

MINUTES
CITY OF STEVENSON COUNCIL MEETING
August 11, 2022
6:00 PM, City Hall and Remote

- 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.

Elected Officials attending: Mayor Scott Anderson; Councilmembers Dave Cox, Michael Johnson, Kristy McCaskell.

Other elected officials attending: Skamania County Commissioner Bob Hamlin

Staff attending: City Administrator Leana Kinley, Public Works Director Carolyn Sourek, City Attorney Ken Woodrich.

Public attending: David Wyatt, Karen Rutledge, Rick May, Julie Mayfield, Robert Muth.

- 2. PUBLIC COMMENTS:**

>Karen Rutledge spoke about proposed regulations on boundary line adjustments.

>Rick May spoke about the proposed boundary line adjustments, the proposed moratorium, and the city meeting schedule.

>Julie May spoke about SEPA compliance and the proposed boundary line adjustment ordinance

- 3. CHANGES TO THE AGENDA:** Mayor Anderson advised agenda items would be changing throughout the meeting. He moved agenda item 13 to follow the consent agenda (item 4.) Consent agenda item b) was removed as the application for a Right-of-Way permit from the Cemetery District was withdrawn.

a) 8/10 changes include: Addition of minutes to the consent agenda (item 4c); Addition of documents for the 2022 budget amendment (item 5a); Revised ordinance and addition of public comments (item 7e); Addition of moratorium on boundary line adjustments (item 7f); Addition of Skamania Lodge water adjustment request (item 7g); Addition of Chamber of Commerce report (item 8f); Addition of July Financial Report (item 8g); Addition of WAGAP Annual Report (item 8h); Removal of Community Development Director's report (former item 9a); Addition of voucher information (item 10a).

b) 8/11 changes include: Addition of public comments (item 7e); Addition of Council member application (item 13a).

4. CONSENT AGENDA:

- a) **Water Adjustment** - Peter Johnson (meter no. 404900) requested a water adjustment of \$608.60 for a water leak which they have since repaired.
- b) **Item removed** at request of Skamania County Cemetery District
- c) **Minutes** of Stevenson City Council meeting of July 21, 2022.

MOTION to approve consent agenda items a & c was made by **Councilmember McCaskell**, seconded by **Councilmember Cox**.

Voting aye: **Councilmembers Cox, Johnson, McCaskell**.

13. COUNCIL APPLICANT INTERVIEWS:

- a) **Interview Council Applicants** - Council interviewed David Wyatt for the open council position #4.

MOTION to appoint David Wyatt to council position #4 was made by **Councilmember McCaskell**, seconded by **Councilmember Johnson**.

Voting aye: **Councilmembers Cox, Johnson, McCaskell**.

David Wyatt was administered the oath of office by **Mayor Anderson** at 6:24 p.m. and was seated as City Councilmember #4.

5. PUBLIC HEARINGS:

- a) **Proposed 2022 Budget Amendments** - **City Administrator Leana Kinley** provided details regarding the 2022 budget changes.

The public hearing opened at 6:28 p.m.

>No comments were received.

The public hearing closed at 6:36 p.m.

A second reading will be held at the September 15th, 2022 Council meeting.

6. SITUATION UPDATES:

- a) **Sewer Plant Update (1)** – **Public Works Director Carolyn Sourek** presented an update on the Stevenson Wastewater System and Compliance Schedule.

7. COUNCIL BUSINESS: Mayor Anderson moved item 7g to the top of the Council Business portion of the agenda.

- g) **Water Adjustment** - Skamania Lodge (meter No. 706400) requested an adjustment of \$16,185.20 for a waterline leaking directly into their stormwater collection system, which they have since repaired.

MOTION to approve the adjustment for water/wastewater costs of \$16,185.20 for Skamania Lodge was made by **Councilmember Cox**, seconded by **Councilmember McCaskell**

Voting aye: **Councilmembers Cox, Johnson, McCaskell, Wyatt.**

- a) **Approve Change Order 1 for the Main D Extension Project (1) - City Administrator Leana Kinley** presented and explained the final Crestline contract change order 5 for the Main D extension project in the amount of \$95,352.20. The change order was for additional trench restoration, driveway and sidewalk work necessitated by poor subsurface conditions brought on by excessive rainfall.

MOTION to approve final change order 5 for the Main D construction project in the amount of \$95,352.20 as presented was made by **Councilmember Cox**, seconded by **Councilmember Johnson**.

Voting aye: **Councilmembers Cox, Johnson, McCaskell, Wyatt.**

- b) **Columbia River Gorge National Scenic Area, Recreation Bill Letter of Support - City Administrator Leana Kinley** presented a draft of a bill *"To provide for conservation and recreation enhancement for Mount Hood and the Columbia River Gorge National Scenic Area, and for other purposes"* for council discussion.

Bob Hamlin, Skamania County Commissioner, provided background information on the bill.

- c) **First Street Turnback Agreement - Public Works Director Carolyn Sourek** presented and explained Amendment No. 1 to the 1996 turnback agreement between the Washington State Department of Transportation (WSDOT) and the City of Stevenson releasing the full right of way for First Street from WSDOT to the City for council consideration.

MOTION to authorize **Mayor Anderson** to sign Amendment No. 1 to the 1996 Turnback Agreement No. TB4-0063 upon approval of final road improvements condition by the Public Works Director was made by **Councilmember McCaskell**, seconded by **Councilmember Wyatt**.

Voting aye: **Councilmembers Cox, Johnson, McCaskell, Wyatt.**

- d) **2023 Budget Calendar - City Administrator Leana Kinley** presented the calendar for adopting the 2023 budget by year end for council review and discussion. The proposed date for the special budget meeting will need to be confirmed or changed.

November 10th, 2022 at 6:00 p.m. was the suggested date and time for the budget meeting.

- e) **Approve Ordinance 2022-1183 Amending SMC 16 - City Administrator Leana Kinley** presented draft ordinance 2022-1183 amending SMC 16 subdivisions, clarifying and streamlining boundary line adjustments for council review and consideration. The ordinance was slightly revised from the original publication on August 5th with the changes tracked.

General consensus was reached to table item 7e. It was agreed by the Council to have the Planning Commission review the proposed ordinance amending SMC-16 and provide input to the Council.

- f) **Boundary Line Adjustment Moratorium** - **City Administrator Leana Kinley** presented and explained ordinance 2022-1185 establishing a moratorium on boundary line adjustments for council consideration and discussion.

MOTION to approve ordinance 2022-1185 establishing a 6-month moratorium on boundary line adjustments was made by **Councilmember Johnson**, seconded by **Councilmember McCaskell**.

Voting aye: **Councilmembers Cox, Johnson, McCaskell, Wyatt.**

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

- a) **The Skamania County Sheriff's report** for activity within Stevenson city limits for the prior month.
- b) **Stevenson Planning Commission Meeting minutes** from the prior month.
- c) **Housing Programs Report** on housing services provided by Washington Gorge Action Programs in Skamania County in the prior month.
- d) **Stevenson Fire Department Report** for activities in the prior month.
- e) **Capital Improvement Program Draft Maps** for the promotional flyers about the Capital Improvement Program scheduled for August 2022.
- f) **Chamber of Commerce Report** on some of the Chamber activities conducted in the prior month.
- g) **Financial Report** - The Treasurer's Report and year-to-date revenues and expenses through the prior month were presented.
- h) **WAGAP Annual Report** on the State of Homelessness in Skamania County prepared by Washington Gorge Action Programs.

9. CITY ADMINISTRATOR AND STAFF REPORTS:

- a) **Carolyn Sourek, Public Works Director** provided an update.
- b) **Leana Kinley, City Administrator**
 - i) Engineering standards are being reviewed and may come before the City Council at the September 2022 meeting.
 - ii) An annexation notice of intent was recently received. A special meeting is scheduled for 6:00 p.m., August 29th, 2022 for the City Council to review and determine future steps.
 - iii) A training on informed consent needs to be scheduled for the City Council and Planning Commission. Early October was considered to be the best option. Date and time TBD.
 - iv) One Prevention Alliance asked the City to remain as a partner in their coalition.
 - v) The Skamania County Sheriff requested a six-month contract extension. There were no objections.

10. VOUCHER APPROVAL:

- a) **July 2022 payroll and August 2022 AP checks** have been audited and were presented for approval. June payroll checks 16169 thru 16173 total \$108,284.84 which includes EFT payments. August 2022 AP checks 16174 thru 16228 total \$585,919.33, which includes EFT payments. The AP check register

MOTION to approve the vouchers as presented was made by **Councilmember McCaskell**, seconded by **Councilmember Cox**. Prior to the vote **Councilmember Cox** suggested **City Administrator Kinley** consider an alternative paper/document shredding service.

Voting aye: **Councilmembers Cox, Johnson, McCaskell. Councilmember Wyatt** abstained.

11. MAYOR AND COUNCIL REPORTS: None provided.

12. ISSUES FOR THE NEXT MEETING: None provided.

13. EXECUTIVE SESSION:

- a) At 7:56 p.m. Mayor Anderson announced the City Council would convene for 15 minutes in Executive Session under RCW 42.30.110(1)(i) to discuss with legal counsel representing the agency litigation or potential litigation to which the agency is, or is likely to become, a party. Council cam out of executive session ended at 8:11 p.m. No decisions were made.

14. ADJOURNMENT - Mayor Anderson adjourned the meeting at 8:12 p.m.

Scott Anderson, Mayor

Date