

**MINUTES**  
**CITY OF STEVENSON COUNCIL MEETING**  
**July 21, 2022**  
**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., conducted roll call and led the group in reciting the pledge of allegiance.

**Elected Officials attending:** Mayor Scott Anderson; Councilmembers Kristi McCaskell, Paul Hendricks, Michael Johnson, Dave Cox.

**Staff attending:** Community Development Director Ben Shumaker, Public Works Director Carolyn Sourek, City Attorney Ken Woodrich

**Guest presenters attending:** Linda Balcom, Chris Budai, Kelly O'Malley-McKee.

**Public attending:** Mary Repar

- 2. PUBLIC COMMENTS:**

>Mary Repar spoke in favor of more public participation.

- 3. CHANGES TO THE AGENDA:** None

- 4. CONSENT AGENDA:**

- a) **Special Occasion Liquor License Application** - Skamania County Fairgrounds on September 30th from 4 pm to 2 am, October 1 from 10 am to 2 am and October 1, 2022 from 10 am to 2 am for a Tattoo Convention.
- b) **Special Occasion Liquor License Application** - Rock Creek Hegewald Center on September 17<sup>th</sup>, 2022 from 5 pm to 11 pm for the Skamania Democratic Central Committee.
- c) **Minutes** of June 16, 2022 regular Council meeting and the July 9, 2022 special Council meeting.

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

Voting aye: **Councilmember Cox, Johnson, Hendricks, McCaskell**.

- 5. PRESENTATIONS FROM OUTSIDE AGENCIES:**

- a) **Bradford Island Community Involvement Plan** - Linda Balcom with Balcom Environmental, LLC presented information on behalf of their client, on the community involvement plan for Bradford Island, part of the Bonneville Dam complex along the Columbia River. The press release is online at <https://www.nwp.usace.army.mil/bonneville/bradford-island/>  
>Mary Repar commented on the need for advisory signs
- b) **Stevenson Downtown Association** - Kelly O'Malley-McKee, Executive Director for the Stevenson Downtown Association (SDA), presented details on their new Strategic Plan.

**6. SITUATION UPDATES:**

- a) **Sewer Plant Update (1)** - Staff presented an update on the Stevenson Wastewater System and Compliance Schedule.

**7. COUNCIL BUSINESS:**

**Appointment of Planning Commissioner - Community Development Director Ben Shumaker** presented Charlie Hales as the Planning Commission's recommendation for appointment to fill the vacant seat. He noted the other applicant, Anthony Lawson, was offered a position as an ex-officio member.

**MOTION** to appoint Charlie Hales to Stevenson Planning Commission position 3 was made by **Councilmember Cox**, seconded by **Councilmember Hendricks**.

Voting aye: **Councilmember Cox, Johnson, Hendricks, McCaskell**.

a) **Iman Cemetery District Type D Permit Applications**

- i) **Permit application #22-23** will be placed on the consent agenda for the August 2022 City Council meeting.
- ii) **Permit application #22-24** was not approved by **Public Works Director Sourek**  
> a letter was read from Larry Krug expressing concerns on the permit applications.

**MOTION** to approve a type D right of way permit #22-23 for Skamania County Cemetery District parking along Holly Street, 20 foot width from center line to the west and removable at district's expense if required, with the conditions discussed by council including maintaining public access and prior approval by the city Public Works Director was made by **Councilmember Hendricks**, seconded by **Councilmember McCaskell**.

Voting aye: **Councilmember Cox, Johnson, Hendricks, McCaskell**.

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

- a) **Skamania County Chamber of Commerce Report** for activities conducted in the prior month.
- b) **Skamania County Sheriff's Report** for activity within Stevenson city limits for the prior month.
- c) **Stevenson Planning Commission Meeting minutes** from the prior month.
- d) **Financial Report** - The Treasurer's Report, year-to-date revenues and expenses through the prior month, and quarterly report were presented for council review.
- e) **Contracts Awarded Administratively** - The report on contracts, purchases and change orders over \$10,000 approved administratively over the past month was attached.
- f) **Kanaka Creek Underpass Maintenance Costs** - A staff memo regarding the costs to maintain Kanaka Creek Underpass was included for council information as requested at the June 16<sup>th</sup>, 2022 council meeting.
- g) **Staff Certification** - Mary Corey, Deputy Clerk/Treasurer I, has completed the requirements to become a Certified Municipal Clerk. This involves hours of training and years of experience in the profession to obtain this certification and shows her dedication to the profession.

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

**a) Ben Shumaker, Community Development Director**

- i) Work is being performed to combine the Capital Improvement Plan with the Comprehensive Plan Amendment. It is expected to be presented to Council for a first reading in August 2022.
- ii) Requests to address parking issues (timed parking/overnight restrictions/loading zones) have come before the Planning Department. Current ordinances are being reviewed and will come before the Council at the August 2022 meeting.

**b) Carolyn Sourek, Public Works Director**

- i) **A Request for Qualifications for engineering services** has been issued, responses are due early August.

**10. VOUCHER APPROVAL:**

- a) **June 2022 payroll and July 2022 AP checks** have been audited and are presented for approval. June payroll checks 16098 thru 16102 total \$108,156.82 which includes EFT payments. July 2022 AP checks 16103 thru 16168 total \$1,129,640.71, which includes EFT payments. The AP check register with fund transaction summary is attached for review.

**MOTION** to approve the vouchers as presented was made by **Councilmember Hendricks**, seconded by **Councilmember Cox**.

Voting aye: **Councilmember Cox, Johnson, Hendricks, McCaskell**.

**11. MAYOR AND COUNCIL REPORTS:** None

**12. ISSUES FOR THE NEXT MEETING:** None

**13. ADJOURNMENT - Mayor Anderson** adjourned the meeting at 7:26 p.m.

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Scott Anderson, Mayor

Date