

AGENDA
CITY OF STEVENSON COUNCIL MEETING
December 21, 2017
6:00 p.m., City Hall

1. **CALL TO ORDER:** Mayor to call the meeting to order and conduct roll call.
Robert Muth requests an excused absence for other prior arranged absence.
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) November 9, 2017 Special Council Meeting
 - b) November 16, 2017 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) Water adjustment – Farley Dudley (meter No. 402040) requests a water adjustment of \$157.85 for a water leak which they have since repaired.
 - b) Liquor License Renewal – Big River Grill #077952
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) 6:15 – Sewer Moratorium Findings of Fact Resolution 2017-303- City Administrator Leana Johnson will present Resolution 2017-303 regarding findings of fact regarding the Sewer Moratorium Ordinance 2017-1113 for public comment and Council consideration.
7. **PRESENTATIONS:**
 - a) Skamania County Economic Development Council – Executive Director Kari Fagerness will update City Council on recent EDC activities.
8. **OLD BUSINESS:**
 - a) Ordinance 2017-1114 Adopting 2017 Budget Amendments – This ordinance was initially presented to council at the November 16th meeting and revised the budget based on contractual obligations made throughout the year.
 - b) Ordinance 2017-1115 Adopting 2018 Budget – This ordinance reflects the 2018 budget as presented to council on November 16th with minor changes outlined in the staff memo.

- c) Sewer Plant Update – Public Works Director Eric Hansen will provide an update on the Stevenson Wastewater System and the Compliance Schedule.

9. NEW BUSINESS:

- a) Tourism Funding Contracts– City Administrator Leana Johnson requests the approval of the Tourism Funding contracts as detailed in the staff memo for a total of \$344,617.
- b) Port of Skamania County Contract Amendments – City Administrator Leana Johnson requests Council approval of contract amendments as detailed in the staff memo with the Port of Skamania County for tourism funding related to the Waterfront Wayfinding Signage and Leavens Point projects.
- c) Washington State Department of Enterprise Services (DES) Energy Program Interagency Agreement – City Administrator Leana Johnson requests council approval for the IAA with DES for the Energy Program. Lisa Steel with DES and Pat Stephens with Apollo Solutions will be present to help describe the process and for any questions.
- d) Shoreline Management Program – Planning Director Ben Shumaker will provide an update on the status of the Shoreline Management Program including an introduction to the initial staff draft of the SMP currently being discussed with the advisory committee.
- e) Skamania County Interlocal Agreements – City Administrator Leana Johnson requests approval of the 2018 contracts with Skamania County for Incarceration and Prosecuting Attorney Services.
- f) WAVE Broadband Franchise – City Attorney Ken Woodrich will present the franchise agreement with WAVE Broadband for council discussion.
- g) Wallis Engineering Contract – City Administrator Leana Johnson requests council approval for a contract with Wallis Engineering to review and offer an opinion on the Wastewater Facility Plan in the amount of \$5,664.00.
- h) Stevenson-Carson School District Pool Support Contract – City Administrator Leana Johnson requests council approval of the 2018 contract with the Stevenson-Carson School District for pool support in the amount of \$20,000 and deliverables as outlined in the contract.
- i) Resolution 2017-302 Declaring Unclaimed Property – This resolution reports one unclaimed check from 2015 in the amount of \$13.85 to the Washington State Department of Revenue.
- j) Annual Appointments – City Administrator Leana Johnson will present the annual appointments list for 2018 and request council nominations for filling vacant positions.
- k) Discuss Hidden Ridge Final Plat – Public Works Director Eric Hansen requests acceptance of a bond in the amount of 200% the cost of the work in lieu of finishing specific items in the final punch list in order to sign-off on the final plat for the Hidden Ridge subdivision.
- l) OMI WWTP Management Contract Amendment #3– Public Works Director Eric Hansen requests approval of the contract amendment #3 with Operations Management International, Inc (OMI) for 2018 services in the amount of \$129,950.

10. INFORMATION ITEMS:

- a) Financial Report - City Administrator Leana Johnson will present the City's Financial Report for year-to-date revenues and expenditures through November 30, 2017.

- b) Building Permits Issued – Leana Johnson will present a summary of recent Building Permits issued for new residential or commercial/industrial buildings.
- c) Sheriff's report – A copy of the Skamania County Sheriff's report for November is attached for Council review.
- d) Municipal Court Cases Filed – A summary of Stevenson Municipal Court cases recently filed is attached for Council's review.
- e) Planning Commission Minutes – Minutes are attached from the 11/13/17 Planning Commission meeting.
- f) Chamber of Commerce Activities – The attached report describes some of the activities conducted by Skamania County Chamber of Commerce in November, 2017.

11. CITY ADMINISTRATOR AND STAFF REPORTS:

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

12. VOUCHER APPROVAL AND INVESTMENTS UPDATE:

November 2017 payroll, December 2017 Firemen's & December 2017 A/P checks have been audited and are presented for approval. November payroll checks 11967 thru 11991 total \$88,399.93 which includes one EFTPS and two ACH payments, Firemen's checks 11993 thru 12021 for \$7,493.52. A/P Checks 11966, 11992 & 12022 thru 12088 total \$561,411.89 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. No investment activity in November.

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. ADJOURNMENT – Mayor Cox will adjourn the meeting.

=====

UPCOMING MEETINGS AND EVENTS:

- February 8, 2018 – Council Retreat 12-5pm