

Minutes
CITY OF STEVENSON COUNCIL MEETING
March 21, 2019
6:00 PM, City Hall

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.

Councilmember Amy Weissfeld requests an excused absence for other prior arranged absence.

Councilmember Jenny Taylor called in at 6:50 p.m. and was present in person at 7:15 p.m.

PRESENT

Councilmember Robert Muth, Councilmember Paul Hendricks, Councilmember Jenny Taylor

ABSENT

Councilmember Amy Weissfeld, Councilmember Matthew Knudsen

2. CHANGES TO THE AGENDA:

City Administrator Leana Kinley noted changes with added documents and changes to item numbers.

Mayor Anderson noted that due to excused absences, sickness and work conflicts, voting would not take place unless a quorum was reached later in the meeting. The agenda items that did not require a vote would be reviewed first.

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

a) Liquor License Renewal - A&J Stores, Inc. and Skunk Brothers Spirits Inc.

b) *Special Occasion Liquor License Application - Stevenson Business Association at the Skamania Fairgrounds on June 21st from 6-10pm and June 22nd from 2-10pm.

c) Minutes of February 21, 2019 City Council Meeting and March 5, 2019 Special City Council Meeting.

MOTION: To approve consent agenda items a-c. made by Councilmember Taylor, Seconded by Councilmember Muth.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor

4. PUBLIC COMMENTS:

Community member Mary Repar shared concerns with healthy trees being cut down in the city and asked about the maintenance plan. Hansen explained that 20 trees were cut down as they had grown too large for the tree well and for their location. He explained further that trees which grow too big can get in the way of water lines, communications and power. Kinley explained that this process is outlined in the maintenance plan.

Resident Thomas McCloskey asked for perspective on the current downtown moratorium. City Attorney Woodrich suggested holding comments until the public hearing.

5. PUBLIC HEARINGS:

a) 6:15 - Findings of Fact Supporting the Revised Single-Family Residential Construction in C1 Zone Moratorium - City Administrator Leana Kinley presented Resolution 2019-332 regarding the Findings of Fact to support the revised moratorium of Single-Family Residential construction in the C1 zone with Ordinance 2019-1139.

Mayor Anderson opened the Public Hearing at 7:20 p.m.

The modified moratorium includes mobile and manufactured homes. The Findings of Fact is related to the original moratorium and is similar to what was adopted initially on page 22. This adoption would reset the time frame to 6 months from February 21, unless extended further.

McCloskey felt that his opinion has been heard previously. He reiterated that he came to the city in good faith, did his due diligence, talked to the Planning Commission and was given the go ahead to build. Then they moratorium was put in place. He shared concern that future decisions made by the city will not be in his favor or in helping him to build. He thanked those Councilmembers who did vote in favor of their building. He shared that he was originally told they could build and then told mixed use only and then told that they couldn't build. He doesn't understand why people would want to build commercial use or mixed use in Stevenson given the experience he has had. He stated that if the goal is to encourage commercial then a standard should be set and should be consistent.

Repar noted that she served on the committee which looked at the downtown plan for 18 months and didn't hear during their discussions that single family would be prohibited. She noted that this was a chance to have something new developed downtown and is being put under moratorium. She disagreed with the 60 day window given to McCloskey being vetoed. She requested the moratorium be lifted.

Community member Anne Leuders agreed with Repar. She noted that the City Council attempted to do the right thing and it was unfortunate that it was vetoed. She doesn't view this house being built as a bad thing and noted that it could turn to a business at a later date. She requested that Council do the right thing and take every avenue to do that.

Mayor Anderson explained that the city has been working on the plan and the design standards and stands by the decision that no single family be developed until the design standards are adopted. He clarified that a plan was not adopted 20 years ago. The city has hired a consultant to get the plan together and if the plan proposed was the one with the most aggressive timeline.

McCloskey noted that the city has been working on the plan for 20 years, even if it wasn't adopted it was similar. Anderson added that he can't make that assumption

The Public Hearing closed at 7:30 p.m.

Council asked about number 5 and the fact attached to it. Shumaker explained that it was the same finding that was in the last Findings of Fact to ensure structures for approximately that long. Council also asked about the language in number 7 and confirmed that if there is an application pending and its vested that it goes back to December 6. Council asked for clarity around what this adoption would change. Woodrich explained that it is a requirement, subsequent to any moratorium, that within 60 days the implementation of Findings of Fact have to be adopted. If not adopted, one could build a manufactured or modular home but not a single family home, as that was adopted at the last meeting. It would extend single family moratorium for three more months.

MOTION: To approve Resolution 2019-332 adopting the findings of fact supporting the revised moratorium on new Single-Family Residences in the C1 zone made by Councilmember Hendricks. No second. Motion fails for lack of a second. The moratorium has not been modified from its original form.

6. FIRE DEPT UPDATE:

a) Fire Hall Project Update - Mackenzie presented the Fire Hall project for review and discussion. Included in the packet were low and high cost estimates as well as a value engineered list of cost-cutting measures that can be taken to get the overall project cost down.

Mackenzie representatives explained that the current design ranges from \$4.6 to \$5.2 million dollars for the building itself. The property is against the wetlands which means liquefiable soils as well as differential sediment. The structural and foundation systems are very robust as a result. The geotech report shows excavating nine feet into the ground to remove remnants of the previous buildings. When the consultant costs, owner fees, permit fees are added, the overall project cost ranges from \$5.7 to \$6.3 million dollars and does include Washington sales tax.

Mackenzie considered value planning with structural system changes, reducing the bay trench areas, eliminating signage and other purchases such as roller shades. Mackenzie worked with Construction Focus Incorporated, which provided the third party bid. They added that of the proposed amount, \$400 to \$500 thousand dollars has been included just in contingencies to make sure there is plenty of money in the budget.

Kinley compared the project and pricing to others' recently built and noted that the cost is lower in comparison but the site preparation and land drove it over. When the EMS was included in the space, it was \$10 million. Now, it is half the size and half the cost, although five years later. The city is looking into different funding options. If the city kicks in \$2 million and goes for a bond, it will still be about a dollar per thousand. Kinley has reached out to the Sheriff but doesn't have firm grants to apply to the EOC portion yet. Kinley to have a conference call this week with CDGB to consider new survey technique. The city doesn't currently qualify for CDBG funds but the survey could open that up at a maximum of \$750 thousand dollars.

Council discussed the site preparation and no good option to amend the soil. Councilmember Muth requested a copy of the geotech report. McKenzie explained that the roof will be standing seam.

Mackenzie is preparing a report and asked for council input regarding goals to be included. The final report to come would include a cost estimate, cost summary and how they arrived to the present considerations.

Fire Chief Rob Farris explained that the design is function meets needs while also considering common sense cost savings. He noted that the current fire hall is crumbling and the concrete brick is deteriorating. The new building balances function with fitting in with the neighborhood. He also noted office sharing with EOC Department of

Emergency Management, which could provide additional options for funding. He noted conversations with the Sheriff to support moving forward to the county commissioners.

Anderson shared that this is one of the areas that the city will grow into and is highlighted as a core area in consideration with the downtown plan. He noted that staff and council met to consider options for decreasing the cost. Anderson also noted upcoming appointments with state representatives next week to discuss this as one of the city needs. He also noted a need with the county committing.

Pioneer Reporter Philip Watness asked if the fire hall will be designated as an emergency shelter center. Farris explained that it could be open for emergency operations but not as a shelter. A contingency plan could be created to allow short term options if necessary.

Anderson added the importance to seeing public space included in the floorplan design as a potential cost saving measure. Farris noted that living quarters were initially included but removed as it didn't seem right for today and therefore reduced the overall square footage. The design does still allow for future growth.

Some of the firefighter staff was in attendance at City Council as well and thanked the Council for considering the options and for supporting a new building.

Anderson noted the need for a new space and to move on time but also highlighted that funding is of concern. He asked that all with suggestions to provide input.

b) *Amendment to Interlocal Agreement for Dispatch Services - City
Administrator Leana Kinley presented the attached Amendment #1 to the Interlocal Agreement for Dispatch Services modifying the calculation to reduce the amount allocated by any state allocations, grants or non-county funding received, extending the contract to the end of 2020 and allowing an additional 2-year extensions with written notice.

Woodrich suggested crossing out councilmember signatures as they are not required.

MOTION: To approve Amendment #1 to the Interlocal Agreement for Dispatch Services with Skamania County made by Councilmember Hendricks, Seconded by Councilmember Muth.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor

7. OLD BUSINESS:

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

Hansen noted good news in February in that loadings were down and there were no effluent violations.

The city is working on getting an agreement with Camas to take sidestreamed materials. The initial discussion is that they do have room to take it. Once accepted, the city will then arrange transportation.

The city is currently pursuing class B solids. After another week, a sour test will be conducted and those numbers are submitted to the Department of Ecology. Once all tests are in place and pass then the city can move to land application. The blowers are now online and working hard from being previously not aerated.

Repar noted smells down by the fairgrounds in the last week. Hansen encouraged the public to communicate with the city during working hours so they can come investigate.

Kinley noted the EDA proposal for the construction grant has been approved to move forward with the full application. The city is now moving forward with the full construction grant application which is due April 16. Kinley added that the firm that does the preliminary report cannot do the final design due to having unfair knowledge. The DOE loan has been on hold for a month and the city is still waiting for them to sign and return.

Council asked about the lodge and their purifier. The staff noted that they have not gone back online at the request of the city. It will be discussed further at the clarifier's meeting either the first or second week of April.

The staff is currently working on interim guidelines for commercial connections.

8. NEW BUSINESS:

a) Rick and Julie May Property Donation - The Mays approached the city about donating a piece of land for development of a city park and affordable housing. Before moving forward with boundary line adjustments in preparation of the transfer, they would like affirmation by Council that the conditions they have placed on the transfer will be met and that the city intends to move forward with accepting the donation. A memo has been prepared and attached with more detailed information about the project.

The memo drafted displayed four homes for affordable housing with an additional space for a park. There is a current challenge with access to all four homes off one roadway. The updated drawing offers a 20 foot access road and will need to work with current standards to make sure that's an allowable width. It would include four parking spaces

for the park and two shared driveways that access four homes. The current driveway would need to be relocated.

Rick May requested that the affordable housing not be apartments but something that can be bought. He explained the three additional lots that aren't included and a boundary line adjustment as two boundaries were moved up to create additional lots. All together the space is about 3 acres.

Kinley explained that the affordable housing component would be created with a community land trust with Columbia Cascade Housing Corporation. It would be donated and they would run their program, which would allow the city to avoid being a landlord. The largest portion of the land trust would be creating the policies around who can buy a house and a cap on what can appreciate. One possible requirement could be to require a certain amount of money put aside as funding for the house for future updates and maintenance. The resale would also be capped and future owners would have to meet the same buyer requirements.

Council asked about the benefit of the development. Staff noted the five more city water hook ups and the additional park. The Del Ray Avenue improvements would go all the way up to School Street. The city would pay for the streets going in. The first section on overall page 42 of the packet outlines the Del Ray project. Current proposal to include a one way travel lane with two parking lanes and one sidewalk at a cost of \$381,000 dollars. The city will apply for a community development block grant. It could also go through USDA grant loan. The Council requested to add and enhance the safe school route due to traffic issues in the mornings during school drop off.

Repar stated this was quid pro quo. She reported that the city is building a \$12 million dollar sewer plant and giving exemptions to a developer. She said it was not ethical. She stated that it is a wetland and is not sure Columbia Housing would want to build as its expensive, as was discussed with fire hall. The affordable housing is a carrot to get the city to build a road for a developer. She doesn't believe that Del Rey one way will make it any safer for kids. She stated that this deserves more attention and warned that if the city goes through with it she will find a way to sue. She said the developer is asking for the city to change a private road standard. She stated the city shouldn't do it ethically or morally.

Council asked about the exchange. Woodrich noted that the city is not obligated to build Del Ray. It is currently just a letter of intent that allows the city to look into it further. If it is approved, more legal look would be taken. There was initial concern about extending number of residents going up the driveway but staff has developed a plan that would meet compliance. It will have to go through land use approval. Kinley noted that road access for three houses is still a sticking point.

Council asked for a review of the proposed city letter to make sure it was to the Mays' agreement. Woodrich noted that it would need to be clarified with the land trust that the owners would own the home but not the land. Rick May indicated no problems with the land trust description and concept.

MOTION: To approve authorizing the Mayor to sign the Letter of Intent as drafted made by Councilmember Muth, Seconded by Councilmember Hendricks.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor

b) *Downtown Plan - After a solicitation and review of qualifications from firms for the creation of a Downtown Plan for the City, Community Development Director Ben Shumaker made a recommendation for contracting with Crandall Arambula.

MOTION: To approve the contract with Crandall Arambula for the development of the city's Downtown Plan in an amount not to exceed \$119,615 made by Councilmember Muth, Seconded by Councilmember Hendricks.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor

c) Russell Ave Project Update - Public Works Director Eric Hansen provided an update on the Russell Ave project including a revised timeline that will reduce impact to businesses and reduce construction costs. A contract amendment with Wallis Engineering will be presented at the April council meeting.

Hansen noted aggressive under grounding this year as a joint effort. He explained that the city will bore under 2nd Street and trench the rest. This will get all utilities underground on most of Russell and all of Railroad and Ash Alley. He explained that it may affect a parking lane on Russell during construction. Receiving bids in the late fall/winter will allow for better bids and for construction to avoid conflicts with the summer tourist season.

Council asked if putting off the Russell project pushes out other projects. Hansen explained that it doesn't push out any currently funded projects. Kinley noted that projects are mostly being flip flopped.

d) Downtown Landscaping Discussion - Public Works Director Eric Hansen issued a Request for Proposals for landscaping and maintaining select downtown flower beds. This discussion was around the applications received and the process to move forward.

Hansen noted a consideration to implement "adopt a corner" with standards put in place, which could be an advertising opportunity for those who get involved. The

Council recommended proceeding in house. Hansen noted that the new summer hire may also be looped into this.

e) Update to City's Fats, Oils and Grease Program - Public Works Director Eric Hansen presented Ordinance 2019-1140 regarding an update to the sewer and pretreatment code and establishing a preferred pumper program. Attached was a copy of the Grease Removal Device inspection criteria and a copy of ordinance 1140.

Hansen noted that this now includes fines for violations with a sliding payment scale and increase in BOD strength categories.

Council asked about possible violations if this had been in place last year. Hansen noted two for sure and one would have been a repeat violation.

MOTION: To approve Ordinance 2019-1140 amending the sewer and pretreatment code and repealing portions of Ordinance 1119 made by Councilmember Muth, Seconded by Councilmember Hendricks.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor

f) Wastewater System Design Engineer - After a solicitation and review of qualifications from engineering firms for the design of the city's wastewater treatment facility and collection system improvements, City Administrator Leana Kinley recommended contracting with Wallis Engineering. If confirmed by council, staff will work with Wallis to create contract documents for presentation at the April 18th council meeting.

Mayor Anderson noted his takeaway with the tiered approach. Hansen added that Wallis said that rates were most important.

Council asked historically about Wallis two years ago. Hansen explained that they did a review previously. Shumaker added that they were a part of an alternatives analysis team that did last look at industrial users. This project is separate and the approach for the client is better than others. Kinley noted that 10 years ago they put in for a project and didn't get it. The staff requested consensus to move forward with Wallis. The Council reached consensus to proceed.

g) WCIA Pre-Membership and Membership Agreements - In an evaluation of insurance alternatives, Washington Cities Insurance Authority (WCIA) was the best choice for cost, coverage and services provided. City Administrator Leana Kinley presented two WCIA Interlocal Agreements for council approval. These agreements stated our formal application to WCIA as a Full Member and our intent to cooperate and

comply with their application process. It also binds the city to WCIA as a Full Member on December 1, 2019 pending approval by the full membership of WCIA.

MOTION: To approve the Interlocal Agreement creating pre-membership conditions between WCIA and City of Stevenson and the Appendix 147-19 to Interlocal Agreement creating the WCIA made by Councilmember Muth, Seconded by Councilmember Hendricks.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor

h) Fairgrounds Exhibit Hall Reroof Contract - City Administrator Leana Kinley presented the attached interlocal agreement with Skamania County for \$10,000 of lodging funds to be used to replace the roof of the Exhibit Hall.

Kinley explained that the Fairboard applied for a grant and the grant requires matching funds. This fund is a government welfare fund. It is owned by a municipality and will need to complete process steps. The city does not know if the county has passed this yet.

Woodrich noted in 4a it should say "of this agreement".

Councilmember Muth asked to table this until the county and the Fairboard have committed their funds. Councilmember Hendricks agreed. Anderson noted that it has to start somewhere. Hansen added that if it is approved tonight, it doesn't get spent unless other two agree. Councilmember Muth withdrew his suggestion to table.

MOTION: To approve the interlocal agreement with Skamania County for the replacement of the Exhibit Hall roof in the amount of \$10,000 made by Councilmember Hendricks, Seconded by Councilmember Muth.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor

9. INFORMATION ITEMS:

a) Sheriff's Report - A copy of the Skamania County Sheriff's report for February 2019 was attached for council review.

b) *Municipal Court Cases Filed - A summary of Stevenson Municipal Court Cases recently filed were presented for Council's review.

c) Planning Commission Minutes - Minutes were attached from the 1/14/19 Planning Commission meeting.

d) Chamber of Commerce Activities - The attached report described some of the activities conducted by Skamania County Chamber of Commerce in February 2019.

e) Fire Department Report - The attached report described some of the activities conducted by the Fire Department in February, 2019. The Fire Chief requested a meeting or workshop to be held at the Fire Station as outlined in the report.

10. CITY ADMINISTRATOR AND STAFF REPORTS:

a) Eric Hansen, Public Works Director

The summer hire started March 11.

The downtown street trees were pruned and some were removed due to size.

Wastewater Treatment Plant Operator Ian Lofberg received CDL and wastewater treatment operator advancement and is currently an operator in training. The city pays for his training on the job.

b) Ben Shumaker, Community Development Director

There will be an Earth Day clean up downtown on April 20. They are considering continual updating of the new PCT trail and will move forward with a grant that will extend to the other side of 1st Street down the bank to where there's a hole in the guardrail which will cost \$200,000 dollars.

The Stevenson Downtown Association came to the Planning Commission for a conditional use permit for their first mural on the northeast side of the Napa building. The mural is related to fire protection and tied to a historical advertisement that previously ran in the gorge.

The school district capital improvement planning long look includes representatives from the community and the schools.

The EDC is working on the building lands inventory. They will be coming to the city for money and Shumaker recommends supporting their efforts. At the end of data collection effort, it will likely be a planning effort. Shumaker hopes that the effort results in some sort of interlocal agreement with counties about density.

c) Leana Kinley, City Administrator

The city website does not have analytics measuring tools installed so the city doesn't know how many people visit the site with mobile versus desktop. They city is moving

forward with a month to month contract due to experiencing crashes and will also add updates to the homepage.

Building permits are increasing with warmer weather. There are no new homes proposed yet but several are close.

The city is moving on and making progress with projects and noted project board in City Hall.

The pool update continues to be a sticking point in North Bonneville with regards to the park district. The North Bonneville City Council has been hesitant to have voters vote on something that their residents would vote no on but still held responsible to pay because the rest of the community would vote to pass it. Some residents plan to do door to door outreach in the community with kids from swim team and adults who use it for fitness.

There are three open council positions for next election with Councilmembers Hendricks, Taylor and Knudsen up for re election. The filing week is May 13-17 or April 29 by mail. The city has pamphlets available for those who want to know how to become an elected official.

The city will also be passing out information on how to be involved with city government at a coming job fair.

The staff does not have an update on the logging.

11. VOUCHER APPROVAL AND INVESTMENTS UPDATE:

The voucher report and investments update will be provided to council ahead of the meeting.

a) *February 2019 payroll & March 2019 A/P checks have been audited and were presented for approval. February payroll checks 13263 thru 1271 total \$125,410.96 which includes one EFTPS and six ACH payments. A/P Checks 13271 thru 13331 total \$156,838.71 which includes two ACH payments. The A/P Check Register and Fund Transaction Summary are attached for your review. Detailed claims vouchers were available for review at the Council meeting. No investment activity in February 2019.

MOTION: To approve the vouchers as presented made by Councilmember Muth, Seconded by Councilmember Hendricks.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor

12. MAYOR AND COUNCIL REPORTS:

Councilmember Taylor noted that the fire hall is still pretty large in size given what the city may need. She wants to consider speaking to Farris and the fire department as a whole to see what are their requirements and what are extras. She asked whether the city would be responsible for demolishing the old fire hall as she doesn't want to take on that cost.

Councilmember Hendricks noted possibly recouping funding when the city sells the land of the previous fire hall.

Councilmember Muth mentioned reviewing the geotech done on the fire hall land to determine if a second geotech is needed. He also wanted to give thanks for the clean up at Hegewald Center.

Mayor Anderson noted the EDC had their annual luncheon this week and there was a round table after with the lieutenant governor. He is also setting up meetings in Olympia next week to talk about Stevenson's needs with state legislatures.

13. ISSUES FOR THE NEXT MEETING:

None

14. ADJOURNMENT - Mayor adjourned the meeting at 8:36 p.m.

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Approved _____; Approved with revisions _____

Name _____ Date _____

Minutes by Claire Baylor