

MINUTES
CITY OF STEVENSON COUNCIL MEETING
August 09, 2018
6:00 PM, City Hall

1. CALL TO ORDER/PRESENTATION TO THE FLAG: Mayor Scott Anderson called the meeting to order at 6:00 p.m., lead the group in reciting the pledge of allegiance and conducted roll call.

Excused Absence - Amy Weissfeld was excused at the July 19th council meeting.

PRESENT: Councilmember Robert Muth, Councilmember Paul Hendricks, Councilmember Jenny Taylor

ABSENT: Councilmember Amy Weissfeld, Councilmember Mark Peterson

2. CHANGES TO THE AGENDA: None

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

a) **Minutes** of July 19, 2018 City Council Meeting.

b) **Water Adjustment** - Hood Creek (Subway/Windermere, Meter No. 200100) requested a water adjustment of \$365.56 for two leaky toilets which they have since repaired.

MOTION to approve the consent agenda made by Councilmember Muth, Seconded by Councilmember Hendricks.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor

4. PUBLIC COMMENTS:

Stevenson resident Mary Repar complimented the meeting packages and commented that they are big. She suggested displaying the packet electronically at the meeting so the public can go through it as the council goes through it.

5. OLD BUSINESS:

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

He stated that the council can expect BOD samples by the end of the month. He explained that the biggest influent samples at the plant are significantly lower than the

samples from the lab. The next step is to take the samples to a third-party lab. He shared no ideas on what caused this discrepancy.

Hansen explained further that the Department of Ecology is allowing us to haul the solids to Vancouver for disposal until the end of the month. He is looking for a usable way to deal with solids moving forward and has reached out to a few plants and places regarding hauling procedures.

Hansen noted an error in the packet and clarified that the city is not currently processing the solids down to a Class B but are working on it.

6. NEW BUSINESS:

a) Approve Contract with Wallis Engineering - Public Works Director Eric Hansen requests approval of the attached contract with Wallis Engineering for pre-design work on the Russell Avenue project in the amount of \$53,685.75. Additional documentation to support the subcontractor's work was presented at the meeting.

Hansen explained that this allows Wallis Engineering to get started on the agreed timeline and allows the city to get the ball rolling with setting up the initial meeting with Washington State Department of Transportation. It also allows Wallis to provide a conceptual drawing to put on display at fair booth this month. The corrected actual cost will be \$53,704.44 for design not labor

MOTION to approve the contract with Wallis Engineering in the amount of \$53,704.44 made by Councilmember Muth, Seconded by Councilmember Hendricks.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor

b) Approve Chinidere Phase IV Extension - The property owner for Phase IV of the Chinidere Mountain Estates Subdivision requested an extension of the Development Agreement for five years. Council can extend the agreement "upon a showing of good cause...". The request and a copy of the development agreement was attached in the council packet.

Community Development Director Ben Shumaker explained that the city granted an extension last year for five years with interim timelines to meet in order to keep progressing toward the five-year timeline. At this time, phase 4 hasn't been met and they are asking for an extension but, overall, are staying on track for the five-year deadline. The original interim steps stated that they would submit initial engineering by fall of this year and complete in winter of next year and they're asking for an extension of that time frame. The staff didn't see any reason not to extend after review.

Phase 4 does not include a bond. City Attorney Ken Woodrich explained that a bond isn't necessary until they are ready to develop a subdivision, whereas now, the council would just be giving them more time to complete necessary steps.

Shumaker to ask for a redline version of the modified development agreement to submit to council at the September meeting as well as a request for phases 1-3.

MOTION to approve the extension pertaining to phase 4 to amend development agreement as requested by applicant made by Councilmember Muth, Seconded by Councilmember Hendricks.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor

c) Approve Deed Restriction - City Administrator Leana Johnson requested approval of the attached deed restriction for a waterline connection for Mr. and Mrs. Combs on the property adjacent to 533 NE Major St.

Johnson explained that they have not yet decided to go this route or to install a water line but this keeps their options open. Staff will not sign off until all needs are met.

MOTION to approve deed restriction made by Councilmember Muth, Seconded by Councilmember Hendricks.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor

7. INFORMATION ITEMS:

a) WSU Vancouver Opioid Report - A link to reports regarding community discussions about the Opioid epidemic was attached.

b) Chamber of Commerce Activities - An attached report describes some of the activities conducted by Skamania County Chamber of Commerce in July, 2018.

c) Sheriff's Report - A copy of the Skamania County Sheriff's report for July, 2018 was attached for council's review.

d) Municipal Court Cases Filed - A summary of Stevenson Municipal Court Cases recently filed was attached for Council's review.

8. CITY ADMINISTRATOR AND STAFF REPORTS:

a) Eric Hansen, Public Works Director

Hansen shared that there is interest for the wastewater treatment plant designs, with up to eight consult firms having already asked for tours and one asked for a sample (for free). One package plant that has come in so far at over \$7 million and stated that there will be more to come at the next council meeting.

Public Works is getting ready for the fair by painting the crosswalks and other street lines. WSDOT will come in to complete State Route 14 but the timelines is to be determined. They have striped but still need to paint parking delineation.

A 10x10 canopy with a table and a signup sheet was provided to council for volunteer hours at the fair.

Hansen explained that he is scheduled to speak on managing high stream wastewater at an upcoming Pacific NW conference.

The radar signs data over the last 31 days averaged over 6,000 vehicles per day entering Stevenson on the east end and 2,000 per day on west. Hansen shared that these numbers are consistent with previous years. The average speed was 33 on the east end and 27 on the west. Anderson noted other models of radar signs that are available, which use LED lights rather than amber, monitor traffic speeds on both incoming and outgoing, and are portable so do not require installation costs. Additionally, he noted models that can be put on a car and ran off of the car battery.

b) Ben Shumaker, Community Development Director

The Planning Commission meets next Monday. They will be interviewing four candidates to fill one vacancy. Council can expect a request for appointment at the September meeting. Additionally, the commission will be looking at the restoration portion of the Shoreline Management Program (SMP) and the shipping container moratorium.

An application for a variance in the downtown zone will be reviewed by the Board of Adjustment on the 20th of this month.

Shumaker also shared that the county and staff will be attending a workshop regarding the plaza project, as requested by the county.

Last, the Critical Areas Ordinance is at day 58 of 60 for state comment and more information will be provided at the next meeting.

c) Leana Johnson, City Administrator

Johnson introduced Mary Corey, the new city Deputy Clerk/Treasurer 1, who will be replacing Candace Ford. Corey comes from Montana with experience in the field.

Johnson also noted the number of signs on both ends of town advertising events and explained that there was previous ask for a gateway sign to showcase all events and avoid clutter. Funding may be sought out in 2019 and Johnson will talk to the Stevenson Business Association about changing/updating the sign throughout the year.

The council retreat times for the dates selected: October 19th from 1:00-4:30 p.m. and October 20th from 9 a.m.-5 p.m. Continental breakfast items will be provided as well as a full lunch.

The audit is currently ongoing and minor policy updates are to be expected.

The logging appears to be completed.

Staff to meet with the Board of County Commissioners regarding the plaza project and the fire hall project. The kick off meeting for the fire hall will be held Friday with representatives from the county.

Johnson is also working on an article for the Skamania Pioneer in response to the article that came out a few weeks ago regarding funding for the wastewater project, as well as a letter to editor, stating that the project would be funded through taxes.

The county is working on a conveyance for Wind River Nursery and is requesting a letter of support from agencies. Johnson explained that the benefit is that they would acquire some water rights, although what exactly is still to be determined. The county has not explained what they want it for but they are finalizing a strategic plan and eliciting community leaders and will then hold public hearings. The council requested more information about what the land will be used for before giving a letter of support. The council also suggested asking a representative to come to a future council meeting to present to answer questions.

d) Kimberly Pearson, Intern

Pearson explained that the Broadband Team will meet September 4th to discuss strategies. The team currently has 8-12 members, including city staff, representatives from the Port and Washington Gorge Action Program, as well as representatives from fields such as economic development, education and health. The first meeting is part of the visioning phase.

9. VOUCHER APPROVAL AND INVESTMENTS UPDATE:

a) July 2018 payroll & August 2018 A/P checks have been audited and were presented for approval. July payroll checks 12673 thru 12686 total \$96,485.09 which includes ten direct deposits, one EFTPS and two ACH payments. Check 12687 will be included in the August payroll. A/P Checks 12688 thru 12733 total \$121,549.94 which includes two ACH payments. The A/P Check Register and Fund Transaction Summary were attached for review. Detailed claims vouchers were available for review at the Council meeting.

No investment purchases in July 2018.

MOTION to approve vouchers made by Councilmember Muth, Seconded by Councilmember Hendricks.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor

10. MAYOR AND COUNCIL REPORTS:

Anderson commented on the newspaper article, the facts were correct but inflammatory. The city will work on being proactive on providing what we're doing, on what information is correct and how hard council and staff are working to make the best decisions. He is requesting to council to put best foot forward, explain were trying to do the best that we can with what we have.

Second, the preliminary template is complete for a homework packet that will be sent out prior to the retreat. This is to get council thinking on how we've done on work in the last year as well as looking forward for the next 5-10 years. Please give it some thought and take the time to fill it out.

11. ISSUES FOR THE NEXT MEETING: None

12. ADJOURNMENT - Councilmember Taylor made a motion to adjourn and Mayor Anderson adjourned the meeting at 6:50 p.m.

_____ approved; _____ approved with revisions

Scott Anderson, Mayor

Date

Minutes by Claire Baylor