

**MINUTES**  
**CITY OF STEVENSON COUNCIL MEETING**  
**February 21, 2019**  
**6:00 PM, City Hall**

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**1. CALL TO ORDER/PRESENTATION TO THE FLAG:** Mayor Scott Anderson called the meeting to order, led the group in reciting the pledge of allegiance and conducted roll call.

**PRESENT**

Councilmember Robert Muth, Councilmember Amy Weissfeld, Councilmember Paul Hendricks, Councilmember Jenny Taylor, Councilmember Matthew Knudsen

**2. CHANGES TO THE AGENDA:**

None

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

- a) **Approve Resolution 2019-331 Local Government Investment Pool** - City Administrator Leana Kinley requested council approval of resolution 2019-331 authorizing investment of City of Stevenson monies in the Local Government Investment Pool (LGIP). Due to Carla's retirement the authorizations for access to the LGIP funds needed to be updated and the resolution from the Office of State Treasurer is required to make that change. No other changes are being made.
- b) **Special Occasion Liquor License Application** - Rock Cove Assisted Living on March 29th from 5:30 - 9:00 pm for their 9th Annual Wine Tasting Fundraiser (flyer attached).
- c) **Water Adjustment** - Robert and Colleen Wahto requested a water adjustment of \$326.66 for a water leak which they have since repaired.
- d) **Approve WGAP Contract** - City Administrator Leana Kinley requested approval of the contract with WGAP for 2019-2020 services in the amount of \$10,000. The only changes from the prior contract were to the dates and contract amount. The increase from \$6,000 to \$10,000 was discussed and approved during the budget process.
- e) **Liquor License Renewal** - A&J Stores, Inc. and Skunk Brothers Spirits, Inc.

**f) Minutes of January 17, 2019 City Council Meeting.**

MOTION: To approve Consent Agenda items a-f with the WGAP annual contract amount of \$10,000 made by Councilmember Muth, Seconded by Councilmember Knudsen.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor, Councilmember Knudsen

**4. PUBLIC COMMENTS:**

Resident Mary Repar requested putting the agenda and other items discussed on a screen projected for the attendees. She also addressed a letter she wrote to the city regarding snow plowing, snow berms, ice and wash boarding. She noted that the city staff works hard and does a great job with limited resources. She suggested that a snow emergency needs a snow emergency plan. Lastly, she noted the affordable housing and requested more and varied discussion about what it means to our community.

Kinley added that Hansen has a response to Repar's letter that will be shared with the Council.

Resident Jeff Payson had comments on the Interim Zoning Controls.

The Mayor noted that this discussion is on the agenda and comments would be shared during that time.

**5. OLD BUSINESS:**

- a) Moratorium on SFR In C1 Zone** - The City Leadership Team presented information regarding an interim zoning control and a revised moratorium on Single-Family Residences in the C1 zone based on the discussion at the January 21st public hearing. Ordinance 2019-1135 revising the moratorium on new single-family residence construction in the C1 zone was distributed for review. Ordinance 2019-1138 was presented at the meeting.

The Council discussed allowing residential in the C1 downtown zone as a conditional use. Kinley described the Interim Zoning Controls splitting the C1 into 3 zones. Zone 1 would still prohibit single family, Zone 2 would allow single family residences as conditional, and Zone 3 would allow single family as is

currently allowed under the existing zoning. Shumaker added that one ordinance partially lifts the moratorium, as discussed at the last meeting, while the other another one allows for more response to this issue while the full downtown project is being developed. Both are temporary.

The Interim Zoning Controls is based off a 1999 plan. Zone 1 is Russell to Second and Rock Creek to Columbia and the nature path down to the railroad tracks. Zone 2 is the rest of downtown. Zone 3 goes out Rock Creek Drive with additional options for development including the new fire hall. The Council confirmed that Zone 1 and 2 is essentially what is currently C1.

City Attorney Ken Woodrich explained that Interim Zoning Controls are an alternative to adopting a moratorium. It allows some uses but gives time to for more permanent planning to be developed, whereas a moratorium is a stop all together. Shumaker noted 2019-1135 and 2019-1138 are distinct options and do not coexist together. 2019-1135 proposes moving forward with the moratorium but opens a window of time where applications could come in within the transitional area. 2019-1138 creates the Interim Zoning Controls, which can allow for more residential building but would be conditional and with caveats. Shumaker noted that Zone 2 conditional use (overall page 99 notes number 10) and residential building could be allowed but must be built as a commercial building. The Council asked whether Zone 1 has any residential structures and Shumaker noted maybe one.

The Council asked about 1999 in particular and staff explained that the the zoning was based on the 1991 plan and that 1999 was the most recent comprehensive look but wasn't adopted for unknown reasons. Staff also noted similar interests based on current conversations, such as design standards. Council asked about the difference between current mixed use and 1999 plan. Shumaker highlighted parking, prioritizing mixed use and addressing single family. Adoption of the Interim Zoning Controls would add a design review process and a potential of incentives for building mixed use. Shumaker noted overall pages 50, 51.

Shumaker noted that the Planning Commission is in process with developing a design plan for downtown and the Interim Zoning Controls would be in place before that comes to the Commission. The intent is to bring a contract to the March meeting and have it finalized in 2020. This is an attempt to try and get in front of things.

Shumaker considered amending 2019-1135 if the Council goes that direction. The state requires manufactured homes same and detached dwellings. Manufactured and modular would be added as c and d in Section 1. The Council asked for a definition of modular and Shumaker noted the description in the SMC.

Council confirmed that residential housing in commercial Zone 2 would be built to be adaptive or converted to commerce and confirmed no residential in Zone 1. The Council expressed mixed feelings about the Interim Zoning Controls and the elements within. Council discussed holding to what has been previously agreed upon regarding no residential in the downtown area. They also noted that the moratorium with a window for applications would likely affect other properties in the area, including a possible rebuild for a multi-family property. It was highlighted again that the Interim Zoning Controls would push for adaptive reuse of residential in Zone 2 and the regulation could be drafted to state that residential needs to be transitioned to commercial at some point.

MOTION: To approve Ordinance 2019-1135 revising the moratorium on new single-family residence construction in the C1 zone made by Councilmember Muth, Seconded by Councilmember Weissfeld.

Voting Yea: Councilmember Muth, Councilmember Weissfeld, Councilmember Taylor

Voting Nay: Councilmember Hendricks, Councilmember Knudsen

With a 3-2 vote, the Mayor vetoed the motion.

The Council asked about the moratorium modification based on findings of fact. Woodrich explained that the findings of fact were not consistent with the initial findings which would abrogate to the original ordinance. The new findings of fact are no longer needed now that the moratorium was rejected. The modification to the moratorium was voted down so the original moratorium from December now stands.

Kinley asked for Council input on how to change Interim Zoning Controls to be more aligned with Council vision. Council expressed wanting to support the current property owners and provide no additional residential in downtown area beyond that. Council asked about the level of involvement and monitoring with

commercial mixed use. Shumaker noted approximately 21 lots that are adjacent to residential with 4 currently vacant.

Payson identified a question specific to a project in zone 2 which falls under the multi family dwelling in the Interim Zoning Controls. Payson is a general contractor for proposed project that may not be able to move forward based on specific language drafted in the Interim Zoning Controls. The owner of the property is interested in what would qualify under workforce housing. Shumaker noted that if Interim Zoning Controls is moved forward, this section addressed by Payson would need to be discussed.

Councilmember Weissfeld read a text from resident Judith Lanz where she expressed that all property in the downtown should be commercial use only. She further noted the increase in jobs and tax revenue. She stated that as a business owner and employee, she wants to see the land used to grow the economy.

The Council further discussed 2019-1135 and 2019-1138. Council noted more opportunity in 2019-1138 for single family to be developed over the course of the year than 2019-1135 with only 4 lots possibly developed in two months. Shumaker noted overall page 49 and explained that, since 1999, there have been approximately 15 structures demolished, 7 constructed. Of the 7, 3 are single family and 2 are drive through coffee shops. Mayor, Council and staff arranged for a special meeting to continue discussion on this topic. The date was set for Tuesday, March 5th at 6 p.m.

MOTION: To approve Ordinance 2019-1139 with the change to section 1 of 1139 to include manufactured and modular homes as affected by the moratorium, home as defined in smc table 17.13.010-1 residence or accommodation uses, and delete statement "for those properties lying within the zone transition area...." made by Councilmember Knudsen, Seconded by Councilmember Hendricks.  
Voting Yea: Councilmember Weissfeld, Councilmember Taylor, Councilmember Hendricks, Councilmember Knudsen  
Voting Nay: Councilmember Muth

- b) General Sewer Plan and Wastewater Facilities Plan Update - The revised City of Stevenson General Sewer Plan and Wastewater Facilities Plan was presented for council review and approval.**

Kinley noted page 115, table 9. New home connections have decreased and the cost of operation expenses have increased, which created an increase in overall wastewater cost to residents. Council agreed that the proposed rate increase was not affordable based on current household median income. Kinley explained that this plan will be submitted to DOE and staff is continuing to look at all grant sources previously discussed. Another alternative could be through legislature and direct capital spending. The Council confirmed that the rates outlined on this plan will not be set with an approval.

MOTION: To approve Resolution 2019-327 adopting the City of Stevenson General Sewer Plan and Wastewater Facilities Plan and authorizing submittal of the Plan Update for approval by the Washington State Department of Ecology made by Councilmember Hendricks, Seconded by Councilmember Taylor.

Voting Yea: Councilmember Muth, Councilmember Hendricks, Councilmember Taylor

Voting Nay: Councilmember Weissfeld, Councilmember Knudsen

- c) **Sewer Plant Update** – City Administrator Leana Kinley provided an update on the Stevenson Wastewater System and the Compliance Schedule.

Kinley noted that the wastewater system exceeded effluent of BOD and TSS in January because of a slug load of unknown origin. DOE will be holding an internal meeting about this event and about Stevenson's situation and will inform city staff of the results. It was stated that this could be a finable event and fines will increase with further violations. The DOE tact to be discussed in their meeting is to require significant industrial users to apply for a permit and it has been discussed with this user group that the need for a permit may be required eventually. DOE wants to monitor for pH, BOD and possibly coloring at the source. The Council shared interest in delivering this message to users in a positive, considerate way. Council requested that all the SIUs who have been attending cohesive joint meetings with the city to be supplied with copies of letters included in the packet.

Shumaker noted the Tetra Tech amendment memo overall page 107 and 108 comparing residence impact and facilities impact. Kinley noted that Skamania Lodge wants to put their Enviropure back online and not be charged fees for BOD. The Enviropure was taken offline as requested by the city but they now argue that since the city allowed it initially, they shouldn't be charged higher to

use it, as per their letter. Kinley noted that this is where industrial permits come in to set guidelines for capacity.

## **6. NEW BUSINESS:**

- a) **Water Shortage Emergency Regulations Ordinance - City**  
Administrator Leana Kinley presented ordinance 2019-1136 regarding water shortage emergency regulations and penalties for council review, discussion and approval.

Kinley explained that an emergency could be determined based on circumstance and water flow. The city intentionally went away from specific language on when an emergency is to be declared as it could require more work in the end. Council agreed to leave it open and to use the discretion of staff.

MOTION: To approve ordinance 2019-1136 relating to water shortage emergency regulations and providing penalties for violation made by Councilmember Weissfeld, Seconded by Councilmember Hendricks.  
Voting Yea: Councilmember Muth, Councilmember Weissfeld, Councilmember Hendricks, Councilmember Taylor  
Voting Nay: Councilmember Knudsen

- b) **Water Requirement Ordinance - City Administrator** presented ordinance 2019-1137 requiring connection to the city water system for council review, discussion and approval.

Kinley explained that this ordinance would not allow new construction of a well in city limits and would require connection to city water.

This ordinance would impact a current application for land division, where four lots are being considered. The line upgrade near this property is currently in city plan but may require moving it up which could rearrange priorities. Regardless of one property, the staff questioned whether it is a good idea as it forces the city's hand in changing the timeline from the city's priorities to developments.

Brian Bair has been working with the Peck family on their critical areas permitting. The property in question is four lots on 9 acres above the high school. He noted that there is an existing well on the property. The plan initially was to drill wells but the new ordinance would prohibit doing so.

Katrin Crum shared the history of her grandparents purchasing the property and their involvement in the high school. She also shared history with their attempts at repurchasing the land after many years. It took the family three years and \$30,000 to get to the short plat submittal process. They have to put in a new road for \$350,000. Connecting to the city water would be an additional \$65,000. Crum stated that the short platting process shouldn't be a subdivision process. She noted that the current ordinance allows wells and septic. She emphasized the value of community members being able to build and stay in the neighborhood. Kellie McGuire seconded Crum's statement. She emphasized being a family wanting to live on the land, not a developer.

Their original request was to dig two new wells. The original well is no longer on the nine acres purchased and is now on another property which is not being used. There is currently no water access on the nine acres. Karen Peck noted that it is not cost prohibited. The family originally submitted their proposal on January 21st, before the proposed ordinance change.

The Council noted that the property in question is far from the city core. Peck added that it was annexed into the city. The Council discussed the difference in well and city water. Woodrich added that water use doesn't normally fall under land use controls. Kinley noted that a note can be made about vested land use applications as well. Woodrich suggested accepting the existing applications that are in place. The Council noted that, in general, there is interest in requiring people to hook up to city water. The Mayor noted the need for more customers when considering the water plan.

The Council discussed short plat versus larger development. Staff confirmed that there are no other short plat applications currently on file nor are there other completed applications that are in similar situations. A short plat is defined as four lots or less whereas five or more is a subdivision.

Council shared concerns with areas further out where it is hard to get water and the cost to hook up will increase. Woodrich described a philosophy of having developers expand lines rather than the city burdening the cost.

**MOTION:** To approve ordinance 2019-1137 requiring connection to the city water system with addition of language that completed applications filed at or prior to the date of the ordinance are exempt made by Councilmember Weissfeld, Seconded by Councilmember Hendricks.



Voting Yea: Councilmember Muth, Councilmember Weissfeld, Councilmember Hendricks, Councilmember Taylor  
Voting Abstaining: Councilmember Knudsen

- c) **City Insurance Approval** - City Administrator Leana Kinley presented a memo and associated coverage information regarding city liability insurance coverage for 2020.

Council consensus to move forward with staff recommendation.

- d) **WebRock Design Contract** - City Administrator Leana Kinley requested council approval of the contract with WebRock Design for website redesign services in the amount of \$4,998.

Council discussed looking at the analytics to see who is accessing via mobile. Staff noted that additional maintenance is needed beyond mobile accessibility. Council requested more detail and will be discussed again at the next meeting.

- e) **Discuss Homeless and Affordable Housing Funding** - City Administrator Leana Kinley presented information regarding options for the city to address homeless and affordable housing. Staff is currently trying to work with Columbia Cascade Housing Corporation on establishing a Community Land Trust. Other options include a .1% sales tax and a temporary levy up to 10 years up to \$.50 per \$1,000 assessed value, both would have to be approved by voters.

The Council shared concern about moving forward with this tax given the current water increase. Another option to pursue would be a community land trust.

## 7. INFORMATION ITEMS:

- a) **Bridge of the Gods** - A copy of the January 2019 status report from the Bridge of the Gods was attached with updates on various projects such as automated tolling.
- b) **Municipal Court Cases Filed** – A summary of Stevenson Municipal Court cases recently filed was attached for Council's review.
- c) **Chamber of Commerce Activities** – An attached report described some of the activities conducted by Skamania County Chamber of Commerce in January 2019.

- d) **Gorgeous Night in Olympia** - Information regarding the Gorgeous Nights in Olympia event on March 19th from 5:30-7:30.

Kinley added that they are looking for businesses to provide banners, flyers or donation items. The legislature will still be in session at this time.

- e) **Sheriff's report** – A copy of the Skamania County Sheriff's report for January 2019 was attached for Council review.
- f) **Fire Department Report** - A copy of the Fire Department report for January 2019 was attached for council review.
- g) **Washington State ABLE Program** - Attached information regarding the Washington State ABLE savings plan for individuals with disabilities, allowing them to save money for qualified disability expenses without losing their federal benefits.
- h) **Building Permits Report** - In Stevenson, there are currently 20 active single family (SFR) permits with 2 close to obtaining their Certificate of Occupancy. The Lodge pavilion remains in progress. Upcoming permits include a 4-cabin project, a multifamily (2-unit) project in downtown, 2 SFRs in Hidden Ridge and ADA room upgrades at the Lodge. In North Bonneville there is 1 Duplex, 1 SFR and 1 commercial butcher shop in progress. With the spring around the corner staff has been answering many people about building criteria in Hidden Ridge.

## 8. CITY ADMINISTRATOR AND STAFF REPORTS:

- a) Ben Shumaker, Community Development Director

The Planning Commission met Tuesday and addressed Accessory Dwelling Units (ADUs), detached and attached, and needed more time with the details around detached. The Commission is also taking action on a road diet.

The school district's planning is going forward. They are working on a capital improvement plan with different schools. The high school and elementary school would remain in Stevenson and a new middle school would open in Carson. Carson Elementary School would close. This is a 20-year plan, with possibly started first project in 8 years. All the information is available on the school district website.

- b) Leana Kinley, City Administrator

The city will have a career booth at the high school career fair on March 27th.

The Blues and Brews committee is looking for volunteers. The Chamber of Commerce is coordinating.

The Fairboard midway seating project for maintenance and watering did not sign a contract for TAC funding.

The reservoir and chlorine tank were cleaned in January. The turbidity meters have been installed and are running well.

Staff is meeting with Mackenzie on February 28th to discuss the fire hall costs.

The design for the wastewater treatment plant RFQ is due March 5.

Staff applied for a grant for the smart metering project. The grantors continue to ask for additional information. The city will know by April 15 if the grant is approved. Other possible funding sources would be Public Works Trust Fund or bank financing.

The Association of Washington Cities is hosting a small city connector meeting in April or May in Stevenson.

The staff are continuing to have problems with the current financial software. Changes were made to improve the software but it continues to be a challenge. RFP to come out sometime this year on new software.

c) Eric Hansen, Public Works Director - Staff report attached

## **9. VOUCHER APPROVAL AND INVESTMENTS UPDATE:**

a) January 2019 payroll & February 2019 A/P checks have been audited and were presented for approval. January payroll checks 13181 thru 13188 total \$103,072.11 which includes one EFTPS and five ACH payments. A/P Checks 13180 and 13196 thru 13262 total \$171,192.18 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. February 2019 investment activity: \$300,000 Callable Bond matured at (US Bank @ 1.25%), \$495,246.50 FNMA Callable Bond purchased @ 2.5%.

MOTION: To approve vouchers made by Councilmember Hendricks, Seconded by Councilmember Knudsen.

Voting Yea: Councilmember Muth, Councilmember Weissfeld, Councilmember Hendricks, Councilmember Knudsen

**10. MAYOR AND COUNCIL REPORTS:**

Mayor Anderson highlighted the Interim Zoning Plan and interest in going that route. He wants to see lots of comments and rewrite suggestions for the special meeting. Anderson also noted interest in receiving resident input as well as interest in how to help on the issues brought up.

Councilmember Weissfeld requested that the May property be on the agenda for next month. Kinley confirmed that it would be.

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

None

**12. ADJOURNMENT** - Mayor adjourned the meeting at 9:05 p.m.

Approved \_\_\_\_\_; Approved with revisions \_\_\_\_\_

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Name

Date

Minutes by Claire Baylor