

MINUTES
CITY OF STEVENSON COUNCIL MEETING
July 15, 2021

6:00 PM, City Hall and Remote

Those attending in-person were required to comply with current state guidelines for distancing. Others attended via virtual platforms.

Information in parentheses after the agenda item reference 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 Amy Weissfeld, Dave Cox, Robert Muth and Annie McHale; City Administrator Leana Kinley, Community Development Director Ben Shumaker, and City Attorney Ken Woodrich. Public attendees included Pat Rice, Rick May, Mary Repar, and others unidentified.

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) * 7/14 changes include: Addition of documents to ARPA discussion (item 7a); addition of documents to city services extension discussion (item 7b); addition of Walnut Park lease agreement document (item 8d); addition of Rock Creek Run-off Testing Discussion (item 8e); addition of Voucher information (item 11).

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 should be removed from the consent agenda and considered separately after approval of the remaining consent agenda items.]*

- a) **Water Adjustment** - The Kellogg Group (meter No. 509000) requests a water adjustment of \$262.69 for a leak they have since repaired.
- b) **Minutes** of June 17, 2021 Council Meeting.

MOTION to approve consent agenda items a-b as presented made by **Councilmember Muth**, seconded by **Councilmember Cox**.

- Voting aye: **Councilmembers Muth, McHale, Cox. (Councilmember Weissfeld was en route.)**

4. PUBLIC COMMENTS: *[This is an opportunity for members of the audience to address the Council. If you wish to address the Council, please sign in to be recognized by the Mayor. Comments are limited to three minutes per speaker. The Mayor may extend or further limit these time periods at his discretion. The Mayor may allow citizens to comment on individual agenda items outside of the public comment period at his discretion.]*

>Mary Repar spoke about two issues. The Gorge Commission vital signs (air, water, land and agriculture) project is being implemented. It is available to show how critical natural resources are

handling climate change. She recently viewed the film *The West is Burning* with the Gifford Pinchot Collaborative. There followed a discussion to form a local group to help Gorge communities learn how to prepare for and respond to fires. She suggested it would be a good group for the City Council to become a member of.

5. PRESENTATIONS FROM OUTSIDE AGENCIES:

- a) **Gorge Regional Transit Strategy** - Kathy Fitzpatrick, Mobility Manager for the Mid-Columbia Economic Development District, was introduced by **City Administrator Leana Kinley**. Ms. Fitzpatrick gave a presentation on the Gorge Regional Transit Strategy and current regional public transit initiatives. She highlighted areas of expansion that promote their mission of supporting thriving Gorge communities by providing access to public transit. Ridership and demand for services has increased. Skamania County transit will begin to have rides from Carson to Bingen this fall. There is finally a complete circuit for residents to make connections into Yakima or Portland. In November a marketing campaign to alert and educate residents on the GORge pass and the public transit services will begin.

In response to a question by **Councilmember Weissfeld**, **City Administrator Kinley** gave a brief update on the Bridge of the Gods. An engineering analysis is being done, with a report on bridge conditions due this fall. The pedestrian walkway project is still under consideration. It needs to go through both houses of Congress to obtain a waiver.

6. SITUATION UPDATES:

- a) **COVID-19 Update** - **Mayor Scott Anderson** provided an update on the city's response to the COVID-19 pandemic. Most restrictions are lifted, and restaurants can now seat 100% of their customer capacity. Some mask requirements are still in place in other areas for those not fully vaccinated. The recent shortage of chlorine needed for water systems due to a production breakdown has been resolved.
- b) **Sewer Plant Update** - **City Administrator Leana Kinley** presented the update from **Public Works Director Karl Russell** on the Stevenson Wastewater System and the Compliance Schedule. The wastewater collection system upgrades, Phase 1, which includes the Cascade Interceptor as well as the Rock Creek Lift Station, came in at \$300,000 over budget. Due to supply shortages, Crest-line Construction has proposed the work begin in late September or early October 2021, meaning excavation would likely take place during the rainy months of autumn. De-watering of the site could add costs and further delay the project. The city is in conversation with EDA and the contractor to see if the project can be delayed until 2022. The question is if that would necessitate having to go out to bid again. If the contract remains, so do the current prices. **City Administrator Kinley** is working on the loan contract with DOE for the WWTP and the sewer extension. The design phase contract is wrapping up and final reimbursements are being submitted.

7. UNFINISHED BUSINESS:

- a) **Discuss American Recovery Plan Act Fund Distribution** - **City Administrator Leana Kinley** presented the staff memo listing project options for ARPA funds for council discussion. She explained the list of projects ARPA funds could be used for. These include making utility payments for residents in arrears; water infrastructure improvements; broadband; business and economic development; and replacement of lost revenues due to reduction in sales tax stemming from

COVID-19 closures. The funds do not need to be obligated until 2024, and do not need to be spent until 2026.

Following an extensive discussion, no decisions were made. It was suggested and agreed to have Kelly O'Malley-McKee with the Stevenson Downtown Association present business development options at a future meeting.

- b) Discuss Extension of City Services - City Administrator Leana Kinley** presented a staff memo continuing the April 15, 2021 discussion of water and sewer services past city limits for council discussion and staff direction. She highlighted the issue of planning a deliberate growth strategy in order to provide services outside of city limits to encourage annexation.

She has been in conversation with Skamania County regarding the alignment of ordinances so areas in the urban growth boundary are developed under city codes. Three approaches are possible for the City: Maintain the status quo, (which allows new hookups only if the house existed before 1980, adjacent water lines are in place, and a petition for annexation was denied); allow new hook-ups to infill on the system by using existing lines only; or extend water lines for new service.

Community Development Director Ben Shumaker asked the Council to determine what they needed to come to a decision, and what involvement from the public would be needed. He pointed to the staff reporting detailing what the Planning Commission has been working on regarding increased public outreach and engagement, and expressed a desire to have the City Council discuss some of the options.

Following an extensive discussion that included historical perspective on past decisions regarding annexation, it was determined to hold an open workshop to gather public input and feedback on the issue and explain why the matter is under discussion. The date of October 4 from 6:30 to 8:00 p.m. was set for a Town Hall on the topic.

Councilmember McHale agreed to act as a liaison regarding the community engagement framework introduced by the Planning Commission sub-committee. **Community Development Director Ben Shumaker** noted this would be a 'dry run' of the public engagement process and asked the City Council to provide comments on the process.

8. COUNCIL BUSINESS:

- a) Discuss Parking Ordinance - City Administrator Leana Kinley** presented the staff memo regarding changes to the parking restrictions in downtown for council discussion and staff direction. She provided several examples of parking codes from similar sized cities for the Council to consider. The Council discussed a number of concerns, including overnight parking, street parking near residences, large vehicles blocking lines of sight, weather issues, permits, in-lieu fees, enforcement, and the possibility of developing a site for public parking. **Community Development Director Shumaker** explained the UW intern would only be providing baseline data on how to improve space and parking access. He is looking for volunteers to assist in reviewing parking usage and turnover in the downtown area. **City Administrator Kinley** noted that at a public hearing more specific options can be obtained.

- b) Discuss Dude Solutions Capital Predictor Tool - City Administrator Leana Kinley** presented the staff memo regarding the Dude Solutions Capital Predictor software module for council discussion and staff direction. She explained Dude Solutions was not forthcoming earlier with all implementation costs. The Asset Essentials program already in use helps to schedule and track costs for maintenance. The Predictor Tool allows various scenarios to be projected and adjusted using multiple data points, and the Asset Essentials program works in conjunction with the Predictor Tool. She noted that the Department of Ecology contract requires a program that can perform similar functions. An Excel spreadsheet is acceptable but is cumbersome to run.

Councilmembers discussed several options. Questions were raised over the need for the capital predictor program and how much staff time was saved. It was pointed out that in the past when staff changes occurred the historical knowledge they had regarding programs, equipment and materials was often lost.

Mayor Anderson commented it supports the Capital Improvement Plan by overlaying all city departments, which aids in planning projects more efficiently. It also helps in determining if any set-asides will be needed for future projects. **City Administrator Kinley** noted the information would still need to be initially entered into an Excel spreadsheet, so she will start with that. She will check with similar sized cities to determine if comparable, less expensive tools are possible. No motion was put forward.

- c) Approve Contract with Wallis Engineering - City Administrator Leana Kinley** presented the contract with Wallis Engineering for the Wastewater Treatment Plant Upgrade Project equipment bidding services for an amount not to exceed \$40,654 for council review and consideration. The loan with the Department of Ecology has been funded and will be used to procure equipment, with the costs being reimbursable. She provided further details on the project phases, deliverables and financing.

MOTION to approve the contract with Wallis Engineering for Wastewater Treatment Plant Upgrade Project equipment bidding services in the amount not to exceed \$40,654 made by **Councilmember Cox**, seconded by **Councilmember McHale**.

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

- d) Approve Walnut Park Lease Extension - City Administrator Leana Kinley** presented the addendum to extend the license agreement with Justin Gross of Big River Grill for leasing Walnut Park over the summer at a rate as identified in the agreement for council review and discussion.

MOTION to approve the addendum with Justin Gross, dba Big River Grill, for leasing Walnut Park made by **Councilmember Weissfeld**, seconded by **Councilmember McHale**.*

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

*The license agreement was amended at 8:54 p.m. to assign the name **Bigger River Grill** to the contract and to include consent to the assigned change by Justin Gross and the City of Stevenson.

- e) ***Discuss Rock Creek Run-off Testing** – Community Development Director Ben Shumaker presented the summary report on the stormwater run-off at Rock Creek and Foster Creek Road for council discussion and staff direction. The results showed no major concern. No toxic levels were found. Twelve were grab samples, seven were composite, and two were blanks. The orange color is attributed to common iron-fixing bacteria. The complainant does not accept the results due to the lack of water currently flowing. **Shumaker** pointed out that DOE explained if it was flowing, the analysis would show lower levels of any substances due to dilution. He thanked the Underwood Conservation Council for their expertise in collecting the samples. The Council determined due diligence had been performed over and above any responsibility by the City Stevenson, and Skamania County was responsible for any further testing. **Shumaker** has been in contact with Department of Ecology regarding the issue. It was agreed the resident's initial concern was valid, but they would need to follow up with other agencies if they desired further tests.

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

- a) **The Skamania County Sheriff's** report for activity within Stevenson city limits for June 2021.
- b) **Financial Report** - City Administrator Leana Kinley presented the Quarterly Report, Treasurer's Report and year-to-date revenues and expenses through June 2021.
- c) **Skamania County Chamber of Commerce Activities** in June 2021
- d) **Project Status Updates** presented by **City Administrator Leana Kinley** and city staff.
- e) **Planning Commission Minutes from the 6/14/21** Planning meeting were presented.

Mayor Anderson called for a short recess at 8:50 pm. The meeting resumed at 8:55 pm.

10. ADMINISTRATOR AND STAFF REPORTS

- a) **Ben Shumaker, Community Development Director** shared information on the Chinidere development. Phase 4, which has an eight-lot approval, will likely not act on the upcoming September deadline. In doing so the owner relinquishes the right to further divide lots. Development of a through street to Fir and Spruce will not take place. Phase 2/3 will happen. Construction drawings have been signed by the city. There will be 49 lots available in that area. He is unsure of their construction schedule. Connections between Lutheran Church Road, Pine Street and Terry Street will take place.

An RFQ has been issued seeking a consultant for the Columbia Street realignment project. The consultant will help in writing the scope of work for the DOE grant to help bring the brownfield sites back into productive public use.

The Planning Commission is still working on the zoning amendments for increasing residential capacity. A subcommittee will be addressing solutions over the next two months using the new public engagement template, and then report back to the full Commission.

Prior to the next report **Councilmember McHale** asked to return to agenda item 9(a). She requested a representative from the Skamania County Sheriff's Office attend the August 2021 City Council meeting as called for in the contract with the City of Stevenson.

- b) **Karl Russell, Public Works Director** report was presented by **City Administrator Leana Kinley**. A number of projects have been discussed already in the meeting (First Street Overlook, Columbia Re-alignment, Rock Creek Lift Station and Interceptor project.) The Rock Creek storm drain has been cleared and flooding is not expected. The PWD is working with the Army Corps of Engineers for the final permit for storm drain repair in the water, which can only be done July through September.

PWD is working on the planting strip revitalization for the west side of Rock Creek Drive.

PWD is waiting on the city tree condition report now that the inventory has been completed.

Equipment bidding is set for the WWTP upgrades.

Recent water leaks caused by pipes shifting in dry soil have been repaired. Higher costs occur when a break is outside city limits, as the county has to do the road repair, rather than the city.

- c) **Leana Kinley, City Administrator** - The annual audit is underway. No entrance conference is planned. If two or more council members want to attend the exit conference **City Administrator Kinley** will schedule a special council meeting.

Traffic study cameras are out. They do not record license plates, nor face recognition, just documenting traffic patterns in different daily locations.

City of Stevenson website, all micro-sites are done; now reviewing template. Project slide deck will be moved into a more robust project tool.

A meeting with city and county officials and area fire chiefs is being planned to address a potential fireworks ban. It will be at least 2 years before it can be implemented due to Washington State's timelines on restrictive ordinances. **Councilmember Cox** volunteered to attend.

11. VOUCHER APPROVAL:

- a) *June 2021 payroll & July 2021 AP checks were audited and presented for approval. June payroll checks 15228 thru 15232 total \$97,873.91 which includes EFT payments. July 2021 AP checks 15233 thru 15303 total \$222,473.77 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 made by **Councilmember Muth**, seconded by **Councilmember Cox**.

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

12. MAYOR AND COUNCIL REPORTS: *Staff's attention on issues they would like to have addressed at the next council meeting.]*

Mayor Anderson announced a ribbon cutting at the new skate shop, ice cream shop, and tattoo shop in Stevenson. The new hotel will be opening soon. He highlighted the fact that no businesses in the

downtown core of Stevenson closed during Covid-19 and encouraged Stevenson to celebrate how well it has come through COVID.

Councilmember Weissfeld expressed concern about possible bridge and weight limits on the Bridge of the Gods. She pointed out the last weight restrictions significantly affected Stevenson's economy. She also asked about having a conversation with the Port of Cascade Locks regarding proper bridge maintenance and transit planning. **Mayor Anderson** reported economic repercussions from the last BOTG restrictions were felt in Yakima.

13. ISSUES FOR THE NEXT MEETING: None.

14. ADJOURNMENT - Mayor Anderson adjourned the meeting at 9:15 p.m.

Scott Anderson, Mayor

Date