

AGENDA
CITY OF STEVENSON COUNCIL MEETING
March 15, 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.
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. **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) Minutes - February 15, 2018 City Council Meeting
 - b) Special Occasion Liquor license application – Columbia Gorge Orchestra Association at the Hegewald Center Auditorium, on April 15th from 12:30-5:30pm.
 - c) Training Request - Building Inspector/Water Manager Karl Russell requests approval to attend a 3-day Backflow Assembly Refresher course and a day of testing in Spokane Valley, WA on May 7-10, 2018. Approximate cost to the city will be \$1064 plus the use of a city vehicle.
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. **OLD BUSINESS:**
 - a) Approve Use of Force on Dangerous Animal Policy – City Administrator Leana Johnson requests approval of the new policy as revised regarding Use of Force on Dangerous Animals due to safety concerns.
 - b) Sewer Plant Update – Public Works Director Eric Hansen will provide an update on the Stevenson Wastewater System and the Compliance Schedule.
6. **NEW BUSINESS:**
 - a) Approve Resolution 2018-308 Authorizing CERB Application – The City is applying for a \$50,000 planning only grant to determine the feasibility of wastewater pretreatment options for industrial customers. This resolution will authorize its submittal.
 - b) Discuss Proposal to Reduce Marijuana License Buffer Zone – Terese Stacy requests the City reduce the buffer zone from 1,000 feet to 400 feet measured as the shortest straight line between the property line of the potential location to the property line of any elementary and secondary school and public playground. A copy of her request as well as information presented to the Planning Commission is attached.

- c) Resolution Regarding Region IV Homeland Security Mutual Aid Agreement – The state recently adopted a revision to RCW 38.56.10 making the need for the agreement no longer necessary.
- d) Approve Interlocal Agreement with Skamania County for Mapping Services – This agreement will allow the County to provide GIS services to update the city’s maps not to exceed a total cost of \$7,500. The current request for updates is attached.
- e) Discuss Summer Intern for Broadband Project – The City applied for a summer intern through WCMA and UW Evans School. Information regarding the project and process is attached.
- f) Discuss Personnel Policy Changes – The current personnel policy needs to be revised in light of changes to state law and decisions by council, such as allowing payment in lieu of medical benefits. Additional changes have been incorporated to be discussed at the meeting.
- g) Approve Wastewater Treatment Plant Operator Job Descriptions – Staff has developed three job descriptions for varying levels of staff at the treatment plant. The descriptions and staffing plan for one new hire at the plant will be discussed at the meeting.
- h) Discuss Vision Permitting Software Package – The City received a quote for adding a permitting module to the current financial software package through Vision Municipal Solutions. A staff memo will be presented at the meeting providing additional analysis.

7. INFORMATION ITEMS:

- a) FLAP Proposal-The final proposal submitted for the Federal Lands Access Program by the Port of Cascade Locks is attached. The final project selection will be in August 2018.
- b) Timber Sale – A final report regarding the timber sale and the last section to be harvested is attached. The bid for the final logging contract will be published in the next month or so.
- c) 2018 AWC Board of Directors Recruitment – A flyer with information regarding the current AWC Board of Directors recruitment is attached.
- d) 2018 Sidewalk Analysis – A report on the recent sidewalk trip hazard removal project is attached for council review.
- e) Sheriff’s report – A copy of the Skamania County Sheriff’s report for February is attached for Council review.
- f) Municipal Court Cases Filed – A summary of Stevenson Municipal Court cases recently filed is attached for Council’s review.
- g) Chamber of Commerce Activities – The attached report describes some of the activities conducted by Skamania County Chamber of Commerce in February.
- h) Planning Commission Minutes – Minutes are attached from the 2/12/18 Planning Commission meeting.

8. CITY ADMINISTRATOR AND STAFF REPORTS:

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

9. VOUCHER APPROVAL AND INVESTMENTS UPDATE:

February 2018 payroll & March 2018 A/P checks have been audited and are presented for approval. February payroll checks 12267 thru 12291 total \$86,862.04 which includes one EFTPS and two ACH payments. A/P Checks 12265 & 12266 & 12292 thru 12344 total \$185,892.24 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 February 2018.

10. MAYOR AND COUNCIL REPORTS.

11. 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.]*

12. ADJOURNMENT

=====

UPCOMING MEETINGS AND EVENTS:

- March 21, 2018 – EDC Annual Lunch from 11:30-1:30
- April 19, 2018 – Regular Council meeting.