

MINUTES
CITY OF STEVENSON COUNCIL MEETING
May 20, 2021
6:00 PM, City Hall and remote

Those attending in-person were required to follow current state guidelines for facemasks and distancing. Others attended via virtual platforms.

Information in parentheses after the agenda item references the 2021-2022 council goal the item relates to.

Items with an asterisk (*) were added or modified after the initial draft publication of the agenda.

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.

In attendance were Mayor Scott Anderson; Councilmembers Robert Muth, Annie McHale, Amy Weissfeld, Dave Cox; City Administrator Leana Kinley, Community Development Director Ben Shumaker, Public Works Director Karl Russell; City Attorney Ken Woodrich. Public attendees included Bob Wilson, Eric Allen, Judith Morrison, Mary Repar, Rosie Marquez, Pat Rice, Andrew Grossman, Darrell Shaw, Lee Anne Shaw, Sarah Fuller, Brian McKenzie.

2. CHANGES TO THE AGENDA: *[The Mayor may add agenda items or take agenda items out of order with the concurrence of the majority of the Council].*

- a) * 5/19 changes include: Updated TIP public hearing with comments received (item 5a), addition of copier contract with Ricoh (item 7i), addition of Fire Department Report (item 8h), addition of Voucher information (item 10a)
- b) ** 5/20 changes include: Addition of public comment (items 4 & 5a)

3. CONSENT AGENDA: The following items were presented for Council approval. *[Consent agenda items are intended to be passed by a single motion to approve all listed actions. If discussion of an individual item is requested by a Council member, that item will be removed from the consent agenda and considered separately after approval of the remaining consent agenda items.]*

- a) **Special Occasion Liquor License Application** - American Legion Auxiliary Post 137 at the Skamania Fairgrounds on August 18th from 12pm-10pm, 19th from 12pm-11pm, 20th from 10am-12am, and 21st from 10am-12am for the Skamania County Fair.
- b) **Liquor License Renewals** - Clark and Lewie's and Big T's Grill
- c) **Water Adjustment** - Kenneth Hinzman (meter No. 610200) requests a water adjustment of \$110.32 for a water leak which they have since repaired.
- d) **Water Adjustment** - City Staff requests an additional adjustment to last month's request of \$199.05 for La Casa de Sabor to include updated water usage for the full leak period for an additional \$335.78 and a total leak adjustment of \$534.83.
- e) **Minutes** of April 15, 2021 Council Meeting.

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

- Voting aye: **Councilmembers Muth, Weissfeld, McHale, and Cox**

4. PUBLIC COMMENTS: **Mayor Anderson** asked comments to be kept to 3 minutes. Emails from the following contributors were read, as they arrived after the time for inclusion in the meeting packet:

>Michael and Alyssa Johnson opposed waiving utility fees for a multi-unit housing development on Vancouver Avenue, stating the developer should contribute fees to the city for utilities.

>Julie May commented on proposed zoning changes and requested more property owner input. She also said the city should not waive hook-up fees, the developer should pay.

>Andrew Grossman opposed a waiver eliminating utility hookup fees for a new affordable housing development on Vancouver Avenue.

Public Comments delivered in person:

>Judith Morrison spoke against a waiver eliminating utility hookup fees for a new affordable housing development on Vancouver Avenue and provided some figures on taxes and fees she brought regarding the project.

Councilmember Weissfeld briefly described Stevenson's past lack of planning for sewer and water infrastructure improvements, stating some of the figures from Morrison were misleading due to construction costs.

>Lee Ann Shaw spoke and questioned the need for another proposed housing development.

>Mary Repar spoke about livability and workforce housing needs and urged policy changes regarding affordable housing in Stevenson. She also asked why there was no city representation at the housing and homeless council.

>Rosie Marquez asked about parking needs for the proposed housing development.

>Pat Rice stated he was disappointed to learn about the proposal to eliminate the utility hookup fee for the low-income housing development. He said it was not fair, as he is attempting to build smaller, more affordable homes in Stevenson.

>Bob Wilson had questions regarding the legality of the contract and loan application for the proposed development. He declared there was no credible bona-fide documentation for affordable Section 8 housing and no certification was provided regarding a need.

>Eric Allen asked the Council to deny the utility hook-up waiver for the developer.

>Brian McKenzie spoke as the developer regarding the project, stating he was aware of the affordable housing problem in Stevenson and wanted to offer a housing solution.

>Eric Allen spoke about bringing subsidized housing to his neighborhood and the traffic generated.

>Lee Anne Shaw commented about the development not being part of the historic neighborhood.

>Judith Morrison declared it was unfair for city residents to be asked to subsidize the utility hook-up fees for the proposed development. She was reminded comments were to be directed to the City Council.

>Andrew Grossman stated there is a fine line between affordable housing and low-income properties. He suggested the development was rapidly approaching where it won't work out for existing homeowners.

5. PUBLIC HEARINGS:

- a) **Transportation Improvement Program (5a) -Public Works Director Karl Russell** 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.

PW Director Karl Russell provided background information and a staff report on the 2022-2027 TIP Summary. It describes the condition of roads and provides guidance on where to add funds. He is waiting on a traffic study to see where traffic is flowing through town. Road work needs to coincide with utilities underground. He advised the order of projects on the document does not indicate any priority or schedule.

Mayor Anderson opened the public hearing at 6:38 to receive comments for or opposed. **PW Director Karl Russell** clarified the focus is on existing roads that need improvement.

Public Comments received:

>Pat Rice, a resident on Del Ray, asked to have the Del Ray project budgeted at \$400K delayed a month until a private road/traffic study is complete, and data is gathered. He stated the city confirmed no data was used to justify the Del Ray project.

City Administrator Leana Kinley explained the current TIP projects were rolled forward from last year's TIP pending a comprehensive traffic study. No items on the list have had any traffic study. The city-wide traffic study is scheduled to be completed at the end of September 2021.

Projects can be added through individual public request. Del Ray was requested to be added to the TIP in 2015.

The TIP project list will be used to review the projects following the traffic study. Not all projects will be initiated. Some have been on the list since 1998 or earlier. Being on the TIP list allows the city to apply for grants in the next biennium in the event there is an urgent need or a grant that fits becomes available. She pointed out the Request for Proposals showed Del Ray was part of that study, which Mr. Rice had a copy of. Residents on Del Ray have chosen to do their own traffic study.

>Pat Rice stated it was insulting to keep Del Ray on there just because a couple people asked to have it added. He said it was disruptive and stressful, and data and science should have

been used to justify it being on the list. Don't insult us further and threaten our neighborhood with a \$400K road.

>Rick May spoke next. He stated he and Julie May requested to have Del Ray put on the list seven years ago. He asked to now have it removed.

Mayor Anderson closed the public hearing at 6:47 p.m. **City Administrator Kinley** noted there will be a second public hearing on TIP at the June 17th, 2021 Council meeting, and the TIP must be approved by June 30th, 2021.

A short discussion followed between Councilmembers and city staff regarding inclusion or removal of projects on the TIP list. **City Administrator Kinley** pointed out that it is the Council which ultimately approves what is on the list and none of the projects on the list are necessarily approved. She highlighted prior to any project funding application moving forward, the city intends to engage in additional communication and public input.

Councilmember Weissfeld shared there were specific reasons Del Ray had been included, and the school and larger community also had an interest. **PW Director Russell** advised too many other road and street projects are needed, and Del Ray was unlikely to be on Public Work's radar.

It was determined to allow the TIP hearing process to proceed in order to obtain and consider additional comments received at the second public hearing scheduled for June 17th, 2021. **Councilmember Weissfeld** stated all public comments are recorded, and there is no need to attend the second hearing if comments were already expressed.

6. SITUATION UPDATES:

- a) **COVID-19 Update-Mayor Scott Anderson** provided an update on the city's response to the COVID-19 pandemic. By June 30th, 2021, all areas will be open, earlier if 70% of those 16 years of age or older are vaccinated. All counties have gone to phase 3. Mask mandate has been modified-unless establishment asks, masks are optional. He welcomed the changes.

City Administrator Kinley reported the next round of COVID-19 relief funding would provide \$350K in two phases. The funds can be used for public health, to replace lost revenue, provide premium pay for employees, invest in wastewater, broadband improvements, etc.

- b) **Sewer Plant Update (1)-Public Works Director Karl Russell** provided an update on the Stevenson Wastewater System and the Compliance Schedule. He stated it was business as usual. As of April 2021, Hood River raised their rates from 12 cents per gallon to 34 cents per gallon for bio-solids being hauled into their WWTP. He is looking for quotes from other facilities. Longview's cost per gallon is 11 cents, but the transportation expense would likely rise.

Councilmember Cox asked about the affect the price rises would have on the current budget. **City Administrator Kinley** explained the budget was based on the anticipation all local production facilities would be at full capacity, and since they are not, there are fewer bio-solids to haul. Regional wastewater treatment plants are upgrading their facilities to increase their capacity.

Public Works Director Russell also noted the budget is still below where the City was when contracting with Jacobs. **City Administrator Kinley** added that with increased regional development there is less open land to apply bio-solids, and they will eventually need to go to a landfill. **Public Works Director Russell** shared Public Works is in the planning stages with the PUD for moving power for future WWTP upgrades. The bid goes out later in 2021. Contractors reported difficulties with getting materials and bids for materials for the Rock Creek project. The bid period has been extended.

7. COUNCIL BUSINESS:

- a) **Approve Proclamation Recognizing May 2021 as National Wildfire Protection Month-** **Mayor Scott Anderson** presented Proclamation 2021-02 recognizing May 2021 as National Wildfire Protection Month for council consideration. **Councilmember McHale** asked for and received clarification on what the motion would provide in the event there is a fire.

MOTION to approve proclamation 2021-02 recognizing May 2021 as National Wildfire Protection Month as presented was made by **Councilmember Weissfeld**, seconded by **Councilmember Cox**.

Voting aye: **Councilmembers Muth, Weissfeld, McHale, Cox.**

- b) **Approve Contract for Community Garden -****City Administrator Leana Kinley** presented the attached contract with the Musicians of Stevenson and Skamania County (MOSS) for improvements to the Stevenson Community Garden funded through the Tourism Fund in the amount of \$2,500. The Tourism Advisory Committee met on April 26th and approved the project and the amount as a one-time only, outside of cycle.

MOTION to approve the tourism-funded contract with MOSS for improvements to the Stevenson Community Garden as presented in the amount of \$2,500 was made by **Councilmember Cox**, seconded by **Councilmember McHale**.

Voting aye: **Councilmembers Muth, Weissfeld, McHale, Cox.**

- c) **Approve Fairground Well Agreement-****City Administrator Leana Kinley** presented an agreement with Skamania County for the construction of a well at the county fairgrounds for irrigation use. She provided background and history on the issue regarding the need and regulations in place for the well. Attorney Woodrich explained agreements need a term specified and suggested the proposed 50-year agreement was appropriate.

>Sarah Shaw asked why does the county need a well?

City Administrator Leana Kinley explained it would be less expensive to drill a well then pay city rates for treated water, as this is just for irrigation. Water rights are another consideration.

MOTION to approve the fairground irrigation well agreement with Skamania County as presented was made by **Councilmember Weissfeld**, seconded by **Councilmember Cox**.

Voting aye: **Councilmembers Muth, Weissfeld, McHale, Cox**.

- d) **Approve Gorge Homes, LLC Agreement (7)**-**City Administrator Leana Kinley** presented the agreement with Gorge Homes, LLC to waive system development charges for low-income housing units. The current maximum amount would be \$83,324.31 for water connections and \$104,856 for sewer connections if the maximum number of 17 units are developed and managed as low-income properties.

Following an extended discussion, Council received notice the developer had withdrawn the request for a waiver. It was agreed additional options should be explored and considered to support affordable housing sites.

- e) **Approve CDBG Contract Amendment (7)**-**City Administrator Leana Kinley** explained and presented amendment A to the Community Development Block Grant for housing rehabilitation loans through Mid-Cascade housing authority extending the end date to December 31, 2021 due to COVID-19 delays.

MOTION to approve CDBG contract 18-62210-037 amendment A as presented was made by Councilmember Cox, seconded by Councilmember McHale.

Voting aye: **Councilmembers Muth, Weissfeld, McHale, Cox**.

- f) **Approve Amendment to Residential Building Capacity Grant-Community Development Director Ben Shumaker** presented and explained the amendment with the Department of Commerce for the Growth Management Services Increasing Residential Capacity Grant revising the deliverables for council consideration.

MOTION to approve amendment # 1 to contract number 20-63210-003 with Department of Commerce as presented was made by **Councilmember Weissfeld**, seconded by **Councilmember McHale**.

Voting aye: **Councilmembers Muth, Weissfeld, McHale, Cox**

- g) Approve Contract with Exigy LLC-City Administrator Leana Kinley** presented and explained the contract with Exigy LLC to facilitate a community workshop on diversity, equity and inclusion for council review and consideration. Council will also need to discuss availability for dates and times to hold the workshop.

MOTION to approve the contract with Exigy LLC for facilitating a community workshop on diversity, equity and inclusion in the amount of \$4,500 as presented was made by **Councilmember McHale**, seconded by **Councilmember Cox**.

Voting aye: **Councilmembers Muth, McHale, Cox**
Abstained: **Councilmember Weissfeld**.

Following the vote **Councilmember Weissfeld** requested verification be made on who was to lead the workshop. **City Administrator Leana Kinley** asked Council to establish which dates would work for the training. September 2021 was agreed to, and **City Administrator Leana Kinley** will provide a Doodle poll to finalize dates.

- h) Approve Contract with Lancaster Mobley (5) -City Administrator Leana Kinley** presented the contract with Lancaster Mobley for a city-wide traffic study for council review and consideration. It has been on the TIP since the early 2000's.

MOTION to approve the contract with Lancaster Mobley for a traffic study in the amount of \$51,277 as presented was made by **Councilmember Cox**, seconded by **Councilmember Weissfeld**.

Voting aye: **Councilmembers Muth, Weissfeld, McHale, Cox**

- i) City Administrator Leana Kinley** presented and explained the purchase contract and service agreement for a new Ricoh copier for City Hall usage for Council consideration.

MOTION to approve the purchase of a new Ricoh Copier with a service agreement for \$7,570.00 (minus a rebate) made by **Councilmember Cox**, seconded by **Councilmember Weissfeld**.

Voting aye: **Councilmembers Muth, Weissfeld, McHale, Cox**

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

- a) The Skamania County Sheriff's** activity report within Stevenson city limits for April 2021.
- b) Port of Cascade Locks Project Update** from Executive Director Olga Kaganova.
- c) Skamania County Chamber of Commerce** activities for April 2021.
- d) Financial Report -City Administrator Leana Kinley** presented the Treasurer's Report and year-to-date revenues and expenses through April 2021.
- e) Planning Commission Meeting Minutes** from 3/8/21, 3/15/21 and 4/12/21.

- f) **Project Status Updates (18)**-City Administrator **Leana Kinley** and city staff presented updates on city projects in process.
- g) **Candidate Filing Week May 17-21.** The Mayor and three council positions are on the November ballot. Information about running for elected office was enclosed in the packet. Applications close promptly at 4 p.m.
- h) *The **Stevenson Fire Department's** activity report for April 2021.

9. CITY ADMINISTRATOR AND STAFF REPORTS:

a) **Karl Russell, Public Works Director**

- Rock Creek lift station bid awards going out next week.
- Mowing of ROW areas, maintenance of cross walks and parking T's taking place.
- Lost option to contract with Clark County Public Works for road striping, working with Skamania County to find alternative company to provide striping services.
- 1st Street amenities moving forward, working with state.
- WWTP upgrades taking place.
- Rock Creek Drive planting strip likely to be redone with native species.

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

- Stevenson Shoreline Master Program, began 2011, adopted in 2018 by City Council is under review by Department of Ecology. They will provide recommended or required changes which will then be sent to the Planning Commission for recommendations. Possible final adoption August 2021.
- An intern is being hired to conduct the city parking analysis.
- Brownfield Redevelopment Integrated Grant application was successful, allows continued study of Columbia ROW relocation, contract possible in July 2021.
- Stevenson Downtown Association's effort 'Spruce Up Stevenson' was successful.
- Planning Commission is finalizing approval of 4-lot short plats on Rock Creek Drive, across from Hegewald Center. Divided into 4 lots, buyers are in place already. Could support 20 units, will have 3. Current market dynamics don't provide for highest use.

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

- Staff is working on moving and refile building permits under street address.
- She advised the recent Blake decision from the Washington Supreme Court regarding controlled substances may require Council action to address illicit drug possession. Attorney Woodrich provided background information on the decision and what the legislature is looking to do to respond. Having the county and city align ordinances will be important.
- **Councilmember Weissfeld** asked for clarification on trail work the Port of Cascade Locks is working on. **Leana Kinley, City Administrator** explained the PoCL is working on several trails, and it may be the one that goes through Mitchell Point. The PoCL has changed meeting dates, so representatives can now attend City of Stevenson meetings.

10. VOUCHER APPROVAL:

- a) *April 2021 payroll & May 2021 AP checks have been audited and are presented for approval. April payroll checks 15126 thru 15130 total \$96,523.30 which includes EFT payments. May 2021 AP checks 15110 thru 15125 and 15131 thru 15175 total \$276,920.08 and includes EFT payments and checks. The AP check register with fund transaction summary was attached for review.

MOTION to approve the vouchers as presented was made by **Councilmember Weissfeld** seconded by **Councilmember McHale**.

- Voting aye: **Councilmembers Muth, Weissfeld, McHale, Cox.**

11. MAYOR AND COUNCIL REPORTS: None presented.

12. ISSUES FOR THE NEXT MEETING:

Councilmember Cox expressed concerns over the public perception that access to Rock Creek Falls from Iman Cemetery Road was on city property and offered ideas to limit approaches to the Falls. He also asked about ensuring the area’s property deeds reflect accurate boundaries. Attorney Woodrich provided information on reducing trespass and nuisance issues and potential liability. **City Administrator Kinley** noted neighboring property owners had contacted her, and she would inform them the issue would be on the June 17th, 2021 City Council meeting agenda.

Rick May asked the Council to look at the Housing Needs Analysis to figure out how to get sewer services to areas prior to making any zoning changes. **Mayor Anderson** suggested referral to the Planning Commission.

Councilmember Weissfeld asked residents living in the Vancouver Avenue neighborhood if council needed to know anything in particular. It was pointed out Vancouver Avenue was on the TIP list.

13. ADJOURNMENT- **Mayor Anderson** adjourned the meeting at 8:28 p.m.

Scott Anderson, Mayor

Date