

**MINUTES**  
**CITY OF STEVENSON COUNCIL MEETING**  
**April 20, 2023**  
**6:00 PM, City Hall and Remote**

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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.

**Elected officials in attendance:** Mayor Scott Anderson; Councilmembers Paul Hendricks, Dave Cox, Michael Johnson, Kristy McCaskell, David Wyatt.

**Staff attending:** City Administrator Leana Kinley; Community Development Director Ben Shumaker; City Attorney Robert Muth

**Public attending:** None.

**Guests in attendance:** Skamania County Chamber of Commerce Executive Director Angie Waiss; Skamania County Undersheriff Tracy Wyckoff.

2. **PUBLIC COMMENTS:** None.

3. **CHANGES TO THE AGENDA:**

- a) 4/19 changes included:  
-Added Discuss Letter of Support for Regional EPA Grant (item 9d)  
-Added MCEDD CEDS Project Ranking List (item 10e)  
-Added Housing Programs Report (item 10f)  
-Addition of Vouchers (item 12a)

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

- a) **Liquor License Renewals** - Columbia Gorge Interpretive Center, Fraternal Order of Eagles Aerie, The Stevenson Farmers' Market, 54/40 Brewing Company, Rock Creek Tavern
- b) **Water Adjustment** - Moon River Home & Living (meter No. 105600) requested a water adjustment of \$32.09 for a water leak which they have since repaired.
- c) **Minutes** of March 16, 2023 City Council Meeting.

**MOTION** to approve consent agenda items a-c was made by **Councilmember Hendricks**, seconded by **Councilmember Wyatt**.

Voting aye: **Councilmembers Johnson, Cox, McCaskell, Hendricks, Wyatt**.

**5. PRESENTATIONS FROM OUTSIDE AGENCIES:**

- a) **Skamania County Chamber of Commerce** - Executive Director Angie Waiss provided an update on recent events and activities. She highlighted items on tourism promotion, upcoming events, the Chamber's Government Affairs Committee and an economy focused town hall gathering with the Washington Business Association.

**6. PUBLIC HEARINGS:**

- a) **Commercial Wastewater Moratorium** - **City Administrator Leana Kinley** presented resolution 2023-408 adopting the findings of fact related to the moratorium extension and ordinance 2023-1194 extending a wastewater moratorium on sewer connections with BOD5 discharge character above 2,000 mg/L or loading greater than 5 percent of the wastewater treatment plant design loading rate that will impact the BOD5 or TSS load on the wastewater treatment plant for public comment and council consideration.

**Public Hearing opened at 6:08**

**Public comments:** None received.

**Public Hearing closed at 6:11**

**MOTION** to approve resolution 2023-408 adopting the findings of fact related to the moratorium extension on commercial connections was made by **Councilmember McCaskell**, seconded by **Councilmember Johnson**.

Voting aye: **Councilmembers Johnson, Cox, McCaskell, Hendricks, Wyatt.**

**MOTION** to approve ordinance 2023-1194 extending the wastewater moratorium on connections with BOD5 discharge character above 2,000 mg/L or loading greater than 5 percent of the wastewater treatment plant design loading rate that will impact the BOD5 or TSS load on the wastewater treatment plant was made by **Councilmember McCaskell**, seconded by **Councilmember Johnson**.

Voting aye: **Councilmembers Johnson, Cox, McCaskell, Hendricks, Wyatt.**

**7. SITUATION UPDATES:**

- a) **Sewer Plant Update** - Staff presented an update on the Stevenson Wastewater System and Compliance Schedule. City Administrator Kinley shared she is working on the procurement checklist required to get \$2.5M in funds awarded to the city from an EPA grant.

**8. UNFINISHED BUSINESS:**

- a) **Parking Regulations - First Reading** - Staff has been working on updates to the city's code regarding parking (SMC 10.08 Loading Zones and 10.12 Parking Prohibited in

Certain Areas) based on community feedback, changing requirements, and street maintenance. **Community Development Director Ben Shumaker** presented a staff memo and ordinance for council consideration. He stated it was a first viewing of the changes and welcomed feedback by Councilmembers. The updates will also serve to modernize the code and remove any redundancies.

**Mayor Anderson** declared the agreed consensus was to carry on with the work.

## 9. COUNCIL BUSINESS:

- a) **Approve Environmental Mitigation Agreement - City Administrator Kinley**, on behalf of **Public Works Director Carolyn Sourek**, presented the environmental mitigation agreement regarding a lateral sewer line along Fir Street for discussion and council consideration. **City Attorney Muth** requested a dollar amount be specified in the motion.

**MOTION** to approve the environmental mitigation agreement with Jim Stringfellow and Sheri Terjeson to connect the lateral sewer line to the Fir Street mainline at a cost not to exceed \$12K was made by **Councilmember Hendricks**, seconded by **Councilmember McCaskell**.

Voting aye: **Councilmembers Johnson, Cox, McCaskell, Hendricks, Wyatt**.

- b) **Hearings Examiner Contract - City Administrator Leana Kinley** presented and explained a contract with Joe Turner for Hearing Examiner services for council consideration. The previous contract expired on December 31, 2022 and had a rate of \$175 per hour, which was unchanged since 2015. The contract presented increases the rate to \$215 per hour, based on the Portland area CPI. There are no current referrals for a Hearing Examiner and the contract is for the maximum term of three years. The costs for the Hearings Examiner are split 50/50 with the appellant. There have been only 3 instances of using the services in the recent past.

**MOTION** to approve the contract with Joe Turner for Hearing Examiner Services as presented was made by **Councilmember Johnson**, seconded by **Councilmember Cox**.

Voting aye: **Councilmembers Johnson, Cox, McCaskell, Hendricks, Wyatt**.

- c) **Approve Interlocal Agreement for the Solid Waste Plan - On behalf of Public Works Director Carolyn Sourek, City Administrator Leana Kinley** presented the interlocal agreement between Skamania County, the City of Stevenson and the City of North Bonneville for the preparation of a comprehensive solid waste management plan and moderate risk waste plan for council consideration.

**MOTION** to approve the interlocal agreement between Skamania County, the City of Stevenson and the City of North Bonneville for the preparation of a comprehensive solid waste management plan and moderate risk waste plan was made by **Councilmember Wyatt**, seconded by **Councilmember McCaskell**.

Voting aye: **Councilmembers Johnson, Cox, McCaskell, Hendricks, Wyatt**.

- d) **\*Discuss Letter of Support for Regional EPA Grant** - City Administrator Leana Kinley presented information regarding a letter of support for a regional application for the EPA Climate Pollution Reduction Grant for council discussion. A copy of the email with more information about the grant as well as a template for a letter of support are enclosed.

**10. INFORMATION ITEMS: The following items were presented for Council review.**

- a) **The Skamania County Sheriff's** report for activity within Stevenson city limits for the prior month. Undersheriff Tracy Wyckoff provided a new document that provided additional details on the Sheriff's service calls within Stevenson. **Councilmember Cox** suggested moving the Sheriff's report to an earlier time in the meeting. Several Councilmembers requested additional enforcement of speeding violations in city limits.
- b) **Financial Report** - The Treasurer's Report, year-to-date revenues and expenses through the prior month, and the quarterly report are presented for council review.
- c) **Planning Commission Minutes** - from the Planning Commission meeting for the prior month.
- d) **Contracts Awarded Administratively** - The report on contracts, purchases and change orders over \$10,000 approved administratively over the past month is attached.

**11. CITY ADMINISTRATOR AND STAFF REPORTS:**

- a) **Ben Shumaker, Community Development Director** provided the following update:
  - i) He detailed current broadband projects that are coming forward with support from federal, state and local agencies. The intent is to determine service gaps and then encourage local ISP providers to expand services in rural areas.
  - ii) Development of an Annexation policy has been delayed. Further work will take place this summer.
  - iii) The Shoreline Access Plan is moving forward. A public meeting in February was well attended. Nine potential projects were identified. A public Charette format meeting is planned for April 19<sup>th</sup>, 2023 to gather additional public comments.
- b) **Leana Kinley, City Administrator** provided updates on various city projects as outlined in the Public Works Director's report in the council packet.
  - i) She highlighted a number of Public Works employee achievements: Bill Sexton, John Dexter and Carson Whitney passed their Cross Connection Control Specialist tests and Devon Groom passed his WWTP0 II test.
  - ii) A grant is being sought to replace the Rock Creek Bridge. Feasibility of the Columbia Avenue realignment project is under review.
  - iii) Councilmembers were reminded election filing dates are open May 15<sup>th</sup>-19<sup>th</sup>

**12. VOUCHER APPROVAL:**

- a) \*March 2023 payroll, and April 2023 AP checks were audited and were presented for approval. March payroll checks 16812 thru 16814 total \$131,266.26 included EFT

payments. April 2023 AP checks 16786 thru 16811 and 16815 thru 16879 total \$1,106,233.83, which 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 Hendricks**, seconded by **Councilmember Johnson**.

Voting aye: **Councilmembers Johnson, Cox, McCaskell, Hendricks, Wyatt**.

**13. MAYOR AND COUNCIL REPORTS:**

- a) The mayor provided a letter of support from the city as requested by the county in support of federal funding for new radios/communication infrastructure.
- b) The City of Stevenson submitted a request through the Federal Legislature for \$1.5M for the Cascade Ave project.

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

- a) An update on the Stevenson pool was requested.

**15. ADJOURNMENT - Mayor Anderson** adjourned the meeting at 7:12.

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Scott Anderson, Mayor

Date