

**AGENDA**  
**CITY OF STEVENSON COUNCIL MEETING**  
**October 20, 2016**  
**6:00 p.m., Hegewald Center**

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1. **CALL TO ORDER:** Mayor to call the meeting to order and conduct roll call.
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].*
3. **MINUTES:** The following minutes have been circulated and are ready for discussion and approval:
  - a) September 15, 2016 City Council Meeting
4. **CONSENT AGENDA:** The following items are 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) Liquor license renewal – Andrew’s Pizza.
  - b) Liquor license renewal – Red Bluff Brewing LLC.
  - c) Liquor license renewal – Columbia Gorge Winery, Inc.
  - d) Special Occasion Liquor license – Ratification of letter of approval submitted by Mayor Frank Cox in response to a request from *Columbia Gorge Pay It Forward* benefit dinner and auction at the Stevenson Eagles October 1, 2016.
  - e) Payment of Overtime – Public Works Director Eric Hansen requests payment for 6 hours of overtime worked in response to sewer plant call outs in September, 2016.
5. **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.]*
6. **PUBLIC HEARINGS:** *[Advertised public hearings have priority over other agenda items. The Mayor may reschedule other agenda items to meet the advertised times for public hearings].*

**7:00 – Town Hall Meeting – 1<sup>st</sup> Street East-West Stop Signs Removal**

- a) Open Public Hearing – The Mayor will open the Public Hearing.
- b) Overview - The Mayor and meeting facilitator Dena Marshall will give an overview of the purpose of this public hearing and establish guidelines for public participation.
- c) Information Items - City Administrator Nick Hogan will provide a summary of information provided at previous meetings for removing the east-west stop signs on 1<sup>st</sup> Street and Russell Avenue.
  1. Traffic Ideas – Items currently under consideration.
  2. Traffic Ideas – Items completed or decided against.

3. 1st Street stop sign removal engineering analysis.
  4. FHWA stop sign info summary sheet.
  5. 1st Street stop sign removal plan (proposed).
  6. SR 14 Survey results 2014.
  7. SR 14 Survey results 2015.
  8. Town Hall meeting minutes 2014.
  9. Town Hall meeting minutes 2015.
  10. RTC memo 2015, SR 14 Truck movements.
  11. Sheriff Brown letter SR 14.
  12. Truck Route Petition.
  13. Senator King letters from City of Stevenson and OneGorge.
  14. Proposed Scope of Work from Stevenson Planning Department.
  15. National Scenic Byways info from FHWA and Brian McNamara.
  16. (New) Letters to WSDOT from the City of Stevenson, One Gorge, and Bingen.
  17. (New) Letter from WSDOT to the City of Stevenson.
  18. (New) Letters received as public comments for tonight's public hearing.
- d) Public Comment – The Mayor will invite public comment on this issue. 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.
- e) Close Public Hearing - The Mayor will close the public hearing.
- f) Deliberations - City Council deliberations and questions to staff.
- g) City Council Action - City Council may consider action including removing the east-west stop signs, leaving the stop signs in place, or tabling the decision to a future date.

**7. PRESENTATIONS FROM OUTSIDE AGENCIES:**

- a) Stevenson Carson School District – Superintendent Karen Douglass will update City Council on efforts to reopen the Stevenson Pool and discuss funding options.

**8. NEW BUSINESS:**

- a) Preliminary Budget Update and Salary Planning – City Administrator Nick Hogan will present a preliminary budget update (current year revenues and expenditures compared to budget) and will request Council approval of a salary schedule adjustment (Cost of Living Increase) for 2017 based on the Portland-Salem CPI-U increase from June 2015 to June 2016 of 1.7%.
- b) Cost Allocation Plan - Nick Hogan will present a revised Cost Allocation Plan for Council review and approval.

- c) Remi Short Plat Appeal – Planning Director Ben Shumaker will brief Council on an appeal received of staff’s Summary Determination of Compliance for the Remi Short Plat and request a Council decision on who should hear the appeal (City Council or the Hearing Examiner).
- d) Contract approval –Nick Hogan requests Council ratification of the attached contract with Klein and Associates for Fire Hall Site Analysis for the hourly rates listed on Exhibit B and not-to-exceed costs of \$1,600 per site for site development feasibility study and \$3,500 per site for conceptual site plans / cost estimating.
- e) Contract approval – Nick Hogan will present an updated Legal Services Agreement for City Attorney Ken Woodrich for Council review and approval.

**9. INFORMATION ITEMS:**

- a) Financial Statements and Annual Audit Reports – City Administrator Nick Hogan will brief Council on the 2015 Financial Statements and the results of the annual Financial Statement Audit and Accountability Audit conducted by the State Auditor’s Office.
- b) Nuisance Enforcement - Nick Hogan will present *Guidelines for Nuisance Complaint Investigation and Enforcement* for Council information.
- c) MCEDD Annual Report - A copy of the 2015-16 Annual Report for the Mid-Columbia Economic Development District is attached for Council review.
- d) Letter from Skamania County – Attached for Council’s information is a Thank You letter received from Alex Hays, Manager of Skamania County Cultural Events and Recreation.
- e) Sheriff’s report – A copy of the Skamania County Sheriff’s report for September 2016 is attached for Council review.
- f) Municipal Court Cases Filed – A summary of Stevenson Municipal Court cases recently filed is attached for Council’s review.
- g) Planning Commission Minutes – Minutes are attached from the September 12, 2016, Planning Commission meeting.
- h) Chamber of Commerce Activities – The attached report describes some of the activities conducted by Skamania County Chamber of Commerce in September, 2016.

**10. CITY ADMINISTRATOR AND STAFF REPORTS:**

- a) Nick Hogan, City Administrator
- b) Eric Hansen, Public Works Director
- c) Ben Shumaker, Planning Director

**11. MAYOR AND COUNCIL REPORTS:**

**12. VOUCHER APPROVAL AND INVESTMENTS UPDATE:**

September 2016 payroll and October A/P checks have been audited and are presented for approval. September payroll checks 10795 thru 10814 total \$81,525.91 which includes one EFTPS and two ACH payments. A/P Checks 10816 & 10817 replaced voided/lost checks from prior period. A/P checks 10794, 10815, and 10818 thru 10877 total \$156,863.69 which includes three ACH payments.

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 September 2016.

13. **ISSUES FOR THE NEXT MEETING:** *[This provides Council Members an opportunity to focus the Mayor and Staff's attention on issues they would like to have addressed at the next council meeting.]*

14. **ADJOURNMENT**