

AGENDA
CITY OF STEVENSON COUNCIL MEETING
January 18, 2018
6:00 p.m., City Hall

1. **CALL TO ORDER/PRESENTATION OF THE FLAG:** Mayor to call the meeting to order, lead the group in reciting the pledge of allegiance and conduct roll call.
Jenny Taylor requests an excused absence for other prior arranged absence.
2. **OATH OF OFFICE:** Mayor Scott Anderson will provide the Oath of Office to re-elected Stevenson City Council Members Amy Weissfeld and Robert Muth.
3. **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) December 21, 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 – Brian Bair (meter No. 602100) requests a water adjustment of \$381.37 for a water leak under their driveway which they have since repaired.
 - b) Liquor License Renewal – Backwoods Brewing #420109
 - c) Resolution 2018-304 – Removing Frank Cox and adding Scott Anderson as an authorized signer on the City’s Umpqua checking account.
 - d) Wallis Engineering General Services Contract Approval – Public Works Director Eric Hansen requests approval of the attached contract for 2018 general engineering services not to exceed a total amount of \$10,000 for the year, which matches the 2017 agreement. Some hourly rates have increased slightly.
 - e) Wallis Engineering Development Engineering Services Amendment #2 Approval – Public Works Director Eric Hansen requests approval of the attached amendment, extending the contract to review pre-applications, and provide preliminary and final review of development applications to the end of 2018. The original limit of \$15,000 for the contract remains unchanged, with \$2,020 spent since 2016.
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].*

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- a) 6:15 -Final General Sewer Plan Update – This hearing is to discuss the environmental impacts and take public input on the final General Sewer Plan Update. City Administrator Leana Johnson will present Ordinance 2018-1116 for public comment and Council consideration.

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.

8. NEW BUSINESS:

- a) Discuss Draft Sewer and Pretreatment Ordinance – City Administrator Leana Johnson presents the draft of the revised pretreatment ordinance for discussion.
- b) Letter of Support for Port of Cascade Locks FLAP Project– City Administrator Leana Johnson requests approving a letter of support for the Port of Cascade Locks FLAP project.
- c) Planning Commission Vacancy – The Planning Commission is recommending City Council appointment of Matthew Knudsen to fill Planning Commission vacant position #5. This position was vacated when Scott Anderson was elected as Mayor and the term for the position ended. This recommendation comes after notice of the vacancy was published in the Skamania County Pioneer.
- d) Annual Appointments – City Administrator Leana Johnson will present the annual appointments list for 2018 and requests Council nominations for filling vacant positions.
- e) Resolution 2018-305 – A Resolution authorizing the establishment of the Health Reimbursement Arrangement/Voluntary Employees’ Beneficiary Association (“HRA VEBA”) plans.
- f) Approve Contract with Brightside Engagement LLC – City Administrator Leana Johnson requests approval for services with Brightside Engagement LLC in the amount of \$1,080 to facilitate the February 8th council retreat.
- g) Approve Use of Force on Dangerous Animal Policy – City Administrator Leana Johnson requests approval of the new policy regarding Use of Force on Dangerous Animals due to safety concerns.
- ★ h) Approve Contract with Vivid Learning Systems – City Administrator Leana Johnson requests approval of online safety training services with Vivid Learning Systems in the amount of \$3,000 per year for 3 years.

9. INFORMATION ITEMS:

- a) Gorgeous Night Out in Olympia – Please see attached flyer presented for council information and invitation.
- b) Financial Report - City Administrator Leana Johnson will present the City’s Financial Report for year-to-date revenues and expenditures through December 31, 2017.
- c) Building Permits Issued - Leana Johnson will present a summary of recent Building Permits issued for new residential or commercial/industrial buildings.

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- d) Sheriff's report – A copy of the Skamania County Sheriff's report for December 2017 is attached for Council review.
- e) Municipal Court Cases Filed – A summary of Stevenson Municipal Court cases recently filed is attached for Council's review.
- f) Planning Commission Minutes – Minutes are attached from the 12/11/17 Planning Commission meeting.
- g) Chamber of Commerce Activities – The attached report describes some of the activities conducted by Skamania County Chamber of Commerce in December 2017.

10. CITY ADMINISTRATOR AND STAFF REPORTS:

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

11. VOUCHER APPROVAL AND INVESTMENTS UPDATE:

December 2017 payroll & January 2018 A/P checks have been audited and are presented for approval. December payroll checks 12091 thru 12114 total \$96,623.52 which includes one EFTPS and two ACH payments. A/P Checks 12115 thru 12186 total 158768.05 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 in December 2017.

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.

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UPCOMING MEETINGS AND EVENTS:

- February 8, 2018 (Thursday) – Council Retreat 12-5 pm at Riverside Lodge.
- February 15, 2018 – Regular Council meeting.
- February 21, 2018 – Gorgeous Night in Olympia.