



CITY COUNCIL REGULAR SESSION

Wednesday, June 05, 2019

265 Strand Street, St. Helens, OR 97051

www.ci.st-helens.or.us

Welcome!

All persons planning to address the Council, please sign-in at the back of the room. When invited to provide comment regarding items not on tonight's agenda, please raise your hand to be recognized, walk to the podium in the front of the room to the right, and state your name only. You are not required to give your address when speaking to the City Council. If you wish to address a specific item on the agenda, you should make your request known to the Mayor as soon as possible before the item comes up. The Council has the authority to grant or deny your request. Agenda times and order of items are estimated and are subject to change without notice.

1. **7:00 P.M. - Call Regular Session to Order**
2. **Pledge of Allegiance**
3. **Visitor Comments - Limited to five (5) minutes per speaker**
4. **Deliberations: FY 2019/20 State Shared Revenue & Budget**
5. **Deliberations: Comprehensive Plan & Zone Amendment - Riverfront Connector Plan**
6. **Ordinances - First Reading**
 - 6.a. Ordinance No. 3238: An Ordinance to Annex and Designate the Zone of Certain Property at 2225 Gable Road
[Ord No 3238 - Annex 2225 Gable Road PENDING 061919.pdf](#)
 - 6.b. Ordinance No. 3239: An Ordinance Amending St. Helens Municipal Code Chapter 8.28 Regarding City Docks
[Ord No 3239 - Amend SHMC 8.28 City Docks PENDING 061919.pdf](#)
 - 6.c. Ordinance No. 3240: An Ordinance Amending St. Helens Municipal Code Chapter 13 to Define the St. Helens Community Recreation and Parks Fee
[Ord No 3240 - Amend SHMC Ch 13 to Add Community Rec & Parks Fee PENDING 061919.pdf](#)

The St. Helens City Council Chambers are handicapped accessible. If you wish to participate or attend the meeting and need special accommodation, please contact City Hall at 503-397-6272 in advance of the meeting.

**Be a part of the vision...get involved with your City...volunteer for a City of St. Helens Board or Commission!
For more information or for an application, stop by City Hall or call 503-366-8217.**

7. Resolutions

- 7.a. Resolution No. 1846: A Transfer Resolution to Increase Appropriations Due to Additional Revenue for Fiscal Year 2018-2019
[Res No 1846 - FY18-19 Increase Approp Due to Addl Rev PENDING 060519.pdf](#)
- 7.b. Resolution No. 1847: A Resolution Authorizing a Transfer of Appropriations within a Fund for Fiscal Year 2018-2019
[Res No 1847 - FY18-19 Transfer Appropriations PENDING 060519.pdf](#)
- 7.c. Resolution No. 1848: A Resolution Authorizing a Transfer of Appropriations within a Fund for Fiscal Year 2018-2019
[Res No 1848 - FY 18-19 Transfer Appropriations 2 PENDING 060519.pdf](#)
- 7.d. Resolution No. 1849: A Resolution of the City of St. Helens City Council Authorizing and Supporting the Submittal of a Local Government Grant to the Oregon Parks and Recreation Department for Recreational Trail Development on the Salmonberry Lake Property
[Res No 1849 - Salmonberry Trails OPRD Grant App PENDING 060519.pdf](#)
- 7.e. Resolution No. 1850: A Resolution of the City of St. Helens Declaring the City's Election to Receive State Revenues
[Res No 1850 - State Shared Revenue PENDING 060519.pdf](#)
- 7.f. Resolution No. 1851: A Resolution of the Common Council of the City of St. Helens, Oregon Adopting Budget, Making Appropriations, and Levying Taxes for the Fiscal Year Beginning July 1, 2019
[Res No 1851 - Adopt Budget FY19-20 PENDING 060519.pdf](#)
- 7.g. Resolution No. 1852: A Resolution Determining that an Unsafe Structure Exists Upon Property Located at 334 N. 7th Street within the City of St. Helens and Directing that Notice to Abate the Nuisance be Posted on Said Premises
[Res No 1852 - Nuisance at 334 N 7th Street PENDING 060519.pdf](#)

8. Approve and/or Authorize for Signature

- 8.a. [RATIFY] Agreement with Mackenzie for Millard Road Park Master Plan
[Millard Road Park - Mackenzie Contract.pdf](#)
- 8.b. Contract Payments
[060519 Contract Payments.pdf](#)

9. Appointments to Boards/Commissions

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- 9.a. Appointments to City Boards & Commissions
[060519 Appts to Boards and Commissions.pdf](#)

10. Consent Agenda for Acceptance

- 10.a. Parks & Trails Commission Minutes dated April 8, 2019
[040819 PTC Minutes APPROVED.pdf](#)
- 10.b. Planning Commission Minutes dated April 9, 2019
[040919 PC Minutes APPROVED.pdf](#)
- 10.c. Parks & Trails Commission Amended Bylaws dated May 13, 2019
[Parks & Trails Commission Bylaws - 2019 Draft.pdf](#)
- 10.d. Library Board Minutes dated March 11, 2019
[031119 LB Minutes APPROVED.pdf](#)

11. Consent Agenda for Approval

- 11.a. Council Work Sessions, Executive Sessions, Public Forums, Public Hearings, and Regular Sessions Minutes dated May 1, 15, and 21, 2019
[060519 Council Minutes TO BE APPROVED.pdf](#)
- 11.b. Accounts Payable Bill Lists
[Accounts Payable Bill Lists.pdf](#)

12. Mayor Scholl Reports

13. Council Member Reports

14. Department Reports

15. Other Business

16. Adjourn

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City of St. Helens
ORDINANCE NO. 3238

**AN ORDINANCE TO ANNEX AND DESIGNATE THE ZONE OF CERTAIN
PROPERTY AT 2225 GABLE ROAD**

WHEREAS, applicant Brent and Dawn Paintner have requested to annex to the City of St. Helens certain property at 2225 Gable Road. This property is also described per **Exhibit A** and depicted per **Exhibit B**; and

WHEREAS, the applicant has consented in writing to the proposed annexation; and

WHEREAS, the applicant constitutes 1) all the owners of the property to be annexed, and 2) more than half of the owners of the property to be annexed own more than half of such property representing more than half of the assessed value pursuant to ORS 222.170(1); and

WHEREAS, the City Council must determine the incorporated Comprehensive Plan Map designation and the Zone Map designation; and

WHEREAS, appropriate notice has been given and a public hearing was held May 15, 2019 on the annexation proposal; and

WHEREAS, the Council has considered findings of compliance with criteria and law applicable to the proposal.

NOW, THEREFORE, THE CITY OF ST. HELENS DOES ORDAIN AS FOLLOWS:

Section 1. The above recitations are true and correct and are incorporated herein by this reference.

Section 2. The property described in **Exhibit A** and depicted in **Exhibit B** is hereby accepted for annexation to the City of St. Helens.

Section 3. The St. Helens Zoning Ordinance Map is hereby amended to reflect that the property described herein shall be zoned General Commercial, GC.

Section 4. The St. Helens Comprehensive Plan Map is hereby amended to reflect that the property described herein shall be designated as General Commercial, GC.

Section 5. In support of the above annexation and amendments described herein, the Council hereby adopts the Annexation A.1.19 Findings of Fact and Conclusions of Law, attached hereto as **Exhibit C** and made part of this reference.

Section 6. The City Council does hereby refer the final decision to annex this property to the voters of the City of St. Helens.

Section 7. The effective date of this Ordinance shall be 30 days after approval, in accordance with the City Charter and other applicable laws.

Read the first time: June 5, 2019
Read the second time: June 19, 2019

APPROVED AND ADOPTED this 19th day of June, 2019 by the following vote:

Ayes:

Nays:

Rick Scholl, Mayor

ATTEST:

Kathy Payne, City Recorder

EXHIBIT A
LEGAL DESCRIPTION

A parcel of land located in the SE ¼ of the NE ¼ of Section 8, Township 4 N., Range 1 W., Willamette Meridian, Columbia County, Oregon, most specifically described as follows:

Beginning at a point, the **True Point of Beginning**, where the Southerly right-of-way line of Gable Road and the Westerly right-of-way line of McNulty Way intersect;

Thence, South 12°43'55" West, along the Westerly right-of-way line of McNulty Way, a distance of 145.52 feet;

Thence, South 64°16'55" West, along said Westerly right-of-way line, a distance of 108.61 feet;

Thence and leaving said right-of-way line, North 25°43'05" West, a distance of 67.18 feet;

Thence, North 81°46'27" West, a distance of 52.02 feet;

Thence, North 02°04'13" East, a distance of 175.80 feet to the Southerly right-of-way line of Gable Road;

Thence along said Southerly right-of-way line, along a 5,769.58 foot radius curve (chord bearing South 75°02'12" East a distance of 211.38 feet), a curve distance of 211.39 feet to the **True Point of Beginning**.

Ordinance No. 3238 - Exhibit B

Found Monuments

- ⑤ 5/8" iron rod found S 80°03'24"E 0.32' from set iron rod
- ① Bent 3/4" iron pipe with yellow plastic cap marked "BRADY LS 1860" per C.S. No. L-1763 found S 14°47'31"W 0.40' (radial) from curve C-2
- ④ Bent 5/8" iron rod found S 14°35'27"W 0.05' (radial) from curve C-2
- ⑥ Bent 3/4" iron pipe with yellow plastic cap marked "BRADY LS 1860" per C.S. No. L-1763, held at verticle

Legend

- Denotes monument found as noted.
- ⊕ Denotes 5/8" iron rod with yellow plastic cap marked "PHIL DEWEY LS 847" found per P.P. 1991-18 and/or the plat of McNulty Creek Industrial Subdivision - Phase One (Plat Book 4, Page 9).
- Denotes 5/8" iron rod with yellow plastic cap marked "LS 847" found per C.S. No. 3264.
- ⊗ Denotes rail road spike with punch mark found per Oregon State Highway Division (O.S.H.D.) survey H-151.
- Denotes 5/8"x30" iron rod with yellow plastic cap marked "REYNOLDS LAND SURVEYING, INC" set.
- Denotes calculated position - no monument found or set.
- 1[] Denotes record data per Inst. No. 93-5753.
- 2[] Denotes record data per Inst. No. 93-10526.
- 3[] Denotes record data per D.B. 244, Pg. 779.
- 4[] Denotes record data per C.S. No. L-988.
- 5[] Denotes record data per C.S. No. 1763.
- 6[] Denotes record data per C.S. No. 3264.
- 7[] Denotes record data per Plat Bk. 4, Pg. 9.
- 8[] Denotes record data per Partition Plat 91-18.



Scale: 1"=60'

CF:98120P
SF:98120P
FB:23

COUNTY SURVEYOR

RECEIVED 1-4-99

FILED 3-3-99

Reynolds
Land Surveying, Inc.
32990 Stone Road
Warren, Oregon 97146
(503) 397-5516

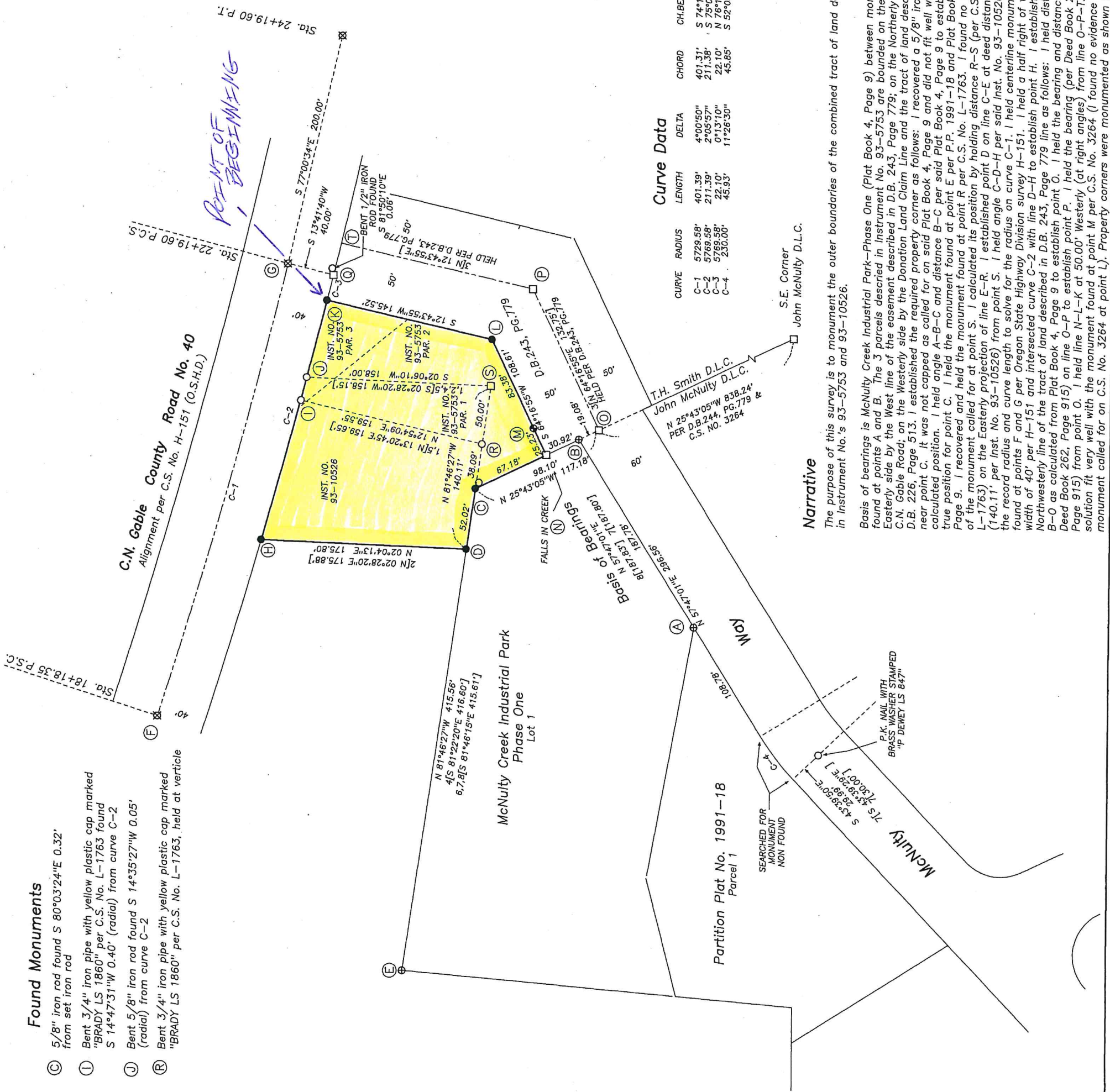
REGISTERED
PROFESSIONAL
LAND SURVEYOR

OREGON
JULY 26, 1985
DAVID E. REYNOLDS
2157

RENEWAL DATE: 12-31-2000

Record of Survey
For

Brent Painter
Sited In The N.E. 1/4
Section 8, T.4N., R.1W., W.M.
Columbia County, Oregon
October 9, 1998



**CITY OF ST. HELENS PLANNING DEPARTMENT
FINDINGS OF FACT AND CONCLUSIONS OF LAW
Annexation A.1.19**

APPLICANT: Brent & Dawn Paintner

OWNERS: Paintner Holdings LLC

ZONING: Columbia County's General Commercial, C-3

LOCATION: 2225 Gable Road, 4N1W-8AD-500

PROPOSAL: The property owner filed consent to annex to develop/use the property using City standards

SITE INFORMATION / BACKGROUND

The subject property is an irregular-shaped corner lot at approximately 1.03 acres. It is made up of four (4) parcels which have restrictive covenant that ties them together via Inst. No. 2018-010123. It abuts Gable Road and McNulty Way. The parcel is accessed by Gable Road by two paved asphalt driveway approaches. Gable Road is a developed minor arterial-classified street without frontage improvements (sidewalks, curb, landscape strip) on either side. McNulty Way is a collector-classified developed street without frontage improvements (sidewalks, curb, landscape strip) on either side.

The parcel is developed with an existing 1,800 sq. ft. commercial office and a 2,000 sq. ft. shop. Both commercial buildings utilize a gravel parking lot. The site is not currently hooked up to City sanitary sewer or water, although they are available in the abutting rights-of-way. The parcel is relatively flat with a steeper downward slope close to the border of McNulty Creek near the southern property line and the existing shop building. Portions of the property near the creek are located in the 100-year flood-plain.

Abutting Zoning

North - City's General Commercial (GC)

East - County's Light Manufacturing (M-2)

South - City's Light Industrial (LI)

West - City's General Commercial (GC)

PUBLIC HEARING & NOTICE

Hearing dates are as follows: April 9, 2019 before the Planning Commission and May 15, 2019 before the City Council.

At their April 9, 2019 hearing, the Planning Commission unanimously recommended approval of this proposal.

Notice of this proposal was sent to surrounding property owners within 300 feet of the subject properties on March 21, 2019 via first class mail. Notice was sent to agencies by mail or e-mail on the same date. Notice was published in the The Chronicle on March 21, 2019. Notice was sent to the Oregon Department of Land Conservation and Development on March 4, 2019 via e-mail.

APPLICABLE CRITERIA, ANALYSIS & FINDINGS

SHMC 17.08.040 (1) – Quasi-judicial amendment and standards criteria

- (a) A recommendation or a decision to approve, approve with conditions, or to deny an application for a quasi-judicial amendment shall be based on all of the following standards:
 - (i) The applicable comprehensive plan policies and map designation; and that the change will not adversely affect the health, safety, and welfare of the community; and
 - (ii) The applicable Oregon Statewide Planning Goals adopted under ORS Chapter 197, until acknowledgment of the comprehensive plan and ordinances; and
 - (iii) The standards applicable of any provision of this code or other applicable implementing ordinance.
- (b) Consideration may also be given to:
 - (i) Any applicable evidence of change in the neighborhood or community or a mistake or inconsistency in the comprehensive plan or zoning map as it relates to the property which is the subject of the development application.

Discussion: (a)(i) The Comprehensive Plan designation for the subject property is Unincorporated General Commercial (UGC). Applicable designation and zoning district for annexation are discussed later.

There is no known conflict with the general Comprehensive Plan policies identified in Chapter 19.08 SHMC. Note that SHMC 19.08.030 discusses public services and facilities and includes utility provisions (e.g., water and sewer) as well as services such as police and library. In sum, all services are intertwined; the consent to annexation allows connection to City sewer to support existing and future development on the subject property, and, once annexed, all other City services/facilities. By this process, the proposal complies with this aspect of the Comprehensive Plan.

There is no known conflict with the specific Comprehensive Plan policies identified in Chapter 19.12 SHMC.

There is no known conflict with the addendums to the Comprehensive Plan which includes Economic Opportunities Analysis (Ord. No. 3101), Waterfront Prioritization Plan (Ord. No. 3148), the Transportation Systems Plan (Ord. No. 3150), the Corridor Master Plan (Ord. No. 3181), and the Parks & Trails Master Plan (Ord. No. 3191).

Finally, there is no evidence that this proposal will be contrary to the health, safety and welfare of the community.

(a)(ii) The City's Comprehensive Plan has been adopted by the State, thus, the applicable Oregon Statewide Planning Goals adopted under ORS Chapter 197 do not need to be analyzed per this section.

(a)(iii) In addition, Section 3 of the City’s Charter states that “annexation, delayed or otherwise, to the City of St. Helens, may only be approved by a prior majority vote among the electorate.” However, during the 2016 Legislative Assembly, Senate Bill 1578 was passed. It states that a City shall annex the territory without submitting the proposal to the electors if certain criteria are met:

1. Property is within the UGB
2. Property will be subject to the City’s Comprehensive Plan
3. Property is contiguous to the City limits or is separated by only a public right of way or body of water
4. Property conforms to all other City requirements

As this proposal meets these criteria, this property will not be subject to a majority vote among the electorate.

Other provisions applicable to this proposal are discussed elsewhere herein.

(b) There is no evidence of a change in neighborhood, or mistake or inconstancy in the Comprehensive Plan or Zoning Map.

Finding: The quasi-judicial amendment and standards criteria are met.

SHMC 17.08.060 – Transportation planning rule compliance

- (1) Review of Applications for Effect on Transportation Facilities. A proposed comprehensive plan amendment, zone change or land use regulation change, whether initiated by the city or by a private interest, shall be reviewed to determine whether it significantly affects a transportation facility, in accordance with OAR 660-012-0060 (the Transportation Planning Rule (“TPR”)).
“Significant” means the proposal would:
 - (a) Change the functional classification of an existing or planned transportation facility (exclusive of correction of map errors in an adopted plan);
 - (b) Change standards implementing a functional classification system; or
 - (c) As measured at the end of the planning period identified in the adopted transportation system plan:
 - (i) Allow land uses or levels of development that would result in types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility;
 - (ii) Reduce the performance of an existing or planned transportation facility below the minimum acceptable performance standard identified in the TSP; or
 - (iii) Worsen the performance of an existing or planned transportation facility that is otherwise projected to perform below the minimum acceptable performance standard identified in the TSP or comprehensive plan.
- (2) Amendments That Affect Transportation Facilities. Comprehensive plan amendments, zone changes or land use regulations that significantly affect a transportation facility shall ensure that allowed land uses are consistent with the function, capacity, and level of service of the facility identified in the TSP. This shall be accomplished by one or a combination of the following:
 - (a) Adopting measures that demonstrate allowed land uses are consistent with the planned function, capacity, and performance standards of the transportation facility.

- (b) Amending the TSP or comprehensive plan to provide transportation facilities, improvements or services adequate to support the proposed land uses consistent with the requirements of OAR 660-012-0060.
 - (c) Altering land use designations, densities, or design requirements to reduce demand for vehicle travel and meet travel needs through other modes of transportation.
 - (d) Amending the TSP to modify the planned function, capacity or performance standards of the transportation facility.
- (3) Traffic Impact Analysis. A traffic impact analysis shall be submitted with a plan amendment or zone change application, as applicable, pursuant to Chapter 17.156 SHMC.

Discussion: This section reflects State law regarding the Transportation Planning Rule (TPR): Transportation Planning Rule (TPR), OAR 660, Division 12. The TPR requires that where an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation would significantly affect an existing or planned transportation facility, the local government shall put in place measures to assure that allowed land uses are consistent with the identified function, capacity, and performance standards of the facility. **Current zoning of the property is Columbia County's General Commercial, C-3 and the City zoning option given annexation is General Commercial (GC).**

Generally, when comparing potential land use impact on transportation facilities, the *reasonable worst case scenario* for the existing and proposed designation/zone are considered. The potential land uses are very similar for both the City and County. The City's zoning is comparable to the County with regards to the possible intensity of uses allowed and potential vehicular trips generated. Thus, this proposal will not affect an existing or planned transportation facility.

Finding: No transportation facility will be significantly affected by this proposal. No traffic impact analysis is warranted.

SHMC 17.28.030 (1) – Annexation criteria

- (a) Adequate public facilities are available to the area and have sufficient capacity to provide service for the proposed annexation area; and
- (b) Comply with comprehensive plan amendment standards and zoning ordinance amendment standards and not be in conflict with applicable comprehensive plan policies and implementing ordinances; and
- (c) Complies with state laws; and
- (d) Abutting roads must meet city standards or property owner will be required to sign and record an irrevocable consent to local improvement district; and
- (e) Property exceeding 10 acres in gross size must show a need on the part of the city for such land if it is designated residential (e.g., less than five years' supply of like designated lands in current city limits).

Discussion: (a) Water - Currently, the site is not connected to City water. Although, it is available in the McNulty Way right-of-way. The City's current water capacity is 6 million gallons/day and the peak flow, usually in the summer, is 3 to 4 million gallons/day. Additionally, the City has the capacity of approximately 10 million gallons to meet future demands. Any additional uses that occur on the subject property can be accommodated by the City's municipal water system as infrastructure has substantial capacity available.

Sewer - The site is not currently connected to City sewer. There is a City sewer line in the Gable Road right-of-way abutting the property. With regards to capacity, the City's waste water treatment plant currently has the capacity (physically and as permitted by DEQ) to handle 50,000 pounds of Biochemical Oxygen Demand (BOD), which is the "loading" or potency of the wastewater received by the plant. The average daily BOD is well below this at only 1,500 pounds. Thus, any potential uses that occur on the subject property can be accommodated by the City's sanitary sewer system as infrastructure is in place or can be upgraded and there is substantial capacity available.

Transportation - As described above, this proposal poses no significant impact on a transportation facility.

Adequate public facilities are available to the area and have sufficient capacity to provide service for the proposed annexation area.

(b) The existing land use of the subject property is an office and a shop of some kind. The office is an allowed use in the General Commercial zone. The shop *may* be considered a non-conforming use once annexed into the City. The City's Development Code allows nonconforming uses to continue provided the use is not destroyed, discontinued or abandoned (see Chapter 17.104 SHMC). If the subject property redevelops or is developed further in the future, existing uses will be confirmed in more detail at that time.

There is no known conflict with the Comprehensive Plan and implementing ordinances.

(c) With regards to Oregon Revised Statutes (ORS), city annexations of territory must be undertaken consistent with ORS 222.111 to 222.183.

Pursuant to ORS 222.111(1), a City may only annex territory that is not within another City, and the territory must either be contiguous to the annexing City or be separated from the City only by a body of water or public right-of-way. The subject property is not within another City's jurisdiction and City of St. Helens corporate limits lies on two sides of the subject property.

Although undertaking an annexation is authorized by state law, the manner in which a city proceeds with annexation is also dictated in the city charter. ORS 222.111(1) references a city's charter as well as other ORS. St. Helens' Charter requirements pertaining to annexations are noted above.

Per ORS 222.111(2) an annexation may be initiated by the owner of real property or the city council. This annexation request was initiated by the property owner. Further, ORS 222.125 requires that that all property owners of the subject property to be annexed and at least half of the electors residing on the property consent in writing to the annexation. These documents were submitted with the annexation application.

ORS 197.175(1) suggests that all annexations are subject to the statewide planning goals.

The statewide planning goals that could technically apply or relate to this proposal are Goals 1, 2, 11 and 12.

- ***Statewide Planning Goal 1: Citizen Involvement.***

Goal 1 requires the development of a citizen involvement program that is widespread, allows two-way communication, provides for citizen involvement through all planning phases, and is understandable, responsive, and funded.

Generally, Goal 1 is satisfied when a local government follows the public involvement procedures set out in the statutes and in its acknowledged comprehensive plan and land use regulations.

The City's Development Code is consistent with State law with regards to notification requirements. Pursuant to SHMC 17.20.080 at least one public hearing before the Planning Commission and City Council is required. Legal notice in a newspaper of general circulation is also required. The City has met these requirements and notified DLCD of the proposal.

- ***Statewide Planning Goal 2: Land Use Planning.***

This goal requires that a land use planning process and policy framework be established as a basis for all decisions and actions relating to the use of land. All local governments and state agencies involved in the land use action must coordinate with each other. City, county, state and federal agency and special districts plans and actions related to land use must be consistent with the comprehensive plans of cities and counties and regional plans adopted under Oregon Revised Statutes (ORS) Chapter 268.

Generally, Goal 2 requires that actions related to land use be consistent with acknowledged Comprehensive Plans and coordination with affected governments and agencies and be based on an adequate factual base. The City has an adopted Comprehensive Plan, compliance of this proposal which is addressed herein. Moreover, explanation and proof of coordination with affected agencies and factual base are described herein, as well, including inventory, needs, etc.

- ***Statewide Planning Goal 11: Public Facilities and Services.***

Goal 11 requires cities and counties to plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development. The goal requires that urban and rural development be "guided and supported by types and levels of urban and rural public facilities and services appropriate for, but limited to, the needs and requirements of the urban, urbanizable and rural areas to be served."

City water and sewer capacities are adequate to serve the subject property. This is explained above. Moreover, there is no evidence that adequate infrastructure cannot be made available to serve the annexed area if redeveloped. The existing development is adequately served.

- ***Statewide Planning Goal 12: Transportation.***

Goal 12 requires cities, counties, metropolitan planning organizations, and ODOT to provide and encourage a "safe, convenient and economic transportation system." This is accomplished through development of Transportation System Plans based on inventories of local, regional and state transportation needs. Goal 12 is implemented through OAR

660, Division 12, also known as the Transportation Planning Rule (“TPR”). The TPR contains numerous requirements governing transportation planning and project development.

Traffic impacts and the City’s provisions that address the TPR are explained above. This proposal will not significantly affect an existing or planned transportation facility.

(d) The subject property abuts two streets: Gable Road and McNulty Way.

City standards require such improvements. Gable Road is a developed minor arterial-classified street without frontage improvements (sidewalks, curb, landscape strip) on either side. McNulty Way is a collector-classified developed street without frontage improvements (sidewalks, curb, landscape strip) on either side.

This property is not the subject of a current development land use review, which provides the legal nexus and proportionality to require such improvements. As such, the only option is for the property owner to be required to sign and record an irrevocable consent to local improvement district, though, the applicant could improve the frontages if desired.

The existing right-of-way widths for both Gable Road and McNulty Way is sufficient for their corresponding street classification. Therefore, right-of-way dedication is not necessary.

(e) The subject property is not designated residential. Thus a needs analysis is not necessary.

Finding: The annexation approval criteria are met for this proposal.

SHMC 17.28.030 (2) – Annexation criteria

The plan designation and the zoning designation placed on the property shall be the city’s zoning district which most closely implements the city’s comprehensive plan map designation.

Discussion: The Comprehensive Plan designation is currently Unincorporated General Commercial, GC. Upon annexation, the Comprehensive Plan designation would thus be General Commercial (Incorporated). There are several zoning options under this designation, but based on the location of this property and the abutting City General Commercial zoning, the appropriate zoning would be General Commercial, GC.

Finding: The subject property shall be designated General Commercial (Incorporated), GC and zoned General Commercial, GC upon annexation depending on the determinations of the Commission and Council.

SHMC 17.112.020 – Established & Developed Area Classification criteria

(1) Established Area.

(a) An “established area” is an area where the land is not classified as buildable land under OAR 660-08-0005;

- (b) An established area may include some small tracts of vacant land (tracts less than an acre in size) provided the tracts are surrounded by land which is not classified as buildable land; and
- (c) An area shown on a zone map or overlay map as an established area.
- (2) Developing Area. A “developing area” is an area which is included in the city’s buildable land inventory under the provisions of OAR except as provided by subsection (1)(b) of this section.

Discussion: OAR 660-008-0005 generally defines “Buildable Land” as vacant residential property not constrained by natural hazards or resources, and typically not publicly owned. The subject property is not zoned residential. This provision does not apply.

Finding: This provision is not applicable.

CONCLUSION & DECISION

Based upon the facts and findings herein, the Council approves this annexation and that upon annexation, the subject property have a Comprehensive Plan designation of General Commercial (incorporated), GC, and be zoned General Commercial, GC, with the condition that:

The streets abutting the subject property shall be brought into compliance with City street standards (or) property owner(s) shall sign and record an irrevocable consent to a local improvement district.

*This annexation will **not** be subject to voter approval subsequent to this land use process.*

Rick Scholl, Mayor

Date

City of St. Helens
ORDINANCE NO. 3239

**AN ORDINANCE AMENDING ST. HELENS MUNICIPAL CODE
CHAPTER 8.28 REGARDING CITY DOCKS**

WHEREAS, St. Helens Municipal Code Chapter 8.28 governs city docks; and

WHEREAS, City docks are intended for short term moorage and clarifications are needed to better specify the time limits on such use; and

WHEREAS, additional minor updates, including to the provisions related to impoundment of derelict or abandoned vessels, also are needed; and

WHEREAS, the amendments will better inform users of the limits on use and improve enforcement.

NOW, THEREFORE, THE CITY OF ST. HELENS ORDAINS AS FOLLOWS:

Section 1. Recitations. The above recitations are true and correct and are incorporated herein by this reference.

Section 2. SHMC 8.28 is amended as set forth in Exhibit A to this Ordinance (additional language is underlined and deleted text is shown as ~~striketrough~~).

Section 3. This Ordinance shall be effective 30 days after its passage.

Read the first time:	June 5, 2019
Read the second time:	June 19, 2019

APPROVED AND ADOPTED by the City Council this 19th day of June, 2019, by the following vote:

Ayes:

Nays:

Rick Scholl, Mayor

ATTEST:

Kathy Payne, City Recorder

8.28.020 Definitions.

(1) “Abandoned vessel” means a vessel left at the city docks in violation of the time limitations in SHMC [8.28.040](#) or ~~that otherwise is not authorized to use a City dock as provided in this Code or state law. the Oregon State Marine Board certificate of number and registration requirements.~~

8.28.040 Time limitations.

(1) City docks shall not be used by a vessel for moorage, either directly to a dock or to one or more vessels that are moored to a dock, for more than ~~five~~ [72 cumulative -continuous hours in any 14](#) calendar days ~~period~~; ~~Upon expiration of the 72 hour limit, the vessel shall be moved from the dock and may not be moored to any city dock for 14 calendar days. - not to exceed 10 calendar days per calendar month.~~ The ~~72 hour five-~~ [calendar-day](#) period shall begin with the first hour the vessel is tied or moored to any city dock, ~~and accumulates~~ regardless of whether ~~or not~~ the vessel moved from its original mooring to another position on the same or any other city dock during the ~~14 five-~~calendar-day period.

(2) City docks are not available as a place to park an unoccupied boat. Notwithstanding subsection (1) of this section, city docks shall not be used by a vessel for moorage ~~as described in subsection (1) of this section~~ when the vessel is unoccupied, as defined herein. For the purposes of this section, an “unoccupied vessel” is a vessel that is without occupant for a ~~continuous~~ period of at ~~least~~ four hours ~~or more between sunset and sunrise of any every night that the vessel is so moored or using a city dock. -.~~

(3) ~~Regardless of how long the vessel has been moored as described herein, a~~Any vessel that is moored in violation of ~~this Section 8.28.040 -subsection (2) of this section~~ is hereby deemed to ~~be in violation of this Ordinance and not authorized to moor at a city dock~~~~have exceeded the time limitations allowed in subsection (1) of this section~~ and is, therefore, subject to all penalties and sanctions described herein. ~~In addition to and not in lieu of any other remedy, such vessel may be deemed abandoned as provided in Section 8.28.072.~~ (Ord. 3151 § 1, 2011; Ord. 3147 § 1, 2011; Ord. 3087 § 3, 2008; Ord. 2888 § 4, 2003)

8.28.060 Prohibited activities.

(1) No person shall swim from or within 50 feet of the docks;

(2) No person shall obstruct a vessel from docking;

(3) No person shall cut, drill holes in, or attach in any manner any object other than a vessel with mooring lines to the docks without written permission from the city administrator;

(4) No commercial activity will occur on city docks without specific authorization in the moorage agreement;

(5) Vehicles are not allowed on city docks, except for the immediate transport of a bicycle to and from a vessel or the use of a vehicle that is necessary due to a disability. Vehicles include but are not limited to bicycles, scooters, skateboards, rollerblades, mopeds, motorcycles, or other self-propelled units;

(6) Vessels are not allowed to use docking space designated only for emergency craft use. Such docking space is designated by a yellow stripe on the edge of the dock or by a sign or by both. The use of such space by craft other than government emergency craft is prohibited;

(7) Fishing is allowed in the docking space designated for emergency craft use when emergency craft are not present. Persons who are fishing must yield to emergency craft;

(8) Use a city dock for an abandoned or derelict vessel as defined herein or by state law.

(98) Violation of any other provisions of limitations this Chapter, including but not limited to the time limits in Section 8.28.0420, the time limitations in this chapter. (Ord. 3147 § 2, 2011; Ord. 3087 § 8, 2008; Ord. 2888 § 6, 2003)

8.28.100 Impoundment/tow.

Law enforcement officers are authorized to call for seizure of a vessel, including a tow or impoundment of any vessel as provided in ~~any vessel in violation of this chapter in accordance with the~~ ORS 830.875 to 830.895 concerning boat numbering and ~~ORS 830.9087 through 830.94427 concerning abandoned or derelict boats,~~ floating homes and boathouses. Any vessel seized pursuant to this Ordinance and state law and not reclaimed as provided by state law ~~removed by the authorization of a law enforcement officer~~ shall be disposed of in accordance with ORS 98.245. (Ord. 3087 § 13, 2008; Ord. 2888 § 10, 2003)

City of St. Helens
ORDINANCE NO. 3240

**AN ORDINANCE AMENDING ST. HELENS MUNICIPAL
CODE CHAPTER 13 TO DEFINE THE ST. HELENS
COMMUNITY RECREATION AND PARKS FEE**

WHEREAS, St. Helens Municipal Code Chapter 13 regarding public services should include a new section called Community Recreation and Parks; and

WHEREAS, the City Council has determined that maintaining a recreation program is in the best interest of the public; and

WHEREAS, the City Council has determined that application of a community parks and recreation service fee on all utility accounts for users of city utilities would adequately support the recreation and parks ongoing expenses.

NOW, THEREFORE, THE CITY OF ST. HELENS, OREGON ORDAINS AS FOLLOWS:

Chapter 13.06
St. Helens Community Recreation and Parks Fee

Sections:

- 13.06.010 Definitions.**
- 13.06.020 St. Helens Community Recreation and Parks Fee.**
- 13.06.030 Rate.**
- 13.06.040 Uses of revenue.**

13.06.010 Definitions.

(1) "St. Helens Community Recreation and Parks fee" or "fee" means the charge placed on all residential dwelling units or equivalent dwelling units for the purposes of funding expenses related to the City of St. Helens Recreation Program and Parks Department and future feasibility studies related to combining the Parks Department with the Recreation Program and reviewing potential funding opportunities.

(2) "Dwelling unit (DU)" is defined by Title 17 of the St. Helens Municipal Code.

(3) "Equivalent dwelling unit" means a nonresidential unit which is deemed equivalent to a dwelling unit as provided herein.

13.06.020 St. Helens Community Recreation and Parks Fee.

(1) There is imposed on all users of city utilities a charge known as the St. Helens Community Recreation and Parks fee. The fee is imposed by the city monthly on all utility accounts connected to city utilities.

(2) The fee is to be set at a uniform rate and applied to each individual dwelling unit or equivalent dwelling unit for that account. The community recreation service fee is independent

of and in addition to existing fees and charges imposed as part of the standard utility rates for city accounts.

(3) The fee will be included with the utility bill as a separate and distinct charge and listed on the bill as the St. Helens Community Recreation and Parks fee. The fee is due and payable at the same time and in the same manner and method as the utility bill and associated charges, as provided for under SHMC 13.02.060.

13.06.030 Rate.

(1) The rate for the fee is to be set by a duly adopted resolution, passed by City Council following a public forum and opportunity for public comments and testimony consistent with SHMC 13.02.040.

(2) The City Council may further revise the amount of the fee imposed in the manner set forth under Chapter 13.02 SHMC. The City Council shall review the amount of the fee annually prior to the adoption of the annual budget.

13.06.040 Uses of revenue.

All revenues generated by the fee will be used for city recreation and parks programs.

Read the first time:	June 5, 2019
Read the second time:	June 19, 2019

APPROVED AND ADOPTED by the City Council this 19th day of June, 2019, by the following vote:

Ayes:

Nays:

Rick Scholl, Mayor

ATTEST:

Kathy Payne, City Recorder

City of St. Helens
RESOLUTION NO. 1846

**A TRANSFER RESOLUTION TO INCREASE APPROPRIATIONS
DUE TO ADDITIONAL REVENUE FOR FISCAL YEAR 2018-2019**

WHEREAS, it is necessary to appropriate funds from additional revenue resources within each fund for Fiscal Year 2018-2019 as noted in Exhibit A; and

WHEREAS, OAR 294.338(3) allows for an increase in appropriations for unanticipated non-tax revenue via resolution.

NOW, THEREFORE, THE CITY OF ST. HELENS RESOLVES AS FOLLOWS:

Section 1. The Common Council of the City of St. Helens, Oregon resolves that appropriations in Exhibit A, which by this reference is made part of this Resolution, shall be permitted to remain in good standing of Oregon Budget Law.

Approved and adopted by the City Council on June 5, 2019, by the following vote:

Ayes:

Nays:

Rick Scholl, Mayor

ATTEST:

Kathy Payne, City Recorder

RESOLUTION NO. 1846 - Exhibit A
FY 2018-2019

<u>COMM. DEV. FUND</u>	<u>ORIGINAL</u>	<u>NEW</u>	<u>CHANGE</u>
<i>Misc Revenue</i>	1,011,000	1,287,000	276,000
<i>Materials & Services - Dept 721</i>	255,000	406,000	151,000
<i>Contingency</i>	861,466	986,466	125,000

<u>VISITOR TOURISM</u>	<u>ORIGINAL</u>	<u>NEW</u>	<u>CHANGE</u>
<i>Misc Revenue</i>	242,000	262,000	20,000
<i>Transfer Revenue</i>	0	5,000	5,000
<i>Materials & Services</i>	397,000	422,000	25,000

City of St. Helens
RESOLUTION NO. 1847

**A RESOLUTION AUTHORIZING A TRANSFER OF APPROPRIATIONS WITHIN
A FUND FOR FISCAL YEAR 2018-2019**

WHEREAS, in accordance with ORS 294.456 and 294.463, City of St. Helens, Oregon may transfer appropriations within funds for Fiscal Year 2018-2019 that were authorized by the St. Helens City Council pursuant to Resolution No. 1824; and

WHEREAS, ORS 294.463 allows an appropriation transfer within a fund OVER 15% to be approved by resolution once a public hearing on the resolution is held; and

WHEREAS, a Public Hearing was held on June 5, 2019.

NOW, THEREFORE, THE CITY OF ST. HELENS RESOLVES AS FOLLOWS:

Section 1. The Common Council of the City of St. Helens, Oregon resolves that appropriation in Exhibit A, which by this reference is made part of this Resolution shall be permitted to remain in good standing of Oregon Budget Law.

Approved and adopted by the City Council on June 5, 2019, by the following vote:

Ayes:

Nays:

Rick Scholl, Mayor

ATTEST:

Kathy Payne, City Recorder

RESOLUTION NO. 1847 - EXHIBIT A
FY 2018-2019

<u>EQUIPMENT FUND</u>	<u>ORIGINAL</u>	<u>NEW</u>	<u>CHANGE</u>
<i>Contingency</i>	627,814	432,814	(195,000)
<i>Materials & Services</i>	10,000	20,000	10,000
<i>Capital Outlay</i>	240,000	425,000	185,000

City of St. Helens
RESOLUTION NO. 1848

**A RESOLUTION AUTHORIZING A TRANSFER OF APPROPRIATIONS WITHIN
A FUND FOR FISCAL YEAR 2018-2019**

WHEREAS, in accordance with ORS 294.456 and 294.463, City of St. Helens, Oregon may transfer appropriations within funds for Fiscal Year 2018-2019 that were authorized by the St. Helens City Council pursuant to Resolution No. 1824; and

WHEREAS, ORS 294.463 allows an appropriation transfer within a fund to be approved by resolution if the proposed changes do not change the total appropriations within the fund and if the transfer from contingency, if applicable, is less than 15% of the total appropriations in the fund.

NOW, THEREFORE, THE CITY OF ST. HELENS RESOLVES that the Finance Director is hereby authorized and directed to execute the following changes located in Exhibit A of this Resolution to appropriated budget amounts on behalf of the St. Helens City Council.

Approved and adopted by the City Council on June 5, 2019, by the following vote:

Ayes:

Nays:

Rick Scholl, Mayor

ATTEST:

Kathy Payne, City Recorder

RESOLUTION NO. 1848 - EXHIBIT A
FY 2018-2019

<u>GENERAL FUND</u>	<u>ORIGINAL</u>	<u>NEW</u>	<u>CHANGE</u>
Administration			
<i>Personnel Services</i>	364,500	377,500	13,000
City Council			
<i>Materials & Services</i>	45,500	53,500	8,000
Municipal Court			
<i>Materials & Services</i>	213,050	286,550	73,500
Police			
<i>Materials & Services</i>	396,000	409,000	13,000
Finance			
<i>Materials & Services</i>	209,500	227,500	18,000
Recreation			
<i>Personnel Services</i>	71,000	85,000	14,000
<i>Materials & Services</i>	38,500	48,500	10,000
Building			
<i>Materials & Services</i>	126,500	147,000	20,500
General Services			
<i>Personnel Services</i>	75,000	80,000	5,000
<i>Materials & Services</i>	303,000	350,500	47,500
<i>Transfers</i>	0	2,500	2,500
<i>Contingency</i>	832,611	607,611	(225,000)
 <u>SEWER FUND</u>	 <u>ORIGINAL</u>	 <u>NEW</u>	 <u>CHANGE</u>
<i>Contingency</i>	768,277	662,277	(106,000)
<i>Debt Service</i>	705,000	720,000	15,000
<i>Materials & Services</i>	1,488,000	1,579,000	91,000
 <u>WATER FUND</u>	 <u>ORIGINAL</u>	 <u>NEW</u>	 <u>CHANGE</u>
<i>Contingency</i>	358,111	355,111	(3,000)
<i>Personnel Services</i>	268,000	271,000	3,000
 <u>IT FUND</u>	 <u>ORIGINAL</u>	 <u>NEW</u>	 <u>CHANGE</u>
<i>Contingency</i>	157,155	127,655	(29,500)
<i>Personnel Services</i>	0	19,500	19,500
<i>Materials & Services</i>	300,000	310,000	10,000

<u>PW OPERATIONS FUND</u>	<u>ORIGINAL</u>	<u>NEW</u>	<u>CHANGE</u>
<i>Contingency</i>	430,701	425,701	(5,000)
<i>Materials & Services</i>	34,000	39,000	5,000

<u>FAC. MAJ. MAINT. FUND</u>	<u>ORIGINAL</u>	<u>NEW</u>	<u>CHANGE</u>
<i>Contingency</i>	434,392	403,392	(31,000)
<i>Capital Outlay</i>	456,000	487,000	31,000

<u>STREET FUND</u>	<u>ORIGINAL</u>	<u>NEW</u>	<u>CHANGE</u>
<i>Contingency</i>	537,588	517,588	(20,000)
<i>Materials & Services</i>	760,500	780,500	20,000

City of St. Helens
RESOLUTION NO. 1849

**A RESOLUTION OF THE CITY OF ST. HELENS CITY COUNCIL AUTHORIZING AND
SUPPORTING THE SUBMITTAL OF A LOCAL GOVERNMENT GRANT TO THE
OREGON PARKS AND RECREATION DEPARTMENT FOR RECREATIONAL TRAIL
DEVELOPMENT ON THE SALMONBERRY LAKE PROPERTY**

WHEREAS, the Oregon Parks and Recreation Department is accepting applications for the 2019 Local Government Grant Program; and

WHEREAS, the City of St. Helens currently owns approximately 2,400 acres of timberland commonly known as the Salmonberry Lake property with limited public access; and

WHEREAS, Columbia County Forest, Parks and Recreation Department desires to expand the recreational opportunities within the county by developing multi-use trail infrastructure on the City's publically owned land; and

WHEREAS, the City of St. Helens will retain rights for final approval of all construction, operations and maintenance of the recreational trail development project; and

WHEREAS, Columbia County has available local matching funds to fulfill its share of obligation related to this grant application should the grant funds be awarded; and

WHEREAS, Columbia County will provide adequate funding for on-going operations and maintenance of this recreational facility should the grant funds be awarded.

NOW, THEREFORE, THE CITY OF ST. HELENS RESOLVES AS FOLLOWS:

Section 1. The St. Helens City Council authorizes and supports the Columbia County Forest, Parks and Recreation Department's request to apply for a Local Government Grant from the Oregon Parks and Recreation Department's program for funding assistance related to recreational trail development on the Salmonberry Lake Property.

APPROVED AND ADOPTED by the City Council on June 5, 2019 by the following vote:

Ayes:

Nays:

Rick Scholl, Mayor

ATTEST:

Kathy Payne, City Recorder

City of St. Helens
RESOLUTION NO. 1850

A RESOLUTION OF THE CITY OF ST. HELENS DECLARING THE
CITY'S ELECTION TO RECEIVE STATE REVENUES

The City of St. Helens resolves as follows:

Section 1. Pursuant to ORS 221.770, the City hereby elects to receive state revenues for fiscal year 2019-20.

Approved and adopted by the City Council on June 5, 2019, by the following vote:

Ayes:

Nays:

Rick Scholl, Mayor

ATTEST:

Kathy Payne, City Recorder

City of St. Helens
RESOLUTION NO. 1851

A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF ST. HELENS,
OREGON ADOPTING BUDGET, MAKING APPROPRIATIONS, AND LEVYING TAXES
FOR THE FISCAL YEAR BEGINNING JULY 1, 2019

BE IT RESOLVED that the Common Council of the City of St. Helens, Oregon, hereby adopts the budget for fiscal year 2019-2020 in the total of \$42,754,450 now on file in the office of the City Recorder of said City.

BE IT RESOLVED that the Common Council of the City of St. Helens, Oregon, hereby imposes taxes provided for in the adopted budget at the rate of \$1.9078 per \$1,000 of assessed value for tax year 2019-2020 upon the assessed value of all taxable property within the district.

	<u>Subject to the General</u> <u>Government Limitation</u>	<u>Excluded from the General</u> <u>Government Limitation</u>
General Fund	\$1.9078 / \$1,000	N/A

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2019, and for the purposes shown below are hereby appropriated as follows:

<u>FUND / DEPT / PROGRAM</u>	<u>APPROPRIATION</u>
<u>General Fund</u>	
Admininstraiton	\$ 468,000
City Recorder	\$ 301,000
City Council	\$ 123,000
Municipal Court	\$ 378,000
Police	\$ 3,505,000
Library	\$ 725,000
Finance	\$ 843,000
Parks	\$ 337,000
Recreation	\$ 204,000
Planning	\$ 312,000
Building	\$ 326,000
General Service	
Operations	\$ 340,000
Contingency	\$ 1,000,000
TOTAL GENERAL FUND	\$ 8,862,000

<u>Special Revenue Funds</u>	
Visitor and Tourism	\$ 375,000
Community Development	
Operations	\$ 843,000
Debt Service	\$ 280,000
Contingency	\$ 777,000
Community Enhancement	\$ 143,000
Streets	
Operations	\$ 1,469,000
Debt Service	\$ 60,000
Contingency	\$ 534,600
Streets SDC	\$ 1,290,000
TOTAL SPECIAL REVENUE FUNDS	\$ 5,771,600
<u>Enterprise Funds</u>	
Water	
Operations	\$ 3,077,500
Debt Service	\$ 499,000
Contingency	\$ 1,883,200
Water SDC	\$ 740,000
Sewer	
Operations	\$ 3,577,000
Debt Service	\$ 578,000
Contingency	\$ 1,261,050
Sewer SDC	\$ 1,316,000
Storm	
Operations	\$ 1,476,000
Contingency	\$ 767,100
Storm SDC	\$ 298,000
Parks SDC	\$ 252,000
TOTAL ENTERPRISE FUNDS	\$ 15,724,850

<u>Internal Service Funds</u>	
IT Services	
Operations	\$ 421,000
Contingency	\$ 30,000
Equipment	
Operations	\$ 730,500
Contingency	\$ 514,500
PW Operations	
Operations	\$ 3,145,500
Transfers	\$ 820,000
Contingency	\$ 7,500
Facility Major Maintenance	
Operations	\$ 345,000
Contingency	\$ 345,000
TOTAL INTERNAL SERVICE FUNDS	\$ 6,359,000
TOTAL APPROPRIATED FUNDS	\$ 36,717,450
<u>Unappropriated Fund Balances</u>	
General Fund	\$ 1,537,000
Street Fund	\$ 500,000
Water Fund	\$ 2,000,000
Sewer Fund	\$ 1,000,000
Storm Fund	\$ 1,000,000
TOTAL UNAPPROPRIATED FUNDS	\$ 6,037,000
TOTAL 2019-2020 BUDGET	\$ 42,754,450

Approved and adopted by the City Council on June 5, 2019, by the following vote:

Ayes:

Nays:

Rick Scholl, Mayor

ATTEST:

Kathy Payne, City Recorder

City of St. Helens
RESOLUTION NO. 1852

**A RESOLUTION DETERMINING THAT AN UNSAFE STRUCTURE EXISTS UPON
PROPERTY LOCATED AT 334 N 7TH STREET WITHIN THE CITY OF ST. HELENS
AND DIRECTING THAT NOTICE TO ABATE THE NUISANCE BE POSTED ON SAID
PREMISES**

WHEREAS, St. Helens Municipal Code (SHMC) Section 8.14.040(1) provides that "When a structure or equipment is found by an enforcement official to be unsafe, unfit for human occupancy, or otherwise unlawful, such structure or equipment is in violation of this chapter and a nuisance which shall be abated as set forth in SHMC 8.12.220 through 8.12.290, SHMC Chapter 15.20, or such other methods of code compliance or nuisance abatement as are provided by law or the code;" and

WHEREAS, St. Helens Municipal Code (SHMC) Section 8.12.100(2) Scattering rubbish and debris provides that "No such materials shall be placed, piled, or deposited so as to cause an unsightly appearance or condition, nor shall any such materials be placed, piled or deposited so as to provide a harboring for rats, mice or other rodents"; and

WHEREAS, St. Helens Municipal Code (SHMC) Section 8.12.150(2) provides that the "Keeping of Junk Prohibited. It is hereby determined and declared that the keeping of or allowing of junk to be on or remain out of doors on any public or private premises within the city, unless the same is completely enclosed within a building, is a nuisance and is unlawful"; and

WHEREAS, the property located at 334 N 7th STREET, St. Helens, Oregon were determined by the Building Official to be in violation of one or more provisions of Chapter 8 of the St. Helens Municipal Code and therefore a nuisance pursuant to the ordinance.

NOW, THEREFORE, THE CITY OF ST. HELENS RESOLVES AS FOLLOWS:

Section 1. The structures at 334 N 7th Street, St. Helens, Oregon constitute a nuisance under SHMC Chapter 8.14.040(4), due to the lack of potable water creating an insanitary condition for the occupants and the public. The structure was previously posted to as uninhabitable but that posting has not resolved the problem of persons occupying the premises without legal, potable water. Council hereby directs that the premises located at 334 N 7th be vacated until such time that legal, potable water service is restored.

Section 2. The property located at 334 N 7th Street, St. Helens, Oregon constitute a nuisance under SHMC Chapter 8.12.100 and 8.12.150, based on the photograph of the premises, attached hereto and incorporated by reference, and information from the Building Official. Council finds that the photograph shows scattering of rubbish and keeping of junk as defined in 8.12.150. The structures were previously posted to abate the nuisance but that posting has not resolved the problem.

Section 3. Council hereby directs that the premises located at 334 N 7th be vacated until such time that legal, potable water service is restored. Any person(s) found occupying the building will be subject to a citation pursuant to SHMC 8.12.260. Additionally, Council hereby directs a notice to be posted at 334 N 7th Street, St. Helens, Oregon which contains: a description of the real property, by street address or otherwise; a direction to remove the rubbish and junk constituting a nuisance within 30 days of the date of the notice. Furthermore, unless a permanent abatement of the nuisance is performed within 30 days of this resolution, the City will permanently remove the nuisance and secure the property and that the costs shall be a lien against the property; and a statement that the person in

charge of the property may protest the action by giving notice to the City Recorder within ten (10) days from the date of the notice.

Section 4. The City Recorder shall cause a copy of said notice to be forwarded by registered or certified mail, postage prepaid, to the person in charge of the property at the last known address of such person. That notice shall contain all the elements listed in paragraph 2., supra, that is, the posting. If the person responsible for the nuisance is not the owner, an additional notice shall be sent to the owner, stating that the cost of abatement not paid by the person responsible may be assessed to and become a lien on the property.

Approved and adopted by the City Council on June 5, 2019, by the following vote:

Ayes:

Nays:

Rick Scholl, Mayor

ATTEST:

Kathy Payne, City Recorder



AGREEMENT FOR PROFESSIONAL SERVICES

May 22, 2019

City of St. Helens
Attention: Jennifer Dimsho
PO Box 278
265 Strand Street
St. Helens, OR 97051

RE: **Millard Road Park Master Plan**
Project Number 2190242.00

Dear Jennifer:

Mackenzie will perform the tasks outlined below for the referenced project.

- Meet with City staff on site to walk through and discuss design possibilities.
- Generate concept plan, sketches, and/or imagery to convey ideas and intent of park layout and design. Present ideas to Client for review and feedback on up to two (2) conference calls or in person at Mackenzie's office.
- Refine plan based on Client feedback and prepare rendered master plan to assist City staff in establishing the southern boundary for the park, accomplish park amenity objectives, and vest an access easement. Present final plan to Client via conference call if desired.
- We understand the following:
 - The City owns the site and it is zoned Public Lands. There is interest in rezoning the southern portion into Mixed-Use, Commercial, or some other developable use that could benefit from the park. Part of the intent of this park master plan effort is to establish a southern boundary to the portion of the site that would be dedicated to the park.
 - There is a wetland, mitigation areas, and a creek on the subject property.
 - There is an unvested 50' access easement from Chase Road that expires in 2020. Part of the intent of this Master Plan is to vest that easement.
 - The park program will include a parking lot with access off Chase Road, a covered picnic shelter, restroom, playground, and a trail.
 - The TSP indicates a north/south connection bisecting the property. The intent is to meet this requirement through a trail layout as a road would preclude most development.

Agreement for Professional Services

Project Number 2190242.00

May 22, 2019

Page 2

Contract Fee will be \$10,000. Any services performed beyond the scope of services set forth above shall be for additional fees. Reimbursable costs are not included in the Contract Fee. Reimbursable costs for services accomplished by in-house personnel (printing, faxing, copying, mileage, etc.) will be billed at standard rates. Other reimbursable costs (outside printing, outside delivery services, rideshare vehicles, application-based transportation, photography, Federal Express, Express Mail, etc.) will be billed at cost plus 10%.

No services are included in this agreement other than those specifically set forth in the Scope of Services. In addition to any Exclusions outlined within the project proposal (if attached), items which are specifically excluded from the Scope of Services include, but are not limited to the following:

- Reimbursable expenses.
- Land survey, topographic survey, tree survey, or metes and bounds descriptions and related specifications.
- Soils investigation/testing and related specifications.
- Appeals, variances, public hearings, land use approvals, conditional use reviews, or any required adjustments other than as specifically outlined within our scope of services above.
- Meetings with public agencies or other meetings other than those specifically identified in Scope of Services above.
- Environmental review.
- Sensitive lands requirements except as identified in scope.
- Traffic analysis unless as noted specifically within our scope of services above.
- Construction cost estimating.
- Presentations of master plan other than identified above.
- Design of any development schemes south of the park area.
- Wetland delineation or coordination with related jurisdictional agencies such as DSL or USACE.
- Re-zoning applications or forms.
- Civil Engineering Services.
- Redesign Efforts.

Mackenzie is entitled to rely on Client and Client's representatives, agents, or consultants providing information or services for Client upon which Mackenzie relies in performing its services pursuant to this contract. Client will defend and indemnify Mackenzie against all claims arising from or attributed to Client or Client's representatives, agents, or consultants.

If Client requires an assigned Purchase Order number on invoices, it is understood and agreed that the Purchase Order document is for your internal accounting purposes only, and shall in no way modify, add to, or delete any of the terms and conditions of this agreement.

If Mackenzie provides information for subject project, it is agreed that such information is provided only for use on this project. All such information produced by Mackenzie and the copyright therein are, and shall remain, the property of Mackenzie. This information shall be used only in connection with this project. Mackenzie shall not be responsible for changes made in the information by anyone other than Mackenzie, or for use of the information without Mackenzie's participation. Because of the differences among the many available software and hardware systems and the different ways in which various systems represent drawing elements, it is not always possible to ensure complete, accurate translations. Although Mackenzie will make every effort to ensure the accuracy and completeness of translations, Mackenzie will not be liable for any inaccuracy or incompleteness in translated information.

Agreement for Professional Services

Project Number 2190242.00


May 22, 2019

Page 3

IT IS EXPRESSLY AND UNEQUIVOCALLY UNDERSTOOD AND AGREED THAT THE LIABILITY OF MACKENZIE AND ITS EMPLOYEES AND AGENTS, INCLUDING LIABILITY UNDER ANY THEORY AND FROM WHATEVER CAUSE ARISING, INCLUDING BUT NOT LIMITED TO, NEGLIGENCE, PROFESSIONAL NEGLIGENCE, CONTRACT, WARRANTY, STATUTORY LIABILITY, AND ANY CONSEQUENCES OF THEREOF, INCLUDING DEFENSE COSTS, IS LIMITED TO, AND CANNOT EXCEED, THE ACTUAL AMOUNT OF MACKENZIE'S FEES AND COSTS ACCRUED ON THE PROJECT.

Should any dispute arise between the parties to this Contract, it is agreed that the dispute will be submitted to a mediator, agreed to and compensated equally by both parties, prior to commencement of arbitration or litigation. Mediation will be conducted in the city in which the project is located, unless both parties agree otherwise. Both parties agree to exercise their best efforts in good faith to resolve all disputes in mediation.

All fees and costs are due 30 days after they are billed, and accrue service charges of 1-1/2% per month beginning 45 days from date of invoice. Payments received on this account will be first applied to service charges and then to balance of fees.

MACKENZIE


Steven Tuttle
Landscape Architect

CLIENT

By: 

Title: City Administrator

c: Accounting Department
Matt Butts – Mackenzie

CONTRACT PAYMENTS

City Council Meeting
June 5, 2019

Emery & Sons Construction Group, LLC

Project: SD-150 S. 10th Street Storm Drain Reroute (PR#3) \$ **110,067.90**

Turney Excavating, Inc.

Project: W-464 2019 Waterline Improvement Project (PR#3) \$ **10,212.50**



City of St. Helens
265 Strand Street, St. Helens, Oregon 97051
Phone: 503.397.6272 | Fax: 503.366.3782

Contract Payment Request No. 3

40

KP

605-000-053015

CONTRACTOR:

Emery & Sons Construction Group, LLC

P.O. Box 13069

Salem, Oregon 97309

PROJECT NO.: SD-150

PROJECT NAME: South 10th Street Storm Drain Reroute

DEPARTMENT: Public Works Department - Engineering

DATE SUBMITTED: 5/21/2019

Original Contract Amount	\$576,862.00	Total Amount Earned To-Date	\$538,311.85
Total Change Orders Amount	\$0.00	Total Earned This Month	\$115,860.95
Adjusted Contract Amount	\$576,862.00	Less 5% Retainage This Month	\$5,793.05
Previous Payment Requests			
PP#	Previous Billing With Retainage	Retainage	Previous Amounts Paid
1	\$66,771.00	\$3,338.55	\$63,432.45
2	\$355,679.80	\$17,783.99	\$337,895.81
Less Total of Previously Earned		\$401,328.26	
Total Retainage Due To-Date		\$26,915.59	

Total Amount Due

\$110,067.90

Bid Item No.	Description	Unit	Qty	Unit Price	Contract Price	Completed Prior to This Pay Period		Completed This Pay Period	
						Total Quantity Completed To-Date	Total Contract Earned To-Date	Quantity Completed This Pay Period	Total Contract Earned This Pay Period
1	Mobilization, Bonds, Insurance, Demobilization	LS	1	\$74,770.00	\$74,770.00	1.00	\$74,770.00		\$0.00
2	Temporary Work Zone Traffic Control, Complete	LS	1	\$22,000.00	\$22,000.00	0.75	\$16,500.00	0.25	\$5,500.00
3	Erosion and Sediment Control, Complete	LS	1	\$2,000.00	\$2,000.00	0.75	\$1,500.00	0.25	\$500.00
4	Horizontal Directional Drilling Gravity Storm Sewer Mainline, 14-inch Diameter DR11 HDPE, Complete								
	(a) Sta 2+00 to Sta 4+61	LF	261	\$433.00	\$113,013.00	261.00	\$113,013.00	4.00	\$1,732.00
	(b) Sta 4+61 to Sta 6+89	LF	228	\$441.00	\$100,548.00	228.00	\$100,548.00	14.00	\$6,174.00
5	Open-Cut Install 18-inch Storm Sewer, Class B Backfill								
	(a) 4.1ft - 8ft Depth	LF	102	\$158.00	\$16,116.00	104.00	\$16,432.00		\$0.00
	(b) 8.1ft - 12ft Depth	LF	82	\$160.00	\$13,120.00	54.00	\$8,640.00		\$0.00
6	Open-Cut Install 12-inch Storm Sewer, Class A Backfill								
	(a) 4.1ft - 8ft Depth	LF	83	\$101.00	\$8,383.00	0.00	\$0.00	54.00	\$5,454.00
	(b) 8.1ft - 12ft Depth	LF	75	\$104.00	\$7,800.00	0.00	\$0.00	145.00	\$15,080.00
7	Open-Cut Install 12-inch Storm Sewer, Class B Backfill								
	(a) 4.1ft - 8ft Depth	LF	41	\$133.00	\$5,453.00	0.00	\$0.00		\$0.00
	(b) 8.1ft - 12ft Depth	LF	22	\$145.00	\$3,190.00	0.00	\$0.00		\$0.00
8	Open-Cut Install 10-inch Storm Sewer, Class B Backfill								
	(a) 0ft - 4ft Depth	LF	21	\$92.00	\$1,932.00	0.00	\$0.00	17.00	\$1,564.00
	(b) 4.1ft - 8ft Depth	LF	80	\$123.00	\$9,840.00	80.00	\$9,840.00	62.00	\$7,626.00
	(c) 8.1ft - 12ft Depth	LF	63	\$247.00	\$15,561.00	0.00	\$0.00		\$0.00
9	Furnish and Install New 48-inch Diameter Storm Drain Manhole								
	(a) 0ft - 4ft Depth	EA	1	\$5,583.00	\$5,583.00	0.00	\$0.00	1.00	\$5,583.00
	(b) 4.1ft - 8ft Depth	EA	3	\$6,489.00	\$19,467.00	0.00	\$0.00	1.00	\$6,489.00
	(c) 8.1ft - 12ft Depth	EA	2	\$9,232.00	\$18,464.00	2.00	\$18,464.00	1.00	\$9,232.00
	(d) Over 12.1ft Depth	EA	1	\$18,530.00	\$18,530.00	1.00	\$18,530.00		\$0.00
10	Furnish and Install New 60-inch Diameter Storm Drain Manhole								
	(a) 4.1ft - 8ft Depth	EA	1	\$9,490.00	\$9,490.00	0.00	\$0.00	1.00	\$9,490.00
11	Install New Standard 20" x 24" Catch Basin	EA	1	\$3,755.00	\$3,755.00	0.00	\$0.00	2.00	\$7,510.00
12	Install New Standard Ditch Inlet	EA	2	\$4,200.00	\$8,400.00	2.00	\$8,400.00		\$0.00
13	Abandon Existing Storm Drain Pipe In-Place	CY	10	\$1,100.00	\$11,000.00	0.00	\$0.00	9.00	\$9,900.00
14	Connect Existing Storm Outfalls to Storm Line B	LS	1	\$1,325.00	\$1,325.00	0.00	\$0.00	1.00	\$1,325.00
15	Connection to Existing Structures	EA	4	\$1,475.00	\$5,900.00	2.00	\$2,950.00	1.00	\$1,475.00
16	Remove and Dispose of Existing Storm Drain Manholes and Pipes	LS	1	\$5,070.00	\$5,070.00	0.00	\$0.00	1.00	\$5,070.00
17	Tree and Stump Removal	EA	1	\$1,100.00	\$1,100.00	0.00	\$0.00		\$0.00
18	Temp. Removal and Reinstall of Existing Fence	LF	150	\$16.00	\$2,400.00	0.00	\$0.00		\$0.00
19	New Fence Installation	LF	40	\$87.00	\$3,480.00	0.00	\$0.00		\$0.00
20	Over Excavation and Select Backfill material for Unsuitable Foundation Conditions	CY	4	\$260.00	\$1,040.00	0.00	\$0.00	1.85	\$481.00
21	Rock Excavation	CY	260	\$190.00	\$49,400.00	134.81	\$25,613.90	82.51	\$15,675.95
22	Post-Construction CCTV of New Storm Drains	LF	1,058	\$4.00	\$4,232.00	0.00	\$0.00		\$0.00
23	Construction Staking and As-built Survey	LS	1	\$14,500.00	\$14,500.00	0.50	\$7,250.00		\$0.00
Totals:					\$576,862.00		\$422,450.90		\$115,860.95

CONTRACTOR'S APPLICATION FOR PAYMENT

TO: City of St. Helens - Engineering Department
PO Box 278
St. Helens, OR, 97051
(503) 397-6272

PROJECT: S 10th Street Storm Drain Reroute

Project/Contract No: SD-150

FROM: Emery & Sons Construction Group, LLC
PO Box 13069
Salem, Oregon 97309
(503) 588-7576

PAY APPLICATION NO. 3

Period Ending: 05/20/2019

Invoice/Inspector Receipt #s: 527626, 527627 & 527628

1. Original Contract Amount		\$	576,862.00
2. Net Changes to Contract		\$	-
3. Total Contract Amount To-Date		\$	576,862.00
4. Total Amount of Work Completed		\$	523,341.85
5. Total Percentage of Work Completed			91%
6. Retainage:			
5% of Completed Work		\$	26,167.09
7. Total Retainage		\$	497,174.76
8. Total Amount Earned Less Retainage		\$	110,067.90
9. AMOUNT DUE THIS APPLICATION		\$	53,520.15
10. Balance to Finish Including Retainage		\$	

Change Orders Summary			
Number	Additions	Deletions	Notes/Comments
Totals	\$	\$	-
Net Changes	\$		-

CONTRACTOR'S CERTIFICATION:

The undersigned Contractor to the best of his knowledge, information and believe of the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid to him for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Jim Stigler

Contractor's Representative (Authorized Signature)

5/21/19

Date

Payment Application No. 3

FOR PERIOD ENDING: 5/20/2019

PROJECT NAME:

S 10th Street Storm Drain Reroute

CONTRACTOR: Emery & Sons Construction Group, LLC

PROJECT NUMBER:

SD-150

PO Box 13069

Salem, Oregon 97309

INVOICE / RECEIPT NOS: 527626, 527627 & 527628

BID ITEM	DESCRIPTION	UNIT	QTY	CONTRACT UNIT PRICE	CONTRACT TOTAL PRICE	TOTAL WORK COMPLETED			PREVIOUS BILLING		CURRENT BILLING	
						WORK COMPLETED	AMOUNT BILLED TO- DATE	PERCENT COMPLETED	WORK COMPLETED	AMOUNT BILLED	WORK COMPLETED	AMOUNT DUE THIS BILLING
1	Mobilization, Bonds, Insurance, and Demobilization	LS	1	\$ 74,770.00	\$ 74,770.00	1.00	\$ 74,770.00	100%	1.00	\$ 74,770.00	0.00	\$ -
2	Temporary Work Zone Traffic Control, Complete	LS	1	\$ 22,000.00	\$ 22,000.00	1.00	\$ 22,000.00	100%	0.75	\$ 16,500.00	0.25	\$ 5,500.00
3	Erosion and Sediment Control, Complete	LS	1	\$ 2,000.00	\$ 2,000.00	1.00	\$ 2,000.00	100%	0.75	\$ 1,500.00	0.25	\$ 500.00
4	Horizontal Directional Drilling Gravity Storm Sewer, 14-inch Diameter DR11 HDPE, Complete											
	(a) Sta 2+00 to Sta 4+61	LF	261	\$ 433.00	\$ 113,013.00	265.00	\$ 114,745.00	102%	261.00	\$ 113,013.00	4.00	\$ 1,732.00
	(b) Sta 4+61 to Sta 6+89	LF	228	\$ 441.00	\$ 100,548.00	242.00	\$ 106,722.00	106%	228.00	\$ 100,548.00	14.00	\$ 6,174.00
5	Open-Cut Install 18-inch Storm Sewer, Class B Backfill											
	(a) 4.1ft - 8ft Depth	LF	102	\$ 158.00	\$ 16,116.00	104.00	\$ 16,432.00	102%	104.00	\$ 16,432.00	\$ -	\$ -
	(b) 8.1ft - 12ft Depth	LF	82	\$ 160.00	\$ 13,120.00	54.00	\$ 8,640.00	66%	54.00	\$ 8,640.00	\$ -	\$ -
6	Open-Cut Install 12-inch Storm Sewer, Class A Backfill											
	(a) 4.1ft - 8ft Depth	LF	83	\$ 101.00	\$ 8,383.00	54.00	\$ 5,454.00	65%	\$ -	\$ -	54.00	\$ 5,454.00
	(b) 8.1ft - 12ft Depth	LF	75	\$ 104.00	\$ 7,800.00	145.00	\$ 15,080.00	193%	\$ -	\$ -	145.00	\$ 15,080.00
7	Open-Cut Install 12-inch Storm Sewer, Class B Backfill											
	(a) 4.1ft - 8ft Depth	LF	41	\$ 133.00	\$ 5,453.00	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
	(b) 8.1ft - 12ft Depth	LF	22	\$ 145.00	\$ 3,190.00	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
8	Open-Cut Install 10-inch Storm Sewer, Class B Backfill											
	(a) 0ft - 4ft Depth	LF	21	\$ 92.00	\$ 1,932.00	17.00	\$ 1,564.00	81%	\$ -	\$ -	17.00	\$ 1,564.00
	(b) 4.1ft - 8ft Depth	LF	80	\$ 123.00	\$ 9,840.00	142.00	\$ 17,466.00	178%	80.00	\$ 9,840.00	62.00	\$ 7,626.00
	(c) 8.1ft - 12ft Depth	LF	63	\$ 247.00	\$ 15,561.00	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
9	Furnish and Install New 48-inch Diameter Storm Drain Manhole											
	(a) 0ft - 4ft Depth	EA	1	\$ 5,583.00	\$ 5,583.00	1.00	\$ 5,583.00	100%	\$ -	\$ -	1.00	\$ 5,583.00
	(b) 4.1ft - 8ft Depth	EA	3	\$ 6,489.00	\$ 19,467.00	1.00	\$ 6,489.00	33%	\$ -	\$ -	1.00	\$ 6,489.00
	(c) 8.1ft - 12ft Depth	EA	2	\$ 9,232.00	\$ 18,464.00	3.00	\$ 27,696.00	150%	2.00	\$ 18,464.00	1.00	\$ 9,232.00
	(d) Over 12.1ft Depth	EA	1	\$ 18,530.00	\$ 18,530.00	1.00	\$ 18,530.00	100%	1.00	\$ 18,530.00	\$ -	\$ -
10	Furnish and Install New 60-inch Diameter Storm Drain Manhole											
	(a) 4.1ft - 8ft Depth	EA	1	\$ 9,490.00	\$ 9,490.00	1.00	\$ 9,490.00	100%	\$ -	\$ -	1.00	\$ 9,490.00
11	Furnish and Install New Standard 20" x 24" Catch Basin	EA	1	\$ 3,755.00	\$ 3,755.00	2.00	\$ 7,510.00	200%	\$ -	\$ -	2.00	\$ 7,510.00
12	Furnish and Install New Standard Ditch Inlet	EA	2	\$ 4,200.00	\$ 8,400.00	2.00	\$ 8,400.00	100%	2.00	\$ 8,400.00	\$ -	\$ -
13	Abandon Existing Storm Drain Pipe In-Place	CY	10	\$ 1,100.00	\$ 11,000.00	\$ -	\$ -	0%	\$ -	\$ -	9.00	\$ 9,900.00
14	Connect Existing Storm Outfalls to Storm Line B, Complete	LS	1	\$ 1,325.00	\$ 1,325.00	1.00	\$ 1,325.00	100%	\$ -	\$ -	1.00	\$ 1,325.00
15	Connection to Existing Structures	EA	4	\$ 1,475.00	\$ 5,900.00	3.00	\$ 4,425.00	75%	2.00	\$ 2,950.00	1.00	\$ 1,475.00
16	Remove and Dispose of Existing Storm Drain Manholes and Pipes	LS	1	\$ 5,070.00	\$ 5,070.00	\$ -	\$ -	0%	\$ -	\$ -	1.00	\$ 5,070.00
17	Tree and Stump Removal	EA	1	\$ 1,100.00	\$ 1,100.00	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
18	Temporary Removal and Reinstallation of Existing Fence	LF	150	\$ 16.00	\$ 2,400.00	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
19	New Fence Installation	LF	40	\$ 87.00	\$ 3,480.00	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
20	Over Excavation and Select Backfill material for Unsuitable Foundation Conditions	CY	4	\$ 260.00	\$ 1,040.00	1.85	\$ 481.00	46%	\$ -	\$ -	1.85	\$ 481.00
21	Rock Excavation	CY	260	\$ 190.00	\$ 49,400.00	217.32	\$ 41,289.85	84%	134.81	\$ 25,613.90	82.51	\$ 15,675.95
22	Post-Construction CCTV of New Storm Drains	LF	1058	\$ 4.00	\$ 4,232.00	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
23	Construction Staking and As-built Survey	LS	1	\$ 14,500.00	\$ 14,500.00	0.50	\$ 7,250.00	50%	0.50	\$ 7,250.00	0.00	\$ -
TOTALS:					\$576,862.00		\$ 523,341.85			\$ 422,450.90		\$ 115,860.95
CHANGE ORDER BID ITEMS												
				\$0.00		\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
				\$0.00		\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
				\$0.00		\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
				\$0.00		\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
TOTALS:					\$0.00		\$0.00			\$ -		\$ -

PAY APPLICATION SUMMARY

ORIGINAL CONTRACT AMOUNT:	\$ 576,862.00
TOTAL CONTRACT AMOUNT:	\$ 576,862.00
TOTAL AMOUNT EARNED TO DATE:	\$ 523,341.85
TOTAL EARNED THIS MONTH:	\$ 115,860.95
5% RETAINAGE THIS MONTH:	\$ 5,793.05

PREVIOUS PAYMENT APPLICATIONS:

PAY APP NO.	TOTAL BILLING	RETAINAGE	TOTAL AMOUNT PAID	DATE
1	\$ 66,771.00	\$ 3,338.55	\$ 63,432.45	3/21/19
2	\$ 359,976.80	\$ 17,998.84	\$ 337,895.81	5/2/19
3	\$ 115,860.95	\$ 5,793.05	\$ 110,067.90	
		\$ -	\$ -	
		\$ -	\$ -	

527627

PAY APP #3

CUSTOMER'S ORDER NO 50-150		DEPARTMENT ENR		DATE 5/7/19	
NAME EMERY & SONS					
ADDRESS					
CITY, STATE, ZIP					
SOLD BY Tennell	CASH	C.O.D.	CHARGE	ON. ACCT.	PAID OUT
QUANTITY	DESCRIPTION			PRICE	AMOUNT
1	1ea (9B) 48" MH 4.1-8' deep				
2	7/19/19 112-97				
3	1ea (10A) 60" STM MH				
4	4/19/19 112-89				
5	37LF (6A) 12" STM p.p. "A" OF				
6	112-97-112-89 4/19/19				
7	20				
8	1.854 (20) AREX/STAB				
9	4/22/19 112-89-112-88				
10	17LF (8A) 10" STM "B" OF 24"				
11	CB 112-91-112-89				
12	87LF (6B) 12" STM "B" OF 8'-12'				
13	112-89-112-88 4/23				
14	1ea (7C) 48" STM MH 8.1'-12'				
15	112-88 10' deep 4/24/19				
16	2ea (11) STM CB				
17	112-91, 112-95A				
18					
RECEIVED BY JOHN STOFF					

527630

Pay App #3

CUSTOMER'S ORDER NO. SD-150		DEPARTMENT ENG		DATE 5/7/19	
NAME Emery & Sons					
ADDRESS					
CITY, STATE, ZIP					
SOLD BY T.M.U.	CASH	C.O.D.	CHARGE	ON. ACCT.	MDSE. RETD. PAID OUT

QUANTITY	DESCRIPTION	PRICE	AMOUNT
1 13.33	(21) Rock Exc		
2	4/25/19 112-88-112-87		
3 16.66	(21) Rock Exc		
4	4/26/19 112-88-112-87		
5 32.00	(21) Rock Exc 4/29		
6	2x 9'x 33 112-88-112-87		
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			

RECEIVED BY John Smith



City of St. Helens
265 Strand Street, St. Helens, Oregon 97051
Phone: 503.397.6272 | Fax: 503.366.3782

Contract Payment Request #3

46

KP

CONTRACTOR:

TURNERY EXCAVATING, INC.

P.O. Box 21597

Keizer, OR 97307

PROJECT NO.: W-464

PROJECT NAME: 2019 WATERLINE IMPROVEMENTS PROJECT

DEPARTMENT: Public Works Department - Engineering

DATE SUBMITTED: 5/28/2019

Original Contract Amount	\$174,620.00	Total Amount Earned To-Date	\$186,469.00
Total Change Orders Amount	\$0.00	Total Earned This Month	\$10,750.00
Adjusted Contract Amount	\$174,620.00	Less 5% Retainage This Month	\$537.50
Previous Payment Requests			
PP#	Previous Billing With Retainage	Retainage	Previous Amounts Paid
1	\$83,360.00	\$4,168.00	\$79,192.00
2	\$92,359.00	\$4,617.95	\$87,741.05
Less Total of Previously Earned			\$166,933.05
Total Retainage Due To-Date			\$9,323.45

Total Amount Due \$10,212.50

Bid Item No.	Description	Unit	Qty	Unit Price	Contract Price	Completed Prior to Pay Period		Completed This Pay Period	
						Total Quantity Completed To-Date	Total Contract Earned To-Date	Quantity Completed This Pay Period	Total Contract Earned This Pay Period
1	Mobilization, Bonds, Insurance, Demobilization	LS	1	\$17,000.00	\$17,000.00	0.75	\$12,750.00	0.25	\$4,250.00
2	Temporary Work Zone Traffic Control, Complete	LS	1	\$10,000.00	\$10,000.00	0.50	\$5,000.00	0.50	\$5,000.00
3	6-inch DI Water Main Pipe, Fittings, Couplings, Restrained Joints, Class B Backfill with Paved Surface Restoration	LF	152	\$150.00	\$22,800.00	350.00	\$52,500.00		\$0.00
4	6-inch DI Water Main Pipe, Fittings, Couplings, Restrained Joints, Class B Backfill with Unimproved Surface Restoration	LF	1,002	\$60.00	\$60,120.00	772.00	\$46,320.00		\$0.00
5	Plan sheet W1, Sta 0+00: Hot Tap Connection of New 6-inch Water Main to Existing, Complete	LS	1	\$6,000.00	\$6,000.00	1.00	\$6,000.00		\$0.00
6	Plan sheet W3, Sta 1+00: Connection of New 6-inch Water Main, Complete	LS	1	\$6,000.00	\$6,000.00	1.00	\$6,000.00		\$0.00
7	Plan sheet W3, Sta 4+68: Connection of New 6-inch Water Main and Const 4" Future Stub out, Complete	LS	1	\$6,000.00	\$6,000.00	1.00	\$6,000.00		\$0.00
8	Install New Fire Hydrant Assembly	EA	4	\$5,000.00	\$20,000.00	4.00	\$20,000.00		\$0.00
9	Install Temp. Blowoff Assembly w/ 6" Gate Valve	EA	1	\$1,900.00	\$1,900.00	1.00	\$1,900.00		\$0.00
10	Connect Exist. 2" Water Main to New Water Main	EA	2	\$1,500.00	\$3,000.00	1.00	\$1,500.00	1.00	\$1,500.00
11	Cut and Cap Exist. 2" or 1-1/2" Water Main	EA	2	\$400.00	\$800.00	1.00	\$400.00		\$0.00
12	Over Excavation and Select Backfill	CY	10	\$90.00	\$900.00	0.00	\$0.00		\$0.00
13	Rock Excavation	CY	104	\$150.00	\$15,600.00	100.66	\$15,099.00		\$0.00
14	Construction Staking and As-built Survey	LS	1	\$4,500.00	\$4,500.00	0.50	\$2,250.00		\$0.00
Totals:					\$174,620.00		\$175,719.00		\$10,750.00

APPROVED FOR PAYMENT

INIT

DATE

ACCOUNTS PAYABLE

FINANCE

SUPERVISOR

5/29/19

5-29-19

601-000-056101



Turney Excavating Inc. CCB #214481
 PO Box 21597
 Keizer, OR 97307
 503-307-7522
 mitch@turneyexcavating.com

Invoice

BILL TO

City of Saint Helens
 265 Strand Street
 St. Helens, OR 97051

INVOICE # 1319

DATE 05/28/2019

DUE DATE 06/27/2019

TERMS Net 30

ACTIVITY	AMOUNT
Sales	
10: Mobilization	4,250.00
Sales	
20: Traffic Control	5,000.00
Sales	
100: Connect 2 Inch Main	1,500.00
Sales	
Less 5% Retention	-537.50

BALANCE DUE

\$10,212.50

PAYMENT APPLICATION NO. 3

PROJECT NAME:

2019 Waterline Project

DATE:

Tuesday, May 28, 2019

CONTRACTOR:

Turney Excavating Inc.

PROJECT NUMBER:

W-464

REFERENCE INVOICE / RECEIPT NOS:

527632

PO Box 21597

Keizer, OR 97307

CONTRACT BID ITEMS																	
BID ITEM	DESCRIPTION	UNIT	QTY	CONTRACT UNIT PRICE	TOTAL CONTRACT PRICE	CURRENT		PREVIOUS		TOTAL							
						COMPLETED QUANTITIES	DUE THIS BILLING	COMPLETED QUANTITIES	BILLINGS TO DATE	COMPLETED QUANTITIES	BILLINGS TO DATE	PERCENT COMPLETE					
10	Mobilization, Bonds, Insurance, and Demobilization	LS	1	\$17,000.00	\$17,000.00	0.25	\$4,250.00	0.75	\$12,750.00	1.00	\$17,000.00	100%					
20	Temporary Work Zone Traffic Control, Complete	LS	1	\$10,000.00	\$10,000.00	0.50	\$5,000.00	0.50	\$5,000.00	1.00	\$10,000.00	100%					
30	6-inch DI Water Main Pipe, Fittings, Couplings, Re	LF	152	\$150.00	\$22,800.00		\$0.00	350.00	\$52,500.00	350.00	\$52,500.00	230%					
40	6-inch DI Water Main Pipe, Fittings, Couplings, Re	LF	1002	\$60.00	\$60,120.00		\$0.00	772.00	\$46,320.00	772.00	\$46,320.00	77%					
50	Plan sheet W1, Sta 0+00: Hot Tap Connection of New	LS	1	\$6,000.00	\$6,000.00		\$0.00	1.00	\$6,000.00	1.00	\$6,000.00	100%					
60	Plan sheet W3, Sta 1+00: Connection of New 6-inch	LS	1	\$6,000.00	\$6,000.00		\$0.00	1.00	\$6,000.00	1.00	\$6,000.00	100%					
70	Plan sheet W3, Sta 4+68: Connection of New 6-inch	LS	1	\$6,000.00	\$6,000.00		\$0.00	1.00	\$6,000.00	1.00	\$6,000.00	100%					
80	Fire Hydrant Assembly	EA	4	\$5,000.00	\$20,000.00		\$0.00	4.00	\$20,000.00	4.00	\$20,000.00	100%					
90	Temporary Blowoff Assembly with 6-inch Gate Valve	EA	1	\$1,900.00	\$1,900.00		\$0.00	1.00	\$1,900.00	1.00	\$1,900.00	100%					
100	Connect Existing 2-inch Water Main to New Water Ma	EA	2	\$1,500.00	\$3,000.00	1.00	\$1,500.00	1.00	\$1,500.00	2.00	\$3,000.00	100%					
110	Cut and Cap Existing 2-inch or 1- $\frac{1}{4}$ " Water Main	EA	2	\$400.00	\$800.00		\$0.00	1.00	\$400.00	1.00	\$400.00	50%					
120	Over-Excavation and Select Backfill	CY	10	\$90.00	\$900.00		\$0.00	0.00	\$0.00	0.00	\$0.00	0%					
130	Rock Excavation	CY	104	\$150.00	\$15,600.00		\$0.00	100.66	\$15,099.00	100.66	\$15,099.00	97%					
140	Construction Staking and As-built Survey	LS	1	\$4,500.00	\$4,500.00		\$0.00	0.50	\$2,250.00	0.50	\$2,250.00	50%					
							\$0.00		\$0.00	0.00	\$0.00	#DIV/0!					
							\$0.00		\$0.00	0.00	\$0.00	#DIV/0!					
TOTALS:					\$174,620.00		\$10,750.00		\$175,719.00		\$186,469.00						

CHANGE ORDERS																									
ITEM		DESCRIPTION		UNIT		QTY		CONTRACT UNIT PRICE		TOTAL CONTRACT PRICE		COMPLETED QUANTITIES		DUE THIS BILLING		COMPLETED QUANTITIES		BILLINGS TO DATE		COMPLETED QUANTITIES		BILLINGS TO DATE		PERCENT COMPLETE	
										\$0.00				\$0.00				\$0.00				\$0.00		#DIV/0!	
										\$0.00				\$0.00				\$0.00				\$0.00		#DIV/0!	
TOTALS:										\$0.00				\$0.00				\$0.00				\$0.00			

ORIGINAL CONTRACT AMOUNT:

\$174,620.00

TOTAL CONTRACT AMOUNT:

\$174,620.00

TOTAL AMOUNT EARNED TO DATE:

\$186,469.00

TOTAL EARNED THIS MONTH:

\$10,750.00

5% RETAINAGE THIS PAY APP:

\$537.50

AMOUNT DUE THIS PAY APPLICATION:

\$10,212.50

PREVIOUS PAY APPLICATIONS:

PAY APP NO.	BILLING WITH RETAINAGE	RETAINAGE	AMOUNT PAID	DATE
1	\$83,360.00	\$4,168.00	\$79,192.00	
2	\$92,359.00	\$4,617.95	\$87,741.05	
3		\$0.00	\$0.00	
4		\$0.00	\$0.00	
		\$8,785.95	\$166,933.05	

527632

CUSTOMER'S ORDER NO. <i>10-464</i>		DEPARTMENT <i>ENG</i>		DATE <i>5/23/19</i>			
NAME <i>Tusney Exc</i>							
ADDRESS							
CITY, STATE, ZIP							
SOLD BY <i>T. m</i>		CASH	C.O.D.	CHARGE	ON. ACCT.	MDSE. RETD.	PAID OUT
QUANTITY	DESCRIPTION			PRICE	AMOUNT		
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2	<i>5/13/19 so. 11th / unit 116</i>						
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RECEIVED BY <i>[Signature]</i>							

APPOINTMENTS TO ST. HELENS CITY BOARDS AND COMMISSIONS

City Council Meeting ~ June 5, 2019

Pending applications received:

<u>Name</u>	<u>Interest</u>	<u>Date Application</u>	<u>Referred by Email</u>
		<u>Received</u>	<u>To Commission(s)</u>
• Jeff Vitale	Arts/Cultural or Parks/Trails Comm.	2/26/18	2/26/18
• Ken Forcier	Arts/Cultural or Planning Comm.	6/7/18	6/8/18
• John Dreeszen	Library Board	8/7/18	8/7/18
• Dan Davis	All City Boards/Commissions	2/22/19	2/22/19
• Julie Thompson	Arts & Cultural Commission	4/22/19	4/22/19
• Jenna Reineking	Arts & Cultural Commission	5/1/19	5/1/19
• Ken Hanson	Arts/Cultural, Budget, & Plng Comm.	5/2/19	5/2/19

Arts & Cultural Commission (3-year terms)

- Janet Anderson resigned.
- Lisa Brooke resigned.

Status: Currently, there are two vacancies.

Next Meeting: July 23, 2019

Recommendation: At their regular meeting on May 28, 2019, the Commission voted to recommend to the City Council that Jenna Reineking and Ken Hanson be appointed to the Commission.

Library Board (4-year terms)

- The Board added positions.
- Leanne Murray resigned.

Status: Currently, there are two vacancies.

Next Meeting: July 8, 2019

Recommendation: None at this time.

City of St. Helens
RESOLUTION NO. 1648

**A RESOLUTION ESTABLISHING GUIDELINES FOR THE APPOINTMENT
OF ST. HELENS BOARD, COMMITTEE AND COMMISSION MEMBERS,
SUPERSEDING RESOLUTION NO. 1521**

WHEREAS, the City Council wished to establish the same guidelines for recruitment, interviews and appointments for all City boards, committees and commissions, and adopted Resolution No. 1521 on August 12, 2009; and

WHEREAS, Resolution No. 1521 established general recruitment, selection and appointment guidelines for appointments to the City of St. Helens boards, committees and commissions; and

WHEREAS, the Council wishes to update the guidelines adopted in Resolution No. 1521 to better meet the needs of the City.

NOW, THEREFORE, THE COMMON COUNCIL OF THE CITY OF ST. HELENS RESOLVES AS FOLLOWS:

1. The City Recorder shall send a press release to the local newspaper of record announcing all board, committee and commission vacancies as they become available. A "vacancy" is defined as an unoccupied position, resulting from a voluntary resignation or involuntary termination. A member whose term expired does not create a vacancy, unless that member is resigning at the end of his/her term or the majority of the board, committee or commission wishes to terminate said member.
2. Any individual or group is encouraged to submit names for consideration to the City.
3. All new applicants shall submit a written application to the City Recorder's Office.
4. Members wishing to continue their appointment for another term will inform the City Recorder but need not submit a new application. If a member has served two consecutive full terms, a press release shall be sent to the local newspaper of record, each subsequent term expiration thereafter, to solicit new applications for that position. The incumbent may be reappointed at the discretion of the interview panel and City board, committee or commission. If an individual has been off a City board, committee or commission for a year or more, they must complete a new application.
5. The recruitment period to the board, committee or commission shall be for a finite period. At the end of the advertising period, the Council liaison shall determine if the pool of candidates is sufficient to continue with the selection process or may continue the recruitment period for a set or unlimited period until it is determined there is a sufficient pool of candidates.
6. The Council liaison to the board, committee or commission shall be responsible to assemble an interview committee. The interview committee shall be responsible to make recommendations via the Council liaison to the Mayor and City Council.
7. Appointments must comply with any ordinances, bylaws, Charter provisions, or state or federal laws concerning the board, committee or commission. In the event of any inconsistency between these policies and a chapter relating to a specific board, committee or commission, the specific chapter shall control.
8. In order to become more familiar with each applicant's qualifications, the interview committee may interview all or a shortlist of applicants for a position. The number of applicants to be interviewed is at the interview committee's discretion. The interview committee also has the discretion to reject

all applications in favor of re-advertising if no applicants are found to be suitable for the board, committee or commission.

9. Reappointments to a City board, committee or commission shall be considered in accordance with the guidelines listed in this section, together with the type of service the individual has already given to the board, committee or commission and his/her stated willingness to continue.
10. Consideration should be given to residents outside the City when the board, committee or commission or function serves residents outside City boundaries.
11. Board, committee or commission members shall not participate in any proceeding or action in which there may be a direct or substantial financial interest to the member, the member's relative or a business with which the member or a relative is associated, including any business in which the member is serving on their board or has served within the previous two years; or any business with which the member is negotiating for or has an arrangement or understanding concerning prospective partnership or employment. Any actual or potential conflict of interest shall be disclosed at the meeting where the action is being taken.
12. Board, committee or commission vacancies are filled by appointment of the Mayor with the consent of Council. Board, committee or commission members shall serve without compensation except the Planning Commission that may receive a monthly stipend at the discretion of the City Council.
13. Individuals appointed to one City board, committee or commission shall not serve on any other City board, committee or commission during the term of their appointment; provided, that the Council may waive this limitation if it is in the public interest to do so.

PASSED AND ADOPTED by the City Council on this 18th day of December, 2013, by the following vote:

Ayes: Locke, Carlson, Conn, Morten, Peterson

Nays: None

/s/ Randy Peterson
Randy Peterson, Mayor

ATTEST:

/s/ Kathy Payne
Kathy Payne, City Recorder

City of St. Helens

Parks & Trails Commission

April 8, 2019

Members Present: Howard Blumenthal
Carmin Dunn
Jerry Belcher
John Brewington
Paul Barlow
Elisa Mann
Ben Tiscareno

Members Absent: Jacob Woodruff

Staff Present: Sheri Ingram
Matt Brown
Doug Morten
Sue Nelson
Jennifer Dimsho

Others: Kimberly O'Hanlon
Lynne Pettit
Dan Davis

1) **Call Meeting to Order - 4:00 p.m.**

2) **Approval of Minutes**

2.A Approve Minutes of March 11, 2019

Motion: Upon Carmin Dunn's motion and Howard Blumenthal's second, the Minutes of March 11, 2019 were approved. [Ayes: Howard Blumenthal, Carmin Dunn, Jerry Belcher, John Brewington, Paul Barlow, Elisa Mann; Nays: None]

3) **Topics from the Floor: From attendees not otherwise on the agenda**

Lynne Pettit with Friends of the Library had come to them last month with a proposal for a little free library in Walnut Tree Park. She talked to Kim O'Hanlon from Arts & Cultural and O'Hanlon said A&C was not intending to put one in Walnut Tree park so Pettit was hoping to get their approval in install one there.

Motion: Upon Carmin Dunn's motion and Elisa Mann's second, the Commission recommended that Council approve placement of a little free library in Walnut Tree by Friends of the Library and that she should work with Houk on placement. [Ayes: Howard Blumenthal, Carmin Dunn, Jerry Belcher, John Brewington, Paul Barlow, Elisa Mann, Ben Tiscareno; Nays: None]

5) New Business

5.A Little Free Library & Summer Arts in the Park

Kim O'Hanlon with Arts & Cultural had an application for a little free library at Campbell Park done by a private citizen who is her husband. A&C voted to support this one at their last meeting as part of their overall project. It is a hand-painted Cat in the Hat library that they want to install in Campbell Park. Belcher said we had approved one to be installed in Grey Cliffs Park last year. She asked if she needed to have the application signed by the Parks Commission and Ingram said Kathy Payne sent out the application her husband sent in and there is a section for Parks Commission approval so Ingram will let Payne know they approved it so Payne could write the approval dates on the original application.

Motion: Upon Howard Blumenthal's motion and Elisa Mann's second, the Commission recommended that Council approve placement of a little free library in Campbell Park by Thomas O'Hanlon. [Ayes: Howard Blumenthal, Carmin Dunn, Jerry Belcher, John Brewington, Paul Barlow, Elisa Mann, Ben Tiscareno; Nays: None]

She also wanted to talk about Summer Arts in the Park and she doesn't have any logistical data but they were discussing it at their last meeting that there are an abundance of trash cans. Historically, on the 4th of July, they have hosted a trash can painting competition and she knows there are so many, they haven't all been dispersed. They talked about maybe making particleboard panels that could go on the gazebos as an alternative to that project that they could do on the 4th of July. There are wood boards pinned up to the underside of the ceiling of the gazebo. Morten was worried about the acoustics for the musicians but she said they could go in any gazebo and she was thinking of the one at Campbell when it came up. Nelson is concerned about how to attach them safely and remove them. Dunn asked her to come back when she has something more solid as far as plans. Belcher suggested she might want to go look at the gazebo with Nelson to work it out. Morten said they will need engineer endorsements that they won't fall.

5.B Godfrey Park

Brown and Dimsho had a plan for a natural play area at Godfrey Park. Dimsho said this started when they updated the Parks Master Plan and thought Godfrey would be good for a nature-based playground. This is a new element in playgrounds and the way things are moving in the parks industry. There isn't one in Columbia County yet and they thought Godfrey would be good since it is surrounded by mature fir trees. Brown was working on the CIP for the parks for the \$500,000 and they broke this project out into a higher priority since it is a less expensive project and an isolated project in a park. They planned it for a spring/summer installation so they worked with a landscape architect to develop a full site plan. They had a packet with the drawings and went over each area and of what each section would look like and be used for. It will have engineered bark for fall protection and that will be where most of the cost is because it is not cheap. This will be an ongoing process because these don't come in a kit so it won't be identical to this but we are basing ours on these drawings. The path gets a lot of use so they are going to formalize the connection between 4th Street and 2nd Street. Dunn asked if there was a plan for signage on the other side of the park. Dimsho thought it would be great to have some kind of entrance sign. The old swing and slide are going to go away. They have been there since the 60s. Jerry would like to see a pet area on the other side with signs and bags in the area to the right of the sensory garden area.

Dimsho said they are also proposing a restroom long-term but they don't have money for it right now. The budget attached here doesn't include fall protection so she doesn't know what that costs and they will shop around for benches. Brown asked if they have a preference on the type of benches. They want something that is not wood but more durable and looks decent. Dunn asked if the horseshoe pits are staying and Dimsho said they might have to get rid of two and keep two. Dunn thought it would be a good idea to blow up the site plan and hang it at the park with a sign saying "Coming Soon" so people know what is happening.

Motion: Upon Howard Blumenthal's motion and John Brewington's second, the Commission recommended that Council approve the plan for the natural play area at Godfrey Park with the addition of a future pet area - not off-leash - with a sign and bag dispenser where people can take their pets to relieve themselves. [Ayes: Howard Blumenthal, Carmin Dunn, Jerry Belcher, John Brewington, Paul Barlow, Elisa Mann, Ben Tiscareno; Nays: None]

5.C Fees & Girls Softball Agreement

Brown said he had come up with a Maintenance Agreement with Girls Softball for maintenance at Campbell Fields. How do they think we should move forward? In simple terms, if you help with maintenance, you get free field time. Jeff Kroll had issues with the agreement because he said he worked on field for 10 hours and a little league team showed up to practice and he feels they tore up his work so he thinks he has to do 6 more hours of work. He thinks he will have to do more work since he doesn't have an Exclusive Use Permit so he's not sure if this is a good idea. He is still being charged the old field rate. Morten said he doesn't think it's a good idea because they come back and ask for more and more. Brewington said the field on left was originally built by mens fastpitch and one on right by mens slowpitch. The men had to move to McCormick after a house was built out there and they could hit balls that far. The leagues also built the concessions and put in lights. They have always maintained them all these years. It irritates him when someone says it's "my" field because a lot of people have put time and effort and heart into them over the years. Brown thinks there is an issue is by letting him maintain it himself it gives him a feeling of ownership. Barlow operates BMX and he agrees this opens a can of worms. They have always had a good working relationship with the City and they have done most of the maintenance themselves. He feels the City should do basic maintenance and the leagues should do more if they want it their own higher standard. Morten doesn't buy the idea that a little league team cost him six hours of maintenance. He thinks it's about control. Brown says what he is hearing them say is tough luck...you do not have exclusive use so it is available for the public to play on.

Motion: Upon John Brewington's motion and Elisa Mann's second, the Commission recommended that they move ahead with the on-line reservations without any Exclusive Use Maintenance Agreements. [Ayes: Howard Blumenthal, Carmin Dunn, Jerry Belcher, John Brewington, Paul Barlow, Elisa Mann, Ben Tiscareno; Nays: None]

Brown figured up the hourly cost between groups some were very low. He proposes with on-line reservations, they would reserve blocks of time - he threw out an option of 4 hour sessions per day and they can use any intervals they want. He is throwing out \$30 per session or \$100 per day. Belcher likes the concept but it is going to triple or more the fees. Brown said there would still be an additional fee for lights. Right now, the school will have fields from 1-6 and Kroll will have them from 6-10. It puts more ownership on the leagues for time management. Brewington asked if he had talked to

the leagues about the higher fees and Brown said yes. He has already talked to everyone and gotten them on the schedule at the old rate this year. The fees would not go up until next year. Having it laid out in blocks forces them to reserve what they need and they would have to use those blocks. He wanted to talk to them before bringing it up to the leagues. Brown has started talking to them about the Recreation Dept. and registering people early.

He just needs a consensus about what they think and he will do more work in it and bring a schedule back for them to look at.

5.D Park Funding

Blumenthal brought this up because the new Recreation District is asking for \$2 fee on water bill and they had talked about the same thing for parks a couple of years ago. Can we ask for this too and have it all put in the water bills at once? Brewington said he doesn't think it can be funded differently because it goes in the general fund. Some of the personnel are already skewed towards the enterprise so when you see \$200,000 in the budget for employees, we know it's vastly more than that but we have to budget appropriately so we don't kill the General Fund. If you were to add a fee, it should be geared towards something specific like projects or maintenance so he can put it into a separate fund for Parks. Dunn doesn't think people will be happy with that \$2 fee because we already do that and she thinks it should go towards something we can accomplish. We need to have a plan for it because she doesn't think people will be happy with a maintenance fee. Brown said they initially got a grant for the Rec Program so the community could see what they were paying for. Morten said the Council stands behind the Rec Program and in the long term, that means Parks and Rec. and he thinks they will see restructuring. Brown said we have briefly talked about going out for a new service district like Parks and Rec. That is why they asked the pool to change their name.

5.E Skate Park & BMX Proposal - Jordan Barlow - postponed to next meeting

6) Old Business

6.A Recommend Parks & Trails Applicant - Dan Davis & Lynne Pettit

They discussed the new Commission applicants and Dunn said she thinks Pettit already seems like she's pretty involved and more focused and Davis wasn't really specific to Parks. He applied for every commission because he wants to be involved. Morten passed out slips for people to vote on and they voted five for Pettit and two for Davis.

Motion: Upon Howard Blumenthal's motion and Carmin Dunn's second, the Commission recommended that Council appoint Lynne Pettit to the Parks & Trails Commission. [Ayes: Howard Blumenthal, Carmin Dunn, Jerry Belcher, John Brewington, Paul Barlow, Elisa Mann, Ben Tiscareno; Nays: None]

6.B Parks Report - 6th Street Fields - postponed to next meeting

7) Discussion Items

Bike Safety Fair May 18th - Dunn was going to man the booth but can't attend that day. She doesn't know if anyone else is available.

4) **Councilor's Report**

Morten said they have changed the way they govern and operations. They have empowered Walsh to act as City Manager on a day to day basis but Counselors are still over departments. The Councilor oversees/evaluates Department Heads but Department Heads can go to Walsh with day-to-day operations.

Brewington asked if Parks & Trails had a say in the Sand Island plan. Morten said we had a presentation and there was a public forum. It was streamlined because of a sense of urgency to get it going. Brewington asked about the proposed parking fee and Morten said the Marine board okayed it. Nelson said \$2 is a nominal fee so it was accepted.

The Mayor appointed people to various departments. Topaz replaced Conn as the Library Councilman. Morten and the Mayor will be jointly over Public Works/Parks and partnering with Administration.

Belcher said Morten was not here for Urban Trail subcommittee. He would like to give presentation to the Council but would have to do it in the evening. Belcher said they could probably do it in 15-20 minutes. Morten said they can come to a 7:00 Council Meeting and do it under topics from the floor or they can e-mail Kathy Payne with the info and she can add as an agenda item. Belcher said they will do it on April 17th.

Motion: Upon John Brewington's motion and Howard Blumenthal's second, the Commission recommended that Council add the Urban Trail proposal to the Master Plan. [Ayes: Howard Blumenthal, Carmin Dunn, Jerry Belcher, John Brewington, Paul Barlow, Elisa Mann, Ben Tiscareno; Nays: None]

8) **Other Business**

Blumenthal said they had 13 people at the work party. They planted more plants and picked up trash. Morten showed up and participated for a couple of hours. Thanks to the City for the outhouse and Scappoose Bay Watershed for the plants and Gainers for the snacks.

Old dumping not going on at Grey Cliffs but a bunch of new debris has been dumped at the base of the "No Dumping" sign.

A piling is leaning that has an osprey nest on top and he doesn't know if the City can do anything about it.

9) **Adjournment - 5:50 p.m.**

Respectfully submitted by Sheri Ingram, Parks & Trails Secretary

City of St. Helens Planning Commission

Approved Minutes

April 9, 2019

Members Present: Chair Hubbard
Commissioner Cohen
Commissioner Semling
Commissioner Stenberg
Commissioner Webster
Vice Chair Cary

Members Absent: Commissioner Lawrence

Staff Present: Associate Planner Dimsho
Councilor Carlson
City Planner Graichen

Others: Shauna Harrison

1) **7 p.m. Call to Order and Flag Salute**

2) **Consent Agenda: Approval of Minutes**

2.A Housing Needs Analysis Advisory Committee Meeting Minutes Dated March 12, 2019

Motion: Upon Commissioner Webster's motion and Commissioner Stenberg's second, the Planning Commission unanimously approved the Draft Housing Needs Analysis Advisory Committee Meeting Minutes dated March 12, 2019. [Ayes: Commissioner Cohen, Commissioner Semling, Commissioner Stenberg, Commissioner Webster, Vice Chair Cary; Nays: None]

2.B Planning Commission Minutes Dated March 12, 2019

Motion: Upon Commissioner Webster's motion and Vice Chair Cary's second, the Planning Commission unanimously approved the Draft Planning Commission Minutes dated March 12, 2019. [Ayes: Commissioner Cohen, Commissioner Semling, Commissioner Stenberg, Commissioner Webster, Vice Chair Cary; Nays: None]

3) **Topics from the Floor: Limited to 5 minutes per topic (not on public hearing agenda)**

There were no topics from the floor.

4) **Public Hearings (times reflect earliest start time)**

4.A 7:00 p.m. - Variance (Setback) at 121 Farmview Drive - Lucas

Chair Hubbard opened the Public Hearing at 7:04 p.m. There were no ex-parte contacts, conflicts of interests, or bias in this matter. City Planner Graichen entered the staff report dated April 2, 2019 into the record. Graichen described the proposal and recommended conditions of approval, as presented in the staff report. He noted that the abutting lot is a flag lot. The setback variance request is next to the pole side of the lot, which is the driveway. Graichen feels the setback reduction does not greatly interfere with the preservation of air, light, and space, which is the purpose of a setback. Commissioner Webster asked if the applicant built the structure. Graichen said that was unclear, but the contractor was Jason Moore. Commissioner Cohen asked if this allows them to build an Auxiliary Dwelling Unit (ADU) in the accessory structure. Graichen said no. They would still have to apply for an ADU permit and a building permit. This is the first step to make the structure legal. Chair Hubbard asked if anyone provided testimony. Associate Planner Dimsho said no letters or phone calls were received.

In Favor

No one spoke in favor.

In Opposition

No one spoke in opposition.

End of Oral Testimony

There were no requests to continue the hearing or leave the record open.

Close of Public Hearing & Record

The applicant waived the opportunity to submit final written argument after the close of the record.

Deliberations

There were no other comments.

Motion: Upon Commissioner Cohen's motion and Commissioner Webster's second, the Planning Commission unanimously approved the Variance Permit as written. [Ayes: Commissioner Cohen, Commissioner Semling, Commissioner Stenberg, Commissioner Webster, Vice Chair Cary; Nays: None]

Motion: Upon Commissioner Cohen's motion and Commissioner Webster's second, the Planning Commission unanimously approved the Chair to sign the Findings & Conclusions once prepared. [Ayes: Commissioner Cohen, Commissioner Semling, Commissioner Stenberg, Commissioner Webster, Vice Chair Cary; Nays: None]

4.B 7:30 p.m. - Annexation at 2225 Gable Road - Paintner

Chair Hubbard opened the Public Hearing at 7:34 p.m. There were no ex-parte contacts, conflicts of interests, or bias in this matter. Graichen entered the staff report dated April 1, 2019 into the record. Graichen described the proposal and recommended conditions of approval, as presented in the staff report. He said the property owner is requesting to annex because Columbia County's development rules do not accommodate food trucks. He said the City's

Comprehensive Plan map shows the property as Unincorporated General Commercial, so the obvious choice is General Commercial (GC) for zoning. He said the Planning Commission's decision tonight is a recommendation to City Council.

In Favor

No one spoke in favor.

Neutral

Harrison, Shauna. Harrison is concerned about traffic near this proposal. She said McNulty Way is used a lot more because of the congestion at Gable Road and Highway 30. She asked if the City is considering any transportation improvements. Graichen said not with this annexation, but there is a Transportation Systems Plan that identifies long-range improvements. The Gable Road and Highway 30 intersection is a known issue. ODOT has a signalization project at Millard Road which may relieve some of the traffic at this problem intersection. Graichen said food trucks are permitted on a temporary basis. If a problem does occur, the City can revoke the permit or address the issue on an annual basis when the applicant re-applies for another year.

In Opposition

No one spoke in opposition.

End of Oral Testimony

There were no requests to continue the hearing or leave the record open.

Close of Public Hearing & Record

The applicant waived the opportunity to submit final written argument after the close of the record.

Deliberations

Vice Chair Cary said the Commission can only view the criteria for approving an annexation because this property is not the subject of a development review. There are only certain elements that are applicable to this proposal. Commissioner Cohen said the annexation alone is fairly simple.

Motion: Upon Commissioner Cohen's motion and Commissioner Webster's second, the Planning Commission unanimously recommended to City Council approval of the Annexation as written. [Ayes: Commissioner Cohen, Commissioner Semling, Commissioner Stenberg, Commissioner Webster, Vice Chair Cary; Nays: None]

5) Acceptance Agenda: Planning Administrator Site Design Review

Motion: Upon Commissioner Cohen's motion and Commissioner Webster's second, the Planning Commission unanimously approved the Acceptance Agenda: Planning Administrator Site Design Review. [Ayes: Commissioner Cohen, Commissioner Semling, Commissioner Stenberg, Commissioner Webster, Vice Chair Cary; Nays: None]

6) **Planning Director Decisions**

Graichen noted our first ADU permit was approved last month. Vice Chair Cary asked about the Lot Line Adjustment on Morten Lane. He was curious about wetland issues. Graichen confirmed there were no issues with the wetlands in the area of the Lot Line Adjustment.

7) **Planning Department Activity Report** 7.A **March Planning Department Report**

Commissioner Cohen asked if there is a way to include approval for a signature on the Findings & Conclusions within the motion for approval of the application. Graichen said he knows it is a minor nuisance to have to make two motions, but the current practice functions as a reminder to the Commission that they have the option to review the Findings & Conclusions before the Chair signs them.

8) **For Your Information Items**

Chair Hubbard said there was a Public Forum on the Sand Island lease with the St. Helens Marina on April 3. He said there were a lot of questions and suggestions from the public. He asked what was approved on March 20. Councilor Carlson said only a draft lease was approved. Councilor Carlson said testimony from the April meeting will be incorporated into the final version. Commissioner Cohen asked who is liable if something occurs on Sand Island. Councilor Carlson said she does not have the agreement in front of her, but she thinks the liability will be on the operator (St. Helens Marina). Councilor Carlson described benefits to the City for entering into a lease for the public-private partnership, including the planned improvements that will be made on the island at no cost to the City and the free shuttle service. There was a discussion about the jurisdictional boundaries of the island.

Commissioner Cohen noted that he should have voiced a conflict of interest during the Lot Line Adjustment discussion under the Planning Director Decisions was discussed.

Graichen said the Boards and Commissions Volunteer Appreciation Dinner is tomorrow at 5:30 p.m. at the St. Helens Recreation Center on Old Portland Road. Commissioner Cohen asked if there is a bond measure proposed for the Recreation Program. Councilor Carlson said no. There was a public forum on a suggested two dollar utility fee based on the recommendation of the Budget Committee from last year. The next two City Council meetings will include discussions on the proposed two dollar recreation utility fee.

9) **Next Regular Meeting - May 14, 2019**

10) **Adjournment**

There being no further business before the Planning Commission, the meeting was adjourned at 8:00 p.m.

Respectfully submitted,

*Jennifer Dimsho
Associate Planner*

BYLAWS OF THE ST. HELENS PARKS & TRAILS COMMISSION

ARTICLE 1

Name

The name of this Commission shall be the St. Helens Parks & Trails Commission as established by St. Helens City Ordinance No. 2352, as amended.

ARTICLE 2

Purpose and Powers of Commission

The purpose of the Parks & Trails Commission is to encourage opportunities for parks and trails use in St. Helens, identify groups and organizations that could help enhance the parks and trail systems in the St. Helens area, provide liaison and recommendations to the City Council and other City commissions and boards, advocate and promote parks and trails in the community, identify funding opportunities for the parks and trails, and to perform such other park and trail related tasks as it shall be directed by Council to perform. In addition, the Parks & Trails Commission shall have responsibilities, duties and powers as stated in Chapter 2.16 of the St. Helens Municipal Code, as amended.

ARTICLE 3

Composition

The Parks & Trails Commission shall consist of ~~seven~~ nine at-large members, at least ~~six~~ eight of which shall be city residents, and one ex-officio, non-voting Council member. All members shall be appointed to the Parks & Trails Commission by the Mayor with the consent of the City Council. Commissioners serve at the pleasure of the City Council.

ARTICLE 4

Term of Office; Vacancy

Term of office for each position shall be four years beginning on January 1 of the year subsequent to the appointment, unless the appointment is to fill an unexpired term. Vacancies in the commission can occur following a resignation or a removal of a commission member. A commissioner may resign at any time. A commissioner may be removed from the commission for cause following a hearing before the city council. Cause for removal includes but is not limited to misconduct in office or nonperformance of official duties, violation of government ethics, or conviction of a felony or a misdemeanor involving moral turpitude, including the crime of official misconduct. Commission members shall regularly attend meetings of the Commission and any meetings of the subcommittees to which they are appointed, and shall fulfill other duties as appointed by the Chair. Any Commission member failing to attend three consecutive Commission meetings without an excused absence shall be deemed to have resigned. The Commission shall report any vacancies in the commission to the Council and the Council shall declare the position vacant. The mayor may then, with the consent of Council, appoint a new member to complete the term.

ARTICLE 5

Officers

A majority of the at large members shall comprise a quorum for the conduct of business and the concurrence of a majority of those members present shall be required to decide any matter, except that no commission meeting to conduct business shall be held by less than ~~three~~ **five** members. Pursuant to Ordinance No. 2352, as amended, the Commission shall have authority to adopt rules for the conduct of its business. The following officers shall be elected from the at large commission membership during the first meeting of each year and shall serve a one-year term in the office:

Chair: The Chair shall have the responsibility of conducting all meetings and hearings in an orderly manner. Except for unanimous consent, the Chair may not initiate a motion, but may second, and shall vote on each issue after the question is called. However, in the event the Chair's vote shall create a tie, the Chair shall refrain from voting.

Vice Chair: The Vice Chair shall be responsible for conducting the meetings and hearings in the absence of the Chair.

Nothing in this section shall be deemed to limit the number of terms these officers may ultimately serve.

ARTICLE 6

Subcommittees

The Commission shall have the power to create subcommittees with such responsibilities as the Commission directs. The Chair shall appoint and charge each subcommittee with its responsibilities, shall appoint the members of the subcommittee, and shall appoint the chair of the subcommittee in the event the subcommittee consists of more than one person. The subcommittee chair shall be responsible for scheduling meetings, assigning specific tasks within the mandate of the subcommittee, and reporting to the Commission concerning the work of the subcommittee.

ARTICLE 7

Public Meetings and Records

The Commission is a public body for the purposes of ORS Chapter 192, and is subject to the statutory procedures related to public records and meetings. The regular meeting of the Parks & Trails Commission shall be the ~~third~~ **second** Monday ~~of~~ every ~~other~~ month ~~except November~~ at a place accessible to the public. The Commission is subject to the Open Meetings law (ORS 192.610 to 192.690) and shall conduct meetings accordingly. Special meetings may be called by the Chair by giving the members and the press written or verbal notice at least 24 hours before the meeting.

ARTICLE 8
Rules of Order

The rules contained in Robert's Rules of Order Newly Revised shall generally govern the Commission if they are not inconsistent with these bylaws, Oregon Revised Statutes, or St. Helens City Ordinances.

ARTICLE 9
Ethics

Parks & Trails Commission membership is an unpaid voluntary appointed position and members receive no compensation for their service except for expenses specifically budgeted and authorized by the City Council. The Parks & Trails Commission is subject to the local government ethics rules of ORS Chapter 244. Conflicts of interest shall be handled as specified in ORS 244.120.

ARTICLE 10
Amendment

These bylaws may be amended at any regular meeting of the Commission by a simple majority vote, provided that the amendment has been submitted in writing to each member prior to the meeting and any such amendment is approved by the City Council. These bylaws may be amended by the City Council upon its own motion. Prior to an amendment, the City Council may request a recommendation from the Commission.

#

City of St. Helens
Library Board
Minutes from Monday, March 11, 2019
St. Helens Public Library

Members Present

Lisa Beardslee
Heather Anderson-Bibler
Patrick Birkle
Mary Ellen Funderburg, Past Chair
Amanda Heynemann, Chair

Members Absent

Becky Bean
Melisa Gaelrun-Maggi

Guests

Councilors in Attendance

Staff Present

Margaret Jeffries, Library Director
Dan Dieter, Library Board Secretary

❧

CALL MEETING TO ORDER: The meeting was called to order at 7:15pm by Chair Heynemann.

INVITATION TO CITIZENS FOR PUBLIC COMMENT: N/A

PREVIOUS MEETING MINUTES: Minutes were reviewed and approved.

ELECT NEW VICE CHAIR: ELECT NEW VICE CHAIR: Library Director Jeffries reported that Library Board terms were set by City Council to 4 years, with a limitation of serving no more than two consecutive terms. This works well with the design of vice chair / chair / past chair. There is a requirement that after a board member's second term has ended; they are not allowed to rejoin the Board until after a one term leave of absence. Because of the recent departure of prior Board Chair Murray, and the assignment of former Vice Chair Heynemann as the new Board Chair, the Board now needs to assign a new Vice Chair. Given the terms of current Board members, it would make the most sense to ask one of the Members whose terms don't expire soon to assume the role of Vice Chair. The group discussed the best way to determine who would make a good candidate and thought that it might be whoever has the longest term. Based on that, Member Anderson-Bibler was nominated and she accepted the assignment of being Vice Chair.

Member Funderburg stated that it seems strange that the Board is required to give an annual report to the City Council when they are already kept up to date by the Library Director. Director Jeffries stated that she would give some thought to how reporting might be done differently. Director Jeffries stated that the Council has confidence in the Library Board. Member Funderburg stated that the big thing this year would be the combined catalog and that the city has all the information about that. Director Jeffries stated that the Director Reports are done differently now, and are just highlights of current activity, for example, giving a report that covers statistics about who is receiving proctoring services, and what institutions are participating. The bylaws require that an annual report is presented by all boards to the City Council.

REVISE WORKING GROUP ASSIGNMENTS: With the departure of Member Murray, the group discussed the possibility of moving members around to different working groups. After discussing who was currently assigned to which group, the members agreed to the following assignments: Access: Members Heynemann and Birkle; Communications: Members Bean and Gaelrun-Maggi; Community Partners: Member Anderson-Bibler, with the second assignment left vacant until a new board member is assigned; Facilities: Member Funderburg and Beardslee.

STATUS OF LIBRARY BOARD VACANCY: Chair Heynemann established a committee to interview new board members. The committee would be made up Chair Heynemenn and Member Gaelrun-Maggi. The group discussed the process, and Director Jeffries stated that an advertisement would be placed in the paper of record, The Chronicle. The group also discussed the upcoming calendar and possible dates for reviewing applications and interviewing candidates. In order to accommodate the schedule, and get a possible candidate before the City Council for a vote, the June meeting will be moved from June 10 to June 3.

MUNICIPAL CODE AND LIBRARY BY-LAWS UPDATE: Director Jeffries met with Member Birkle to discuss the current Municipal Code and By-laws. They discussed the recommendation that the Board review by-laws from other libraries for comparison. Director Jeffries and Member Birkle made some changes to the by-laws but they suggested waiting to see if there are any changes on how City Councilors are assigned. There are still some conflicts between the by-laws and the Municipal Code, but progress is being made and they are working on alignment between the two documents.

UPDATES FROM WORKING GROUPS:

ACCESS: No report available.

COMMUNICATIONS: No report available.

COMMUNITY PARTNERS: Member Anderson-Bibler reported that the work group met and discussed the PCC Adult Literacy Program and how it might train participants.

There are some local volunteers that might be linked to WorkSource as that group expressed an interest in having someone work with their clients. The work group discussed Spanish / English literacy, possible methods of getting materials to homebound patrons, and several programs that might fit better in the City's Rec Program. Member Birkle expressed an interest in supporting a Spanish / English program.

FACILITIES: No report available.

LIBRARY DIRECTOR'S REPORT: Director Jeffries reported on several upcoming events, such as, the next Conversation Project, which was rescheduled for March 14, the Growing Gorgeous Peonies presentation will be April 9, the Library recognition event will be held on April 5 and the City's Boards and Commissions event will be held on April 10. The next budget meetings will be held April 15 and April 22. In years past, Board Members gave recommendations to the Budget Committee to help support Library programs. Director Jeffries stated that this year's budget has only minor changes, for example, the periodicals will start moving to a digital format for easier access and this has a small budget impact. Director Jeffries also reported that the upcoming Columbia County Reads program scheduled for April 25 will host Phillip Margolin, author of Worthy Brown's Daughter, and Gregory Nokes, author of Breaking Chains, both books are about slavery in Oregon. This event is part of a larger presentation throughout the County, with libraries in Scappoose, Vernonia and Clatskanie participating as well. Director Jeffries also reported that the Friends will be holding their Spring Book Sale on April 12 and 13, with an addition of a plant sale by the Garden Club on April 13.

BOARD MEMBER REPORTS: Member Anderson-Bibler wanted to know more about a county wide volunteer event. An email was sent to Library Assistant Dieter asking for information. Director Jeffries requested that the information about the activity be forwarded to her. Volunteers are always being sought to help with programs, for example, this year's Summer Reading Program, A Universe of Stories, will potentially have a few programs that will be presented by volunteers.

Member Anderson-Bibler suggested that the working groups should send a report to the Chair Heynemann for inclusion in the annual report that is presented to the City Council in May.

BOOK GROUP: Director Jeffries reported that the Book Group will meet on March 21 and discuss book club selections for "Renewal and Awakening" the theme for this month. Member Gaelrun-Maggi and Member Murray were running the group, and since Member Murray has left the board, Member Gaelrun-Maggi is looking for new partners. The next event will be in May.

SUMMARIZE ACTION ITEMS: No report available.

NEXT MEETING: The next regularly scheduled meeting will be Monday, April 8, 2019

at 7:15 p.m. in the Columbia Center Auditorium.

ADJOURNMENT: Chair Heynemann adjourned the meeting at 8:40pm

OR

Respectfully submitted by:

Library Board Secretary, Dan Dieter

2018-2019 Library Board Attendance Record

P=Present E=Excused Absence U=Unexcused Absence

Date	Anderson-Bibler	Bean	Beardslee	Birke	Funderburg	Gaelrun-Maggi	Heynemann	VACANT	VACANT
07-19-2018	CANCELLED								
08-23-2018	P				P	E	P		
09-18-2018	P				P	P	P		
10-16-2018	P				P	P	E		
11-13-2018	P	P	P	P	P	P	P		
12-11-2018	P	P	P	P	P	P	P		
01-14-2019	P	P	P	P	E	P	E		
02-11-2019	P	P	E	P	P	E	P		
03-11-2019	P	E	P	P	P	E	P		
04-8-2019									
05-13-2019									
06-10-2019									

City of St. Helens
Consent Agenda for Approval

CITY COUNCIL MINUTES

Presented for approval on this 5th day of June, 2019 are the following Council minutes:

2019

- Work Session, Executive Session, Public Forum, and Regular Session Minutes dated May 1, 2019
- Work Session, Executive Session, Public Hearings, and Regular Session Minutes dated May 15, 2019
- Executive Session Minutes dated May 21, 2019

After Approval of Council Minutes:

- ☐ Scan as PDF Searchable
- ☐ Make one double-sided, hole-punched copy and send to Library Reference
- ☐ Minutes related to hearings and deliberations get copied to working file
- ☐ Save PDF in Minutes folder
- ☐ Update signature block on Word document in Granicus & Publish
- ☐ Copy Word document into Council minutes folder on Administration drive
- ☐ Update file name & signature block of Word ES document & copy in Admin drive
- ☐ Email minutes link to distribution list
- ☐ Add minutes to ORMS
- ☐ Add packet and exhibits to ORMS
- ☐ File original in Vault
- ☐ Update minutes spreadsheet

City of St. Helens City Council

Work Session Minutes

May 1, 2019

Members Present: Mayor Rick Scholl
Council President Doug Morten
Councilor Keith Locke
Councilor Ginny Carlson
Councilor Stephen R. Topaz

Members Absent: None

Staff Present: Kathy Payne, City Recorder
Matt Brown, Finance Director
Margaret Jeffries, Library Director
Sue Nelson, Public Works Engineering Director
Brian Greenway, Police Chief
Jenny Dimsho, Associate Planner
Crystal Farnsworth, Communications Officer
Shanna Duggan, Recreation Coordinator
Ryan Ward, Youth Program Lead
Tina Curry, Event Coordinator

Others:

Marit Nelson	Simon Date	Judy Thompson
Pat Trapp	Nicole Thill	Roger Konka
Christine Henges	Leah Tillotsen	Susan Conn
Kelly Smith	Sally Brandfels	Martin Brandfels

1) 1:00PM - Call Work Session to Order

Swearing in of New Police Officer Eric Zwald

Mayor Scholl swore in new Police Officer Eric Zwald. Welcome, Officer Zwald!

2) Visitor Comments - Limited to five (5) minutes per speaker

- ◆ Judy Thompson. Thanked the Youth Council for hosting a Community Cleanup on Sunday. They cleaned behind the Courthouse and planted flowers. It was great teamwork! She distributed a flyer about the upcoming NAMI Walk. The St. Helens Youth Council now has a team. There are three teams in Columbia County. 75% of the money those teams raise stays local. She also reported that on Saturday, May 4, there is a Mental Health Fair at the Recreation Center.
- ◆ Pat Trapp, Port of Columbia County.
 - Scappoose Bay Marina Citizens Advisory Board meeting was held last night. They reviewed possible rate changes that will be presented at the May 8 Port meeting.
 - Reminded the Council that the Port is available to help with advice for developing the Waterfront property.
 - Budget meetings begin next week.

- The Don Chung proposal is not looking good. They basically don't want to sell their patent, so it's complicating expanding for them.
- Congratulations to Public Works Operations Director Neal Sheppard on his retirement. He has always been a great resource to the Port.

3) Discussion Topics

3.A Request from St. Helens High School Safe & Sober Committee - Marit Nelson

Councilor Carlson declared that she has a senior at SHHS.

Marit Nelson was in attendance to review the request. A copy is included in the archive meeting packet. They have been raising money for the party since July. They are part way to their budget of \$27,000. There are students who cannot afford the \$50 fee to attend. Over one-third of students are eligible for free or reduced lunch. She is requesting a donation of \$500 to sponsor 10 students to attend.

Mayor Scholl would like to sponsor 20 students but would also like to make sure that the low income students are made aware that the City is sponsoring them to attend.

Motion: Upon Locke's motion and Morten's second, the Council approved the donation of \$1,000 to the St. Helens High School Safe & Sober Committee Graduating Party of 2019. Scholl, Locke, Morten, and Topaz in favor; Carlson abstained; none opposed.

3.B Presentation of Check to South Columbia County Chamber of Commerce

Chamber Director Simon Date was in attendance to accept the check. Simon thanked the Council for their support.

3.C Discussion with Roger Konka about Farmers' Market on Riverfront Property

Roger Konka was in attendance to discuss the farmers' market with the Council. He would like to begin on June 8, 9 a.m. – 2 p.m. Once he has a location set, he can recruit vendors.

Councilor Carlson pointed out that she wants to be consistent with the use of the property and minimize impact to staff on the weekend. Discussion ensued about unlocking and locking the gate. City Planner Graichen also talked about the precedent this would set for private entities. A Temporary Use Permit would normally be needed for this type of event but they only allow up to two a year, so they would need to discuss how the Development Code allows it. It does meet the Mainstreet strategy in creating life in the downtown area. Councilor Carlson added that parking would need to remain on City streets and only the vendors and pedestrians allowed on the Waterfront Property.

Discussion ensued. Consensus of Council for staff to work with Roger to be able to begin operating on June 8.

3.D Review "If I Were Mayor..." Student Contest Entries

Two posters and one essay was received. A copy of those are included in the archive meeting packet. Ballots were distributed to the Council. The winners will be announced at tonight's Council meeting.

3.E Discussion Regarding Proposed Recreation Fee - Matt & Shanna

Finance Director Matt Brown, Recreation Coordinator Shanna Duggan, and Youth Program Lead Ryan Ward were in attendance to review their presentation on the Recreation Program. Duggan talked about current programs and the vision for the Recreation Program.

- Launched the program June 1, 2018.
- Recreation Center opened March 1, 2019.
- Asset to the community.
- Thriving hub for youth, families, seniors, civic organizations, parks and recreations, etc.
- Need outstanding leadership to be successful.
- Partner with nonprofit organizations, businesses, and community members.
- 42 kids participated in Pee Wee Basketball this winter. Over 200 people attended on Saturdays to watch the kids play.
- Youth is the target audience but with them comes parents and grandparents who come in and find out what programs are available to them.
- There are 14 employees, eight of which are local high school students.
- Provide volunteer opportunities for youth and adults.
- 30 instructors have lead classes.
- Part of Connect St. Helens. Feeling disconnected leads to self-destructive behaviors in youth. Being connected leads to strength and resilience.
- Part of the Suicide Prevention Taskforce.
- SHARP after school program is operated out of Lewis & Clark Elementary School.
 - Provides homework assistance.
 - Teaches social and emotional learning skills.
 - STEAM program.
 - Provider for child and adult care food program.
- Tween and Teen activities was a primary need in the community. They had over 50 tweens attend a recent night out.
- Working with the middle school to provide a larger after school presence.
- Fosters community pride and participation.
- Various programs offered.
- Important to keep programs affordable.
- Creates programs not already available and enhances what is already available in the community.

Ward introduced himself. He grew up here and has made more connections with the community since he began working for the Recreation Program than ever before. Lately, he has been focusing on enhancing their website and social media with assistance from Communications Officer Farnsworth.

Mayor Scholl appreciates their partnership with local organizations. He asked for their help with Citizens Day in the Park.

Finance Director Brown emphasized the cultural of the Recreation Center being inclusive, diverse, entertaining, affordable, community building, engaging staff, educational classes, hands-on, active, and most importantly building a connection. Staff have created the slogan, "To create an inclusive environment for educational and affordable activities to thrive in St. Helens as a means of further connecting our community." Brown reviewed the benefits the program will receive with the \$2 fee.

- Full-time recreation coordinator.

- Part-time recreation lead.
- Retains the after-school program at its current prices.
- Expands free activities offered.
- Create an in-district and out-of-district rate.
- The Recreation Center would be open as often as possible.

To be focused on this next year:

- Growing partnerships with local organizations, nonprofits, and businesses.
- Grow sponsorships and advertising in the Recreation Guide.
- Grow adult and senior activities.
- Inclusive programs for people with special needs.
- Program cost opportunities; such as sponsorships and scholarships for low-income families.
- Grant opportunities.
- Investigation of a taxing service district.
- Create a Recreation Facebook page.

Brown talked about his own personal story with a recreation program. He was born with an arterial vascular malformation. His ear was red and enlarged for a majority of his life. His parents got him involved in the local recreation program where he lived. The friends he made there were his friends in middle school and high school. They stuck up for him when people weren't nice. He wouldn't be here without a recreation program.

Council President Morten is excited about reaching out to local veterans to involve them in the art programs. He attended the Masters of Art Therapy at Lewis & Clark. They have interns who may be available to come here. Duggan encouraged Morten to come see her about it. She would love to see veterans use the facility for programs.

Councilor Topaz has had questions about scheduling ballfields and the pool. The biggest complaint he has heard is forcing people to pay the \$2 fee without formally asking. There was a promise not to put anything on utility bills. There is a problem with latchkey kids that has not been addressed. He agreed there is a need for a Recreation Program. Council President Morten pointed out that the merits of the program far exceed the negative concerns that emanate from the community. He suggests the fee implementing the fee with a two-year sunset. In the meantime, Council can be discussing other methods of funding the program.

Discussion ensued. Brown reported that the City attorney is looking into the process to add the fee to utility bills. He will bring back an Ordinance to amend the Code language.

3.F [Review RFP for Food Bank Architectural & Engineering Design Services - Jenny](#)

Associate Planner Jenny Dimsho was in attendance to review the RFP. A copy is included in the archive meeting packet. They received \$1.5 million for renovations of the former Feed & Seed building at 1421 Columbia Blvd.. The City is partnered with the Food Bank and State to relocate the St. Helens Food Pantry and Regional Distribution Network.

3.G [Godfrey Park Master Plan Presentation](#)

Associate Planner Jenny Dimsho and Public Works Engineering Director Sue Nelson were in attendance to review the plan. A copy is included in the archive meeting packet. Dimsho reported that a nature playground is a space with as few manmade components as possible.

Native plants, hills, trees, sticks, stones, water, sand, boulders, etc. are all used. The intent is to bring people back to nature. Modern childhood doesn't involve as much outside play as it once did. The trend is to harness the allure of nature in a safe, controlled environment. The Parts & Trails Commission is very much in support of the plan.

Nelson reviewed the plan with Parks Field Supervisor Thad Houk. He is in support of the plan. A lot of the natural products would be permanently installed so kids couldn't move them. The plan is adaptable.

Discussion ensued.

4) **Department Reports**

Police Chief Greenway reported...

- Columbia 911 hired a crime analyst. That person will be able to extract real-time crime data in our City. It will help them determine the best locations for officers to patrol.
- 911 systems are facing a financial deficit. There is a bill to increase the fee assessed to landlines and cell phones. If it's not passed, they will have to find additional means to fund Columbia 911.
- The trailer donated from the School District has been placed on the property. He thanked everyone for their assistance. They're about a month out from occupying it.
- First Thursday for May is tomorrow night. The topic is K-9 officers.
- The Grand Opening for the new Legacy facility is Tuesday, June 25, 6 – 7:30 p.m. He is working with them on the security.
- Have an upcoming meeting to request funds from the Urban Area Security Initiative (UASI) for a boat to access Sand Island.
- Thank you for approval of the budget request. The whole Department is appreciative of the Council's support.
- Goal to have one of the new patrol cars parked in front of the Council Chambers at the next meeting.

Public Works Engineering Nelson reported...

- A contractor hit and broke a water line this morning. Public Works crews came to the rescue and got everyone back in service by 12:30 p.m.

Councilor Topaz asked for an update on the project by the Wastewater Treatment Plant. Nelson reported that it is a storm drain line repair. It's being completed by a combination of a private contractor and City crews.

Associate Planner Dimsho reported...

- The hole being dug in the Plaza is part of the Wayfinding Master Plan. A kiosk will be placed there. The kiosk does have to remain handicap accessible. Additional signs are being put around town.

Finance Director Brown reported...

- Tonight's agenda includes a final reading for the utility privilege tax ordinance. There will be a resolution to start collecting the tax.
- The Senior Center is having HVAC issues being inconsistent throughout the building. It was determined that the contract with TCMS ended in 2014. Both TCMS and Columbia NW Heating & Cooling were invited to submit a quote for improvements. Columbia NW Heating & Cooling came in about \$250 less than TCMS. They also requested a quote for

routine maintenance. Columbia NW Heating & Cooling quoted \$2,250. TCMS quoted \$3,777. Consensus of Council for the Senior Center to switch to Columbia NW Heating & Cooling.

City Recorder Payne reported...

- Reminder that the City needs to appoint someone as a City representative to the Columbia Learning Center Board. Councilor Locke volunteered to serve.
- Staff approved a street closure for the Traffic Safety Fair on May 18, 7 a.m. – 5 p.m., from the Police Station to Cowlitz Street.
- Referenced the Public Meetings book about abstaining from votes. Unless there is a specific conflict of interest, abstaining should not be done. She encouraged the Council to review the packet and talk to staff before the meeting.

Event Coordinator Curry reported...

- Art & Wine Walk will be held every 2nd Sunday through the summer. Visit downtown businesses identified with the poster to view art and sample wine and snacks.
- 13 Nights on the River is coming along. The first event is June 6. St. Helens High School Jazz band will be playing followed by Hit Machine.
- 4th of July is on a Thursday this year. They are partnering with the Chamber of Commerce to raise funds for the new business center.
- A Mardi Gras Party will be held on July 13 & 14. They will be closing part of S. 1st Street. Performers will be coming from New Orleans to take part.
- A new tourism program is being designed to benefit different nonprofits; such as the Elks, Rotary, Kiwanis, and the Food Bank. The goal is to raise \$1,000 for each group.
- First Street has never looked so good.
- Phillip and Molly have done a great job cleaning up in front of Plymouth Pub.
- Her personal project is to clean up Cowlitz Street.
- The Keller Williams cleanup and remodel has facelifted the whole Plaza.
- Working with the Sand Island group to help them get online with camping sites and adventure rides.
- Hired Christina Sullivan as part of her team.

5) Council Reports

Councilor Locke reported...

- The Kiwanis Parade is June 15. The Grand Marshal is the entire Historical Society. He offered for them to ride in the back of the City's 1928 Mac truck. He asked the Youth Council to help with cleanup at the end of the parade. He will also be reaching out to the Key Club, Leadership Club, Boy Scouts, etc. to get a group of kids following the parade conducting cleanup.
- Talked about having a phrase on the back of police vehicles like Salem. Greenway confirmed that they are doing the same with the new Police vehicles.

Council President Morten asked Locke to clarify his timeline for stepping down from Council now that he is living in Salem part of the time. Councilor Locke planned on stepping down at the end of last year. That was in hopes of the Council not changing and someone taking over his job of managing the property. He will stay here as long as he's needed for the Industrial Property process.

Councilor Carlson reported...

- She would like to see a member from Council or staff attend Chamber events. When she attended in the past as a business there was always a staff member and Council liaison in attendance.

Councilor Topaz reported...

- Library Director Jeffries is on vacation. The Library is taking care of itself.

Council President Morten reported...

- Appreciated Pat Trapp's report. Encouraged Councilor Locke to work with him.
- The Port has taken the City's recommendation to conduct a rail study. An independent study is being conducted.
- Asked staff to review the hazardous material storage ordinance. His concern is the switching yard and oil tankers being stored there over the weekend.

Mayor Scholl reported...

- Considering taking Community Development from Locke and giving it to Carlson since she is already the Planning Commission liaison.
- Working with Columbia County for development of the Salmonberry property. They have \$15,000 from Travel Oregon and need an additional \$5,000 to match. He is requesting permission for City Administrator Walsh to sign the intergovernmental agreement and match the \$5,000. Council was consensus to take the funds from Community Development.

Council President Morten congratulated the Recreation Program for their presentation today. He appreciated that she asked everyone to wait until the end for questions. He apologized on behalf of the Council to any staff members who have felt bullied or abused during their presentations. Council needs to make certain that all questions wait until the very end of staff reports. He apologized to Duggan specifically for the past demeanor of Council. It's being handled.

6) **Other Business**

7) **Adjourn** – 3:56 p.m.

Executive Session

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor

City of St. Helens

CITY COUNCIL

Executive Session Summary

May 1, 2019

Members Present: Rick Scholl, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Ginny Carlson, Councilor
Stephen R. Topaz, Councilor

Staff Present: Matt Brown, Finance Director
Kathy Payne, City Recorder
Sue Nelson, PW Engineering Director
Brian Greenway, Police Chief

Others: Nicole Thill, Spotlight



At 4:00 p.m., Mayor Scholl opened the Executive Session pursuant to ORS 192.660(2)(e) Real Property Transactions to discuss various topics concerning City-owned properties and ORS 192.660(2)(h) Consult with Counsel/Potential Litigation to discuss litigation concerns and then gave Council roll call.

The Executive Session was adjourned at 4:27 p.m.



ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor

City of St. Helens City Council

Public Forum Minutes

May 1, 2019

Members Present: Mayor Rick Scholl
Council President Doug Morten
Councilor Ginny Carlson
Councilor Keith Locke
Councilor Stephen R. Topaz

Members Absent: None

Staff Present: Kathy Payne, City Recorder
Matt Brown, Finance Director
Sue Nelson, Public Works Engineering Director
Jacob Graichen, City Planner
Jenny Dimsho, Associate Planner
Crystal Farnsworth, Communications Officer
Tina Curry, Event Coordinator

Others:

Christine Menges	F. Brandon	William Allen
Janet Anderson	Becky Bean	David Karcher
Robert Anderson	Greg Clark	Madeline Clark
Anders Kass	Todd Chase, FCS	Nichole Thill
Shauna Harrison	Tim Wood, FCS	

1) **6:00PM - Open Public Forum**

2) **Topic - Housing Needs Analysis**

City Planner Jacob Graichen presented the subject matter and introduced the consultants.

Todd Chase and Tim Wood from FCS GROUP were in attendance to present the draft findings and recommendations from the Housing Needs Analysis (HNA). A copy is included in the archive meeting packet.

HNA Project Overview

Todd Chase, Principal and Economist with FCS GROUP introduced the City Council to the concept of the HNA, the process, and the project schedule for the St. Helens project. The principal conclusions of the analysis performed by FCS GROUP are that St. Helens has adequate developable residential land within the UGB for the next 20 years. The HNA document will go before the Planning Commission and City Council for adoption into the Comprehensive Plan in 2019. Despite the conclusion that there is adequate residential developable land, there are some changes to city policy governing housing that could help builders provide more affordable housing. The policies will be further discussed, refined, and adopted, likely in 2020. Policies under consideration by staff, Council, and the Planning Commission are outlined below:

Requiring a Minimum Density Standard

This policy would require builders to obtain a certain unit per acre standard when developing a parcel. Locally, builders typically do build as many units as they can because they want to produce as many units as they can sell but this could help provide more housing overall. When introduced to the Planning Commission, members were reluctant to comment because there was not a specific density standard proposed. Additionally, there was a preference by one commissioner to allow developers to determine market-based development densities. The Council reaction was similar, with members unwilling to change something that is not currently an issue.

Allowing Duplexes Outright

This policy suggestion was to allow duplexes by right in R7 zoned land rather than being conditionally allowed as is current practice. When this policy was introduced to the Planning Commission, members mostly voiced opposition to this policy consideration because it could be disruptive to neighborhood character and the current practice gives more oversight with regards to when a duplex is allowed. Council expressed similar reservations with some saying they would like to see it debated given that the current process to cite a duplex in R7 land is onerous and the protections to neighborhood character are somewhat inequitable.

Reducing Parking Requirements for Multifamily Development

This policy recommendation would allow conditional reductions in the provision of parking required for multifamily developments in St. Helens. The developer would be required to fund a parking study showing that the impacts of a reduction in parking provided on sight would be negligible. When introduced to the Planning Commission, members mostly voiced opposition to this policy proposal given that parking is an issue that animates local politics already and to allow for less parking would make the situation worse. Council largely agreed with the conclusions of the Planning Commission.

Allowing Cottage Clusters

This policy recommendation would call for St. Helens to draft and adopt rules allowing and regulating cottage clusters in the City. Essentially, these developments would consist of small homes on a single property. When introduced to the Planning Commission, members expressed support for such a policy, pending dimensions and specifications regarding design. Council referred to the proposal as a “slam dunk” saying they were eager to see it enacted.

Increasing Density for Annexing Properties

Currently, properties annexing from unincorporated Columbia County into St. Helens must meet certain criteria to achieve higher density zoning upon annexation (such as R5 and Apartment Residential). This policy recommendation calls for St. Helens to examine those standards and consider relaxing them to provide higher density housing on the periphery of the City. When introduced to the Planning Commission, members noted that the existing regime worked and did allow higher density for annexing properties but there should be some oversight to ensure that such density would not disrupt the character of the surrounding residential areas. Council, in contrast, was supportive of such a suggestion, pending more specifics.

Questions from City Council Members

Council members were actively engaged throughout the meeting and asked several questions of FCS GROUP. Highlights are as follows:

Council President Morten asked if transportation facilities are factored in to the “buildability” of land analyzed. Todd responded that it was factored in along with other infrastructure considerations.

Council President Morten clarified the annexation process for the City.

Mayor Scholl asked if the statewide need for affordable housing had been considered in this analysis. Todd responded that it was the impetus for the state funding the studies in the first place but otherwise, no. The analysis focused on St. Helens.

Several councilors asked how challenging expanding the urban growth boundary (UGB) would be. Todd responded that such processes are very time consuming and that several instances had taken nearly a decade from start to finish.

PUBLIC COMMENTS

- ◆ Shauna Harrison. Expressed concerns that the recommendations would sacrifice the livability of St. Helens in the name of density and affordability.

The Council assured her that the policies discussed at this meeting were merely recommendations made by FCS GROUP and that the Council would debate each policy before adoption.

3) **Close Public Forum** – 7:19 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder based on notes submitted by FCS GROUP.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor

City of St. Helens City Council

Regular Session Minutes

May 1, 2019

Members Present: Mayor Rick Scholl
Council President Doug Morten
Councilor Ginny Carlson
Councilor Keith Locke
Councilor Stephen R. Topaz
Youth Councilor Vishal Christian

Members Absent: None

Staff Present: Kathy Payne, City Recorder
Matt Brown, Finance Director
Brian Greenway, Police Chief
Sue Nelson, Public Works Engineering Director
Jacob Graichen, City Planner
Jenny Dimsho, Associate Planner
Crystal Farnsworth, Communications Officer
Lisa Scholl, Deputy City Recorder
Tina Curry, Event Coordinator

Others:

Christine Menges	F. Brandon	William Allen
Janet Anderson	Becky Bean	David Karcher
Robert Anderson	Greg Clark	Madeline Clark
Anders Kass	Shauna Harrison	Nichole Thill
Dan Davis		

1) **7:23 P.M. - Call Regular Session to Order**

2) **Pledge of Allegiance**

3) **Visitor Comments - Limited to five (5) minutes per speaker**

- ◆ William Allen. He supports funding the Recreation Center but does not want it to be a requirement on utility bills. He suggested allowing people to check a box on their utility bill to donate two or three dollars to fund the Program. He talked about other cities that have included fees on utility bills for different programs. It's led to many problems.
- ◆ Shauna Harrison. Asked if the Council approved a water increase at last week's meeting to fund an Engineer.

Finance Director Brown explained that a budget request from staff was presented to Council for an additional Engineering Technician. That person's position would be paid through Streets, Sewer, Storm, and Water Funds. Rates would need to be raised 0.6% to fund the position if they did not want to take funds from another area. Rates have not been raised and the position was not approved nor included in the budget.

4) **Announce & Award Prizes to "If I Were Mayor..." Student Contest Winners**

Mayor Scholl announced and awarded the prizes to the "If I Were Mayor..." Student Contest winners. First place winners received a goody bag with \$100 cash, a \$5 Dutch Bros. gift card, a City of St. Helens pen, an "I love City of St. Helens" button, a Waterfront Development postcard, an Arts & Cultural Commission coloring postcard, assorted candies, assorted brochures, and a certificate. The runner up received the same, with exception to the \$100 cash. This year, Mayor Scholl invited all participants to join him for lunch to be scheduled this summer. Congratulations and well done, participants!

Grades 4-5 Poster Category:

Winner – Matthias Bean

Runner-up – Giovanna Anderson

Grades 6-8 Poster Category:

Madeline Clark

5) **Ordinances - Final Reading**

5.a **Ordinance No. 3236: An Ordinance Amending St. Helens Municipal Code Chapter 13.14 Regarding Use of Portable Privies**

Mayor Scholl read Ordinance No. 3236 by title for the final time. **Motion:** Upon Locke's motion and Carlson's second, the Council unanimously adopted Ordinance No. 3236. [AYES: Scholl, Carlson, Morten, Locke, Topaz; Nays: None]

5.b **Ordinance No. 3237: An Ordinance Amending St. Helens Municipal Code Chapter 3.12 to Modify the Utility Privilege Tax Levied on Utilities Operating in the City Without a Franchise**

Mayor Scholl read Ordinance No. 3237 by title for the final time. **Motion:** Upon Locke's motion and Carlson's second, the Council unanimously adopted Ordinance No. 3237. [AYES: Scholl, Carlson, Morten, Locke, Topaz; Nays: None]

6) **Resolutions**

6.a **Resolution No. 1844: A Resolution Adopting a Hazard Mitigation Plan Update for the City of St. Helens and Superseding Resolution No. 1677**

Mayor Scholl read Resolution No. 1844 by title. **Motion:** Upon Carlson's motion and Morten's second, the Council unanimously adopted Resolution No. 1844. [AYES: Scholl, Carlson, Morten, Locke, Topaz; Nays: None]

6.b **Resolution No. 1845: A Resolution Determining that a Nuisance Exists Upon Property Located at 922 Cowlitz Street within the City of St. Helens and Directing that Notice to Abate the Nuisance be Posted on Said Premises**

Mayor Scholl read Resolution No. 1845 by title. **Motion:** Upon Locke's motion and Morten's second, the Council unanimously adopted Resolution No. 1845. [AYES: Scholl, Carlson, Morten, Locke, Topaz; Nays: None]

7) **Award Bid/Contract**

7.a **2019 Annual Street Striping Project to Specialized Pavement Marking, Inc. in the Amount of \$19,504**

Motion: Upon Morten's motion and Carlson's second, the Council unanimously approved '7a' above. [AYES: Scholl, Carlson, Morten, Locke, Topaz; Nays: None]

8) Approve and/or Authorize for Signature

- 8.a Maul Foster Alongi Work Order Authorization for Professional Services Related to Phase 1 Lagoon Repurposing Project
- 8.b Contract Payments
- 8.c Western Display Fireworks Display Agreement & Purchase Order for 4th of July Fireworks
- 8.d Turney Excavating, Inc. for Repair of 48-inch CMP Bypass Pipeline Under Plymouth Street at Secondary Treatment Plant Lagoon

Motion: Upon Carlson's motion and Locke's second, the Council unanimously approved '8a' through '8d' above. [AYES: Scholl, Carlson, Morten, Locke, Topaz; Nays: None]

9) Consent Agenda for Acceptance

- 9.a Budget Committee Minutes dated March 15, April 5, April 17, & May 3, 2018

Motion: Upon Locke's motion and Carlson's second, the Council unanimously approved '9a' above. [AYES: Scholl, Carlson, Morten, Locke, Topaz; Nays: None]

10) Consent Agenda for Approval

- 10.a Accounts Payable Bill Lists

Motion: Upon Carlson's motion and Topaz's second, the Council unanimously approved '10a' above. [AYES: Scholl, Carlson, Morten, Locke, Topaz; Nays: None]

11) Mayor Scholl Reports

- There has been a lot of collaboration with local agencies lately. Things are happening and they're moving forward.
- It's good to see a Housing Needs Analysis.

12) Council Member Reports

Council President Morten reported...

- Requested staff research an ordinance or resolution in regards to storing hazardous material in tankers in the rail switching yards. He believes it was proposed when Jim Huff was mill manager. He has a problem with the tankers being stored over the weekends. It's a huge safety concern.

Councilor Topaz reported...

- He thanked the Youth Council members for weeding and planting flowers behind the Courthouse and in front of City Hall.

Councilor Carlson reported...

- Youth Council members thanked the Council for supporting them with funds for the clean-up day. Sunshine Pizza donated pizza and Mean's Nursery and Scappoose Bay Watershed donated plants. Mayor Scholl expressed how impressed he is with the Youth Council.

Councilor Locke reported...

- Youth Council is doing a great job. He is impressed with them as well.
- He is also Impressed with the "If I were Mayor..." participants. He wishes they had more entries. Councilor Carlson suggested they go into the schools to promote it.

Youth Councilor Christian reported...

- The cleaning day was fun! They were done earlier than expected.
- Youth Council is volunteering at the Mental Health Fair on Saturday.
- Youth Council has a team this year for the NAMI Walk in Portland on May 19.
- They have been discussing ideas for trash clean-ups. One idea was to clean up the trash at the end of the Kiwanis Community Parade.

13) Department Reports

Police Chief Greenway reported...

- First Thursday is tomorrow at the Columbia Center. The topic is the K9 program in partnership with the Columbia County Sheriff's Office.

Public Works Engineering Director Nelson reported...

- Reminder for Public Works Operations Director Neal Sheppeard's retirement party tomorrow at 1 p.m.

Finance Director Brown reported...

- He will not be here tomorrow. He'll be back Friday.

City Recorder Payne reported...

- Nothing to report.

14) Other Business

15) Adjourn – 8:00 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor

City of St. Helens City Council

Work Session Minutes

May 15, 2019

Members Present: Mayor Rick Scholl
Council President Doug Morten
Councilor Ginny Carlson
Councilor Keith Locke
Councilor Stephen R. Topaz

Members Absent: None

Staff Present: John Walsh, City Administrator
Kathy Payne, City Recorder
Matt Brown, Finance Director
Margaret Jeffries, Library Director
Sue Nelson, Interim Public Works Director
Brian Greenway, Police Chief
Sam Erskine, City Prosecutor
Amy Lindgren, Municipal Court Judge
Tina Curry, Event Coordinator

Others: Patrick Trapp Lety Juarez-Sisson
Amanda Heynemann Kimberly O'Hanlon
Nichole Thill

1) **1:00 P.M. - Call Work Session to Order**

2) **Visitor Comments - Limited to five (5) minutes per speaker**

- ◆ Patrick Trapp, Port of Columbia County reported:
 - Airport Advisory Board meeting May 20.
 - Port of Columbia County Board meeting May 22.
 - Approved a rate increase at the marina.
 - Reviewing the lease for Devinaire charter service. They are relocating from Hillsboro airport to Scappoose airport.
 - Received a request from Northwest Innovation Works to be released from their current property lease-hold and to be considered for a 100-acre parcel in the area requested to be re-zoned.

3) **Discussion Topics**

3.A Arts & Cultural Commission Annual Report - Leticia Juarez-Sisson

Arts & Cultural Commission (ACC) Chair Juarez-Sisson reviewed a PowerPoint Presentation. A copy is included in the archive meeting packet.

ACC highlights over the last year:

- Trash Can Painting Competition
- Trunk-or-Treat at the Police Department

- “This Is Us” St. Helens
- Little Free Libraries
- Downtown Mural Project
- Arts, Culture, & Conversation Events
- Kindness Rocks
- Member seats are almost full again

3.B Library Board Annual Report - Heather Anderson-Bibler

Library Board Chair Amanda Heynemann reviewed a PowerPoint Presentation. A copy is included in the archive meeting packet.

Library Board highlights over the last year:

- The vice chair attended the joint Oregon/Washington Library Association Conference.
- Participated in STEM projects during a Board meeting.
- Community Partners working group - assessing the need for adult literacy services.
- Facilities working group - advocated for improved emergency egress
- Participated in the selection of Oregon Humanities Conversation Project topics.
- Communications working group - advocated for the creation of a library Facebook page.
- Library Book Club meets every other month.
- Writers Write meets twice a month at the Library.
- Secured a \$10,000 grant from the Oregon Community Foundation to support the Dolly Parton Imagination Library for Columbia County.
- Access working group - Recommended policy changes concerning fees and library card programs.
- St. Helens and Scappoose library catalogs have merged.
- Trunk-or-Treat at the Police Department
- MakerFest
- Encouraged people to apply for vacant Board positions.

3.E Street Fund Future Projects Presentation - Matt and Sue

Finance Director Brown and Interim Public Works Director Nelson reviewed their presentation. A copy is included in the archive meeting packet.

Street Fund revenue sources:

- Motor Vehicle Tax
- State Grants (aka STP Funds)
- Street Sidewalk Development
- Miscellaneous

Discussion ensued about paving gravel streets. It took 10 years to go from six miles of unpaved streets to less than two miles now. It included a lot of storm drainage extensions.

Street Fund expenses:

- Personnel Services
- Materials & Services
- Capital Outlay
- Debt Services

Reviewed a detailed list of projects and estimated costs. A majority of the near-term projects are pedestrian and bicycle-related.

3.D Prosecutor 3rd Quarter Report - Sam Erskine

City Prosecutor Erskine reviewed his report.

- Distributed copies of the new and old victim packet. He hopes to see victim restitution increase with the additional information requested.
- Improved jury system.
- Continuing to communicate with Circuit Court and the District Attorney in an effort to treat people similarly in Municipal Court.
- Using Circuit Court resources to help with some cases; particularly mental health cases.
- Code Enforcement meeting regarding nuisance abatements tomorrow.

3.C Municipal Judge 3rd Quarter Report - Judge Amy Lindgren

Judge Lindgren reviewed her report.

- Revised the trial process and jury summons.
- Caught up on the backlog of work. Acknowledged Court Clerk Melanie Payne for her dedication to her job and the City. She worked nonstop through the weekends to get caught up. Lindgren will be nominating her for Employee of the Year.
- Moving to a new computer system that will expedite the collections process.
- Partnering with Circuit Court and the District Attorney's office has been very beneficial.
- Municipal Court has a quicker turnaround with cases than Circuit Court. Kudos to staff!
- Performing Columbia Community Mental Health (CCMH) Assessments in house.
- Would like to have a defense attorney available during in-custody cases.
- Hoping to see the Police Department start using electronic citations soon. It will save time and money in Court. Chief Greenway agreed. However, they partner with the City of Portland on software and they are in the process of changing. The partnership saves St. Helens a significant amount of money.

4) Department Reports

Police Chief Greenway reported...

- Traffic & Bike Safety Fair is this Saturday. It is a partnership between local agencies.

Interim Public Works Director Nelson reported...

- Tonight's agenda includes an agreement with ODOT for the Exchange Funds.
- Work has started to repair the Plymouth Street storm drain.
- The S. 10th Street storm drain project is almost complete.
- The waterline project on N. 7th and S. 11th Street is almost complete.
- A pre-construction meeting is being held next Thursday for the Gable Road project.
- Overseeing private development projects that are being actively constructed now.

Library Director Jeffries reported...

- Pleased with the Library Board presentation.

Finance Director Brown reported...

- A quarterly Municipal Court report is included in the Administration Department report.
- Moving forward with the amended Code language for the Recreation fee. The first reading will be held at the next Council meeting. It's not an approval of the fee, just language giving them the ability and option to do it.

- One year contracts with the judge and prosecutor are expiring soon. They can be automatically renewed for an additional year. Council was in consensus to renew it automatically for a year.
- There was discussion about another public forum for the recreation fee. Does the Council want to do that? Discussion ensued. No decision was made of whether or not to hold a public forum.

City Recorder Payne reported...

- Staff approved a street closure for 13 Nights on the River for Thursdays beginning June 6 – August 29 on Strand Street from City Hall to Roy Thai.
- Asked if the Council wanted to cancel two meetings in the summer. Mayor Scholl said to only cancel the July 3 meeting.
- Asked for clarification on the Community Development Department liaison. Councilor Carlson was assigned.

Events Coordinator Curry reported...

- Working with the Sand Island campground. It should be open in June.
- Preparing for 4th of July. Activities, music, fireworks, vendors, etc.
- Every weekend the County parks a large truck and trailer in front of the Courthouse or in front of the Plaza on S. 1st Street. The truck obstructs visitors trying to take pictures. Can you provide them with an alternative place to park? Staff will contact the County.
- Asked Chief Greenway what happens with vehicles that are left on the side of the road when the driver is arrested. Greenway responded that it's left there if it's legally parked. He suggested Curry call the non-emergency phone number for the code enforcement officer to respond if it's something questionable. He pointed out that chalking tires will soon be illegal in Oregon.
- The Art & Wine Walk went really well. Earnings over 40% were reported from the previous year. Four businesses are participating with the addition of four more wanting to join.
- There are pieces from the Museum of Peculiarities and Oddities that are popping up around town. A walking tour of the museum begins on Columbia Blvd. and ends on S. 1st Street. There are more merchants wanting to be involved than items available.

City Administrator Walsh reported...

- Working with Alta Planning & Design on the BUILD Grant.
- Considering the idea of riverwalk rather than boardwalk.
- Municipal broadband feasibility study meeting next week.
- They are not logging Sand Island to make room for the campground. Maintenance is being done to the existing sites and dead trees are being removed.
- The Lagoon Feasibility project is underway. It's not a done deal.
- RV Park planning is coming along.
- The proposed 72-hour rule change for the docks will be on the next agenda for discussion.
- The proposed revisions to business license regulations regarding marijuana growing licenses will also be on the next agenda for discussion.
- Columbia County Economic Team (CCET) made a change to their bylaws to create a governing board. They are requesting a City representative on the board. Mayor Scholl recommended Walsh be appointed. Discussion ensued. No clear appointment was made.

5) Council Reports

Councilor Locke reported...

- Where are the fireworks being launched? Walsh responded that they will be on Sand Island. Discussion ensued.
- Does the Council want to purchase a table or two for the Black Tie & Blue Jeans event on August 3? It benefits the Columbia Learning Center.
- A meeting is being held next Tuesday at Maul Foster regarding the lagoon. He would like a brochure created highlighting the knowns and unknowns at this time. Walsh responded that there is some information about it on the website.

Councilor Carlson reported...

- Encouraged about the good things happening in the community. She saw complaints over the weekend about parking. Where are the compliments for the people doing great things? Everyone should have a story about how they're helping and giving back to their community.
- Running Dogs won a national grant award of \$10,000.
- The Chamber of Commerce was awarded \$5,500 from Columbia River PUD.
- NAMI Walk is on Sunday. Several Youth Council members are attending.
- The Chamber of Commerce Happy Hour is tomorrow evening at Scappoose Creek Inn.
- The last School District Listening Session is tomorrow at 6 p.m.
- Attended the Wrap Around Drop-In Open House. It serves young adults ages 14-25 who are homeless, at risk for homelessness, not getting a job, etc. There will be mentors to talk. She thanked Recreation Coordinator Shanna Duggan and Recreation Lead Ryan Ward who were there to help advocate for young adults suffering from mental health issues. They're showing up even after work hours.

Councilor Topaz reported...

- Concerned about the Plymouth Street cave-in. It's close to the lagoon. Running water is eroding the ground underneath the road at the end of the dam. The bedding around the conduit was not very good. He asked where all the water is coming from.

Nelson responded that it is groundwater and is very common because of the shallow bedrock. Discussion ensued about the conditions of the surrounding area. Topaz expressed his concern about a permanent hazard underground.

Council President Morten reported...

- He, Mayor Scholl, and City Administrator Walsh named Sue Nelson as Interim Public Works Director. She is assuming the responsibilities of both co-directors with the exception of Public Works Supervisor duties over operations, which Dave Elder was promoted to. Mayor Scholl added that Buck Tupper was promoted to Public Works Field Supervisor/Safety Coordinator. Another internal position will be announced.
- Parks Commission recommends initiating a sustaining budget strain for Parks. They would like to earmark funds for improvements and maintenance by keeping parks fees in a parks fund. Discussion of funds ensued. Walsh cautioned the Council on making a policy. Morten requested staff track funds that come in for park use.
- Annual Public Works Breakfast on Friday, May 24 at 7:30 a.m.
- League of Oregon Cities (LOC) Conference September 26-28 in Bend.
- City Recorder Payne researched ordinances and resolutions regarding storage of volatile and hazardous materials inside city limits. She did not find anything. Morten would like staff to research what other cities have in terms of hazardous material

storage. He suggested involving emergency management personnel. He's particularly concerned about the oil tankers stored on the tracks over the weekend. Discussion ensued.

Mayor Scholl reported...

- Emphasized the need for two better mics at the visitor table. Brown responded that he will try to find one better mic. They have already hit capacity for wireless mics, so would have to redo the entire system to get a second at the table.
- A Salmonberry meeting was held last night at the County. A few neighbors voiced their concerns about noise and guns. They seemed to leave with more understanding. The project is moving forward.
- Citizens Day in the Park on June 22:
 - 20 year collaboration with skate park
 - Highway 30 Cruisers
 - Barbecue lunch at 12:30 p.m.
 - Same vendors as previous years.
 - Requesting staff to help this year.
 - Requested ideas to add to it.
- Following up with Judge Lindgren's report, he suggested giving Melanie Payne a gift card to a restaurant for all of her hard work to get Court caught up. Council did not concur.
- 13 Nights on the River starting soon. St. Helens High School Jazz Band and Hit Machine to perform on opening night.

6) **Other Business**

7) **Adjourn** – 4 p.m.

Executive Session

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor

City of St. Helens

CITY COUNCIL

Executive Session Summary

May 15, 2019

Members Present: Rick Scholl, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Ginny Carlson, Councilor
Stephen R. Topaz, Councilor

Staff Present: John Walsh, City Administrator
Matt Brown, Finance Director
Kathy Payne, City Recorder
Margaret Jeffries, Library Director
Sue Nelson, PW Engineering Director
Brian Greenway, Police Chief

Others: None



At 4:08 p.m., Mayor Scholl opened the Executive Session pursuant to ORS 192.660(2)(e) Real Property Transactions to discuss various topics concerning City-owned properties and ORS 192.660(2)(h) Consult with Counsel/Potential Litigation to discuss litigation concerns and then gave Council roll call.

The Executive Session was adjourned at 4:50 p.m.



ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor

City of St. Helens City Council

Public Hearing Minutes

May 15, 2019

Members Present: Mayor Rick Scholl
Council President Doug Morten
Councilor Ginny Carlson
Councilor Keith Locke
Councilor Stephen R. Topaz

Members Absent: None

Staff Present: John Walsh, City Administrator
Kathy Payne, City Recorder
Matt Brown, Finance Director
Sue Nelson, Interim Public Works Director
Jacob Graichen, City Planner
Jenny Dimsho, Associate Planner

Others: Dan Davis
Brandon Frank

1) **6:42 P.M. - Open Public Hearing**

2) **Topic**
2.A Annexation of 2225 Gable Road

City Planner Jacob Graichen presented the staff report. A copy is included in the archive meeting packet.

Council members had no conflicts of interest or bias in this matter. There were no objections from the audience for the Council to make a fair decision.

The applicant has requested the annexation for the purpose of food trucks. The Planning Commission recommends approval of the annexation with a Comprehensive Plan designation of General Commercial (GC) and zoned General Commercial (GC) with the condition that the streets abutting the subject property shall be brought into compliance with City street standards (or) property owner(s) shall sign and record an irrevocable consent to a local improvement district.

No testimony received.

3) **Close Public Hearing** – 6:52 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor

City of St. Helens City Council

Public Hearing Minutes

May 15, 2019

Members Present: Mayor Rick Scholl
Council President Doug Morten
Councilor Ginny Carlson
Councilor Keith Locke
Councilor Stephen R. Topaz

Members Absent: None

Staff Present: John Walsh, City Administrator
Kathy Payne, City Recorder
Matt Brown, Finance Director
Sue Nelson, Interim Public Works Director
Jacob Graichen, City Planner
Jenny Dimsho, Associate Planner

Others: Dan Davis
Brandon Frank
Shauna Harrison

1) **6:55 P.M. - Open Public Hearing**

2) **Topic**
2.A Easement Extinguishment at 35601 Valley View Drive

City Planner Jacob Graichen presented the staff report. A copy is included in the archive meeting packet.

Staff recommends vacating the portion of public utility easement (PUE) along the vacated Ridgeview Drive right-of-way. A new eight foot wide PUE will be necessary along the property's Valley View Drive frontage.

Testimony

- ◆ Shauna Harrison. Asked if the subdivision on Hankey Road was withdrawn because of this issue.

Graichen pointed out lot 11 on the Elk Ridge Estates, Phase I. Shauna asked why that portion of Ridgeview Drive was vacated. Graichen explained that it was done before he began at the City. The City must have determined that it was not going to work to connect through to a future development. If you look at Phase II, there are other options for future connections.

Shauna asked if there will be a connection to the subdivision south of it. Graichen responded that a subdivision application has not been submitted for it yet.

3) **Close Public Hearing** – 7:03 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor

City of St. Helens City Council

Regular Session Minutes

May 15, 2019

Members Present: Mayor Rick Scholl
Councilor Ginny Carlson
Councilor Keith Locke
Council President Doug Morten
Councilor Stephen R. Topaz

Members Absent: None

Staff Present: John Walsh, City Administrator
Kathy Payne, City Recorder
Matt Brown, Finance Director
Jacob Graichen, City Planner
Margaret Jeffries, Library Director
Sue Nelson, Interim Public Works Director
Brian Greenway, Police Chief
Jenny Dimsho, Associate Planner

Others: Dan Davis
Shauna Harrison
Art Leskovich
Brandon Frank

1) **7:05 P.M. - Call Regular Session to Order**

2) **Pledge of Allegiance**

3) **Visitor Comments - Limited to five (5) minutes per speaker**

- ◆ Art Leskovich. He has spoken to the Council several times in the past about his concerns with repurposing the lagoon to a landfill. The City received a \$500,000 Grant from the State in February. Maul Foster and Alongi was selected to do the work with no bid process because of the work done in 2015 to streamline the process and not have to open it for bids. He has been told by Council members that they are still considering options for the property but the scope of work does not appear to indicate that. Who wrote the scope of work?

City Administrator Walsh responded that the scope of work was done for DEQ as part of their solid waste program, with assistance from Maul Foster.

Art clarified that they are no longer considering options and have settled on a lagoon. The statement work does not take into consideration safety and water quality. It fails to address the drinking water intake. He talked about the Water Quality Report recently issued. He went on to point out that the water reservoir leaks. We can't keep our drinking water reservoir from leaking but we're going to proceed with a plan to line the wastewater treatment plant lagoon and expect

it to protect our drinking water. He plans to return on a regular basis to ask the hard questions. He's been told by more than one person that he should stop asking questions because the City needs the money. His problem is that there's no peer review, no competition, no engineers, no geologists, and no industrial hygienists that are looking at this outside the City or the chosen consultant. He hopes to have open communication that has not happened in the past.

Mayor Scholl clarified for the record that the holding tank on Pittsburg Road that is leaking was caused by a contractor who has failed to perform their duties. The contractor is being required to fix it. Interim Public Works Director Nelson pointed out that it is only one of five reservoirs in the City.

Councilor Topaz said a survey would allow them to figure out how to put loading and unloading equipment along the river. That whole area could be turned into a mine for basalt rock. That would also allow you to leave the lagoon as it is and the wastewater treatment plant where it is. The fact that there is water coming between the soil and basalt could result in the dam collapsing. The levy is in danger, as we just saw the collapse of Plymouth Street. He does not like the idea of bringing in toxic waste because of the hydraulics.

Mayor Scholl reported that it is necessary for Maul Foster to do the work. They have issues there now that need to be addressed. He encourages people to show up and ask questions. There is no secret agenda moving forward. He cannot speak about what happened in 2015. Council President Morten reported that it was as wide open then as it is now.

- ♦ Shauna Harrison. She is grateful that the Council continues to discuss affordable housing. She was told at the last Council meeting that she is in charge of housing price inflation. The property problem right now is affordability. Anything under \$300,000 is receiving multiple offers. The Council voted to do R5 zoning in Emerald Meadows to allow for affordable housing. Those houses are sitting at \$350,000 and are not selling. She is here consistently because she cares about livability. The livability of our community is eroding. The Council is supposed to be good stewards. Plymouth Street is eroding. It doesn't take a geologist to figure it out. If you get the proper people to give a scope of work, you may get different options. But only getting reports from Maul Foster doesn't present different options. The Council should get other options for the lagoon other than just turning it into a landfill.

Councilor Locke reported that they have been talking about this for years and reviewing many different options.

4) **Proclamations**

4.a **National Public Works Week - May 19-25, 2019**

Interim Public Works Director Nelson read the proclamation into the record.

5) **Deliberations - Annexation of 2225 Gable Road**

Council expressed their support of the request.

Motion: Upon Topaz's motion and Carlson's second, the Council unanimously approved the Annexation of 2225 Gable Road as recommended by staff. [AYES: Scholl, Carlson, Locke, Morten, Topaz; Nays: None]

6) Approve and/or Authorize for Signature

- 6.a Extension of Community Service Agreement with Columbia Humane Society for Community Service Workers
- 6.b Quitclaim Deed to Extinguish Easement Located at 35601 Valley View Drive
- 6.c 2019 Fund Exchange Agreement with Oregon Department of Transportation for Various Projects
- 6.d Slash Agreement with Edwin Gunn, dba: Gunn-Dolah, Inc.
- 6.e Contract Payments

Motion: Upon Carlson's motion and Topaz's second, the Council unanimously approved '6a' through '6e' above. [AYES: Scholl, Carlson, Locke, Morten, Topaz; Nays: None]

7) Consent Agenda for Approval

- 7.a Council Work Session, Executive Session, Public Forum, and Regular Session Minutes dated April 3 and 17, 2019
- 7.b Accounts Payable Bill Lists

Motion: Upon Locke's motion and Carlson's second, the Council unanimously approved '7a' and '7b' above. [AYES: Scholl, Carlson, Locke, Morten, Topaz; Nays: None]

8) Mayor Scholl Reports

- Good Urban Renewal meeting discussing economic development.
- Still learning a lot about the lagoon. DEQ, State of Oregon, and Army Corps of Engineers will all be involved in the process. It's not just about revenue. It has the potential to make a lot of revenue but they need to first determine what can be done.

9) Council Member Reports

Council President Morten reported...

- He feels strongly that the lagoon is somewhat about revenue. At some point, the citizens will have to clean up the lagoon. The consultants say it will cost between \$20-50 million. The Council is taking on cleaning up someone else's mess. He welcomes testimony and as many resources as they can get. The consultants have come extremely recommended. Mayor Scholl added the need to clean up what was done in the past by people who didn't know better. Morten went on to talk about consultants they heard from in the past. Maul Foster is our only source at this point but there will be more in the future. He asked Shauna to share sources with them. Doing nothing would be easy but they chose to clean up the mess.

Councilor Locke reported...

- The cleanup all started with the decision to purchase the Waterfront property. They didn't have to do that but wanted it to be special for the City. Looking at what was next door was a stinky lagoon. They have spent hours trying to come up with the best solution for the near and distant future.
- A public forum for the recreation fee was discussed. If it's done at the high school, it would be a good opportunity to recruit for Youth Council.

Councilor Carlson reported...

- There are lots of options for that land. She doesn't agree with some of the preferred options so is just listening. She doesn't want our livability to go down. It's sad to see the meeting get derailed like this when so many good things are happening in our community.

- She was here last Friday to attend the Night Market and couldn't find a parking place because there were shows at the theater and playhouse, businesses were open, and people were shopping and going to dinner. She has never seen that many people down here outside of an event. She appreciates all the small businesses working hard to make this a better community.

Councilor Topaz reported...

- Why are we having so many problems with the leaks in the reservoir? It should have been an easy repair. We really need to look at that.
- There are two levels of basalt in the lagoon. What is the volume to determine the income from mining rock?

Council President Morten reported that when Boise sold the property to the City, they estimated that it would cost between \$20-40 million to clean the lagoon. Where will that money come from to make it a boat basin? Topaz said it would come from the rock dug up. Morten asked how it will be shipped. Topaz said it could be done by rail or barge. Discussion ensued.

10) **Department Reports**

Police Chief Greenway reported...

- Nothing to report.

Interim Public Works Director Nelson reported...

- She agrees that the reservoir should be done. The membrane material is fine. The application is what failed. The contractor is working on that.
- The entire dike is surveyed about every other year. It hasn't moved in at least 25 years. She doesn't think it's an imminent danger to the citizens or river.
- Public Works Week next week will be celebrated with a breakfast at the City Shops next Friday.

Library Director Jeffries reported...

- Nothing to report.

City Planner Graichen reported...

- Long-range planning
 - Riverfront Connector
 - Housing Needs Analysis
- Current planning
 - Elk Ridge Phase 6
 - Legacy Health building
 - Development of Violette's Villa property
 - Middle School
 - Columbia County Education Campus (CCEC)
 - Emerald Meadows
 - Expansion of storage on Old Portland Road, across from McCormick Park
 - Iron business on Old Portland Road, across from McCormick Park
 - Greystone Estates Subdivision by Columbia Commons
 - Hannah Place Subdivision in Houlton area
 - Bailey Subdivision on Sykes Road
 - Prep work for an anticipated subdivision on N. 8th and N. 9th Streets behind City Shops

- Church of the Nazarene on Gable Road is expanding
- Helen Cutting on Milton Way to resolve issues
- A veterinarian is going to construct a building in the Houlton “hole”
- Seeing row-housing on in-fill lots
- Projects
 - Dimsho is working on grants
 - St. Helens Industrial Park Wetland Delineation
 - Millard Road property
 - Cleanup of property lines and vacating rights-of-way on the bluff the City purchased

Associate Planner Dimsho reported...

- Sent reminders on May 1 to eligible property owners in the Historic District about a matching Historic Preservation Grant. The grant is \$11,500 through the City’s façade improvement program.
- The Veteran’s Memorial covered shelter is complete and looks nice. To meet grant requirements, the wall has to be up by the end of June.
- Wayfinding project signs are going up. That was paid through a matching \$75,000 grant through Travel Oregon.
- Grey Cliffs project has been closed out. That grant money should be coming in soon.
- She and Walsh will be going to Salem in June to present at the Oregon Parks & Reservation Department Board. They are requesting about \$350,000 for a tennis court, flex court, pedestrian improvements, parking improvements, and stormwater improvements in Campbell Park. It is a competitive matching grant.

Finance Director Brown reported...

- Nothing to report.

City Recorder Payne reported...

- Nothing to report.

City Administrator Walsh reported...

- Dan Davis presented the idea for municipal broadband. Meetings have been held and the idea is moving forward.
- House Bill 2408 threatens to make all investments over \$20 million in an Enterprise Zone prevailing wage. That is a huge threat to the Waterfront. He submitted a letter of testimony to that. League of Oregon Cities (LOC) is also in opposition to it.

11) **Other Business**

- ◆ Brandon Frank. Visitor comments are allowed at the beginning of the meeting before everything is discussed. He suggested allowing visitor comments at the end as well so the public can address topics that were presented. He wasn’t here when the polluting companies departed. Did we hold them accountable to clean up when they left?

Council President Morten responded that it was a deal that was made between the City and Boise to share the responsibilities of the lagoon. Councilor Locke added that Boise is responsible for 25 years. However, the City is responsible for cleaning the lagoon. Discussion ensued.

12) **Adjourn** – 8:22 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor

City of St. Helens

CITY COUNCIL

Executive Session Summary

May 21, 2019

Members Present: Rick Scholl, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Ginny Carlson, Councilor
Stephen R. Topaz, Councilor

Staff Present: John Walsh, City Administrator
Jenny Dimsho, Associate Planner

Others: Jim Darling, Maul Foster Alongi
Ted Wall, Maul Foster Alongi
Seth Otto, Maul Foster Alongi
Abbi Russel, Maul Foster Alongi
Jacob Faust, Maul Foster Alongi
Jim McKenna, Governor's Office
Jennifer Parcell, Governor's Office
Lisa Phipp, DLCD
Anne Debbaut, DLCD
Chris Castelli, DSL
Melanie Olson, Business Oregon
Karen Homolac, Business Oregon
David Rabbino, Jordan Ramis



This Executive Session was held at the City's consultant's offices of Maul Foster Alongi at 2001 NW 19th Avenue, Suite 200, Portland, Oregon.

At 10:07 a.m., Mayor Scholl opened the Executive Session pursuant to ORS 192.660(2)(e) Real Property Transactions to discuss City-owned property and then gave Council roll call.

The Executive Session was adjourned at 1:47 p.m.



ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor

Accounts Payable

To Be Paid Proof List

User: jenniferj
 Printed: 05/14/2019 - 9:01AM
 Batch: 00006.05.2019 - AP 5.16.19 FY 18-19



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
<hr/>									
BEAVER BARK, INC.									
002520									
198532	4/24/2019	140.00	0.00	05/16/2019				False	0
601-731-052001	Operating Supplies			DARK HEMLOCK					
		<hr/>							
	198532 Total:	140.00							
		<hr/>							
	BEAVER BARK, INC. Tot	140.00							
CARQUEST AUTO PARTS STORES									
005845									
1611-ID-371368	4/3/2019	133.88	0.00	05/16/2019				False	0
701-000-052001	Operating Supplies			AUTO PARTS					
		<hr/>							
	1611-ID-371368 Total:	133.88							
		<hr/>							
	CARQUEST AUTO PART	133.88							
CASCADE CONCRETE PRODUCTS,INC.									
005925									
73969	4/26/2019	222.00	0.00	05/16/2019				False	0
704-000-053017	Capital Outlay - Rec Center			PRECAST CURB BUMPERS					
		<hr/>							
	73969 Total:	222.00							
		<hr/>							
	CASCADE CONCRETE P	222.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
CENTERLOGIC, INC.									
011595									
52322	5/6/2019	325.00	0.00	05/16/2019				False	0
702-000-052006 Computer Maintenance				SECURE BACKUP					
52322 Total:		325.00							
CENTERLOGIC, INC. To		325.00							
COLUMBIA AUDIO SPEC.. INC.									
007300									
40574	5/2/2019	299.00	0.00	05/16/2019				False	0
701-000-052001 Operating Supplies				INSTALL RADIO IN PARKS TRUCK					
40574 Total:		299.00							
COLUMBIA AUDIO SPEC		299.00							
COLUMBIA FEED & SUPPLY									
008120									
24464	4/11/2019	650.00	0.00	05/16/2019				False	0
100-708-052001 Operating Supplies				MS 362					
24464 Total:		650.00							
COLUMBIA FEED & SUP		650.00							
CORPORATION DIVISION - NOTARY, STATE OF OREGON									
025908									
05092019	5/9/2019	40.00	0.00	05/16/2019				False	0
100-702-052018 Professional Development				NOTARY FEE M. PAYNE					
05092019 Total:		40.00							
CORPORATION DIVISIO		40.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
FLINN, STEPHEN ATTORNEY AT LAW									
854114									
05082019	5/8/2019	950.00	0.00	05/16/2019				False	0
100-704-052019 Professional Services				LINDSAY BEECH JOHNSTON MCDOUGLE					
	05082019 Total:	950.00							
	FLINN, STEPHEN ATTOR	950.00							
GENERAL EQUIPMENT COMPANY									
013285									
68977	4/4/2019	350.73	0.00	05/16/2019				False	0
701-000-052001 Operating Supplies				LEADER HOSE					
	68977 Total:	350.73							
	GENERAL EQUIPMENT	350.73							
HACH COMPANY									
014200									
11448826	5/1/2019	68.07	0.00	05/16/2019				False	0
601-731-052001 Operating Supplies				REAGENT SET CHLORINE FREE					
11448826	5/1/2019	136.15	0.00	05/16/2019				False	0
601-732-052001 Operating Supplies				REAGENT SET CHLORINE FREE					
	11448826 Total:	204.22							
	HACH COMPANY Total:	204.22							
KINNEAR SPECIALTIES INC.									
017537									
5026956	5/2/2019	10.29	0.00	05/16/2019				False	0
701-000-052001 Operating Supplies				UNION					
	5026956 Total:	10.29							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
<hr/>									
KINNEAR SPECIALTIES		10.29							
LAWRENCE OIL CO.									
018030									
019001-1912001	4/30/2019	1,348.76	0.00	05/16/2019				False	0
703-734-052022 Fuel / Oil				247748					
019001-1912001	4/30/2019	42.38	0.00	05/16/2019				False	0
100-715-052022 Fuel/Oil				247749					
019001-1912001	4/30/2019	77.88	0.00	05/16/2019				False	0
703-734-052022 Fuel / Oil				247750					
019001-1912001	4/30/2019	68.37	0.00	05/16/2019				False	0
601-732-052022 Fuel / Oil				247752					
019001-1912001 Total:		1,537.39							
LAWRENCE OIL CO. Tot		1,537.39							
MISSION COMMUNICATIONS, LLC									
MISS.COM									
1028224	4/10/2019	2,055.45	0.00	05/16/2019				False	0
603-738-052010 Telephone				SERVICE PACKAGE					
1028224 Total:		2,055.45							
MISSION COMMUNICAT		2,055.45							
NATIONAL BUSINESS FURNITURE									
411118									
MK523046-TDQ	4/12/2019	1,056.60	0.00	05/16/2019				False	0
704-000-053017 Capital Outlay - Rec Center				WORDROBE / FILE CABINET					
MK523046-TDQ Total:		1,056.60							
NATIONAL BUSINESS F		1,056.60							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
NET ASSETS									
020888									
95-201904	5/1/2019	495.00	0.00	05/16/2019				False	0
100-707-052019 Professional Services				TITLE AND ESCROW SERVICES					
	95-201904 Total:	495.00							
	NET ASSETS Total:	495.00							
OM STONE									
6322									
05102019	5/10/2019	1,170.00	0.00	05/16/2019				False	0
704-000-053022 Capital Outlay - Veterans Proj				CHANGE ORDER TO OM STONE DEPOSIT 50%					
	05102019 Total:	1,170.00							
	OM STONE Total:	1,170.00							
OREGON DEPT. OF STATE LANDS									
023199									
21042	4/30/2019	8,020.38	0.00	05/16/2019				False	0
205-000-052060 Lease				WATERWAY LEASE FEE FLAT RATE LOG RAFT STOR					
	21042 Total:	8,020.38							
	OREGON DEPT. OF STAT	8,020.38							
PAULSON PRINTING									
025300									
D2855	4/30/2019	72.00	0.00	05/16/2019				False	0
100-705-052018 Professional Development				BUS CARDS FOR ZWALD					
	D2855 Total:	72.00							
D2873	4/30/2019	55.00	0.00	05/16/2019				False	0
100-702-052018 Professional Development				BUS CARDS FOR PAYNE					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	D2873 Total:	55.00							
	PAULSON PRINTING To	127.00							
RAILROAD MANAGMENT CO. III									
026847									
395891	4/29/2019	235.41	0.00	05/16/2019				False	0
601-731-052060 Lease				LIC FEES					
	395891 Total:	235.41							
	RAILROAD MANAGMEN	235.41							
RICOH USA, INC.									
027294									
102085969	5/3/2019	209.32	0.00	05/16/2019				False	0
100-705-052023 Facility Maintenance				1496666-3356313					
	102085969 Total:	209.32							
	RICOH USA, INC. Total:	209.32							
SUNSET AUTO PARTS, INC.									
020815									
04302019	4/30/2019	51.68	0.00	05/16/2019				False	0
603-735-052001 Operating Supplies				AUTO PARTS					
04302019	4/30/2019	29.97	0.00	05/16/2019				False	0
703-734-052001 Operating Supplies				AUTO PARTS					
	04302019 Total:	81.65							
	SUNSET AUTO PARTS, I	81.65							

TCMS- LONGIEW

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
033013									
75455	5/1/2019	1,151.25	0.00	05/16/2019				False	0
100-715-052023 Facility Maintenance				C10625 5/1-7/31					
75455 Total:		1,151.25							
TCMS- LONGIEW Total:		1,151.25							
TURNEY EXCAVATING INC									
0355									
1	5/2/2019	79,192.00	0.00	05/16/2019				False	0
601-000-053014 Water Main Replacement				W-464 2019 WATERLINE IMPROVEMENTS PROJECT					
1 Total:		79,192.00							
TURNEY EXCAVATING I		79,192.00							
WILCOX & FLEGEL									
037003									
0373353-IN	5/2/2019	97.55	0.00	05/16/2019				False	0
202-722-052023 Facility Maintenance				FILL TRACK HOE					
0373353-IN Total:		97.55							
0377961-IN	5/1/2019	1,122.57	0.00	05/16/2019				False	0
100-708-052022 Fuel / Oil				PARKS FUEL					
0377961-IN Total:		1,122.57							
0378635-IN	5/3/2019	106.70	0.00	05/16/2019				False	0
701-000-052001 Operating Supplies				MOBIL NUTO HYD					
0378635-IN Total:		106.70							
WILCOX & FLEGEL Tota		1,326.82							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			

Report Total:	99,983.39
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Accounts Payable

To Be Paid Proof List

User: jenniferj
 Printed: 05/23/2019 - 11:11AM
 Batch: 00007.05.2019 - AP 5.23.19 FY 18-19



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
ACE HARDWARE									
000500									
60176	4/30/2019	370.22	0.00	05/23/2019				False	0
704-000-053012 Capital Outlay - Parks				MATERIALS ACE	CAMPBELL PARK				
60176	4/30/2019	32.73	0.00	05/23/2019				False	0
100-708-052001 Operating Supplies				MATERIALS ACE					
60176 Total:		402.95							
60180	4/30/2019	12.99	0.00	05/23/2019				False	0
603-735-052001 Operating Supplies				MATERIALS ACE					
60180	4/30/2019	12.98	0.00	05/23/2019				False	0
603-736-052001 Operating Supplies				MATERIALS ACE					
60180	4/30/2019	12.98	0.00	05/23/2019				False	0
603-737-052001 Operating Supplies				MATERIALS ACE					
60180	4/30/2019	9.17	0.00	05/23/2019				False	0
603-737-052001 Operating Supplies				MATERIALS ACE					
60180	4/30/2019	9.17	0.00	05/23/2019				False	0
603-736-052001 Operating Supplies				MATERIALS ACE					
60180	4/30/2019	49.48	0.00	05/23/2019				False	0
603-736-052001 Operating Supplies				MATERIALS ACE					
60180	4/30/2019	49.49	0.00	05/23/2019				False	0
603-737-052001 Operating Supplies				MATERIALS ACE					
60180	4/30/2019	31.99	0.00	05/23/2019				False	0
603-735-052001 Operating Supplies				MATERIALS ACE					
60180	4/30/2019	29.97	0.00	05/23/2019				False	0
603-736-052001 Operating Supplies				MATERIALS ACE					
60180	4/30/2019	95.97	0.00	05/23/2019				False	0
601-731-052001 Operating Supplies				MATERIALS ACE					
60180	4/30/2019	1.98	0.00	05/23/2019				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
704-000-053012 Capital Outlay - Parks 60180	4/30/2019	11.85	0.00	05/23/2019	MATERIALS ACE CAM PARK			False	0
704-000-053012 Capital Outlay - Parks 60180	4/30/2019	-155.07	0.00	05/23/2019	MATERIALS ACE CAM PARK			False	0
601-731-052001 Operating Supplies					MATERIALS ACE				
60180 Total:		172.95							
ACE HARDWARE Total:		575.90							
ADVENTIST HEALTH- OCCUPATIONAL MEDICINE, ATTN: TECL 000684									
81521	5/13/2019	30.00	0.00	05/23/2019	HCP AUDIOGRAMS AT CLINIC			False	0
100-705-052001 Operating Supplies									
81521 Total:		30.00							
ADVENTIST HEALTH- O		30.00							
AMERICAN EXTERMINATION AMERICAN									
139866	5/22/2019	116.00	0.00	05/23/2019	PEST CONTROL SR CENTER			False	0
100-715-052023 Facility Maintenance									
139866 Total:		116.00							
AMERICAN EXTERMIN		116.00							
AMY LINDGREN LAW LLC 34899									
374	5/8/2019	9,097.50	0.00	05/23/2019	APRIL 2019 JUDICIAL SERVICES			False	0
100-704-052019 Professional Services									
374 Total:		9,097.50							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
<hr/>									
AMY LINDGREN LAW L		9,097.50							
<hr/>									
BEMIS PRINTING 002701									
8681	4/26/2019	24.50	0.00	05/23/2019				False	0
100-705-052001 Operating Supplies				VEHICLE TOW REPORT					
<hr/>									
8681 Total:		24.50							
<hr/>									
BEMIS PRINTING Total:		24.50							
<hr/>									
BIO-MED TESTING SERVICE, INC. 003505									
70676	5/8/2019	50.00	0.00	05/23/2019				False	0
703-734-052019 Professional Services				DOT JOEL BEEHLER					
<hr/>									
70676 Total:		50.00							
<hr/>									
BIO-MED TESTING SERV		50.00							
<hr/>									
CENTRAL CITY CONCERN 006279									
APRIL 2019	4/30/2019	310.00	0.00	05/23/2019				False	0
100-705-052019 Professional Services				ERIC S EKENBERG / GREGORY C. GARNER DETOX					
<hr/>									
APRIL 2019 Total:		310.00							
<hr/>									
CENTRAL CITY CONCE		310.00							
<hr/>									
CENTURY LINK 034002									
05042019	5/4/2019	196.12	0.00	05/23/2019				False	0
603-736-052010 Telephone				688 488 600 654 293					
05042019	5/4/2019	196.13	0.00	05/23/2019				False	0
603-737-052010 Telephone				688 488 600 654 293					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #	
Account Number				Description	Reference					
05042019 Total:		392.25								
05052019	5/5/2019	970.03	0.00	05/23/2019					False	0
702-000-052010 Telephone				796 228 579 909 130 967 798 651 818 131 162						
05052019 Total:		970.03								
CENTURY LINK Total:		1,362.28								
CENTURYLINK, BUSINESS SERVICES										
45215										
1468219515	5/11/2019	221.96	0.00	05/23/2019					False	0
702-000-052010 Telephone				88035002						
1468219515 Total:		221.96								
CENTURYLINK, BUSINE		221.96								
COLUMBIA CO. TREASURER										
007701										
APRIL 2019	5/15/2019	154.00	0.00	05/23/2019					False	0
100-000-020900 County Assessment				JAIL ASSESSMENT						
APRIL 2019	5/15/2019	752.00	0.00	05/23/2019					False	0
100-000-020900 County Assessment				COUNTY ASSESSMENT						
APRIL 2019	5/15/2019	-90.60	0.00	05/23/2019					False	0
100-000-036002 Fines - Court				CITY COURT COSTS						
APRIL 2019 Total:		815.40								
COLUMBIA CO. TREASU		815.40								
COLUMBIA COUNTY ANIMAL CONTROL										
007502										
0002925	5/15/2019	75.00	0.00	05/23/2019					False	0
100-000-021000 Court Restitution Payments				REST DISB. MICHELLE WEND						

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
0002925 Total:		75.00							
COLUMBIA COUNTY AN		75.00							
COLUMBIA COUNTY CLERK									
007500									
05162018	5/16/2019	101.00	0.00	05/23/2019				False	0
100-710-052011 Public Information				QUITCLAIM DEED EASEMENT EXTING 35601 VALLE					
05162018 Total:		101.00							
COLUMBIA COUNTY CL		101.00							
COLUMBIA RIVER P.U.D.									
008325									
05132019	5/13/2019	402.09	0.00	05/23/2019				False	0
100-705-052003 Utilities				7493					
05132019	5/13/2019	807.12	0.00	05/23/2019				False	0
100-706-052003 Utilities				7493					
05132019	5/13/2019	926.21	0.00	05/23/2019				False	0
100-708-052003 Utilities				7493					
05132019	5/13/2019	43.68	0.00	05/23/2019				False	0
100-708-052047 Marine Board				7493					
05132019	5/13/2019	114.40	0.00	05/23/2019				False	0
100-708-052046 Dock Services				7493					
05132019	5/13/2019	3,710.33	0.00	05/23/2019				False	0
205-000-052003 Utilities				7493					
05132019	5/13/2019	866.72	0.00	05/23/2019				False	0
100-715-052003 Utilities				7493					
05132019	5/13/2019	364.01	0.00	05/23/2019				False	0
703-734-052003 Utilities				7493					
05132019	5/13/2019	3,006.19	0.00	05/23/2019				False	0
601-731-052003 Utilities				7493					
05132019	5/13/2019	4,435.02	0.00	05/23/2019				False	0
601-732-052003 Utilities				7493					
05132019	5/13/2019	995.85	0.00	05/23/2019				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
603-737-052003 Utilities				7493					
05132019	5/13/2019	2,987.55	0.00	05/23/2019	False0				
603-736-052003 Utilities				7493					
05132019	5/13/2019	57.64	0.00	05/23/2019	False0				
605-000-052003 Utilities				7493					
05132019	5/13/2019	780.33	0.00	05/23/2019	False0				
603-738-052003 Utilities				7493					
05132019 Total:		19,497.14							
COLUMBIA RIVER P.U.D		19,497.14							
COMCAST									
COMCAST									
05092019	5/9/2019	62.45	0.00	05/23/2019	False0				
603-736-052003 Utilities				0082 WWTP					
05092019	5/9/2019	62.45	0.00	05/23/2019	False0				
603-737-052003 Utilities				0082 WWTP					
05092019 Total:		124.90							
05122019	5/12/2019	155.36	0.00	05/23/2019	False0				
702-000-052003 Utilities				3238					
05122019 Total:		155.36							
05142019	5/14/2019	95.41	0.00	05/23/2019	False0				
702-000-052003 Utilities				9228					
05142019	5/14/2019	166.90	0.00	05/23/2019	False0				
702-000-052003 Utilities				4924					
05142019	5/14/2019	122.93	0.00	05/23/2019	False0				
702-000-052003 Utilities				9144					
05142019 Total:		385.24							
COMCAST Total:		665.50							

CORE & MAIN LP

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
020916									
K516028	5/15/2019	2,467.95	0.00	05/23/2019				False	0
601-731-052001 Operating Supplies				METER BOX RASS TEE / BRASS NIPPLE					
	K516028 Total:	2,467.95							
	CORE & MAIN LP Total:	2,467.95							
CROWELL, EILEEN J CRO									
0002927	5/22/2019	50.00	0.00	05/23/2019				False	0
100-000-036002 Fines - Court				OVERAGE REFUND EILEEN CROWELL					
	0002927 Total:	50.00							
	CROWELL, EILEEN J To	50.00							
DAHLGRENS DO IT BEST BUILDERS SUPPLY 009800									
04252019	4/25/2019	32.99	0.00	05/23/2019				False	0
205-000-052001 Operating Supplies				BUILDING SUPPLIES ACCT 10026					
04252019	4/25/2019	266.58	0.00	05/23/2019				False	0
205-000-052001 Operating Supplies				BUILDING SUPPLIES ACCT 10026					
04252019	4/25/2019	26.90	0.00	05/23/2019				False	0
205-000-052001 Operating Supplies				BUILDING SUPPLIES ACCT 10026					
04252019	4/25/2019	14.99	0.00	05/23/2019				False	0
202-722-052023 Facility Maintenance				BUILDING SUPPLIES ACCT 10026					
04252019	4/25/2019	18.76	0.00	05/23/2019				False	0
703-734-052001 Operating Supplies				BUILDING SUPPLIES ACCT 10026					
04252019	4/25/2019	85.98	0.00	05/23/2019				False	0
704-000-053012 Capital Outlay - Parks				BUILDING SUPPLIES ACCT 10026					
04252019	4/25/2019	75.90	0.00	05/23/2019				False	0
704-000-053012 Capital Outlay - Parks				BUILDING SUPPLIES ACCT 10026					
04252019	4/25/2019	20.05	0.00	05/23/2019				False	0
704-000-053012 Capital Outlay - Parks				BUILDING SUPPLIES ACCT 10026					
04252019	4/25/2019	19.32	0.00	05/23/2019				False	0
704-000-053001 Capital Outlay				BUILDING SUPPLIES ACCT 10026 POLICE					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
04252019	4/25/2019	109.59	0.00	05/23/2019				False	0
704-000-053001 Capital Outlay				BUILDING SUPPLIES ACCT 10026 POLICE					
04252019	4/25/2019	23.92	0.00	05/23/2019				False	0
704-000-053001 Capital Outlay				BUILDING SUPPLIES ACCT 10026 POLICE					
04252019	4/25/2019	27.65	0.00	05/23/2019				False	0
704-000-053001 Capital Outlay				BUILDING SUPPLIES ACCT 10026 POLICE					
04252019	4/25/2019	42.36	0.00	05/23/2019				False	0
100-708-052001 Operating Supplies				BUILDING SUPPLIES ACCT 10026					
04252019	4/25/2019	4.99	0.00	05/23/2019				False	0
704-000-053017 Capital Outlay - Rec Center				BUILDING SUPPLIES ACCT 10026 REC CENTER					
04252019	4/25/2019	12.45	0.00	05/23/2019				False	0
603-737-052001 Operating Supplies				BUILDING SUPPLIES ACCT 10026					
04252019 Total:		782.43							
DAHLGRENS DO IT BES		782.43							
DAILY JOURNAL OF COMMERCE, INC									
009900									
744263649	5/8/2019	67.76	0.00	05/23/2019				False	0
202-721-052096 CDBG Grant Expenses				BIDS COL PAC FOOD BANK					
744263649 Total:		67.76							
DAILY JOURNAL OF CO		67.76							
EASYPERMIT POSTAGE									
025602									
05122019	5/12/2019	2,596.20	0.00	05/23/2019				False	0
100-707-052009 Postage				POSTAGE METER REFILL					
05122019 Total:		2,596.20							
EASYPERMIT POSTAGE		2,596.20							
ERSKINE LAW PRACTICE LLC									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
011522									
05172019	5/17/2019	5,640.00	0.00	05/23/2019				False	0
100-704-052019 Professional Services				5/1/19-5/16/19 LEGAL SERVICES					
	05172019 Total:	5,640.00							
	ERSKINE LAW PRACTIC	5,640.00							
GASPARINI, LINDA C. GAS									
0002926	5/18/2019	531.25	0.00	05/23/2019				False	0
100-000-020200 Bail Deposit				BOND TRAN LINDA GASPARINI					
	0002926 Total:	531.25							
	GASPARINI, LINDA C. T	531.25							
GRAICHEN, JACOB A. 014039									
05072019	5/7/2019	62.89	0.00	05/23/2019				False	0
100-710-052018 Professional Development				NEW URB CONF MILEAGE REIMB. JG / LUNCH					
	05072019 Total:	62.89							
	GRAICHEN, JACOB A. T	62.89							
HAMER ELECTRIC, INC. 014475									
42009	5/1/2019	1,521.79	0.00	05/23/2019				False	0
603-737-052001 Operating Supplies				WWTP MAINT WWTP					
	42009 Total:	1,521.79							
53521	5/21/2019	6,750.00	0.00	05/23/2019				False	0
202-722-052019 Professional Services				SUBSTATION POWER MONITORING					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
53521 Total:		6,750.00							
HAMER ELECTRIC, INC		8,271.79							
HASA INC 014771 638729	5/13/2019	5,109.39	0.00	05/23/2019				False	0
603-736-052083 Chemicals				MULTI CHLOR					
638729 Total:		5,109.39							
HASA INC Total:		5,109.39							
HORN, JAMES C. 015758 05152019	5/15/2019	200.00	0.00	05/23/2019				False	0
100-000-036002 Fines - Court				CASE 2017-CR-000197 ROY D JONES COM FINE E. M/					
05152019 Total:		200.00							
HORN, JAMES C. Total:		200.00							
IES COMMERCIAL INC IES 154542	5/15/2019	2,663.48	0.00	05/23/2019				False	0
702-000-052019 Professional Services				PORTS TO WORKSTATION LOCATIONS IN OFFICE					
154542 Total:		2,663.48							
IES COMMERCIAL INC		2,663.48							
INGRAM LIBRARY SERVICES, INC. 016240 40033511	5/7/2019	17.10	0.00	05/23/2019				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
100-706-052033 Printed Materials				BOOKS 20C7921					
40033511 Total:		17.10							
40033512	5/7/2019	49.74	0.00	05/23/2019				False	0
100-706-052035 Audio Materials				BOOKS 20C7921					
40033512 Total:		49.74							
40033513	5/7/2019	12.00	0.00	05/23/2019				False	0
100-706-052033 Printed Materials				BOOKS 20C7921					
40033513 Total:		12.00							
40033514	5/7/2019	54.24	0.00	05/23/2019				False	0
100-706-052033 Printed Materials				BOOKS 20C7921					
40033514 Total:		54.24							
40033515	5/7/2019	19.01	0.00	05/23/2019				False	0
100-706-052033 Printed Materials				BOOKS 20C7921					
40033515 Total:		19.01							
40033516	5/7/2019	437.11	0.00	05/23/2019				False	0
100-706-052033 Printed Materials				BOOKS 20C7921					
40033516 Total:		437.11							
INGRAM LIBRARY SERV		589.20							
KINNEAR SPECIALTIES INC.									
017537									
5027020	5/13/2019	47.51	0.00	05/23/2019				False	0
701-000-052001 Operating Supplies				HOSE ASSEMBLY PER DESCRIPTION					
5027020 Total:		47.51							
KINNEAR SPECIALTIES		47.51							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
KOLDERUP, GRETCHEN									
007249									
05202019	5/20/2019	6.55	0.00	05/23/2019				False	0
100-706-052018 Professional Development				OREGON LIB ASSOC.					
05202019	5/20/2019	22.74	0.00	05/23/2019				False	0
203-706-052095 STEM Grant Materials Expenses				NW REG ESD OFFICE MILEAGE REIMB.					
05202019	5/20/2019	16.18	0.00	05/23/2019				False	0
203-706-052095 STEM Grant Materials Expenses				HILLSBORO LIB MILEAGE REIMB.					
05202019	5/20/2019	93.96	0.00	05/23/2019				False	0
203-706-052095 STEM Grant Materials Expenses				HOOD RIVER LIB MILEAGE REIMB.					
05202019 Total:		139.43							
KOLDERUP, GRETCHEN		139.43							
L.N. CURTIS AND SONS									
854111									
INV281578	5/13/2019	78.20	0.00	05/23/2019				False	0
100-705-052002 Personnel Uniforms Equipment				HEAT STAMP / EMBROIDERY					
INV281578 Total:		78.20							
L.N. CURTIS AND SONS		78.20							
LAND DEVELOPMENT SERVICES, COLUMBIA COUNTY									
007550									
MAR/APR2019	5/2/2019	861.25	0.00	05/23/2019				False	0
100-711-052019 Professional Services				INSPECTIONS					
MAR/APR2019 Total:		861.25							
LAND DEVELOPMENT S		861.25							
LONG, BRETT									
019005									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
05162019	5/16/2019	125.00	0.00	05/23/2019				False	0
703-734-052019 Professional Services				DOT PHYSSICAL REIMB.					
05162019 Total:		125.00							
LONG, BRETT Total:		125.00							
MACKENZIE									
3114									
1060573	5/9/2019	9,680.00	0.00	05/23/2019				False	0
704-000-053024 Capital Outlay - PD Station				PROJECT 2190014.00 POLICE NEEDS ASSESSMENT					
1060573 Total:		9,680.00							
MACKENZIE Total:		9,680.00							
MAUL FOSTER ALONGI, INC.									
019555									
35130	5/9/2019	1,037.50	0.00	05/23/2019				False	0
202-722-052019 Professional Services				BWP ON CALL SERVICES					
35130	5/9/2019	4,616.25	0.00	05/23/2019				False	0
202-723-052019 Professional Services				WWTP LAGOON ON CALL SERVICES					
35130	5/9/2019	10,680.81	0.00	05/23/2019				False	0
202-721-052050 Community Wide Assessment				COMMUNITY WIDE ASSESSMENT					
35130 Total:		16,334.56							
MAUL FOSTER ALONGI		16,334.56							
MIDWEST TAPE									
020427									
97367509	5/9/2019	36.74	0.00	05/23/2019				False	0
100-706-052034 Visual Materials				ADB					
97367509 Total:		36.74							
97367551	5/9/2019	137.44	0.00	05/23/2019				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
100-706-052034 Visual Materials				DVD					
97367551 Total:		137.44							
MIDWEST TAPE Total:		174.18							
MILLER, ERIC L. MILL 0002923	5/10/2019	531.25	0.00	05/23/2019				False	0
100-000-020200 Bail Deposit				BOND TRANSFER ERIC MILLER					
0002923 Total:		531.25							
MILLER, ERIC L. Total:		531.25							
MYRICK ATTORNEY AT LAW, JENNIFER L. 148774 05092019	5/9/2019	875.00	0.00	05/23/2019				False	0
100-704-052019 Professional Services				DAWSON LOPEX BENNER FULTZ					
05092019 Total:		875.00							
MYRICK ATTORNEY AT		875.00							
NORTHSTAR CHEMICAL, INC. 021556 144197	5/14/2019	586.00	0.00	05/23/2019				False	0
601-732-052083 Chemicals				SODIUM HYPOCHLORITE 12.5					
144197 Total:		586.00							
NORTHSTAR CHEMICAL		586.00							

NORTHWEST NATURAL GAS
021400

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
05132019	5/13/2019	50.03	0.00	05/23/2019				False	0
703-734-052003 Utilities				8675					
05132019	5/13/2019	113.63	0.00	05/23/2019				False	0
100-709-052003 Utilities				0109					
05132019	5/13/2019	22.81	0.00	05/23/2019				False	0
100-708-052003 Utilities				3047					
05132019	5/13/2019	38.74	0.00	05/23/2019				False	0
603-737-052003 Utilities				5750					
05132019	5/13/2019	38.74	0.00	05/23/2019				False	0
603-736-052003 Utilities				5750					
05132019	5/13/2019	44.45	0.00	05/23/2019				False	0
100-705-052003 Utilities				5638					
05132019	5/13/2019	243.01	0.00	05/23/2019				False	0
100-706-052003 Utilities				7673					
05132019	5/13/2019	26.11	0.00	05/23/2019				False	0
100-708-052003 Utilities				8563					
05132019	5/13/2019	36.68	0.00	05/23/2019				False	0
100-715-052003 Utilities				2848					
05132019	5/13/2019	94.47	0.00	05/23/2019				False	0
601-732-052003 Utilities				2942					
05132019	5/13/2019	52.42	0.00	05/23/2019				False	0
100-715-052003 Utilities				5285					
05132019	5/13/2019	7.98	0.00	05/23/2019				False	0
603-735-052003 Utilities				7720					
05132019	5/13/2019	7.98	0.00	05/23/2019				False	0
601-731-052003 Utilities				7720					
05132019 Total:		777.05							
NORTHWEST NATURAL		777.05							
OREGON DEPT. OF REVENUE									
023202									
APRIL 2019	5/15/2019	230.00	0.00	05/23/2019				False	0
100-000-020800 State Assessment				STATE					
APRIL 2019	5/15/2019	1,300.00	0.00	05/23/2019				False	0
100-000-020800 State Assessment				STATE-MISD					
APRIL 2019	5/15/2019	1,564.00	0.00	05/23/2019				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
100-000-020800 State Assessment APRIL 2019	5/15/2019	62.00	0.00	05/23/2019	STATE VIOLATIONS			False	0
100-000-020800 State Assessment APRIL 2019	5/15/2019	19.00	0.00	05/23/2019	UNITARY			False	0
100-000-020800 State Assessment APRIL 2019	5/15/2019	13.00	0.00	05/23/2019	STATE COURT FACILITY			False	0
100-000-020800 State Assessment APRIL 2019	5/15/2019	1,370.00	0.00	05/23/2019	LEMLA			False	0
100-000-020700 State Surcharge APRIL 2019	5/15/2019	690.00	0.00	05/23/2019	STATE DUII DIVERSION			False	0
100-000-020700 State Surcharge					STATE DUII CONVICTION FEE				
APRIL 2019 Total:		5,248.00							
OREGON DEPT. OF REV		5,248.00							
PAMPLIN MEDIA GROUP, COMMUNITY NEWSPAPERS/ 031685									
04302019	4/30/2019	197.25	0.00	05/23/2019				False	0
100-702-052011 Public Information					ACCT 104819 CLASSIFIED LINERS				
04302019 Total:		197.25							
PAMPLIN MEDIA GROU		197.25							
PERMA-BOUND 025410									
1824324-00	5/8/2019	179.57	0.00	05/23/2019				False	0
100-706-052033 Printed Materials					BOOKS				
1824324-00 Total:		179.57							
PERMA-BOUND Total:		179.57							
PORTLAND GENERAL ELECTRIC 025702									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
05232019	5/23/2019	21.32	0.00	05/23/2019				False	0
202-722-052003 Utilities				1650931000					
05232019	5/23/2019	183.89	0.00	05/23/2019				False	0
100-709-052003 Utilities				0153585940					
05232019	5/23/2019	41.33	0.00	05/23/2019				False	0
205-000-052003 Utilities				4854421000					
05232019	5/23/2019	42.61	0.00	05/23/2019				False	0
202-722-052003 Utilities				7357701000					
05232019 Total:		289.15							
PORTLAND GENERAL E		289.15							
RADLER WHITE PARKS & ALEXANDER LLP									
02600									
20014	4/30/2019	65.00	0.00	05/23/2019				False	0
202-721-052019 Professional Services				SAND ISLAND MARINE PARK					
20014 Total:		65.00							
RADLER WHITE PARKS		65.00							
RICHARDS, AMY L.									
RICH									
0002924	5/15/2019	100.00	0.00	05/23/2019				False	0
100-000-021000 Court Restitution Payments				REST DISB. ELISHA WILABY					
0002924 Total:		100.00							
RICHARDS, AMY L. Tota		100.00							
SCAPPOOSE SAND & GRAVEL									
030050									
35117	4/22/2019	50.00	0.00	05/23/2019				False	0
605-000-052001 Operating Supplies				DUMP ASPHALT					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
35117 Total:		50.00							
SCAPPOOSE SAND & GR		50.00							
STIRLING, ETHAN STIR									
05172019	5/17/2019	125.00	0.00	05/23/2019				False	0
703-734-052018 Professional Development					REIMB WATER DISTRIBUTION II CERT EXAM FEE E.				
05172019 Total:		125.00							
STIRLING, ETHAN Total:		125.00							
TESTAMERICA LAORATORIES INC 01224									
780000000448	5/20/2019	4,057.50	0.00	05/23/2019				False	0
603-737-052064 Lab Testing					TESTING				
780000000448 Total:		4,057.50							
TESTAMERICA LAORAT		4,057.50							
THE CHRONICLE 006800A									
6532	5/23/2019	35.00	0.00	05/23/2019				False	0
100-702-052024 Miscellaneous					1 YEAR SUBSCRIPTION 6532				
6532 Total:		35.00							
THE CHRONICLE Total:		35.00							
THE LAW OFFICE OF JOSEPH D ROOT 47741									
1085	5/13/2019	200.00	0.00	05/23/2019				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
100-704-052019 Professional Services				LORI CRAFT 2018-CR-000195					
1085 Total:		200.00							
1086	5/13/2019	200.00	0.00	05/23/2019				False	0
100-704-052019 Professional Services				LORI KRAFT 2018-CR-000239					
1086 Total:		200.00							
1087	5/13/2019	200.00	0.00	05/23/2019				False	0
100-704-052019 Professional Services				PATRICIA HANSEN					
1087 Total:		200.00							
1088	5/16/2019	200.00	0.00	05/23/2019				False	0
100-704-052019 Professional Services				DAVIS RHYS					
1088 Total:		200.00							
1090	5/16/2019	200.00	0.00	05/23/2019				False	0
100-704-052019 Professional Services				MICHAEL ROBERTS					
1090 Total:		200.00							
THE LAW OFFICE OF JO		1,000.00							
THE RADAR SHOP 026810									
RS-10845	5/2/2019	200.50	0.00	05/23/2019				False	0
100-705-052021 Equipment Maintenance				KUSTOM SIGNALS					
RS-10845 Total:		200.50							
THE RADAR SHOP Total		200.50							
TRAFFIC SAFETY SUPPLY CO., INC 033600									
INV013196	4/24/2019	585.54	0.00	05/23/2019				False	0
703-734-052001 Operating Supplies				CONES					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
INV013196 Total:		585.54							
TRAFFIC SAFETY SUPP		585.54							
TURNEY EXCAVATING INC									
0355									
2	5/6/2019	87,741.05	0.00	05/23/2019				False	0
601-000-056101 Water Main Replacement				W-464 WATERLINE IMPR PROJECT					
2 Total:		87,741.05							
TURNEY EXCAVATING I		87,741.05							
TVW INC									
033827									
0038612-IN	4/30/2019	1,616.22	0.00	05/23/2019				False	0
100-715-052023 Facility Maintenance				JANITORIAL SERVICE					
0038612-IN Total:		1,616.22							
0038613-IN	4/30/2019	1,472.16	0.00	05/23/2019				False	0
100-706-052023 Facility Maintenance				JANITORIAL SERVICE					
0038613-IN Total:		1,472.16							
0038614-IN	4/30/2019	570.37	0.00	05/23/2019				False	0
100-705-052023 Facility Maintenance				JANITORIAL SERVICE					
0038614-IN Total:		570.37							
TVW INC Total:		3,658.75							
TYLER TECHNOLOGIES INC									
452112									
025-258770	5/15/2019	687.50	0.00	05/23/2019				False	0
702-000-052019 Professional Services				UT CIS REVIEW ACKNO FINALIZE OUTSTANDING IT					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
025-258770 Total:		687.50							
TYLER TECHNOLOGIES		687.50							
WETLAND SOLUTIONS NORTHWEST, LLC									
036768									
18122-4	5/8/2019	1,140.00	0.00	05/23/2019				False	0
202-722-052019 Professional Services				WETLAND DELINEATION					
18122-4 Total:		1,140.00							
WETLAND SOLUTIONS		1,140.00							
WILCOX & FLEGEL									
037003									
0383518-IN	5/27/2019	202.74	0.00	05/23/2019				False	0
202-722-052023 Facility Maintenance				FILL TRACK HOE					
0383518-IN Total:		202.74							
0383543-IN	5/17/2019	69.06	0.00	05/23/2019				False	0
202-722-052023 Facility Maintenance				FILL BULL DOZER					
0383543-IN Total:		69.06							
WILCOX & FLEGEL Tota		271.80							
WOODRUFF, NICOLE									
N-Wood									
05182019	5/18/2019	120.06	0.00	05/23/2019				False	0
100-706-052018 Professional Development				OLA CONF MILEAGE RIMB N. WOODRUFF 3 TRIPS					
05182019 Total:		120.06							
WOODRUFF, NICOLE To		120.06							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				

Report Total:	197,935.62
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Accounts Payable

Computer Check Proof List by Vendor

User: jenniferj
Printed: 05/24/2019 - 2:06PM
Batch: 00009.05.2019 - AP 5.24.19 FY 18-19



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: FOR	KEN FORCIER			Check Sequence: 1	ACH Enabled: False
05242019	CANOE 13 NIGHTS DRINKS/ VARNISH	500.00	05/24/2019	100-703-052041	
	Check Total:	500.00			
	Total for Check Run:	500.00			
	Total of Number of Checks:	1			

Accounts Payable

To Be Paid Proof List

User: jenniferj
 Printed: 05/30/2019 - 9:42AM
 Batch: 00010.05.2019 - AP 5.30.19 FY 18-19



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
ALLSTREAM									
016479									
05212019	5/21/2019	48.95	0.00	05/30/2019				False	0
702-000-052010 Telephone				754802					
05212019	5/21/2019	24.00	0.00	05/30/2019				False	0
603-736-052010 Telephone				754802					
05212019	5/21/2019	24.95	0.00	05/30/2019				False	0
603-737-052010 Telephone				754802					
	05212019 Total:	97.90							
	ALLSTREAM Total:	97.90							
AMY KANG RN BSN									
8445277									
05292019	5/29/2019	850.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services				JEREMY DAWSON 2019-CR-000001					
	05292019 Total:	850.00							
	AMY KANG RN BSN Tot	850.00							
ASHWORTH, THOMAS									
ASH									
05242019	5/24/2019	10.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services				JURY DUTY STATE VS JEREMY DAWSON					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
05242019 Total:		10.00							
ASHWORTH, THOMAS T		10.00							
BERG, MICHELE BERGG1 05242019	5/24/2019	10.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services				JURY DUTY STATE VS JEREMY DAWSON					
05242019 Total:		10.00							
BERG, MICHELE Total:		10.00							
BIRKLE, SARAH BIR 05242019	5/24/2019	10.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services				JURY DUTY STATE VS JEREMY DAWSON					
05242019 Total:		10.00							
BIRKLE, SARAH Total:		10.00							
BULLARD LAW 004880 38596	5/16/2019	5,015.50	0.00	05/30/2019				False	0
100-701-052019 Professional Services				2019 AFSCME BARGAINING					
38596 Total:		5,015.50							
BULLARD LAW Total:		5,015.50							
BUZAN, AMY BUZ 05242019	5/24/2019	10.00	0.00	05/30/2019				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
100-704-052019 Professional Services				JURY DUTY STATE VS JEREMY DAWSON					
05242019 Total:		10.00							
BUZAN, AMY Total:		10.00							
CENTERLOGIC, INC. 011595									
52488	5/20/2019	472.50	0.00	05/30/2019				False	0
702-000-052019 Professional Services				IT SUPPORT					
52488 Total:		472.50							
CENTERLOGIC, INC. To		472.50							
CENTURY LINK 034002									
05172019	5/17/2019	40.71	0.00	05/30/2019				False	0
702-000-052010 Telephone				369					
05172019	5/17/2019	20.35	0.00	05/30/2019				False	0
603-736-052010 Telephone				025					
05172019	5/17/2019	20.36	0.00	05/30/2019				False	0
603-737-052010 Telephone				025					
05172019 Total:		81.42							
CENTURY LINK Total:		81.42							
CENTURY LINK- ACCESS BILLING 034004									
3263X201S19134	5/11/2019	82.22	0.00	05/30/2019				False	0
702-000-052010 Telephone				01S3					
3263X201S19134 Total:		82.22							
3263X204S19131	5/11/2019	82.22	0.00	05/30/2019				False	0
702-000-052010 Telephone				04S3					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
3263X204S19131 Total:		82.22							
CENTURY LINK- ACCES		164.44							
CLARK, GREGORY									
CLAR									
05212019	5/21/2019	20.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services				JURY DUTY STATE VS JEREMY DAWSON					
05212019 Total:		20.00							
CLARK, GREGORY Total		20.00							
COLUMBIA CO. DEPT. OF COMM. JUSTICE									
007581									
20194CSH	5/16/2019	1,125.00	0.00	05/30/2019				False	0
703-734-052019 Professional Services				WORK CREW					
20194CSH	5/16/2019	1,875.00	0.00	05/30/2019				False	0
100-708-052019 Professional Services				WORK CREW					
20194CSH Total:		3,000.00							
COLUMBIA CO. DEPT. O		3,000.00							
COLUMBIA COMM MENTAL HEALTH, CCMH									
007430									
05292019	5/29/2019	17,787.51	0.00	05/30/2019				False	0
203-705-052081 CCT - Contract Personnel				GRANT REIMB. FROM INVOICE CITY Y4Q2					
05292019 Total:		17,787.51							
COLUMBIA COMM MEN		17,787.51							

DAVIS, GUY

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
010110									
05232019	5/23/2019	301.43	0.00	05/30/2019				False	0
601-732-052018 Professional Development				MILEAGE REIMB / LODGING GY DAVIS EMERG PRE					
05232019 Total:		301.43							
DAVIS, GUY Total:		301.43							
DENFELD, SHANNON DEN									
05292019	5/29/2019	10.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services				JURY DUTY STATE VS JEREMY DAWSON					
05292019 Total:		10.00							
DENFELD, SHANNON T		10.00							
EAGLE STAR ROCK PRODUCTS, INC. 010970									
35897	4/24/2019	419.69	0.00	05/30/2019				False	0
703-734-052001 Operating Supplies				ROCK - SHOP					
35897 Total:		419.69							
35966	5/7/2019	1,254.94	0.00	05/30/2019				False	0
605-000-053011 Storm Main Replacement				ROCK					
35966 Total:		1,254.94							
35976	5/8/2019	667.99	0.00	05/30/2019				False	0
605-000-053011 Storm Main Replacement				ROCK -					
35976 Total:		667.99							
35985	5/9/2019	545.34	0.00	05/30/2019				False	0
605-000-053011 Storm Main Replacement				ROCK					
35985 Total:		545.34							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
35997	5/10/2019	436.05	0.00	05/30/2019				False	0
605-000-053011 Storm Main Replacement				ROCK					
35997 Total:		436.05							
36020	5/14/2019	562.94	0.00	05/30/2019				False	0
605-000-053011 Storm Main Replacement				ROCK -					
36020 Total:		562.94							
36032	5/15/2019	1,822.43	0.00	05/30/2019				False	0
605-000-053011 Storm Main Replacement				ROCK					
36032 Total:		1,822.43							
36042	5/16/2019	415.24	0.00	05/30/2019				False	0
605-000-053011 Storm Main Replacement				ROCK					
36042 Total:		415.24							
36052	5/17/2019	1,637.47	0.00	05/30/2019				False	0
605-000-053011 Storm Main Replacement				ROCK					
36052 Total:		1,637.47							
36061	5/20/2019	1,219.43	0.00	05/30/2019				False	0
605-000-053011 Storm Main Replacement				ROCK					
36061 Total:		1,219.43							
36074	5/21/2019	3,053.25	0.00	05/30/2019				False	0
605-000-053011 Storm Main Replacement				ROCK					
36074 Total:		3,053.25							
36082	5/22/2019	3,478.43	0.00	05/30/2019				False	0
605-000-053011 Storm Main Replacement				ROCK					
36082 Total:		3,478.43							
EAGLE STAR ROCK PRO		15,513.20							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
FORD, JESSICA FORD.JA 05212019	5/29/2019	10.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services				JURY DUTY STATE VS JEREMY DAWSON					
05212019 Total:		10.00							
FORD, JESSICA Total:		10.00							
HALL, TINA HALL 05292019	5/29/2019	10.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services				JURY DUTY STATE VS JEREMY DAWSON					
05292019 Total:		10.00							
HALL, TINA Total:		10.00							
HAWKINS, STEVE STE 05292019	5/29/2019	10.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services				JURY DUTY STATE VS JEREMY DAWSON					
05292019 Total:		10.00							
HAWKINS, STEVE Total:		10.00							
HOFFMEISTER, DAVID HOFF 05292019	5/29/2019	10.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services				JURY DUTY STATE VS JEREMY DAWSON					
05292019 Total:		10.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
HOFFMEISTER, DAVID T		10.00							
HULA HALAU OHANA HOLO OKO A, LISA CHANG 1244									
05212019	5/21/2019	465.85	0.00	05/30/2019				False	0
100-706-052028 Projects & Programs					YOUTH LIB PROGRAM				
05212019	5/21/2019	134.15	0.00	05/30/2019				False	0
203-706-052028 Projects & Programs					YOUTH LIB PROGRAM				
05212019 Total:		600.00							
HULA HALAU OHANA H		600.00							
INTERSTATE BATTERY OF 016626									
40044287	5/8/2019	111.10	0.00	05/30/2019				False	0
701-000-052001 Operating Supplies					TIRE				
40044287 Total:		111.10							
INTERSTATE BATTERY		111.10							
JONES, CHRISTOPHER UB*00435									
05292019	5/29/2019	10.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services					JURY DUTY STATE VS JEREMY DAWSON				
05292019 Total:		10.00							
JONES, CHRISTOPHER T		10.00							
KASTNER, BRAD 521222									
1954	5/15/2019	100.00	0.00	05/30/2019				False	0
100-705-052019 Professional Services					CPR AED FIRST AID APRIL 23				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
1954 Total:		100.00							
KASTNER, BRAD Total:		100.00							
KESSNER, SONJA									
KESS									
05292019	5/29/2019	10.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services				JURY DUTY STATE VS JEREMY DAWSON					
05292019 Total:		10.00							
KESSNER, SONJA Total:		10.00							
LANGFORD, CHRISTIE									
LANG									
05212019	5/21/2019	20.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services				JURY DUTY STATE VS JEREMY DAWSON					
05212019 Total:		20.00							
LANGFORD, CHRISTIE T		20.00							
LAWRENCE OIL CO.									
018030									
019001-1913501	5/15/2019	779.46	0.00	05/30/2019				False	0
703-734-052022 Fuel / Oil				247748					
019001-1913501	5/15/2019	35.00	0.00	05/30/2019				False	0
100-715-052022 Fuel/Oil				247749					
019001-1913501	5/15/2019	57.64	0.00	05/30/2019				False	0
703-734-052022 Fuel / Oil				247750					
019001-1913501	5/15/2019	86.58	0.00	05/30/2019				False	0
601-732-052022 Fuel / Oil				247752					
019001-1913501 Total:		958.68							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
LAWRENCE OIL CO. Tot		958.68							
LINCE, KIERNAN LIN									
05292019	5/29/2019	10.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services				JURY DUTY STATE VS JEREMY DAWSON					
05292019 Total:		10.00							
LINCE, KIERNAN Total:		10.00							
LONG, JACOB LON									
5	5/23/2019	20.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services				JURY DUTY STATE VS JEREMY DAWSON					
5 Total:		20.00							
LONG, JACOB Total:		20.00							
MASON, BRUCE, & GIRARD, INC. 019413									
25633	5/20/2019	953.75	0.00	05/30/2019				False	0
202-724-052019 Professional Services				MILTON CREED FOREST EINV 0100308					
25633 Total:		953.75							
MASON, BRUCE, & GIR		953.75							
MAY, KAREN MAY55									
05292019	5/29/2019	10.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services				JURY DUTY STATE VS JEREMY DAWSON					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	05292019 Total:	10.00							
	MAY, KAREN Total:	10.00							
MERCIER, JENNIFER MER 05292019	5/29/2019	10.00	0.00	05/30/2019	JURY DUTY STATE VS JEREMY DAWSON			False	0
100-704-052019 Professional Services									
	05292019 Total:	10.00							
	MERCIER, JENNIFER To	10.00							
NAIRN, CAMILLE NAIR 05292019	5/29/2019	10.00	0.00	05/30/2019	JURY DUTY STATE VS JEREMY DAWSON			False	0
100-704-052019 Professional Services									
	05292019 Total:	10.00							
	NAIRN, CAMILLE Total:	10.00							
OREGON DEPT. OF ENVIRONMENTAL QUALITY, ATTN: ACCOU 010137 HSRAF19-2836	5/22/2019	462.45	0.00	05/30/2019	BOISE WHITE PAPER SOUTH 80 LANDFILL 163875-00			False	0
202-721-052050 Community Wide Assessment									
	HSRAF19-2836 Total:	462.45							
	OREGON DEPT. OF ENV	462.45							
PAPE MACHINERY 024755 11467030	5/21/2019	517.88	0.00	05/30/2019				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
701-000-052001 Operating Supplies				HYD TKTUS					
11467030 Total:		517.88							
PAPE MACHINERY Total		517.88							
RUBINO, PATRICIA RUB									
05242019	5/24/2019	20.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services				JURY DUTY STATE VS JEREMY DAWSON					
05242019 Total:		20.00							
RUBINO, PATRICIA Total:		20.00							
SCHOLL, RYAN SCH2									
05292019	5/29/2019	10.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services				JURY DUTY STATE VS JEREMY DAWSON					
05292019 Total:		10.00							
SCHOLL, RYAN Total:		10.00							
STOREY, CRAIG STOR									
05292019	5/29/2019	10.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services				JURY DUTY STATE VS JEREMY DAWSON					
05292019 Total:		10.00							
STOREY, CRAIG Total:		10.00							
THOMAS, RICKY C. THOM									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
05232019	5/23/2019	20.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services				JURY DUTY STATE VS JEREMY DAWSON					
05232019 Total:		20.00							
THOMAS, RICKY C. Tota		20.00							
TIAA COMMERCIAL FINANCE INC									
03521									
6222370	5/21/2019	150.00	0.00	05/30/2019				False	0
100-715-052021 Equipment Maintenance				41452028					
6222370 Total:		150.00							
TIAA COMMERCIAL FIN		150.00							
TURNBULL, YVONNE									
TURN									
05242019	5/24/2019	20.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services				JURY DUTY STATE VS JEREMY DAWSON					
05242019 Total:		20.00							
TURNBULL, YVONNE T		20.00							
U.S. BANK EQUIPMENT FINANCE									
033955									
385084546	5/15/2019	150.00	0.00	05/30/2019				False	0
100-715-052021 Equipment Maintenance				CONTRACT PAYMENT					
385084546 Total:		150.00							
385437306	5/20/2019	99.00	0.00	05/30/2019				False	0
100-715-052021 Equipment Maintenance				CONTRACT PAYMENT					
385437306 Total:		99.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	U.S. BANK EQUIPMENT	249.00							
WALSH, JOHN 035390									
05212019	5/28/2019	611.16	0.00	05/30/2019				False	0
100-701-052018 Professional Development				MILEAGE REIMB. 11/8-5/21 J. WALSH					
05212019 Total:		611.16							
WALSH, JOHN Total:		611.16							
WEST, SARA WE									
05292019	5/29/2019	10.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services				JURY DUTY STATE VS JEREMY DAWSON					
05292019 Total:		10.00							
WEST, SARA Total:		10.00							
WEST, TIMOTHY WES									
05242019	5/24/2019	20.00	0.00	05/30/2019				False	0
100-704-052019 Professional Services				JURY DUTY STATE VS JEREMY DAWSON					
05242019 Total:		20.00							
WEST, TIMOTHY Total:		20.00							
Report Total:		48,317.92							