

MINUTES
CITY OF STEVENSON COUNCIL MEETING
May 17, 2018
6:00 PM, City Hall

1. **CALL TO ORDER/PRESENTATION TO THE FLAG:** Mayor called the meeting to order at 6 p.m., led the group in reciting the pledge of allegiance and conducted roll call.
Councilmember Amy Weissfeld requested an excused absence. She will be calling in late, around 7 p.m and has requested that Council hold voting on the marijuana topic until then. Woodrich clarified that it is not an absence, which would disqualify her from voting, but a late, which means if she shows at all in any way she will still be allowed to participate and vote.
Council Members Present: Jenny Taylor, Mark Peterson, Robert Muth, Paul Hendricks, Amy Weissfeld (late via phone)
Council Members Absent: None
Staff: Ben Shumaker, Ken Woodrich, Leana Johnson, Eric Hansen
Guests: Mary Repar, Terese Stacy, David Prosser, Mario Hereda, Rick May, Robin Legun

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

3. **CONSENT AGENDA:** The following items are presented for Council approval.
 - a) Minutes of April 19, 2018 City Council Meeting
 - b) Liquor license renewal –Clark and Lewie’s (#085380).
 - c) Liquor license application- Big T’s Grill.
 - d) Special Occasion Liquor license application - Friends of the Stevenson/N. Bonneville Libraries at the Stevenson Library on June 11th.
 - e) Special Occasion Liquor license application - American Legion Auxiliary Coy-Catlin Post 137 at the Skamania County Fairgrounds during the Fair (Aug 15-18).
 - f) Special Occasion Liquor license application - Skamania County Chamber of Commerce at the Skamania County Fairgrounds for Gorge Grass (July 26-28).
 - g) Training Request - Scott Anderson, Mayor, requests approval to attend a 3 day Regards to Rural conference in Portland, OR May 18-20. Approximate cost to the City will be \$350 plus taxes for lodging.

MOTION: MUTH moved to approve items a-g. Johnson explained that she can no longer attend the 3-day conference and offered her spot to Hendricks, if open. TAYLOR seconded. No objections. Approved unanimously.

4. **PUBLIC COMMENTS:**

Stacy thanked the Council and the Planning Commission for their efforts on adjusting the marijuana boundary.

Repar brought attention to two issues. First, she spoke of the value the skate park holds for the children and their physical activity and enjoyment. She noted that it needed repair but now it’s gone. She asked who is responsible for skate park and whether it would be put back up. She stated that it is important for teenagers to have, especially during the summer months. MUTH explained it was a county park on county property. HENDRICKS added that himself and other dads in the area have talked about building a real skate park in town and he is willing to talk more with Repar about this possibly. Second, she noted cars with Oregon plates who seem to be repetitive in town, possibly Washington residence. She questioned, if residents haven’t changed their plates, are they not

paying Washington state road tax? She stated those who live here should have Washington plates. She sent an email to the Department of Transportation regarding money lost and is wondered how this may affect communities and road taxes. She stated that this is something we need to be aware of. MUTH reported that Clark County recently started cracking down and noted an article in their local paper. Woodrich added that Stevenson hasn't adopted a city local tag tax, which could be a source of revenue, but that won't necessary help people register cars. Anderson noted that it comes down to law enforcement. Woodrich added that one of Clark County's strategies was to patrol cars at the local schools during drop off and pick up.

Prosser discussed the condition of the road he lives off of, which is within city limits. He reported that two truckloads of rock were brought in, paid by residents, and he spread it on the road himself. He stated that, without that work, the road creates a lot of dust. He cleans the culvert and the ditch and mows grass on the side of the roads. After the snow storm, which covered the road and surrounding vegetation with 3-4 inches of snow and ice, the city plow cleared it on the third day and the gravel was pushed up off the road. He explained that most of the road is on his property but it is identified as a city road. There is no sidewalk and no cover, not even oil cover. He wants the city to provide something to maintain the dust issue.

Hereda brought attention to the agenda item regarding the Community Development Block Grant (CDBG), which was recently awarded to the city. He shared appreciation for the opportunity to work with the city and willingness to answer any questions. Anderson noted this topic as the next agenda item and asked further discussion on the topic to wait.

5. PUBLIC HEARINGS:

- a) 6:15 – Community Development Block Grant (CDBG) - This hearing is to review community development and housing needs, inform citizens of the availability of funds and eligible uses of the state CDBG, and receive comments on proposed activities, particularly from lower income persons.

Hereda then explained that the goal of the grant is to improve the conditions of people living in Stevenson. The program runs from Klickitat to Skamania County and holds preferences on veterans, those over the age of 65 and residents who are disabled. Johnson explained that residents will directly apply for the grant to rehab their homes. HENDRICKS asked if applicants needed to be the owner of the property. Hereda confirmed yes and they must be living on the property as well. Anderson asked who will administer the funds. Hereda confirmed the city does. The Columbia Cascade Housing Corporation will work with Johnson and will complete most of the work. Additionally, an application will be submitted for the amount of \$400,000 and, if funded, awarded to the city of Stevenson for home repair in Skamania and Klickitat Counties and administered through the sub-recipient Columbia Cascade Housing Corporation. This money could be split evenly but is based on applications. Hereda explained that ads will be run in the local paper as well as on the radio and a flier has been posted in the Post Office and Hegewald Center. Johnson explained that recent ads were for creating a pre-application list to show need before the city applied. Once the city gets the funds, the ads will continue, likely for 6 more months. MUTH asked what type of improvements were covered. Hereda explained that they are based in health or safety or ADA accessibility. Projects such as plumbing, electrical, fixing leaking roofs, placing gutters, windows, insulation, pretty much anything short of remodel updating. He detailed further that working with them qualifies homes for free insulation. The

program also tries to work with all the agencies in the surrounding area to provide free services and products when possible. The Council mentioned the Director for Seniors Programs, Sophie Miller, and Hereda is willing to reach out and work with her as well.

- b) 6:24 – 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 first of two scheduled public hearings for the annual TIP update.

Hansen provided new packets to the Council that show updates on the index numbers and updated costs. The first project listed was funded with STP. The second project was identified through citizens' request. The third project received funding as a result of application through TIB grant and was awarded proper sidewalk money. Hansen explained that most of the projects on the list were included because there are grant programs available to fund most of them.

In regards to Prosser's road, Hansen noted that it has to be on the local TIP to be submitted to the state and it is hard to find a grant program that will fund a local access street. Woodrich explained that the issues with the road go back to development and that, years ago, there weren't requirements for the developer to build that road the way it should have been built out. He suggested an LID but it would cost the residents more. Prosser explained that he ran the numbers on paving the road and the County didn't show interest. Repar spoke in agreement with Prosser's issue and that suggesting an LID is not the right answer. She spoke to the city's responsibility to maintain roads. Woodrich also explained that there is a public duty doctrine which protects the city from being liable if a fire truck couldn't turn around on a road, for instance.

May spoke to roads being expensive and difficult. He suggested one way to decrease prices is to look at road standards and mentioned that a road diet would be coming to the Council in the future. He stated the importance of reviewing this information to determine what makes sense and what makes projects more likely to be tackled and completed. Shumaker noted the joint meeting between the Planning Commission and the City Council in December of 2016 to look at planning developments and the road diet. He recently took the road diet to Planning Commission this year and they felt it was a band aid approach and would likely have to be reviewed and changed at a later date to align with other projects so they voted to hold off. There is a current proposal that can be taken straight to the Council if they want to bypass the Commission. It doesn't need to go to the Commission first if the Council wants to look at it. MUTH noted that it should come from the Commission up to Council. May asked if the Council can give the Commission guidance and suggest that they look at it again so it can be discussed by the Council. Anderson noted that the transportation plan, which is still in the works, might guide that road process and that is why it needs to be considered whether to take on a band aid approach or not. Shumaker stated that this short-term approach could be successful in this case. The analysis of local access streets and the proposal meets somewhere in the middle of current requirements and what's on the ground within the community currently. He would be happy to give the Commission that direction to review again, based on this conversation. HENDRICKS asked how many roads in the city are experiencing the same issues as Prosser's road? Hansen to provide that information at the next meeting.

This is the first of two meeting conversations. Hansen explained that the current information is a draft and City Council has final approve the projects. The current list provided is not in order of

priority. The plan is to get the RFQ out, get the engineer on board, get the generic plans outlined, provide a public meeting and public input, which will steer Council toward a final design.

Anderson invited Prosser to come back next month to continue this conversation at the next meeting. Close 6:46 p.m.

6. PRESENTATIONS FROM OUTSIDE AGENCIES:

- a) Stevenson Carson School District - Superintendent Karen Douglass presented an update to Council on the Pool. Douglass thanked the Council for their support getting the pool open and for their support during the 2018 year. She explained that the school year budget is approved July to August and is presenting to the Council now on where things are at currently and a request will be coming next month.

Douglass explained that, previously, the pool had been closed for 6 years due to finances but it was determined that it cost \$35-40,000 to have it closed. At that time, they were deciding whether to close it completely or open it with an efficient model. After one year open, they are still building all the partnerships they need. She shared that she was disappointed in grant funding but is hopeful there will be more next year. She is asking the commissioners for funding next month. Additionally, the community wants to start up a friends group and will be approaching a few 501c3 options to see about funding. At this time, Douglass feels it's too soon to give up on the pool project. She is working on re-establishing partnerships and asking for a bit more. In 2018, they asked for \$20,000 and they will now be asking for \$25,000 this year. There are currently three grants out that haven't yet been approved as well as additional fundraising. They have held five roundtables and every single one had a mention of the pride felt now that the pool is open and continues to be open. They are employing student lifeguards, providing lessons to babies and exercise lessons to seniors, and holding movie nights. She mentioned that she still has people saying that they don't know the pool is back open and she wants to continue spreading the word in the community. Douglass is hoping that the city will still like to partner with the school district on this endeavor. She would be happy to prepared any additional information or answer additional questions Councilmembers may have. She noted that the RDI group has chosen the pool as their project and will be working on the tennis court next to pool to make it more inviting and family friendly. They also have a new pool manager who is dedicated to keeping the pool going. She has helped create summer camps to increase revenue. She noted that spring and summer are higher revenue points and that January to March were better than the fall. They recently piloted early morning swim and it's breaking even at this time and they are committed to only continuing events and opportunities that are revenue positive.

The city will call for a motion next month when the proposal is received.

7. OLD BUSINESS:

- a) Approve Ordinance 2018-1121 - Staff has prepared this ordinance which reduces the marijuana buffer zone from 1,000' to 100' for all uses except schools and playgrounds. Additional information regarding the commercial parcels impacted and retail licenses available was included in the packet.

Noting the included map, Shumaker explained that the core of town remains off limits but 12 additional properties could be outside buffer. The hashed area is 1000 feet from the elementary school. The additional properties are colored green and identified with text ("1 Lot", "2 Lots", "5 Lots", etc). On the west side, the first is the vacant property along Rock Creek. On the other side of the highway are two privately owned lots. The Port property and Bob's Beach office would be in the "yes" area. There are five residential lots on the property that the city helped the Port buy. On the east end there is the hardware store, the Rodeway Inn, and it looks like Stacy's property is within the buffer. Shumaker detailed that any portion of a property within the buffer would mean the whole property is considered in the buffer and is excluded. HENDRICKS noted that not a lot would change. Johnson explained that only two licenses are allocated for the county and both are currently being used, with one proposed additional allotment. HENDRICKS observed that not only are both licenses already taken but there are not many places to put a shop in Stevenson. MUTH noted the previous comments with the view coming up Russell Street not looking inviting enough and now we add this on the east or west of our town. He also noted that law enforcement asked the city not to do it. There is a 50-50 split in the community. HENDRICKS doesn't see a difference in consumption rate versus buying in town or buying outside of town. MUTH stated worry about the image it portrays. TAYLOR asked if there is any extra revenue to the city. Johnson noted the sales tax and the overall amount depends on sales. Woodrich noted that it depends on what agreements Stevenson and North Bonneville entered into, assuming North Bonneville would want to enter into an agreement with Stevenson to relocate their shop. Legun explained that in North Bonneville they receive a cut of the sales tax from 1.2 million plus percentage of excised tax. Most of that goes to the state but the city gets 1% of \$400,000. Stevenson would get the sales tax from \$1.5 million business. Woodrich confirmed that a little bit does come back to the city.

MOTION: HENDRICKS moved to authorized ordinance 2018-1121 to reduce marijuana buffers in Stevenson from 1000 feet to 100 feet. PETERSON seconded. TAYLOR and MUTH opposed. WEISSFELD did not call into the meeting at 7 p.m. to vote, as requested. Mayor cannot break a tie on this ordinance so it's not approved. Woodrich explained that this can come up as many times as the Council wants it to come up. HENDRICKS asked for it to be placed on the agenda again next month.

WEISSFELD called in after initial voting and requested a revote.

MOTION: HENDRICKS moved to approve ordinance 2018-1121 reducing the marijuana buffers from 1000 feet to 100 feet. PETERSON seconded. MUTH expressed that the Council did not discuss the impacts that it's going to impose on the city. HENDRICKS, PETERSON, WEISSFELD in favor, TAYLOR and MUTH opposed. Approved by a vote of 3-2.

- b) Discuss Personnel Policy Changes - A memo was presented to council prior to the meeting with information regarding changes to the Standby Pay, the Cell Phone policy, Job Descriptions and corresponding salaries. Johnson explained the analysis, comparing 10 cities with populations less than Stevenson, 10 cities with populations more but within the same range and similar in nature, as well as cities nearby, to compare salaries and benefits for city staff, elected officials and firefighters.

TAYLOR noted that standby pay is blended in. Johnson confirmed that it is treated as salary pay with no retirement impact. The city is currently in the upper range when we put this money into

base salary. Most cities on the list appear to be unionized. Based on results, if the city was to look at standby pay, the staff is recommending between \$1.50-2.50. TAYLOR asked if the consumer price index (CPI) will be applied every year and Johnson explained that most cities just reassess but the city can adopt a \$2 pay that adjusts with CPI. TAYLOR noted that standby rotates each week and asked if there are any limitations. Johnson explained that employees on standby have to be within a half hour of the city and can't be impaired.

Further, many public works employees use cell phones more and use radio less often because they need to be able to take photos in the field. The majority of the cities on the list provide or reimburse cell phone use. Johnson suggested that if Council wants to move forward with cell phones, the staff recommends using the phone contract rate we would pay for the benefit. TAYLOR asked if there are benefits to providing cell phones over reimbursement? Johnson explained there is benefit for the employee. A request for public records would mean the employee would have to give over their phone. There is an update to the personal policy so they know that risk. Woodrich explained that if it's their personal device, the city can't require them to allow us to search it. The city can, however, require them to do the search and provide the records for the search. It can be more cumbersome than having a city device but records request might require a personal device search anyway.

Johnson explained that, overall, other positions and salaries identified were pretty comparable. One position that was low was Stevenson's Planning Director position. Staff recommendation is to change the Planning Director position to Community Development Director with the salary range equal to the Public Works Director position. This would update the Planning Director job description to include the primary job duties and tasks currently being conducted but not spoken to.

Considering medical benefits, most pay 100% of benefit for employee but families of 4 is where it varies. Johnson explained that there is a lot involved in trying to be a well city, which is an activity program that meets on a regular basis and allows for lower premiums and brings costs down. Staff proposed this program previously rather than pay for some of their premiums. Woodrich explained that the city can provide health insurance to all elected officials, including mayor.

Staff recommend increasing volunteer firefighters' rates.

Johnson's goal is to have everything updated for a vote at the next meeting.

- c) Approve Revised Salary for Gordy Rosander - City Administrator Leana Johnson requested approval of a revised annual salary for Gordy Rosander until the medical premium overpayment has been repaid. Johnson explained that, by statute and case, Rosander has to pay the premiums back. Staff proposed to pay him a revised monthly salary in the interim. Johnson explained that it's within the personnel policy, which could mean it's as much Rosander's responsibility to notice as it is the city's responsibility to catch it. This salary adjustment option is intended to make the impact/burden on him \$0. TAYLOR asked if will affect his PERS later. Johnson confirmed that yes, it will, and he is also paying more in taxes. TAYLOR asked what steps the city is taking to insure this doesn't happen again. Johnson explained that the staff has a new spreadsheet to keep track of the dependents. TAYLOR asked if there are other policies that extend to age 26. Johnson noted that other cities have split 80-20 and don't have a cap on

age so they don't have to track. Anderson stated the options of keeping it at age 23 and 100% or change to age 26 and 80-20. HENDRICKS questioned whether the Council has time to make that decision or not. Johnson stated there is time before the next dependent turns 23. Woodrich explained that staff will revise the ordinance to change the adoption of salaries by resolution of the Council. Further, he explained that ordinances apply to community at large and resolution is internal. Johnson will be at the next council meeting with ordinance and resolution with the change.

- d) Sewer Plant Update - Public Works Director Eric Hansen provided an update on the Stevenson Wastewater System and the Compliance Schedule.

MUTH reported that he has received three messages from Parametrics who would love to have conversations and get involved with this project. They have the reports and can provide insights and comments. MUTH to call them back and to pass on information to PETERSON and staff. Hansen can support. PETERSON asked if anything has been identified with recent home inspections. Hansen explained that this work is still underway. They currently have two downspouts where they don't know where they go so the homeowners are being charged and the city is waiting for a call back once they verify where the downspouts go. Hansen noted that they still have a lot of inspections to go through, with approximately 30 percent currently completed. Some are simple and some are time consuming and require multiple home visits. TAYLOR asked about options with outsourcing. Hansen explained that this hasn't been discussed previously but it is a huge burden on the city staff and crew. TAYLOR questioned if this could be a good job for an intern. Johnson said it can be considered. Hansen noted that when the city reaches 100% inspections completed, they will consider raising the monthly charge on those that aren't responding and participating.

Hansen reported that the value planning is moving forward. The tour of facilities will take place June 5th and the meeting with everyone, but limited to 25, will take place June 6th. All of Council will be invited to join the meeting and are asked to let Johnson know if they are unable to attend.

Hansen explained that both pumps located at the Fairgrounds lift station are down and the city is currently on a portable pump on loan from Hood River. Inspection of the down pumps indicated that the impellers have holes in them because they've been in there so long. Cascade Locks saved the old parts from their recently replaced pumps and the city can turn their parts and our good parts into one good pump. There is a capital improvement plan to upgrade but its several years out. Anderson asked if it's cheaper to fix two than retro. Hansen noted that we are currently saving for wastewater improvements. Anderson questioned if the pump station at the Fairgrounds might go away and Hansen explained that will be looked at once the design comes through.

Shumaker reported on his trip to Olympia in which he came back with \$50,000 for CERB funding. The planning grant will study the "snakebite" facility and how to pretreat cider and beer waste. The study will help create action items in value planning and turn into preliminary engineering report and will support applying for the next grant. When we focus on beverage industries, were doing that because it's a simple focus on a more complex problem, not because it's the only problem. The sample starts at the end of June. Hansen noted that the foaming has reduced over the past week and has not had the strong odor of beer so something has changed and is looking

better. Hansen also noted that industrial use surveys on every non-residential sewer customer will go out next week and are due the last week of June.

8. NEW BUSINESS:

- a) Approve Ordinance 2018-1120 - City Administrator Leana Johnson requested council approval of this ordinance which re-establishes a 6-month moratorium on commercial sewer connections. A public hearing will be held at the next meeting. Johnson talked with DOE about lifting the moratorium but they want to see what the testing does and if users can reduce impact on the plant. The concern is that the problem has gotten worse since February.

MOTION: MUTH moved to approve ordinance 2018-1120 to re-establish 6-month moratorium on commercial sewer connections. HENDRICKS seconded. No objections. Approved unanimously.

- b) Approve Contract with Apollo Solutions - City Administrator Leana Johnson requested approval of the contract with Apollo Solutions to perform an Investment Grade Audit in the amount not to exceed \$49,394. If the city moves forward with a project, the cost will be rolled into the total finance package. The audit will determine the percentage of water loss. If current meters are 80% accuracy, new meters would be 99% accurate and would recoup money and replace with smart meters. Smart meters catch things quicker and reduce staff time. The cost of a smart meter is roughly \$200 but depends on the radio head on top of it. The end goal is to be cost neutral and advance the cause. The timeline on the audit is 90 days.

MOTION: PETERSON moved to approve the contract of Apollo Solutions not to exceed \$49,394. TAYLOR seconded. No objections. Approved unanimously.

- c) Approve Chinidere Bond Extension - Public Works Director Eric Hansen requested approval of an extension on the bond for the Chinidere project from one year to two years. The one year is up in April but the bond was actually written for two years but only have a one-year agreement. Hansen recommended approving the one-year extension as we already have the bond in place for another year. TAYLOR asked if there have been any new building permits and Hansen confirmed yes, two more. They are making headway but delayed by PUD. Things are still moving.

MOTION PETERSON moved to extend bond one year to two years. HENDRICKS seconded. No objections. Approved unanimously.

- d) Approve Relight Washington TIB Grant Agreement - Public Works Director Eric Hansen requested approval of the grant agreement in the amount of \$118,298 to replace standard streetlights to LED lighting. HENDRICKS requested they install the warmest lights possible as cooler lights have more impacts on humans and animals. Hansen explained that they went with warmer light in what has currently been installed and will continue. The purpose of this is to assist with energy savings.

MOTION: PETERSON moved to approve the grant agreement in the amount of \$118,298 to replace standard streetlights to LED lighting. HENDRICKS seconded. No objections. Approved unanimously.

- e) Critical Areas Ordinance Update - Planning Director Ben Shumaker provided an update on the Critical Areas Ordinance. Shumaker explained that the intention was to put some of this in front of the Council and address it in pieces as it is updated by the Planning Commission. The code currently has 26 sections, 3 proposed as new. The Commission is more than halfway through their completion of these sections. Shumaker asked the Council if they want to see the red line version as changes are made or the final version of what is recommended. MUTH suggested a digital copy as hard copy isn't needed.
- f) Approve Resolution 2018-309 - City Administrator Leana Johnson requested council approve this resolution which is authorizing the application for CDBG funds and meeting the conditions of the grant.

MOTION: PETERSON moved to approve Resolution 2018-309, authorizing the application for CDBG funds. HENDRICKS seconded. No objections. Approved unanimously.

- g) Approve Resolution 2018-310 - City Administrator Leana Johnson requested council approve this resolution which revises the current Grievance Procedure. MUTH asked to correct the comma as well as "...of the hearing". Shumaker noted the City Hall's address has changed.

MOTION: HENDRICKS moved to approve Resolution 2018-310 with noted revisions. PETERSON seconded. No objections. Approved unanimously.

- h) Approve Municode Contract Amendment - City Administrator Leana Johnson requested tabling the approval of the addendum for Municode Meeting and Agenda Management services.
- i) Approve Becoming a CGTA Partner - City Administrator Leana Johnson requested approval to become a Columbia Gorge Tourism Alliance Sustaining Partner for the annual amount of \$500. The city is currently assisting the funding of an Americorps volunteer through tourism dollars and this money will help them fund staff outside of grant sources.

MOTION: HENDRICKS moved to become a CGTA Partner in the amount of \$500. PETERSON seconded. No objections. Approved unanimously.

- j) Discuss Safe Energy Leadership Alliance Letter - City Administrator Leana Johnson requested council discussion regarding a SELA letter about the expansion of Kinder Morgan' Trans-Mountain Pipeline for oil. Johnson noted a previous resolution with coal trains and that this letter is related to pipelines. She questioned whether Council would want to weigh in on these matters or not. TAYLOR suggested that if issues are relevant to Councilmembers and the community then Councilmembers will bring those issues to the staff.
- k) Approve Cutting Line Agreement with DNR - City Administrator Leana Johnson requested approval of a cutting line agreement between DNR and the City for a small section of line that has not been previously marked by a surveyor. According to the consultant, "It is fairly apparent where the line should be and DNR agrees with its location. This process is a fairly common agreement and saves a couple thousand dollars by forgoing a survey. I have also been working with the Forest Service on another section to the North which has not been surveyed."

MOTION: HENDRICKS moved to approve the cutting line agreement with DNR. MUTH seconded. Woodrich noted that it also authorizes the mayor to sign. No objections. Approved unanimously.

9. INFORMATION ITEMS:

- a) Building Permits Issued - The city has 3 Building Permits issued for new single family residential homes. The cost for new building permits has also increased from \$4.50 for the first unit to \$6.50. Projects permitted under the IBC or IEBC are now \$25.00 instead of \$4.50. Fees have increased which go to the state. We don't need to amend the ordinance to change pricing. We charge something else for our portion of inspection and hook-up fees, etc.
- b) Timber Harvest - The consultant HFI is currently soliciting bids for logging of the final section this summer. They state that "log markets are still looking good for this summer with no indications of a large decline." HFI is still consultant but will put out bid.
- c) New Fire Hall - The RFQ for the Design phase of the new fire hall project has been issued. They are due on May 22nd at 5pm. There will be a representative group review the submittals and we will arrange for interviews as needed. We anticipate a contract at the next council meeting.
- d) Bridge of the Gods - The Port of Cascade Locks has removed the \$1 toll for all pedestrian and bicycle traffic across the Bridge of the Gods effective June 1, 2018. FLAT proposal getting a lot of publicity letters from the Senators office.
- e) Sheriff's Report - A copy of the Skamania County Sheriff's report for April, 2018 is attached for Council review.
- f) Municipal Court Cases Filed - A summary of Stevenson Municipal Court cases recently filed is attached for Council's review.
- g) Planning Commission Minutes - Minutes are attached from the 3/12/18, 4/2/18 and 4/9/18 Planning Commission meetings.
- h) Chamber of Commerce Activities - The attached report describes some of the activities conducted by Skamania County Chamber of Commerce in April, 2018.

10. CITY ADMINISTRATOR AND STAFF REPORTS:

- a) Eric Hansen, Public Works Director - Working items already spoken of on agenda. No additional comments.
- b) Ben Shumaker, Planning Director - The Shoreline Master Program (SMP) had their public listening session in April, which was successful. There was a total of 53 topics from the public comment period. The Planning Commission went through them at their last meeting and were able to process away most comments. They are getting closer to a complete program. It is currently being put to the side as we finish the Critical Areas as it needs to be incorporated into the SMP.

The Planning Commission requested city issued emails.

Shumaker asked to return to the road diet issue and asked if Council wanted to take an action or recommend anything to the Commission. The proposal went from 60 foot right away, local access streets, to 45 foot, which is almost exactly average based on the sample compiled by Shumaker. The 38 foot paved width also shrinks. Not everything is addressed but it is a quick change to the biggest areas that need change while we wait for the Transportation Plan. HENDRICKS suggested that if it's quick and easy, why not? Shumaker to bring road diet to Council at the next meeting.

The pathway to waterfront volunteers from the PCT and the WTA are going to cut a 2 foot wide section of trail from behind the hardware store underpass road so people can do a loop. They are nearly finished. TAYLOR asked if they are doing anything to keep the blackberries from taking over. Hansen noted that there are possible sidewalks to come with additional grant funding.

Shumaker reported that the Public Works Board at the CERB meeting talked about Stevenson's value planning effort with waste water and they are going to use the situation as a case study for how projects can be done statewide. They acknowledge that the city is doing the best they can and want to get the product that's best for the city. They will talk more with the city after the process is complete. Anderson noted that we are moving toward a plant that accommodates a strong beverage industry so getting on a strategic plan to do more of this work should be considered, which might be coming up sooner than later.

- c) Leana Johnson, City Administrator - The city will begin advertising for Candace's position at the end of May. The plan is to have someone on board by the end of July and train until Candace's last day at the end of August.

Wastewater treatment operator will come up later.

Johnson will participate in the Homeless Council for Skamania County but was unable to attend the first meeting. Johnson noted that the homeless person in downtown last year will be out of jail in June.

11. VOUCHER APPROVAL AND INVESTMENTS UPDATE:

April 2018 payroll & May 2018 A/P checks have been audited and are presented for approval. April payroll checks 12428 thru 12453 total \$90,832.51 which includes one EFTPS and two ACH payments. A/P Checks 12454 thru 12511 total \$216,243.61 which includes two 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. No investment activity in April 2018.

MOTION: HENDRICKS moved to approve vouchers as presented. PETERSON seconded. No objections. Approved unanimously.

12. MAYOR AND COUNCIL REPORTS:

Anderson reported that due to staff efforts, 3 nuisance complaints will be resolved this week. TAYLOR asked how we determine they are done. Johnson responded that the city inspects. TAYLOR questioned whether the city is able to address structures that are used as residences. Woodrich

explained that the city doesn't conduct electrical inspections. Anderson noted that the city is moving forward but also want to circle back on the work Shumaker did a year ago on city codes with simplifying and identifying issues.

Hendricks attended the EDC meeting and reported that they completed their visioning, updated their vision statement and came up with work plan. The main complaint in the county is there's no developable land. An idea for a project is to analyze this through an inventory of developable land in Skamania County and the restrictions on land.

13. ISSUES FOR THE NEXT MEETING: None

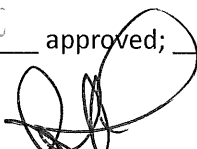
14. EXECUTIVE SESSION - City Council will convene in Executive Session under:

- a) RCW 42.30.110.1(g) to evaluate the qualifications of an applicant for public employment.

Woodrich explained that the purpose of this staff discussion is to inform Council of progress in general sense but, ultimately, the mayor has the authority to fill the position. Therefore, it is being discussed in open session, not in an executive session.

Johnson interviewed three applicants for the open WWTP position who were all at a wastewater certified level 1. City recently received a level 2 operator application and interview will be conducted in the next week. Staff is currently revisiting whether or not to continue a city employee and a contracted employee or if we want all contracted employees. Hansen explained that staff is looking for someone who takes on many more programs, sampling, reporting to DOE, for example and staff have yet to interview that applicant. The position will still remain open until filled. TAYLOR suggested the hire should be based on business need not on the person. Johnson explained that staff may bring it forward and DOE may entertain different plant or phasing if we hired a level 3 and review repercussions if we hire level 2. Anderson stated that it is helpful to know the cost and balance benefit. Johnson explained that the city could potentially save 4 million dollars if a level 3 is hired, if we can find a level 3. HENDRICKS asked if it would count with DOE to have the level 2 hire increase to level 3 before plant is open. Hansen commented that it is a good question to take to DOE.

15. ADJOURNMENT - Mayor adjourned the meeting at 8:46 p.m.

X approved; _____ approved with revisions


Scott Anderson, Mayor Date 6/21/18

Minutes by Claire Baylor