

**MINUTES**  
**CITY OF STEVENSON COUNCIL MEETING**  
**September 15, 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, led the group in reciting the pledge of allegiance and conducted roll call.

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

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

**Guests attending:** Skamania County Chamber of Commerce Executive Director Angie Weiss

**Public attending:** Oliver Skinner, Summer Scheyer, Rick May, Hannah Joy, Ken Woods, Joel Robertson, Rick Jessel, Zachary Woods, Rachael Leher.

**2. PUBLIC COMMENTS:**

>Oliver Skinner, Summer Scheyer, and Hannah Joy made comments about homeless issues and alleged drug use at the Port of Skamania waterfront.

>Ken Woods spoke about drainage problems on his property.

**3. CHANGES TO THE AGENDA:**

**a) \* 9/13 changes include:**

- i) Addition of letter of support to the consent agenda (item 4d)
- ii) Revised BLA ordinance adding PC recommendation (item 6b)
- iii) Addition of PC recommendation to Comp Plan PH (item 6d)
- iv) Revised Development Agreement updating reference to a public hearing (item 9d)
- v) Addition of the Watershed Company contract document (item 9f)

**b) \*\* 9/14 changes include:**

- i) Addition of public comments received (item 2a)
- ii) Addition of CIP Project list (item 6d)
- iii) Removal of preliminary 2023 budget (item 9g)
- iv) Addition of voucher documentation (item 12a)

**c) \*\*\* 9/15 changes include:**

- i) Switching Boundary Line Adjustment Items (BLA) to place the moratorium resolution ahead of the code changes/ordinance (item 6b & 6c)
- ii) Revised BLA code change ordinance to include lifting the moratorium (item 6c)

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

- a) **Liquor License Renewal** - El Rio Texicana
- b) **Liquor License Renewal** - 77 Cork & Tap Bistro (Hotel Stevenson)
- c) **Minutes** of August 11th, 2022 Regular Council Meeting, August 29<sup>th</sup>, 2022 Special Council Meeting and September 8<sup>th</sup>, 2022 Special Joint Planning Commission and Council Meeting.
- d) **\*Approve Letter of Support for Wind River Conveyance Legislation**

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

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

**5. PRESENTATIONS FROM OUTSIDE AGENCIES:**

- a) **Skamania County Chamber of Commerce** Executive Director Angie Weiss presented an update on recent Chamber activities. New members, current Chamber events, webcam upgrades and a candidate's forum scheduled for October 6<sup>th</sup>, 2022 were highlighted.

**6. PUBLIC HEARINGS:**

- a) **Commercial Wastewater Moratorium (1)** - City Administrator Leana Kinley presented a staff report explaining resolution 2022-397 adopting the findings of fact related to the moratorium extension, and ordinance 2022-1186 extending a wastewater moratorium on commercial sewer connections with discharge above residential strength for public comment and council consideration.

**The public hearing opened at 6:20.**

No public comments were received.

**The public hearing closed at 6:28.**

**MOTION** to approve resolution 2022-397 adopting the findings of fact related to the moratorium extension on commercial connections was made by **Councilmember Hendricks**, seconded by **Councilmember Wyatt**.

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

**MOTION** to approve ordinance 2022-1186 extending the wastewater moratorium on commercial connections with discharge above residential strength was made by **Councilmember Hendricks**, seconded by **Councilmember Johnson**.

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

- b) **\*\*\*Boundary Line Adjustment Moratorium** - City Administrator Leana Kinley presented resolution 2022-398 adopting the findings of fact related to the moratorium on boundary line adjustments for public comment and council consideration. She noted if Ordinance 2022-1183 was adopted the moratorium would be lifted.

**The public hearing opened at 6:29 p.m.**

No comments were received.

**The public hearing closed at 6:30 p.m.**

**MOTION** to approve resolution 2022-398 adopting the findings of fact related to the moratorium on boundary line adjustments was made by **Councilmember Johnson**, seconded by **Councilmember Hendricks**.

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

- c) **\*\*\*Second Reading Ordinance 2022-1183 Amending SMC 16** - City Administrator Leana Kinley presented ordinance 2022-1183 amending SMC 16 subdivisions, clarifying and streamlining boundary line adjustments for council review and consideration. It allows city codes and standards to apply to boundary line adjustments. The ordinance has been revised from the August 11th meeting, incorporating comments from the Department of Fish and Wildlife. The first page of the ordinance was revised on 9/13 to reflect the Planning Commission's recommendation following their September 12<sup>th</sup>, 2022 meeting. The first two pages of the ordinance were revised on 9/15 to lift the moratorium on BLA applications.

**The public hearing opened at 6:32 p.m.**

>Rick May made comments about the proposed amendment.

**The public hearing closed at 6:41 p.m.**

**MOTION** to approve ordinance 2022-1183 Amending the Stevenson Municipal Code Title 16 - Subdivisions; Streamlining provisions common to all proposals; Amending the Approval Criteria, Submittal Requirements, and administration of Boundary Line Adjustment Proposals; Repealing Ordinance 750 in its entirety; and repealing Portions of Ordinances 670, 884, 916 and 1004 was made by **Councilmember Johnson**, seconded by **Councilmember Hendricks**.

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

- d) **Capital Improvement Program and Comprehensive Plan Update** – Community Development Director Ben Shumaker presented and explained the Capital Improvement Program and Comprehensive Plan update for public comment and council discussion. He noted the Capital Improvement Plan was an amendment to the Comprehensive Plan, and where it will help provide direction on project planning and budgeting. Having annual input from the public on proposed projects was also highlighted.

**The public hearing opened at 7:07 p.m.**

>Joel Robertson offered comments on roundabouts

>Rick May inquired about a timeline for projects.

>Rick Jessel commented on where to prioritize spending.

>Rachael Leher made comments regarding roundabouts.

>Rick May commented on sewer lines.

The public hearing closed at 7:17 p.m.

**7. SITUATION UPDATES:**

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

**8. UNFINISHED BUSINESS:**

- a) **Proposed 2022 Budget Amendments** - City Administrator Leana Kinley presented proposed changes to the 2022 budget based on revised estimates due to changes in beginning cash balances, approved contracts, and projected projects as discussed at the August 11<sup>th</sup>, 2022 council meeting for council consideration.

**MOTION** to approve ordinance 2022-1184 amending the 2022 budget was made by **Councilmember Johnson**, seconded by **Councilmember Hendricks**.  
Voting aye: **Councilmembers Hendricks, Johnson, Cox, Wyatt**.

**9. COUNCIL BUSINESS:**

- a) **Approve Adoption of the Skamania County Hazard Mitigation Plan** - City Administrator Leana Kinley presented resolution 2022-396 adopting the Skamania County Hazard Mitigation Plan for council consideration. An email from the Skamania County Department of Emergency Management explaining what was being adopted was enclosed.

**MOTION** to approve resolution 2022-396 adopting the Skamania County Hazard Mitigation Plan as presented was made by **Councilmember Hendricks**, seconded by **Councilmember Cox**.  
Voting aye: **Councilmembers Johnson, Cox, Wyatt, Hendricks**.

- b) **Approve 2022 Waterline Replacements Contract Amendment #2** - Public Works Director Carolyn Sourek presented and explained amendment #2 to the 2022 waterline replacement contract with Grayling Engineers for council consideration.

**MOTION** to approve the 2022 waterline replacements contract amendment #2 in the amount of \$19,500 for a revised total contract amount of \$114,500 as presented was made by **Councilmember Cox**, seconded by **Councilmember Hendricks**.  
Voting aye: **Councilmembers Johnson, Wyatt, Cox, Hendricks**

- c) **Discuss Meeting Schedule Changes** - City Administrator Leana Kinley advised the Council there were multiple meeting schedule changes and additions to discuss.

It was agreed to reschedule the October Regular City Council Meeting to October 12<sup>th</sup>, 2022 and to schedule November 1<sup>st</sup>, 2022 as a budget workshop. Beginning in December 2022 the second Wednesday of the month will be scheduled for council workshop trainings.

- d) **\*Approve Chinidere Phase 2-3 Extension** - City Administrator Leana Kinley presented and explained the third amendment to the Development Agreement for the Chinidere Mountain Estates Subdivision. The property owners for phases 2-3 have requested a one-year extension of the Development Agreement due to the impact of COVID on construction and the supply chain. Page 4 of the agreement has been updated to clarify a public hearing was held on the original agreement, and not this amendment.

**MOTION** to approve the third amendment to the development agreement with Aspen Development, LLC for the Chinidere Mountain Estates Subdivision as presented was made by **Councilmember Cox**, seconded by **Councilmember Johnson**.

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

- e) **Adopt the Stevenson Downtown Plan for SUCCESS!** - Community Development Director Ben Shumaker presented and provided background history and information on the Stevenson Downtown Plan for SUCCESS! for council consideration and adoption.

City Administrator Kinley read public comments submitted from Bernard and Christie Versari regarding overlay zones in the R3 area/Cascades Avenue district.

**Mayor Anderson** tabled the motion.

- f) **\*Approve Contract with Watershed Company** - Community Development Director Ben Shumaker presented and explained the contract with the Watershed Company for consulting related to the Integrated Shoreline Public Access and Trails Plan in the amount not to exceed \$72,000 for council consideration. City Administrator Kinley advised additional funding will be sought to assist with construction.

**MOTION** to approve the contract with the Watershed Company for consulting related to the Integrated Shoreline Public Access and Trails Plan in the amount not to exceed \$72,000 as presented was made by **Councilmember Cox**, seconded by **Councilmember Wyatt**.

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

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

- a) **Housing Programs Report** - The report for the prior month on housing services provided by Washington Gorge Action Programs in Skamania County is enclosed for council information.
- b) **Chamber of Commerce Report** - The report presented describes some of the activities conducted by Skamania County Chamber of Commerce in the prior month.
- c) **Sheriff's Report** - The Skamania County Sheriff's report for activity within Stevenson city limits for the prior month is presented for council review.
- d) **Planning Commission Minutes** - Minutes are attached from the Planning Commission meeting for the prior month.

- e) **Financial Report** - The Treasurer's Report and year-to-date revenues and expenses through the prior month are presented for council review.

## 11. CITY ADMINISTRATOR AND STAFF REPORTS:

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

- i) 5 members are now on the Planning Commission.
- ii) Strategic Vision Planning to begin soon following guidance from the City Council.
- iii) He advised draft code changes will be coming before the Council soon.
- iv) Parking within the city is under review.
- v) Nuisance complaints are being addressed.

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

- i) Catholic Church reservoir cleaned and inspected. Repairs are advised.
- ii) PW is working on a plan to help determine timelines for sewer extensions.
- iii) Pump replacements are expected.
- iv) Stormwater improvement projects under consideration prior to the rainy season.
- v) WASDOT turned First St. back to City.
- vi) A potential lead for developing a parks plan has been identified through the list of on-call engineering services.

### c) **Leana Kinley, City Administrator**

- i) Contracts for the on-call engineering services will be presented at the next Council meeting.
- ii) Mid-Columbia Houses Collaborative strategic plan was approved recently.
- iii) Strategic plan quarterly updates coming soon. She is soliciting bids from consultants to do a complete review on restructuring of rates.
- iv) She is looking to start using laser fiche software for city documents.
- v) Working on a contract with Skamania County regarding fire marshal services as part of building inspection services.
- vi) Working on an Annexation flyer and notices.
- vii) The 2023 budget is being created.

City Administrator Kinley was recognized for her five years of service with Stevenson.

## 12. VOUCHER APPROVAL:

- a) **\*\*August 2022 payroll and September 2022 AP checks** have been audited and are presented for approval. August payroll checks 16260 thru 16264 total \$116,695.59 which includes EFT payments. September 2022 AP checks 16229 thru 16259 and 16265 thru 16315 total \$1,806,706.34, 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 Johnson**.

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

**13. MAYOR AND COUNCIL REPORTS:**

**Councilmember Hendricks** reported a citizen complained about the lack of paint on the speed bump on Rock Creek Drive. Another issue concerned gravel piles left over from construction on School Street.

**Councilmember Cox** asked to have new Councilmembers and Planning Commission members added to the CIP acknowledgments.

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

**Mayor Anderson** commented on Chehalis and their brick/cobblestone streets and building heights. **Councilmember Hendricks** suggested a possible discussion on setbacks for sheds. It was agreed to consider the topic sometime in the future.

**15. ADJOURNMENT – Mayor Anderson** adjourned the meeting at 8:30 p.m.

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Scott Anderson, Mayor

Date