

MINUTES
CITY OF STEVENSON COUNCIL MEETING
May 19, 2022
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., conducted roll call and led the group in reciting the pledge of allegiance.

Elected Officials attending: Mayor Scott Anderson; Councilmembers Dave Cox, Michael Johnson, Kristy McCaskell.

Staff attending: City Administrator Leana Kinley, Community Development Director Ben Shumaker, Public Works Director Carolyn Sourek, City Attorney Ken Woodrich.

Public attending: Mary Repar, Bernard Versari, Dave Prosser and others unidentified.

MOTION to excuse the absence of **Councilmembers McHale** and **Hendricks** was made by **Councilmember Cox**, seconded by **Councilmember McCaskell**.

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

2. **PUBLIC COMMENTS:**

> Mary Repar provided comments on affordable housing, light pollution, and Stevenson Grange programs.

3. **CHANGES TO THE AGENDA:** None noted

4. **CONSENT AGENDA:**

- a) **Liquor License Renewals** - 54 40 Brewing Company LLC, The Kellogg Group LLC (Clark and Lewie's), Dudley LLC (Big T's).
- b) **Special Occasion Liquor License Application** - Skamania County Fairgrounds on July 21st from 6 pm to 9 pm, July 22nd from 12 pm to 9 pm and July 23rd from 12 pm to 11 pm for the Bluegrass Festival.
- c) **Minutes** of April 21, 2022 Regular Council Meeting and May 2, 2022 Special Council Meeting.

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

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

5. PUBLIC HEARINGS:

- a) **Second Reading Ordinance 2022-1182 Amending Comprehensive Plan – Community Development Director Ben Shumaker** presented and explained the staff memo and draft ordinance 2022-1182 amending the city's Comprehensive Plan to be in alignment with the updated shorelines management program and critical areas ordinance, as recommended by the Planning Commission, for public comment and council consideration.

Mayor Anderson opened the public hearing at 6:07 p.m.

There was discussion between council and staff regarding this plan.

Public Comments: None received

Mayor Anderson closed the public hearing at 6:14 p.m.

MOTION to approve ordinance 2022-1182 amending the Stevenson zoning code (SMC title 17); amending the Stevenson Comprehensive Plan based on the 2022 Shoreline Management Program; Clarifying use categories within SMC 17.13.040; Aligning the zoning code with the Shoreline Management Program; and reconciling PR District setback requirements with existing development as presented was made by **Councilmember Johnson**, seconded by **Councilmember Cox**.

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

- b) **Transportation Improvement Program (5a)** - City staff presented the 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.

Mayor Anderson opened the public hearing at 6:14 p.m.

City Administrator Kinley provided a staff report. She explained the process was being presented differently than in past years. Rather than a 'wish list', it now includes projects underway or those identified through grants or an evaluation process.

Public Comments:

>Dave Prosser expressed frustration regarding the state of his gravel road and asked for improvements.

>Mary Repar requested Del Ray be removed from the plan.

>Bernard Versari requested the proposal to change the Lower Kanaka Creek underpass to a pedestrian and bike passageway be reconsidered for safety reasons. He elaborated concerns over emergency access/egress due to the proximity of the railroad.

Mayor Anderson closed the public hearing at 6:33 p.m.

There was discussion between council and staff regarding this plan.

A workshop was scheduled for June 8th, 2022 to further discuss the Transportation Improvement Plan.

6. SITUATION UPDATES:

- a) **Sewer Plant Update (1) – Public Works Director Sourek** presented an update on the Stevenson Wastewater System and Compliance Schedule.

7. UNFINISHED BUSINESS:

- a) ****Approve Interlocal Agreement for Facilities Maintenance Services - City Administrator Leana Kinley** presented, explained and answered Council questions on the revised interlocal agreement for Facilities Maintenance Services with the Port of Cascade Locks.

MOTION to approve the interlocal agreement for Facilities Maintenance Services with the Port of Cascade Locks as presented was made by **Councilmember McCaskell**, seconded by **Councilmember Cox**.

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

- b) **Approve Waiving Back-Billing for Billing Discrepancy - City Administrator Leana Kinley** presented a staff memo regarding a back-billing waiver request for properties which were not billed for permitted Accessory Dwelling Units (ADUs) for council review and consideration.

MOTION to approve waiving the back-billing in relation to unbilled ADUs for the customers listed in the staff memo for a total amount of \$4,109.44 was made by **Councilmember Cox**, seconded by **Councilmember McCaskell**.

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

8. COUNCIL BUSINESS:

- a) **Review 2021 Annual Financial Report - City Administrator Leana Kinley** presented details on the 2021 Annual Financial report for council review and discussion.
- b) **Approve Ecology Shoreline Access Grant - Community Development Director Ben Shumaker** requested council authorize the Mayor to sign the attached grant for \$72,000 with the Department of Ecology for developing a Stevenson Shoreline Public Access and Trail Plan. The contract is still in review by DOE and no substantial changes are expected. A draft of the agreement was in the meeting packet.

MOTION to authorize the Mayor to sign Ecology grant SEASMP-2123-StevPW-00029 was made by **Councilmember McCaskell**, seconded by **Councilmember Cox**.

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

- c) ****Approve American Recovery Plan Act (ARPA) Fund Use - City Administrator Leana Kinley** presented and explained the staff memo regarding the use of ARPA funds to purchase a vector truck at auction next week.

MOTION to approve spending up to \$150,000 for a vector truck out of ARPA funds made by **Councilmember Johnson** seconded by **Councilmember McCaskell**.

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

9. INFORMATION ITEMS: The following items were presented for council review:

- a) **Skamania County Chamber of Commerce Report** for activities conducted within the past month.
- b) **Financial Report** - The Treasurer's Report and year-to-date revenues and expenses through the prior month.
- 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.
- e) **Housing Programs Report** on housing services provided by Washington Gorge Action Programs in Skamania County.
- f) **The Skamania County Sheriff's Report** for activity within Stevenson city limits for the prior month.

10. CITY ADMINISTRATOR AND STAFF REPORTS:

- a) **Ben Shumaker, Community Development Director** stated a project before the Planning Commission will be implementing the capital improvement planning ideas into the Comprehensive Plan. The Planning Commission is working on drafting a public notice release to invite comments and feedback on the Comprehensive Plan amendment.

He is also working on several grant proposals to WSDOT-Safe Routes to Schools and the First St. overlook project.

- b) **Carolyn Sourek, Public Works Director** stated that she is coordinating with the PUD/Skamania County and the Association of Washington Cities on a GIS consortium. **Community Development Director Shumaker** commented having digital records instead of drawers full of files will be extremely useful.

c) **Leana Kinley, City Administrator** reported that Washington State is working on an audit of municipal codes in relation to fines and fees prior to initiating upgrades to court software. Changes will be taking place, and she is looking at other municipalities codes as possible models. Skamania County is working with Adam Kick, Prosecuting Attorney on the issue.

11. VOUCHER APPROVAL:

a) ***April 2022 payroll and May 2022 AP checks** were audited and presented for approval. April payroll checks 15971 thru 15976 total \$100,269.57 which includes EFT payments. May 2022 AP checks 15977 thru 16031 total \$677,384.88, which includes 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 McCaskell**, seconded by **Councilmember Johnson**.

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

12. MAYOR AND COUNCIL REPORTS:

Councilmember Cox reported the results from recent water tests along Rock Creek.

Mayor Anderson reported the Streatery is coming along, with the tables being painted.

13. ISSUES FOR THE NEXT MEETING: None

14. ADJOURNMENT - Mayor Anderson adjourned the meeting at 8:06 p.m.

Scott Anderson, Mayor

Date