

**AGENDA**  
**CITY OF STEVENSON COUNCIL MEETING**  
**April 19, 2018**  
**6:00 p.m., City Hall**

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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.  
Councilmember Jenny Taylor requests an excused 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].*
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) Minutes of March 15, 2018 City Council Meeting
  - b) Water adjustment – Living Faith Church (meter No. 204900) requests a water adjustment of \$38.13 for a waterline break which they have since repaired.
  - c) Water adjustment – Jared Rogers (meter No. 608000) requests a water adjustment of \$56.30 for a waterline break which they have since repaired.
  - d) Special Occasion Liquor license application – Stevenson Business Association at the Skamania Fairgrounds on June 22<sup>nd</sup> from 6pm to 10pm and June 23<sup>rd</sup> from 2pm to 10pm.
  - e) Special Occasion Liquor license application – The Oregon Seed Association at Skamania Lodge Conference Business Center on June 21st from 5pm to 7:30pm.
  - f) Liquor License Renewal –Fraternal Order of Eagles #360505.
  - g) Liquor License Renewal –Skamania Lodge #077692.
  - h) Liquor License Renewal –Walking Man Brewing, LLC #082190.
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. **OLD BUSINESS:**
  - a) 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 and a draft code language is attached. Public comment will be taken during the discussion.

- b) Approve Use of Force on Threatening Animal Policy – City Administrator Leana Johnson requests approval of the new policy as revised by Councilmember Robert Muth regarding use of force on threatening animals due to safety concerns.
- c) Approve Ordinance 2018-1118 Adopting the WAVE Franchise – Staff requests approval of the updated WAVE franchise agreement.
- d) Sewer Plant Update – Public Works Director Eric Hansen will provide an update on the Stevenson Wastewater System and the Compliance Schedule.

**7. NEW BUSINESS:**

- a) Approve Ordinance 2018-1119 Relating to Sewer Service and Requiring Wastewater Pretreatment – City Administrator Leana Johnson requests approval of this ordinance repealing the old ordinance, adding more robust pretreatment requirements and improving enforcement tools.
- b) Approve Boundary Line Adjustment for WWTP – Public Works Director Eric Hansen requests approval of the boundary line adjustment application. The adjustment is for the property at the wastewater treatment plant and includes a 20’ easement for fairground access.
- c) Approve Safety Policy – The Safety policies were substantially updated after a visit from Labor and Industries. Since the policy sets working conditions it needs to be approved by council.
- d) Approve Waiving Back-billing of Medical Premiums – City Administrator Leana Johnson requests waiving \$18,244.25 in medical premiums for Gordy Rosander’s dependents. Details are in the attached memo.
- e) Approve DOE Spill Prevention Grant – City Administrator Leana Johnson requests approval of allowing the Mayor to sign an agreement with Department of Ecology for the Spill Prevention, Preparedness, and Response Program grant. The grant is in the amount of \$95,889.90 for the purchase of a fire command vehicle and requires no matching funds.
- f) Discuss CDBG for Housing Rehab Program Pass-Through – City Administrator Leana Johnson requests discussion of a proposal by the Mid-Columbia Housing Authority to be the pass-through agent for a Community Development Block Grant Housing Rehab program.

**8. INFORMATION ITEMS:**

- a) Financial Report - The City’s Financial Report for year-to-date revenues and expenditures through March 30, 2018 and year ending 2017 reports are enclosed.
- b) Building Permits Issued – There have been approximately 20 building permits for home improvements. No new construction permits have been issued for 2018.
- c) Timber Sale – The final area to be logged is mostly flagged and awaiting a survey to be completed. It is still on track to be logged this summer.
- d) Sheriff’s report – A copy of the Skamania County Sheriff’s report for March, 2018 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) Chamber of Commerce Activities – The attached report describes some of the activities conducted by Skamania County Chamber of Commerce in March, 2018.
- g) Mid-Columbia Economic Development District – MCEDD’s Comprehensive Economic Development Strategy (CEDS) project ranking is attached, which lists the Steven Water System as #2 for Washington Technical Assistance/Public Works projects.
- h) 2018 Cruise Ship Facts – Information regarding the dates of cruise ship dockings for this season, subject to change.

**9. CITY ADMINISTRATOR AND STAFF REPORTS:**

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

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

March 2018 payroll & April 2018 A/P checks have been audited and are presented for approval. March payroll checks 12345 thru 12371 (check 12365 voided) total \$86,662.29 which includes one EFTPS and two ACH payments. A/P Checks 12372 thru 12427 total \$121,998.57 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 March 2018.

**11. MAYOR AND COUNCIL REPORTS.**

**12. 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.]*

**13. ADJOURNMENT** – Mayor will adjourn the meeting.

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**UPCOMING MEETINGS AND EVENTS:**

- April 21, 2018 – Stevenson Clean-Up Day. Meet at Walnut park at 8:30 am.
- May 17, 2018 – Regular Council meeting.