ROLL CALL
Frank Cox, Monica Masco, Julie Mayfield, Robert Muth, Scott Anderson, Amy Weissfeld

STAFF
Nick Hogan, Ken Woodrich, Ben Shumaker, Eric Hansen, Carla Cosentino

GUESTS
Robert Wertheimer, John & Anita Forsberg

6:00pm Meeting Called to Order by Mayor Cox

CHANGES TO AGENDA: Agenda items 7a and 8a-c moved to precede items 6a&b to adjust for public hearing scheduled for 6:30.

MINUTES
Meeting minutes for December 18, 2014 unanimously approved upon motion by MAYFIELD and second by ANDERSON.

CONSENT AGENDA

a) Training Request - Gordy Rosander and Mark Tittle attendance at Evergreen Rural Water of Washington workshop in Yakima, WA February 17-19, 2015. Approximate cost $547.00 each ($1,094 total) plus use of a City vehicle for travel to Yakima.

b) Training Request - Karl Russell attendance at “Construction Inspector Exam Review” workshop in SeaTac, WA March 9-12, 2015. Approximate cost $899.00 plus use of a city vehicle for travel to SeaTac

Consent Agenda items a&b unanimously approved upon motion by MASCO and second by WEISSFELD.

PUBLIC COMMENT: None

PUBLIC HEARINGS

Strawberry Road Vacation
Council considered a petition from John Forsberg to vacate a city road/easement known as “Old Strawberry Road.” Hansen reported it is more difficult to vacate a road if property abuts a water body. In that instance, the City has an obligation to insure public access to the water body is retained. The area affected by the vacation contains a triangular “ghost parcel” where legal ownership is not known and will have to be identified through the professional services of a title company. The City will need to determine fair market value for both the ghost parcel and the area to be vacated. The adjacent property owners will have to pay the City their proportionate share of fair market value for the property being vacated. That money can only be used to purchase parks, etc. Using that money, the City would approach the owner of the “ghost parcel” with a fair market value offer to buy the property, which would provide comparable or improved public access to the same shoreline area. Access would likely be between the road and the creek. Although the parcel has been surveyed and platted, there are tricky mechanics due to mistakes in platting and discrepancies in mapping. Access will likely be between the road and the creek.

Public Hearing Opened 6:48 PM
Forsberg argued that the City could conclude this is not a public area and vacate under RCW 35.79.035(1)(B). Woodrich cautioned that a vacation under 1B requires other things to be done. Forsberg said those steps are not impossible and will not require a big analysis. Woodrich felt vacation under (1)(C) makes more sense. Forsberg felt comparable access already exists and that the property is not suitable for the purposes mentioned in the RCW.
Hogan said he visited the site and could not rule out the possibility of it being used for public view, but adopting a plan would allow the city to vacate it.

Woodrich stated a vacation under B would require a finding that the area is not suitable as a public access or viewpoint; the receiving parcels would still be required to pay fair market value for the right-of-way and that money would be retained to buy access to other bodies of water. It would be more cumbersome to make findings, identify, inventory, etc. Under C, the city would determine the right-of-way and its value, establish another way to get to the same body of water, hold the funds and use them to purchase the access without the need to identify other access points. Staff is recommending a vacation under (C). Shumaker noted that the vacation is not effective until all property owners pay fair market value. The owner of the “ghost property” doesn’t know it is encumbered. The City wants to acquire the triangle and retain City ownership. The ghost parcel owner would have to pay fair market value for its portion if they do not want to sell, which could prohibit the vacation; the offer to purchase and avoid paying their share of fair market value may be incentive to cooperate and sell. Robert Werheimer asked if others could pay another’s share to allow the vacation to occur if an owner doesn’t want to pay.

Council directed staff to proceed with developing the described plan. Fair market value should be investigated before spending money on a title report.

**Public Hearing Closed 6:59 PM**

**Cascade Avenue Shoreline Substantial Development Permit**

A Quasi-Judicial Public Hearing to consider SHOR2014-01, a shoreline permit application submitted by the City of Stevenson Public Works Department for Cascade Avenue improvements.

**Public Hearing Opened 7:01 PM**

Woodrich announced that the Public Works Department is the proponent and asked all members if they have any financial interest in the outcome of the decision, any personal prejudices that might impact their ability to make a decision, and whether they had spoken to anyone outside of the meeting about the application. Members had nothing to disclose.

Shumaker noted that the application was referred to the Planning Commission by the City Council. The Planning Commission decided Cascade Avenue is a road requiring a shoreline conditional use (as opposed to an access road and allowed use), reviewed it for policies, and approved it with six recommended conditions about construction techniques to insure the design of the road would meet the needs of its users for 20-30 years. Stevenson Landing improvements are included. The review was advertised, and no written or verbal comments were submitted to either the Planning Commission or City Council.

Hansen conveyed the consulting engineer’s concern that Condition #4 might jeopardize the ability to fund the construction. He asked if the road would have to be built to a higher standard if the study concludes a higher anticipated need requires a wider, thicker road, with road thickness being the most concerning. Geotech components are already being reconsidered, as the project is 40% over budget to construct to this standard. This comment was received late and not brought to the Planning Commission. Current design is modeled by what was done on Highway 14. Shumaker said projects within a shoreline of statewide significance should be designed for a 20-30 year life. Hansen stated he is comfortable that the recent design modifications will achieve a 20 year life. Traffic counts were purposely taken on an event weekend.

**Public Hearing closed 7:20 PM**

Anderson moved to adopt the Shorelines Substantial Development and Conditional Use Permit (SHOR2014-01) as recommended by the Planning Commission based on its satisfactory compliance with the Skamania County Shoreline Management Master Program in general and the conditional use provision of SMC 18.08.230 in particular, but removing “and designed” from Condition 4A. Mayfield second. Unanimously passed.
OLD BUSINESS
Courthouse Lawn Plaza
Anderson moved to approve the contract between the City and Stevenson Business Association for $30,000 regarding preliminary design of a Courthouse Lawn Plaza; second by Mayfield; unanimously passed.

NEW BUSINESS
Tourism Funding Awards
Weisfeld reported that the Tourism Advisory Committee (TAC) met and reviewed proposals for 2015 funding. The application form was revised. The TAC looked at overnight visits generated and gave priority to infrastructure improvement projects over festivals or events. Use of the WiFi system continues to increase. Muth asked if there is data to support the WiFi use, noting that he has had poor personal experience with it. There are recommended joint projects with the Port. It’s expected that the County’s current financial state will likely result in less maintenance and upkeep of the fairgrounds, and the TAC anticipated a need to augment that. The Stevenson Landing and Leavens Point projects are ready to roll.

Hogan presented a 3 year recap of tourism funding. The TAC recommends funding Hoptoberfest but not the brewery map. Masco noted a shift to directly funding projects rather than having some of them under the umbrella of the SBA. Hogan explained that the City made that change to be more directly involved with each individual entity & activity. The Barnstorming Bluegrass Festival funding is for advertising in partnership with beer promoters; it received additional weight for providing a shoulder season activity. The TAC goal is that festivals/activities should become independent after 3 years of funding. Every contract will be required to submit attendance statistics. The TAC asked that the Big River Fiber Fling include fiber art work displayed downtown to attract activity to the business community.

Masco moved to approve $460,085 recommended tourism funding; Anderson disclosed he is the organizer of Iron Man Strong Ale. Muth seconded. Unanimously passed.

Municipal Court Services
Hogan reported the County approached the City about transferring Municipal Court services to the County. It would remain a municipal court but would be run by District Court with Judge Reynier as the appointed judge. They already operate North Bonneville’s Municipal Court. Judge Andersen has a right to finish his contract, but has expressed cooperation with whatever the City decides. The parties will meet next week to discuss details. Staff hopes to consolidate 4 contracts and get packaged pricing. Council favored continuing with negotiations.

Temporary Public Works Employee
Hansen reported the City has been contracting for landscaping services since 2005 and is exploring the option of instead hiring a 33 week, 1300 man/ hour, $12/hr temporary employee at a cost of $18,000 vs. $16,000. A spare vehicle that was intentionally not surplused and a push lawn mower are available for use. A riding mower would be purchased at a cost of about $1,500. The position would be supervised by the Public Works Field Supervisor. The expected benefit would be more hours for slightly more money; the City only receives about $10-15 hrs/wk when the services are contracted. Muth & Mayfield felt the position may require some specialized skills and that the proposed pay rate may be too low. Weisfeld noted that the City is doing well because we have been fiscally responsible and opposed spending more money on landscaping maintenance. Masco suggested perhaps adjusting the hours or contract term and increasing the pay. Council will need to approve a job description and a salary range. Public Works Director was authorized to proceed with developing a plan for the temporary position for Council review for up to $18,000.

Broadband Strategic Plan
Anderson shared a video presentation on the topic of Broadband Strategic Planning, explained Broadband’s importance to economic development, business, education/remote learning, government transparency and residential living, and encouraged exploring the development of a plan for Stevenson. The plan would inventory existing infrastructure and provide ways to fill the gap in underserved areas or those experiencing “digital divide.” Neighboring communities have taken advantage of the free template, which provides six steps for developing a comprehensive plan. Stakeholders would be identified and contacted to help develop the plan. Fiber would be
viewed as essential community infrastructure equal to water, sewer and electricity. Grant funding may be available through USDA. Stevenson has some of the better infrastructure and therefore a substantial advantage over other communities our size.

Council conceptually approved and confirmed Anderson should continue moving forward with forming a committee and exploring grants. Shumaker said professional help will be needed.

**Annual Appointments**
Council reviewed the 2015 appointment list, confirming and appointing where appropriate.

- Mayor Protem - Masco
- ExOfficio Planning Commission Member - Muth
- Volunteer Firemen’s Board - Weissfeld
- Emergency Service Compensation Board - Muth
- Economic Development Council - Weissfeld, alternate Anderson
- Stevenson Business Association – Anderson, alternate Hogan
- Fair Board – Masco, Alternate Cox
- Southwest Clean Air Agency - Shumaker
- Solid Waste Advisory - Mayfield, Alternate Hansen
- Regional Transportation Board - Shumaker, alternate Hansen
- Law & Justice - Cosentino
- Disabilities Board - Don Stevens (North Bonneville Mayor)
- Community Action Team (CAT) - Hogan, Alternate Weissfeld
- Public Art - Hogan
- Tourism Advisory Committee (TAC) - Weissfeld
- Water Resource Inventory Area (WRIA) – Shumaker
- Stevenson Wellness Improvement & Maintenance Team (SWIM) - Muth

Muth moved to approve the appointment list; second by Masco. Unanimously passed.

**Request for Funding for GIS update (aerial imagery)**
Council had no objection to $1,000 participation with Skamania County for aerial imagery to update the existing GIS layers.

**Contract approvals**
Council unanimously approved the following contracts:

1. CH2M Hill / OMI – Sewer Plant Operations, five year contract. $114,000/yr 5 yrs Anderson motion, Muth second
2. Wallis Engineering, General Engineering Services. On call NTE $10,000 Andersen motion, Mayfield second
3. BergerABAM, Kanaka Creek Road Improvements. $213,981 subject to approval of City Attorney & WSDOT. Anderson motion, Muth second
4. Skamania County, Prosecuting Attorney. $16,000/yr. Anderson motion, Masco second
5. Skamania County, Incarceration Services. $55/night for 2015. Anderson motion, Muth second
6. Skamania County, Probation Services. $40/mo pd by client. Anderson motion, Muth second
7. Skamania County, Jury Management Services. $81.40 per month. Anderson motion, Muth second

**INFORMATION ITEMS:**
**Shoreline Management Program**
Shumaker reported the City is behind on the DOE grant funded project and is being pressured by the funding agency to produce. Work plan established.
Planning Commission’s goals to amend the zoning regulations to allow chickens and address vacation rentals will have to take a back seat to the shoreline management plan work. The City will dovetail with Skamania County, who has now also accepted DOE funding.

**Sheriff’s report**
Receipt of the December 2014 Skamania County Sheriff’s report acknowledged.

**Chamber of Commerce Activities**
Receipt of the December 2014 Skamania County Chamber of Commerce report and reminder of the upcoming annual dinner on Friday Jan 16 acknowledged.

**CITY ADMINISTRATOR AND STAFF REPORTS**
Hogan reported EMS Chief Carol Shields resigned.

Hansen reported
- The public works department will have completed installation of the first wave of the wayfinding signs by the first week of February.
- Replacement pedestrian crossing flags are ordered and staff is preparing to present to the SBA for potential sponsorship for future orders. Note was made that the pedestrian would be removed from future orders; Anderson requested they be made of reflective material if possible
- Complaint acknowledged that the radar sign is blocking the City sign at the west entrance. Council noted the radar speed signs appear to be effective.

Shumaker reported he is working with Gabe Spencer to try to reduce barriers to selling the old mill site. The County will apply for a DOE planning grant to identify the best use of the property.

**MAYOR AND COUNCIL REPORTS**

Masco
- Conveyed complaint about the status of the burned house on Russell and asked that nuisance enforcement be reactivated
- Expressed surprise to read in the Pioneer that the County is going to start charging for the fair; to her knowledge there has been no such decision by the Fair Board.

Anderson – pleased to see the wayfinding and radar signs getting installed.

**VOUCHER APPROVAL AND INVESTMENTS UPDATE**
December 2014 Payroll checks have been audited and are presented for approval. December payroll checks 9089 thru 9108 total $75,772.17 which includes two ACH payments and one EFTPS payment. January Accounts Payable checks 9109 thru 9162 total $101,248.01 which includes one ACH payment. The A/P Check Register and Fund Transaction Summary are attached for your review. Detailed claims vouchers will be available for review at the Council meeting. One CD in the amount of $145,000 matured in December and was renewed for 18 months.

Masco motioned to approve the vouchers with a 2nd by Anderson. Unanimously approved.

**ISSUES FOR THE NEXT MEETING**
None requested.

**ADJOURNMENT 8:33 PM**

Frank Cox, Mayor

Nick Hogan, City Administrator

*Minutes by Carla Cosentino*