CITY OF STEVENSON COUNCIL MEETING MINUTES
April 18, 2013
6:00 PM

ROLL CALL
Mayor Frank Cox, Monica Masco, Julie Mayfield, Robert Muth, Moli Thomas, Amy Weissfeld

STAFF
MaryAnn Duncan-Cole, Ben Shumaker, Eric Hansen, Ken Woodrich

GUESTS
Mary Repar, Wayne Martin

MINUTES
The minutes of the March 21, 2013 meeting were presented. Weissfeld moved to approve with a second by Thomas. Unanimously approved.

CONSENT AGENDA
The following items are presented for council approval:
1. A copy of the Skamania County Sheriff’s Report for March 21, 2013 is attached to the Council packet.
2. Walking man Brewing renewal of liquor license for microbrewery.
3. Correction of license for Pauley’s Nightclub on 47 SW Russell Ave, Suite B. Originally was listed as Mama’s.
4. Cheri Pyle (Meter #603500) is requesting a water adjustment of $94.83 for an outside leak that was repaired upon notification.
5. Mr. E. Hansen has requested six hours of comp time – instead of overtime.
6. Approval of request to use Walnut Park as an overflow area for Gorge Grown (Saturday Market). This is in addition to Right of Way Use Permit issued by Public Works for use of sidewalk along SR14. (Walnut Park is outside the ROW Permit process).
7. FYI – Gorge Commission Priorities Announcement.
8. FYI – OHSU notification of proposal to conduct test study of certain out of hospital treatments for cardiac arrest victims in Skamania County and protocol for opting out as an individual.

Masco moved to approve the Consent Agenda 1-8 with number 9 added. Second by Thomas. Motion passed with one opposed – Weissfeld.

PUBLIC COMMENT
*Mary Repar, Grange Master, asked the Council to verbally support the Grange as a group or individually by encouraging the County to rent the Grange building to them. Sen. Curtis King has included money for the grange that could be used for renovations. The Grange would allow the building to be used for community nights, meetings and open to all non-profits.

*Repar requested the berries around the horse sign on the west side of Rock Pond be cut. She was informed the County owns it the sign and property.
*Pet Waste Stations – They are needed on the fairgrounds. She encouraged the City to communicate with the County and recommended the Kerby Built Equality Catalog as a possibility.

*Stevenson Community Gardens - The Grange is helping with the garden. There is a large pile of dirt that has grass growing over it. She asked if a piece of City equipment could be used to move it.

*Jake Brakes – Repar asked if there was a way to eliminate/reduce the use of jake brakes. Her concern is the noise level. Woodrich stated that a City cannot prohibit their use. Woodrich stated that most of the log trucks are operating correctly.

FIRE DEPT UPDATE

- Fire Chief’s Monthly Report – First aid and CPR training was held last Monday. The grant for the new fire truck was turned down. There are twenty-four volunteer firemen. The surrounding stations have a very small turnout. Martin is hoping a new station might encourage more community involvement. The feasibility study is moving forward. Duncan-Cole is attempting to set up sub committees for each of the groups. Dave Fergus would like to see one elected official on the committee. Thomas will be the volunteer official with Masco as the alternate. Duncan-Cole stated that Fergus would be working with Woodrich on the structure of the legal organization.

Discussion followed on districts and consolidation. A mutual aide agreement with Hood River/Wahkiakum/Klickitat/Sherman et al will be established.

Old Business

BI WAYS PATHWAY PROJECT PUBLIC HEARING SET FOR 6:10 PM opened at 6:25 PM.

During construction of the pathway the engineer is recommending to detour traffic westbound on Rock Creek Drive to the eastern outlet. This would be implemented as a cost saving measure. FHWA funding requires a public hearing on this action. The detour would be for approximately six (6) weeks and would be during both working and non-working hours. An analysis must be done to show that it will not adversely impact protected populations such as the elderly, minorities or the poor. The purpose of the closure is to save flagging costs. One lane will be available for emergency access. Average daily traffic counts at the intersection in 2011 were 1100. Repar commented about the excessive speed of traffic on Rock Creek Drive. She also stated that the crosswalk at the Grange and the one south of the grange are dangerous areas. The Public Hearing was closed at 6:45 PM.

Shumaker stated that the project is over budget. Another grant opportunity might be available for $76,000 and a match of $14,000 from the City Tourism Fund. The grant is due next week. The poured concrete wall and the cultural resource survey increased the project costs. The Hotel/Motel funds will pay for the overage. Mayfield moved with a second by Scott to approve Shumaker applying for a grant that will be evaluated by the Regional Transportation Division. Motion passed.
COMP PLAN

Mayfield moved with a second by Thomas to approve Ordinance 2013-1067. “An Ordinance Adopting the April 18, 2013 Stevenson Comprehensive Plan; Correcting a Likely Scrivener’s Error Related to Lot Sizes in the Suburban Residential District; Amending SMC Title 17; Repealing Portions of Ordinances 919 and 1030; and Repealing Ordinance 1019 in its Entirety.” Ordinance will become effective five days following publication. Ordinance passed unanimously.

VOTER’S PAMPHLET

County Auditor’s Office estimates the costs for the City’s portion of the voter’s pamphlet will not exceed $1,200. If the City waives participation the option to participate on the website may not be available. Tim Todd, Auditor, stated a lot of voters are senior citizens and don’t have access to the Internet. In the future it may only be available online but not yet. The City website will have a link to the pamphlet.

UPDATES

OUTFALL EMERGENCY

The preliminary engineering report was submitted to the US Department of Agriculture by Gray & Osborne, Inc., the City’s engineering firm. After engineering review by USDA Staff the USDA responded via email with “Therefore can recommend to Bruce (City’s lead) to proceed with the application”. Duncan-Cole noted that the USDA lead for our project reports the only block to our funding is the environmental approvals. We are checking to ensure that all applications have been filed. Coordination with the various environmental agencies continues. Duncan-Cole is considering searching for alternate funding as a backup. DOE requested more information. Our discharge permit will expire November 2013.

FEASIBILITY STUDY

The contracts are executed. Council packets have a copy of the work schedule/flow. Further discussion took place earlier in the meeting under Fire Department Update.

QUAD GATES

Department of Commerce just returned the executed copy of the contract. BNSF will be contacted this week to schedule the diagnostics. There were two issues one was Prevailing wage and the other was ownership of the facility. The grant agency wants to make sure for sole sourcing that this is a sole source and we cannot find other bidders on this project. Legal counsel would prefer that sole source was in the context of the contract. Duncan-Cole and Woodrich stated that we know that only the railroad will work on the tracks but the auditor would like to see it from the Railroad end. A formal statement would work from Burlington Northern.

WATER/SEWER RATES

PUBLIC HEARING SET FOR 7:00 PM. Public Hearing opened at 7:20 PM. The Purpose of the hearing is to review and evaluate both water and sewer rates to ensure the rates are addressing the operational and capital needs of the utility in a fair and equitable manner. The last rate increase was only for excess water. Mindy Durant, Skamania Lodge representative, addressed the major impact the most recent rate increase had on the water bills at the lodge. She also shared conservation methods currently being used. Her suggestion was a higher amount allowed in the base rate. The Lodge has 254 rooms. Duncan-Cole is analyzing the situation and stated that there is a large
difference in what they consumed and what they were charged for when compared across customers. Council would like to see what they were paying previously and what they are paying now. Duncan-Cole will run transient lodging at 200 and 100 per unit and see what happens. Durant will provide Duncan-Cole with occupancy rates for the last four years. Duncan-Cole is looking at two options. Should the City lower the excess water rate across all customers or should the transient lodging rate be modified.

Rates will be ran at 0.38 and 0.39. Thomas suggested scaling the per hotel room unit to a possible 100 Cu.Ft.

Other topics covered were connection fees, system development charges and locate fee charges. When do we charge and how much? Do we use an alacarte menu or a flat fee? When does disuse give the City a right to revoke right to water? A policy needs to be determined. Thomas would like to be progressive and encourage people to be here and extra fees may discourage people from living here. Weissfeld stated that people should expect fees/charges. Woodrich suggested that the snowbird policy be looked at. He also commented that disuse often times gives the City the ability to revoke a vested right as long as it is stated in the ordinance. The County and other cities allow you to shut water off but persons still pay the base rate. Further discussion was held on system development fees and reconnection fees. Repar stated that people who go away should still be paying the base rate and then $100 for reconnection. This is the time to be saving money for sewer plant. Maybe the overage should be going into the system development fund.

Public hearing closed at 7:50 PM.

NEW BUSINESS

CLEAN UP DAY

May 18, 2013 – Stevenson Community Clean-Up Day sponsored by the Stevenson Business Association. The next meeting is Monday, April 22 at 8:30 AM at the Chamber Office. The Underwood Conservation Chipper will be requested for the day. Potluck Party after the event at Teo Park at 4:00 PM.

STAFF REPORTS

Disposal of back-up computer battery – Anderson has a potential buyer for the battery. The Ambulance may purchase it.
Weissfeld – Web Site – The website is looking good. CMS training is the contact management system. On May 13th content will be reviewed. On the May 16th it will be presented to Council, on the 17th we will flip to live. Not all content will be there but it will be a work in progress. The Firemen can send pictures to Weissfeld. The goal is that June 1st there will be a hard launch.
Fire District Commissioners – Discussion was held on paying the fire chief a larger stipend. It was agreed that the fire chief would get $100.00 a month. A job description and a salary range must be created by a resolution and approved by Council. It will be an amendment to the personnel policy. The mayor determines the amount and council can set the range.
PLANNING COM VACANCY The Planning Commission received one statement of interest (Shawn Van Pelt) for the Position 2 vacancy created by the resignation of Paul Spencer. Mr. Van Pelt interviewed with the Planning Commission at their April 8th meeting and was recommended for appointment by the City Council to fill the vacant position that expires December 31, 2014. Weissfeld moved with a second by Mayfield to approve the appointment of Shawn Van Pelt to Position 2 on the Planning Commission. Motion passed.

VOUCHER APPROVAL March 2013 Payroll Checks and April Claims Checks have been audited and are presented for approval and payment. March payroll checks 7376 thru and including 7398 for a total amount of $70,470.04 (list includes EFTPS electronic tax payment for $12,055.58.) Check 7395 was voided due to clerical error. April 2013 Claims Checks 7399 thru and including 7451 for a total of $125,155.80. (list includes $1,771.88 ACH excise tax payment). Muth moved with a second by Mayfield to approve the Payroll Checks, Claims Checks and other as listed above. Unanimously approved.

Meeting Convened Meeting was convened to Executive Session at 8:09 PM for instructions from legal counsel regarding potential litigation.

Mayor Frank Cox

Mary Ann-Duncan Cole, Clerk to Council

Minutes by Sandy Carlson