolution 2018-312 which revises the salary scale to include the new positions for Wastewater Treatment Plant Operator, revised job descriptions, increased Volunteer Firefighter pay and adjustments to Gordy Rosander's salary as discussed at the last council meeting.

MOTION: PETERSON moved to approved Resolution 2018-312 revising the salary scale and firefighter pay. HENDRICKS seconded. No objections. Approved unanimously.

f) Approve TAC Funding Recommendations - The Tourism Advisory Committee (TAC) recommended approval of three contracts for lodging tax funds. A contract with X-Fest Northwest in the amount of \$1,000 for marketing, a contract with Tony Bolstad for Kitefest in the amount of \$3,000 for marketing and a contract with the Port of Skamania County for Stevenson Waterfront Enhancements in the amount not to exceed \$155,000.

MOTION: HENDRICKS moved to approve the TAC funding for X Fest in the amount of \$1,000, for Kitefest in the amount of \$3,000 and for the Port of Skamania in the amount of \$155,000. WEISSFELD seconded. No objections. Approved unanimously.

g) Approve Resolution 2018-313 Authorizing a Local Agency Agreement for the Russell Avenue Rebuild Project - Public Works Director Eric Hansen requested approval of Resolution 2018-313 which authorizes the Mayor to enter into a contract with the Washington State Department of Transportation for the Russell Avenue project. The current contract amount is \$147,885 for engineering and the total estimated street portion of the project cost is \$982,659. Once selected, there will be an open house for public comment. The consultant will provide design concepts and additional input such as color concrete, different landscaping, etc. This is for Russell south of 2nd Street. The street will be built to accommodate the transportation plan. Hansen to look into lighted crosswalk signals.

MOTION: MUTH moved to approve Resolution 2018-313. TAYLOR seconded. No objections. Approved unanimously.

h) Approve Contract with Kitchen Electric for Streetlight Upgrade – Public Works Director Eric Hansen requested council approval of the contract with Kitchen Electric to install LED replacement fixtures on all city street lights in the amount of \$109,077. This came in \$9,000 less than estimated and will be 100% reimbursed.

MOTION: PETERSON moved to approve the contract with Kitchen Electric for Streetlight Upgrade. HENDRICKS seconded. No objections. Approved unanimously.

i) Approve Contract with Levanen, Inc. for Logging Services – City Administrator Leana Johnson requested approval of the logging contract with Levanen, Inc. to harvest approx. 620 MBF of logs for payment as stated in Exhibit A of the contract. They are read to start next week if approved. The additional 15 acres left would then be logged next year, but that is still up in the air.

MOTION: HENDRICKS moved to approve the contract with Levanen, Inc for logging services. WEISSFELD seconded. No objections. Approved unanimously.

j) Approve Ordinance 2018-1024 Establishing a Moratorium on Shipping Container Sitings – City Administrator Leana Johnson presented this ordinance for council approval which will place a moratorium on the installation of shipping containers within the city. Woodrich explained that it is appropriate to have this come through the Planning Commission and work around appearances and amenities. This moratorium slows the process down so the Council can look into the issue further with more depth. The moratorium will last for six months but can be lifted sooner. Fagerness noted this as a slippery slope and cautioned the Council when stopping development that's not specifically addressed in the current land use code or look into code and consider how things will be looked. Woodrich explained that the city's use of this practice is exactly why moratorium exists.

MOTION: WEISSFELD moved to approve the Ordinance 2018-1024 to establish moratorium on shipping container sitings. TAYLOR seconded. TAYLOR, WEISSFELD and PETERSON in favor. MUTH and HENDRICKS opposed. Approved 3-2.

k) Approve Ordinance 2018-1025 Related to Portable Toilets in the C1 Zone – City Administrator Leana Johnson presented this ordinance for council approval which will only allow portable toilets to be used on a temporary basis in the city's downtown. Johnson explained that the intent is trying to get ahead of having porta potties all over downtown because businesses can't connect to sewer. Questions arose regarding semi-temporary basis, temporary businesses who use portable toilets twice a year and the possible need for permits. Lueders asked for caveats for uncovered and in plain sight toilets to not exceed 90 days whereas concealed toilets to have 6-9 months. MUTH suggested tabling this issue. Woodrich noted that considering permits may require more time to review.

10. **INFORMATION ITEMS:**

a) Building Permits Issued– There are currently 18 active building permits for new homes with 6 of those being issued in 2018.

b) Timber Harvest - The initial estimate of timber that could not be harvested due to the NSA was underestimated resulting in a reduction of the overall revenue projections by \$250,000. There will also be a longer permitting process on 14 acres which will result in

the potential delay of harvesting this remaining 14 acres until next summer. We will still be able to move forward on logging 15 acres this summer

c) Sheriff's Report - A copy of the Skamania County Sheriff's report for May 2018 was presented for Council review.

d) Municipal Court Cases Filed – A summary of Stevenson Municipal Court cases recently filed was presented for Council's review.

e) Planning Commission Minutes – Minutes were presented from the 5/14/18 and 5/29/18 Planning Commission meetings.

f) Chamber of Commerce Activities – A report was presented that describes some of the activities conducted by Skamania County Chamber of Commerce in May 2018.

10. CITY ADMINISTRATOR AND STAFF REPORTS:

a) Eric Hansen, Public Works Director

Hansen noted four consultants recently asking for tours of our waste water, given our current need to build a new facility. The RTPO meeting for developing regional transportation plan included a statement mileage tax versus fuel tax. Finally, the Fairboard had 45 additional animals, 20 additional kids both from last year. The commercial vendors are to set up Friday morning to encourage more attendance in vendors.

c) Leana Johnson, City Administrator

Johnson shared that the Department of Health came today and we hope to have a report back in a week or so on ideas to have cleaner water. The kickoff for investment grade audit began yesterday. We will move forward in 90 days once they get the notice to proceed. Finally, the planning for water system will be up for approval at the next council meeting as well as the critical areas ordinance.

11. VOUCHER APPROVAL AND INVESTMENTS UPDATE:

a) May 2018 payroll and June 2018 A/P checks have been audited and are presented for approval. May payroll checks 12512 thru 12537 total \$93,231.81 which includes two direct deposits, one EFTPS and two ACH payments. A/P checks 12538 thru 12601 total \$210,914.77 which includes three 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. One \$300,821.97 investment purchase in May 2018; US Bank Bond Principal \$300,196.80 + \$625.17 accrued interest purchased.

MOTION: MUTH moved to approve vouchers as presented. TAYLOR seconded. No objections. Approved unanimously.

12. **MAYOR AND COUNCIL REPORTS:**

None.

13. **ISSUES FOR THE NEXT MEETING:**

WEISSFELD asked the city newsletter can be incorporated into the city website.

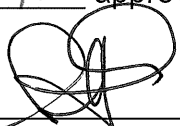
HENDRICKS noted the sign in front of the grocery store that indicates car height restrictions has been put up.

14. **EXECUTIVE SESSION** - City Council will convene in Executive Session under:

a) RCW 42.30.110.1(b) to consider the selection of a site or the acquisition of real estate. Mayor Anderson called the executive session at 8:38pm for 10 minutes and invited Pat Albaugh with the Port of Skamania and city staff. At 8:48 the session was extended for another 5 minutes. The executive session ended at 8:53pm with no decisions made. The mayor is directed to proceed with negotiations as discussed.

ADJOURNMENT - Mayor adjourned the meeting at 8:54 p.m.

X approved; _____ approved with revisions



Scott Anderson, Mayor

07.19.18

Date

Minutes by Claire Baylor