



## **CITY COUNCIL REGULAR SESSION**

**Wednesday, June 19, 2019**

265 Strand Street, St. Helens, OR 97051

[www.ci.st-helens.or.us](http://www.ci.st-helens.or.us)

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### **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 - Comprehensive Plan & Zone Amendment at 164, 170, & 180 S. 1st Street**
5. **Ordinances - Final Reading**
  - 5.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](#)
  - 5.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](#)
  - 5.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](#)
6. **Resolutions**

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**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.**

- 6.a. Resolution No. 1853: A Resolution Authorizing an Interfund Loan in the Amount of \$50,000 Between the General Fund and Visitor & Tourism Fund for Fiscal Year 2018-2019

[Res No 1853 - Interfund Loan GF to Tourism FY18-19 PENDING 061919.pdf](#)

- 6.b. Resolution No. 1854: A Resolution Authorizing Transfer of Appropriations within Funds for Fiscal Year 2018-2019

[Res No 1854 - FY18-19 Transfer Appropriations 3 PENDING 061919.pdf](#)

**7. Approve and/or Authorize for Signature**

- 7.a. Columbia NW Heating & Air Conditioning Proposal for Senior Center HVAC System

[ColumbiaNW Proposal - SrCtr HVAC.pdf](#)

- 7.b. Contract Payments

[061919 Contract Payments.pdf](#)

**8. Consent Agenda for Acceptance**

- 8.a. Planning Commission Minutes dated May 14, 2019

[052319 PC Minutes APPROVED.pdf](#)

- 8.b. Parks & Trails Commission Minutes dated May 13, 2019

[051319 PTC Approved Minutes.pdf](#)

**9. Consent Agenda for Approval**

- 9.a. Declare Surplus Property - Library Equipment

[Declare Surplus Property - Library Equip - 061919.pdf](#)

- 9.b. Declare Surplus Property - Police Department Unclaimed Property

[061919 Police Dept Surplus Property.pdf](#)

- 9.c. Accounts Payable Bill Lists

[Accounts Payable Bill Lists.pdf](#)

- 9.d. Council Work Session and Public Hearing Minutes dated June 5, 2019

[061919 Council Minutes TO BE APPROVED.pdf](#)

**10. Mayor Scholl Reports**

**11. Council Member Reports**

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12. **Department Reports**

13. **Other Business**

14. **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:

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Rick Scholl, Mayor

ATTEST:

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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**.

6794

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

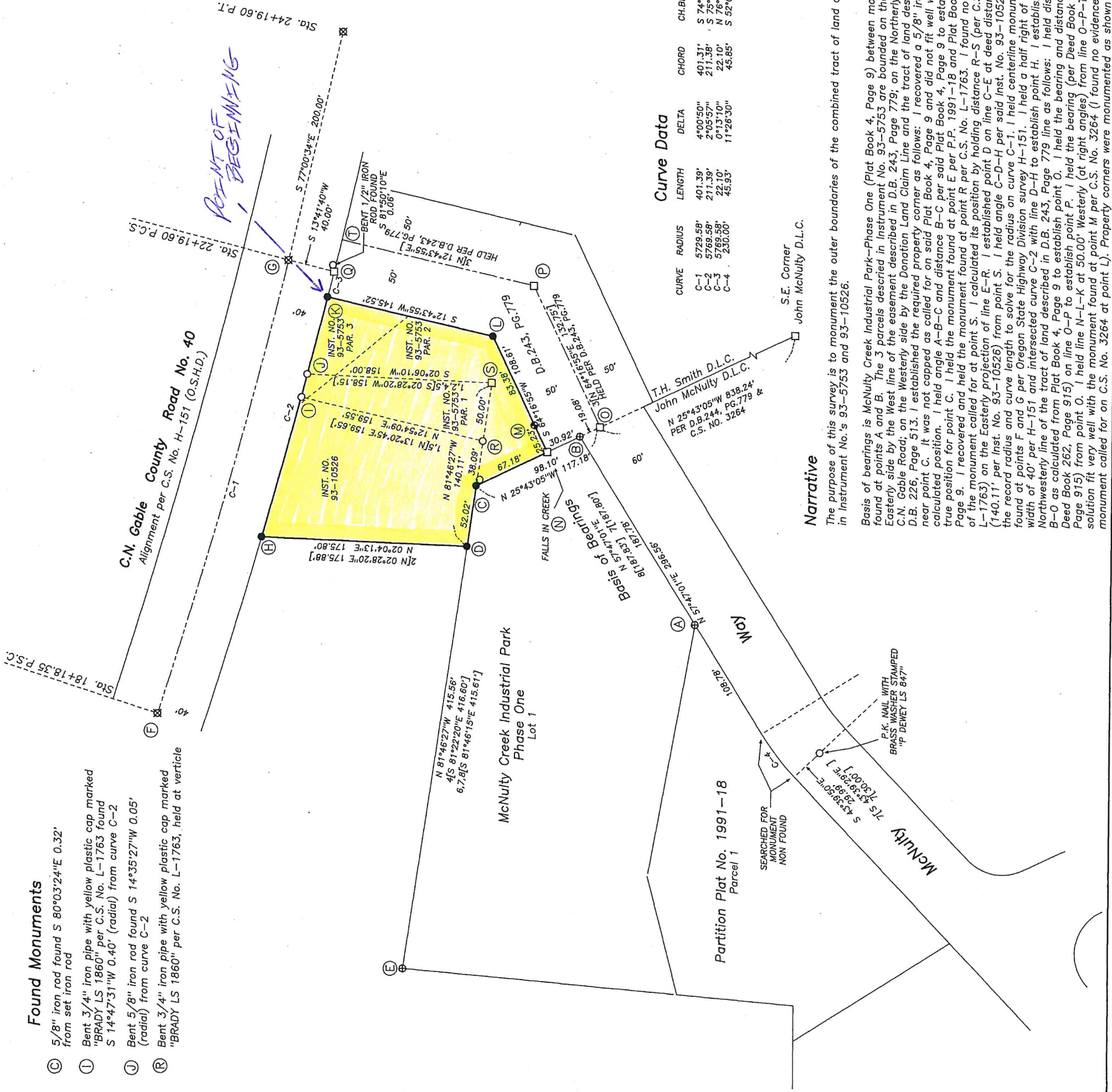
REGISTERED  
PROFESSIONAL  
LAND SURVEYOR

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.\*

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Rick Scholl, Mayor

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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.

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(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.

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(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.

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(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:

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Rick Scholl, Mayor

ATTEST:

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Kathy Payne, City Recorder

**City of St. Helens**  
**RESOLUTION NO. 1853**

A RESOLUTION AUTHORIZING AN INTERFUND LOAN IN THE AMOUNT OF  
\$50,000 BETWEEN THE GENERAL FUND AND VISITOR & TOURISM FUND FOR  
FISCAL YEAR 2018-2019

**WHEREAS**, the General Fund may make an interfund loan without charging interest; and

**WHEREAS**, the Visitor & Tourism Fund, a special revenue fund, collects revenues earmarked specifically for Visitor & Tourism programs; and

**WHEREAS**, it has been determined that the Visitor & Tourism Fund's budgeted appropriation authority needs to be increased to cover lower actuals from what was originally budgeted in transient room fee revenues; and

**WHEREAS**, the City Council's intent is that the loan be repaid to the General Fund from the Visitor & Tourism fund within a period not to exceed one (1) month.

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

**Section 1.** An interfund loan from the General Fund (Fund 100) be made in the amount of \$50,000 to the Visitor & Tourism Fund (Fund 201) on June 30, 2019, and shall be repaid to the General Fund July 1, 2019, without interest charges.

**Approved and adopted** by the City Council on June 19, 2019, by the following vote:

Ayes:

Nays:

\_\_\_\_\_  
Rick Scholl, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Payne, City Recorder

**City of St. Helens**  
**RESOLUTION NO. 1854**

**A RESOLUTION AUTHORIZING TRANSFER OF APPROPRIATIONS WITHIN  
FUNDS 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 with 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 19, 2019, by the following vote:

Ayes:

Nays:

\_\_\_\_\_  
Rick Scholl, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Payne, City Recorder



## RESOLUTION NO. 1854 - EXHIBIT A

<b><u>GENERAL FUND</u></b>	<b><u>ORIGINAL</u></b>	<b><u>NEW</u></b>	<b><u>CHANGE</u></b>
City Council			
<i>Materials &amp; Services</i>	53,500	56,000	2,500
Municipal Court			
<i>Materials &amp; Services</i>	286,550	290,000	3,450
Recreation			
<i>Materials &amp; Services</i>	48,500	51,000	2,500
General Services			
<i>Materials &amp; Services</i>	350,500	365,000	14,500
<i>Transfers</i>	2,500	52,500	50,000
<i>Contingency</i>	607,611	534,661	(72,950)
<b><u>VISITOR &amp; TOURISM FUND</u></b>	<b><u>ORIGINAL</u></b>	<b><u>NEW</u></b>	<b><u>CHANGE</u></b>
Revenue			
<i>Transfers</i>	5,000	55,000	50,000
Materials & Services	422,000	472,000	50,000
<b><u>FACILITY MAINT FUND</u></b>	<b><u>ORIGINAL</u></b>	<b><u>NEW</u></b>	<b><u>CHANGE</u></b>
Revenue			
<i>Miscellaneous - General</i>	555,000	717,000	162,000
Capital Outlay	487,000	550,000	63,000
Contingency	403,392	502,392	99,000



**COLUMBIA NW**  
HEATING & AIR CONDITIONING

***A Proposal for St. Helens Senior Center***

**H.V.A.C. CUSTOMIZED SCHEDULED SERVICE PROGRAM**

Welcome to the **Columbia NW Heating Inc.** Customized Scheduled Service Program. This program is based on the new **Columbia NW Heating Inc.** Service Checklist, the most comprehensive, heating and cooling Scheduled Service Program available.

To Service The (5) Split Systems Air Handlers & Heat Pumps On A Scheduled Service Program, Which Includes: Spring & Fall Tune-Ups & Filter Changes Every 3 Months, With Annual Coil Cleaning. The Investment Would Be \$2,250.00 Annually

If you would like a personalized program with your ideas and suggestions implemented, please have no hesitation in contacting me.

Thank you.  
**Columbia NW Heating Inc.**

Phil Alvarez  
Commercial Service Representative  
(503)969-7272





# COLUMBIA NW

## HEATING & AIR CONDITIONING

### CUSTOMIZED SCHEDULED SERVICE PROGRAM

Job Name: St. Helens Senior Center Date: 05/30/2019  
Job Address: 375 S. 15<sup>th</sup> St. St. Helens OR 97051  
Contact Person: Kathy Innocenti Phone: (503)397-3377  
Billing Name: \_\_\_\_\_  
Billing Address: \_\_\_\_\_  
Billing Contact: \_\_\_\_\_ Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_

- ☒ **Columbia NW Heating Inc.** hereby agrees to provide H.V.A.C. services for the listed equipment as per attached equipment list. **Beginning:** AUGUST 2019  
☒ All scheduled services shall be performed as outlined by **Columbia NW Heating Inc. SERVICE CHECKLIST** including:

- 1) Replace disposable filters, or clean permanent filters EVERY 3 MONTHS.
- 2) Inspect equipment listed on equipment list as outlined by **Columbia NW Heating Inc. SERVICE CHECKLIST** 2 times yearly. Any additional repairs would be performed as per our Flat Rate Pricing outline after receiving authorization from the assigned manager or owner. Contracted customers will receive **PREFERRED SCHEDULING** for any additional repairs or emergency service.
- 3) Additional items covered under this Scheduled Service Program are listed on the Special Provisions Page.

- ☒ Cost of this Scheduled Service Program: \$ 2,250 ANNUALLY  
To be paid as follows:

- ☐ Pre-payment before Scheduled Service Program  
☐ Billed following Scheduled Service Program (on approved credit)  
☐ C.O.D. following Scheduled Service Program

Jan	Feb	Mar	Apr	May	Jun
	<u>FILTERS</u>			<u>SERVICE</u>	
Jul	Aug	Sep	Oct	Nov	Dec
	<u>FILTERS</u>			<u>SERVICE</u>	

- ☐ Additional service dates: \_\_\_\_\_  
☐ Scheduled service program canceled 7 days prior to service will be billed for service amount or \$100, whichever is less. **CONTRACT MUST BE SIGNED WITHIN 60 DAYS TO BE VALID.**

X

Customer Signature \_\_\_\_\_ Date \_\_\_\_\_ Printed Name \_\_\_\_\_ P.O. # \_\_\_\_\_

In future years the Scheduled Service Program may vary slightly due to economic and equipment factors.

At **Columbia NW Heating**. We strive to keep these increases as low as possible.

This agreement shall stay in effect from year to year thereafter unless either customer or **Columbia NW Heating** gives thirty days written notice prior to the end of the written agreement.

Phil Alvarez  
Columbia NW Heating Inc.  
Representative

05/30/2019  
Date

Phil Alvarez  
Printed Name

## **CONTRACT PAYMENTS**

City Council Meeting  
June 19, 2019

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### **Turney Excavating Inc.**

Project: SD-179 48-inch CMP Bypass Repair	\$	\$48,391.54
Project: SD-179 48-inch CMP Bypass Repair	\$	<u>3,844.00</u>
	\$	<b>52,235.54</b>

605-000-053011



City of St. Helens

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

APPROVED FOR PAYMENT

DATE

ACCOUNTS PAYABLE

FINANCE

PROJECT NO.: SD-179

CONTRACTOR: **TURNEY EXCAVATING, INC.**

P.O. Box 21597

Keizer, OR 97307

PROJECT NAME: 48-inch CMP Bypass Repair Under Plymout St at the WWTP

DEPARTMENT: Public Works Department - Engineering

DATE SUBMITTED: 6/7/2019

Original Contract Amount	\$49,981.86	Total Amount Earned To-Date	\$48,391.54
Total Change Orders Amount	\$0.00	Total Earned This Month	\$48,391.54
Adjusted Contract Amount	\$49,981.86		

**Total Amount Due**

**\$48,391.54**

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	LS	1	\$9,280.37	\$9,280.37	0.00	\$0.00	1.00	\$9,280.37
2	Remove existing CMP and Install 48-inch Diameter Polymer-coated Corrugated Steel Pipe (CSP) by Open-Excavation Methods, (Class B Backfill Provided by City)	LF	160	\$189.56	\$30,329.60	0.00	\$0.00	152.00	\$28,813.12
3	Install New 72-inch Diameter Storm Drain Manhole at Bend and Connect New and Exist. Storm Drain Pipes (Manhole and Excavation by Provided City)	EA	1	\$6,994.50	\$6,994.50	0.00	\$0.00	1.00	\$6,994.50
4	Post-Construction CCTV of Storm Drain	LF	160	\$9.23	\$1,476.80	0.00	\$0.00	152.00	\$1,402.96
5	Survey	LS	1	\$1,900.59	\$1,900.59	0.00	\$0.00	1.00	\$1,900.59
<b>Totals:</b>					<b>\$49,981.86</b>		<b>\$0.00</b>		<b>\$48,391.54</b>





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 # 1321

DATE 05/31/2019

DUE DATE 06/30/2019

TERMS Net 30

ACTIVITY	AMOUNT
<b>Sales</b>	9,280.37
10: mobilization	
<b>Sales</b>	28,813.12
20: remove and install 48 inch	
<b>Sales</b>	6,994.50
30: 72 inch manhole	
<b>Sales</b>	1,402.96
40: TV	
<b>Sales</b>	1,900.59
50: Survey	
<b>Sales</b>	

BALANCE DUE

**\$48,391.54**

## 1

**PROJECT NAME:**

## Repair 48 inch Bypass Pipeline

DATE:

Tuesday, May 28, 2019

**CONTRACTOR:**

Turney Excavating Inc.

PO Box 21597

**PROJECT NUMBER:**

**REFERENCE INVOICE / RECEIPT NOS:**

SD-179

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	LS	1	\$9,280.37		1.00	\$9,280.37		\$0.00	1.00	\$9,280.37	100%
20	Remove and Install 48 inch	LF	160	\$189.56	\$30,329.60	152.00	\$28,813.12		\$0.00	152.00	\$28,813.12	95%
30	72 Inch Manhole	EA	1	\$6,994.50	\$6,994.50	1.00	\$6,994.50		\$0.00	1.00	\$6,994.50	100%
40	TV	LF	160	\$9.23	\$1,476.80	152.00	\$1,402.96		\$0.00	152.00	\$1,402.96	95%
50	Survey	EA	1	\$1,900.59	\$1,900.59	1.00	\$1,900.59		\$0.00	1.00	\$1,900.59	100%
							\$0.00		\$0.00	0.00	\$0.00	#DIV/0!
							\$0.00		\$0.00	0.00	\$0.00	#DIV/0!
							\$0.00		\$0.00	0.00	\$0.00	#DIV/0!
							\$0.00		\$0.00	0.00	\$0.00	#DIV/0!
							\$0.00		\$0.00	0.00	\$0.00	#DIV/0!
							\$0.00		\$0.00	0.00	\$0.00	#DIV/0!
							\$0.00		\$0.00	0.00	\$0.00	#DIV/0!
							\$0.00		\$0.00	0.00	\$0.00	#DIV/0!
							\$0.00		\$0.00	0.00	\$0.00	#DIV/0!
							\$0.00		\$0.00	0.00	\$0.00	#DIV/0!
							\$0.00		\$0.00	0.00	\$0.00	#DIV/0!
							\$0.00		\$0.00	0.00	\$0.00	#DIV/0!
							\$0.00		\$0.00	0.00	\$0.00	#DIV/0!
TOTALS:					\$49,981.86		\$48,391.54		\$0.00	0.00	\$0.00	\$48,391.54

[illegible]

ORIGINAL CONTRACT AMOUNT:

TOTAL CONTRACT AMOUNT:	\$49,981.86
REMAINING CONTRACT AMOUNT:	\$43,331.00

TOTAL AMOUNT EARNED TO DATE:

TOTAL EARNED THIS MONTH:

5% RETAINAGE THIS PAY APP:

**AMOUNT DUE THIS PAY APPLICATION:**

PREVIOUS PAY APPLICATIONS:			
<u>PAY APP NO.</u>	<u>BILLING WITH RETAINAGE</u>	<u>RETAINAGE</u>	<u>AMOUNT PAID</u>
1		\$0.00	\$0.00
2		\$0.00	\$0.00
3		\$0.00	\$0.00
4		\$0.00	\$0.00
		\$0.00	\$0.00





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

605-000-053011

APPROVED FOR PAYMENT  
DATE: 6/7/19

# Contract Payment Request - T&M

ACCOUNTS PAYABLE

FINANCE

SUPERVISOR

PROJECT NO.: SD-179

PROJECT NAME: 48-inch CMP Bypass Repair Under Plymout St at the WWTP

DEPARTMENT: Public Works Department - Engineering

DATE SUBMITTED: 6/7/2019

CONTRACTOR:

**TURNERY EXCAVATING, INC.**

P.O. Box 21597

Keizer, OR 97307

Original Contract Amount	\$49,981.86	Total Amount Earned To-Date	\$52,235.54
Total Change Orders Amount	\$3,844.00	Total Earned This Month	\$3,844.00

**Total Amount Due \$3,844.00**

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	LS	1	\$9,280.37	\$9,280.37	1.00	\$9,280.37		\$0.00	
2	Remove existing CMP and Install 48-inch Diameter Polymer-coated Corrugated Steel Pipe (CSP) by Open-Excavation Methods, (Class B Backfill Provided by City)	LF	160	\$189.56	\$30,329.60	152.00	\$28,813.12		\$0.00	
3	Install New 72-inch Diameter Storm Drain Manhole at Bend and Connect New and Exist. Storm Drain Pipes (Manhole and Excavation by Provided City)	EA	1	\$6,994.50	\$6,994.50	1.00	\$6,994.50		\$0.00	
4	Post-Construction CCTV of Storm Drain	LF	160	\$9.23	\$1,476.80	152.00	\$1,402.96		\$0.00	
5	Survey	LS	1	\$1,900.59	\$1,900.59	1.00	\$1,900.59		\$0.00	
<b>Totals:</b>					<b>\$49,981.86</b>		<b>\$48,391.54</b>		<b>\$0.00</b>	

## Extra Work (Time & Materials)

T&M Description	Unit	Qty	Unit Price	Contract Price	Total Quantity Completed To-Date	Total Contract Earned To-Date	Quantity Completed This Pay Period	Total Contract Earned This Pay Period
1 Rock excavation at the 72" manhole	LS	1	\$3,844.00	\$3,844.00	0.00	\$0.00	1.00	\$3,844.00
<b>Totals:</b>						<b>\$3,844.00</b>		<b>\$3,844.00</b>



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 # 1320

DATE 05/28/2019

DUE DATE 06/27/2019

TERMS Net 30

### ACTIVITY

### AMOUNT

Sales

3,844.00

Time and Material Work

Sales

BALANCE DUE

**\$3,844.00**



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

## EXTRA WORK ORDER

TO BE PERFORMED ON A FORCE ACCOUNT BASIS

PROJECT NAME 48-inch CMP Bypass Repair Under Plymouth St at WWTP		PROJECT NO SD-179
CITY ENGINEERING DIRECTOR Sue Nelson, P.E.	CITY PROJECT MANAGER Sharon Darroux	CITY PROJECT INSPECTOR Tim Underwood
CONTRACTOR Turney Excavating, Inc. P.O. Box 21597 Keizer, OR 97307		ENGINEERING DESIGN CONSULTANT N/A

THE FOLLOWING FORCE ACCOUNT WORK IS TO BE PERFORMED AND PAID FOR IN ACCORDANCE WITH THE CONTRACT TERMS:

*DESCRIPTION AND LOCATION OF EXTRA WORK:*

Rock removal required to set manhole base and elsewhere as may be required for the proper installation of work.

ESTIMATE OF QUANTITIES AND COSTS

Work will be paid for on a time & materials basis.

4 crew hours

ITEM #	DESCRIPTION	UNIT	EST. QTY	UNIT PRICE	TOTAL PRICE
	Rock Excavation	1	LS	3,899	3,899
					3,899

SPECIFICATIONS AND OTHER PROVISIONS

Contractor shall coordinate T&M work with City Project Inspector and shall provide City with invoices and receipts as they pertain to the T&M work.

*Per OSSC Section 00197, The Engineer and the Contractor shall sign the record daily to indicate agreement on the Materials, Equipment, Labor, and Special Services used for the Force Account Work performed on that day; Payment will be made only for Materials used in the Force Account Work as directed by the Engineer, except those furnished and paid under rental rates for use of Equipment; Equipment which the Engineer considers necessary to perform the Force Account Work. Equipment hours will be recorded to the nearest quarter hour; Labor costs, including that of Equipment operators and supervisors in direct charge of the specific operations while engaged in the Force Account Work*

RECOMMENDED AND APPROVED BY: Sharon Darroux	ACCEPTED BY: M. Mitchell Turney
OWNER (Print Name) 	CONTRACTOR (Print Name) 
OWNER (Authorized Signature) 5/15/2019	CONTRACTOR (Authorized Signature) 5-28-19
DATE	DATE



# City of St. Helens Planning Commission

Approved Minutes

May 14, 2019

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**Members Present:** Vice Chair Cary  
Commissioner Cohen  
Commissioner Lawrence  
Commissioner Semling  
Commissioner Stenberg  
Commissioner Webster

**Members Absent:** Chair Hubbard

**Staff Present:** Councilor Carlson  
City Planner Graichen  
Associate Planner Dimsho

**Others:** Paula Sheeley  
Matt Hastie  
Linda Bolen

1) **7:00 pm. - Call to Order and Flag Salute**

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

2.A Planning Commission Draft Minutes Dated April 9, 2019

**Motion:** Upon Commissioner Semling's motion and Commissioner Webster's second, the Planning Commission unanimously approved the Draft Minutes Dated April 9, 2019. [AYES: Vice Chair Cary, Commissioner Cohen, Commissioner Lawrence, Commissioner Semling, Commissioner Stenberg, Commissioner Webster; Nays: None]

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

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

4.A 7:00 p.m. - Comprehensive Plan & Text Amendments - Riverfront Connector Plan

Vice Chair Cary opened the Public Hearing at 7:01 p.m. There were no ex-parte contacts, conflicts of interests, or bias in this matter. City Planner Jacob Graichen introduced Matt Hastie of Angelo Planning Group to summarize the Riverfront Connector Plan adoption process.

Hastie explained the small changes and additions made to the Plan since the Commission last saw it, as included in the packet. Hastie said cost estimates were prepared for each segment and intersection in the project area. Commissioner Cohen asked about the 30 percent contingency. Hastie explained they use a fairly large contingency when the estimation is at a planning-level detail, as opposed to an engineering-level detail. Hastie went through each text

amendment with the Commission, as included in the staff report. The Commission thanked Hastie and Graichen and Associate Planner Dimsho for their good work on this project.

### **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 Webster's motion and Commissioner Semling's second, the Planning Commission unanimously recommended approval to the City Council of the Comprehensive Plan & Text Amendments as presented. [AYES: Vice Chair Cary, Commissioner Cohen, Commissioner Lawrence, Commissioner Semling, Commissioner Stenberg, Commissioner Webster; Nays: None]

### **4.B          7:30 p.m. - Comprehensive Plan & Zone Amendments - Erickson & Lewis**

Vice Chair Cary opened the Public Hearing at 7:35 p.m. Commissioner Lawrence declared she has a conflict of interest because she lives very close to the proposal. She recused herself from the hearing. There were no other ex-parte contacts, conflicts of interests, or bias in this matter.

Graichen described the proposal and recommended conditions of approval, as presented in the staff report. He said this application was prompted by the sale of one of the properties. The applicants would like to re-zone their properties from General Commercial (GC) to Apartment Residential (AR) so that if the existing detached single-family dwellings were destroyed, they could re-build. Detached single-family dwellings are an allowed use in AR. This will help with financing of the property.

Graichen said the preliminary findings from the Housing Needs Analysis support the re-zoning of this property to Apartment Residential, as opposed to General Residential (R5) or Moderate Residential (R7) or Suburban Residential (R10). Graichen also noted that 180 S. 1<sup>st</sup> Street is contributing to the nationally-registered historic district as a dwelling. He also said that the lots do not lend themselves well to commercial uses, given their size. Staff recommends approval of the zone change for these reasons. Commission Cohen asked if there is a limit on the size of the multi-dwellings that could be built. Graichen said yes, there are minimum lot sizes that would

limit the number of dwellings. He said it probably works out to be a triplex, if they could fit the parking requirements and prevent backward maneuvering onto S. 1<sup>st</sup> Street. [*Secretary's Note: After review of the code, each lot would only be individually eligible for two dwelling units. This would be either a duplex or detached single-family dwelling with an auxiliary dwelling unit on a single lot.*]

### **In Favor**

**Bolen, Linda.** She works with John L. Scott Real Estate. She is the listing agent for 164 S. 1<sup>st</sup> Street. No lenders will loan on the property because it cannot be re-built if destroyed. It had to go for cash only. It did eventually sell, but without financing. She noted that 180 S. 1<sup>st</sup> Street does not have enough room for conversion to a commercial use. The best use is residential, especially given residential uses on both sides.

**Sheeley, Paula.** She is in support of the proposal. She is the new owner of 164 S. 1<sup>st</sup> Street.

### **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**

The Commission feels that this request makes sense.

**Motion:** Upon Commissioner Cohen's motion and Commissioner Stenberg's second, the Planning Commission unanimously recommended approval to the City Council of the Comprehensive Plan & Zone Amendments as presented. [AYES: Vice Chair Cary, Commissioner Cohen, Commissioner Semling, Commissioner Stenberg, Commissioner Webster; Nays: None]

## **5) Discussion Items**

### **5.A Annual Planning Commission Report to City Council on June 5, 1:15 p.m.**

Graichen asked if anyone would like to present the report to City Council or if anyone would like to add anything to the report. Commissioner Cohen asked about the violations in the Planning Department Activity Report for April. He said once a violation occurs, the damage cannot be undone. He felt that the violations on Sykes Road were inexcusable. He asked if there could be more teeth in the rules and regulations for violations. He suggested requiring a bond up front if they violate a planning decision. That way, if a decision is violated, the bond could be used to amend the violations. Commissioner Semling suggested a larger bond for larger projects. Commissioner Cohen thinks that St. Helens might be gaining a reputation for being loose with violators. The Commission agreed. Graichen said for the project on Sykes Road, there may be

finances imposed with the final plat, but he thinks the Sykes Road violations may have just been the incompetence of the project engineering and consulting firm.

## **5.B Millard Road Property Zoning Discussion**

Graichen said we tried to discuss the zoning of the City-owned Millard Road property at previous Commission meetings in July 2018 and August 2018, but we ran out of time. Since then, the preliminary findings from the Housing Needs Analysis (HNA) have been developed. He said the City Council held a Public Forum and the Parks Commission weighed in on what the zoning of the property should be. Now it is time for the Planning Commission to weigh in. Graichen went through introductory slides that were included in the packet. He said a 50 foot wide access easement allows access from Chase Road to the property, but if a development proposal is not received by March 2020, the easement can be terminated by the owner. There are a number of wetlands with various classifications located on the property. The Transportation System Plan (TSP) identifies a north/south connection through the property. The Parks & Trails Master Plan indicates the need for a portion of the property to be set aside as parkland. The Comprehensive Plan map shows the property as mostly Public Lands (PL) with a small northern portion as Moderate Residential (R7).

Graichen said the preliminary findings of HNA support a zone change to something other than R10 and R7, since there are surpluses in those lands. Graichen noted, however, that neighbors testified in favor of R7 or R10 at the Public Forum. He said that there is interest in Mixed Use (MU), which would allow the market to decide the amount of residential and commercial. This could help with our shortage of commercial lands identified in the Economic Opportunity Analysis (EOA) from 2008. The Parks Commission and the Columbia County Board of Commissioners support MU. Commissioner Stenberg asked about the deed restriction. Vice Chair Cary said wetlands MC-15 and MC-17 both require a deed restriction since they are both mitigation areas. Dimsho said the Parks Commission's recommendation included a park on the northern area next to McNulty Creek (remaining PL zoning), with the lower portion changing to MU zoning. She said they were in support of a trail through the property to satisfy the TSP. The Commission likes the flexibility of MU zoning for the whole property, especially since parks are an allowed use in MU.

Commissioner Stenberg suggested senior housing, cluster housing, or memory care facilities. Vice Chair Cary said the property is kind of isolated, but if a mix of uses were developed, it could work. Commissioner Cohen hopes the property is planned and developed in its entirety, rather than in pieces.

## **6) Planning Director Decisions**

Vice Chair Cary asked if there was anything special about the two-parcel partitions that were approved. Graichen said no, but he noted that there has been an increase in rowhomes being developed in St. Helens post-recession.

## **7) Planning Department Activity Report** **7.A April Planning Department Report**

There were no comments.

## **8) For Your Information Items**



Vice Chair Cary and Dimsho discussed the 5th Street trail project. She is writing a grant to help fund the implementation of an off-street urban trail through mostly undeveloped S. 5<sup>th</sup> Street right-of-way. Last week Dimsho, Vice Chair Cary, and Engineering Director Sue Nelson traversed the right-of-way to see if the project was feasible. It was decided to phase the project, with the first phase starting from Nob Hill Nature Park and ending at the existing Tualatin Street pedestrian path. If we are successful with the grant request, the project will be a partnership with the Columbia River Youth Corps, a group of St. Helens High School students who help clear invasive plants and develop trails.

9) **Next Regular Meeting - June 11, 2019**

10) **Adjournment**

*There being no further business before the Planning Commission, the meeting was adjourned at 8:39 p.m.*

*Respectfully submitted,*

*Jennifer Dimsho  
Associate Planner*

# City of St. Helens

## Parks & Trails Commission

May 13, 2019

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**Members Present:** Howard Blumenthal  
Jerry Belcher  
John Brewington  
Elisa Mann  
Paul Barlow  
Jacob Woodruff  
Lynne Pettit

**Members Absent:** Carmin Dunn  
Ben Tiscareno

**Staff Present:** Sheri Ingram  
Matt Brown  
Sue Nelson  
Thad Houk  
Doug Morten

**Others:**

1) **Call Meeting to Order - 4:04**

Welcome new member Lynne Pettit.

2) **Approval of Minutes**

2.A Approve Minutes of April 8, 2019

**Motion:** Upon John Brewington's motion and Howard Blumenthal's second, the Commission unanimously approved the Minutes of April 8, 2019. [AYES: Howard Blumenthal, Jerry Belcher, John Brewington, Elisa Mann, Paul Barlow, Jacob Woodruff, Lynne Pettit; Nays: None]

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

5) **New Business**

5.A Update Bylaws

Ingram said Kathy Payne recommended they update the bylaws so changes were made in red which consisted mostly of changing the name to Parks & Trails Commission and changing the meeting frequency and week of the month.

**Motion:** Upon Howard Blumenthal's motion and Lynne Pettit's second, the Commission recommended that Council approve the updated bylaws. [AYES: Howard Blumenthal, Jerry Belcher, John Brewington, Elisa Mann, Paul Barlow, Jacob Woodruff, Lynne Pettit; Nays: None]

## 5.B Annual Report to Council

Ingram said the Annual Report to Council was scheduled for June 5<sup>th</sup> at 1:00pm and asked if anyone would like to do it. Belcher said he would but didn't want to be the lead on it and wondered if Dunn would do it again this year. Ingram said she would e-mail and ask her.

## 5.C Skate Park & BMX Proposal - Jordan Barlow

Jordan Barlow had a proposal for renovations to the skate park and BMX track. There was a handout with a list of items they would like to see. Belcher asked what #3, Repair Concrete Box was and Jordan said that is an obstacle in the skate park and it's just gotten worn down over the years from grinding on it. He feels it is a little small and low and they make angle iron now that goes around it so that would be getting ground on instead of the concrete to prevent future wear.

Paul Barlow said he knows there were conversations about the money that was available and there were conversations with Morten about putting together items that could possibly be done. These are things that could be added or done without redoing the whole skate park. He has also contacted USA BMX to get numbers on what the cost would be to bring new dirt in and rebuild the track. They put him in touch with their track builder who is out of Eugene and he called the Eugene track which happens to be next to Autzen stadium and they charge for parking so they have a lot of money. They have agreed to pay for the track builder to come and rebuild our track but we have to come up with the dirt and equipment. He has contacted Coffman Excavation and it looks like they will be able to get all of the dirt they will need and will let him know about equipment. Hopefully he can do it in the middle of July if he can get everything put together.

**Motion:** Upon John Brewington's motion and Elisa Mann's second, the Commission unanimously recommend the Council consider approving #7 – Rebuild/Resurface BMX Track on the list of Skate Park and BMX Track Proposed Renovations. [AYES: Howard Blumenthal, Jerry Belcher, John Brewington, Elisa Mann, Paul Barlow, Jacob Woodruff, Lynne Pettit; Nays: None]

Nelson asked if on #4, the cost of the rail was supposed to be \$500 or \$5000 and Barlow said it is \$500. There are a couple of items that fall within the \$20,000 they have. Belcher asked where the \$20,000 was from and Brown said that is part of the \$500,000 CIP Projects money.

Brewington thought it would be a good idea for Nelson, Morten, Houk and Jordan Barlow should get together and go over this before presenting to Council.

Belcher said he has added all of these items up and they don't come to \$20,000. Blumenthal said not if you include the work on the skate park. Brown said there was \$20,000 to start with and they spent about \$5000 on concrete work. Nelson also reminded them that the other group that wanted to do improvements on the skate park had talked about having that money as a match in case they were able to find a grant to do improvements there. The money has not been earmarked but she wants them to be aware there is another group with interest.

## 6) Old Business

### 6.A Parks Reservations and Fees

Brown had handouts with proposed times and fees for field reservations. He threw out three hour blocks as a suggestion on parks and five hour blocks on fields and listed some other options on the far right also. These are just his suggestions so they are welcome to make changes.

Woodruff said he likes the five hour blocks on fields. The 5:00 to 10:00 block would work perfectly for coed softball. Nobody had objections to any of it. Brown said if they like it, they can give him a consensus to take to the council. He is going to request the Council doesn't make any price changes until after this season since they have already taken reservations.

Keep looking for grants for upgrades.

Brewington recommends doing it as suggested and increasing McCormick Park fields 1 and 2 and Campbell fields 1 and 2 from \$5 to \$10. They are the better fields in town. Brown said if they would like to make a suggestion to have these park fees put into a separate account instead of the general fund, he can take that suggestion to the Council.

Brown said the Boise softball fields are under contract until September and he is wondering if they want to continue the agreement or open it up to City-wide use. The agreement was with Boise and transferred to the City and is with Girls Youth Softball and we have to give 30 days' notice if they want to renew the agreement. Brewington asked if Brown would present more information on it at next meeting. Houk said they are not the best fields and are used for t-ball and pitching machine girls and that league maintains them and we don't touch them.

Brown said the City is having someone come in and do a feasibility study for an RV park.

**Motion:** Upon John Brewington's motion and Jacob Woodruff's second, the Commission unanimously recommend that Council accept the staff proposal of sessions as presented except changing McCormick and Campbell softball fields fees from \$5 to \$10 per field per session. [AYES: Howard Blumenthal, Jerry Belcher, John Brewington, Elisa Mann, Paul Barlow, Jacob Woodruff, Lynne Pettit; Nays: None]

Morten stated Sand Island is now a camping area and a certain amount of the money will be coming back to the City and he thought they should know that if they are considering a park fund. Brown said they could make their motion to include camping reservations from other park facilities.

**Motion:** Upon Jacob Woodruff's motion and John Brewington's second, the Commission unanimously recommend to Council that all parks fees including Sand Island camping fees generated by the parks system go into a separate account for Parks instead of the General Fund. [AYES: Howard Blumenthal, Jerry Belcher, John Brewington, Elisa Mann, Paul Barlow, Jacob Woodruff, Lynne Pettit; Nays: None]

## 6.B [Park Report - 6th Street Field - postponed to June](#)

#### 4) **Councilor's Report**

Through structuring with Neal Sheppard retiring, Nelson is interim Public Works Director. Prior to Sheppard being Co-PW Director, he was Public Works Supervisor and Dave Elder will be assuming that position and will report to Nelson. Houk will report to Nelson. Houk and Elder will be peer management for Parks as Parks uses Public Works people a lot. Nelson said these group works very well together and depend on each other for equipment and manpower and help during storm events.

Belcher said they presented the Urban Trail to the Council and afterwards Morten said Dimsho was looking for grant money from Nike to run trail through 5th Street and he is wondering if Morten can fill them in. Morten said they don't know anything yet as it takes quite some time to prepare grants and deliver it and its being worked on. He knows the Council will want to take look at a final plan sometime and if that includes both 3<sup>rd</sup> and 5<sup>th</sup> Streets, that would be to their advantage. Nike grant is just for 5th Street. He thinks Dimsho should come to the next meeting and report on it. Nelson walked the whole thing with Dimsho and Dan Carey on Planning Commission and he is with DSL so has a good understanding of wetlands and areas they should avoid. There are some challenges because of wetlands and elevation changes so that area might have to be done in phases and the costs may be higher. They were able to walk the whole way without going on to anyone's property but will be challenging to put a trail in there.

Morten said they had one Councilor who was very outspoken with the recommendation of Godfrey Park about letting people/kids into the canyon to explore and have fun. That caused a bit of controversy. Brewington asked if liability was brought up and Morten said yes but from that Councilor's point of view, it didn't matter. That was the one dissenting vote and he didn't feel good about the maintenance of the park plan. Everyone else seemed to favor it.

#### 7) **Discussion Items**

Belcher said that back in the 70s, there was a car that went off the cliff between 1st & 2nd off Wyeth. It rolled backwards off the cliff and there was a baby in the car that fell out and wasn't hurt and the car went all the way to the bottom. Shortly after, there was a rail put in from 1st to 2<sup>nd</sup> Street. Then Keith Locke said someone else fell off the cliff right at the top of the trail last summer. From 2nd, there is a very steep drop-off for about 75 yards past the end of the rail. We are looking at putting trail along there and he thinks City should put a chain link fence along the top of Grey Cliffs because since it's been cleared off, it's quite a drop off now. He thinks it's a liability with putting the Urban Trail in there. He also thinks they should put a fence along where they step off on the trail. Nelson said that was understandable if we put a trail in there. Belcher said it is dangerous now and a liability. Morten will take it to Council in his report.

Barlow reminded them that the Bike Safety Fair is on May 18th at St. Frederik's. He will not be there but Jordan will be there manning a booth.

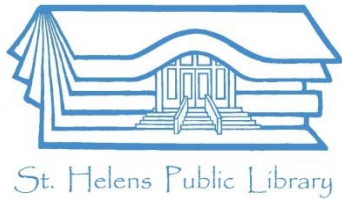
#### 8) **Other Business**

Blumenthal said there is a native plant walk at Dalton this coming Saturday. He wants to talk to Paul Gerdes about poison oak spraying. We had talked about benches for Nob Hill and at one point said there was money for them so was wondering on the status. Houk said the benches aren't the problem. Digging the holes in the rock where they want them is the problem.

Houk said the Campbell restrooms are rehabbed except for touch-up paint.

9) **Adjournment - meeting adjourned at 5:13 p.m.**

Respectfully submitted by Sheri Ingram, Parks & Trails Secretary



**Date:** June 11, 2019

**From:** Margaret Jeffries, Library Director

**To:** The Mayor and Members of the City Council

**Subject:** Declare Surplus Library Equipment

The St. Helens Public Library requests that the following list of items be declared surplus and that we are authorized to dispose of the property through sale, donation or discard.

Quantity	Type	Brand or further description	Model number, if known	Serial number, if known	Working condition
1	Server	Dell		9Q2HRL1	Out of warranty
1	Server	Dell		7WT0JM1	Out of warranty
1	Server	Dell		98TSLS1	Out of warranty
1	Computer	Dell	Optiplex 390	D7R1MS1	Barely
1	Computer	Lenovo	Thinkcentre M73	MJ00MGW	Yes, but not for long
1	Computer	Lenovo	Thinkcentre M73	MJ00MGC6	No
1	Monitor	HP	L1908w		No
1	Monitor	Gateway, mfg. 2002			Yes
1	UPS	APC, mfg. 2004	SUA750	Q50435141994	Yes
1	Sonicwall	TZ170, 25 nodes			Unknown
1	Sonicwall	Sonicpoint	APL13-0ZC		Unknown
1	Shredder	ID-Armor	1050LBKX		Yes, but not well
1	Speaker system	Acoustic Authority	A-3640		No, has a short
1	Multi-function printer	Ricoh	3610SF		No

**City of St. Helens**  
**Declare Surplus Property**  
**City Council Meeting**  
**June 19, 2019**

If approved, the following items will be disposed of per St. Helens Municipal Code Chapter 2.04.

ID NO.	POLICE DEPARTMENT UNCLAIMED PROPERTY
95000745	Shotgun
95001363	Coins
98000945	Ring
99001191	Rifles (2), Shotguns (2)
00001685	Cash
01301124	Rifle
01301230	Rifle
03302256	Pistol
05301271	Ring
05302236	Ring
05302236	Jewelry
06300039	Shotgun
09301586	Pistol
09300872	Knife
09301199	Cellphone
09301205	Knife
09301266	Cellphone
11300712	Rifle
12300480	Ipod Music Player
12301129	Shotgun
12301316	Rifle
13300557	Lawn Chair
14300733	BB Gun
14301089	Duffle Bag
14301453	Handgun
15300043	Cash
15300151	Knives
15300433	Cellphone
15300454	Amplifier
15300679	Backpack
15300907	Cellphone, Backpack
15300933	Clothing
15300973	Keys
15301245	Bicycle



ID NO.	POLICE DEPARTMENT UNCLAIMED PROPERTY
15301327	Chainsaw, Roto Tools
15301351	Knives
15301419	Knife
15301420	Bag with contents
16000762	Eyeglasses
16003837	Knife
16011982	Knife
16028206	Knife
16043078	Knife
16049895	Knife
16052946	Knife, Lighter
16065262	Knife
16066543	Bicycle
16069554	Files
16069396	Knife
16073766	Knife
16075158	Satellite Radio, Remote Control
17001219	Wallet
17004956	Paddle Board
17012559	Knife
17018434	Knife
17048772	Backpack
17053378	Duffle Bag
17053679	Knife
17057327	Cellphone
17059407	Phone w/case and charger
17065137	Tubes of Testosterone Gel
17066415	Revolver
17067397	Skateboard, Laptop
17068275	BB Gun
17074512	Backpack
17078397	Bicycle
17079300	Handgun w/holster and knife
17080428	Knife
17081659	Cash
17082403	Backpack
18000873	Bicycle
17084682	Jewelry
17088709	Black Adidas Bag
17090705	Mountain Bike
17091510	Knife
17091949	Mountain Bike
17092732	Backpack
17094003	BMX Bicycle

ID NO.	POLICE DEPARTMENT UNCLAIMED PROPERTY
17094899	Knife
17096094	Pallet Jack
17096135	Cart, Tent, Sleeping Bag
18002491	Knife, Photo album
18003831	Shotgun
18006106	Knife
18007406	Mountain Bike
18008847	Backpack, Purse
18011142	Leatherman Tool
18011808	Huffy Bicycle
18013911	Bags w/misc items
18014155	Backpack
18016289	Knife
18016401	Swords, Shotgun
18024547	Cash
18025082	Basketball Hoop
18026278	Backpack
18028139	BMX Bicycle
18028238	Rifle
18028702	Knives, Cash
18030280	Handgun w/Holster
18025985	Backpack
18003273	Skate Board
18034174	Backpack
18034920	Backpack
18039080	Knife
18040557	Gasoline cans
18041269	Jacket, change
18041974	Roadmaster Bicycle
18041705	Knife
18042893	Mongoose Bicycle
18042536	Clothing, Cans
18043997	Knife
18046877	Multi Tool
18047786	Clothing
18049749	Suitcases, Stroller, Knife
	Cellphone from McCormick Park
	Cellphone from Columbia View Park
	Pink eye glasses
	Misc id cards
	Wallets

# Accounts Payable

## To Be Paid Proof List

User: jenniferj  
 Printed: 06/06/2019 - 9:56AM  
 Batch: 00013.05.2019 - AP 6.6.19 FY 18-19



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
<hr/>									
ACCESS CPR									
000492									
06032019	6/3/2019	360.00	0.00	06/06/2019				False	0
100-709-052028 Projects & Programs				12 STUDENTS CPR CLASS					
		<hr/>							
06032019 Total:		360.00							
		<hr/>							
ACCESS CPR Total:		360.00							
		<hr/>							
BEMIS PRINTING									
002701									
8688	5/3/2019	2,200.00	0.00	06/06/2019				False	0
100-709-052008 Printing				WHIT GLOSS 24 PGS SADDLE STITCH					
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8688 Total:		2,200.00							
		<hr/>							
BEMIS PRINTING Total:		2,200.00							
		<hr/>							
BOISE WIITE PAPER LLC									
003720									
05152019	5/15/2019	12,500.00	0.00	06/06/2019				False	0
202-722-055001 Principal				JUNE NOTE PAYMENT 2019					
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05152019 Total:		12,500.00							
		<hr/>							
BOISE WIITE PAPER LL		12,500.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
CENTURY LINK 034002									
05252019	5/25/2019	346.12	0.00	06/06/2019				False	0
702-000-052010 Telephone				966					
	05252019 Total:	346.12							
	CENTURY LINK Total:	346.12							
CERNAC, KEITH 006300									
0603019	6/3/2019	125.00	0.00	06/06/2019				False	0
703-734-052019 Professional Services				DOT PHYSICAL REIMB.					
	0603019 Total:	125.00							
	CERNAC, KEITH Total:	125.00							
CLOUD RECORDS MANAGEMENT SOLUTION, CHAVES 006630									
190410	6/4/2019	296.16	0.00	06/06/2019				False	0
100-702-052019 Professional Services				MONTHLY USER FEE OR 0486 ERMS SAAS					
	190410 Total:	296.16							
	CLOUD RECORDS MAN	296.16							
CODE PUBLISHING, INC. 007162									
63611	5/20/2019	109.50	0.00	06/06/2019				False	0
100-702-052019 Professional Services				MUN CODE UPDATE					
	63611 Total:	109.50							
	CODE PUBLISHING, INC	109.50							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
COLUMBIA COMM MENTAL HEALTH, CCMH									
007430									
Y3Q4 / Y4Q1	6/4/2019	34,288.35	0.00	06/06/2019				False	0
203-705-052081 CCT - Contract Personnel				GRANT REIMB. Y3Q4 AND Y4Q1					
Y3Q4 / Y4Q1 Total:		34,288.35							
COLUMBIA COMM MEN		34,288.35							
COLUMBIA RIVER P.U.D.									
008325									
06032019	6/3/2019	7,140.33	0.00	06/06/2019				False	0
603-737-052003 Utilities				38633					
06032019 Total:		7,140.33							
COLUMBIA RIVER P.U.D		7,140.33							
COMCAST									
COMCAST									
05212019	5/21/2019	1,052.22	0.00	06/06/2019				False	0
702-000-052003 Utilities				4669					
05212019 Total:		1,052.22							
05252019	5/25/2019	106.85	0.00	06/06/2019				False	0
702-000-052003 Utilities				3930					
05252019 Total:		106.85							
COMCAST Total:		1,159.07							
DRAKES TOWING & RECOVERY									
DRA									
05222019	5/22/2019	100.00	0.00	06/06/2019				False	0
100-705-052019 Professional Services				REMOVE ABANDONED BOAT					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
05222019 Total:		100.00							
DRAKES TOWING & RE		100.00							
E2C CORPORATION									
E2C									
4334	5/29/2019	10,000.00	0.00	06/06/2019				False	0
201-000-052019 Professional Services				TINA CURRY CONSULTING MARKETING MONTHLY					
4334 Total:		10,000.00							
E2C CORPORATION Tota		10,000.00							
EMERY & SONS CONSTRUCTION GROUP									
02068									
3	6/5/2019	110,067.90	0.00	06/06/2019				False	0
605-000-053015 10th Street Pump Station				SD-150 SOUTH 10TH STREET STORM DRAIN REROU'					
3 Total:		110,067.90							
EMERY & SONS CONST		110,067.90							
EMMERT MOTORS, INC.									
020693									
06042019	6/4/2019	30,921.00	0.00	06/06/2019				False	0
701-000-053001 Capital Outlay				2019 CHEV SILVERADO SWR DEPT					
06042019 Total:		30,921.00							
EMMERT MOTORS, INC		30,921.00							
ERSKINE LAW PRACTICE LLC									
011522									
05312019	5/31/2019	4,187.50	0.00	06/06/2019				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				5/17-5/31					
05312019 Total:		4,187.50							
ERSKINE LAW PRACTIC		4,187.50							
INGRAM LIBRARY SERVICES, INC. 016240									
40032282	5/7/2019	-10.37	0.00	06/06/2019				False	0
203-706-052028 Projects & Programs				20C7921 BOOKS					
40032282 Total:		-10.37							
40147676	5/15/2019	89.70	0.00	06/06/2019				False	0
100-706-052035 Audio Materials				20C7921 BOOKS					
40147676 Total:		89.70							
40147677	5/15/2019	67.81	0.00	06/06/2019				False	0
100-706-052033 Printed Materials				20C7921 BOOKS					
40147677 Total:		67.81							
40147678	5/15/2019	102.43	0.00	06/06/2019				False	0
100-706-052033 Printed Materials				20C7921 BOOKS					
40147678 Total:		102.43							
40189004	5/17/2019	12.49	0.00	06/06/2019				False	0
100-706-052033 Printed Materials				20C7921 BOOKS					
40189004 Total:		12.49							
40189005	5/17/2019	43.82	0.00	06/06/2019				False	0
100-706-052035 Audio Materials				20C7921 BOOKS					
40189005 Total:		43.82							
40189006	5/17/2019	43.80	0.00	06/06/2019				False	0
100-706-052033 Printed Materials				20C7921 BOOKS					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	40189006 Total:	43.80							
40189007	5/17/2019	11.26	0.00	06/06/2019				False	0
100-706-052033 Printed Materials				20C7921 BOOKS					
	40189007 Total:	11.26							
40189008	5/17/2019	266.88	0.00	06/06/2019				False	0
100-706-052035 Audio Materials				20C7921 BOOKS					
	40189008 Total:	266.88							
40189009	5/17/2019	782.13	0.00	06/06/2019				False	0
100-706-052033 Printed Materials				20C7921 BOOKS					
	40189009 Total:	782.13							
40213019	5/20/2019	9.89	0.00	06/06/2019				False	0
100-706-052033 Printed Materials				20C7921 BOOKS					
	40213019 Total:	9.89							
40213020	5/20/2019	98.98	0.00	06/06/2019				False	0
100-000-021300 Library Replacement Fines				20C7921 BOOKS					
	40213020 Total:	98.98							
40213021	5/20/2019	617.43	0.00	06/06/2019				False	0
100-706-052033 Printed Materials				20C7921 BOOKS					
	40213021 Total:	617.43							
40213022	5/20/2019	26.55	0.00	06/06/2019				False	0
100-706-052035 Audio Materials				20C7921 BOOKS					
	40213022 Total:	26.55							
40213023	5/20/2019	956.35	0.00	06/06/2019				False	0
100-706-052033 Printed Materials				20C7921 BOOKS					
	40213023 Total:	956.35							



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
40213024	5/20/2019	166.29	0.00	06/06/2019				False	0
100-000-021300 Library Replacement Fines				20C7921 BOOKS					
40213024 Total:		166.29							
40267483	5/23/2019	190.10	0.00	06/06/2019				False	0
100-706-052035 Audio Materials				20C7921 BOOKS					
40267483 Total:		190.10							
40267484	5/23/2019	23.52	0.00	06/06/2019				False	0
100-706-052035 Audio Materials				20C7921 BOOKS					
40267484 Total:		23.52							
40267485	5/23/2019	99.24	0.00	06/06/2019				False	0
100-706-052033 Printed Materials				20C7921 BOOKS					
40267485 Total:		99.24							
40267486	5/23/2019	27.19	0.00	06/06/2019				False	0
100-706-052033 Printed Materials				20C7921 BOOKS					
40267486 Total:		27.19							
40267487	5/23/2019	16.79	0.00	06/06/2019				False	0
100-000-021300 Library Replacement Fines				20C7921 BOOKS					
40267487 Total:		16.79							
40345458	5/29/2019	145.84	0.00	06/06/2019				False	0
100-706-052035 Audio Materials				20C7921 BOOKS					
40345458 Total:		145.84							
40345459	5/29/2019	15.00	0.00	06/06/2019				False	0
100-706-052033 Printed Materials				20C7921 BOOKS					
40345459 Total:		15.00							
40345460	5/29/2019	17.80	0.00	06/06/2019				False	0
100-706-052033 Printed Materials				20C7921 BOOKS					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
40345460 Total:		17.80							
40345462	5/29/2019	125.31	0.00	06/06/2019				False	0
100-706-052033 Printed Materials				20C7921 BOOKS					
40345462 Total:		125.31							
50345461	5/29/2019	16.60	0.00	06/06/2019				False	0
100-706-052033 Printed Materials				20C7921 BOOKS					
50345461 Total:		16.60							
INGRAM LIBRARY SERV		3,962.83							
JORDAN RAMIS PC 030274									
157030	5/28/2019	2,167.00	0.00	06/06/2019				False	0
202-721-052019 Professional Services				GENERAL LEGAL SERVICES					
157030 Total:		2,167.00							
JORDAN RAMIS PC Tota		2,167.00							
LANG, ATTORNEY AT LAW, MARK J. 018006									
1961	5/30/2019	200.00	0.00	06/06/2019				False	0
100-704-052019 Professional Services				AMANDA KEY					
1961 Total:		200.00							
1962	5/30/2019	200.00	0.00	06/06/2019				False	0
100-704-052019 Professional Services				KIM OVIATT					
1962 Total:		200.00							
1963	5/30/2019	200.00	0.00	06/06/2019				False	0
100-704-052019 Professional Services				CHARLES MECHAM					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
1963 Total:		200.00							
1964	5/30/2019	125.00	0.00	06/06/2019				False	0
100-704-052019 Professional Services				BILLY NELSON					
1964 Total:		125.00							
1965	5/30/2019	200.00	0.00	06/06/2019				False	0
100-704-052019 Professional Services				CHRISTOPHER C HARTMAN					
1965 Total:		200.00							
LANG, ATTORNEY AT LA		925.00							
LAWRENCE OIL CO.									
018030									
019001-1915101	5/31/2019	1,462.40	0.00	06/06/2019				False	0
703-734-052022 Fuel / Oil				247748					
019001-1915101	5/31/2019	43.76	0.00	06/06/2019				False	0
100-715-052022 Fuel/Oil				247750					
019001-1915101	5/31/2019	66.66	0.00	06/06/2019				False	0
703-734-052022 Fuel / Oil				247751					
019001-1915101	5/31/2019	33.31	0.00	06/06/2019				False	0
100-715-052022 Fuel/Oil				247752					
019001-1915101	5/31/2019	31.43	0.00	06/06/2019				False	0
601-732-052022 Fuel / Oil				247752					
019001-1915101 Total:		1,637.56							
LAWRENCE OIL CO. Tot		1,637.56							
MASTER METER INC									
019403									
201570	5/17/2019	1,500.00	0.00	06/06/2019				False	0
601-731-052001 Operating Supplies				MASTERLINK HANDHELD SYSTEM SUPPORT					
201570 Total:		1,500.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
<hr/>									
MASTER METER INC To		1,500.00							
<hr/>									
NORTHWEST OCCUPATIONAL 021449									
006	5/16/2019	400.00	0.00	06/06/2019				False	0
100-705-052019 Professional Services				ADAM RAETHKE MEDICAL SCREENING EVAL					
<hr/>									
006 Total:		400.00							
<hr/>									
NORTHWEST OCCUPAT		400.00							
<hr/>									
PAGEFREEZER SOFTWARE, INC. 024630									
INV-6128	5/1/2019	3,588.00	0.00	06/06/2019				False	0
702-000-052006 Computer Maintenance				WEBSITE ARCHIVING					
<hr/>									
INV-6128 Total:		3,588.00							
<hr/>									
PAGEFREEZER SOFTWA		3,588.00							
<hr/>									
PAPE MACHINERY 024755									
159055	5/17/2019	485.11	0.00	06/06/2019				False	0
701-000-052001 Operating Supplies				ECU UPDATE					
<hr/>									
159055 Total:		485.11							
<hr/>									
PAPE MACHINERY Total		485.11							
<hr/>									
PASSPORT TO LANGUAGES INC. 45111									
1174527	4/30/2019	97.50	0.00	06/06/2019				False	0
100-704-052019 Professional Services				LOPEZ CRUZ TRANSLATION					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
1174527 Total:		97.50							
PASSPORT TO LANGUA		97.50							
PETTY CASH- JAMIE EDWARDS 018757									
06052019	6/5/2019	500.00	0.00	06/06/2019				False	0
201-000-052074 Events - 13 Nights				CASH FOR 13 NIGHTS TINA CURRY					
06052019 Total:		500.00							
PETTY CASH- JAMIE ED		500.00							
RUBENS LAWN SERVICE, JENNIFER MEABE 028033									
0002370	5/26/2019	80.00	0.00	06/06/2019				False	0
100-705-052023 Facility Maintenance				MAY LAWN SERVICE					
0002370 Total:		80.00							
RUBENS LAWN SERVIC		80.00							
SHRED-IT USA, LLC SHRED-IT									
8127391800	5/31/2019	45.95	0.00	06/06/2019				False	0
100-715-052019 Professional Services				13627551					
8127391800 Total:		45.95							
SHRED-IT USA, LLC Tot		45.95							
SPEAKWRITE BILLING DEPT. 445218									
1238AB36	6/1/2019	462.00	0.00	06/06/2019				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
100-705-052019 Professional Services				TRANSCRIPTION SERVICES					
1238AB36 Total:		462.00							
SPEAKWRITE BILLING		462.00							
SUNSET EQUIPMENT CO. 032700									
62167	5/21/2019	9.95	0.00	06/06/2019				False	0
601-732-052001 Operating Supplies				SOLINOID TERMINAL					
62167 Total:		9.95							
62499	5/31/2019	519.99	0.00	06/06/2019				False	0
601-731-052001 Operating Supplies				HEDGE TRIMMER					
62499 Total:		519.99							
SUNSET EQUIPMENT C		529.94							
TERRITORIAL SUPPLIES INC. 033015									
14200	5/28/2019	104.99	0.00	06/06/2019				False	0
100-705-052001 Operating Supplies				NK TEST OPIUM ALKALOIDS					
14200 Total:		104.99							
TERRITORIAL SUPPLIE		104.99							
THE CHRONICLE 006800A									
6532	5/21/2019	35.00	0.00	06/06/2019				False	0
100-715-052004 Office Supplies				1 YEAR SUBSCRIPTION					
6532 Total:		35.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #	
Account Number	Description			Reference						
THE CHRONICLE Total:		35.00								
TURNEY EXCAVATING INC										
0355										
06052019	6/5/2019	10,212.50	0.00	06/06/2019					False	0
601-000-056101 Water Main Replacement			W-464 WAERLINE IMPROVEMENTS PROJECT							
06052019 Total:		10,212.50								
TURNEY EXCAVATING I		10,212.50								
UNITED RENTALS, INC.										
034813										
166710732-001	3/22/2019	4,143.40	0.00	06/06/2019					False	0
605-000-053011 Storm Main Replacement			TRENCH BOX SPREADER BAR							
166710732-001 Total:		4,143.40								
166710732-003	3/5/2019	3,888.40	0.00	06/06/2019					False	0
605-000-053011 Storm Main Replacement			TRENCH BOX SPREADER BAR							
166710732-003 Total:		3,888.40								
UNITED RENTALS, INC.		8,031.80								
VERIZON WIRELESS										
000720										
9830501681	5/20/2019	1,325.96	0.00	06/06/2019					False	0
100-705-052010 Telephone			271826771-00001							
9830501681 Total:		1,325.96								
9830558842	5/20/2019	36.16	0.00	06/06/2019					False	0
100-701-052010 Telephone			871458396-00001							
9830558842	5/20/2019	88.04	0.00	06/06/2019					False	0
100-711-052010 Telephone			871458396-00001							
9830558842	5/20/2019	133.12	0.00	06/06/2019					False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
601-732-052010 Telephone				871458396-00001					
9830558842	5/20/2019	43.47	0.00	06/06/2019	False0				
603-736-052010 Telephone				871458396-00001					
9830558842	5/20/2019	43.47	0.00	06/06/2019	False0				
603-737-052010 Telephone				871458396-00001					
9830558842	5/20/2019	37.26	0.00	06/06/2019	False0				
603-738-052010 Telephone				871458396-00001					
9830558842	5/20/2019	80.02	0.00	06/06/2019	False0				
601-731-052010 Telephone				871458396-00001					
9830558842	5/20/2019	154.10	0.00	06/06/2019	False0				
703-733-052010 Telephone				871458396-00001					
9830558842	5/20/2019	51.88	0.00	06/06/2019	False0				
701-000-052010 Telephone				871458396-00001					
9830558842	5/20/2019	242.50	0.00	06/06/2019	False0				
703-734-052010 Telephone				871458396-00001					
9830558842	5/20/2019	88.04	0.00	06/06/2019	False0				
100-709-052010 Telephone				871458396-00001					
9830558842 Total:		998.06							
VERIZON WIRELESS To		2,324.02							
Report Total:		250,890.13							



# Accounts Payable

## To Be Paid Proof List

User: jenniferj  
 Printed: 06/12/2019 - 2:59PM  
 Batch: 00002.06.2019 - AP 6.12.19 FY 18-19



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
ACCELA, INC. #774375									
000496									
INV-ACC46324	5/31/2019	626.00	0.00	06/12/2019				False	0
100-707-052020 Bank Service Fees				CIVIC PAY TRAN FEE					
	INV-ACC46324 Total:	626.00							
	ACCELA, INC. #774375 T	626.00							
ACE HARDWARE									
000500									
60176	5/31/2019	305.61	0.00	06/12/2019				False	0
100-708-052001 Operating Supplies				ACE MATERIALS					
	60176 Total:	305.61							
60180	5/31/2019	281.61	0.00	06/12/2019				False	0
603-736-052001 Operating Supplies				ACE MATERIALS					
60180	5/31/2019	281.60	0.00	06/12/2019				False	0
603-737-052001 Operating Supplies				ACE MATERIALS					
60180	5/31/2019	149.50	0.00	06/12/2019				False	0
205-000-052001 Operating Supplies				ACE MATERIALS					
60180	5/31/2019	63.54	0.00	06/12/2019				False	0
704-000-053017 Capital Outlay - Rec Center				ACE MATERIALS					
	60180 Total:	776.25							
60181	5/31/2019	99.55	0.00	06/12/2019				False	0
703-734-052001 Operating Supplies				ACE MATERIALS					
60181	5/31/2019	140.47	0.00	06/12/2019				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
704-000-053017 Capital Outlay - Rec Center				ACE MATERIALS					
60181	5/31/2019	52.28	0.00	06/12/2019				False	0
100-705-052023 Facility Maintenance				ACE MATERIALS					
60181	5/31/2019	113.96	0.00	06/12/2019				False	0
601-732-052001 Operating Supplies				ACE MATERIALS					
60181	5/31/2019	250.65	0.00	06/12/2019				False	0
601-731-052001 Operating Supplies				ACE MATERIALS					
60181	5/31/2019	49.74	0.00	06/12/2019				False	0
704-000-053022 Capital Outlay - Veterans Proj				ACE MATERIALS	VET MEM PARK				
60181	5/31/2019	5.66	0.00	06/12/2019				False	0
100-708-052001 Operating Supplies				ACE MATERIALS					
60181	5/31/2019	22.06	0.00	06/12/2019				False	0
601-731-052001 Operating Supplies				ACE MATERIALS					
60181 Total:		734.37							
ACE HARDWARE Total:		1,816.23							
ALEXIN ANALYTICAL LABS, INC.									
001650									
36607	5/8/2019	399.00	0.00	06/12/2019				False	0
601-731-052064 Lab Testing				TESTING					
36607 Total:		399.00							
ALEXIN ANALYTICAL L		399.00							
BEMIS PRINTING									
002701									
8674	4/26/2019	260.00	0.00	06/12/2019				False	0
202-724-052001 Operating Supplies				ANNUAL ENTRY PERMIT					
8674	4/26/2019	41.75	0.00	06/12/2019				False	0
100-702-052018 Professional Development				NOTARY C. FARNSWORTH					
8674 Total:		301.75							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
BEMIS PRINTING Total:		301.75							
CARQUEST AUTO PARTS STORES									
005845									
05312019	5/31/2019	75.66	0.00	06/12/2019				False	0
701-000-052001 Operating Supplies				315752 AUTO PARTS					
05312019 Total:		75.66							
CARQUEST AUTO PART		75.66							
CASCADE CONCRETE PRODUCTS,INC.									
005925									
74102	5/13/2019	4,308.00	0.00	06/12/2019				False	0
605-000-053011 Storm Main Replacement				MANHOLE BASE SECTION LID LIGHT HOLE JOINT S					
74102 Total:		4,308.00							
CASCADE CONCRETE P		4,308.00							
CENTERLOGIC, INC.									
011595									
52532	6/3/2019	1,625.00	0.00	06/12/2019				False	0
702-000-052006 Computer Maintenance				MSP AGREEMENT					
52532 Total:		1,625.00							
52678	6/4/2019	1,782.50	0.00	06/12/2019				False	0
702-000-052006 Computer Maintenance				MSP AGREEMENT SONICWALL FAAS VEEAM					
52678 Total:		1,782.50							
52772	6/4/2019	187.50	0.00	06/12/2019				False	0
702-000-052006 Computer Maintenance				CSP MONTHLY AGREEMENT OFFICE					
52772 Total:		187.50							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	CENTERLOGIC, INC. To	3,595.00							
CINTAS CORPORATION									
037620									
8404140614	5/10/2019	71.88	0.00	06/12/2019				False	0
100-708-052001	Operating Supplies			CABINET REFILL PARKS					
8404140614 Total:		71.88							
8404140615	5/10/2019	41.21	0.00	06/12/2019				False	0
603-736-052001	Operating Supplies			CABINET REFILL PW					
8404140615	5/10/2019	41.21	0.00	06/12/2019				False	0
603-737-052001	Operating Supplies			CABINET REFILL PW					
8404140615 Total:		82.42							
8404140616	5/10/2019	83.24	0.00	06/12/2019				False	0
100-715-052004	Office Supplies			CABINET REFILL CITY HALL					
8404140616 Total:		83.24							
8404163660	5/31/2019	40.84	0.00	06/12/2019				False	0
703-734-052019	Professional Services			CABINET REFILL PW					
8404163660 Total:		40.84							
8404163661	5/31/2019	73.19	0.00	06/12/2019				False	0
100-715-052019	Professional Services			CABINET REFILL CITY HALL					
8404163661 Total:		73.19							
8404163662	5/31/2019	66.86	0.00	06/12/2019				False	0
100-708-052001	Operating Supplies			CABINET REFILL PARK					
8404163662 Total:		66.86							
CINTAS CORPORATION		418.43							

CITY OF COLUMBIA CITY

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
007370									
05262019	5/26/2019	77.73	0.00	06/12/2019				False	0
601-732-052003 Utilities				001754-001					
	05262019 Total:	77.73							
	CITY OF COLUMBIA CIT	77.73							
COLUMBIA COUNTY MUSEUM ASSOCIATION									
007590									
06052019	6/5/2019	35.23	0.00	06/12/2019				False	0
203-706-052028 Projects & Programs				REIMB. SUPPLIES HISTORICAL POSTERS FOR CC RE					
	06052019 Total:	35.23							
	COLUMBIA COUNTY M	35.23							
COMCAST									
COMCAST									
06012019	6/1/2019	166.90	0.00	06/12/2019				False	0
702-000-052003 Utilities				4924					
	06012019 Total:	166.90							
	COMCAST Total:	166.90							
CORE & MAIN LP									
020916									
K603924	5/23/2019	118.53	0.00	06/12/2019				False	0
601-731-052001 Operating Supplies				FC319051 CPLG					
	K603924 Total:	118.53							
	CORE & MAIN LP Total:	118.53							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
E2C CORPORATION									
E2C									
4337	6/9/2019	2,200.00	0.00	06/12/2019				False	0
201-000-052074 Events - 13 Nights				PROPS ENTERT GIFT SHOP ADVERTISING LIC EQUIF					
4337	6/9/2019	2,164.38	0.00	06/12/2019				False	0
201-000-052058 Events - Holloween				PROPS ENTERT GIFT SHOP ADVERTISING LIC EQUIF					
4337	6/9/2019	10,568.85	0.00	06/12/2019				False	0
201-000-052059 Events - General				PROPS ENTERT GIFT SHOP ADVERTISING LIC EQUIF					
4337	6/9/2019	5,288.22	0.00	06/12/2019				False	0
201-000-052019 Professional Services				PROPS ENTERT GIFT SHOP ADVERTISING LIC EQUIF					
4337 Total:		20,221.45							
E2C CORPORATION Tota		20,221.45							
EAGLE STAR ROCK PRODUCTS, INC.									
010970									
36090	5/23/2019	857.70	0.00	06/12/2019				False	0
605-000-053011 Storm Main Replacement				ROCK WWTP					
36090 Total:		857.70							
36134	6/3/2019	686.41	0.00	06/12/2019				False	0
605-000-053011 Storm Main Replacement				ROCK WWTP					
36134 Total:		686.41							
36139	6/4/2019	685.89	0.00	06/12/2019				False	0
605-000-053011 Storm Main Replacement				ROCK WWTP					
36139 Total:		685.89							
36147	6/5/2019	715.50	0.00	06/12/2019				False	0
605-000-053011 Storm Main Replacement				ROCK WWTP					
36147 Total:		715.50							
36154	6/6/2019	144.80	0.00	06/12/2019				False	0
605-000-053011 Storm Main Replacement				ROCK WWTP					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
36154 Total:		144.80							
EAGLE STAR ROCK PRO		3,090.30							
EMMERT MOTORS, INC.									
020693									
060619	6/6/2019	154.61	0.00	06/12/2019				False	0
701-000-053001 Capital Outlay				TAXES					
060619 Total:		154.61							
134840	5/20/2019	38.74	0.00	06/12/2019				False	0
701-000-052001 Operating Supplies				TUBE					
134840 Total:		38.74							
EMMERT MOTORS, INC		193.35							
HACH COMPANY									
014200									
11491796	6/3/2019	68.07	0.00	06/12/2019				False	0
601-731-052001 Operating Supplies				REAGENT SET CHLORINE FREE					
11491796	6/3/2019	136.15	0.00	06/12/2019				False	0
601-732-052023 Facility Maintenance				REAGENT SET CHLORINE FREE					
11491796 Total:		204.22							
HACH COMPANY Total:		204.22							
HELLER ENTERPRISES									
015064									
27753	5/29/2019	152.50	0.00	06/12/2019				False	0
701-000-052001 Operating Supplies				SQUARE TUBE					
27753 Total:		152.50							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	HELLER ENTERPRISES	152.50							
HOUK, THAD 015757									
06122019	6/12/2019	114.48	0.00	06/12/2019				False	0
100-702-052028 Projects & Programs				REIMB. FOR PARKS PICNIC T HOUCK FOOD WINCO					
	06122019 Total:	114.48							
	HOUK, THAD Total:	114.48							
HUDSON GARBAGE SERVICE 015875									
10310297	6/1/2019	57.49	0.00	06/12/2019				False	0
100-706-052003 Utilities				1554					
	10310297 Total:	57.49							
10310989	6/1/2019	108.69	0.00	06/12/2019				False	0
100-709-052023 Facility Maintenance				7056					
	10310989 Total:	108.69							
10311041	6/1/2019	123.42	0.00	06/12/2019				False	0
202-722-052023 Facility Maintenance				1026					
	10311041 Total:	123.42							
10311134	6/1/2019	89.76	0.00	06/12/2019				False	0
100-708-052003 Utilities				3955					
	10311134 Total:	89.76							
10311401	6/1/2019	44.88	0.00	06/12/2019				False	0
100-709-052023 Facility Maintenance				7337					
	10311401 Total:	44.88							



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
HUDSON GARBAGE SER		424.24							
INGRAM LIBRARY SERVICES, INC. 016240									
40316895	5/28/2019	-12.20	0.00	06/12/2019				False	0
100-706-052033 Printed Materials				BOOKS 2OC7921					
40316895 Total:		-12.20							
40446407	6/5/2019	318.56	0.00	06/12/2019				False	0
100-706-052033 Printed Materials				BOOKS 2OC7921					
40446407 Total:		318.56							
40446408	6/5/2019	26.66	0.00	06/12/2019				False	0
100-706-052035 Audio Materials				BOOKS 2OC7921					
40446408 Total:		26.66							
404464093	6/5/2019	35.89	0.00	06/12/2019				False	0
100-706-052033 Printed Materials				BOOKS 2OC7921					
404464093 Total:		35.89							
40446410	6/5/2019	43.48	0.00	06/12/2019				False	0
100-706-052033 Printed Materials				BOOKS 2OC7921					
40446410 Total:		43.48							
INGRAM LIBRARY SERV		412.39							
JOHNSON CONTROLS FIRE PROTECTION LP 84213									
20968620	5/31/2019	1,980.18	0.00	06/12/2019				False	0
100-706-052023 Facility Maintenance				LIB AUDITORIUM TECH CENTERS					
20968620 Total:		1,980.18							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
JOHNSON CONTROLS F		1,980.18							
JORDAN RAMIS PC									
030274									
157744	5/31/2019	245.00	0.00	06/12/2019				False	0
100-701-052019 Professional Services				GENERAL LEGAL SERVICES					
157744 Total:		245.00							
157745	5/31/2019	2,520.00	0.00	06/12/2019				False	0
202-721-052019 Professional Services				COM DEVEL URBAN RENEWAL					
157745 Total:		2,520.00							
157746	5/31/2019	655.00	0.00	06/12/2019				False	0
100-710-052019 Professional Services				PLANNING LEGAL SERVICES					
157746 Total:		655.00							
157747	5/31/2019	175.00	0.00	06/12/2019				False	0
703-733-052019 Professional Services				PUBLIC WORKS LEGAL SERV					
157747 Total:		175.00							
157748	5/31/2019	1,815.00	0.00	06/12/2019				False	0
100-701-052019 Professional Services				FINANCE FRANCHISE					
157748 Total:		1,815.00							
JORDAN RAMIS PC Tota		5,410.00							
KJ SECURITY SOLUTIONS & LOCKSMITH, LLC									
KJSECUR									
0003525	5/30/2019	779.00	0.00	06/12/2019				False	0
704-000-053001 Capital Outlay				REPIN LOCK					
0003525 Total:		779.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
<hr/>									
KJ SECURITY SOLUTIO		779.00							
L.N. CURTIS AND SONS 854111									
INV285945	5/28/2019	206.20	0.00	06/12/2019				False	0
100-705-052001 Operating Supplies				KOLTEN EDWARDS UNIFORMS					
INV285945 Total:		206.20							
L.N. CURTIS AND SONS		206.20							
LAKESIDE INDUSTRIES 018000									
85092	4/30/2019	516.06	0.00	06/12/2019				False	0
205-000-052001 Operating Supplies				EZ STREET ASPHALT					
85092 Total:		516.06							
LAKESIDE INDUSTRIES		516.06							
MACKENZIE 3114									
1061218	6/6/2019	5,977.40	0.00	06/12/2019				False	0
704-000-053024 Capital Outlay - PD Station				POLICE NEEDS ASSESSMENT					
1061218 Total:		5,977.40							
MACKENZIE Total:		5,977.40							
METRO PLANNING INC. 020291									
4890	6/3/2019	112.50	0.00	06/12/2019				False	0
100-710-052006 Computer Maintenance				GIS HOSTING					
4890	6/3/2019	37.50	0.00	06/12/2019				False	0
703-733-052026 Equipment Fund Charges				GIS HOSTING					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	4890 Total:	150.00							
	METRO PLANNING INC	150.00							
MIDWEST TAPE 020427									
97398657	5/17/2019	150.42	0.00	06/12/2019				False	0
100-706-052034 Visual Materials				DVD					
	97398657 Total:	150.42							
97398658	5/17/2019	31.49	0.00	06/12/2019				False	0
100-706-052035 Audio Materials				ADB					
	97398658 Total:	31.49							
97428355	5/24/2019	113.36	0.00	06/12/2019				False	0
100-706-052035 Audio Materials				ADB					
	97428355 Total:	113.36							
97428357	5/24/2019	25.99	0.00	06/12/2019				False	0
100-706-052034 Visual Materials				DVD					
	97428357 Total:	25.99							
97456177	5/31/2019	26.24	0.00	06/12/2019				False	0
100-706-052034 Visual Materials				DVD					
	97456177 Total:	26.24							
	MIDWEST TAPE Total:	347.50							
NEO PARTNERS LLC, ATTN: PAUL DEMING 74451									
053019	5/30/2019	3,252.40	0.00	06/12/2019				False	0
202-721-052019 Professional Services				ONE QUICKSTART DESIGN STUDY					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	053019 Total:	3,252.40							
	NEO PARTNERS LLC, AT	3,252.40							
NET ASSETS									
020888									
95-201905	6/3/2019	629.00	0.00	06/12/2019				False	0
100-707-052019 Professional Services				TITLE SERVICES					
	95-201905 Total:	629.00							
	NET ASSETS Total:	629.00							
NORTHSTAR CHEMICAL, INC.									
021556									
145923	6/6/2019	513.20	0.00	06/12/2019				False	0
601-732-052083 Chemicals				SODIUM HYPOCHLORITE 12.5					
	145923 Total:	513.20							
	NORTHSTAR CHEMICAL	513.20							
OREGON MAYORS ASSOCIATION									
022500									
6,206	6/11/2019	325.00	0.00	06/12/2019				False	0
100-703-052018 Professional Development				2019 OMA SUMMER CONFERENCE					
	6,206 Total:	325.00							
	OREGON MAYORS ASSO	325.00							
ORKIN									
orkin									
185015633	6/10/2019	85.00	0.00	06/12/2019				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
100-705-052023 Facility Maintenance				PEST CONTROL					
185015633 Total:		85.00							
ORKIN Total:		85.00							
PACIFIC STAINLESS PRODUCTS, INC.									
PACIFICS									
24973PC-IN	5/21/2019	200.00	0.00	06/12/2019				False	0
205-000-052001 Operating Supplies				FISH ART					
24973PC-IN Total:		200.00							
PACIFIC STAINLESS PRO		200.00							
PAULSON PRINTING									
025300									
12880	5/31/2019	848.25	0.00	06/12/2019				False	0
100-706-052028 Projects & Programs				BOOKLETS / BOOKMARKS					
12880 Total:		848.25							
D2918	5/31/2019	72.00	0.00	06/12/2019				False	0
100-705-052001 Operating Supplies				BUS CARDS FOR RAETHKE					
D2918 Total:		72.00							
PAULSON PRINTING To		920.25							
PERMA-BOUND									
025410									
1824324-01	5/16/2019	34.00	0.00	06/12/2019				False	0
100-706-052033 Printed Materials				BOOKS					
1824324-01 Total:		34.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
PERMA-BOUND Total:		34.00							
PORTLAND GENERAL ELECTRIC									
025702									
06112019	6/11/2019	41.33	0.00	06/12/2019				False	0
202-722-052003	Utilities			4854421000					
06112019 Total:		41.33							
PORTLAND GENERAL E		41.33							
RECORDED BOOKS INC									
027019									
76236423	6/3/2019	1,500.00	0.00	06/12/2019				False	0
100-706-052031	Periodicals			ZINIO VALUE COLLECTION					
76236423 Total:		1,500.00							
RECORDED BOOKS INC		1,500.00							
RICOH USA, INC.									
027294									
102207577	6/4/2019	189.29	0.00	06/12/2019				False	0
100-705-052023	Facility Maintenance			1496666-3356313					
102207577 Total:		189.29							
RICOH USA, INC. Total:		189.29							
SHRED-IT USA, LLC									
SHRED-IT									
8127177296	4/30/2019	135.39	0.00	06/12/2019				False	0
100-705-052019	Professional Services			13664225 SHRED SERVICES					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
8127177296 Total:		135.39							
8127394880	5/31/2019	270.78	0.00	06/12/2019				False	0
100-705-052019 Professional Services				13664225 SHRED SERVICES					
8127394880 Total:		270.78							
SHRED-IT USA, LLC Tot		406.17							
SUNSET AUTO PARTS, INC.									
020815									
05312019	5/31/2019	119.55	0.00	06/12/2019				False	0
701-000-052001 Operating Supplies				AUTO PARTS ACCT 6355					
05312019 Total:		119.55							
SUNSET AUTO PARTS, I		119.55							
TIGARDS LANDMARK FOR LINCOLN									
841121									
03142019	3/14/2019	34,773.85	0.00	06/12/2019				False	0
701-000-053001 Capital Outlay				2019 FORD EXPLORER					
03142019 Total:		34,773.85							
TIGARDS LANDMARK F		34,773.85							
U.S. BANK EQUIPMENT FINANCE									
033955									
386409593	5/31/2019	99.00	0.00	06/12/2019				False	0
100-715-052021 Equipment Maintenance				CONTRACT PAYMENT					
386409593 Total:		99.00							
U.S. BANK EQUIPMENT		99.00							



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
<hr/>									
UNITED RENTALS, INC. 034813									
166710732-004	5/30/2019	255.00	0.00	06/12/2019				False	0
605-000-053011 Storm Main Replacement				TRENCH BOX					
	166710732-004 Total:	255.00							
	UNITED RENTALS, INC.	255.00							
<hr/>									
VERIZON WIRELESS 000720									
9831148519	6/1/2019	169.22	0.00	06/12/2019				False	0
702-000-052010 Telephone				242060134-00001					
	9831148519 Total:	169.22							
	VERIZON WIRELESS To	169.22							
<hr/>									
WILCOX & FLEGEL 037003									
0372143-IN	4/15/2019	176.53	0.00	06/12/2019				False	0
202-722-052023 Facility Maintenance				FILL TRACK HOE					
	0372143-IN Total:	176.53							
0382127-IN	5/13/2019	58.10	0.00	06/12/2019				False	0
701-000-052001 Operating Supplies				MOBILFLUID					
	0382127-IN Total:	58.10							
0382469-IN	5/14/2019	107.07	0.00	06/12/2019				False	0
202-721-052019 Professional Services				KASTER RD					
	0382469-IN Total:	107.07							
	WILCOX & FLEGEL Tota	341.70							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
<hr/>									
WIRE WORKS LLC									
035698									
7603	5/29/2019	12,304.53	0.00	06/12/2019				False	0
701-000-053001 Capital Outlay				2019 FORD SUV PATROL					
		<hr/>							
7603 Total:		12,304.53							
7604	5/29/2019	820.20	0.00	06/12/2019				False	0
701-000-053001 Capital Outlay				2017 CAPRICE					
		<hr/>							
7604 Total:		820.20							
		<hr/>							
WIRE WORKS LLC Total		13,124.73							
		<hr/>							
		<hr/>							
Report Total:		109,096.42							
		<hr/>							
		<hr/>							

**City of St. Helens**  
*Consent Agenda for Approval*

**CITY COUNCIL MINUTES**

Presented for approval on this 19<sup>th</sup> day of June, 2019 are the following Council minutes:

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2019

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- Work Session and Public Hearing Minutes dated June 5, 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

June 5, 2019

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

**Members Absent:** Councilor Ginny Carlson

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

**Others:** Susan Wagner Patrick Trapp Jennifer Pugsley  
Les Watters Willow Bill Christine Menges  
Nicole Thill Chuck Daughtry

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

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

- William Dugaard "Willow Bill". He distributed a handout to the Council. A copy is included in the archive meeting packet. He requested a YouTube video of the Flying Eagle Canoe done by Nicole Thill be shown. It can be viewed at <https://www.youtube.com/watch?v=gXhqjn3krMw>. Fun times are had on the Eagle. Willow Bill spoke to the Grand Ronde Nation about offering something in coordination with the City. He is waiting to hear back. They would like to do a number of events with the Flying Eagle on the Waterfront property. He asked if they can borrow a 10x20 tent.
- Les Watters. On behalf of the Museum Association, he thanked the Council for the honor of being grand marshal in the parade. However, he is here on a different issue. He referred to a map and showed the area where fill is being dumped at the end of N. 2nd Street. He brought it up to the Planning Commission in the past but now it's happening again. He encouraged the City to create a long-range plan for that area. He does recall the discussion about emergency access and bicycle paths.

Council President Morten responded that there has been discussions with Public Works about that serving as ingress and egress for the marina area. In case of fire, it gives an additional access. The only plan was to get it filled so it can be used.

Les reiterated the need for a plan and neighborhood input. Discussion ensued.

- Pat Trapp, Port of Columbia County.
  - Approved the Devinaire lease.
  - Approved the budget for the next year.
  - Approved a change to the next energy site development and option program.
  - Received the LUBA decision for the rezoned property. The Court of Appeals found that LUBA was correct in their decision. They found in favor of the Port for eight of nine of the things. That one will go back to the County for a decision.

Council President Morten asked when his term up. Pat responded that it's up at the end of this month. Morten thanked Pat for all of his reports. Mayor Scholl thanked Pat as well.

Councilor Locke asked Pat how many trains are anticipated to come through here in the next five years. Pat said there have been three ethanol trains per month since November 2015. Councilor Topaz asked how many cars there are per train. Pat said that Port Westward deals in unit trains, which is normally 104-110 cars per train. However, that can change based on the product.

Council President Morten spoke of how the Port approved a maximum amount of train traffic that could pass through. Pat confirmed that it was passed in 2013 and has not been amended. The first one allowed them no more than 24 trains per month. Five years later, the rail improved and they are now allowed up to 32 trains per months.

Council President Morten asked if there are times that train traffic is allowed to pass-through. Pat responded that there is no prescribed schedule for unit trains that service the Port's tenants. However, they have worked with Portland & Western Rail to try to avoid certain times; such as rush hours and school start and end times.

### 3) **Discussion Topics**

#### 3.A **Columbia County Economic team Semi-Annual Report - Chuck Daughtry, Executive Director**

Chuck Daughtry, Executive Director of the Columbia County Economic Team, was in attendance to give the semi-annual report. A copy is included in the archive meeting packet.

- CCET re-organization
  - Approved new bylaws
  - 501(c)(3) covers the Tourism Committee and Keep it Local Columbia County
- OMIC
  - R&D has seven full-time employees
  - Reviewed the R&D projects
  - Creating the Oregon Manufacturing Innovation District
  - The road that connects West Lane Road to the property received a final inspection yesterday
  - Recruiting businesses
  - Portland Community College will have an operational campus by Fall of 2020
  - Opportunity Zone
  - Meeting with County Commissioners about the Lower Columbia Maritime Enterprise Zone renewal
  - Working with the Port on the McNulty Creek property
  - Meeting with the new Cascade Tissues General Manager next week

- Making recommendations to Armstrong for cleaning up and marketing
- Control Solutions constructing new building on McNulty Way
- Reviewed Rainier, Clatskanie, Vernonia, and Columbia City projects

Mayor Scholl often hears from people in the community...[Secretary's note: about needing industry in St. Helens]. He asked Chuck and Pat to elaborate. Chuck responded that there were a number of companies interested in the Boise site when he got here. However, there was a shift when the City acquired it and they weren't able to market it as well. They did bring in Cascades Tissue. The rock issue made it difficult to develop. Pat elaborated on business attraction and expansion on Port properties. There have also been challenges working with the City on permits. They will continue working to draw businesses here. Discussion ensued. Mayor Scholl thanked Chuck and Pat for they work they're doing.

### 3.B Annual CDBG Revolving Loan Fund Program Report – Susan Wagner, C.A.T.

Susan Wagner with the Community Action Team was in attendance to give the report.

- Partnered with St. Helens for housing rehabilitation since 1984
- Revolving Loan Program provides 0% interest and low payments
- Loans are paid back when the home is sold or after 30 years
- Funds health and safety repairs
- Currently have 29 homes
- Four loans were paid off last year
- Need to preserve existing affordable housing
- Healthy Homes Programs helps fund repairs for people on the Oregon Health Plan
- Self-Help Owner Occupied Rehab Program allows homeowners to do the work themselves at a much reduced cost
- Completed the Veterans Home Repair Program in March
- Assisted three families with the down payment assistance program
- The 16-unit homeless housing on N. 18<sup>th</sup> Street is almost complete. An open house will be held July 19.

### 3.C Planning Commission/Historic Landmarks Committee Annual Report

City Planner Graichen was present to give the report. A copy is included in the archive meeting packet.

- Held 11 meetings over the last year.
- Acceptance Agenda items almost double compared to the prior year.
- Reviewed projects in process.
- Reviewed future projects/plans.
- Requested the requirement of a bond or something to pay for potential enforcement issues that come about with projects. That will need to be discussed further.

### 3.E Discussion regarding Millard Road Property - Jacob

City Planner Graichen reviewed his memo and attachments. A copy is included in the archive meeting packet. He recommends the northern portion remain Public Lands (PL) for the park. There was a lot of support for a park at the public forum along the creek. One idea that the County concurs with is to zone the remaining property Mixed Use (MU) so the use is driven by the market. A public hearing for the zone change will be needed. They can propose MU or Moderate Residential (R7) to remain status quo with the surrounding area. The neighbors expressed desire for Suburban Residential (R10). He does not recommend zoning it R10.

Discussion ensued. This will go to the Parks & Trails Commission for their review as well. Council concurred with the northern portion being zoned PL and the remaining MU.

### **3.D Request from Port to Provide Letter of Support for Site Certification Program**

City Administrator Walsh explained the Port's request. A copy of the request and draft letter are included in the archive meeting packet. Council concurred.

### **3.F Discussion regarding Proposed Amendments to Dock Regulations – John**

City Administrator Walsh presented the proposed dock regulation amendments. A copy of the proposed ordinance and amendments are included in the archive meeting packet. Discussion ensued. There is a need to increase safety at the docks as well.

## **4) Department Reports**

Police Chief Greenway reported...

- June's First Thursday is tomorrow. The topic is Interaction with the Police Department.
- There will not be a First Thursday in July.
- Met with Sheriff Brian Pixley this morning. They have entered a verbal agreement to use the County boat. They are researching securing a vessel for the City to access Sand Island. An MOU was found from 2001 that already allowed this but it refers to a boat that is no longer in service. They will be updating the MOU.
- Detective Dustin King is a certified boat instructor and will train all of our officers on water safety. There will be minimal cost for training.

Public Works Interim Director Nelson reported...

- The Gable Road project is getting ready to start. The utility work taking place now is separate from the County construction project. They plan to begin as soon as school is out. There will be some delays and detours.
- The Plymouth Street project is almost complete. It does need to be paved and should be open by 4<sup>th</sup> of July for access.
- Some of the brush and grass along the roadways is not getting done as quickly as it normally does. Their one mower that is able to do the roadside mowing is broken. It will take at least a month to repair. They have reached out to the County. They have four but two are broken. They have agreed to let us borrow one when they complete a project in the next week or two.

Councilor Topaz asked Nelson not to mow the blackberries going around the curve on Old Portland Road. Nelson responded that they will try to limit the mowing. They do have to mow that area to maintain the infrastructure. Councilor Locke added the need to keep it mowed so it doesn't get closer to the street.

Library Director Jeffries reported...

- The summer reading programs begin June 17. The theme is Universe of Stories. The 50th anniversary of the moon landing is in July. The programs focus around space and the universe.

Finance Director Brown reported...

- Asked if the Council would like to hold a public forum for the Recreation Program fee on Monday, June 24. There is a availability at the school district. Council concurred to holding the meeting on that Monday at 6 p.m.



City Recorder Payne reported...

- Three upcoming street closures:
  - Celebration of Life on Eilertson Street in front of Fast Boyz Detailing, June 9, 10 a.m. – 9 p.m.
  - Kiwanis Parade on Columbia Blvd. from Highway 30 to S. 1<sup>st</sup> Street to the Waterfront Property, June 15, 11 a.m. – 2:30 p.m.
  - Block Party between 301-325 S. 2<sup>nd</sup> Street, July 4, 2 p.m. – 11 p.m.

Events Coordinator Curry reported...

- Met with Heather about the Spirit of Halloweentown parade. It's looking like the first weekend of October will be their busiest weekend.
- Tomorrow is the first night of 13 Nights on the River. The St. Helens High School Jazz Band and Hit Machine will be performing. She hopes to not have to tow any vehicles this year.
- The Wine and Art Walk is held on the second Sunday of the month, 11 a.m. – 3 p.m., on S. 1<sup>st</sup> Street. Additional businesses have been added.
- Working with Brad for Sand Island Adventure and the campground. It will be available online for people to rent campsites.
- Working on a Spirit of Halloweentown Fan Club.
- Stephanie Patterson and Christina Sullivan are helping to coordinate vendors and suppliers. They are working on a video and radio commercial. There are new programs businesses will be able to participate in that are far-reaching for Columbia County.

Councilor Topaz expressed concerns that he's heard from people that Sand Island cannot be accessed unless you go through Bad. He asked for that to be clarified to the public. Curry responded that Brad is basically the director. If someone wants to do more than just day use on the Island, they should contact him. She suggested people go to [www.discovercolumbiacounty.com](http://www.discovercolumbiacounty.com) for details. Discussion ensued. Overnight campers will need to pay a fee. There is no fee to take the shuttle over and back.

City Administrator Walsh reported...

- Tonight's agenda includes a resolution in support of the County's grant application to the Oregon Parks and Recreation Department for recreational trail development at the Salmonberry Lake property. The City will remain in control of the property.
- Shoestring Players proposed a theater space in the County's Rose Garden. They have since leased space on S. 1<sup>st</sup> Street. Walsh has been communicating with the new owners of the adjacent building about using that area and the wall as a theater space during community events. Council was in agreement to explore the idea further.

## 5) **Council Reports**

Councilor Locke reported...

- He and Walsh met with Cascades last week. They talked about what would be done during the shutdown June 10 – 14. The parking lot will be about three quarters full of utility poles during that time. Softball field users will have to park in the gravel lot and walk over. Hamer will be doing a lot of the work and requested to use the back parking lot. They requested a City key to get back there. Locke gave one to Cascades.
- At the last Community Action Team (CAT) meeting, they discussed concerns staff have with security at the Warming Center. He asked Chief Greenway if officers could patrol that area or even talk to staff about what to do. Greenway responded that he will make sure officers do additional patrols and stop by.

- This could be one of the worst fire seasons ever if it stays dry. Are there any preventative measures to burn in problematic areas? Mayor Scholl suggested that's a question for the fire department and if they have sufficient staffing to oversee it.

Councilor Topaz reported...

- Councilor Locke took him over to the mill. It's the worst he's ever seen. There are OSHA concerns that need to be addressed. Councilor Locke added that he plans to take Building Official Mike De Roia and Fire Marshal Jeff Pritcher over to tour the mill.

Council President Morten...

- Responding to Les Watters' testimony, Morten requested that Planning and Public Works work together on a comprehensive plan for the ingress and egress of Wyeth Street. He expressed concerns about pedestrians, cyclists, and emergency vehicles needing to get out of that area. That could be a one-way egress to control the traffic. He would like to see a plan developed within a one-year time frame. Nelson confirmed that there is a tentative plan for a one-way egress that would come out of the back of the upper RV park. Limited amounts of fill are being put that area now. They do have a fill permit. Council concurred.

Mayor Scholl reported...

- Directed questions to reporter Nicole Thill:
  - Asked if she was notified of the Executive Session and did not attend. Nicole confirmed that is correct.
  - Nicole expressed that she would be happy to talk after the meeting. She does not believe this pertains to public business.

## 6) **Other Business**

## 7) **Adjourn** – 3:44 p.m.

**Executive Session** - None

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

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Kathy Payne, City Recorder

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Rick Scholl, Mayor

# City of St. Helens City Council

Public Hearing Minutes

June 5, 2019

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**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  
Matt Brown, Finance Director  
Sue Nelson, Public Works Interim Director  
Kathy Payne, City Recorder

**Others:** Frank Brandon  
Nicole Thill

1) **5:30 P.M. - Open Public Hearing**

2) **Topic - FY 2019/20 State Shared Revenues**  
**2.A FY 2019/20 State Shared Revenues**

Finance Director Brown reviewed his report outlining the FY 2019/20 State Shared Revenues. Discussion ensued about use of the funds.

**Public Comments**

- ♦ Frank Brandon. He understands that cannabis funds are going towards education. Alcohol is pretty evil. Why not designate some of those funds to education and safety?

Councilor Locke pointed out that prior to the recession, Council dispersed those funds between the local nonprofits. He would like to look into doing that again in the next couple years.

Mayor Scholl agreed with Frank. He likes the idea of using some of the alcohol revenue to fund educational programs at the Recreation Center. Brown suggested allocating funds to the school to sponsor educational assemblies.

3) **Close Public Hearing** – 5:39 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

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Kathy Payne, City Recorder

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Rick Scholl, Mayor

# City of St. Helens City Council

Public Hearing Minutes

June 5, 2019

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**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  
Matt Brown, Finance Director  
Kathy Payne, City Recorder  
Sue Nelson, Public Works Interim Director  
Jacob Graichen, City Planner

**Others:** Nicole Thill  
Frank Brandon

1) **5:45 P.M. - Open Public Hearing**

2) **Topic - FY 2018/19 Supplemental Budget**  
**2.A FY 2018/19 Supplemental Budget**

Finance Director Brown reviewed his report outlining the FY 2018/19 Supplemental Budget. A copy is included in the archive meeting packet.

Council President Morten asked what piece of equipment was purchased for Public Works. Public Works Interim Director Nelson responded that it's the new excavator.

There were no public comments

3) **Close Public Hearing – 5:48 P.M.**

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

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Kathy Payne, City Recorder

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Rick Scholl, Mayor

# City of St. Helens City Council

Public Hearing Minutes

June 5, 2019

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**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  
Matt Brown, Finance Director  
Kathy Payne, City Recorder  
Sue Nelson, Public Works Interim Director  
Jacob Graichen, City Planner

**Others:** Frank Brandon                      Nicole Thill  
Matt Hastings                      Michael Duncan  
Toni Doggett

1) **6:00 P.M. - Open Public Hearing**

2) **Topic - Comprehensive Plan & Zone Amendment - Riverfront Connector Plan**  
**2.A Comprehensive Plan & Zone Amendment - Riverfront Connector Plan**

City Planner 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.

Graichen introduced Consultant Matt Hastings of Angelo Planning Group. Matt reviewed a short PowerPoint presentation, a copy of which is available in the archive meeting packet.

Council President Morten asked about whether or not the design could be amended if needed. Matt said yes. Their designs are conceptual and can be shifted during a detailed design process. Morten is specifically referring to segment 2.2 on slide number three. There was a sinkhole in that area that has been repaired. He pointed out Councilor Topaz's concerns about that area being vulnerable to future sinkholes. There is water coming off of the cliff. There has been discussion about taking part of that cliff away. Is it open to further conversation about a potential hazard in that area? There would also be a better line of site with the cliff pushed back. Matt said yes. That area is the most constrained in terms of width of right-of-way. The design could be modified with more right-of-way width.

Councilor Topaz voiced his concerns:

- That area is dangerous with bike lines on both sides and crossing at a blind corner. For safety, the bike paths should remain consistent from Highway 30 to downtown.
- Do not have a definitive number of streets on the Waterfront.
- There is a round-a-bout to direct you to Old Portland Road or Plymouth Street. There needs to be one direct path to downtown and this plan does not do that.
- The building heights on the Waterfront was limited because 20 families didn't want tall buildings. That blew away \$20 million worth of permits. We're subjecting the City to 20 people's likes or dislikes.
- The wastewater treatment plant will be going away in the near future. To say we can't move the road because there are pipes over there is another design fault.
- There are problems with a non-welcoming entrance off of Highway 30.
- Need to enhance industrial growth with easy access for trucks.
- People won't come if there's not easy access.

Mayor Scholl explained that a Gateway Corridor already exists at Columbia Blvd. and St. Helens Street. This is in addition for future growth, like a loop such as what you see in Cannon Beach.

Discussion ensued. Matt pointed out that many of Councilor Topaz's concerns were raised during the design process. They had extensive conversations with the advisory committee and the public about the designs. The bicycle plans do vary throughout the corridor in response to conditions in the corridor. It was intentional. If you wanted to take a consistent approach throughout the corridor, it would be a different set of designs. If the Council wants to recommend changes, they can do so. They were very careful to safely accommodate truck traffic with Port input. Safety was their first priority.

Mayor Scholl thanked Matt for the great work he has done. Councilor Carlson acknowledged the outreach and the challenge to develop in the area. Decisions need to be made based on conditions and recommendations from the experts. Councilor Locke likes the plan and that it can be amended as needed.

### **Public Comments**

- Frank Brandon. He asked how the cost estimates take inflation into consideration, seeing as how not all of the projects can be done at this time.

Graichen explained that they use a federal website to calculate inflation, such as what they have done with projects and estimates associated with the Transportation Systems Plan.

### **3) Close Public Hearing – 6:49 p.m.**

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

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Kathy Payne, City Recorder

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Rick Scholl, Mayor

# City of St. Helens City Council

Public Hearing Minutes

June 5, 2019

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**Members Present:** Mayor Rick Scholl  
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Councilor Stephen R. Topaz

**Members Absent:** None

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

**Others:** Matt Hastings                      Frank Brandon  
Nicole Thill                              Toni Doggett

1) **6:45 P.M. - Open Public Hearing**

2) **Topic - FY 2019/20 Budget**

2.A **FY 2019/20 Budget**

Finance Director Brown reviewed his report outlining the FY 2019/20 Budget. A copy of the report is included in the archive meeting packet. The Budget Committee recommends approval.

There were no public comments.

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

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

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Kathy Payne, City Recorder

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Rick Scholl, Mayor