

AGENDA
CITY OF STEVENSON COUNCIL MEETING
July 20, 2017
6:00 p.m., City Hall

1. **CALL TO ORDER:** Mayor to call the meeting to order and conduct roll call.
Excused Absences – No absences requested by Council.
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) June 15, 2017, City Council Meeting
4. **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.]*
5. **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 Waterfront Shoreline Restoration Permit – Planning Director Ben Shumaker will present a Shoreline Substantial Development Permit application received from the Port of Skamania County for a waterfront shoreline restoration project for public comment and Council consideration.
6. **PRESENTATIONS FROM OUTSIDE AGENCIES:**
 - a) Skamania County Economic Development Council – Executive Director Kari Fagerness will update City Council on recent EDC activities.
7. **OLD BUSINESS:**
 - a) Sewer Plant Update – Public Works Director Eric Hansen will provide an update on the Stevenson Wastewater System and the Compliance Schedule.
 - b) On-Call Pay – Nick Hogan will present a proposed revision to the City’s method of paying on call pay to the Public Works field crew and request Council approval of proposed revisions to the City’s Personnel Policy Manual and the 2017 Salary Schedule.
 - c) Public Works Employees Salary Review – City Administrator Nick Hogan will brief Council on the results of a salary survey he conducted for our Public Works Employees.
 - d) Planning Department Fee Increase – Planning Director Ben Shumaker requests Council approval of Resolution 2017-0296, Planning Department fee increases.
 - e) Parking Issues on Russell Avenue – Please see attached letter of concern from Melissa Still, owner of Bigfoot Coffee Roasters LLC, regarding traffic and parking issues on SW Russell Avenue (continued from the June Council meeting as per Council request).

8. NEW BUSINESS:

- a) City Administrator Recruitment – Mayor Frank Cox will brief City Council on his tentative plans and timeline for the City Administrator recruitment and request Council input.
- b) Private Driveway Standards – Public Works Director Eric Hansen will discuss a citizen-requested change to Public Works Construction Engineering Standard 2.22.A.4, “Shared Driveways”, for Council consideration.
- c) BRG Rental of Walnut Park – City Administrator Nick Hogan requests Council approval of the attached revised License Agreement with Justin Gross, dba Big River Grill, for a seasonal lease of a portion of Walnut Park as an outdoor serving area.
- d) Gropper Road Sidewalk – Public Works Director Eric Hansen requests Council ratification of the attached contract with Crestline Construction for the Gropper Road Sidewalk Project for the sum of \$226,199.
- e) Kanaka Creek Road Improvements Testing Services – Eric Hansen requests Council ratification of the attached contract with Mayes Testing Engineers to perform testing and inspection services for the Kanaka Creek Road improvements project for the terms and hourly rates listed in contract.
- f) PUD Pole Attachment Agreement – Eric Hansen requests Council approval of the attached *Pole Attachment Agreement* prepared by Skamania County PUD for a pole-attachment rate to be computed per RCW 54.04.045(3), currently \$19.06 per year per pole contact.
- g) Law Enforcement Services Agreement – City Administrator Nick Hogan and Sheriff Dave Brown request Council approval of the attached Interlocal Agreement with the Skamania County Sheriff’s Office to provide law enforcement services for the City of Stevenson for calendar years 2018, 2019, and 2020, for the amount of \$163,360 for 2018 and amounts to be determined for 2019 and 2020 based on the Portland-Salem Consumer Price Index.

9. INFORMATION ITEMS:

- a) Financial Report - City Administrator Nick Hogan will present the City’s Financial Report for year-to-date revenues and expenditures through June 30, 2017.
- b) Sheriff’s report – A copy of the Skamania County Sheriff’s report for June, 2017 is attached for Council review.
- c) Planning Commission Minutes – Minutes are attached from the 6/12/17 and 7/10/17 Planning Commission meetings.
- d) Chamber of Commerce Activities – The attached report describes some of the activities conducted by Skamania County Chamber of Commerce in June, 2017.

10. CITY ADMINISTRATOR AND STAFF REPORTS:

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

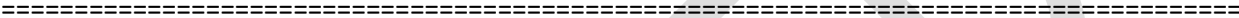
11. VOUCHER APPROVAL AND INVESTMENTS UPDATE:

June 2017 payroll checks and July 2017 A/P checks have been audited and are presented for approval. June payroll checks 11444 through 11530 total \$86,721.89 which includes one EFTPS and two ACH payments. A/P Checks 11554 through 11608 total \$147,998.08 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. No investment activity occurred in June.

12. MAYOR AND COUNCIL REPORTS.

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 – Mayor will adjourn the meeting.



UPCOMING MEETINGS AND EVENTS:

- August 24, 2017 – Rescheduled August Council meeting (rescheduled from August 17, 2017, to avoid conflict with the County Fair). The August Council meeting will include two public hearings:
 - 1) A public hearing / presentation from Tetra Tech for the updated Sewer Plan (public hearing #2 of 2 for the sewer plan update)
 - 2) A public hearing / presentation from sewer rate consultant Katy Isaksen on proposed revisions to sewer system user charges and the rate schedule (public hearing #1 of 2 for proposed sewer system rate changes).