

MINUTES
CITY OF STEVENSON COUNCIL MEETING
September 21, 2017
6:00 pm City Hall

1. **CALL TO ORDER:** Mayor Cox called the meeting to order at 6:00pm
Council members present: Paul Hendricks, Robert Muth, Mark Peterson, Amy Weissfeld. Absent: Jenny Taylor.
Staff present: Carla Cosentino, Rob Farris, Eric Hansen, Leana Johnson, Ben Shumaker, Ken Woodrich.
Guests: Mary Repar, Karen Douglass.
MOTION: **HENDRICKS** moved to excuse **TAYLOR**'s absence; **WEISSFELD** seconded. Passed unanimously.
2. **CHANGES TO THE AGENDA:** None.
3. **MINUTES:**
 - a) August 2, 2017, Special City Council Meeting
 - b) August 24, 2017, City Council Meeting (**MUTH** corrected that he began serving on City Council in 2010, not 2012)
 - c) August 31, 2017, Special City Council MeetingMOTION: **MUTH** moved to approve the above minutes, with correction; **WEISSFELD** seconded. Passed unanimously.
4. **CONSENT AGENDA**
 - a) 2017 IACC Conference – Permission for Leana Johnson, Ben Shumaker, & Eric Hansen to attend the Infrastructure Assistance Coordinating Council conference in Wenatchee, WA Oct 24-26, Wenatchee, WA. Per person costs to include \$185 registration, \$93/night lodging allowance, \$51/day per diem, and mileage.
 - b) WTPO II Certification Exam Review – Permission for Eric Hansen to attend Water Treatment Plant Operator II training in Pasco, WA Oct 11-12, 2016. Estimated cost \$300 tuition, \$96/night lodging allowance, \$59/day per diem. City vehicle will be used.
 - c) Water adjustment – Brian Adams (meter No. 205400) requested a water adjustment of \$443.94 for a water leak that has been repaired.
 - d) Water adjustment – Linda Lee (meter No. 405300) requested a water adjustment of \$255.67 for a water leak that has been repaired.MOTION: **MUTH** moved to approve the Consent Agenda and also allowing a council member to attend the 2017 IACC Conference if possible; **PETERSON** seconded. Passed unanimously.
5. **PUBLIC COMMENTS:** **Karen Douglass**, Stevenson-Carson School District, presented an update on the pool. It was closed for two weeks, as scheduled, for maintenance. The Pool Manager resigned and a new one hired. The schedule has been modified to meet local needs and budget; she is continuing to look for funding and thanked the Council for its support. **WEISSFELD** asked if the users are being tracked by where they are coming from. Douglass said they are not since it wasn't welcoming to ask this question; so now staff has creative ways to find out where the users are coming from. **WEISSFELD** said Douglass should still track more specifically.

Mary Repar said she supports banning fireworks and smoke bombs in Stevenson, and has been working on presenting this to the City with Jim Hunt. She commented fireworks are bombs these days, it's gotten way out of hand. She suggested light shows in place of fireworks, especially in light of fire season in July. She's spoken to County Commissioners about it also. She also commented on air monitors and reminded that some residents in the County are running out of water. **HENDRICKS** asked who monitors the air quality. **Shumaker** said it's monitored by SW Washington Air Quality Management District in Vancouver, he serves on the board. He said their stance is that it's not justifiable to have a monitor in Stevenson since they did sampling in 2005, from which they created their model, which they currently use. **WEISSFELD** said it may be time to do another temporary sampling on courthouse lawn and update the model.

6. **PUBLIC HEARINGS:** None.

7. **PRESENTATION FROM OUTSIDE AGENCY:** None.

8. **OLD BUSINESS:**

- a) Sewer Plant, Facilities and Rates Update: Rates, BOD (biological oxygen demand) reduction, Grants, and Right Sizing/Value Engineering.

PETERSON, reported on water quality monitoring for bacteria at three locations in Kanaka Creek and the results are in the agenda packet. He said the rate committee met, and determined a 50% rate increase is reasonable and warranted for commercial/industrial users and for system developments. He said rates need to be based on what we need, not what the state average is, and needs to be defensible. The committee agreed the City needs an ordinance for best practices because they (Backwoods and LDB) make sewer discharges based on what's easiest for them. The City needs to connect dischargers with the fees they pay so they understand. **MUTH** reported he had attended a users meeting wherein they reported they are able to change their practices and not discharge so much into sewer. **Woodrich** said it is best to incentivize them to reduce discharges rather than penalize them. **PETERSON** looked at other cities' practices and state regulations. There was discussion about sampling devices that can collect samples over a 24 hour period. **Hansen** said the City has a device that can do that and the City borrows similar devices from North Bonneville and Cascade Locks; however, he will look into renting a device that can collect BOD samples automatically. **WEISSFELD** asked what users are on separate meters. **Hansen** said LDB, Walking Man and Skamania Lodge are.

PETERSON said a public hearing on rates will be on the agenda for next meeting.

There was discussion about roof drainage being piped into our sewer and how it may affect the system, and the possibility of meth labs discharging to the sewer. **PETERSON** suggested this be addressed by adding a small amount, \$10 for example, to everyone's bill; the City could inspect each user to verify, by user's request, that their drains are not going into the sewer, and then could opt out of the \$10 monthly fee.

WEISSFELD: she reported on the BOD committee meeting where three vendors presented ideas for reductions. She said it was well attended. She reported Bruce Nissan of LDB had talked to local composter Dirt Huggers about hauling away waste. **Hansen** said he requested more the users present more thorough information about their practices to the City. **WEISSFELD** felt it was a good meeting and wants to continue meeting since it provides a place for discussion. **MUTH** said the users are realizing what the economic factors are, which is causing them to be more proactive in finding reduction methods. His committee hasn't met yet. **Shumaker** said the grant committee will meet soon; in the meantime he is applying for DOD funding for 50% of design phase, with an October 16 deadline for the application; will have result in July. He asked the EDC to review the application before he submits it. Mary Repar noted schools are also BOD loaders. **Hansen** said they are on the list for monitoring/sampling soon, as well as other commercial kitchens.

WEISSFELD wants to see grease trap records; she has them for 2016, but needs more.

- b) Gropper Road Project/Change Orders: **Hansen** presented the Crestline Construction change orders 1 and 2 for ratification. They increase the total contract amount by \$3,493.12 for a new contract total of \$229,692.12 and add one working day.

Hansen explained change order 1 had to do with a rotten culvert, #2 is a deduct, because they installed a 6-inch instead of 8-inch hydrant pipe.

MOTION: **MUTH** moved to approve Crestline Change Order #1, in the amount of \$8,285.12; **HENDRICKS** seconded. Approved unanimously.

MOTION: **MUTH** moved to approve Crestline Change Order #2, in the amount of -\$4,792; **HENDRICKS** seconded. Approved unanimously.

9. **NEW BUSINESS:**

- a) Resolution Amending Banking Authorizations: **Resolution 2017-0299** was presented to update banking authorizations, adding Leana Johnson as Clerk-Treasurer and removing Carla Cosentino as the interim Clerk-Treasurer. MOTION: **WEISSFELD** moved to approve; **HENDRICKS** seconded. Approved unanimously.
- b) Equipment Purchase: **Hansen** reported on purchase of a 2007 International 5-yard Dump/Plow/Sander; \$27,830 auction item purchase of surplus equipment from the City of Everett, WA. The purchase was made under procedures prescribed by Section K, Resolution 227 (RCW 39.30.045). The 1980 International Dump listed on the City's equipment replacement schedule for 2017 (\$45,000 estimated replacement cost) will be included on a resolution to surplus items to be presented later this year. **Hansen** said this was an item on the equipment replacement schedule and they used Public Surplus as the service to find the dump truck for about \$20K less than the comps. **WEISSFELD** thanked him. **Johnson** said they used that service in White Salmon to surplus cell phones even; **Karen Douglass** said they sold old lockers and made \$1000 instead of having to pay to get rid of them and locals were able to bid on the items.
- c) Height Restricted No Parking: **Hansen** reported on John Mobley's request for a vehicle height parking restriction on Second Street east of the west entrance to the A&J parking lot to improve visibility for vehicles leaving the lot. He said he talked to WSDOT, they would likely approve a sign stating no oversize parking in certain areas. **WEISSFELD** said the City has a design for signage that we worked hard at through Pat Hood and Jeff Carlson, who should review the signage. She said the City should take as much time as needed to get this right; she is not supportive of a lot of signage. The sign should show the 6-foot mark.
- d) Budget Calendar: **Johnson** presented the proposed 2018 budget development calendar for Council approval saying it's very similar to the past few years, with only one special meeting. She will bring staff priorities next meeting. **November 9, 6:00 pm** special meeting. **WEISSFELD**: please email this to **TAYLOR**.
- e) Personnel: **Mayor Cox** explained he gave a temporary salary increase to **Cosentino** recently and would like to extend three more months, since she is mentoring **Johnson**. He also noted **Hogan** was being paid in lieu of taking medical insurance and that **Cosentino** has been being paid in lieu of medical insurance since January 1, 2017. There was discussion about including this option in the personnel policy. All agreed in favor of it if also in the policy there is a requirement for the employee to show proof of alternative insurance. Staff was directed to revise the personnel policy to add this option. **Cosentino** thanked them.

10. **INFORMATION ITEMS:**

- a) Financial Report: Acting City Administrator **Carla Cosentino** presented the City's Financial Report for year-to-date revenues and expenditures through August 30, 2017. New brackets had to be purchased for mounting the breathing apparatus on fire truck. **MUTH** asked **Farris** if there is anything else he needs. **Farris** said a new fire hall and the stop sign re-installed on First Street. He said there was a near miss there recently, with **TAYLOR** in the passenger seat of an incident vehicle. **Cosentino** said the water/sewer project is really affecting the budget. Other projects are causing funds to be negative but will improve with project wrap ups; need budget amendment for Gropper Road sidewalk. **Hansen** said the City's property is currently being logged since the end of August, on modified scheduled because of the fires. **PETERSON** asked for an explanation of Gundersen Services indigent defense. **Cosentino** said it is for a Pro se case; special investigation, eligible for private investigator on domestic violence charge.
- b) Sheriff's report: July, 2017 presented for Council review.
- c) Chamber of Commerce Activities: presented for August 2017.
- d) Audit Report: The completed 2016 Financial Statements and Accountability Audit reports from the Washington State Auditor's Office were presented.
- e) Building Permits: Three new single-family residence permits issued in July and two in August.
- f) Fire Report: Fire Chief Rob Farris reported on the department's response to the Eagle Creek and Archer Mountain fires. He said they staffed Cascade Locks' station on first day; worked on mutual aid agreements between gorge counties. A task force was formed, which included five apparatus, 18 volunteers, triaging all residents in Cascade Locks for evacuations. They had a co-task force with counties of Hood River, Klickitat, Wasco, and Multnomah. They did a lot of structure work in preparation for fire coming into city. Small brush fire in North Bonneville. Archer Mountain fire level 3 evacuations. Structure triage. They investigated a report of a fire behind Stevenson but didn't find any. They worked with the EOC. The Oregon state fire marshal managed the fires at a later point, which takes local resources out of the picture to be free to respond to local incidences. **Woodrich** asked if they have access to a drone for spotting fires. **Farris** said flight restrictions within 5 miles prevented use of drones, although there was some ScanEagle drone activity for the Eagle Creek fire. **Farris** reported the biggest public issue to deal with was explaining why no bomber planes and helicopters were being used—the reason was poor visibility. This fire picked up at night, which normally doesn't happen. **WEISSFELD** asked **Farris** for his takeaways from this experience. He said the City and County need pre-staged maps that show structures on every road. Also, look at common gridding pattern. **Farris** said boundaries with city and county are a challenge. Other takeaway: need a command vehicle. It became evident when they were driving personal vehicles without lights, etc. He's been against purchasing these because of public perception of managers driving work rigs around on seemingly personal issues. **Repar** asked who coordinates with **Farris** from the EOC. **Farris** said this is a discussion that needs to happen—someone in EOC to represent the City, to help support decision making. **Repar** said the County is conducting a debriefing. She said there used to be a Community Emergency Response Team, which she served with, but it went away for lack of funding, but needs to come back. **WEISSFELD** asked **Farris** if he wants to weigh in on fireworks issue; he said it's too early for him. **Farris**: we only lost four structures in the Gorge, we were overall very fortunate. There was discussion on FEMA, whether we'd be eligible for any funding assistance. **Douglass** said **Roeder** with the Chamber is working on the impact to the businesses.

11. CITY ADMINISTRATOR AND STAFF REPORTS:

- a) **Johnson** and **Cosentino** reported on the issue of homeless people sleeping on benches and suggested an ordinance be made. **Cosentino** had a call from River View bank asking for the bench to be removed since they didn't like the bench activities. **HENDRICKS** said passing a resolution for

one person is draconian it seems, especially if it's a mental health issue. **Cosentino** said there seems to be more now, maybe since I-84 has been closed. **Mayor Cox** said there are a lot of services in this town for assisting these people. **WEISSFELD** suggested the City inform these people about services to assist them in housing. **Cosentino** said the Salvation Army works with a local group and Mid-Columbia Housing also works with local hotels and apartments to house people.

Johnson reported there will be a contract change to the water plan; presenting it in November.

- b) **Hansen** reported that the sewer plant had hauled solids through a one-month permit to Vancouver. He is working on a permit for up to 10,000 gal/week. Consultants and electricians coming in next week for work on the plant, which hasn't worked properly in this manner since constructed in 1994. He received comments back from DOE, which requested additional information on sizing of components. He gave new sewer plan to CH2M Hill. Expecting substantial completion from Gropper project next week; he's happy with the project; lowest bidder often requires a lot of monitoring, but in exchange we got a good price.
- c) **Shumaker** reported on Rock Creek material being stockpiled on the Stevenson Waterfront in preparation for the Port's project. He met with Fish & Wildlife; ok with the project. There was no planning commission meeting this month but he made some progress on Shoreline Management Program anyway. Sewer wrap up: public hearing next meeting for sewer rates with recommendation from rate committee and staff. He said he will work on updating discharge regulations to bring them in line with what is done in communities around us. This project is a substantial load for staff.

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

August 2017 payroll, and September 2017 A/P checks were presented for approval. August payroll checks 11698 thru 11721 total \$78,622.51 which includes one EFTPS and two ACH payments. A/P Checks 11722 thru 11772 total \$672,189.61, which includes three ACH payments. The A/P Check Register and Fund Transaction Summary were presented for review as well as detailed claims vouchers. No investment activity in August.

MOTION: **PETERSON** moved to approve the vouchers; **HENDRICKS** seconded. All approved.

13. **MAYOR AND COUNCIL REPORTS:**

PETERSON said he would like the Council to consider directing Tetra Tech to provide a more affordable alternative to the sewer plan, that he would someone different on the job; that our City just can't do a 15 or 10 million dollar project. **HENDRICKS** feels we were shown the most expensive options. **Hansen** said DOE may weigh in on this also; DOE said the project cost is about average and not out of line. **MUTH** talked to Castle Rock and Tenino; didn't get construction costs and not much response. The cost was \$35 million for South Bend, their portion being \$16 million, **Johnson** said; she is working also on communication aspects. **WEISSFELD** noted another consultant would have to start over and that the BOD meeting last week heard lot of good comments about Tetra Tech from vendors. **Shumaker** warned a contract increase from Tetra Tech will be coming up soon. Discussion: **PETERSON** Tetra Tech has to please its investors rather than putting Stevenson foremost, despite its expertise. This plan's cost is \$300K; to switch to another consultant would be very expensive. **HENDRICKS** said he would just like an alternative opinion to assure the City is not getting ripped off; he doesn't know if the City is getting ripped off or not; he wants broader data. **Shumaker** encouraged Council by explaining this is the biggest job this city has ever had to deal with so keep at it.

HENDRICKS wondered if the rerouting of eastbound I-84 traffic to SR 14, and onto First Street through Stevenson, has served as a pilot project on the couplet idea. **MUTH** said all comments he's received

have been negative. **Cosentino** reported one Second Street business customer likes it. **Woodrich** said turning left on Russell coming up from the Port area is very difficult. It was concluded a true couplet would not have you turn left there and the volume of traffic makes it not comparable as a pilot project.

WEISSFELD asked for the plan for the fire hall; she doesn't want it forgotten. She also asked for a date for the Visioning Retreat to be discussed at next meeting.

14. **ISSUES FOR THE NEXT MEETING:** See above.

15. **ADJOURNMENT:** Mayor Cox adjourned the meeting at 8:04 pm.

_____ approved; _____ approved with revisions

Frank Cox, Mayor

Date

Minutes by Julie Mayfield

DRAFT