

**MINUTES
CITY OF STEVENSON COUNCIL MEETING
May 19, 2016
6:00 p.m., City Hall**

Roll Call

Frank Cox, Amy Weissfeld, Mark Peterson, Robert Muth, Jenny Taylor, Paul Hendricks

Staff Nick Hogan, Eric Hansen, Ken Woodrich

Guests Mary Repar, Ben Sciacca, Billy Basse, Norm Haight, Scott Anderson, Pat Albaugh

1. CALL TO ORDER

Mayor Frank Cox called the meeting to order at 6:01 PM

2. CHANGES TO THE AGENDA

There were no changes to the agenda.

3. MINUTES

The minutes from April 21, 2016 were circulated for discussion and approval.

WEISSFELD made a motion to approve April 21, 2016 minutes. 2nd by **HENDRICKS**.
Unanimously approved.

4. CONSENT AGENDA

The following items were presented to City Council for approval.

- a) **Liquor license renewal** – Walking Man Brewing, LLC
- b) **Liquor license renewal** – Leslie’s Books and Beer
- c) **Liquor license renewal** – Clark and Lewie’s
- d) **Training Request** – Accounting Clerk Candace Ford requests approval to attend a two day workshop, Vision Software Training, in Yakima, Washington, July 6 and 7, 2016. Approximate cost to the City will be \$445.

MUTH moved to approve consent agenda items a, c, and d. 2nd by **PETERSON**.
Unanimous approval. **MUTH** asked **HOGAN** to bring back more information about item **4(b)**.

5. PUBLIC COMMENTS

M. Repar thanked the public works department for their hard work the last several weeks.

6. PUBLIC HEARINGS

a) Transportation Improvement Plan - 6:15 PM

HANSEN presented the updated Six-Year Transportation Improvement Program (TIP) for Council review and Public input. This is the first of two scheduled public hearings for the annual TIP update, which includes projects which may need funding. The now completed Cascade Avenue project has been removed from the plan but otherwise, no changes have been made. Council members should consider any projects they wish to see added to the list.

M. Repar commented during the public comments, WSDOT needs to be contacted about the chip-sealing work done on Highway 14 last year as it has already degraded in our 1st hot days of the summer season.

7. PRESENTATIONS FROM OUTSIDE AGENCIES

a) Skamania County Economic Development Council

Executive Director Pat Albaugh presented EDC's 1st quarter update of activities. Albaugh reported currently managing 17 business loans, valued about \$1 Million, with to new loans approved in 2016. He worked with the Washington State Investment Board to change terms of one existing loan to allow more flexible payment options for the borrower. He reports about \$100,000 in available microloan funds and \$470,000 available through the Washington Investment Board. He reported a wide variety of small businesses are making inquiries at the EDC for information about business startups in the City. Four high-visibility projects within the City of Stevenson were placed on the Washington State CEDS list to be considered for federal funding. Those projects include the Phase 2 Environmental Assessment of Rock Cove to further investigate possible contaminants from the old Hegewald Mill, the Stevenson Wastewater Plant upgrade, Russell Avenue Improvements, and Downtown Plaza improvements.

Albaugh reported recent engagement with the Workforce Development Council, based in Yakima. LDB Beverage will be the very the 1st business engagement team. The program has undergone recent revisions to work more closely with growing businesses to identify employee training needs.

Albaugh then reported working with the WA/OR Investment Board to update the Economic Vitality Plan as required by the National Scenic Area Act. The plan is in the approval process. This process is directly tied to economic development funds in the national scenic area. He reports a remaining \$2 million, which was authorized to our area but never appropriated and working with Senator Merkley (OR) and Senators Murray and Cantwell (WA) to obtain those funds, now due the City for nearly 20 years.

Albaugh reported an Umpqua Bank grant of \$1,500 which was donated to the Stevenson High School volleyball team, to update equipment. He then gave an overview of the GorgeUs Night in Olympia, which provided an opportunity for local business people to introduce the Gorge and our specific needs to our state legislature.

SCORE opened a Stevenson branch in the EDC office. The Red Carpet Night had about 40 people attend and more are planned. About 120 people attended the annual EDC luncheon which was very successful.

8. OLD BUSINESS:

a) Farm Animals and Locations

Planning Commission Chair **ANDERSON** presented proposed Ordinances 2016-1093 and 2016-1094 to amend the Stevenson Municipal Code in relation to farm animals, urban farm animals, pets, and kennels within the City. He commented how, overall, the general feeling among community members present at the Planning Commission meeting leaned more in favor of allowing urban and other farm animals, as opposed to those community members who had approached City Council to ask for more restrictions on urban and other farm animals in the City.

MUTH questioned if the Planning Commission had considered if the 1 acre threshold in the ordinance and revised code considered the usability of the land for animals, such as a portion of the land being too steep or under water. **ANDERSON** replied the 1 acre minimum includes all areas within the property boundaries, not just usable

portions. There was general discussion about the need for more restrictive language regarding usability of acreage for urban and other farm animals. MUTH suggested verbiage for inclusion under Animal Health and Wellbeing, (section 13.c) to include adequate ground space.

B. Basse commented he wants to see language included to protect neighbors' health and wellbeing and include an inspection process for anyone who wants to keep urban and other farm animals to insure adequate space for the animals and the impact of those animals on nearby neighbors in the City. He feels strongly that large farm animals (pigs, cows and horses) are not appropriate animals to have inside City limits.

M. Repar commented how this process has become so much more complicated than is necessary and urged faster action and language to allow a limited number of small urban farm animals but to restrict large farm animals in City limits.

Additional discussion was had about different small urban and large farm animal scenarios and consideration for neighbors' quality of life.

WOODRICH explained how White Salmon has dealt with this topic by including language which restricts farm animals in city limits to for 4-H members who are allowed to have a limited number of farm animals from March - August.

There was additional discussion about 4-H variance, ordinance enforcement, set-backs, minimum square footage, and grandfathering clauses (13.e) in the proposed revised code. **WEISSFELD** commented she was in favor of the 4-H variance clause and restricting pigs from city limits.

N. Haight commented on how any proposed language needs to consider 1. health and safety/wellbeing of animals as well as neighbors and 2. the natural features of the property and if the presence of urban or other farm animals may have a negative impact on those environments, for example, waste run-off into creeks.

WOODRICH cited language from the City of Blaine which says 'keeping of livestock shall not exceed stocking rates of 1 animal unit per acre without a USDA farm management plan'.

B. Sciaca commented on his experience with neighbors who keep ponies.

HOGAN suggested including stronger language about the presence of farm animals not being allowed to have a negative effect on neighbors.

There was additional general discussion on nuisance enforcement and staff action to address nuisance complaints.

R. May commented on how community members want to protect the environment and how the presence of large farm animals might negatively impact protected riparian and wetland areas in the City.

COX asked **ANDERSON** if he felt he had enough feedback to take back to the Planning Commission to revise the proposed. **WEISSFELD** commented she wanted to see reduced density allowed for large farm animal and possibly outright restriction of certain animals in city limits.

MUTH questioned including language which criminalizes non-compliance. **B. Basse** commented about how enforcement actions by the City have not been effective in helping him with his pig keeping neighbors. **ANDERSON** invited Mr. Basse and City Council member(s) to attend the next Planning Commission meeting, or even schedule a special meeting to address specific issues, finalize the ordinance and retire this topic from further discussion.

b) Downtown Traffic and Pedestrian Safety

HOGAN provided a summary of past meetings and actions as requested by City Council for reconsideration of traffic control options. **HOGAN** gave an overview of the documents and past meetings, attachment items a-n.

(a) Traffic Ideas – Current Items

(b) Traffic Ideas – Items completed or decided against.

(c) SR14 Survey results June 2014

80 participated

56% of respondents were against one-way streets on 1st and 2nd streets.

(d) Town Hall meeting minutes 2014

(e) SR14 One-way couplet concept plan

(f) SR14 Survey results 2015

175 participants

81% felt 1st Street should be used as an optional bypass route

70% felt the City should pull the stop sign at 1st Street and Russell Ave.

(g) Town Hall meeting minutes 2015

(h) 1st Street stop sign removal engineering analysis

HOGAN said the engineer reported that the intersection at 1st Street and Russell Avenue does not meet the general criteria for a 4-way stop sign, and that traffic would need to increase to 4 times the current level to meet the criteria for a 4-way stop sign.

(i) 1st Street stop sign removal proposed plan.

(j) FHWA stop sign info summary sheet.

(k) Senator King letters (from City of Stevenson and from OneGorge).

(l) RTC memo 2015, SR14 Truck movements.

(m) Truck Route Petition from downtown businesses.

(n) Proposed Scope of Work from Stevenson Planning Department.

HOGAN gave an overview of the scope of work offered by the Planning Commission and advised Council to consider taking the Planning Commission up on their offer if they were considering one-way streets, but not for removing the stop sign. **HOGAN** stated that in his opinion, deciding whether or not to remove the stop sign was a relatively minor decision that did not warrant extensive study by the Planning Commission.

HOGAN then discussed the key decisions to be made by Council, including

1) Converting to one-way streets and/or removing the stop sign;

2) Accepting the Planning Commission's offer to review the issues further;

3) Tabling any action or directing staff to bring the options back to Council in a certain number of years; or

4) Any other action determined by Council.

Hogan added that if the one-way couplet was adopted, WSDOT would take over ownership/maintenance of 1st Street which would be a significant financial benefit to the City in the future.

COX commented he doesn't want to send the item back to Planning Commission if the City Council does not plan to follow their recommendations. **COX** invited public

comment on this agenda item.

B. Sciaca commented he acknowledges everyone is tired of talking about this subject and reviewed his experiences with public engagement on this topic and read an excerpt the Skamania County Pioneer, which criticized the City Council for not voting to remove the stop sign at 1st Street and Russell Avenue because of the protest of 1 or 2 homeowners on 1st Street.

M. Repar commented she was in support of the one-way couplet but was not in support of pulling the stop sign at 1st Street and Russell Avenue. She also added if Port of Cascade Locks raises tolls on the Bridge of the Gods, there will be significantly increased truck traffic.

There was additional general discussion about traffic control options and the pros and cons of pulling the stop sign at 1st Street and Russell Avenue.

ANDERSON introduced the formation of the Stevenson Business Association Downtown Revitalization Steering Committee, whose mission is to tackle many of the topics being discussed, specifically, public involvement, problems identification and scope, traffic corridor analysis, parking supply, economic analysis and general best practices. He reported speaking directly with **SHUMAKER** to identify and assign action items to avoid duplicative efforts by City staff and the new committee. **ANDERSON** feels that in order to motivate truckers to use 1st Street as a by-pass route, removing the stop sign on 1st Street is the way to do so.

MUTH motioned to table the topic of one-way couplets for 2 years; and to remove the stop sign at 1st Street and Russell Avenue as per the plan proposed in attachment 8.b.1(i). **COLLINS-TAYLOR** 2nd.

HENDRICKS commented he would have preferred separate motions and prefers removing the stop sign as soon as possible but also supports the idea of the one-way couplets, with possible roundabouts at each end of town to slow traffic flow through downtown.

There was additional discussion about traffic control, parking options and methods and economic impacts with one-way couplets.

WEISSFELD commented she is not in favor of pulling the stop sign because she does not want to see increased blinking flashing lights and stated she was initially in favor of the one-way couplet option but in the short term, urges council members to seriously consider the visual pollution which would come with removing the stop sign.

Mayor **COX** asked if Council members were ready to vote on the motion on the table. VOTE: 3 ayes - 2 opposed. Motion passes. Muth, Collins-Taylor and Peterson voted in favor; Hendricks and Weissfeld voted against. **HANSEN** asked for clarification of the motion for staff direction. After some discussion, **HOGAN** suggested to Council that staff develop a detailed plan for Council review at the next Council meeting. **COLLINS-TAYLOR** asked to see the lights which will be installed; **HANSEN** said he will present examples at the next meeting.

9. NEW BUSINESS

a) Annexation Request Process Overview

HOGAN presented an overview of the '60% petition' method Annexation process, an FAQ sheet, and answered related questions from Council. He commented there are several annexation methods, but the '60% petition' method is the most common and is the process under which Rick Pauly and Kim Salvesen-Pauly have applied for annexation of the Bone Road properties. He then outlined the major steps of the annexation process.

HOGAN clarified for Council members, if they approved the Pauly-Salvesen annexation request at this meeting, they would be approving only that Pauly-Salvesen may proceed with the next steps of the process, they are not approving the final annexation of the property.

WOODRICH then discussed other annexation scenarios, where infrastructure improvements may be required to approve annexation of a property. He explained options for surrounding neighbors to tie into newly expanded infrastructure (ex. Sewer line) under a 'latecomers agreement' and he discussed general financing methods to pay for infrastructure improvements to any proposed annexation property or Local Improvement District.

HOGAN then discussed and clarified each item on the Annexation - FAQ sheet, Attachment 9a, and answered general questions from Council members.

WOODRICH noted an error in the graph for FAQ #13. **HOGAN** acknowledged the error and will correct it in the final draft.

Hogan then presented Attachment 1, which describes the general timeline for the annexation process; Attachment 2, which explains taxation impacts to affected property owners; and Attachment 3, which explains the City's Dimensional standards for different zoning areas that may be assigned to the annexed property.

b) Bone Road Annexation Request

HOGAN presented to Council the annexation request received from Rick Pauly and Kim Salvesen-Pauly for property west of Bone Road.

1) Public Works Department Staff Report

HANSEN presented and discussed the findings detailed in the Public Works Director annexation report, Attachment 9.b.1.

2) Planning Department Staff Report and Draft Agreement for Deferral of Improvements.

HOGAN presented the findings detailed in the Planning Director annexation report, Attachment 9.b.2 and discussed specific questions noted in the report, which Council members will need to consider in making their determination to approve this annexation request. **HOGAN** then discussed Map 1 (general area of annexation request) and Map 2 (proposed Pauly-Salvesen annexation area).

HOGAN then presented the Planning Director's recommendations to include nearby areas. **HOGAN** then presented a draft petition and the recommended waiver for annexing property owners to agree to as part of this annexation request.

3) City Council meeting with initiating parties Rick Pauly and Kim Salvesen-Pauly. City Council members had no additional questions for the petitioners. Annexation petitioners had no additional questions for City Council members. There was

general discussion about public hearings and notification of property owners impacted by the proposed annexation.

- 4) City Council deliberation and action: **MUTH** made a motion to:
 - (1) Geographically modify the proposed annexation area as recommended by the Planning Director and shown in orange on Map 2 in the Planning Department staff report; and
 - (2) Require all signers of the Petition for Annexation to agree to and sign an "Agreement for Deferral of Improvements" as recommended by the Planning Director and attached to the Planning Department staff report, and
 - (3) Not require the adoption of a proposed zoning regulation, and
 - (4) Not require the assumption of a portion of existing City indebtedness.

HENDRICKS 2nds the motion. Unanimously approved.

c) Contract approvals

1) Water System Plan Update

HANSEN requested Council approval of Water System Plan update for a not-to-exceed cost of \$64,880. There was general discussion about the Water System plan update process and contractor selection.

MUTH made a motion to approve the Water System Plan update for a not-to-exceed cost of \$64,880. **PETERSON** 2nd motion. Unanimous approval.

1) Columbia Gorge Interpretive Center

HOGAN requested approval of the attached contract with Columbia Gorge Interpretive Center for a not-to-exceed amount of \$65,000 from City tourism funds.

WEISSFELD motioned to approve the contract with Columbia Gorge Interpretive Center for the not-to-exceed amount of \$65,000. **HENDRICKS** 2nd motion. Unanimous approval.

2) Stevenson Landing Destination Landmark

HOGAN requested Council approval of the attached contract with the Port of Skamania County for design and installation of a Destination Landmark on the Stevenson Pier for a not-to-exceed amount of \$25,000 (City tourism funds).

WEISSFELD motioned to approve the contract with the Port of Skamania County for design and installation of a Destination Landmark on the Stevenson Pier for a not-to-exceed amount of \$25,000. **HENDRICKS** 2nd motion. Unanimous approval.

d) Planning Commission Appointment

The Planning Commission recommends Chris Ford to fill Planning Commission vacant position #4 through the end of the current term (December 31, 2021) and requests City Council appointment of the same.

HENDRICKS motioned to approve Chris Ford to fill the vacant position #4 on the Stevenson Planning Commission. **PETERSON** 2nd motion. Unanimous approval.

e) Consideration of Ordinance prohibiting Discharge of Firearms

HOGAN briefed Council on a recent event and sought Council direction on creating an Ordinance against the discharging of firearms within City Limits. There was general discussion about the need for such an ordinance. With the general

agreement from all Council members, staff will work with WOODRICH to draft a proposed ordinance.

f) Request for Fossil Fuels Resolution

HOGAN presented a request from the *Center for Sustainable Economy* for Stevenson City Council to pass a resolution in opposition to the transporting or storing of fossil fuels similar to Resolution 37186 passed by the City of Portland. He then added City Council has passed similar resolutions restricting coal trains and oil trains already, resolutions attached. There was general discussion about the need to reiterate existing resolutions but Council members commented they would not oppose a resolution which would satisfy the CSE request. On this direction, staff will draft a proposed resolution and present it to Council at a future meeting.

10. INFORMATION ITEMS

a) Financial Report

HOGAN presented the City's quarterly Financial Reports for year-to-date revenues and expenditures through March 31, 2016. There was general discussion about revenue figures and variances.

b) Sheriff's report

Skamania County Sheriff's report for April 2016 is attached for Council review.

c) Municipal Court Cases Filed

A summary of Stevenson Municipal Court cases was circulated for Council's review.

d) Chamber of Commerce Activities

The circulated attachment report describes activities conducted by Skamania County Chamber of Commerce in April, 2016.

e) Port of Cascade Locks and Bridge of the Gods tolls

Two items are attached in regards to the Bridge of the Gods toll increase for Council information.

WEISSFELD asked **HOGAN** if he had communicated the Council members displeasure with the number of traffic citations within the city limits. **HOGAN** confirmed he had not made that contact with Sheriff Brown but would make contact and report at the next city council meeting.

f) Tongue River Railroad

A recent press release covering dismissal of the requested Tongue River Railroad is attached for Council information.

11. CITY ADMINISTRATOR AND STAFF REPORTS

a) Nick Hogan, City Administrator

HOGAN reported the City is moving ahead with transferring City of Stevenson municipal court to District court with an effective date of June 1, 2016. There was general discussion about appointment of the district judge to municipal cases.

b) Eric Hansen, Public Works Director

HANSEN gave an update on the water outage which occurred on April 30, 2016. He reported the failure was attributed to the failure of a copper fitting, which allowed a pressure spike to run the line and cause catastrophic failure of 4 water mains. At least 4 property owners incurred significant damage with rumors of additional properties which have not yet come forward. He added meter readings may discover additional impacted properties. He also commented the City is submitting all of their costs to the contractor's insurance carrier for reimbursement.

12. MAYOR AND COUNCIL REPORTS

Council members had no additional reports.

13. VOUCHER APPROVAL AND INVESTMENTS UPDATE

April 2016 payroll and May 2016 A/P checks have been audited and were presented for approval. April payroll checks 10398 through 10416 total \$81,027.83 which includes one EFTPS and two ACH payments. A/P Checks 10418 through 10470 total \$214,602.79 which includes two ACH payments. Check 10417 replaced check 10365 to correct the vendor. 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. There were no investment sales or purchases in April 2016.

MUTH motioned to approve vouchers as presented. **HENDRICKS** 2nd motion. Unanimous approval.

14. ISSUES FOR THE NEXT MEETING

COLLINS-TAYLOR asked if a special session could be arranged to bring new Council members up to speed on planned projects including current and planned infrastructure improvements, City revenue and expenditures, and/or similar topics.

HOGAN offered to work with interested Council members to identify specific topics to be covered.

15. ADJOURNMENT at 8:52 PM