

AGENDA
CITY OF STEVENSON COUNCIL MEETING
February 16, 2017
6:00 p.m., City Hall

1. **CALL TO ORDER:** Mayor to call the meeting to order and conduct roll call.
Excused Absences – Councilmember Amy Weissfeld requests an excused absence to attend an out-of-town work retreat in Enumclaw.
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) January 26, 2017 rescheduled January 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 – A&J Stores, spirits retailer.
 - b) Liquor license renewal – Skunk Brothers Spirits Inc, craft distillery.
 - c) Payment of Overtime – Public Works Director Eric Hansen requests payment for 45 hours of overtime worked in January, 2017, during the ice and snow storms.
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].*
 - a) 6:30 – Proposed Ordinance 2017-1103: Planning Director Ben Shumaker will present proposed ordinance 2017-1103 and the related staff report for a zoning code reformat to City Council and for a Public Hearing.
7. **PRESENTATIONS FROM OUTSIDE AGENCIES:**
 - a) Stand Up 4 Teens – Susie Strom, Prevention Services Coordinator for Skamania County Sheriff's Office & One Prevention Alliance, will invite Stevenson City Council members to attend Stand up 4 Teens, Friday, February 24, 2017, 9:30 am to 2:15 pm at Skamania Lodge.
8. **OLD BUSINESS:**
 - a) Annual Appointments – Nick Hogan will present the annual appointments list for 2017 and request Council nominations for filling vacant positions.
 - b) Contract approvals – Nick Hogan requests Council approval of the 2017 tourism funding contract with *Columbia Gorge Interpretive Center* for a not to exceed amount of \$55,000.

- c) Contract approvals – Nick Hogan requests Council approval of the *Stevenson WiFi project 2017* tourism funding contract with Joe Schlick for a total not to exceed amount of \$6,500.

9. NEW BUSINESS:

- a) Sewer Plan Update – Tetra Tech will present brief Council on the City of Stevenson Sewer Plan update, recent loadings, and permit compliance.
- b) BRG Walnut Park Proposal - Justin Gross, owner of Big River Grill, will present a proposal to City Council for seasonal lease of a portion of Walnut Park as an outdoor serving area.
- c) Contract approvals – City Administrator Nick Hogan requests Council approval of the five Tourism Funding contracts shown on *Exhibit A* for a total not to exceed amount of \$17,900.
- d) Contract approvals – Nick Hogan requests Council approval of the 2017 tourism funding contract with *Columbia Gorge Racing Association* to host a championship Regatta for a not to exceed amount of \$2,500.
- e) Contract approvals – Nick Hogan requests Council approval of the 2017 tourism funding contract with the *Port of Skamania County* for installation of signage at East Point beach for a not exceed amount of \$6,400.
- f) Contract approvals – Nick Hogan requests Council approval of the 2017 tourism funding contract with *Walking Man Brewing* to host Fools Fest 2017 for a not to exceed amount of \$3,800.
- g) Contract approvals – Public Works Director Eric Hansen requests Council approval of the attached contract with Berger-ABAM to provide engineering services and project administration for the Gropper Road sidewalk project for a not to exceed amount of \$69,122.
- h) Contract approvals – Eric Hansen requests Council approval of the attached contract with Berger-ABAM for Environmental Services related to obtaining a Utilities exemption under the Stevenson Municipal Code for utility work in Critical Areas for a not to exceed amount of \$7,886.
- i) Contract approvals – Eric Hansen request Council approval of the attached amendment #2 to the agreement with OMI for operation and maintenance of the Stevenson Wastewater Plant for a base 2017 amount of \$124,689 and a not to exceed repairs amount of \$5,000.
- j) Contract approvals – Eric Hansen requests Council approval of the attached contract with Wallis Engineering to provide Engineering assistance for Public Works Projects for a not to exceed amount of \$10,000 in calendar year 2017.
- k) Contract approvals – Eric Hansen requests Council approval of the attached Interlocal Agreement with Skamania County Hospital District No. 1 (EMS) for shared maintenance of the preemptive warning signs to be installed on 1st Street for EMS and the Stevenson Fire Hall.
- l) Contract approvals – Planning Director Ben Shumaker requests Council approval of the attached Supplement No. 1 to extend the 2016 contract with Wallis Engineering for Development Engineering services through December 31, 2017, for a not to exceed amount of \$15,000 for calendar years 2016 and 2017.
- m) Contract Approvals - City Administrator Nick Hogan requests Council approval of the attached Interlocal Contract with Houston-Galveston Area Council (H-GAC) to allow the City of Stevenson to purchase goods through the H-GAC cooperative purchasing program.

10. INFORMATION ITEMS:

- a) EDC Luncheon – Council members are invited to attend the Skamania County EDC annual luncheon Wednesday, February 22, 2017, 11:30 am Skamania Lodge.

- b) CGIC Annual Event – The CGIC annual auction and dinner fundraiser will be held Saturday, March 11, 2017.
- c) Oregon HB 2131 – Peter Cornelison, Friends of the Gorge field representative, invites Stevenson City Council members to testify before the Oregon Legislature in support of HB 2131, oil spill prevention and emergency response planning requirements, March 6, 2017.
- d) This item deleted from the agenda.
- e) Surety Bonds Handbook – *A Government Leaders Guide to Surety and Fidelity Bonds* is attached for Council information.
- f) Sheriff's report – A copy of the Skamania County Sheriff's report for January 2017 is attached for Council review.
- g) Municipal Court Cases Filed – Summaries of Stevenson Municipal Court cases filed in 2016 and 2017 are attached for Council's review.
- h) Chamber of Commerce Activities – The attached report describes some of the activities conducted by Skamania County Chamber of Commerce in January 2017.

11. CITY ADMINISTRATOR AND STAFF REPORTS:

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

12. VOUCHER APPROVAL AND INVESTMENTS UPDATE:

January 2017 payroll & February 2017 A/P checks have been audited and are presented for approval. January payroll checks 11142 thru 11160 total \$88,288.19 which includes one EFTPS and two ACH payments. A/P Checks 11161 thru 11211 total \$114,569.76 which includes two 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 January 2017.

13. MAYOR AND COUNCIL REPORTS.

14. 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.]*

15. EXECUTIVE SESSION – City Council will convene in Executive Session under:

- a) RCW 42.30.110.1(b) to consider the selection of a site or the acquisition of real estate.
- b) RCW 42.30.010.1(i) to discuss with legal counsel representing the agency litigation or potential litigation to which the agency is, or is likely to become, a party.
- c) RCW 42.30.010.1(g) to review the performance of a public employee.

16. RETURN TO REGULAR SESSION – Mayor will reconvene the regular Council meeting and call it order.

17. CITY COUNCIL ACTION – City Council will consider action based on the discussions held in Executive Session.

18. ADJOURNMENT – Mayor will adjourn the meeting.