

**CITY OF STEVENSON COUNCIL MEETING**  
**December 15, 2016**  
**6:00 p.m., City Hall**

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**City Council in attendance:** Frank Cox, Paul Hendricks, Amy Weissfeld, Mark Peterson (by phone) Jenny Taylor was absent due to travel. Robert Muth was absent due to weather.

**Staff in Attendance:** Ken Woodrich, Ben Shumaker, Nick Hogan, Eric Hansen

**Public in Attendance:** Kari Fagerness

**CALL TO ORDER** at 6:02 PM

WOODRICH commented Council should consent to excuse the absence of TAYLOR and MUTH for the record if that is their desire.

WEISSFELD motioned, HENDRICKS seconded the motion to excuse the absences of MUTH and TAYLOR. Unanimously approved.

**MINUTES**

The minutes for the following meetings were distributed for Council's discussion and approval:

- a) City Council Special Meeting (First Budget Meeting) November 10, 2016
- b) Joint Meeting with Planning Commission December 1, 2016

HENDRICKS motioned, WEISSFELD seconded the motion, to approve the minutes of November 10, 2016 and December 1, 2016. Unanimously approved.

**PUBLIC COMMENTS**

No public comment was offered.

**OLD BUSINESS**

Ordinance 2016-1102 Budget Adoption

HOGAN gave an overview of changes made to the 2017 proposed budget and presented Ordinance 2016-1102 with Exhibits A and B for 2017 budget adoption and expenditure appropriations. He discussed the new pages and answered general questions from the Council.

SHUAMKER commented on the shorelines and critical areas update. He added the City must have the update complete, or have made significant progress, by July 2017 and if the updates are not complete an extension can be granted.

HOGAN commented there were no other changes to the budget from the last draft and noted in December, there was a rise in property tax revenue which puts the 2016 revenue projection back on track following an earlier decline. He added he has budgeted 2017 property tax revenue at 97% of the amount assessed by the County to be conservative.

HENDRICKS motioned, WEISSFELD seconded the motion, to approve the 2017 proposed budget and Ordinance 2016-1102 with Exhibits A and B for adoption and expenditure appropriations. Unanimously approved.

#### Ordinance 2016-1101 Planning Commission Compensation

SHUMAKER presented Ordinance 2016-1101 for Council consideration of establishing compensation for Planning Commission members. He gave an overview of the document, noting the City Council has twice said the Planning Commission members will serve without compensation.

HENDRICKS motioned, WEISSFELD seconded the motion, to approve Ordinance 2016-1101 establishing compensation for Planning Commission members. Unanimously approved.

#### Authorize Bid Award

HANSEN presented bid results for the Kanaka Creek Road Improvements project and requested Council approval of the bid award to the lowest responsible bidder. He reviewed the summary of submittals, noting the lowest bid was \$87K lower than other submittals. HANSEN recommended awarding the contract to the low responsible bidder, Crestline Construction.

There was general discussion about change orders and how overages in construction costs are recovered, if the project goes over budget.

WEISSFELD motioned, HENDRICKS seconded the motion, to approve the Kanaka Creek Road Improvements project and bid award to the lowest responsible bidder, Crestline Construction. Unanimously approved.

#### Contract Approval

HOGAN requested Council approval of the attached Interlocal Agreement with Stevenson-Carson School District for support of startup costs of reopening the community pool (owned by the Stevenson-Carson School District) for a not-to-exceed amount of \$40,000 under the payment terms specified in the ILA. HOGAN presented the contract and went over some of the deliverables included in the contract, detailed matching contributions from other agencies and the proposed payment schedule. WEISSFELD asked if Mrs. Douglass has reported on her progress in obtaining matching funds from the County and SCSD Board but HOGAN did not have a new update.

HENDRICKS motioned, WEISSFELD seconded the motion, to approve Interlocal Agreement with Stevenson-Carson School District for support of startup costs of reopening the community pool (owned by the Stevenson-Carson School District) for a not-to-exceed amount of \$40,000. Unanimously approved.

#### **NEW BUSINESS**

##### Resolution 2016-294 Unclaimed Property

HOGAN presented Resolution 2016-294 to declare certain uncashed checks as unclaimed property and authorize their reissuance. He discussed state law regarding reissuance of checks and the purpose of the resolution.

HENDRICKS motioned, WEISSFELD seconded the motion, to approve Resolution 2016-294 to declare certain uncashed checks as unclaimed property and authorize their reissuance. Unanimously approved.

##### Annual Appointments

HOGAN presented the annual appointments list for 2017 and requested Council nominations for filling vacant positions. COX asked councilmembers if they wanted to table the discussion and nominations until more council members could be present. HENDRICKS noted he will be absent the

next month but agreed to table the discussion, and also requested to be removed from the Fair Committee.

#### Contract Approval

HOGAN requested Council approval of a contract with Skamania County Economic Development Council for 2017 services and a total amount of \$10,010.

Ms. Fagerness, Executive Director of the EDC, commented she was in attendance at the meeting to answer any questions Council members may have about the contract. After review, WEISSFELD asked how the figure of \$6.50 per capita is calculated. Ms. Fagerness stated the figure is a carry-forward calculation used by the past City Administrator and has not been adjusted. There was general discussion about the estimated number. WEISSFELD confirmed the amount of the contract changes based on population, and not because the per capita figure changes and Ms. Fagerness confirmed, yes that amount changes based on population changes.

WEISSFELD motioned, HENDRICKS seconded the motion, to approve contract with Skamania County Economic Development Council for 2017 services and a total amount of \$10,010. Unanimously approved.

#### Contract approvals

HOGAN requested Council approval of the tourism funding contracts listed on Exhibit A for a total not to exceed amount of \$ 224,015.00. WEISSFELD noted a typographical error on Item 1 of the list where the Function or Event should be listed as the Chamber of Commerce, not Forest Service Visitor Center. HOGAN noted the error and will correct the list to indicate the Chamber.

WEISSFELD motioned, HENDRICKS seconded the motion, to approve of the tourism funding contracts listed on Exhibit A for a total not to exceed amount of \$ 224,015.00. Unanimously approved.

#### **INFORMATION ITEMS**

##### Gropper Road Sidewalks

HANSEN briefed Council on a new grant received from the Transportation Improvement Board for Gropper Road sidewalk additions. He discussed the press release and the award the City received to complete the project. He noted the design is being expedited to add to the Kanaka Creek project.

##### Fire Hall Site selection update

HOGAN reported making some progress, though not as quickly as he had hoped but confirmed there is progress being made. He hopes to have a proposal for City Council at their next City Council meeting.

##### Building Permits Issued

HOGAN presented a summary of recent Building Permits issued. He noted higher figures for new single family and comer/industrial building permits in 2015 and 2016. WEISSFELD asked about the status of the Sunstone development. SHUMAKER confirmed there has been no movement on the construction project and noted the developer has up to seven years to complete the project, and he has several years left of the approval before he needs to take action.

##### Letter of Complaint

A letter of complaint received from Greg Stafford and the City Administrator's response was distributed for Council's review. HOGAN discussed the letter, noting the City plans to leave the

felled tree in place as recommended by the Washington State Department of Ecology. HANSEN added he has a memo submitted by a habitat biologist supporting the decision to leave the fallen tree to decay naturally.

#### Sheriff's report

A copy of the Skamania County Sheriff's report for November, 2016 was distributed for Council review.

#### Municipal Court Cases Filed

A summary of Stevenson Municipal Court cases recently filed was distributed for Council's review.

#### Chamber of Commerce Activities

A report of activities conducted by Skamania County Chamber of Commerce in November 2016 was distributed for Council's review.

### **CITY ADMINISTRATOR AND STAFF REPORTS**

HOGAN discussed the progress on the timber harvest. WEISSFELD asked about the timing of the harvest and best price to sell the cut timber, and expressed surprise the harvest was going on now. She asked HOGAN to research and make sure the harvest time is best for prices. HANSEN noted that the log purchase price was established earlier (before the timber was felled), so lower timber prices now will not impact the revenue from the City's harvest revenue projections.

HANSEN reported on the City field crew for snow removal during the recent storms and said everyone was available when called and worked a total of 40 hrs OT for last storm. He added the City received minimal complaints from citizens about road conditions around the City during the storm.

SHUMAKER discussed the meeting about Rock Creek Redevelopment and the progress towards making recovering use of the property. He reported the County is ahead on their Shorelines Management update, which is good for the City. He said HENDRICKS is now sitting on the Skamania County Planning Commission and hopes to have a document to recommend to the County Board of Commissioners next month. Port of Skamania is talking about a development agreement for some of its property on waterfront but the agreement is still being developed. He hopes the development agreement will help remove some blight on waterfront as part of bigger projects. WOODRICH commented idea behind the development agreement is to commit to some development standards for the waterfront, lock them into place which will allow the Port to tear down the little brown house and not be compromised by setbacks. He added it would be beneficial to City and Port.

### **VOUCHER APPROVAL AND INVESTMENTS UPDATE**

November 2016 payroll, December 2016 Firemen's payroll, and December 2016 A/P checks were presented for Council's review. There were no investment sales or purchases in November 2016.

HENDRICKS motioned, WEISSFELD seconded the motion, to approve the Voucher Approvals as presented. Unanimously approved.

### **MAYOR AND COUNCIL REPORTS**

WEISSFELD attended the EDC board retreat on 12/14/16 and toured WKO. She also reported the sale of North Bonneville Hot Springs is likely moving forward which will allow the previous owners to invest more money in the Carson property at Elk Ridge and Carson Hot Springs.

**ISSUES FOR THE NEXT MEETING**

COX reminded HOGAN to add Annual Appointments to the next meeting agenda.

ADJOURNMENT at 6:38 PM.

Approved \_\_\_\_\_; Approved as amended \_\_\_\_\_

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Frank Cox, Mayor

Date

Minutes by: Jennifer Anderson