

**MINUTES**  
**CITY OF STEVENSON COUNCIL MEETING**  
**August 7th, 2024**  
6:00 PM, City Hall and Remote

1. **CALL TO ORDER/PRESENTATION TO THE FLAG:** Mayor Anderson called the meeting to order at 6:03 p.m., led the group in reciting the pledge of allegiance and conducted roll call.

Elected Officials Attending: Mayor Scott Anderson; Councilmembers Dave Cox (remote attendance), Pat Rice, Michael Johnson, Lucy Lauser, Chuck Oldfield.

Staff: City Administrator Leana Kinley; Community Development Director Ben Shumaker, Public Works Director Carolyn Sourek, City Attorney Robert Muth.

Guests: Skamania County Undersheriff Tracy Wyckoff

Public Participants: Kara Owen, Rick Jessell, others unidentified

2. **PUBLIC COMMENTS:** None Received

3. **CHANGES TO THE AGENDA:**

- a) **8/6 changes include:**

- Additional public comment (item 2a)
- Added County Building Contract cost discussion (item 8d)
- Added Houseless Point in Time (PIT) Press Release (item 9i)

- b) **8/7 changes include:**

- Added Public Works Director Report (item 8b)
- Added Vouchers (item 9a)

4. **CONSENT AGENDA:**

- a) **Special Occasion Liquor License Application** - Rock Creek Hegewald Center on September 22nd from 3pm to 10pm for the Skamania Democratic Central Committee.
  - b) **Water Adjustment** - Deane Lindberg (meter No. 611800) requests a water adjustment of \$162.80 for a water leak which they have since repaired.
  - c) **Minutes** of the July 25, 2024 special council meeting.

**MOTION** to approve consent agenda items a-c as presented was made by **Councilmember Johnson**, seconded by **Councilmember Lauser**

Voting aye: **Councilmembers Johnson, Lauser, Rice, Oldfield.**

## 5. SHERIFF'S OFFICE REPORT:

The Skamania County Sheriff's report for activity within Stevenson city limits for the prior month was presented by Undersheriff Wyckoff for council review.

**Councilmember Cox joined the meeting at 6:04 remotely.**

## 6. PUBLIC HEARINGS

- a) **Transportation Benefit District Establishment-First Reading - City Administrator Leana Kinley** presented the staff memo and ordinance regarding the establishment of the Stevenson Transportation Benefit District for public input, council discussion and consideration.

**The public hearing opened at 6:04 p.m.**

>Kara Owen, General Manager of the Skamania Lodge commented on the potential financial increase the sales tax would contribute to the city through tourist visits.

**The public hearing closed at 6:06 p.m.**

**MOTION** to adopt the ordinance adopting Stevenson Municipal Code chapter 12.40 Stevenson Transportation Benefit District establishing a transportation benefit District, specifying the boundaries for the transportation benefit districts, specifying construction, reconstruction, maintenance, and preservation of existing improvements and providing for separability and an effective date was made by **Councilmember Johnson**, seconded by **Councilmember Oldfield**.

Voting aye: **Councilmembers Johnson, Lauser, Rice, Oldfield, Cox.**

- b) **Proposed 2024 Budget Amendments-First Reading - City Administrator Leana Kinley** presented and explained proposed changes and increases to the 2024 budget as outlined in the attached documents for council consideration.

**The public hearing opened at 6:18 p.m.**

No comments were received.

**The public hearing closed at 6:20 p.m.**

**MOTION** to approve the ordinance amending the 2024 budget as presented was made by **Councilmember Johnson**, seconded by **Councilmember Oldfield**.

Voting aye: **Councilmembers Johnson, Lauser, Rice, Oldfield.**

## 7. UNFINISHED BUSINESS:

- a) **Sewer Ordinance Update - Ben Shumaker, Community Development Director** presented a memo regarding the standby fee in the proposed ordinance for council discussion and direction.

Based on the legal analysis, Council directed staff to use a requirement to connect and penalty for failure to connect regulatory model. This model will replace the option to connect and payment of a stand-by fee model previously requested. Council also directed staff to leave the System Development Charges waiver incentive in the ordinance, but to add language to better withstand challenges related to the gifting of public funds. A draft of the revised ordinance will be presented to council for review prior to releasing it for public comment.

## 8. COUNCIL BUSINESS:

- a) **2025 Budget Calendar - City Administrator Leana Kinley** presented the calendar for adopting the 2025 budget by year end for council review and discussion.

November 13th, 2024 was set as the date for the special budget meeting.

- b) **Discuss Communications Support - City Administrator Leana Kinley** presented and provided information on a staff memo regarding outside communications support for council discussion and staff direction. Council directed staff to contact additional firms for other proposals.
- c) **Approve Interlocal Agreement with Skamania PUD - Public Works Director Carolyn Sourek** presented and explained the Interlocal Agreement with PUD No. 1 of Skamania County for routine maintenance and repairs of the city's rolling stock equipment for council consideration.  
**MOTION** to approve the interlocal agreement with Public Utility District No. 1 of Skamania County as presented was made by **Councilmember Lauser**, seconded by **Councilmember Johnson**. A brief discussion occurred regarding the labor rates.

Voting aye: **Councilmembers Johnson, Lauser, Rice, Oldfield.**

Voting nay: **Councilmember Cox**

- d) **\*Skamania County Building Inspector Agreement Request - City Administrator Leana Kinley** presented a request from Skamania County regarding the reimbursement of fees for CloudPermit paid in 2023 prior to addendum #3 approved on June 20th.

Council directed staff to re-word the interlocal agreement to reflect changes encouraging Skamania County to reimburse the \$2,800 in fees from the software vendor.

**9. INFORMATION ITEMS: The following items were attached for Council review.**

- a) **Contracts Awarded Administratively** - The report on contracts, purchases, and change orders over \$10,000 approved administratively over the past month was attached.
- b) **Chamber of Commerce Report** – The report describes some of the activities conducted by Skamania County Chamber of Commerce in the prior quarter.
- c) **Financial Report** - The Treasurer's Report and year-to-date revenues and expenses through the prior month are presented for council review.
- d) **Affordable Housing ABC Video** - The link to video mentioned at the July 25th, 2024 special meeting regarding the closing of a mill due to lack of housing is online at <https://www.youtube.com/watch?v=xz3M2zt8dtc> .
- e) **Safe Streets and Roads for All (SS4A) Update** from Adam Fiss with the Southwest Washington Regional Transportation Council on the SS4A Safety Action Plan.
- f) **2023 Wastewater Treatment Plant Outstanding Performance Award** letter from the Department of Ecology giving the City of Stevenson treatment plant the 2023 "Wastewater Treatment Plant Outstanding Performance" award.
- g) **Gorge-ous Nights Out** - Information on the 2025 Gorge-ous Nights Out was attached. It's an opportunity to show the Washington and Oregon Legislators about the Mid-Columbia River Gorge Region, and how it is not the concert venue.
- h) **One Prevention Alliance Update** - An 2023-2024 snapshot of the One Prevention Alliance program was attached.
- i) **\*Point in Time Count Press Release** - Mid-Columbia Community Action Council press release announcing the 2024 Point in Time (PIT) County results show slight decrease in houselessness across Mid-Columbia Region.

**10. CITY ADMINISTRATOR AND STAFF REPORTS:**

- a) **Ben Shumaker, Community Development Director**
  - i. Lasher Street project is moving forward, engineers are being interviewed for design work.
  - ii. Grant proposals being submitted to the Transportation Improvement Board.
  - iii. He will work on updating the draft sewer ordinance with input from the meeting discussion.
  - iv. The Tree Protection Plan is being finalized with the Department of Natural Resources and Skamania County PUD.
  - v. Permit requests have slowed.
  
- b) **Carolyn Sourek, Public Works Director**
  - i. Cleaning and inspection of reservoirs is being scheduled for 2025.
  - ii. Meter inspection contract is being developed.
  - iii. The well was put into operation recently due to an electrical shortage in panel.

- iv. Pump station project is progressing, the Fairground station operations have been assumed by Public Works staff.
- v. Kanaka Creek station is in start up and Cascade pump station will be opening soon.
- vi. The City Waste Water Treatment Plant received an award from the State Department of Ecology for outstanding performance in 2023.
- vii. Paving projects-Lakeview surface limits being confirmed, and paving expected by the end of the month. Applications are due at the end of next week for next year's paving.
- viii. First Street project is advancing.
- ix. Road striping is being performed through a contract with Clark County.
- x. A sweeper purchase is imminent. She thanked the Council for approving the PUD interlocal agreement for maintenance and repairs.
- xi. An additional employee has passed their Waste Water Operator test.
- xii. Public Works assisted the Port of Skamania County with a sewer line just before the 4th of July.

**c) Leana Kinley, City Administrator**

- i. Planning Module for Cloud Permit has started.
- ii. 2025 budget process has started, department heads are working on their portion of budgets.
- iii. Audit is complete.

**11. MAYOR AND COUNCIL REPORTS:**

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

Attached was a list of items staff are working on for future meetings.

**13. ADDITIONAL PUBLIC COMMENT: (For items discussed during the meeting.)**

- Kara Owen spoke in favor of educating the public on the benefits to the proposed .3% tax increase.
- Attorney Muth congratulated Public Works on the award for the Wastewater Treatment Plant.

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

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Scott Anderson, Mayor

Date