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

STAFF
Nick Hogan, Eric Hansen, Kenneth Woodrich

GUESTS
Mary Repar, Chief Wayne Martin, Mr. and Mrs. Sciacca, Mr. Jim Lee & Mrs. Lee, Maura Reynolds

6:02pm Meeting Called to Order by Cox

MINUTES
Muth motioned to approve the Meeting Minutes as written for February 20, 2014 and the Special Meeting Minutes as written for February 28, 2014 with a second by Thomas. Unanimously approved

CONSENT AGENDA
The following items were presented for Council approval.

a) Water adjustment – The Methodist Church (meter No. 300100) requests a water adjustment of $96.64 for a water leak in the parsonage located at 5 School Street. They discovered the toilet was leaking and replaced it with a new one.

b) Liquor license application – Skamania County Chamber of Commerce, Skamania County Fairgrounds Exhibit Hall, April 12, 2014.

c) Liquor license application – Skamania County Chamber of Commerce, Skamania County Fairgrounds Covered pavilion and stock barn, July 24, 2014 through July 26, 2014.


e) Liquor license renewal – Fraternal Order of the Eagles.

f) Liquor license renewal – Skamania Lodge.

g) Liquor license renewal – Skamania Lodge.

h) Payment of overtime – Public Works Director Eric Hansen requests payment for 24 hours of overtime worked in February, 2014.

Masco moved to adopt items A through H with G intentionally omitted on the consent agenda with a second by Thomas. Unanimously approved

FIRE DEPT UPDATE
Hogan said he contacted the designer, but has not yet organized a meeting. Martin requested an update about the No Whistle status for the railroad through the city. He said that the crude oil trains want to increase their frequency to five (5) times a day. Hansen said they are currently in negotiations for the quite zone and there will be no change to train operations. Thomas said the City Council in Hood River, OR requested to let them know what emergency response options are and what they can do in case of a catastrophe in our area. Thomas said there is additional funding for response and they would like to find
out what emergency responders are available. Martin said they have to wait for hazmat. Martin said that David Waymire heads an emergency response program called Every Fifteen (15) Minutes at Stevenson High School. This program is known statewide due to Waymire. The fire department is assisting in this emergency response program in Washougal soon.

PUBLIC HEARING OPEN 6:27 PM
The city has been notified that it is the recipient of TIB funds of $450,900 for Cascade Avenue improvements and is requesting an amendment of the 2014 budget to add these funds.

Repar said she was glad the city is going to repair Cascade Ave, as it needs to be fixed. She said that Chief Martin did raise a good question of emergency management and that it should be part of a plan. She explained that five (5) oil trains is like five (5) extra miles of trains, with 125 to 150 cars and is very dangerous. It is going to cut our town in half. She asked who is going to get down to Cascade Ave. She said that Thomas said the city had something from Hood River, OR asking for input. She said that city council should respond and say they don't want oil trains through our town. She asked city council to think about the economic impact of trains, as they are going to cut the economic zone. The fire trucks will not be able to cross under the bridge. Cox said back in February 2013 when they had coal train meetings they told them the need. They would like help with Fire Department access. They are aware that they can't protect those people on Cascade Ave. Thomas said she has done press conferences with EPA regarding this issue, but they cannot stop them from running trains. They can make them figure out ways to help us access those areas, but they don't want to do that. Repar wants to hear city council say they do not want additional oil trains. Weissfeld and Thomas said they have. Masco said the railroad is the business and they allow the commerce on their tracks. Weissfeld said we have forcefully made comments to various entities, to coal trains, sent letters, we are concerned and against it coming through the town. She feels they have done what they can do. If Repar knows of other forums please let Weissfeld know.

PUBLIC HEARING CLOSED 6:35PM
Muth made motion to approve Ordinance No. 2014-1076 to amend the 2014 budget for Cascade Avenue improvements with a second by Mayfield. Unanimously approved

OLD BUSINESS
Truck traffic on 2nd Street
Hogan contacted WSDOT traffic engineer Chad Hancock to request a meeting with WSDOT and City staff. He outlined for Hancock the ideas they’ve heard so far, and asked that he come prepared to comment on the merit and feasibility of each suggestion. Hancock said he’ll review the list with his boss and call Hogan later this week to set up a meeting.

Jim Lee asked if there was anything he could do to facilitate a change in the traffic pattern. Lee said as a business person in town he doesn’t want one way in front of his business. Cox said public hearings are how they make the decisions. Lee said they are limited, due to having such a narrow street. He said he’s almost had his door ripped off and was almost hit another time. Thomas asked about a traffic light. Woodrich said that would be expensive. Hansen would like to direct truck traffic onto 1st Street if WSDOT would pay for the maintenance. He said they didn’t officially take it from them. Lee said some people are stopping for crosswalks and some aren’t. Lee said we are having twice as many tourists with increased cruise ships.

Sciaccia said they have the best view in town when it comes to speeding. Today he was in the front yard of the cabin and someone was doing the speed limit leaving town. It’s not fifty (50) until you get to the speed limit sign. The person was almost rear-ending a truck. He said this makes it really dangerous when people want to make turns into their business. He said a deadly collision is imminent and wants to know if WSDOT is cooperative and is this up to a city council vote. He said there are liability issues. He said to
gradually increase speed or to merge would be great. He spoke to Chad Hancock about his situation the other day, and was told that the best situation would be a left turn lane. Sciacca said a lot of people are going into that area and a left turn would be good. Cox said there will be public hearings, that city council won’t make the decision on its own; it will be highway engineers and public decisions. Sciacca asked if in the past it was set by public hearing. Cox said yes. After the state report is back to Hogan, we will put it on the agenda or have a separate meeting. Lee said everybody is concerned about this. Sciacca thanked Hogan for the upcoming public hearing.

2011 and 2012 Audits
Hogan reported last month that they were still in progress and that city staff had struggled with implementing all the new GASB rules for financial statements. The Governmental Accounting Standards Board (GASB) issued many new rules in recent years and many small entities are having difficulty staying up to speed with all of them. The auditors sent him a list of items that needed correction to meet the GASB rules. He addressed those items and sent them back revised financial statements this month. They accepted most of his changes, but then sent him back several more items to be addressed. He addressed those final items with a few more changes, answered several more questions, and the audits are now completely done. The State of Washington does two separate audits each year, an “Accountability Audit”, and a “Financial Statement Audit”. Both completed audit reports were given to city council for their review. The City received no “Findings” for 2011 or 2012.

Hogan is reviewing the accounting methods used by other small cities in Washington, as well as recommendations by the State Auditor’s Office and other financial experts. Virtually all small cities in Washington use the Cash Basis of accounting, verses the more complicated “GAAP Basis” (modified accrual) that the city currently uses. He is considering recommending changing to the much simpler Cash Basis, but would like to check into it more completely first. He expects to have further discussion on this topic next month. He said it wouldn’t change day to day operations of the city. Weissfeld wants to hear the pros and cons of each system. Thomas asked about the city not keeping up with depreciation. She asked how significant it is and what is the plan to offset it. Hogan said all cities struggle with replacement of capital assets – depreciation expense does not provide cash for equipment replacement. We will very likely have to borrow money to replace water/sewer eventually. Hogan said the city has a long-term capital plan. Hansen mentioned grants and mentioned the water shed fund and said the sales tax increase goes towards streets.

Thomas asked about employees state pension funding, and if there is a lapse in meeting obligations for their retirement. Hogan said that is a state problem, not a city problem.

Thomas wants to bring vacation and sick day accruals down. Hansen said their sick leave is use it or lose it. Masco believes the state buy-out is a rule, RCW. Woodrich said it may be. Hogan would like to review the personnel policy in more detail and bring it to City Council for discussion. Thomas asked to have this review done by July.

NEW BUSINESS
Grange Plantings
Mary Repar and Maura Reynolds with the 121 Stevenson Grange said that among their 2014 programs on Earth Day, they want to help clean up Stevenson. Repar said that Brenda Bush, the Grange Treasurer, couldn’t make it to the meeting and that this project was Bush’s suggestion. They would like to put low growing, drought tolerant native plants, such as Heather. This triangular area is located by the fir tree where the city sign that says Welcome to Stevenson. They would like to work on that area and get donated plants and labor with city council’s permission. Repar said it won’t cost the city; it’s their contribution. They asked if there was a landscape plan. Hansen recommends Repar’s plan and he will show her the
Repar said that she and Hansen can work together and maybe come up with something by April 21st.

Consultant Agreement for Cascade Ave and Quad Gates Project
Hansen said he has been negotiating with consultants for the quad gate fees and it came in at 18% of total expected project cost. WSDOT said 18% is fine. Hansen explained that typically it’s not unreasonable to see 20% for consulting fees. The city was approved for additional TIB funds to help with the overage.

Muth moved to approve local agency standard consultant agreements with Berger ABAM for engineering services for the Cascade Avenue and Quad Gates projects for not-to-exceed amounts of $135,731 and $36,636 respectively, subject to contract review and approval by TIB representative Clint Ritter, with a second by Thomas. Unanimously approved

INFORMATION ITEMS
Sheriff’s report
A copy of the Skamania County Sheriff’s report for January, 2014, was reviewed by city council. Woodrich said these are from dispatch. Council would like to see traffic tickets shown. Hogan will ask about traffic stops within city limits. Muth asked if the sheriff could send someone to follow up to letter. Masco said they’d like to hear about the gradual slow down. Hogan will invite someone to speak to these items.

Robert’s Rules of Order
City Council reviewed attachment 10.b, which highlights a section of Robert’s Rules of Order having to do with encouraging equal opportunity to speak. Hogan explained the process. Mayfield brought this to the attention of the council. She would like to take more time before the motions so everyone can comment. Woodrich said council has never stuck too closely to Robert’s Rules of Order. He explained that Stevenson has an informal way, but it is important everyone has an opportunity to express themselves. He doesn't recommend Roberts Rules be followed strictly. Hogan said there is a city procedure called City Council Rules of Procedures and he will email this to council for review.

We are Here
We are Here is a community-wide project being sponsored by the Stevenson Community Library and the Columbia Gorge Interpretive Center. Hogan wanted to bring this project to council’s attention. A report was given to council for review.

Sheriff Brown Letter, Hwy 14
Hogan received a letter from Sheriff Dave Brown encouraging the City to install stationary traffic control speed devices on Hwy 14. This letter was given to council for review. Hansen said radar feedback is recommended, but the city has to fund and install them.

Chamber of Commerce Activities
The attached report describes some of the activities conducted by Skamania County Chamber of Commerce in February. Hogan said this is given to him each month by Casey Roeder and he can include this in the agenda packets. The council liked this idea.

MAYOR AND COUNCIL REPORTS
None
City Administrator Report

Pool Update
Hogan met with County Assessor Gabe Spencer last week about the swimming pool. **Spencer** is putting together a committee to try to get the pool reopened. **Hogan** volunteered to serve on the committee on behalf of the City, and he attended their first meeting this week. **Spencer**'s plan is to ask the community to vote for the creation of a Metropolitan Parks District. He believes that the City and County can appoint the first board members by resolution to avoid the complication of having to select the first board members by public vote. A Metropolitan Park District has statutory authority to levy up to 75 cents / 1000. He believes it will cost $178,000 per year to run the pool, or a tax rate of about 25 cents / 1000 plus admission charges. He is looking for volunteers to present the proposal to the County and the involved cities (Stevenson for sure, and possibly Carson, North Bonneville, and Skamania). **Hogan** volunteered to work with **Spencer** and the Committee to figure out the details, and to present them to City Council (after a complete review by the **City Attorney Ken Woodrich**). **Spencer** is working with School District Superintendent **Dan Read** for possible future improvements, including the addition of an exercise room. He hopes to get resolutions passed by the County and the Cities to get it onto the Ballot this summer for a vote in the general election in November.

**Lodging Tax proposals for TAC**
When the TAC made award recommendations in December for 2014, they left about $50,000 on the table. The TAC asked **Hogan** to open a midyear application process to consider additional awards for 2014. That process is now open. He advertised it in the paper, added it to the website, and sent application packages to the four people that have requested one so far and to the Tourism Advisory Committee to forward to any other interested parties. Applications are due March 28th. **Spencer** asked if the pool is eligible for tourism money. **Hogan** said he would look into that with **Woodrich**.

City staff reports

**Woodrich Email**
**Woodrich** received an email on February 28th from **Brad Andersen** about comments made from a City Council Member during the last meeting. **Woodrich** only said city council should listen to the recordings that are available to the public.

**Hansen Staff Report**
City sidewalk trip hazards will cost a total of $323,000 to repair. **Hansen** would like to get rid of the hazards gradually. Council said that the land owner is responsible for trip hazards liability. **Hansen** will look into this more. **Thomas** said this doesn't seem to be very clear, including snow plow and salt. **Hansen** said Municipal Code 84.5 is posted on the website. There was a discussion about past incidents where the city handled settlements. **Woodrich** said a community education wouldn't hurt, but to do some homework first. **Woodrich** said we have a risk manager that can do a risk assessment for us, and they can direct us. **Masco** was concerned about consistency of the work performed by property owners. **Hansen** will put the grinding project on hold until the risk manager has been contacted.

**Weissfeld** asked if money was put into a beautification budget, paying for additional flower boxes, for the property owners to maintain. **Hogan** said no, that was not part of the adopted budget. **Weissfeld** asked if any other city council members were interested in pursuing this, no one expressed interest. **Hansen** said the quad gates project will help direct foot traffic downtown.
VOUCHER APPROVAL
February 2014 Payroll checks and March Accounts Payable checks have been audited and are presented for approval. February payroll checks 8282 thru 8305 total $78,637.38 including EFTPS electronic tax payments for $12,985.54 and $404.87. March Accounts Payable checks 8281 and 8306 thru 8358 total $87,360.07 including $3,152.14 ACH excise tax payment. There were no investment purchases in February 2014. Expenditure summary reports are attached for your review. Detailed claims vouchers were available for review at the Council meeting.

Muth motioned to approve vouchers for February with a second by Masco. Unanimously approved

ISSUES FOR NEXT MEETING
None

8:08 MEETING ADJOURNED

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Frank Cox, Mayor                  Nick Hogan, City Administrator/Clerk

Minutes by Melissa Andersen