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City of St. Helens COUNCIL AGENDA

Wednesday, May 18, 2016

City Council Chambers, 265 Strand Street, St. Helens

City Council Members

Mayor Randy Peterson
Council President Doug Morten
Councilor Keith Locke
Councilor Susan Conn
Councilor Ginny Carlson

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. **7:00PM - CALL REGULAR SESSION TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **INVITATION TO CITIZENS FOR PUBLIC COMMENT** – *Limited to five (5) minutes per speaker.*
4. **PROTESTS ON SEWER LATERAL ABATEMENTS:**
 - A. Alicia Turner – 475 S. 14th Street
 - B. Todd Eidem – 135 N. 4th Street
5. **ORDINANCES – First Reading**
 - A. **Ordinance No. 3206:** An Ordinance Amending St. Helens Municipal Ordinance No. 3149 to Remove the "Sunset Clause" on the McCormick Park Pet Off-Leash Area (and thus make the off-leash area permanent) by Deleting Section 4 of Said Ordinance
6. **RESOLUTIONS**
 - A. **Resolution No. 1743:** A Resolution Authorizing Submittal of a 2016 Transportation Growth Management Program Grant Application
 - B. **Resolution No. 1744:** A Resolution Determining Abatement Costs to Abate the Nuisance Upon Property Located within St. Helens, Assessing Such Costs Against Said Property and Creating a Lien
7. **RE-APPOINT MARGARET JEFFRIES TO COLUMBIA FOUNDATION BOARD**
8. **APPROVE AND/OR AUTHORIZE FOR SIGNATURE**
 - A. Oregon Cooperative Procurement Program Agreement
 - B. IGA with St. Helens School District for School Resource Officer
 - C. Contract Payments
9. **CONSENT AGENDA FOR ACCEPTANCE**
 - A. Library Board Minutes dated March 15, 2016
 - B. Planning Commission Minutes dated April 12, 2016
 - C. Accounts Payable Bill List
10. **CONSENT AGENDA FOR APPROVAL**
 - A. Council Executive Session Minutes dated April 13, 2016
 - B. Council Work Session, Public Hearing and Regular Session Minutes dated April 20 and May 4, 2016
 - C. OLCC Licenses
11. **MAYOR PETERSON REPORTS**
12. **COUNCIL MEMBER REPORTS**

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.


13. **DEPARTMENT REPORTS**

14. **ADJOURN**



Memorandum

To: The Mayor and Members of the City Council

From: Jon Ellis, Finance Director 

Subject: Time set a-side to hear protest on Sewer Lateral Abatements

Date: May 18, 2016

This time has been set-a-side to hear protests to Sewer Lateral Abatements on the following properties:

- 475 S 14th Street
- 135 N 4th Street

Staff has attached a timeline with applicable documentation for each property for City Council's review and further consideration. Staff will be available at the Council meeting to provide further background and to answer any questions.

Recommendation:

Staff recommends that City Council find the following:

- On the Sewer Lateral Abatement at 475 S 14th Street – that there was sufficient notification and reasonable expectations that the assessment stands.

The bottom line – it is the property owner's responsibility for outstanding assessments. If they believe that they were not properly informed by the seller, they may have their own avenue of recourse.

- On the Sewer Lateral Abatement at 135 N 4th Street – that there was sufficient considerations and cost adjustments that the assessment stands.

The bottom line – the process pursued by the property was not in compliance with existing City codes. Further the work alleged completed by the property owner did not resolve the main issue. The City made significant modifications to the costs incurred with the repair of the sewer lateral.

**Protest of Sewer Lateral Abatement
At 475 South 14th Street, St. Helens**

The following is the timeline of the noticing and abatement of sewer lateral for subject property:

1. September 8, 2015 - Property Posted and notice sent to property owner – per property tax recorders was Mr. Wayne Naperry (index 1-1 through 1-2).
2. January 19, 2016 – Fannie MAE rep contacted City on Notice. They were informed that work was in the cue and a subsequent lien pending (index 2).
3. February 2, 2016 – Sewer Lateral Capped (please note that September Noticed was still posted and visible) (Index 3-1 through 3-5).
4. February 18, 2016 - Property posted as unfit for occupancy (index 4-1 through 4-3)
5. February 26, 2016 – Property recorded new Property owner – Alicia Turner. Please note a slew of changes posted with different dates/times (index 5-1 through 5-4).
6. March 2, 2016 – Plumbing permit pulled by Alicia Turner and sewer lateral repaired and connected to sewer main (index 6)
7. April 15, 2016 – City correspondence billing for services mailed (index 7-1 through 7-2).
8. April 19, 2016 – memorandum from City of St Helens Engineering Project Manager, Sharon Darroux received outlining experience on subject property (index 8).
9. April 29, 2016 – letter of protest from new property owner – Alicia Turner (index 9)

Please note index numbers can be found in lower right hand corner of the attached documents for ease of reference.

A copy of these documents have been forward to Fannie MAE representative for their review.

City of St. Helens
RESOLUTION NO. 1711

**A RESOLUTION DETERMINING THAT A NUISANCE EXISTS UPON PROPERTIES
LOCATED WITHIN THE CITY OF ST. HELENS AND DIRECTING THAT NOTICE TO
ABATE THE NUISANCE BE POSTED ON SAID PREMISES**

WHEREAS, St. Helens Municipal Code (SHMC) Section 8.12.010(1)(d), 8.12.130, 13.12.040(8), 13.12.040(12), 13.12.040(13), 13.12.050(1), 13.12.050(2), and 13.12.090(1) makes connection of downspouts, roof runoff, foundations drains, areaway drains, storm water, surface water, subsurface drainage, groundwater infiltration, bituminous fiber pipe, or other sources or surface runoff or ground water to a public sewer a violation of city code and a nuisance; and

WHEREAS, video inspections have revealed the existence of one or more of the prohibited defects in the building sewer laterals for the parcels listed in Exhibit A, attached hereto and hereby incorporated by reference; and

WHEREAS, it appears that the parcels listed in Exhibit A are nuisance parcels and the City has the ability to abate the nuisance pursuant to SHMC 8.12.220 – 8.12.260.

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

Section 1. The parcels listed in Exhibit A to this Resolution constitute nuisance parcels.

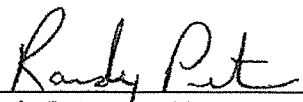
Section 2. Council hereby directs a notice to be posted on each premise listed in Exhibit A which contains: a description of the real property, by street address or otherwise; a direction to remove (repair) the nuisance within 30 days of the date of the notice; a description of the nuisance; a statement that unless such nuisance is removed (repaired), the City will remove (repair) the nuisance and the cost of removal (repair) shall be a lien against the property; and a statement that the person in charge of the property may protest the action by giving notice to the City Recorder within ten (10) days from the date of the notice.

Section 3. The City Recorder shall cause a copy of said notice to be forwarded by registered or certified mail, postage prepaid, to the person in charge of the property at the last known address of such person. If the person responsible for the nuisance is not the owner, an additional notice shall be sent to the owner, stating that the cost of abatement not paid by the person responsible may be assessed to and become a lien on the property.

Approved and adopted by the City Council on September 2, 2015, by the following vote:

Ayes: Locke, Carlson, Conn, Morten, Peterson

Nays: None


Randy Peterson, Mayor

ATTEST:


Kathy Payne, City Recorder

1-1

Exhibit A

Identified Deficient Sewer Lateral Abatement Properties

STREET NO.	DIR	STREET	MAP NO.
224	S.	20 th Street	4N1W 4CA 5500
135	N.	4 th Street	4N1W 3BB 4900
297	N.	5 th Street	5N1W33DD13100
260		St. Helens Street	4N1W 3BB 701
344	S.	2 nd Street	4N1W 3BD 1500
344	N.	3 rd Street	5N1W34CB 4500
324	S.	3 rd Street	4N1W 3BD 5000
314	S.	3 rd Street	4N1W 3BD 5100
1071		Cowlitz Street	4N1W 4AD 4700
184	N.	Vernonia Road	4N1W 5AD10300
293		Sunset Blvd.	4N1W 5AD 100
507		Columba River Hwy	4N1W 4BA 3500
584	S.	10 th Street	4N1W 4DD 500
475	S.	14 th Street	4N1W 4DD 9400
453	N.	11 th Street	5N1W33DC 6000
515	N.	10 th Street	5N1W33DC 2200

1-2

COLUMBIA County Assessor's Summary Report

Real Property Assessment Report

FOR ASSESSMENT YEAR 2015

April 13, 2016 2:26:32 pm

Account # 9515
Map # 4N1W03-BB-04900
Code - Tax # 0201-9515
Legal Descr ST HELENS
Block - 44 Lot - "19, PT 4"

Tax Status ASSESSABLE
Acct Status ACTIVE
Subtype NORMAL

Mailing Name EIDEM TODD & JOYCE E
Agent
In Care Of
Mailing Address 135 N 4TH ST
ST HELENS, OR 97051-1535

Deed Reference # See Record
Sales Date/Price See Record
Appraiser ALAN KING

Prop Class 101 MA SA NH Unit
RMV Class 101 01 00 000 6085-1

Situs Address(s)	Situs City
ID# 1 135 4TH ST N	ST HELENS

Value Summary					
Code Area	AV	RMV	MAV	RMV Exception	CPR %
0201 Land		58,340		Land	0
Impr.		56,190		Impr.	0
Code Area Total	101,190	114,530	101,190		0
Grand Total	101,190	114,530	101,190		0

Land Breakdown										
Code Area	ID#	RFD	Ex	Plan Zone	Value Source	TD%	LS	Size	Land Class	LUC
0201					OSD - SINGLE FAMILY	100				
0201	1	R		SH:R-5	Residential Site	109	S	6,960.00		*
Grand Total								6,960.00		58,340

Improvement Breakdown										
Code Area	ID#	Yr Built	Stat Class	Description	TD%	Total Sq. Ft.	Ex%	MS Acct #		Trended RMV
0201	1	1920	131	One story	106	1,670				56,190
Grand Total								1,670		56,190

COLUMBIA COUNTY ASSESSOR'S NAME LEDGER

4/13/2016 2:26:56 PM

Account ID 9515 Township 4N Range 1W Section 03 1/4 B 1/16 B Special Interest 04900

Effective Date 10-Apr-2001 12:00 AM Transaction ID -52612 Entry Date 22-Sep-2006 Recorded Date 10-Apr-2001 Sale Price \$0 Sale Date 10-Apr-2001

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	-56177	2001	CLERK - BOR	WD	2001	3651	1	F01 03651		NAME CHANGE	

Size Totals Code Acres Sqft Alternate Size

Effective Date 22-Sep-2006 12:00 AM Transaction ID -11792 Entry Date 22-Sep-2006 Recorded Date 22-Sep-2006 Sale Date 22-Sep-2006

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	-11792	2006	ASSESSOR'S FILE	U	2006	-11792	1	9515		CONVERSION	

Size Changes Code + / - Size Alternate Size Code Area Deleted Move to Acct Move To Code

0201	6,960.00	SqFt			
Size Totals	Code	Acres	Sqft	Alternate Size	
0201			6,960.00		

Action Subdivision Add: ST HELENS Block 44 Lot "19, PT 4" Direction Part Part Type

114



City of St. Helens

265 Strand Street, St Helens, Oregon 97051
Phone: (503) 397-6272 | Fax: (503) 366-3782

PROJECT: **REPAIR & REPLACEMENT OF NUISANCE SEWER LATERALS**
PROJECT #: **S-638A**
DATE: 3/1/2016
DEPARTMENT: Engineering

135 N 4TH STREET

1. Plumbing Permit Fees	\$67.20
2. Sewer Lateral Repair, Complete	\$2,020.00
3. Cleanout, 2 each	\$500.00
Total	\$2,587.20



Navigate using Bookmarks or by clicking on an agenda item.

CITY OF ST. HELENS

PERMIT/APPLICATION

This is your Permit when properly filled out, signed and validated

PermitNo.

Cust. No.

Date Sub.

Issue Date:

13333

24705

1/28/2016

1/28/2016

24 HRS. ADVANCE NOTICE REQUIRED FOR INSPECTION

Prop. Desc.	Tax I.D./Parcel No. 4103-022-04900	Lot	Blk	Subdivision / Mobile Park Name			Space
Job Address: 135 N 4TH ST				City: ST. HELENS	State: OR	Zip: 97051	Phone:
Owner TODD EIDEM		Address: 135 N 4TH ST		City: ST HELENS	State: OR	Zip: 97051	Phone:
Bldg. Contractor: INLAND COMPANY		Address: PO BOX 2131 BATTLE GROUND, WA 98604		Bldg. Contr. Bus. Lic. 04303	C.B. No. 187845	Phone: 360-883-8866	
Manufactured Dwelling		M.D.I. Lic. #		Bus. Lic.		C.B. No.	
Describe Work: REPAIR/REPLACEMENT OF SANITARY SEWER LATERAL				CONTACT PERSON:	PHONE:	E-MAIL ADDRESS:	
SPECIAL CONDITIONS				Planning / Zoning			
				Public Works			
				Building			
				Engineering			
Min. Bldg. Setbacks from Property Lines and Rds. / Streets				Valuation of Work			
	Front	Side	Side	Rear	Lot Size	STATE SURCHARGE 7.20	
Min. Req.						MINIMUM PLUMBING PERMIT FEE 60.00	
Plot Plan							
Type of Const.		Occupancy Group		Division			
Size of Bldg. (Total Sq. Ft.)		No. of Stories		Max Occ. Load			
Fire Zone		Use Zone		Fire Sprinklers Req.			
No. of Dwelling		Off St. Parking		Bedrooms			
Notice This permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period o 180 days at any time after work has commenced. I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction. I here by certify that I have read and examined this application, including Builder's Board numbers for all subcontractors, and I know that it is true and correct. Further, I certify that I am currently licensed by the City of St. Helens and registered with the Builder's Board under the Homebuilder's Law by # which is in full force and effect, or I am exempt from the Homebuilder's Law because							
Signature of Contractor or Authorized Agent				Date			
Signature of Owner (If Owner Builder)				Date			
Bob Johnston, CBO				1/28/2016			
Permit Approved By:				Date			
WHEN PROPERLY VALIDATED THIS IS YOUR PERMIT				TOTAL REQUIRED		S67.20	
				Receipt #			
				Date:			
				Amount Paid:		2-2	



City of St. Helens
265 Strand Street, St Helens, Oregon 97051
Phone: (503) 397-6272 | Fax: (503) 366-3782

Payment Request #01

CONTRACTOR:

Inland Company

PO Box 2131

Battle Ground, WA 98604

PROJECT: REPAIR & REPLACEMENT OF NUISANCE SEWER

PROJECT #: S-638A

DATE: 2/24/2016

DEPARTMENT: Engineering

010-303-653301

Total Contract Amount	\$29,435.00	Total Earned This Month	\$21,720.00
Total Amount Earned To Date	\$21,720.00	Less 5% Retainage	\$0.00

Total Amount Due

\$21,720.00

Item No.	Description	Unit	Qty	Unit Price	Total Contract Price	Completed This Month	Quantity Completed This Month	Quantity Completed Prior Billing	Quantity Completed To Date	Total Earned To-Date
1	224 S 20th St, Abandon sewer lateral and cap	LS	1	\$1,700.00	\$1,700.00	\$1,700.00	1.00		1.00	\$1,700.00
2	135 N 4th St Sewer Lateral Repair									
	A) Sewer lateral repair, complete	LS	1	\$2,020.00	\$2,020.00	\$2,020.00	1.00		1.00	\$2,020.00
	B) Additional lateral repair exceeding 16 linear feet	LF	50	\$20.00	\$1,000.00	\$1,050.00	52.50		52.50	\$1,050.00
3	297 N 5th St, Abandon sewer lateral and cap at sewer main	LS	1	\$650.00	\$650.00	\$650.00	1.00		1.00	\$650.00
4	260 St. Helens St Sewer Lateral Repair									
	A) Sewer lateral repair, complete	LS	1	\$3,200.00	\$3,200.00	\$3,200.00	1.00		1.00	\$3,200.00
	B) Additional lateral repair exceeding 8 linear feet	LF	4	\$35.00	\$140.00	\$0.00			0.00	\$0.00
5	344 S 2nd St, Sewer Lateral Repair									
	A) Sewer lateral repair, complete	LS	1	\$4,800.00	\$4,800.00	\$0.00			0.00	\$0.00
	B) Additional lateral repair exceeding 18 linear feet	LF	5	\$45.00	\$225.00	\$0.00			0.00	\$0.00
6	344 N 3rd St, Abandon sewer lateral and cap at sewer main	LS	1	\$800.00	\$800.00	\$800.00	1.00		1.00	\$800.00
7	1071 Cowlitz St, Sewer Lateral Repair									
	A) Sewer lateral repair, complete	LS	1	\$2,000.00	\$2,000.00	\$2,000.00	1.00		1.00	\$2,000.00
	B) Additional lateral repair exceeding 78 linear feet	LF	50	\$35.00	\$1,750.00	\$0.00			0.00	\$0.00
8	293 Sunset Blvd, Sewer Lateral Repair									
	A) Sewer lateral repair, complete	LS	1	\$1,600.00	\$1,600.00	\$1,600.00	1.00		1.00	\$1,600.00
	B) Additional lateral repair exceeding 7 linear feet	LF	5	\$35.00	\$175.00	\$0.00			0.00	\$0.00
9	475 S 14th St, Sewer Lateral Repair									
	A) Sewer lateral repair, complete	LS	1	\$2,400.00	\$2,400.00	\$2,400.00	1.00		1.00	\$2,400.00
	B) Additional lateral repair exceeding 35 linear feet	LF	5	\$35.00	\$175.00	\$0.00			0.00	\$0.00
10	453 N 11th St, Construct cleanout, complete	LS	1	\$600.00	\$600.00	\$0.00			0.00	\$0.00
11	515 N 10th St, Sewer Lateral Repair									
	A) Sewer lateral repair, complete	LS	1	\$2,800.00	\$2,800.00	\$2,800.00	1.00		1.00	\$2,800.00
	B) Additional repair exceeding 18 linear feet	LF	10	\$40.00	\$400.00	\$0.00			0.00	\$0.00
12	Replace existing cleanouts with new cleanout	EA	2	\$250.00	\$500.00	\$1,000.00	4.00		4.00	\$1,000.00
Contract Subtotal					\$26,935.00	\$19,220.00				\$19,220.00

Contract Modifications

Item No.	Description	Unit	Qty	Unit Price	Contract Price	Completed This Month	Quantity Completed This Month	Quantity Completed Prior Billing	Quantity Completed To Date	Total Earned To-Date
	Install 4-inch PVC Sanitary Sewer Lateral Pipe by Open-trench methods, Class A									
CO4	backfill at 297 N 5th St	LS	1	\$2,500.00	\$2,500.00	\$2,500.00	1.00		1.00	\$2,500.00
Change Order Subtotal					\$2,500.00	\$2,500.00				\$2,500.00

APPROVED FOR PAYMENT

INT
[Signature]

ACCOUNT'S PAYABLE
FINANCE
SUPERVISOR

2/24/16
2-24-16

2-3

Saint Helens Sewer Repairs

Site #1	
Contract Amount	\$ 1,700.00

Site #2		
Contract Amount	\$ 2,020.00	
Extra Lineal Foot	\$ 700.00	35 LF
Clean Out	\$ 500.00	2 Each
(Tree Removal) Billed as Pipe Repair	\$ 350.00	17.5 LF

Site #3	
Contract Amount	\$ 650.00
Change Order Lateral	\$ 2,500.00

Site #4		
Contract Amount	\$ 3,200.00	
Extra-Lineal-Foot	\$ 105.00	3 LF

Removed from invoice
2/24/16

Site #5	VOID
Contract Amount	VOID
Extra Lineal Foot	VOID

Site #6	
Contract Amount	\$ 800.00

Site #7		
Contract Amount	\$ 2,000.00	
Clean Out	\$ 500.00	2 Each

Site #8	
Contract Amount	\$ 1,600.00

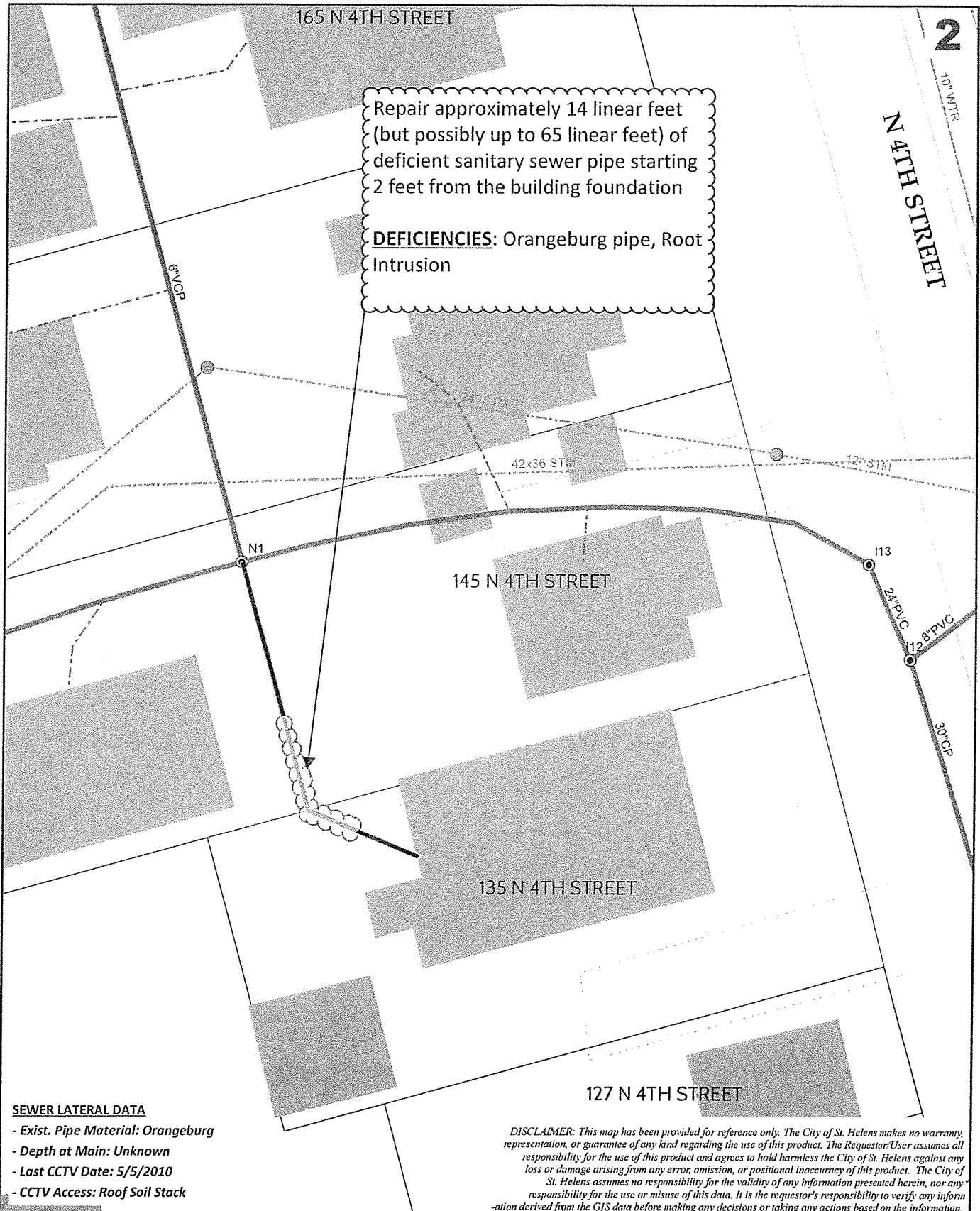
Site #9	
Contract Amount	\$ 2,400.00

Site #10	
Contract Amount	VOID

Site #11	
Contract Amount	\$ 2,800.00

TOTAL	\$ 21,825.00
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135 N 4th St



135 N 4TH ST

Sanitary Sewer Lateral Map
St. Helens, Oregon

Date: 9/18/2015 Time: 8:59:46 AM Printed by: St. Helens Engineering Department

— Nuisance Lateral ● Sanitary Cleanout ● Storm Manhole
 - - - Sanitary Laterals ● Sanitary Manhole --- Water Main
 — Sanitary Mainline --- Storm Mainline + Hydrant
 ▲ Sanitary Structure □ Storm Catch Basin ➤ Water Valve



1 inch = 25 feet

2-6



P.O. Box 278, St. Helens, OR 97051
Phone: (503) 397-6272 Fax: (503) 397-4016
www.ci.st-helens.or.us

April 14, 2016

Todd & Joyce Eidem
135 N. 4th St.
St. Helens, OR 97051

Re: Repaired Sewer Lateral at
135 N. 4th St., St. Helens, OR 97051

In accordance with St. Helens Municipal Code Section 8.12.250 nuisance exists upon property located at, **135 N. 4th St., St. Helens, Oregon**. The structure identified has been previously determined by the City Council to be a nuisance property in violation of St. Helens Municipal Code Chapter 13.12, sewer use regulations. The structure was identified as a defective lateral which required the lateral to be repaired.

The total costs associated with repairing the sewer lateral on the property are **\$2716.56** (reference attached). Please make payment payable to City of St. Helens and mailed to:

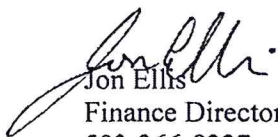
City of St. Helens
Attention: Jennifer Johnson
P.O. Box 278
St. Helens, OR 97051

Failure to make payment within 30 days of this notice will result in the City bringing legal actions under ORS 30.315(1)(a) in small claims court for collection and/or will become a lien against the property. If you disagree with subject abatement, written protest must be received by the City Recorder within 15 days of this notice (same address indicated above).

The City Council meeting of Wednesday, **May 18, 2016** on or after 7PM has been set aside for Council's consideration of any written protest received or resolution to proceed with further collection actions if payment or written protest are not received within stipulated timelines.

If you have any question, please do not hesitate to contract me.

Respectfully,


Jon Ellis
Finance Director

503-366-8227
jellis@ci.st-helens.or.us

2a - 1



INVOICE

City of St. Helens

P.O. Box 278
St. Helens, OR 97051
Phone (503) 366-8203 | Fax (503) 366-3782
Jenniferj@ci.st-helens.or.us | www//ci.st-helens.or.us

INVOICE # 05
DATE April 14, 2016

TO
Todd & Joyce Eidem
135 N. 4th St.
St. Helens, OR 97051

FOR
Nuisance Sewer Laterals
Account # 010-303-653301

Description	Amount
Repair Sewer Lateral	\$2020.00
Plumbing Permit Fees	\$67.20
City of St. Helens Administrative Cost	\$123.36
Cleanout 2 Each	\$500

Total	\$2710.56
--------------	------------------

Make all checks payable to City of St. Helens
Payment is due upon receipt, late after 30 days.
If you have any questions concerning this invoice, contact Jennifer Johnson | 503-366-8203 |

2a-2

RECEIVED

APR 26 2016

CITY OF ST. HELENS

To - City OF ST. Helens

yes I do disagree with The Subject statement.
That was mailed To me on 4-14-16.
mailed To Todd Eiden 135 Nth 4th ST. Helens

I have evidence To show

1. The amount of work is Less Than billed For
2. The work day in question was in part on my neighbors property.
3. The quality of work is in question.

I have pictures From Three years ago and
current pictures,
also statements From contractors about
The bill being reduced as The work scope
was considerably Less Than originally
thought.

So Let's see if we can get The Truth out

Todd Eiden
4-26-16

3+1







Sharon Darroux

Hi Jon,

Here's what I have concerning Todd Eidem's protest of the nuisance sewer lateral repair charges of \$2,587.20 for 135 N 4th St,

- The amount of the work that Mr. Eidem is being billed for is less than the actual cost of work done, which the City may at its discretion choose to charge.
 - The total cost of work done due to the property owner's noncompliance with St. Helens Municipal Code 13.12 is well over \$3,570.00, not including administrative fees.
 - At our discretion, the cost of work done to remove a tree, and locate and uncover the portion of Mr. Eidem's lateral which runs along the west property line of his neighbor's property at 145 N 4th St has not been charged to him. He was also not charged time and materials for the several Public Works employees who assisted in this work, nor was he charged for the Contractor's time spent the morning of February 4, 2016 when they were prevented from entering onto the property for approximately two hours. These extra costs, not shown on the invoice, is an additional \$672.00, bringing his actual total cost to \$4,242.00
- The greater portion of the sewer lateral for 145 N 4th St is on the property of 135 N 4th St. Per St. Helens Municipal Code, the property owner owns their sewer lateral from their home to the sewer main, even if their lateral extends beyond their property line and into neighboring property or public right-of-way. This means that all sewer lateral work done on Mr. Eidem's sewer on his neighbor's property is the responsibility of Mr. Eidem, including and not limited to construction, installation, maintenance, and repair of the sewer lateral.
- Once we gained access to the property to abate the nuisance, it was found that some repairs had been done on the sewer without the necessary plumbing permit. This work has not been verified and we were shown some undated photographs of a sewer under repair. Our Contractor still did find portions of the sewer needing to be replaced, including the open connection of an abandoned storm pipe which we capped off.

Please let me know if you need any more information.

Sharon Darroux

Engineering Project Manager

City of St. Helens

PO Box 278, St. Helens, OR 97051

Phone: (503) 366-8243

Fax: (503) 366-3782

Email: sharond@ci.st-helens.or.us

4

**Protest of Sewer Lateral Abatement
At 135 North 4th Street, St. Helens**

The following is the timeline of the noticing and abatement of sewer lateral for subject property:

1. September 8, 2015 - Property Posted and notice sent to property owner – per property tax recorders was Mr. Todd Eidem (index 1-1 through 1-4).
2. February 4, 2016 – City repaired Sewer Lateral (index 2-1 through 2-6).
3. April 14, 2016 - City correspondence billing for services mailed (index 2a-1 through 2a-2).
4. April 26, 2016 – City received letter of protest from Mr. Eidem and subsequently received accompanying pictures on 5-12-16 (index 3-1 through 3-4).
5. April 27, 2016 – City received summary from Engineering Project Manager, Sharon Darroux (index 4).

Please note index numbers can be found in lower right hand corner of the attached documents for ease of reference.

City of St. Helens
RESOLUTION NO. 1711

**A RESOLUTION DETERMINING THAT A NUISANCE EXISTS UPON PROPERTIES
LOCATED WITHIN THE CITY OF ST. HELENS AND DIRECTING THAT NOTICE TO
ABATE THE NUISANCE BE POSTED ON SAID PREMISES**

WHEREAS, St. Helens Municipal Code (SHMC) Section 8.12.010(1)(d), 8.12.130, 13.12.040(8), 13.12.040(12), 13.12.040(13), 13.12.050(1), 13.12.050(2), and 13.12.090(1) makes connection of downspouts, roof runoff, foundations drains, areaway drains, storm water, surface water, subsurface drainage, groundwater infiltration, bituminous fiber pipe, or other sources or surface runoff or ground water to a public sewer a violation of city code and a nuisance; and

WHEREAS, video inspections have revealed the existence of one or more of the prohibited defects in the building sewer laterals for the parcels listed in Exhibit A, attached hereto and hereby incorporated by reference; and

WHEREAS, it appears that the parcels listed in Exhibit A are nuisance parcels and the City has the ability to abate the nuisance pursuant to SHMC 8.12.220 – 8.12.260.

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

Section 1. The parcels listed in Exhibit A to this Resolution constitute nuisance parcels.

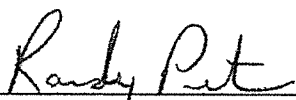
Section 2. Council hereby directs a notice to be posted on each premise listed in Exhibit A which contains: a description of the real property, by street address or otherwise; a direction to remove (repair) the nuisance within 30 days of the date of the notice; a description of the nuisance; a statement that unless such nuisance is removed (repaired), the City will remove (repair) the nuisance and the cost of removal (repair) shall be a lien against the property; and a statement that the person in charge of the property may protest the action by giving notice to the City Recorder within ten (10) days from the date of the notice.

Section 3. The City Recorder shall cause a copy of said notice to be forwarded by registered or certified mail, postage prepaid, to the person in charge of the property at the last known address of such person. If the person responsible for the nuisance is not the owner, an additional notice shall be sent to the owner, stating that the cost of abatement not paid by the person responsible may be assessed to and become a lien on the property.

Approved and adopted by the City Council on September 2, 2015, by the following vote:

Ayes: Locke, Carlson, Conn, Morten, Peterson

Nays: None


Randy Peterson, Mayor

ATTEST:


Kathy Payne, City Recorder



Exhibit A

Identified Deficient Sewer Lateral Abatement Properties

STREET NO.	DIR	STREET	MAP NO.
224	S.	20 th Street	4N1W 4CA 5500
135	N.	4 th Street	4N1W 3BB 4900
297	N.	5 th Street	5N1W33DD13100
260		St. Helens Street	4N1W 3BB 701
344	S.	2 nd Street	4N1W 3BD 1500
344	N.	3 rd Street	5N1W34CB 4500
324	S.	3 rd Street	4N1W 3BD 5000
314	S.	3 rd Street	4N1W 3BD 5100
1071		Cowlitz Street	4N1W 4AD 4700
184	N.	Vernonia Road	4N1W 5AD10300
293		Sunset Blvd.	4N1W 5AD 100
507		Columba River Hwy	4N1W 4BA 3500
584	S.	10 th Street	4N1W 4DD 500
475	S.	14 th Street	4N1W 4DD 9400
453	N.	11 th Street	5N1W33DC 6000
515	N.	10 th Street	5N1W33DC 2200

4-2

PROPERTY ADDRESS

475 S 14TH ST

St. Helens, OR 97051

Edit This Lateral

LATERAL DETAILS

Line Status	Repair Completed			
Response Status	---			
Notification Sent	11/05/13	Days Since Notice	896	
SLR Number	2342	Rank Value	47	
Approx Length	53.00	Permit	---	
TV Length	52.80	TV Date	09/12/13	
Upstream Node	C/O			
End Node A	---	End Node B	---	
Record Date	10/03/13			

OWNER INFORMATION

Name NAPERRY WAYEN E
 Phone
 Phone 2
 Email
 Lives at Property No
 Mailing Address 84224 N ENTERPRISE RD
 PLEASANT HILL, OR 97455

ADDITIONAL CONTACT INFORMATION

Name
 Phone
 Phone 2
 Email

Notes

Calls

Docs

Media

Defs

Material

Add Note

Export

13.12.010(12), 13.12.010(13), 13.12.050(1), 13.12.050(2), and 13.12.090(1). The property owner is directed to make the repairs and/or obtain a valid plumbign permit for the purposes of making th repairs within 30 days of the Nuisance Posting or until October 8, 2015. After this date the City of St. Helens will remove the nuisance by means of having the repairs completed and assessing the costs of all such work agaisnt the property.

01/19/2016

Got call from Fannie Mae rep, Shauna, 503-893-9302, from Andrea Johnson's Office called about 475 S 14th St and 224 S 20th St sewer lateral postings. Sharon informed her of the nuisance sewer lateral replacement project and that in order for a lein not to be put on the property when we fix the sewer in the next few weeks, they woould have to get moving on the repairs. They were also provided with lateral repair maps and reports.

03/11/2014

POSSIBLY VACANT/ NO ACTIVE WATER SERVICE ACCOUNT/ WATER BILL IN COLLECTIONS -- TURN OVER

03/10/2014

Notice returned in mail as "Return to Sender. Not Deliverable As Addressed. Unable to Foward"; This is really aggravating...argh!

03/07/2014

NOTICE TO REPAIR SEWER - sent certified mail

03/05/2014

* Momos services LLC@gmail.com



City of St. Helens
 265 Strand Street, St Helens, Oregon 97051
 Phone: (503) 397-6272 | Fax: (503) 366-3782

PROJECT: REPAIR & REPLACEMENT OF NUISANCE SEWER LATERALS
 PROJECT #: S-638A
 DATE: 3/1/2016
 DEPARTMENT: Engineering

475 S 14TH STREET

1. Plumbing Permit Fees	\$67.20
2. Abandon and Cap Sewer Lateral	\$2,400.00
Total	\$2,467.20



Navigate using Bookmarks or by clicking on an agenda item.

CITY OF ST. HELENS
PERMIT/APPLICATION

This is your Permit when properly filled out, signed and validated

PermitNo.	13339
Cust. No.	24711
Date Sub.	1/28/2016
Issue Date:	1/28/2016

**24 HRS. ADVANCE NOTICE
REQUIRED FOR INSPECTION**

Prop. Desc.	Tax I.D./Parcel No. 4104-044-09400	Lot	Blk	Subdivision / Mobile Park Name			Space
Job Address: 475 S 14TH ST				City: ST HELENS	State: OR	Zip: 97051	Phone:
Owner WAYEN NAPERRY		Address: 84224 N ENTERPRISE RD		City: PLEASANT HILL	State: OR	Zip: 97455	Phone:
Bldg. Contractor: INLAND COMPANY		Address: PO BOX 2131 BATTLE GROUND, WA 98604		Bldg. Contr. Bus. Lic. 04303	C.B. No. 187845	Phone: 360-883-8866	
Manufactured Dwelling		M.D.I. Lic. #		Bus. Lic.		C.B. No.	
Describe Work: REPAIR/REPLACEMENT OF SANITARY SEWER LATERAL				CONTACT PERSON:		PHONE:	E-MAIL ADDRESS:
SPECIAL CONDITIONS				Planning / Zoning			
				Public Works			
				Building			
				Engineering			
Min. Bldg. Setbacks from Property Lines and Rds. / Streets				Valuation of Work			
	Front	Side	Side	Rear	Lot Size	STATE SURCHARGE \$7.20	
Min. Req.						MINIMUM PLUMBING PERMIT FEE \$60.00	
Plot Plan							
Type of Const.		Occupancy Group		Division			
Size of Bldg. (Total Sq. Ft.)		No. of Stories		Max Occ. Load			
Fire Zone		Use Zone		Fire Sprinklers Req.			
No. of Dwelling		Off St. Parking		Bedrooms			
Notice This permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work has commenced. I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction. I hereby certify that I have read and examined this application, including Builder's Board numbers for all subcontractors, and I know that it is true and correct. Further, I certify that I am currently licensed by the City of St. Helens and registered with the Builder's Board under the Homebuilder's Law by # _____ which is in full force and effect, or I am exempt from the Homebuilder's Law because _____ Signature of Contractor or Authorized Agent _____ Date _____ Signature of Owner (If Owner Builder) _____ Date _____ Bob Johnston, CBO 1/28/2016 Permit Approved By: _____ Date _____ WHEN PROPERLY VALIDATED THIS IS YOUR PERMIT							
TOTAL REQUIRED						\$67.20	
Receipt #							
Date:							
Amount Paid:							

3-2



City of St. Helens
265 Strand Street, St Helens, Oregon 97051
Phone: (503) 397-6272 | Fax: (503) 366-3782

Payment Request #01

CONTRACTOR:
Inland Company
PO Box 2131
Battle Ground, WA 98604

PROJECT: REPAIR & REPLACEMENT OF NUISANCE SEWER
PROJECT #: S-638A
DATE: 2/24/2016
DEPARTMENT: Engineering

010-303-653301

Total Contract Amount	\$29,435.00	Total Earned This Month	\$21,720.00
Total Amount Earned To Date	\$21,720.00	Less 5% Retainage	\$0.00
Total Amount Due			\$21,720.00

Item No.	Description	Unit	Qty	Unit Price	Total Contract Price	Completed This Month	Quantity Completed This Month	Quantity Completed Prior Billing	Quantity Completed To Date	Total Earned To-Date
1	224 S 20th St, Abandon sewer lateral and cap	LS	1	\$1,700.00	\$1,700.00	\$1,700.00	1.00		1.00	\$1,700.00
2	135 N 4th St Sewer Lateral Repair									
	A) Sewer lateral repair, complete	LS	1	\$2,020.00	\$2,020.00	\$2,020.00	1.00		1.00	\$2,020.00
	B) Additional lateral repair exceeding 16 linear feet	LF	50	\$20.00	\$1,000.00	\$1,050.00	52.50		52.50	\$1,050.00
3	297 N 5th St, Abandon sewer lateral and cap at sewer main	LS	1	\$650.00	\$650.00	\$650.00	1.00		1.00	\$650.00
4	260 St. Helens St Sewer Lateral Repair									
	A) Sewer lateral repair, complete	LS	1	\$3,200.00	\$3,200.00	\$3,200.00	1.00		1.00	\$3,200.00
	B) Additional lateral repair exceeding 8 linear feet	LF	4	\$35.00	\$140.00	\$0.00			0.00	\$0.00
5	344 S 2 nd St, Sewer Lateral Repair									
	A) Sewer lateral repair, complete	LS	1	\$4,800.00	\$4,800.00	\$0.00			0.00	\$0.00
	B) Additional lateral repair exceeding 18 linear feet	LF	5	\$45.00	\$225.00	\$0.00			0.00	\$0.00
6	344 N 3 rd St, Abandon sewer lateral and cap at sewer main	LS	1	\$800.00	\$800.00	\$800.00	1.00		1.00	\$800.00
7	1071 Cowlitz St, Sewer Lateral Repair									
	A) Sewer lateral repair, complete	LS	1	\$2,000.00	\$2,000.00	\$2,000.00	1.00		1.00	\$2,000.00
	B) Additional lateral repair exceeding 78 linear feet	LF	50	\$35.00	\$1,750.00	\$0.00			0.00	\$0.00
8	293 Sunset Blvd, Sewer Lateral Repair									
	A) Sewer lateral repair, complete	LS	1	\$1,600.00	\$1,600.00	\$1,600.00	1.00		1.00	\$1,600.00
	B) Additional lateral repair exceeding 7 linear feet	LF	5	\$35.00	\$175.00	\$0.00			0.00	\$0.00
9	475 S 14 th St, Sewer Lateral Repair									
	A) Sewer lateral repair, complete	LS	1	\$2,400.00	\$2,400.00	\$2,400.00	1.00		1.00	\$2,400.00
	B) Additional lateral repair exceeding 35 linear feet	LF	5	\$35.00	\$175.00	\$0.00			0.00	\$0.00
10	453 N 11 th St, Construct cleanout, complete	LS	1	\$600.00	\$600.00	\$0.00			0.00	\$0.00
11	515 N 10 th St, Sewer Lateral Repair									
	A) Sewer lateral repair, complete	LS	1	\$2,800.00	\$2,800.00	\$2,800.00	1.00		1.00	\$2,800.00
	B) Additional repair exceeding 18 linear feet	LF	10	\$40.00	\$400.00	\$0.00			0.00	\$0.00
12	Replace existing cleanouts with new cleanout	EA	2	\$250.00	\$500.00	\$1,000.00	4.00		4.00	\$1,000.00
Contract Subtotal					\$26,935.00	\$19,220.00				\$19,220.00

Contract Modifications

Item No.	Description	Unit	Qty	Unit Price	Contract Price	Completed This Month	Quantity Completed This Month	Quantity Completed Prior Billing	Quantity Completed To Date	Total Earned To-Date
	Install 4-inch PVC Sanitary Sewer Lateral Pipe by Open-trench methods, Class A									
CO4	backfill at 297 N 5th St	LS	1	\$2,500.00	\$2,500.00	\$2,500.00	1.00		1.00	\$2,500.00
Change Order Subtotal					\$2,500.00	\$2,500.00				\$2,500.00

APPROVED FOR PAYMENT

[Signature]
SUPERVISOR

2/24/16
2-24-16

3-3

CITY OF ST. HELENS BUILDING DEPT.

P.O. Box 278, St. Helens, Oregon 97051 Phone: (503) 397-6272 Fax: (503) 366-3782

INSPECTION REQUEST

24 HOURS ADVANCE NOTICE
REQUIRED FOR INSPECTION

24 Hour Inspection Request Line
(503) 366-8234

DATE RECEIVED 2/2/16 TIME RECEIVED _____ LOT # _____ PERMIT NO. 13339

OWNER NAPERRY CONTRACTOR INLAND

JOB ADDRESS 475 S. 14TH PHONE CONTACT _____

READY FOR INSPECTION: MONDAY TUESDAY WEDNESDAY THURSDAY FRIDAY

BUILDING	PLUMBING	MECHANICAL	FIRE	MANUFACTURED HOME
<input type="checkbox"/> Setbacks	<input type="checkbox"/> Under Floor	<input type="checkbox"/> Under Floor	<input type="checkbox"/> FireSup/Rough	<input type="checkbox"/> Mobile Runners
<input type="checkbox"/> Footing	<input type="checkbox"/> Rough Plumbing	<input type="checkbox"/> Gas Test	<input type="checkbox"/> FireSup/Final	<input type="checkbox"/> Mobile Set-Up
<input type="checkbox"/> Foundation	<input type="checkbox"/> Storm Drainage/	<input type="checkbox"/> Rough	<input type="checkbox"/> Fire Wall	<input type="checkbox"/> Mobile Final
<input type="checkbox"/> Slab-Concrete	<input type="checkbox"/> Water Piping	<input type="checkbox"/> Final	<input type="checkbox"/> Draftstops	
<input type="checkbox"/> Compaction	<input type="checkbox"/> Low Point Drain	<input type="checkbox"/> Re _____	<input type="checkbox"/> Final	
<input type="checkbox"/> Post & Beam	<input type="checkbox"/> Footing Drain		<input type="checkbox"/> Re _____	
<input type="checkbox"/> Shear Nailing	<input checked="" type="checkbox"/> Sewer Line			
<input type="checkbox"/> Framing	<input type="checkbox"/> Water Line	ENGINEERING	FILL/GRADE	
<input type="checkbox"/> Insulation	<input checked="" type="checkbox"/> Final	<input type="checkbox"/> Sidewalk	<input type="checkbox"/> Pre-Fill	
<input type="checkbox"/> Sheetrock-Nailing	<input type="checkbox"/> Re _____	<input type="checkbox"/> Driveway	<input type="checkbox"/> _____	
<input type="checkbox"/> Roof-Nailing		<input type="checkbox"/> Approach	<input type="checkbox"/> _____	
<input type="checkbox"/> Final		<input type="checkbox"/> Drainage	<input type="checkbox"/> Completed	
<input type="checkbox"/> Re _____		<input type="checkbox"/> Other		
		<input type="checkbox"/> Final		

☒ APPROVED ☐ APPROVED-CORRECTIONS NEEDED
☐ REINSPECTION REQUIRED ☐ UNABLE TO INSPECT

CORRECTION (SEE NOTES BELOW)

CUT & GAPPED

Date _____ Columbia River Fire & Rescue-Approval _____

Date _____ Engineering Tech. _____

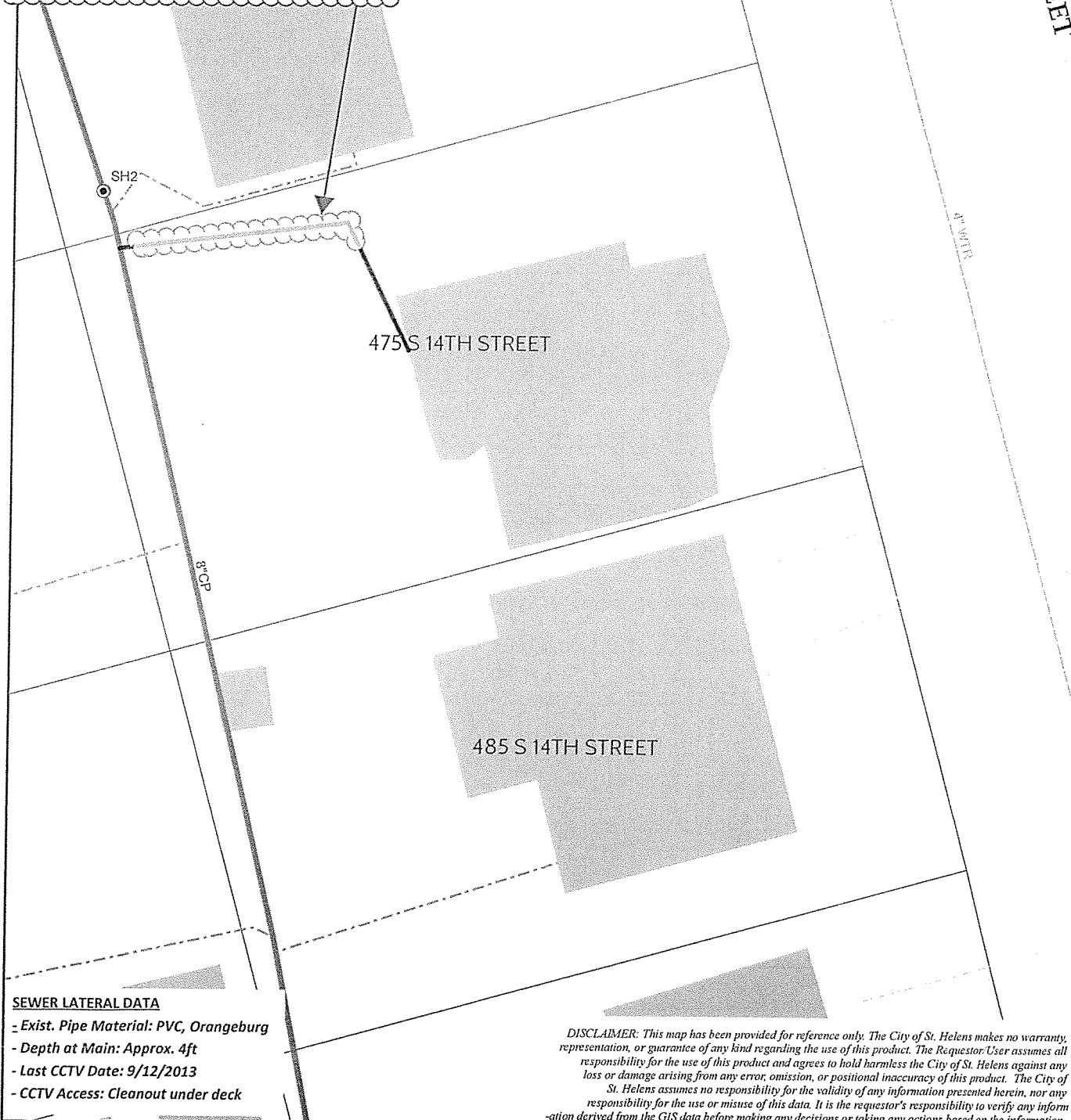
Date 2/2/16 Inspector [Signature] Page _____ Of _____

Time - In: _____ Out: _____

475 S 14TH ST

Repair approximately 33 linear feet of deficient sanitary sewer pipe starting 17 feet from the cleanout

DEFICIENCIES: Orangeburg pipe, Fractures, and Root Intrusion



475 S 14TH ST
Sanitary Sewer Lateral Map
St. Helens, Oregon

Date: 9/21/2015 Time: 11:53:43 AM Printed by: St. Helens Engineering Department

— Nuisance Lateral	● Sanitary Cleanout	● Storm Manhole
- - - Sanitary Laterals	● Sanitary Manhole	- - - Water Main
— Sanitary Mainline	- - - Storm Mainline	◆ Hydrant
△ Sanitary Structure	□ Storm Catch Basin	▶ Water Valve



1 inch = 20 feet

3-5

City of St. Helens
RESOLUTION NO. 1732

A RESOLUTION DETERMINING THAT ADDITIONAL NUISANCES EXIST UPON
PROPERTY LOCATED WITHIN ST. HELENS AND DIRECTING THAT NOTICE TO
ABATE THE ADDITIONAL NUISANCES BE POSTED ON SAID PREMISES

WHEREAS, St. Helens Municipal Code (SHMC) Section 8.12.250 provides that "[u]pon determination by the common council that a nuisance as defined in this chapter or any other ordinance of the city exists, or can reasonably be expected to come into existence within the next 30 days, the common council shall forthwith cause a notice to be posted on the premises liable for the abatement, directing the removal of such nuisance." SHMC Section 8.14.040(4) provides that "[a] structure is unfit for human occupancy whenever the building official finds that such structure is unsafe, unlawful or, because of the degree to which the structure is in disrepair or lacks maintenance, is insanitary, vermin or rat infested, contains filth and contamination, or lacks ventilation, illumination, sanitary or heating facilities or other essential equipment required by this chapter." Finally, SHMC 8.14.040(1) provides that "[w]hen a structure or equipment is found by an enforcement official to be unsafe, unfit for human occupancy, or otherwise unlawful, such structure or equipment is in violation of this chapter and a nuisance which shall be abated . . ."; and

WHEREAS, the structures identified in Exhibit A have been previously determined by the City Council to be nuisance properties because they were in violation of SHMC Chapter 13.12, Sewer Use Regulations; and

WHEREAS, as a part of the City's efforts to comply with the Oregon State Department of Environmental Quality's Inflow and Infiltration rules, City has been upgrading the sewer lines and identifying sewer laterals which are broken, leaking or otherwise in violation of the sewer use regulations and requiring those defective laterals to be repaired or replaced prior to connecting to the new sewer lines; and

WHEREAS, the structures in Exhibit A have defective laterals which have not been repaired or replaced and therefore, will not be allowed to connect to the new sewer lines and will therefore be cut and capped during the month of February, 2016, making the structures in Exhibit A unfit for human occupancy in addition to the other violations of St. Helens Municipal Code; and

WHEREAS, Council wishes to abate these additional nuisances pursuant to SHMC 8.12.250.

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

Section 1. Council hereby finds that each of the structures listed in Exhibit A can reasonably be expected to become unfit for human occupancy and therefore a nuisance within the next 30 days and directs a notice to be posted on structures identified in Exhibit A which contains: a description of the real property, by street address or otherwise; a direction to remove the nuisance within 30 days of the date of the notice; a description of the nuisance; a statement that, unless a permanent abatement of the nuisance is performed within 30 days of the notice, the City will permanently remove the nuisance and that the costs shall be a lien against the property; and a statement that the person in charge of the property may protest the action by giving notice to the City Recorder within ten (10) days from the date of the notice.

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

Approved and adopted by the City Council on February 17, 2016, by the following vote:

Ayes: Locke, Carlson, Conn, Peterson

Nays: None


Randy Peterson, Mayor

ATTEST:



Kathy Payne, City Recorder

Exhibit A

Identified properties with deficient laterals which will be cut and capped in February of 2016

STREET NO	DIR	STREET	MAP NO.
224	S.	20 th Street	4N1W 4CA 5500
344	N.	3 rd Street	5N1W 34CB 4500
475	S.	14 th Street	4N1W 4DD 9400
515	N.	10 th Street	5N1W 33DC 2200

4-3

COLUMBIA County Assessor's Summary Report

Real Property Assessment Report

FOR ASSESSMENT YEAR 2015

April 13, 2016 2:35:25 pm

Account # 11347
Map # 4N1W04-DD-09400
Code - Tax # 0201-11347

Tax Status ASSESSABLE
Acct Status ACTIVE
Subtype NORMAL

Legal Descr ST HELENS
Block - 119 Lot - 19

Mailing Name TURNER ALICIA

Deed Reference # 2016-1382

Agent

Sales Date/Price 02-26-2016 / \$137,900.00

In Care Of

Appraiser KAY CLAY

Mailing Address 475 S 14TH ST
ST HELENS, OR 97051

Prop Class 101 MA SA NH Unit
RMV Class 101 01 00 000 563-1

Situs Address(s)	Situs City
ID# 475 14TH S	ST HELENS

Value Summary					
Code Area	AV	RMV	MAV	RMV Exception	CPR %
0201 Land		55,700		Land	0
Impr.		48,240		Impr.	0
Code Area Total	86,030	103,940	86,030		0
Grand Total	86,030	103,940	86,030		0

Land Breakdown										
Code Area	ID#	RFD	Ex	Plan Zone	Value Source	TD%	LS	Size	Land Class	LUC
0201					OSD - SINGLE FAMILY	100				
0201	1	R		SH:R-5	Residential Site	109	S	5,800.00		*
Grand Total								5,800.00		
										55,700

Improvement Breakdown									
Code Area	ID#	Yr Built	Stat Class	Description	TD%	Total Sq. Ft.	Ex%	MS Acct #	Trended RMV
0201	1	1930	131	One story	106	684			48,240
Grand Total						684			48,240

5-1

4/13/2016 2:35:37 PM

COLUMBIA COUNTY ASSESSOR'S NAME LEDGER

Account ID 11347 **Township** 4N **Range** 1W **Section** 04 **1/16** D **Taxlot** D **Special Interest** 09400

Effective Date 05-May-2005 12:00 AM **Transaction ID** -29908 **Entry Date** 05-May-2005 **Recorded Date** 05-May-2005 **Sale Price** \$40,000 **Sale Date** 05-May-2005

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	-37392	2005	CLERK - BOR	WD	2005	6081	1			NAME CHANGE	

Size Totals Code Acres Sqft Alternate Size

Effective Date 15-Dec-2005 12:00 AM **Transaction ID** -28653 **Entry Date** 15-Dec-2005 **Recorded Date** 15-Dec-2005 **Sale Price** \$106,300 **Sale Date** 15-Dec-2005

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	-49390	2005	CLERK - BOR	WD	2005	17139	1	F05 17139		NAME CHANGE	

Size Totals Code Acres Sqft Alternate Size

Effective Date 22-Sep-2006 12:00 AM **Transaction ID** -20371 **Entry Date** 22-Sep-2006 **Recorded Date** 22-Sep-2006 **Sale Date** 22-Sep-2006

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	-20371	2006	ASSESSOR'S FILE	U	2006	-20371	1	11347		CONVERSION	

Size Changes Code + / - Size Alternate Size Code Area Deleted Move to Acct Move To Code

Size Totals Code Acres Sqft Alternate Size

Action Subdivision Add: ST HELENS **Block** 119 **Lot** 19 **Direction** **Part** **Part Type**

Effective Date 14-Apr-2015 11:20 AM **Transaction ID** 961001 **Entry Date** 30-Mar-2015 **Recorded Date** 23-Mar-2015 **Sale Date**

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	1233800	2015	CLERK - BOR	FORE	2015	1979	1			TLC	

GMAC MORTGAGE LLC HAS FILED A WRIT OF EXECUTION IN FORECLOSURE ABSTRACT ON THIS PROPERTY.

5-2

4/13/2016 2:35:37 PM

Account ID 11347 Township 4N Range 1W Section 04 1/4 1/16 1/4 D 1/16 D Taxlot 09400 Special Interest

Size Totals Code 0201 Acres Sqft 5,800.00 Alternate Size

Effective Date 02-Mar-2016 11:06 AM Transaction ID 1065992 Entry Date 25-Feb-2016 Recorded Date 25-Feb-2016 Sale Price \$30 Sale Date 04-Feb-2016

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	1361774	2016	CLERK - BOR	SHRF	2016	1327	1			NAME CHANGE	
Name Changes											
Status	Name	Name Type	Ownership Type	Ownership %							
D	NAPERRY, WAYEN E	OWNER	OWNER								
A	DITECH FINANCIAL LLC	OWNER	OWNER								
A	GREEN TREE SERVING LLC	AKA	OWNER								
OWNER	DITECH FINANCIAL LLC										
	AKA										
	GREEN TREE SERVING LLC										

Size Totals Code 0201 Acres Sqft 5,800.00 Alternate Size

Effective Date 02-Mar-2016 11:13 AM Transaction ID 1065993 Entry Date 25-Feb-2016 Recorded Date 25-Feb-2016 Sale Price \$10 Sale Date 15-Sep-2015

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	1362243	2016	CLERK - BOR	WD	2016	1328	1			NAME CHANGE	
Name Changes											
Status	Name	Name Type	Ownership Type	Ownership %							
D	DITECH FINANCIAL LLC	OWNER	OWNER								
D	GREEN TREE SERVING LLC	AKA	OWNER								
A	FEDERAL NATIONAL MORTGAGE ASSOCIATION	OWNER	OWNER								
OWNER	FEDERAL NATIONAL MORTGAGE ASSOCIATION										

Size Totals Code 0201 Acres Sqft 5,800.00 Alternate Size

Effective Date 07-Mar-2016 4:59 PM Transaction ID 1066874 Entry Date 04-Mar-2016 Recorded Date 29-Feb-2016 Sale Price \$137,900 Sale Date 26-Feb-2016

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	1364132	2016	CLERK - BOR	WD	2016	1382	1			NAME CHANGE	
Name Changes											
Status	Name	Name Type	Ownership Type	Ownership %							
D	FEDERAL NATIONAL MORTGAGE ASSOCIATION	OWNER	OWNER								
A	TURNER, ALICIA	OWNER	OWNER								

5-3

4/13/2016 2:35:37 PM

Account ID 11347 Township 4N Range 1W Section 04 1/4 1/16 Taxlot 09400 Special Interest

OWNER
TURNER, ALICIA

Size Totals	Code	Acres	Sqft	Alternate Size
	0201		5,800.00	

5-4



P.O. Box 278, St. Helens, OR 97051
Phone: (503) 397-6272 Fax: (503) 397-4016
www.ci.st-helens.or.us

April 15, 2016

Alicia Turner
475 S. 14th St.
St. Helens, OR 97051

Re: Abandon and Cap Sewer Lateral at
475 S. 14th St., St. Helens, OR 97051

In accordance with St. Helens Municipal Code Section 8.12.250 nuisance exists upon property located at, **475 S 14th St., St. Helens, Oregon**. The structure identified has been previously determined by the City Council to be a nuisance property in violation of St. Helens Municipal Code Chapter 13.12, sewer use regulations. The structure was identified as a defective lateral which required the lateral to be cut and capped.

The total costs associated with abandoning and capping the sewer lateral on the property is **\$2590.56** (reference attached). Please make payment payable to City of St. Helens and mailed to:

City of St. Helens
Attention: Jennifer Johnson
P.O. Box 278
St. Helens, OR 97051

Failure to make payment within 30 days of this notice will result in the City bringing legal actions under ORS 30.315(1)(a) in small claims court for collection and/or will become a lien against the property. If you disagree with subject abatement, written protest must be received by the City Recorder within 15 days of this notice (same address indicated above).

The City Council meeting of Wednesday, **May 18, 2016** on or after 7PM has been set aside for Council's consideration of any written protest received or resolution to proceed with further collection actions if payment or written protest are not received within stipulated timelines.

If you have any question, please do not hesitate to contract me.

Respectfully,

Jon Ellis
Finance Director
503-366-8227
jellis@ci.st-helens.or.us



INVOICE

City of St. Helens

P.O. Box 278
St. Helens, OR 97051
Phone (503) 366-8203 | Fax (503) 366-3782
Jenniferj@ci.st-helens.or.us | www//ci.st-helens.or.us

INVOICE # 02
DATE April 14, 2016

TO
Alicia Turner
475 S. 14th St.
St. Helens, OR 97051

FOR
Nuisance Sewer Laterals
Account # 010-303-653301

Description	Amount
Abandon and Cap Sewer Lateral	\$2400.00
Plumbing Permit Fees	\$67.20
City of St. Helens Administrative Cost	\$123.36

Total	\$2590.56
--------------	------------------

Make all checks payable to City of St. Helens

Payment is due upon receipt, late after 30 days.

If you have any questions concerning this invoice, contact Jennifer Johnson | 503-366-8203 |

7-2

Jon Ellis

From: Sharon Darroux
Sent: Tuesday, April 19, 2016 2:57 PM
To: Jon Ellis
Cc: Sue Nelson; Jennifer Johnson
Subject: 475 S 14th St Nuisance Sewer Lateral
Attachments: 475S14TH_LateralDatabase.JPG

Jon,

Concerning the nuisance sewer lateral at 475 S 14th St, I believe I spoke with Alicia Turner by phone on at least one occasion concerning the sewer lateral at this property. In addition to this, I have on record, a summary of the telephone conversation I had with the property's realtor, a Fannie Mae representative, on the sewer lateral issues.

To my knowledge, it seems impossible the current property would have been unaware of the nuisances associated with this property for these reasons,

- A Notice of Sewer Lateral Abatement was posted on the property on September 8, 2015.
- I spoke with the Fannie Mae realtor about this property on January 19, 2016. (Please see attached)
- I believe I spoke with Alicia Turner in late January/early February concerning the sewer lateral issues at this property.
- The sewer lateral was capped on February 2, 2016. The Notice of Sewer Lateral Abatement was still posted on the property at this time.
- The house was posted again uninhabitable per Resolution 1732, dated February 17, 2016
- Alicia Turner's plumber Sharp's pulled plumbing permit #13372 for the sewer repairs on March 1, 2016 and it inspected by the Bob Johnston, Building Official on March 2, 2016, exactly a month after we capped the sewer.

Please let me know if you need anymore information.

Sharon Darroux
Engineering Project Manager

City of St. Helens
PO Box 278, St. Helens, OR 97051
Phone: (503) 366-8243
Fax: (503) 366-3782
Email: sharond@ci.st-helens.or.us

475 S. 14th St.

St. Helens, OR 97051

RECEIVED

APR 29 2016

April 29, 2016

CITY OF ST. HELENS

Jennifer Johnson

City of St. Helens

P.O. Box 278

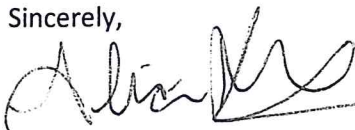
St. Helens, OR 97051

Dear Ms. Jones:

I received an invoice from you regarding Account # 010-303-653301. I am protesting these charges as, I did not own the property until February 29, 2016. The seller did not disclose that anything was wrong with the sewer or, that it had been capped off. When I was shown the property, my realtor called the plumbing company that had left a note on the door saying they would be working on the plumbing in the area. He told me they said there was nothing wrong with the property's sewer and, that they posted the sign because the manhole is in the back yard. I do not know if my realtor was misinformed or was not honest with me.

It was found that there were holes in the sewer line by the inspector that I hired. After that, my realtor told me that he called the city and they told him that they would be capping off the sewer line. No one in this entire process of buying this property did anyone tell me that I could be held financially responsible for this. I paid to have the sewer line replaced and to have the exterior of the house painted. If I would have been informed that I could be held responsible for the capping off of the sewer line, I most likely would not have bought the property because, I wouldn't be able to afford that as well.

Sincerely,



Alicia K. Turner

541-232-8509

9

City of St. Helens
ORDINANCE NO. 3206

AN ORDINANCE AMENDING ST. HELENS MUNICIPAL ORDINANCE
NO. 3149 TO REMOVE THE "SUNSET CLAUSE" ON THE
McCORMICK PARK PET OFF-LEASH AREA (AND THUS MAKE THE
OFF-LEASH AREA PERMANENT) BY DELETING SECTION 4 OF
SAID ORDINANCE

WHEREAS, on or about June 1, 2011, the St. Helens City Council adopted Ordinance No. 3149 which set forth rules of conduct in the trial off-leash pet area in McCormick Park which had been established by Resolution No. 1564; and

WHEREAS, City Council had included a "sunset" clause in the ordinance adopting rules for the off-leash park area so that the off-leash area would be established on a trial basis; and

WHEREAS, City Council has decided that the off-leash park area and the rules of conduct therefor should become permanent.

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

Section 1. Section 4 of St. Helens Municipal Ordinance No. 3149 shall be deleted in its entirety and the editor's notes in Titles 6.04 and 8.24 of the St. Helens Municipal Code referring to a "sunset" clause shall be removed.

Read the first time:	May 18, 2016
Read the second time:	June 1, 2016

APPROVED AND ADOPTED by the City Council this 1st day of June, 2016, by the following vote:

Ayes:

Nays:

Randy Peterson, Mayor

ATTEST:

Kathy Payne, City Recorder



CITY OF ST. HELENS PLANNING DEPARTMENT

M E M O R A N D U M

TO: City Council
FROM: Jennifer Dimsho, Assistant Planner
RE: 2016 Transportation Growth Management Grant Application
DATE: May 18, 2016

BACKGROUND

Staff has been preparing an application for the Transportation Growth Management (TGM) grant for a detailed Riverfront Connector Refinement Plan. A project map is attached to show the proposed project area. It shows the relationship to the Waterfront Redevelopment Project and the US 30 & Columbia Blvd./St. Helens St. Corridor Master Plan area, which was funded with during the 13/14 TGM cycle.

Specific problem intersections have been identified in our Transportation Systems Plan (funded by the 10/11 TGM cycle) and again in our initial EPA Area-Wide Planning project. These problem intersections are listed below and can be seen on the attached map:

1. Plymouth St. & S. 6th St.
2. Plymouth St. & Old Portland Rd. at S. 13th St. and S. 14th St.
3. Old Portland Rd. & Gable Rd.
4. Gable Rd. & US 30

The proposed TGM project will make recommendations to improve these intersection deficiencies and provide detailed streetscape recommendations and pedestrian enhancements along the corridor leading to the Waterfront Redevelopment Project.

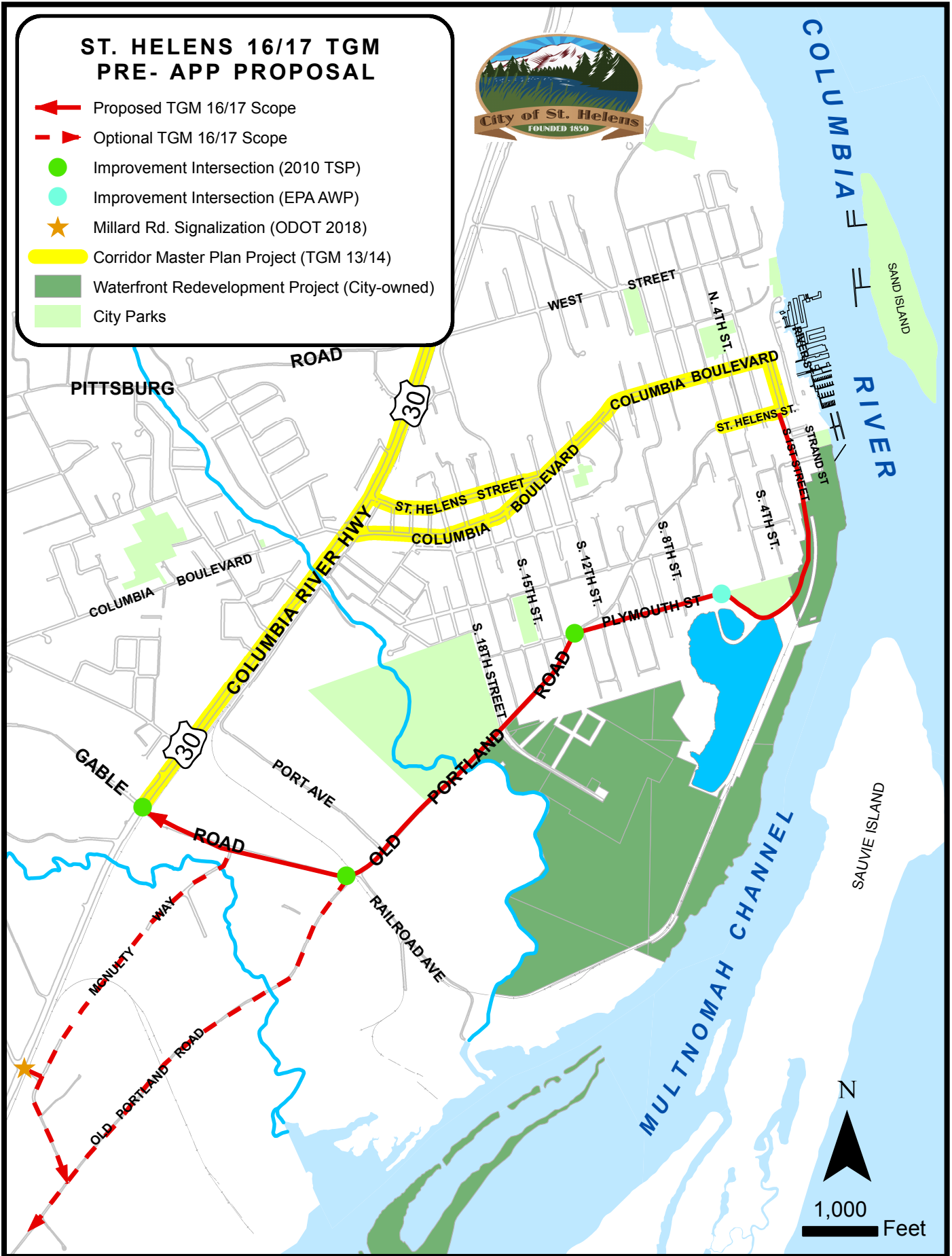
The proposed TGM project may also include the Old Portland Rd. and McNulty Way routes leading to the ODOT scheduled signalization at US 30 & Millard Rd (scheduled construction Spring 2018). Improving these two routes will alleviate congestion and pressure at the Gable Rd. & US 30 intersection.

COST

Grantees must provide a match of 12% or more of the total project cost, in the form of cash, staff time, monetized volunteer time, and direct project expenses. The estimated project cost is \$175,000 over an 18 month time period. \$21,000 would be required by the City, but that amount may be in the form of cash, staff time and/or direct project expenses. Based on past TGM cycles, it is likely that \$21,000 can be reached with staff time.

GENERAL

Our application is due June 10, 2016 at 4 p.m. We should know whether or not we got the grant by August 2016. **If you wish to proceed, please approve this resolution so it may be included with the TGM grant application.**



City of St. Helens
RESOLUTION NO. 1743

**A RESOLUTION AUTHORIZING SUBMITTAL OF A 2016 TRANSPORTATION
GROWTH MANAGEMENT PROGRAM GRANT APPLICATION**

WHEREAS, the Oregon Transportation and Growth Management (TGM) Program is accepting applications for funding of integrated land use and transportation projects; and

WHEREAS, the City of St. Helens desires to participate in this grant program to the greatest extent possible to create detailed Riverfront Connector Refinement Plan for the transportation route from US 30 to the Waterfront Redevelopment Project; and

WHEREAS, work on the EPA Area-Wide Planning Program resulted in transportation analyses that identified deficiencies along key intersections leading to the Waterfront Redevelopment Project area. The Riverfront Connector Refinement Plan will address these deficiencies with detailed streetscape recommendations, intersection improvements, and pedestrian enhancements along this key corridor; and

WHEREAS, the Riverfront Connector Refinement Plan complete the City's "business loop" planning concept by building off the adopted US 30 & Columbia Blvd./St. Helens St. Corridor Master Plan (TGM 13/14) as well as the City's Transportation Systems Plan (TGM 10/11); and

WHEREAS, the Riverfront Connector Refinement Plan will address goals identified in the City's Economic Development Plan (adopted in 2007 via Resolution No. 1452), Strategic Plan (adopted in 2005 via Resolution No. 1417) and the document titled A Vision for St. Helens in the Year 2020 (adopted in 1997 via Resolution No. 1238. The Riverfront Connector Refinement Plan will also help promote multi-modal transportation options and overall transportation function; and

WHEREAS, the City of St. Helens hereby certifies that the matching funds for its share of this application is readily available.

NOW, THEREFORE, THE CITY OF ST. HELENS RESOLVES, that the St. Helens City Council authorizes the city to apply for an Oregon Transportation Growth Management Program Grant for funding assistance of the above-mentioned planning project.

APPROVED AND ADOPTED by the Council on May 18, 2016, by the following vote:

Ayes:

Nays:

Randy Peterson, Mayor

ATTEST:

Kathy Payne, City Recorder

City of St. Helens
RESOLUTION NO. 1744

**A RESOLUTION DETERMINING ABATEMENT COSTS TO ABATE THE NUISANCE
UPON PROPERTY LOCATED WITHIN ST. HELENS, ASSESSING SUCH COSTS
AGAINST SAID PROPERTY AND CREATING A LIEN**

WHEREAS, St. Helens Municipal Code (SHMC) Sections 8.12.010(1)(d), 8.12.130, 13.12.040(8), 13.12.040(12), 13.12.040(13), 13.12.050(1), 13.12.050(2), and 13.12.090(1) make connection of downspouts, roof runoff, foundations drains, areaway drains, storm water, surface water, subsurface drainage, groundwater infiltration, bituminous fiber pipe, or other sources or surface runoff or ground water to a public sanitary sewer a violation of city code and a nuisance; and

WHEREAS, video inspections have revealed the existence of one or more of the prohibited defects in the building sewer laterals for the parcels listed in Exhibit A, attached hereto and hereby incorporated by reference; and

WHEREAS, notification of the owner or person in charge of the properties listed in Exhibit A was accomplished as set forth in SHMC 8.12.250(1) through (3), in that each of the properties were posted with a notice to abate the nuisance and such notice was also directed to the person in charge of the property and the owner of record of the property, with a direction to remove or abate the nuisance within 30 days of the notice; and

WHEREAS, since neither the person in charge of any of the properties listed in Exhibit A nor the owner of those properties removed or abated the nuisance on said property within the time specified in the order, the city official entered those premises and repaired or abandoned the property's sewer lateral and kept an accounting of the cost thereof, which was referred to Council as set forth in SHMC Section 8.12.250(15); and

WHEREAS, it appears that notice of and direction to pay the costs of abatement or to submit a protest of such costs was sent to each of the owners of the properties listed in Exhibit A on April 14, 2016, by certified mail, and that no payments were received on or before the deadline for payment, to wit: May 16, 2016; and no objections to the costs were received and such costs remain unpaid.

NOW, THEREFORE, THE CITY OF ST. HELENS RESOLVES that the cost of repairing or abandoning the sewer laterals on the parcels listed in Exhibit A, plus administrative overhead, shall be assessed against each of these properties and entered in the docket of city liens and shall constitute liens upon the properties listed in Exhibit A.

Approved and adopted by the City Council on May 18, 2016, by the following vote:

Ayes:

Nays:

Randy Peterson, Mayor

ATTEST:

Kathy Payne, City Recorder

Exhibit A
Sewer Lateral Abatement Properties

Street No	Dir	Street	MAP NO.	Abatement Cost	Administrative Fee	Total Lien Amount
260		St. Helens Street	4N1W03-BB-00701	3,267.20	163.36	3,430.56
344	N	3rd Street	5N1W34-CB-04500	867.20	43.36	910.56
224	S	20th Street	4N1W04-CA-05500	1,767.20	88.36	1,855.56
1071		Cowlitz Street	4N1W04-AD-04700	2,567.20	128.36	2,695.56
453	N	11th Street	5N1W33-DC-06000	120.71	6.04	126.75
293		Sunset Blvd	4N1W05-AD-00100	1,667.20	83.36	1,750.56
515	N	10th Street	5N1W33-DC-02200	2,867.20	143.36	3,010.56



OREGON COOPERATIVE PROCUREMENT PROGRAM

AGREEMENT No. _____

This agreement for participation in the Oregon Cooperative Procurement Program ("Agreement") is between the State of Oregon ("State") acting by and through its Department of Administrative Services, Enterprise Goods and Services Division, Procurement Services ("DAS PS") and _____ ("ORCPP Member"), each a "Party" and, together, the "Parties".

1 DEFINITIONS.

1.1 **"Contract"** means a legally binding contract that results between ORCPP Member's issuance of, and a contractor's acceptance of, an Ordering Instrument pursuant to a Designated Price Agreement to which the contractor is a party.

1.2 **"Designated Price Agreement"** means an agreement between DAS and one or more contractors for goods or services, or both, that are offered at a set price with either (1) no guarantee of a minimum or maximum purchase or (2) an initial order or minimum purchase of the goods or services combined with a continuing contractor obligation to provide additional goods and services, and that identifies ORCPP Members as authorized purchasers.

1.3 **"ORCPP"** means the Oregon Cooperative Procurement Program.

1.4 **"Ordering Instrument"** means a document that complies with the Designated Price Agreement and that ORCPP Member must use to order goods, services, or both, under the Designated Price Agreement. An Ordering Instrument may be referred to as, for example, "Purchase Order," "Work Order" or other name assigned by DAS PS or ORCPP Member.

1.5 **"Oregon Cooperative Procurement Program"** means the purchasing program operated by DAS PS that allows its members to purchase from Designated Price Agreements.

2 QUALIFIED ENTITIES.

DAS PS has established and operates the Oregon Cooperative Procurement Program to improve service and cost efficiencies for each entity qualified to participate in the ORCPP ("Qualified Entity") by authorizing the Qualified Entity through agreement with DAS PS to purchase goods, services, or both, using Designated Price Agreements and to access various procurement resources available through DAS PS.

The following entities are Qualified Entities authorized to enter into this Agreement with DAS PS:

2.1 Units of local government as defined in ORS 190.003, state contracting agencies as defined in ORS 279A.010 (1)(nn) and exempted from application of the Public Contracting Code under ORS 279A.025, semi-independent state agencies listed in ORS 182.454, special government

bodies as defined in ORS 174.117 and special districts as defined in ORS 198.010, United States governmental agencies with offices in Oregon and American Indian Tribes located in Oregon; and

2.2 The entities specified in and meeting the requirements of ORS 279.855(1), (2) and (3) and OAR 125-055-0045.

3 ORCPP MEMBER AS QUALIFIED ENTITY.

ORCPP Member represents that it is, and warrants that it will remain, a Qualified Entity throughout the effective period of this Agreement. ORCPP Member shall immediately provide all information that DAS PS requests to establish to DAS PS' satisfaction that ORCPP Member is a Qualified Entity. ORCPP Member represents and warrants that all information ORCPP Member provides to DAS PS to establish that ORCPP Member is a Qualified Entity is true and correct. If at any time during the term of this Agreement ORCPP Member has reason to believe, or ORCPP is notified that DAS PS has reason to believe, ORCPP Member is no longer a Qualified Entity, ORCPP Member shall immediately cease purchasing under Designated Price Agreements until ORCPP Member establishes to DAS PS' satisfaction that ORCPP Member is a Qualified Entity.

4 EFFECTIVE DATE, TERM AND TERMINATION.

This Agreement is effective on the latest signature date ("Effective Date").

4.1 This Agreement remains in effect until terminated by either Party by delivery of a written termination notice to the other Party's Authorized Representative or their designee, at least forty-five (45) days prior to the termination date specified in the written notice.

4.2 DAS PS may terminate this Agreement for non-payment of the annual fee as outlined in section 9 of this Agreement.

5 AUTHORIZED REPRESENTATIVES.

5.1 DAS PS Authorized Program Managers:

Name and Title (print/type):

Kelly Stevens-Malnar, Statewide Outreach Coordinator – Phone:

503-378-3976 Adam Helvey, Statewide Outreach Coordinator – Phone:

503-373-2106 Address: 1225 Ferry Street SE, Salem OR 97301-4285

Fax: 503-373-1626

Email: info.orcpp@oregon.gov

5.2 ORCPP Member Authorized Representative:

Name (print/type): _____ Title: _____

Entity Name: _____

Address: _____

Work Phone: _____ Email: _____

Accounts Payable Contact:

Name (print/type): _____

Work Phone: _____ Email: _____

5.3 A Party may designate a new Authorized Representative at any time by written notice to the other Party.

6 ORCPP MEMBER BENEFITS AND REQUIREMENTS.

6.1 Designated Price Agreements. ORCPP Member may purchase goods, services, or both, from any Designated Price Agreement identified by DAS PS according to the terms of this Agreement. Designated Price Agreements may expire or terminate, and DAS PS does not promise or guarantee the effectiveness of any particular Designated Price Agreement at the time ORCPP Member desires to make a purchase.

6.1.1 Designated Price Agreements Use Restrictions. ORCPP Member shall accept the terms and conditions of a Designated Price Agreement without modification, including use of a specific Ordering Instrument as described in the applicable Designated Price Agreement. Only DAS has the authority to change, modify, or amend Designated Price Agreements.

6.1.2 Ordering Instruments. All Ordering Instruments must incorporate the applicable Designated Price Agreement by reference and include the following statement:

"THIS PURCHASE IS PLACED AGAINST STATE OF OREGON PRICE AGREEMENT # _____. THE GENERAL TERMS AND CONDITIONS AND SPECIAL CONTRACT TERMS AND CONDITIONS (T's & C's) CONTAINED IN THE PRICE AGREEMENT ARE HEREBY INCORPORATED BY REFERENCE AND SHALL APPLY TO THIS PURCHASE AND SHALL TAKE PRECEDENCE OVER ALL OTHER CONFLICTING T's & C's EXPRESS OR IMPLIED."

6.1.3 Contracts. DAS PS is not a party to nor does DAS PS assume any liability under Contracts.

6.2 Use of Oregon Procurement Information Network. The Oregon Procurement Information Network ("ORPIN") is an Internet-based, on-line system that is the State's official publication forum for procurement notices and advertisements. ORPIN provides registered suppliers with access to procurement information issued by the State and ORCPP Members. Registered suppliers can express interest, download documents and respond to procurement opportunities posted on ORPIN.

ORCPP Member is granted unlimited use of ORPIN, subject to the ORPIN terms of use, to upload, issue and advertise ORCPP Member's solicitation documents and procurement notices, subject to the following:

6.2.1 ORCPP Member assumes full and complete responsibility and liability for the content, substance and accuracy of all information contained in any ORCPP Member documents uploaded and displayed on the ORPIN system;

6.2.2 ORCPP Member is authorized to use future enhancements to the ORPIN system, such as electronic bidding and solicitation document types, as they become available on ORPIN; and

6.2.3 ORCPP Member shall not distribute or share its active, ORPIN user login credentials or access information with outside entities or individuals who are not ORCPP Members.

6.3 Training. ORCPP Member and its employees are eligible to register for and attend any DAS PS-sponsored and scheduled procurement-related training and certification programs at the same cost as State agency participants. Registration information for DAS PS procurement classes and workshops is available by logging into iLearn at <http://iLearn.oregon.gov>.

6.4 Data and Procurement Participation. From time to time, DAS PS may request ORCPP Member to provide historical or projected usage and spend data for certain solicitations for goods or services to help achieve maximum volume discounts for the benefit of all State agencies and ORCPP Members. DAS PS also may request ORCPP Member to participate on a procurement sourcing team or evaluation committee that will result in a Designated Price Agreement and use by State agencies and ORCPP Member(s). ORCPP Member agrees to provide information and participate pursuant to DAS PS request, to the extent reasonably possible.

7 DAS PS OBLIGATIONS.

7.1 DAS PS agrees to:

7.1.1 Provide a Program Manager that will respond to ORCPP Member questions regarding ORCPP membership and resources;

7.1.2 Maintain a list of Designated Price Agreements available for ORCPP Member reference on the DAS Procurement Services and Policy website. To access the Designated Price Agreement list, go to <http://www.oregon.gov/DAS/EGS/ps/Pages/index.aspx> and click on the Oregon Cooperative Procurement Program icon;

7.1.3 Educate contractors under Designated Price Agreements on the process to confirm that ORCPP Member is an "Authorized Purchaser" as defined in the Designated Price Agreements and on the process for transacting with ORCPP Member under the Contract;

7.1.4 Provide program education and outreach to ORCPP Member through trade shows, statewide events and the ORCPP listserv;

7.1.5 Manage ORPIN access and user permissions for ORCPP Member and its authorized users;

7.1.6 Provide ORCPP Member with Contract spend and usage reports and other ORCPP information upon ORCPP Member's request.

7.2 DAS PS' performance under this Agreement is conditioned upon ORCPP Member's compliance with the obligations intended for contractors under ORS 279B.220, 279B.225 (if applicable to this Agreement), 279B.230 and 279B.235 (if applicable to this Agreement), which are incorporated by reference herein. ORCPP Member shall, to the maximum extent economically feasible in the performance of this Agreement, use recycled paper (as defined in ORS 279A.010(1)(gg)), recycled PETE products (as defined in ORS 279A.010(1)(hh)), and other recycled plastic resin products and recycled products (as "recycled product" is defined in ORS 279A.010(1)(ii)).

8 MEMBERSHIP FEE.

ORCPP Member shall pay DAS PS an annual membership fee for the period July 1 through June 30 of each year this Agreement is effective, based on the entity type, annual budget and corresponding fee, as specified in Exhibit A, Standard ORCPP Membership Fee Schedule.

8.1 The initial membership fee when this Agreement takes effect anytime from July 1 through December 31 is 100% of the annual fee. The initial fee when this Agreement takes effect anytime from January 1 through April 30 is 50% of the annual fee. The initial fee is waived when this Agreement takes effect anytime from May 1 through June 30.

8.2 From time to time, DAS PS may request, and ORCPP Member shall provide, ORCPP Member's budget information to determine the applicable annual membership fee. If DAS PS determines that the annual membership fee has changed based upon ORCPP Member's then-current budget, DAS PS will notify ORCPP Member in writing of the new annual membership fee, and ORCPP Member shall pay that amount when the next annual fee is due.

9 INVOICES AND PAYMENT.

DAS PS will invoice ORCPP Member each year in July for the next annual membership fee. ORCPP Member shall remit payment to DAS within 45 days of receipt of the invoice by one of the following methods:

9.1 Credit Card. The preferred method of payment for the ORCPP annual fee is to be paid by credit card. The payment portal can be found at the below web address.
<https://apps.oregon.gov/DAS/Procurement/EPS>

9.2 Electronic Funds Transfer. ORCPP Member shall coordinate with DAS PS on the process and documentation required to set up an account and remit payment electronically if this is the payment method of choice.

9.3 Check. Payments made by check must include the Agreement number from page 1 and be issued to the Oregon Department of Administrative Services and sent to:

DAS Shared Financial Services
Attention: Cashier
155 Cottage Street NE
Salem, OR 97301

DAS PS may terminate this Agreement for non-payment if the annual fee is not received within ninety (90) days of the issue date of the invoice.

10 INDEMNIFICATION.

10.1 Non-State Agency ORCPP Member as Qualified Entity under Section 2.1. Subject to limitations of ORCPP Member's organic law if ORCPP Member is a unit of local government as defined in ORS 190.003, a United States governmental agency with offices in Oregon or American Indian Tribes located in Oregon, ORCPP Member shall save, defend, hold harmless and indemnify, the State and its divisions, officers, employees and agents from all claims, suits, actions, losses, damages, liabilities, costs and expenses of any nature whatsoever resulting from, arising out of or related to (1) the acts and omissions of the ORCPP Member, or its officers, employees and agents under this Agreement or (2) services or benefits DAS PS provides under this Agreement pursuant to a representation of ORCPP Member's Qualified Entity status and State's reliance thereon.

10.2 ORCPP Member as Qualified Entity under Section 2.2. If ORCPP Member is an entity specified in and meeting the requirements of ORS 279.855(1), (2) and (3) and OAR 125-055-0045, ORCPP Member shall save, defend, hold harmless and indemnify, the State and its divisions, officers, employees and agents from all claims, suits, actions, losses, damages, liabilities, costs and expenses of any nature whatsoever resulting from, arising out of or related to (1) the acts or omissions of the ORCPP Member, or its officers, employees and agents under this Agreement and (2) services or benefits DAS PS provides under this Agreement pursuant to a representation of ORCPP Member's Qualified Entity status and State's reliance thereon.

10.3 Defense Obligation. With respect to any obligation to defend described in sections 10.1 and 10.2, the Oregon Attorney General must give written authorization to any legal counsel purporting to act in the name of, or represent the interests of, the State, its officers, employees and agents prior to such action or representation. Further, the State, acting by and through its Department of Justice, may assume its own defense, including that of its officers, employees and agents, at any time when in the State's sole discretion it determines that (i) proposed counsel is prohibited from the particular representation contemplated; (ii) important governmental interests are at stake; or (iii) the best interests of the State are served thereby. Contractor's obligation to pay for all costs and expenses shall include those incurred by the State in assuming its own defense and/or that of its officers, employees, or agents under (i) and (ii) above.

11 SUCCESSORS AND ASSIGNMENT.

The provisions of this Agreement shall be binding upon and inure to the benefit of the Parties and their respective successors and assigns. Neither Party shall assign or transfer its interest in this Agreement without the prior written consent of the other. Any such attempted assignment or transfer shall be void.

12 MERGER; AMENDMENT; WAIVER.

This Agreement constitutes the entire agreement between the Parties on the subject matter hereof. There are no understandings, agreements, or representations, oral or written, not specified herein regarding this Agreement. No waiver, consent or modification of the Agreement shall bind either Party unless in writing and signed by both Parties and all necessary approvals have been obtained. Such waiver, consent or modification, if made, shall be effective only in the specific instance and for the specific purpose given. The failure of the State to enforce any provision of this Agreement shall not constitute a waiver by the State of that or any other provision.

13 LIMITATION OF LIABILITY.

ORCPP Member acknowledges and agrees that the State shall not be liable for any damages, including direct, indirect, incidental or consequential damages sustained by ORCPP Member, which arise out of or are in any way related to goods or services obtained from contractors under any Contract entered by ORCPP Member pursuant to this Agreement. State makes no representation or warranty regarding the suitability, durability, merchantability or fitness for a particular purpose of any goods or services purchased under any Contract.

14 COMPLIANCE WITH APPLICABLE LAW.

ORCPP Member shall comply with all federal, state and local laws, rules, regulations, and ordinances applicable to this Agreement or to ORCPP Member's obligations under this Agreement.

15 GOVERNING LAW; VENUE.

15.1 Governing Law. The laws of the State of Oregon (without giving effect to its conflicts of law principles) govern all matters arising out of or relating to this Agreement, including, without limitation, its validity, interpretation, construction, performance, and enforcement.

15.2 Designation of Forum. Any Party bringing a legal action or proceeding against any other Party arising out of or relating to this Agreement shall bring the legal action or proceeding in the Circuit Court of the State of Oregon for Marion County. Each Party hereby consents to the exclusive jurisdiction of such court, waives any objection to venue, and waives any claim that such forum is an inconvenient forum.

15.3 Federal Forum. Notwithstanding Section 15.2, if a claim must be brought in a federal forum, then it must be brought and adjudicated solely and exclusively within the United States District Court for the District of Oregon. This section applies to a claim brought against the State of Oregon only to the extent Congress has appropriately abrogated the State of Oregon's sovereign immunity and is not consent by the State of Oregon to be sued in federal court. This section is also not a waiver by the State of Oregon of any form of immunity, including but not limited to sovereign immunity and immunity based on the Eleventh Amendment to the Constitution of the United States.

16 TAX CERTIFICATION.

By signature on this Agreement for ORCPP Member, the undersigned hereby certifies under penalty of perjury that the undersigned is authorized to act on behalf of the ORCPP Member and that ORCPP Member is, to the best of the undersigned's knowledge, not in violation of any applicable Oregon Tax Laws. For purposes of this certification, "Oregon Tax Laws" means a state tax imposed by ORS 320.005 to 320.150 and 403.200 to 403.250 and ORS chapters 118, 314, 316, 317, 318, 321 and 323 and the elderly rental assistance program under ORS 310.630 to 310.706 and local taxes administered by the Department of Revenue under ORS 305.620.

17 SIGNATURES.

Each Party to this Agreement, and each individual signing on behalf of each Party, hereby represents and warrants to the other that it has full power and authority to enter into this Agreement and that its execution, delivery, and performance obligations have been fully

Oregon Cooperative Procurement Program Agreement

authorized and approved, and that no further approvals or consents are required to bind such Party.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the dates set forth below.

STATE OF OREGON acting by and through its
Department of Administrative Services,
EGS-Procurement Services

ORCPP Member acting by and through its

(name of entity)

By: _____

By: _____

Printed Name

Printed Name

Title

Title

Date

Date

(Additional signature lines may be added as necessary)

EXHIBIT A

Standard ORCPP Membership Fee Schedules

Fee Schedule 1 is the ORCPP membership fee for a Qualified Entity other than a special district as defined in ORS 198.010, and is based on the entity's adopted organizational annual budget.

Fee Schedule 2 is the ORCPP membership fee for special districts such as; irrigation districts, rural fire protection districts, water districts, utility districts, and other special districts as defined in ORS 198.010 with an adopted organizational annual budget under \$3,000,000.

1. Fee Schedule 1: Qualified Entity

(Provide a one-page summary of the entity's adopted annual budget with signed Agreement)

ORCPP Member (initial and date)	DAS PS (initial and date)	Organizational Budget MORE than	Organizational Budget LESS than	Annual Membership Fee
		\$ 0.00	\$ 3,000,000	\$ 200.00
		\$ 3,000,000	\$ 7,500,000	\$ 500.00
		\$ 7,500,001	\$ 21,000,000	\$ 900.00
		\$ 21,000,001	\$ 30,000,000	\$ 1,000.00
		\$ 30,000,001	\$ 68,000,000	\$ 2,000.00
		\$ 68,000,001	\$ 90,000,000	\$ 3,000.00
		\$ 90,000,001	\$ 150,000,000	\$ 4,000.00
		\$ 150,000,001	and over	\$ 5,000.00
		* Oregon K-12 Schools, Charter Schools, ESDs, qualifying Oregon Child Nutrition Sponsors, and qualifying, Department of Education Early Learning Service Providers		\$ 0.00

* Effective July 1, 2013, DAS PS waived membership fees for Oregon K-12 School Districts, Educational Service Districts, Charter Schools,

* Effective July 1st 2015 DAS PS waived qualifying Child Nutrition Program Sponsors and in September 2015, added qualifying, Department of Education Early Learning Service Providers

2. Fee Schedule 2: Special Districts

(Provide a one-page summary of the entity's adopted annual budget with signed Agreement)

ORCPP Member (initial and date)	DAS PS (initial and date)	Organizational Budget MORE than	Organizational Budget LESS than	Annual Membership Fee
		\$ 0.00	\$ 1,000,000	\$ 50.00
		\$ 1,000,000	\$ 3,000,000	\$ 100.00

INTERGOVERNMENTAL AGREEMENT

This agreement is entered into this ____ day of _____ 2016 by and between THE CITY OF ST. HELENS, a municipal corporation (hereinafter "City"), and ST. HELENS SCHOOL DISTRICT, a political subdivision of the State of Oregon (hereinafter "District").

RECITALS

A. The District wishes to have the presence of a full-time police officer to assist the District in maintaining security, supervision and safety in the District's schools, and at school-sponsored activities in the St. Helens area; and

B. The City is willing to assign a city police officer to provide such presence for the District, in consultation with the District, pursuant to a program philosophy and general job responsibilities mutually determined by the City and the District.

C. Both the City and the District wish to engage in a cooperative and coordinated effort to:

- Provide a positive image of law enforcement and law enforcement officers for students;
- Share educational resources for instructional programs dealing with law enforcement, health and safety, and drug and alcohol education;
- Create an atmosphere of safety and security on school campuses and at school-sponsored activities;
- Facilitate a more coordinated effort in dealing with youth problems involving school, parents, police, and other community agencies;
- Assist school administrators with the District's prohibition of the traffic and use of illegal substances in the District's schools;
- Assist school and District administrators with school emergencies and threats; and
- Assist school administrators, as requested (upon mutual concurrence), in their work with troubled students in both criminal and non-criminal investigations.

D. Both the City and the District desire to formalize such a cooperative effort by written agreement; and

E. This type of agreement is authorized under ORS 190.010 et seq.

NOW, THEREFORE, in consideration for the mutual covenants contained herein the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. CITY AGREES TO THE FOLLOWING:

1.1 The City shall assign a regular, sworn officer as the School Resource Officer (SRO).

1.2 The City shall name the Police Lieutenant as the contact person to monitor the program on behalf of the City. This contact person shall also be known as the SRO Supervisor.

1.3 The SRO shall be an employee of the City, subject to the rules and regulations of the City. The City shall provide all compensation and benefits for the SRO and the SRO shall not be considered a District employee for any purpose. City shall pay the cost of selection, training, salary, benefits, vehicle, and equipment for this program.

1.4 To the extent allowed by the City Charter and subject to the Oregon Tort Claims Act, the City covenants and agrees to hold the District, its officers, employees, and/or agents harmless from all claims whatsoever made against the District, its officers, employees or agents, arising out of the City's negligent performance of the duties required by the terms of this Agreement.

1.5 Any additional expenses generated beyond the assigned workday (e.g., school dances, football games, etc.) by the SRO program will be billed to the District as they occur.

2. DISTRICT AGREES TO THE FOLLOWING:

2.1 District shall pay to City:

a. 75% of the SRO's salary, not to exceed City Police Officer Compensation Step 5, plus 10% DPPSST education incentive, 5% physical fitness incentive and \$40.00 per month health incentive, and

b. A 25% burden rate applied to the officer compensation as calculated in Section 2.1(a).

Payment shall be made in semi-annual installments on December 15th and June 15th of each year this agreement, its extensions or modifications are in effect. The City will update the officer compensation schedule referred to herein on an annual basis to reflect changes, if any, in the SRO's salary or incentives due to St. Helens Police Association contract negotiations. The update will be forwarded to the District not later than April 15th of each year this agreement, its extensions or modifications are in effect.

2.2 District names the Safety Officer as the contact person to monitor the program on behalf of the District.

2.3 In cases when the SRO cannot be present due to court appearances, illness, vacation, training, or other contracted leave of absence, 911 will be called on cases involving emergencies and as needed. The SRO shall report schedule conflicts to the SRO Supervisor who shall in turn report those conflicts to the school and the

District's contact as identified in Paragraph 2.2 as soon as the conflict becomes known to the SRO and the SRO Supervisor.

2.4 To the extent allowed by the law and subject to the Oregon Tort Claims Act, the District, covenants and agrees to hold the City, its officers, employees, and/or agents harmless from all claims whatsoever that are made against the District, its officers, employees or agents, arising out of the District's improper or negligent performance of the duties required by the terms of this Agreement.

3. BOTH PARTIES AGREE AS FOLLOWS:

3.1 Neither party will insure the actions of the other, and each party will assume its own responsibility in connection with any claims made by a third party against the City and/or the District.

3.2 This IGA shall be effective beginning July 1, 2016, through June 30, 2017, with up to ten (10) automatic 1-year extensions.

3.3 This IGA may be modified at any time by written agreement of both of the parties.

3.4 Either party may terminate this IGA by providing a ninety (90) day written notice of termination to the other party. The City shall refund any pro-rata portion of prepaid compensation not earned because of any termination.

3.5 The duties and responsibilities of the SRO are set forth in Attachment A, SRO Work Rules and Expectations, which is attached hereto, and hereby incorporated by reference.

IN WITNESS WHEREOF, the parties have caused this IGA to be executed by the duly authorized officers on the dates hereinafter written.

THE CITY OF ST. HELENS

ST. HELENS SCHOOL DISTRICT

By: _____
Randy Peterson, Mayor

By: _____

Date: _____

Date: _____

Attest: _____

Date: _____

APPROVED AS TO FORM:

By: _____
City Attorney

ATTACHMENT A

SRO Work Rules & Expectations

General guidance and task supervision of the School Resource Officer (SRO) are the responsibility of the SRO Supervisor, who will work closely with and in cooperation with the District Superintendent, or his designee.

1. Since the SRO is a sworn police officer, once involved in an official investigation of criminal activity, the SRO shall have the following responsibilities:
 - a. Abide by all federal, state, and local laws and ordinances.
 - b. Report any conflict created by any laws, ordinances, rules, and policies and procedures to the building principal and police supervisor for resolution.
 - c. Perform a fittingly thorough investigation as indicated by the circumstances and document the interviews of all involved parties as necessary based upon the needs of the investigation.
 - d. Inform the supervisor of the SRO program. The SRO Supervisor in accordance with state and federal law shall notify the District contact person of criminal investigations the SRO is conducting.
 - e. Present the case to the District Attorney, City Attorney and/or the Juvenile Department for review.
2. The duties and responsibilities of the SRO shall be as defined below and mutually agreed upon by the City and the District. Such duties shall include, but not be limited to:
 - a. The SRO shall wear the prescribed City uniform with all normal accessories, and equipment including a firearm.
 - b. Marked police vehicles significantly reduce criminal activity when visible to the public. For this reason, the City agrees to provide SROs marked police vehicles for use as available. This is subject to accommodation by the City.
 - c. Represent the positive image of area law enforcement in the District.
 - d. Give classroom presentations on topics of mutual interest to the City and the District. School officials, teachers, students, or community members may request presentations. The school principal and the SRO Supervisor must approve these presentations.
 - e. Provide information and informal counseling to students as requested by school officials subject to policies and regulations of the City.
 - f. Establish and maintain a sense of security and order on school campuses by providing a visible presence, deterrence, and responsiveness to criminal activity. The SRO shall not act in the capacity of a private security officer for the District.
 - g. Make appropriate contacts with parents and other community agencies as requested.
 - h. Assist with supervision of after-school activities as requested. In accordance with paragraph 1.5 of the IGA, the District agrees to reimburse the City for overtime costs that are incurred.

- i. Conduct motorized patrol of school grounds and nearby streets, and/or direction of traffic at designated points.
 - j. Enforce criminal laws through investigation and arrests.
 - k. Adhere to District policy when appropriate, unless it is inconsistent with the proper and appropriate police action in a particular situation. Any conflicts must be reported to the SRO Supervisor. The SRO Supervisor will notify the District representative.
- 3. The District shall provide the City with a copy of any Public Record created by the District which involves, describes, or relates directly to any performance of productivity issues or concerns involving any City police employee, including but not limited to the SRO.

CONTRACT PAYMENTS

City Council Meeting
May 18, 2016

Firwood Design Group, LLC

Project: S-636 Pump Station #7 Upgrade (Inv#11183)	\$	3,783.63
--	----	-----------------



Firwood Design Group, LLC
SURVEYING • ENGINEERING • PLANNING

INVOICE

Invoice # 11183

To: City of St. Helens
Attn: City Administrator
PO Box 278
St. Helens, OR 97051

RECEIVED

MAY - 2 2016

April 28, 2016

CITY OF ST. HELENS

Project: E15-009

Engineering Services

For engineering services related to requested improvements on wastewater pump station, Lift Station No. 7. Services are for the period between February 1, 2016 and March 31, 2016. This is a progress billing.

Engineering Services:

Senior Project Engineer, 28.25 . @ \$105.00/hr. = \$ 2,966.25

Reimbursable:

R&W Engineering Invoice #238122 = \$ 817.38

Total Amount Due

\$ 3,783.63

Payment is appreciated upon receipt of this invoice.

For your convenience, we accept payment by Visa/MasterCard/American Express.

APPROVED FOR PAYMENT

INIT	DATE
<u>APC</u>	<u>5/11/16</u>
ACCOUNTS PAYABLE	
FINANCE	<u>5-11-16</u>
SUPERVISOR	

010-303-653306
S-636 Pump Station #7 Upgrade



Firwood Design Group
Erik Hoovestol
39065 Pioneer Blvd, Suite 104
Sandy, OR 97055

Invoice number 238122
Date 02/25/2016

Project **1179007 Lift Station #7 Upgrade**

Project # 1179.007.001 Lift Station #7 Upgrade - Replace pumps and electrical controls for sewer lift station

002 Bidding and Construction

Labor

	Hours	Rate	Billed Amount
Sr. Engineer - II	6.00	130.00	780.00
Expense			

	Units	Billed Amount
Mileages		
02/23/2016	65.00	37.38
Phase subtotal		817.38

Invoice total **817.38**

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
238122	02/25/2016	817.38	817.38				
	Total	817.38	817.38	0.00	0.00	0.00	0.00

Approved by:

Gregg H. Scholz, P.E.

City of St. Helens
Library Board
Minutes from Tuesday, March 15, 2016
Columbia Center Auditorium

Members Present

Barbara Lines, Past-Chair
Marsha Caton, Chair
Nancy Herron, Vice-Chair
Mary Ellen Funderburg

Brenda Herren-Kenaga
Elizabeth Higgins
Michele Karmartsang

Members Absent

An Der Chang

Councilors in Attendance

Susan Conn

Guests

Eloise Bates
Penny Hummel

Staff Present

Margaret Jeffries, Library Director
Nicole Woodruff, Library Secretary
Diane Barbee
Daniel Dieter



CALL MEETING TO ORDER: The meeting was called to order at 7:18 p.m. by Chair Marsha Caton.

INVITATION TO CITIZENS FOR PUBLIC COMMENT: No public comment.

PREVIOUS MEETING MINUTES: Minutes approved with no changes.

AGENDA REVISIONS: No revisions.

REPORT FROM LIBRARY BOARD SELECTION SUBCOMMITTEE: The Selection Committee recommends the Board accept Eloise Bates for the open position on the Library Board. Board approved. Councilor Conn will take recommendation to City Council.

DIRECTOR'S REPORT: Director Jeffries informed Board that there was an opening on the Board, effective immediately. Member Jones resigned. Jeffries also informed Board that Member Chang would not accept a second term on the Board. Applications for the Board are currently being accepted.

The next Board meeting is scheduled for April 12, at 6:30. It will be a short meeting due to the Volunteer Recognition Event at 7:15. The Library will be recognizing all volunteers including the Board, Friends of the St. Helens Public Library, Library

volunteers and members of the St. Helens Public Library Ukulele Orchestra.

Jeffries suggested moving the May meeting to Monday, May 23 due to several conflicts on the date of the regular meeting.

Jeffries welcomed the Library's new assistant, Michele Karmartsang.

Jeffries announced that Library selected a new Youth Librarian, Gretchen Kolderup. Kolderup will be starting on April 11, 2016.

STRATEGIC PLANNING DISCUSSION Penny Hummel of Penny Hummel Consulting presented an outline of the services she offers to assist libraries with effective strategic planning. Services for the St. Helens Public Library Strategic Plan could include research and data analysis, project coordination and facilitation, prep and facilitation of a planning retreat, a draft of the Strategic Plan, meeting with Staff and creating an implementation plan, hosting focus groups with key stakeholders in the community, and/or interviewing individual stakeholders. Hummel also share library benchmarking data that compared the St. Helens Public Library to four other libraries serving a similarly-sized population in Oregon.

After the presentation Board Members agreed to begin to identify key stakeholders in the community. Jeffries will try to set up a meeting with the St. Helens School District Superintendent to ask about the best way to receive input from St. Helens' schools. Jeffries and the Strategic Planning committee members will create a list of what needs to happen before Hummel can begin her consulting and review the Oregon Library Association's Library Standards and have them ready to share with stakeholders.

Staff and Board will continue the email discussion of the book, "Expect More".

COUNCILOR'S REPORT: N/A

FRIENDS' REPORT: N/A

NEXT MEETING: The next regular meeting is tentatively scheduled for Monday, March 23, at 7:15 p.m. in the Auditorium.

Members need to bring all relevant materials to each meeting.

ADJOURNMENT:

The meeting was adjourned at 9:37 p.m. by Chair Caton.



Respectfully submitted by:

Library Board Secretary, Nicole Woodruff

2015-2016 Library Board Attendance Record

P=Present E=Excused Absence U=Unexcused Absence

Date	Bensen	Caton	Chang	Jolissaint	Lines	Mann	Woiccak
01/15/15	P	P	E	E	P	P	E
02/19/15	P	P	E	E	P	E	P
03/19/15	P	P	E	P	P	P	P
04/16/15	P	P	E	P	P	P	P
05/21/15	P	E	E	P	P	P	P
06/16/15	E	P	P	E	P	P	P
Date	Caton	Chang	Funderburg	Herron	Jolissaint	Jones	Lines
07/14/15	E	P	P	P	P	P	P
08/18/15	P	P	P	P	E	P	P
09/15/15	P	E	P	E	P	P	P
10/20/15	P	E	P	P	U	E	P
<u>11/09/15</u>	<u>P</u>	<u>E</u>	<u>P</u>	<u>P</u>	<u>E</u>	<u>E</u>	<u>P</u>
11/17/15	P	P	P	P	U	E	P
12/15/15	No December Meeting						
01/19/16	P	P	P	P		P	P
02/09/16	P	E	P	P		E	P
03/15/16	P	E	P	P			P
Date	Bates	Caton	Chang	Funderberg	Herron		Lines
04/12/16							
05/23/16		E					
06/21/16							
07/19/16							

City of St. Helens

Planning Commission Meeting

April 12, 2016

Minutes

Members Present:

Dan Cary, Chair
Al Petersen, Vice Chair
Greg Cohen, Commissioner
Sheila Semling, Commissioner
Audrey Webster, Commissioner
Kathryn Lawrence, Commissioner
Russell Hubbard, Commissioner

Members Absent:

None

Staff Present:

Jacob Graichen, City Planner
Jennifer Dimsho, Assistant Planner & Planning Secretary

Councilors Present:

Ginny Carlson, City Council Liaison

Others Present:

Bill & Nathan Bradley	Harry Ottosen
Barry & Diane Garske	Wesley & Tammy Dawson
Andrew Niemi	Sarai & John Bradley
Steve Alexander	Landen & Laura Stroh
Leah & Lane Tillotsa	Genet Smiens
Michelle Bates	Albert Newton
Todd Pentrack	Joanne & Robert Jackson
Peggy Batton	Tim Sharp
Shelby & Jesus Bennett	Dick Magneson
Bailey Trask	Matt Gatman
Cindy Borjas	Tess Bissell
Brigid Cassidy	Logan & Susan Mysinger
Mathew Sumner	Tiffany & Patrick Russell
Carlos & Maria Gamboa	Alex Sedivee
Agnes Petersen	Deb Burlen
Judy Feightner	Melody Killens
John & Clyde Barlow	William Gilbert
Sarah Warner	Chris & Kara Larson
Deborah Davis	Lori Bailey
Dana Mace	Zora Anderson
Francis Degraffenrod	Devin Tillotson
Anya Barber	Kayla Moilanen
Dennis Shaw	Heidi Meyer

The Planning Commission meeting was called to order by Chair Dan Cary Petersen at 7:00 p.m. Chair Cary led the flag salute.

Consent Agenda

Approval of Minutes

Commissioner Semling moved to approve the minutes of the March 8, 2016 Planning Commission meeting. Commissioner Webster seconded the motion. Motion carried with all in favor. Commissioner Cohen recused himself from voting due to his absence from that meeting. And Chair Cary did not vote as per operating rules.

□

Topics From The Floor

There were no topics from the floor.

□

Public Hearing

Resonate Church

Conditional Use Permit / CUP.2.16

220 S. 1st Street

It is now 7:02 p.m. and Chair Cary opened the public hearing. Vice Chair Al Petersen declared a conflict of interest in the matter because the property is owned in part by his mother. Vice Chair Petersen will not participate in this public hearing.

City Planner Jacob Graichen entered the following items into the record:

- Staff report packet dated March 29, 2016 with attachments

Graichen discussed the approval standards and recommended conditions of approval, as described in the staff report. He noted that increased parking demand could be perceived as a problem to surrounding businesses, but the applicant noted the timing for the parking demand is different between businesses and church services.

IN FAVOR

Bradley, Bill. Applicant. Bradley has lived and worked in Columbia County for over six years. He appreciates the opportunity to speak tonight. About five years ago, Bradley became a founding owner of Resonate. Their goal is to change lives by steering people to follow Jesus, especially young people. They were responding to a document produced by SHEDCO that stated the large demographic of people under the age of 35 in St. Helens. Two years ago, they became an official 501c(3) non-profit Church. They have always wanted to have a location downtown. Bradley entered into the record a letter with about 70 handwritten signatures and 200 emailed signatures in support of the proposal to the Commission. He also entered into the record a signed letter of support from Judge Grove.

Bradley feels Resonate Church can change the way people think, feel, and act by having a positive impact on the social and emotional challenges the St. Helens community faces. As far as economic impact, Bradley feels the increased foot traffic will help the downtown area immensely. For the parking issue, the majority of their congregation is gone before noon on Sundays. During the week, events occur after 6 p.m. and are much smaller than the Sunday service.

Bradley noted that over 120 years ago, a church was established in downtown St. Helens before even the courthouse was established. In 1897, Christ Episcopal Church was established in front of this building at 260

S. 1st Street. He showed a historical photo of the church and noted the foot traffic. Bradley said back then, the people of power recognized the social and economic power of establishing a church in this location. He asked the Commission to do the same tonight and establish a church just four doors up at 220 S. 1st Street.

Chair Cary asked where Resonate Church meets now. Bradley said they rent the Columbia Theater for services and the office is his home. Before this, they used a building in Columbia City for about a year. They do not have a permanent location. Chair Cary asked how many people he anticipates to attend services. Bradley said the service will be at the Columbia Theater and 220 S. 1st Street will be used for child care and weeknight services. Bradley said they usually have about 10-40 people that use the 220 S. 1st Street location. Commissioner Cohen asked what kind of service will meet in 220 S. 1st Street. Bradley said there is a smaller hymnal service with about 20 to 25 people. Commissioner Semling asked about the smaller daytime service. Bradley said the people who attend the weekday services usually do not exceed ten people and they are offered for people who do not work during the day and cannot attend in the evening.

Petersen, Agnes. Property Owner. Petersen has been practicing law for 55 years above the proposed church location and fully supports approval of the application. She submitted a letter in support of the application into the record. The Commission had no further questions after reading the letter.

NEUTRAL

Garske, Barry. Garske had a question about the Conditional Use Permit living beyond the applicant. Graichen said that the land use permit is typically tied to the property, so if Resonate decided to leave, another church could use the approved Conditional Use Permit. However, Graichen noted the Commission could include a condition to limit approval only to the applicant. Garske asked why the applicant is exempt from additional parking. Graichen explained that because the location is in the Riverfront District, and the building exceeds 50% of the lot, no new off-street parking is required.

END OF ORAL TESTIMONY

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

CLOSE PUBLIC HEARING & RECORD

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

FURTHER QUESTIONS OF STAFF

Commissioner Webster asked if the applicant had received permission to use the City's public parking lot. Bradley said no, but that he would pursue that further. Commissioner Webster asked about signage. Graichen explained that the applicant has been notified of the requirements. Commissioner Lawrence noticed the awnings need replaced. Graichen said that this property is a Certified Local Government Historic Preservation Grant Program recipient this year and they intend on replacing the awnings and doing additional facade repairs with those funds.

DELIBERATIONS

Commissioner Cohen said it seems pretty simple. Commissioner Semling said she would like to see refuse container screening in the back. Commissioner Cohen asked the Commission if they should include a condition to make approval just for Resonate Church. Commissioner Webster and Semling agree.

MOTION

Commissioner Cohen moved to approve the Conditional Use Permit as written with additional conditions that approval is solely for Resonate Church and that the applicant provide appropriate screening for refuse. Commissioner Webster seconded. All in favor; none opposed; motion carries.

Commissioner Cohen moved for Chair Cary to sign the Findings and Conclusions once prepared. Commissioner Webster seconded. All in favor; none opposed; motion carries.

□

Public Hearing

**Lower Columbia Engineering, LLC
Site Design Review (Major) / SDR.1.16
134 N. River Street**

It is now 7:45 p.m. and Chair Cary opened the public hearing. There were no ex-parte contacts, conflicts of interest or bias in this matter.

Graichen entered the following items into the record:

- Staff report packet dated April 6, 2016 with attachments

Graichen explained that typically site design review permits are issued at the administrative level, but he has the authority to assign the Commission as the decision body. Graichen discussed the approval standards and the recommended conditions of approval, as described in the staff report.

Commissioner Cohen asked if the proposal would meet the minimum landscaping percentage (ten percent) if it were brand new. Graichen said it appears it may be less than the minimum, but suggested asking the applicant. Commissioner Lawrence asked if some of the landscaping could be done along the hillside behind the garages. Graichen said no because that is all public right-of-way. Commissioner Semling asked if parking islands could be included as landscaping. Graichen said yes, but then the total number of parking spaces will be reduced. Graichen explained that the Commission will have to decide the best way to balance the new landscaping requirements with the grandfathered aspects of the site and the anticipated parking demand.

Vice Chair Petersen asked if there was a condition for a sidewalk along River Street. Graichen said the adjacent condos were approved without a sidewalk because of topographical challenges and because there is one on the other side of River Street. Graichen said there is an existing asphalt "sidewalk" (of sorts), but no recommended condition for improving the sidewalk in the staff report.

IN FAVOR

Alexander, Steve. Lower Columbia Engineering, LLC. Applicant. Alexander said the proposal is for 13 new RV garages with a paved area directly in front of the new garages. He thought Jacob did a good job explaining the dichotomy between landscaping and parking in this area. With too much landscaping, the spaces are lost and in some cases, functionality of the lot may be lost. Alexander said he thinks they are really close to the ten percent minimum landscaping requirement. He described that users of the lot typically arrive with their truck and trailer, and travel over the rounded curb and asphalt area to park. The proposed landscaping will improve the visual quality of North River Street, while still keeping the functionality of the existing lot intact. Alexander said if they were required to include landscaping islands on the west side, it

would reduce the functionality of space and the number of parking spaces. He said the change of use in the actual property is small.

Chair Cary asked about the purpose of the garages. Alexander said it is a benefit for the tenants at the marina. Tenants living in floating homes will have a covered place to store their car or other belongings, just like a single family home garage.

Commissioner Cohen asked about sprinklers. Alexander said they will likely not be a requirement by the Building Official. Alexander said the parking plan is more hypothetical because it is just going to stay gravel and stay how it is currently used.

Niemi, Andrew. Lower Columbia Engineering, LLC. Applicant. Commissioner Semling asked what they intend to do about the sewer line. Niemi said there's a sewer line that runs diagonal on their property. Typically, they would be required to move the sewer line into the right-of-way. However the sewer line is about seven feet deep, and could potentially require the removal of a lot of bedrock to relocate the line. Niemi said another alternative is to replace the sewer line with ductile iron pipe, which is a more durable product. City Engineering would also require a maintenance agreement with the owner that states any structures built over the line will have to be removed and rebuilt at the owner's expense, should maintenance need to be done on the line. Niemi said, even if the garages had to be demolished, that would likely still be cheaper than being required to relocate the sewer line into the right-of-way. Chair Cary asked if they would still have an issue with shallow bedrock if they relocated the sewer line under the asphalt driving area, instead of into the right-of-way. Niemi said possibly. They will explore all options after land use approval, and work with City Engineering to make a final decision.

Vice Chair Petersen asked about the rules for storm water. Niemi said his opinion is that the existing gravel parking lot was already impervious area. They will be careful to ensure that they are not creating a stormwater nuisance to neighbors and the specific details will be addressed during the development process. Niemi said he feels this development is not a major storm water change from the previous use.

Vice Chair Petersen asked about how they calculated the approximate base value of provided parking spaces. It seemed odd to ignore that this area is used for boat trailers, not neatly lined cars. Niemi said this was done at the request of Jacob to find a base value of spaces to work from. They needed to see how many spaces they were affecting with the addition of the garages.

Commissioner Hubbard asked if they could put landscaping around the fuel tank. Niemi said that would be a very reasonable condition that they would be open to doing.

END OF ORAL TESTIMONY

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

CLOSE PUBLIC HEARING & RECORD

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

FURTHER QUESTIONS OF STAFF

Commissioner Cohen asked if there are any known current problems with storm water from the parking lot. Graichen said he has not heard of any complaints. Graichen said condition 2(g) states that a drainage plan shall be reviewed and approved by City Engineering.

Commissioner Webster said she has concerns about doors in the back and asked if they were required. Graichen said he didn't think it was a requirement from the building code, but they were something desired by the owner.

Councilor Carlson asked why only part of the parking lot is paved. Graichen said the code says areas used for parking should be paved, asphalt, or concrete but the gravel lot is grandfathered. Chair Cary thinks that for this proposal, the improvement is the covered garages, which do have pavement proposed for access.

DELIBERATIONS

Vice Chair Petersen said the Commission needs to consider the amount of the proposed construction and decide how much should be required to meet the intent of the code. He thinks the proposal to put landscaping on the other side of River Street is similar to wetland mitigation, and he does not necessarily have a problem with this concept. Vice Chair Petersen likes the idea of landscaping around the fuel tank and requiring landscaping closer to the proposed structures, even if it removes some of the parking spaces. Chair Cary said within the landscaping that is proposed, street trees along River Street should be required.

Commissioner Cohen thinks it should either be completely paved or completely unpaved. Commissioner Lawrence pointed out that gravel would be slightly more permeable when the area floods. Chair Cary said he has witnessed gravel acting completely impervious during rain storms.

The Commission went over each recommended condition of approval as written in the staff report. Vice Chair Petersen suggested altering condition 2(b) to require a minimum of ten percent landscaping of the new impervious surface, street trees along River Street (on the east side), and landscaping around the fuel tank. Graichen recommended leaving condition 2(e) regarding sewer as written, but allowing for another alternative, as approved by City Engineering.

MOTION

Vice Chair Petersen moved to approve the Site Design Review with modifications as discussed above to 2(b) regarding landscaping and 2(e) regarding sewer. Commissioner Semling seconded. All in favor; none opposed; motion carries.

Commissioner Cohen moved for Chair Cary to sign the Findings and Conclusions once prepared. Commissioner Webster seconded. All in favor; none opposed; motion carries.

□

Public Hearing

Ronald Schwirse

Variances (2) / V.2.16 & V.3.16

115 S. Vernonia Road

It is now 9:18 p.m. and Chair Cary opened the public hearing. There were no ex-parte contacts, conflicts of interest or bias in this matter.

Graichen entered the following items into the record:

- Staff report packet dated April 5, 2016 with attachments

Graichen explained that the applicant provided two proposals: A and B. He discussed the approval criteria

for the setback and access variances and the recommended conditions of approval, as discussed in the staff report.

IN FAVOR

Schwirse, Ronald. Applicant. Schwirse said the structure moved farther north since last proposal to facilitate better vehicular movement. Schwirse noted that with this proposal the need for on-street parking on Vernonia Rd. and Columbia Blvd. will be eliminated, which is good because there is not enough room for vehicles to park there unless they are partly on the sidewalk. Schwirse said they are very close to meeting the 100 foot required access distance from the Vernonia Rd./Columbia Blvd. intersection with the proposed northern access driveway. He said they are only about 12 feet from the neighbor's driveway on Columbia Blvd., but there is hardly a place in St. Helens that meets those criteria.

Chair Cary asked which plan they prefer. Schwirse said Plan A is their ultimate preference. Schwirse said he pulled in a full-sized truck into both spaces, but he cannot back out. Plan A is preferred because he could easily pull out with his truck. It eliminates the backing up issue.

Vice Chair Petersen asked which approach (Vernonia Rd. or Columbia Blvd.) would be preferred if they did not approve Plan A. Schwirse said he guesses they would prefer Vernonia Rd., but the new owner would have to have a small car in order to back out. Vice Chair Petersen asked the applicant if they would be willing to accept one access on Columbia Blvd. Vice Chair Petersen explained that he knows they cannot meet *all* the rules, but he would like to try to meet *some* of the rules. He thinks abandoning the existing approach and granting a variance for the Columbia Blvd. approach makes the most sense. Schwirse asked the Commission what is more important, backing out onto a busy road, or having two approaches? Commissioner Webster pointed out that there is already an existing driveway along Vernonia Rd., and if the access was forced to Columbia Blvd., they would have to tear out the existing concrete.

Commissioner Semling asked if the applicant would be willing to cut down the approach on Columbia Blvd. from 24 feet to 12 feet. Schwirse said yes.

Barlow, John. Co-Applicant. Barlow said they removed the one foot setback due to testimony from the last proposal. Proposal A (with two access drives) was recommended by Commissioner Webster at the last meeting. Barlow responded to Vice Chair Petersen's proposal that if they were given the choice of just one access, they would chose Vernonia Rd. because it is already existing and would not impact their yard. Ultimately, Barlow emphasized that the pull through option (Plan A) is the safest to prevent backing movements. Barlow showed the Commission photos of the full-sized truck being pulled into both spaces of the carport.

Warner, Sarah. 144 Elm Street. Warner lives at the next street off of S. Vernonia Rd. She is disabled and uses her power chair along the sidewalks. She feels it is much safer when vehicles can pull out in a forward direction because it eliminates blinds spots. Columbia Blvd. is the main thoroughfare for small children to the elementary school. She prefers plan A because it prevents backing movements and keeps people from parking on the sidewalks. Aesthetically, she feels two approaches won't be detrimental to the streetscape. When people park on the sidewalk, she has no choice but to cross the street to get to the clear sidewalk or use an alternate route. She has personal experience backing out onto Vernonia Rd. and it is difficult.

Killens, Melody. 35014 Stag Ct. Killens works in daycare and walks with the kids to Campbell Park often. She is also on the school board and is a foster parent and has gone through the Columbia Blvd./Vernonia Rd. intersection more times on foot than in a car. Killens does not want people to back onto Columbia Blvd., especially with other existing visual barriers. She prefers the proposal where they will be able to exit the

driveway facing forwards. For the sake of the kids, neighbors, and other walkers, she feels it is much safer to have vehicles exiting forward.

William, Gilbert. 314 N. 18th Street. Gilbert lived at the house which shares the driveway with the subject property for 12 years. He feels that if there has ever been a reason to grant an additional driveway access to a property, this is it. He used to back out of his driveway all the time onto Vernonia Rd., and the idea of being able to pull out facing forward is much more ideal. There is a ton of foot traffic from low income residents and children. It is not the multiple driveway accesses that causes the safety hazard, it is the traffic. Since you cannot reduce the traffic, he asked the Commission if they would rather see vehicles pull out forward or backwards. He asked the Commission to reduce the backing movements onto Vernonia Rd. and Columbia Blvd. Gilbert said the applicants have improved the previous home immensely. It was a terrible eyesore, and he hopes the Commission will grant the variance to provide a home to a nice family.

Meyer, Heidi. 52162 Rabinsky Rd., Scappoose. Meyer used to own a home on McMichael Street. She worked in emergency 911 dispatch in Columbia County for about 20 years. She has taken more calls from people getting into accidents in areas like this than she can count. Meyer recognizes that all the criteria cannot be met, but safety should be an absolute priority for the Commission in the decision. This is a unique property and should be looked at with safety in mind. Meyer feels the applicant is improving the community by renovating the rundown home. The Commission should approve this variance in support of the work the applicants are doing to improve the face of the community by renovating these old houses.

Barlow, Clyde. 114 N. Vernonia Rd. Barlow is a reverend who has lived across the street from the subject property for over 25 years. Getting out onto Vernonia Rd., especially backing out, has always been a problem. Plan A is the best option. Barlow admits he works for Schwirse, but he has also lived in this community for years. He is so grateful for the work that the applicants have put into fixing the home up.

Bissell, Tess. 2545 Columbia Blvd. Bissell has lived on Columbia Blvd. since 2003 and she watched the home get renovated from an eyesore to a beautiful home. She applauds the applicants for doing what they have done. She walks often to Sherlock's and does not want to be hit by someone backing up who did not see her. Since the Commission has the ability to approve a version that prevents backing movements, she feels they should.

IN OPPOSITION

Smith, Doug. 2505 Columbia Blvd. Smith has lived next door to the subject property for 38 years. There is a lot of vehicle and pedestrian traffic along Columbia Blvd. He has seen only four people get hit in the crosswalk during his time there. He feels just about everyone in St. Helens backs out of their driveways. He backs out of his driveway next door and you have to be careful, but he feels it is not any more unsafe than pulling out forwards. Everyone has to look for oncoming traffic and pedestrians. Smith feels the arborvitae screening the applicant is proposing will be an eyesore and it will grow much taller than is proposed. Smith also parks where they are proposing the driveway on Columbia Blvd. When his grandkids come over for a holiday or a birthday, he is concerned there won't be enough parking in front of his house. He respects what the applicant has done to improve the appearance of the home, but he's concerned about the height of the carport and he doesn't want to see arborvitae screening.

REBUTTAL

Schwirse, Ronald. Applicant. There is 28 feet between the proposed driveway and the Smith's driveway, so parking availability on the street is not an issue. What they up choosing to plant for screening is not up to the neighbor.

Barlow, John. Applicant. Barlow said his testimony was more in favor of the application than against. If this number is true, four people getting injured in 38 years is too many. What is the acceptable rate for people to get hurt? Zero tolerance for injury is the norm in heavy industry jobs.

END OF ORAL TESTIMONY

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

CLOSE PUBLIC HEARING & RECORD

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

FURTHER QUESTIONS OF STAFF

Chair Cary asked about the eight foot screening. Graichen said that since it was proposed with this variance, he would be okay granting the eight feet. Vice Chair Petersen recommends six feet.

DELIBERATIONS

Commissioner Hubbard pointed out that both Plan A and B will have one car backing up if you own three cars or have guests that come over. Commissioner Lawrence prefers Plan A. It provides the best opportunity to view pedestrians and vehicles when entering the roadway. Chair Cary agrees. Commissioner Webster also feels the second access is necessary. Vice Chair Petersen is appreciative of the photos of the full-size truck driving into the proposed carport location and of the testimony received from the neighbors. Vice Chair Petersen feels Plan A is better, but he feels the 24 foot approach is too much. He thinks a reduction to 12 or 14 feet would be acceptable. The Commission also feels that the screening should be moved back 30 feet from Columbia Blvd. to allow for vision clearance.

Chair Cary asked about the eight foot screening proposal. Graichen said an eight foot fence can be approved with a variance, and since the eight foot proposal was submitted with the variance applications, it could be approved with this process if the Commission wants to do so. Vice Chair Petersen feels they should limit the fence height to six feet. Commission Webster agrees.

MOTION

Commissioner Cohen moved to approve the setback and access variance permits (Plan A) as written with the additional condition that the driveway approach along Columbia Blvd. be reduced to 12'6" (similar width as the existing neighboring driveway approach) and six foot screening (fence or landscaping) that complies with vision clearance rules. Commissioner Semling seconded. All in favor; none opposed; motion carries.

Vice Chair Petersen moved for Chair Cary to sign the Findings and Conclusions once prepared. Commissioner Semling seconded. All in favor; none opposed; motion carries.

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Architectural Review: Muckle Building Signage

Graichen discussed the signage proposal, as described in the memo in the packet. He explained that the State Historic Preservation Office commented that the proposal should avoid a galvanized finish, so the applicant will use a charcoal gray instead. A light guard is included on the sign to ensure that there will be no light pollution.

Commissioner Cohen moved to approve the signage as proposed. Vice Chair Petersen seconded. All in favor; none opposed; motion carries.

□

Acceptance Agenda: Planning Administrator Site Design Review

- a. Site Design Review (Minor) at 755 N Columbia River Highway – Northwest Self Storage
- b. Site Design Review (Scenic Resource) at corner of St. Helens St. & S 2nd St. – La Grande Townhomes, LLC
- c. Site Design Review (Minor) at 550 Milton Way – FDH-Velocitel
- d. Site Design Review (Scenic Resource) at 397 N. 1st St. – American Pride Constriction Services, LLC

Vice Chair Petersen moved to accept the acceptance agenda. Commissioner Webster seconded. All in favor; none opposed; motion carries.

□

Planning Director Decisions

- a. Extension of Time (PT.1.15) at 2625 Sykes Rd. – Wirta, Stanton
- b. Home Occupation (Type II) at 364 S 4th Street – Home-based woodworking shop
- c. Partition at S. 2nd Street, Lot 18, Block 27 - Reynolds Land Surveying Inc.
- d. Sign Permit at 2298 Gable Rd. Suite 200 (Nail Salon) - Steve Nguyen

There were no comments.

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Planning Department Activity Reports

There were no comments.

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For Your Information Items

Graichen reminded the Commission that the Annual Appreciation Dinner for Boards and Commissions is this Thursday at 5:30 p.m.

Graichen said there is a Waterfront Redevelopment Open House on Tuesday, April 27, 2016 at Meriwether Place, 1070 Columbia Blvd. Doors open at 5:30 p.m. with a formal presentation 6 p.m.

Assistant Planner Dimsho reminded the Commission that Friday is the deadline for Commissioners to file the online SEI form. A daily fine will begin accruing after the April 15 deadline.

There being no further business before the Planning Commission, the meeting was adjourned at 10:50 p.m.

Respectfully submitted,

Jennifer Dimsho
Planning Secretary

2016 Planning Commission Attendance Record

P=Present A=Absent Can=Cancelled

Date	Petersen	Hubbard	Lawrence	Cohen	Cary	Semling	Webster
01/12/16	P	P	P	A	A	P	P
02/09/16	A	P	P	P	P	P	P
03/08/16	P	P	P	A	P	P	P
04/12/16	P	P	P	P	P	P	P
05/10/16							
06/14/16							
07/12/16							
08/09/16							
09/13/16							
10/11/16							
11/08/16							
12/13/16							

Accounts Payable

To Be Paid Proof List

User: jenniferj
 Printed: 05/11/2016 - 4:29PM
 Batch: 00003.05.2016 - 5/13 AP FY 15-16



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AIRGAS									
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AIRGAS USA, LLC Total:		16.50							
BANKCARD CENTER									
002197									
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015-015-501000	Operating Materials & Supp			SUPERIOR DIESEL					
APRIL 2016 7727	4/28/2016	25.34	0.00	05/13/2016				False	0
012-106-457000	Office supplies			WALMART BLINDS FOR JENNS OFFICE					
APRIL 2016 7727	4/28/2016	990.00	0.00	05/13/2016				False	0
013-403-490000	Professional development			BMI CLASS FOR S. TUBBPER AND TIM. E					

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001-004-481000 Visual Materials				DVD PBS					
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001-105-457000 Office supplies				ICC CODE BOOKS					
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012-102-526000 Advertisements				JOB POSTING					
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001-104-490000 Professional development				ORPA J. DIMSHO					
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BEMIS PRINTING									
002701									
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021694									
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001-104-500000 Information services					IT SUPPORT				
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012-106-500000 Information services					IT SUPPORT				
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001-103-500000 Information services				SERVERS BACKUP					
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001-104-500000 Information services				SERVERS BACKUP					
34601	5/5/2016	78.00	0.00	05/13/2016				False	0
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34601	5/5/2016	22.75	0.00	05/13/2016				False	0
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012-102-500000 Information services				SERVERS BACKUP					
34601	5/5/2016	26.00	0.00	05/13/2016				False	0
012-106-500000 Information services				SERVERS BACKUP					
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013-402-500000 Information services				SERVERS BACKUP					
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013-403-500000 Information services				SERVERS BACKUP					
34601	5/5/2016	9.75	0.00	05/13/2016				False	0
017-417-501000 Operating materials and suppli				SERVERS BACKUP					
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007159									
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COLUMBIA CO. DEPT. OF COMM. JUSTICE									
007581									
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001-005-554000 Contractual Services				PARKS WORK CREW					
201604CSH	5/4/2016	975.00	0.00	05/13/2016				False	0
013-403-554000 Contractual/consulting serv				PW WORK CREW					
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CONSOLIDATED SUPPLY									
009000									
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010-304-653400 Storm drains				MATERIALS					
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CONSOLIDATED SUPPL		349.53							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
DAMON, THOMAS T.DAMON SH1601	5/7/2016	513.50	0.00	05/13/2016				False	0
018-019-501000 Operating Materials					TROUBLESHOOT NETWORK ISSUES				
SH1601 Total:		513.50							
DAMON, THOMAS Total		513.50							
DND ELECTRICAL CONTRACTORS 010649 19366	4/30/2016	1,077.59	0.00	05/13/2016				False	0
018-022-501000 Materials and supplies					INSTALL EMISSION CONTROL AT PUMP STATION				
19366 Total:		1,077.59							
DND ELECTRICAL CON		1,077.59							
E2C CORPORATION E2C 3924	5/5/2016	2,350.00	0.00	05/13/2016				False	0
008-008-554000 Consulting/Contractual					MAY 15 2016 MONTHLY CONTRACT COMPENSATION				
3924 Total:		2,350.00							
E2C CORPORATION Total		2,350.00							
EAGLE STAR ROCK PRODUCTS, INC. 010970 30798	4/21/2016	129.80	0.00	05/13/2016				False	0
018-018-501000 Operating Materials & Supplies					ROCK- SEWER				
30798 Total:		129.80							
30828	4/28/2016	255.53	0.00	05/13/2016				False	0
017-017-501000 Operating Materials & Sup.					ROCK- CAMPBELL PARK WATER LINE				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
30828 Total:		255.53							
30832	4/29/2016	139.15	0.00	05/13/2016				False	0
017-017-501000 Operating Materials & Sup.				ROCK- CAMPBELL PARK WATER LINE					
30832 Total:		139.15							
30838	5/2/2016	382.05	0.00	05/13/2016				False	0
017-017-501000 Operating Materials & Sup.				ROCK- CAMPBELL PARK WATER LINE					
30838 Total:		382.05							
30843	5/3/2016	381.95	0.00	05/13/2016				False	0
017-017-501000 Operating Materials & Sup.				ROCK- CAMPBELL PARK WATER LINE					
30843 Total:		381.95							
30855	5/4/2016	85.11	0.00	05/13/2016				False	0
017-017-501000 Operating Materials & Sup.				ROCK- CAMPBELL PARK WATER LINE					
30855 Total:		85.11							
EAGLE STAR ROCK PRO		1,373.59							
EMMERT MOTORS, INC.									
020693									
99307	4/4/2016	105.91	0.00	05/13/2016				False	0
001-002-510000 Automobile Expense				ABS LAMP ENG. OIL LEAK					
99307 Total:		105.91							
99308	4/5/2016	214.08	0.00	05/13/2016				False	0
001-002-510000 Automobile Expense				COOLANT LEAK					
99308 Total:		214.08							
99453	4/13/2016	239.29	0.00	05/13/2016				False	0
001-002-510000 Automobile Expense				CAR LOW ON POWER					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
99453 Total:		239.29							
99649	4/22/2016	170.00	0.00	05/13/2016				False	0
012-107-502000 Equipment expense				AC BROKEN					
99649 Total:		170.00							
EMMERT MOTORS, INC		729.28							
FISCHER MILL SUPPLY, INC									
012227									
23836	4/21/2016	930.19	0.00	05/13/2016				False	0
015-015-501000 Operating Materials & Supp				MAPTERIALS					
23836 Total:		930.19							
FISCHER MILL SUPPLY,		930.19							
GALLS, LLC - D.B.A BLUEMENTHAL UNIFORM									
013074									
005257079	4/21/2016	122.32	0.00	05/13/2016				False	0
009-211-652110 PD Reserve expense				FOAM HANDLE ASP BATON					
005257079 Total:		122.32							
005296968	4/28/2016	233.05	0.00	05/13/2016				False	0
009-211-652110 PD Reserve expense				UNIFORMS					
005296968 Total:		233.05							
GALLS, LLC - D.B.A BLU		355.37							
GRAICHEN, JACOB A.									
014039									
MAY 2016	5/6/2016	38.94	0.00	05/13/2016				False	0
001-104-490000 Professional development				AFFORTABLE HOUSING WORKSHOP TRAVEL EXP. J.					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	MAY 2016 Total:	38.94							
	GRAICHEN, JACOB A. T	38.94							
H.D. FOWLER CO. 012650									
14195698	4/29/2016	244.00	0.00	05/13/2016				False	0
017-017-501000 Operating Materials & Sup.				MATERIALS					
	14195698 Total:	244.00							
	H.D. FOWLER CO. Total:	244.00							
HELMETS R US 015070									
47001	4/29/2016	373.50	0.00	05/13/2016				False	0
011-011-521000 Bicycle Safety Grant Exp				HELEMETS					
	47001 Total:	373.50							
	HELMETS R US Total:	373.50							
INDUCTIVE AUTOMATION 016068									
1073100	5/5/2016	5,775.00	0.00	05/13/2016				False	0
017-017-501000 Operating Materials & Sup.				ALARM NOTIFICATOIN MODULE RENEWAL					
	1073100 Total:	5,775.00							
	INDUCTIVE AUTOMATI	5,775.00							
INGRAM LIBRARY SERVICES, INC. 016240									
92921082	5/3/2016	297.48	0.00	05/13/2016				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number					Description	Reference			
001-004-511000 Printed Materials					BOOKS				
	92921082 Total:	297.48							
92932961	5/4/2016	6.68	0.00	05/13/2016				False	0
001-004-511000 Printed Materials					BOOKS				
	92932961 Total:	6.68							
92932962	5/4/2016	57.31	0.00	05/13/2016				False	0
001-004-511000 Printed Materials					BOOKS				
	92932962 Total:	57.31							
92932963	5/4/2016	5.34	0.00	05/13/2016				False	0
001-004-511000 Printed Materials					BOOKS				
	92932963 Total:	5.34							
92932964	5/4/2016	8.81	0.00	05/13/2016				False	0
001-004-511000 Printed Materials					BOOKS				
	92932964 Total:	8.81							
92932965	5/4/2016	53.95	0.00	05/13/2016				False	0
001-004-483000 Audio Materials					AUDIO BOOK				
	92932965 Total:	53.95							
92932966	5/4/2016	10.21	0.00	05/13/2016				False	0
001-004-511000 Printed Materials					BOOKS				
	92932966 Total:	10.21							
92932967	5/4/2016	617.14	0.00	05/13/2016				False	0
001-004-511000 Printed Materials					BOOKS				
	92932967 Total:	617.14							
	INGRAM LIBRARY SERV	1,056.92							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
KOLDERUP, GRETCHEN 007249									
MAY 2016	5/6/2016	145.80	0.00	05/13/2016				False	0
001-004-490000 Schools & Conventions					OREGON YOUNG ADULT NETWORK G. KOLDERUP				
	MAY 2016 Total:	145.80							
	KOLDERUP, GRETCHEN	145.80							
KOLDKIST BOTTLED WATER 007248									
APRIL 2016	4/30/2016	29.00	0.00	05/13/2016				False	0
001-002-473000 Miscellaneous Expense					169870 WATER POLICE				
	APRIL 2016 Total:	29.00							
	KOLDKIST BOTTLED W	29.00							
LAKESIDE INDUSTRIES 018000									
8013576MB	4/30/2016	876.96	0.00	05/13/2016				False	0
011-011-501000 Operating Materials & Supp					7.2500 TONS EX STREET ASPH				
	8013576MB Total:	876.96							
	LAKESIDE INDUSTRIES	876.96							
LANCE, CLAYTON J. 007544									
1	5/11/2016	1,800.00	0.00	05/13/2016				False	0
001-103-554100 Protemp Judge/Prosecutor					PRO TEM CITY PROSECUTOR				
1	5/11/2016	1,185.00	0.00	05/13/2016				False	0
001-103-554100 Protemp Judge/Prosecutor					SPECIAL APPOINT. TO PROSECUTE JEFFREY KROLL				
	1 Total:	2,985.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
LANCE, CLAYTON J. Tot		2,985.00							
<hr/>									
LANG, ATTORNEY AT LAW, MARK J. 018006									
1595	5/3/2016	180.00	0.00	05/13/2016				False	0
001-103-554000 Contractual/consulting serv				DARRIN ZILKE					
<hr/>									
1595 Total:		180.00							
<hr/>									
LANG, ATTORNEY AT LA		180.00							
<hr/>									
LINCO MICRO-MAGE SYSTEMS INC 018624									
MAY 2016	5/5/2016	5,495.00	0.00	05/13/2016				False	0
009-207-652760 CCC Library Digitization				MICROFILM READER					
<hr/>									
MAY 2016 Total:		5,495.00							
<hr/>									
LINCO MICRO-MAGE SY		5,495.00							
<hr/>									
MAILBOXES NORTHWEST 019366									
APRIL 30 2016	4/30/2016	24.02	0.00	05/13/2016				False	0
001-002-480000 Postage				2801					
APRIL 30 2016	4/6/2016	177.24	0.00	05/13/2016				False	0
018-019-472000 Lab Testing				TRE ENVIRO					
<hr/>									
APRIL 30 2016 Total:		201.26							
<hr/>									
MAILBOXES NORTHWE		201.26							
<hr/>									
MASONS SUPPLY COMPANY 019416									
844668-00	4/29/2016	449.00	0.00	05/13/2016				False	0
011-011-501000 Operating Materials & Supp				CEMENT / PALLET DEP					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
844668-00 Total:		449.00							
MASONS SUPPLY COMP		449.00							
MEANS NURSERY, INC.									
020008									
6775	5/4/2016	2,092.89	0.00	05/13/2016				False	0
010-301-653107 St Helens Street Overlay				STREET TREE FLOWERS					
6775 Total:		2,092.89							
6845	5/4/2016	23.88	0.00	05/13/2016				False	0
001-005-501000 Operating Materials & Supp				PARKS FLOWERS					
6845 Total:		23.88							
MEANS NURSERY, INC.		2,116.77							
METRO PLANNING INC.									
020291									
3620	5/4/2016	112.50	0.00	05/13/2016				False	0
001-104-500000 Information services				GIS HOSTING					
3620	5/4/2016	37.50	0.00	05/13/2016				False	0
013-402-575000 Equipment expense				GIS HOSTING					
3620 Total:		150.00							
METRO PLANNING INC		150.00							
NELSON, SUSAN									
020935									
MAY 2016	5/10/2016	231.50	0.00	05/13/2016				False	0
013-402-490000 Professional development				APWA SPRING CONF. EXPENSE S. NELSON					
MAY 2016	5/10/2016	231.59	0.00	05/13/2016				False	0
013-403-490000 Professional development				APWA SPRING CONF. EXPENSE S. NELSON					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	MAY 2016 Total:	463.09							
	NELSON, SUSAN Total:	463.09							
NORTHWEST DELI DISTRIBUTION INC 021184									
272320	5/4/2016	2,455.50	0.00	05/13/2016				False	0
001-005-501000 Operating Materials & Supp				MATERIALS					
	272320 Total:	2,455.50							
	NORTHWEST DELI DIST	2,455.50							
OREGON DMV 023150									
61018-042916	4/29/2016	3.00	0.00	05/13/2016				False	0
001-103-473000 Miscellaneous				CERT COURT PRINT 61018					
	61018-042916 Total:	3.00							
	OREGON DMV Total:	3.00							
ORKIN ORKIN									
APRIL 2016	4/26/2016	86.00	0.00	05/13/2016				False	0
001-002-470000 Building Expense				27805635 POLICE PEST CONTROL					
	APRIL 2016 Total:	86.00							
	ORKIN Total:	86.00							
PHILLIPS, CYNTHIA 025515									
051516	5/10/2016	1,592.00	0.00	05/13/2016				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
001-103-554000 Contractual/consulting serv				5/1-5/15 MUNICIPAL COURT JUDGE					
051516 Total:		1,592.00							
PHILLIPS, CYNTHIA Tot		1,592.00							
PORTLAND GENERAL ELECTRIC 025702									
MAY 2016	5/11/2016	42.43	0.00	05/13/2016				False	0
011-011-453000 Street Lighting				STREET LIGHTS 9724					
MAY 2016 Total:		42.43							
PORTLAND GENERAL E		42.43							
QUILL CORP. 026700									
5075528	4/15/2016	41.96	0.00	05/13/2016				False	0
001-004-457000 Office Supplies				SUPPLIES					
5075528 Total:		41.96							
5158051	4/20/2016	28.93	0.00	05/13/2016				False	0
001-004-457000 Office Supplies				SUPPLIES					
5158051 Total:		28.93							
QUILL CORP. Total:		70.89							
RICOH USA, INC. 027294									
96788596	5/4/2016	244.54	0.00	05/13/2016				False	0
001-002-501000 Operating Materials & Supp				6313 POLICE COPIER					
96788596 Total:		244.54							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
RICOH USA, INC. Total:		244.54							
SCAPPOOSE SAND & GRAVEL									
030050									
10726	4/29/2016	8.95	0.00	05/13/2016				False	0
013-403-470000 Building				ROCK					
10726 Total:		8.95							
SCAPPOOSE SAND & GR		8.95							
SCHOLL YARD MAINTENACE, RICK									
R.SCHOLL									
416495	5/3/2016	75.00	0.00	05/13/2016				False	0
001-002-470000 Building Expense				APRIL YARDCARE					
416495 Total:		75.00							
SCHOLL YARD MAINTEN		75.00							
ST. HELENS MARINA, L.L.C.									
029000									
007537	2/17/2016	10.85	0.00	05/13/2016				False	0
001-005-509000 Marine board expense				GAS					
007537 Total:		10.85							
007614	5/9/2016	31.47	0.00	05/13/2016				False	0
018-019-501000 Operating Materials				GAS / OIL					
007614	5/9/2016	31.48	0.00	05/13/2016				False	0
018-020-501000 Operating Materials & Supplies				GAS / OIL					
007614 Total:		62.95							
007615	5/9/2016	12.42	0.00	05/13/2016				False	0
001-005-509000 Marine board expense				GAS					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
007615 Total:		12.42							
ST. HELENS MARINA, L		86.22							
SUNSHINE PIZZA									
032710									
011917	4/7/2016	67.10	0.00	05/13/2016				False	0
012-106-473000 Miscellaneous				BUDGET CMTE MTG					
011917 Total:		67.10							
011922	4/14/2016	274.50	0.00	05/13/2016				False	0
012-102-524000 Special projects				CATERING					
011922 Total:		274.50							
SUNSHINE PIZZA Total:		341.60							
SUPERIOR TIRE SERVICES									
032774									
6414821	4/13/2016	79.75	0.00	05/13/2016				False	0
015-015-501000 Operating Materials & Supp				MATERIALS 10042					
6414821 Total:		79.75							
6415476	4/29/2016	22.00	0.00	05/13/2016				False	0
015-015-501000 Operating Materials & Supp				MATERIALS 10042					
6415476 Total:		22.00							
6415665	4/29/2016	364.87	0.00	05/13/2016				False	0
015-015-501000 Operating Materials & Supp				MATERIALS 10042					
6415665 Total:		364.87							
SUPERIOR TIRE SERVIC		466.62							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
TCMS CORPORATION									
033013									
014608	5/3/2016	1,053.75	0.00	05/13/2016				False	0
001-110-470000	Building expense			CONTRACT SR. CENTER C10625 5/1-7/31					
	014608 Total:	1,053.75							
	TCMS CORPORATION T	1,053.75							
THE CHRONICLE									
006800A									
1009	5/5/2016	30.00	0.00	05/13/2016				False	0
001-004-512000	Periodicals			1 YEAR LIBRARY C007					
	1009 Total:	30.00							
	THE CHRONICLE Total:	30.00							
THOMPSON, BRENT									
032896									
MAY 2016	5/10/2016	31.90	0.00	05/13/2016				False	0
001-002-490000	Police Training/Supplies			MEALS EXPENSE B. THOMPSON BEND					
	MAY 2016 Total:	31.90							
	THOMPSON, BRENT Tot	31.90							
TRAFFIC SAFETY SUPPLY CO., INC									
033600									
112277	4/25/2016	1,321.20	0.00	05/13/2016				False	0
011-011-501000	Operating Materials & Supp			24 POST ANCHOR 24 POST GALV STEEL					
	112277 Total:	1,321.20							
	TRAFFIC SAFETY SUPP	1,321.20							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
UNIVERSITY OF OREGON LIBRARIES									
034502									
356	5/6/2016	462.80	0.00	05/13/2016				False	0
001-004-517100	Digital resources			NEWSPAPER DIGITIZATION					
	356 Total:	462.80							
	UNIVERSITY OF OREGO	462.80							
VERIZON WIRELESS									
000720									
9764588411	5/1/2016	167.92	0.00	05/13/2016				False	0
017-017-459000	Utilities			242060134-00001					
	9764588411 Total:	167.92							
	VERIZON WIRELESS To	167.92							
WILCOX & FLEGEL									
037003									
0034721-IN	5/8/2016	47.56	0.00	05/13/2016				False	0
013-403-531000	Gasoline			SHOP GAS 0011497					
	0034721-IN Total:	47.56							
C005160-IN	5/8/2016	874.76	0.00	05/13/2016				False	0
001-005-531000	Gasoline Expense			PARKS GAS 0011497					
	C005160-IN Total:	874.76							
C005161-IN	5/8/2016	1,250.72	0.00	05/13/2016				False	0
001-002-531000	Gasoline Expense			POLICE GAS 0011497					
	C005161-IN Total:	1,250.72							
	WILCOX & FLEGEL Total	2,173.04							

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

WOODS LOGGING SUPPLY INC
035275

1397683	5/5/2016	68.70	0.00	05/13/2016				False	0
017-017-501000 Operating Materials & Sup.				CAT 12X12 CHOKER					

1397683 Total: 68.70

WOODS LOGGING SUPP 68.70

Report Total: 55,184.36

Accounts Payable

To Be Paid Proof List

User: jenniferj
 Printed: 05/06/2016 - 8:44AM
 Batch: 00001.05.2016 - 05/06 FY 15-16



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
ACCELA, INC. #774375									
000496									
INV32916	3/31/2016	322.00	0.00	05/06/2016				False	0
012-106-554000	Contractual/consulting serv			MARCH WEB PAYMENTS TRANSACTION FEES					
	INV32916 Total:	322.00							
	ACCELA, INC. #774375 T	322.00							
ACE HARDWARE									
000500									
1211	4/30/2016	125.15	0.00	05/06/2016				False	0
012-107-457000	Office supplies			MATERIALS					
	1211 Total:	125.15							
1213	4/30/2016	171.55	0.00	05/06/2016				False	0
001-005-501000	Operating Materials & Supp			MATERIALS					
	1213 Total:	171.55							
1216	4/30/2016	26.98	0.00	05/06/2016				False	0
001-004-470000	Building Expense			MATERIALS					
1216	4/30/2016	37.33	0.00	05/06/2016				False	0
011-011-505000	Street Signs			MATERIALS					
1216	4/30/2016	17.53	0.00	05/06/2016				False	0
011-011-505000	Street Signs			MATERIALS					
1216	4/30/2016	36.83	0.00	05/06/2016				False	0
011-011-501000	Operating Materials & Supp			MATERIALS					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
1216 Total:		118.67							
1217	4/30/2016	65.62	0.00	05/06/2016				False	0
018-019-501000 Operating Materials				MATERIALS					
1217	4/30/2016	65.62	0.00	05/06/2016				False	0
018-020-501000 Operating Materials & Supplies				MATERIALS					
1217 Total:		131.24							
1218	4/30/2016	23.27	0.00	05/06/2016				False	0
001-004-470000 Building Expense				MATERIALS					
1218	4/30/2016	11.37	0.00	05/06/2016				False	0
001-005-509000 Marine board expense				MATERIALS					
1218	4/30/2016	23.84	0.00	05/06/2016				False	0
011-011-501000 Operating Materials & Supp				MATERIALS					
1218	4/30/2016	29.78	0.00	05/06/2016				False	0
015-015-501000 Operating Materials & Supp				MATERIALS					
1218	4/30/2016	244.32	0.00	05/06/2016				False	0
017-017-501000 Operating Materials & Sup.				MATERIALS					
1218	4/30/2016	340.37	0.00	05/06/2016				False	0
017-417-501000 Operating materials and suppli				MATERIALS					
1218	4/30/2016	1.53	0.00	05/06/2016				False	0
001-002-501000 Operating Materials & Supp				MATERIALS					
1218	4/30/2016	6.26	0.00	05/06/2016				False	0
013-403-470000 Building				MATERIALS					
1218 Total:		680.74							
ACE HARDWARE Total:		1,227.35							
AIRGAS USA, LLC									
AIRGAS									
9050768364	4/25/2016	73.42	0.00	05/06/2016				False	0
017-017-501000 Operating Materials & Sup.				CO2					
9050768364 Total:		73.42							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number					Description	Reference			
<hr/>									
AIRGAS USA, LLC Total:		73.42							
ALEXIN ANALYTICAL LABS, INC.									
001650									
26049	4/29/2016	375.00	0.00	05/06/2016				False	0
017-017-472000 Lab Testing					ROUTINE COLIFORM E COLI TESTING				
26049 Total:		375.00							
ALEXIN ANALYTICAL L		375.00							
BEAVER BARK, INC.									
002520									
165965	4/21/2016	247.50	0.00	05/06/2016				False	0
010-301-653107 St Helens Street Overlay					BB MIX R-622 ST. HELENS ST. OVERLAY BARK FOR				
165965 Total:		247.50							
BEAVER BARK, INC. Tot		247.50							
BLACKBIRD CATERING									
003579									
042516	4/25/2016	420.00	0.00	05/06/2016				False	0
001-004-473000 Misc Expense					APPRECIATION BUFFET				
042516 Total:		420.00							
BLACKBIRD CATERING		420.00							
CARQUEST AUTO PARTS STORES									
005845									
1611-IC-301605	4/25/2016	-150.23	0.00	05/06/2016				False	0
015-015-501000 Operating Materials & Supp					AUTO PARTS				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
1611-IC-301605 Total:		-150.23							
1611-ID-300040	4/5/2016	48.37	0.00	05/06/2016				False	0
015-015-501000 Operating Materials & Supp				AUTO PARTS					
1611-ID-300040 Total:		48.37							
1611-ID-300509	4/11/2016	195.00	0.00	05/06/2016				False	0
015-015-501000 Operating Materials & Supp				AUTO PARTS					
1611-ID-300509 Total:		195.00							
1611-ID-300550	4/11/2016	170.67	0.00	05/06/2016				False	0
015-015-501000 Operating Materials & Supp				AUTO PARTS					
1611-ID-300550 Total:		170.67							
1611-ID-300695	4/13/2016	43.32	0.00	05/06/2016				False	0
001-002-510000 Automobile Expense				AUTO PARTS					
1611-ID-300695 Total:		43.32							
1611-ID-300696	4/13/2016	33.09	0.00	05/06/2016				False	0
015-015-501000 Operating Materials & Supp				AUTO PARTS					
1611-ID-300696 Total:		33.09							
1611-ID-300876	4/15/2016	150.23	0.00	05/06/2016				False	0
015-015-501000 Operating Materials & Supp				AUTO PARTS					
1611-ID-300876 Total:		150.23							
1611-ID-301128	4/15/2016	11.06	0.00	05/06/2016				False	0
001-002-510000 Automobile Expense				AUTO PARTS					
1611-ID-301128 Total:		11.06							
1611-ID-301612	4/25/2016	161.83	0.00	05/06/2016				False	0
015-015-501000 Operating Materials & Supp				AUTO PARTS					
1611-ID-301612 Total:		161.83							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number					Description	Reference			
<hr/>									
	CARQUEST AUTO PART	663.34							
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CHAVES CONSULTING, INC.-CRMS									
006630									
160108	5/2/2016	259.14	0.00	05/06/2016				False	0
012-102-554000 Contractual/consulting serv					MONTHLY USER FEE				
160108 Total:		259.14							
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CHAVES CONSULTING,		259.14							
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CINTAS CORPORATION									
037620									
5004787601	3/22/2016	68.40	0.00	05/06/2016				False	0
001-005-501000 Operating Materials & Supp					CABINET REFILL PARKS 0010225292				
5004787601 Total:		68.40							
<hr/>									
5004892547	4/19/2016	79.52	0.00	05/06/2016				False	0
001-005-501000 Operating Materials & Supp					CABINET REFILL PARKS 0010225292				
5004892547 Total:		79.52							
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5004892548	4/19/2016	62.53	0.00	05/06/2016				False	0
001-002-501000 Operating Materials & Supp					CABINET REFILL POLICE 0010237403				
5004892548 Total:		62.53							
<hr/>									
CINTAS CORPORATION		210.45							
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CINTAS CORPORATION-463									
006830									
463644947	4/11/2016	49.12	0.00	05/06/2016				False	0
001-002-501000 Operating Materials & Supp					MATERIALS / SUPPLIES POLICE 11346				
463644947 Total:		49.12							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
463651875	4/25/2016	95.96	0.00	05/06/2016				False	0
001-002-501000 Operating Materials & Supp				MATERIALS / SUPPLIES POLICE 11346					
463651875 Total:		95.96							
463655324	5/2/2016	44.11	0.00	05/06/2016				False	0
018-019-470000 Building Expense				MATS					
463655324	5/2/2016	44.12	0.00	05/06/2016				False	0
018-020-470000 Building Expense				MATS					
463655324 Total:		88.23							
463655326	5/2/2016	38.84	0.00	05/06/2016				False	0
013-403-470000 Building				MATS					
463655326 Total:		38.84							
CINTAS CORPORATION		272.15							
CITY OF COLUMBIA CITY									
007370									
APRIL 2016	4/26/2016	71.14	0.00	05/06/2016				False	0
017-417-459000 Utilities				001754-001					
APRIL 2016 Total:		71.14							
CITY OF COLUMBIA CIT		71.14							
CITY OF PORTLAND									
025636									
10212353	4/20/2016	734.00	0.00	05/06/2016				False	0
018-020-472000 Lab Testing				LAB SERVICES JAN-MAR 2016					
10212353	4/20/2016	2,046.00	0.00	05/06/2016				False	0
018-019-472000 Lab Testing				LAB SERVICES JAN-MAR 2016					
10212353	4/20/2016	2,046.00	0.00	05/06/2016				False	0
018-020-472000 Lab Testing				LAB SERVICES JAN-MAR 2016					
10212353 Total:		4,826.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
CITY OF PORTLAND Tot		4,826.00							
COASTWIDE LABORATORIES									
007159									
2873341	4/28/2016	440.03	0.00	05/06/2016				False	0
013-403-457000 Office supplies				GO RAGS					
2873341 Total:		440.03							
COASTWIDE LABORATO		440.03							
COLUMBIA COUNTY RIDER									
007766									
2016-1958	4/22/2016	187.50	0.00	05/06/2016				False	0
001-004-517000 Library Program				4/22 PRESCHOOL TO LIBRARY					
2016-1958 Total:		187.50							
COLUMBIA COUNTY RI		187.50							
COLUMBIA RIVER P.U.D.									
008325									
MAY 2016	5/17/2016	15,249.53	0.00	05/06/2016				False	0
018-019-534000 Electrical Energy				38633					
MAY 2016 Total:		15,249.53							
COLUMBIA RIVER P.U.D		15,249.53							
COMCAST									
COMCAST									
MAY 2016	4/21/2016	107.85	0.00	05/06/2016				False	0
001-002-458000 Telephone Expense				4855					
MAY 2016	4/21/2016	186.97	0.00	05/06/2016				False	0
012-107-458000 Telecommunication expense				9110					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
MAY 2016	4/21/2016	99.59	0.00	05/06/2016				False	0
001-004-500000 Computer Maintenance				8631					
MAY 2016	4/21/2016	94.85	0.00	05/06/2016				False	0
012-107-458000 Telecommunication expense				8453					
MAY 2016	4/21/2016	94.85	0.00	05/06/2016				False	0
001-004-500000 Computer Maintenance				3388					
MAY 2016	4/25/2016	102.85	0.00	05/06/2016				False	0
001-005-509000 Marine board expense				3930 MARINE BOARD					
MAY 2016 Total:		686.96							
COMCAST Total:		686.96							
CONSOLIDATED SUPPLY									
009000									
S7697197.001	4/26/2016	1,505.99	0.00	05/06/2016				False	0
017-017-501000 Operating Materials & Sup.				MATERIALS					
S7697197.001 Total:		1,505.99							
S7739402.001	4/26/2016	1,022.27	0.00	05/06/2016				False	0
017-017-501000 Operating Materials & Sup.				MATERIALS					
S7739402.001 Total:		1,022.27							
CONSOLIDATED SUPPL		2,528.26							
COUNTRY MEDIA INC.									
006800									
22482	4/27/2016	36.84	0.00	05/06/2016				False	0
012-106-526000 Advertisements				NOTICE OF BUDG COM. MEETING					
22482	4/27/2016	107.70	0.00	05/06/2016				False	0
001-104-493000 Legal notices				PLANNING COM PUBLIC HEARING					
22482	4/27/2016	103.68	0.00	05/06/2016				False	0
001-104-493000 Legal notices				PLANNING COM PUBLIC HEARING					
22482	4/27/2016	61.20	0.00	05/06/2016				False	0
012-106-526000 Advertisements				NOTICE OF SUPPLEMENTAL BUDG HEARING					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
22482 Total:		309.42							
227282	4/27/2016	101.04	0.00	05/06/2016				False	0
001-104-493000 Legal notices				PLANNING PUBLIC HEARING					
227282 Total:		101.04							
COUNTRY MEDIA INC. T		410.46							
DAHLGREN BUILDERS SUPPLY									
009800									
APRIL 25 2016	4/25/2016	13.98	0.00	05/06/2016				False	0
001-002-501000 Operating Materials & Supp				MATERIALS					
APRIL 25 2016	4/25/2016	26.14	0.00	05/06/2016				False	0
001-004-470000 Building Expense				MATERIALS					
APRIL 25 2016	4/25/2016	129.10	0.00	05/06/2016				False	0
001-005-501000 Operating Materials & Supp				MATERIALS					
APRIL 25 2016	4/25/2016	37.68	0.00	05/06/2016				False	0
001-005-509000 Marine board expense				MATERIALS					
APRIL 25 2016	4/25/2016	20.45	0.00	05/06/2016				False	0
009-209-554000 Contract Services				MATERIALS					
APRIL 25 2016	4/25/2016	31.49	0.00	05/06/2016				False	0
010-303-653301 Sewer main replacement				MATERIALS					
APRIL 25 2016	4/25/2016	118.26	0.00	05/06/2016				False	0
011-011-501000 Operating Materials & Supp				MATERIALS					
APRIL 25 2016	4/25/2016	24.31	0.00	05/06/2016				False	0
012-107-457000 Office supplies				MATERIALS					
APRIL 25 2016	4/25/2016	48.86	0.00	05/06/2016				False	0
013-403-470000 Building				MATERIALS					
APRIL 25 2016	4/25/2016	129.36	0.00	05/06/2016				False	0
015-015-501000 Operating Materials & Supp				MATERIALS					
APRIL 25 2016	4/25/2016	32.72	0.00	05/06/2016				False	0
018-019-501000 Operating Materials				MATERIALS					
APRIL 25 2016	4/25/2016	32.73	0.00	05/06/2016				False	0
018-020-501000 Operating Materials & Supplies				MATERIALS					
APRIL 25 2016	4/25/2016	-6.79	0.00	05/06/2016				False	0
001-005-501000 Operating Materials & Supp				MATERIALS					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
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	APRIL 25 2016 Total:	638.29							
	DAHLGREN BUILDERS	638.29							
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DEQ, OREGON									
010137									
MAY 2016	5/2/2016	80.00	0.00	05/06/2016				False	0
018-019-490000 Schools & Conventions					WASTEWATER SYSTEM OP CERT STEWART HARTLE				
MAY 2016	5/2/2016	80.00	0.00	05/06/2016				False	0
018-020-490000 Schools & Conventions					WASTEWATER SYSTEM OP CERT STEWART HARTLE				
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	MAY 2016 Total:	160.00							
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	DEQ, OREGON Total:	160.00							
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DLT SOLUTIONS, LLC									
010120									
S1320541	4/25/2016	2,092.74	0.00	05/06/2016				False	0
013-402-575000 Equipment expense					SUBSCRIPTION RENEWAL 4/19-4/18/17				
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	S1320541 Total:	2,092.74							
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	DLT SOLUTIONS, LLC T	2,092.74							
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E2C CORPORATION									
E2C									
MAY 4 2016	5/4/2016	700.00	0.00	05/06/2016				False	0
008-008-558104 Events					MOBILE CART HALLOWEEN BALANCE DUE				
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	MAY 4 2016 Total:	700.00							
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	E2C CORPORATION Tota	700.00							

FERGUSON ENTERPRISES, INC. #3007

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
011883									
4188140	4/13/2016	97.47	0.00	05/06/2016				False	0
018-020-501000 Operating Materials & Supplies				4188140 282742 MATERIALS					
4188140 Total:		97.47							
4188179	4/11/2016	258.95	0.00	05/06/2016				False	0
018-020-501000 Operating Materials & Supplies				4188179 282742 MATERIALS					
4188179 Total:		258.95							
FERGUSON ENTERPRIS		356.42							
GILLESPIE DECALS, INC.									
013750									
90686	4/19/2016	2,058.40	0.00	05/06/2016				False	0
017-017-501000 Operating Materials & Sup.				EMERGENCY WATER TRAILER PAINT 091490					
90686 Total:		2,058.40							
GILLESPIE DECALS, INC		2,058.40							
GRAICHEN, JACOB A.									
014039									
APRIL 2016	4/27/2016	92.26	0.00	05/06/2016				False	0
001-104-490000 Professional development				MEETING WITH CONSULTANTS / EASEMENTS AND					
APRIL 2016 Total:		92.26							
GRAICHEN, JACOB A. T		92.26							
H.D. FOWLER CO.									
012650									
I4183008	4/18/2016	1,479.24	0.00	05/06/2016				False	0
017-017-501000 Operating Materials & Sup.				METER BOX / LIDS					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
I4183008 Total:		1,479.24							
H.D. FOWLER CO. Total:		1,479.24							
HAMER ELECTRIC, INC. 014475									
38167	4/20/2016	232.50	0.00	05/06/2016				False	0
017-000-131100 Damage Property Receivable				PEDESTAL REPAIR					
38167 Total:		232.50							
HAMER ELECTRIC, INC		232.50							
HUDSON GARBAGE SERVICE 015875									
8810656	5/1/2016	59.64	0.00	05/06/2016				False	0
001-004-459000 Utilities				1554					
8810656 Total:		59.64							
8810780	5/1/2016	108.71	0.00	05/06/2016				False	0
018-019-459000 Utilites				8333					
8810780	5/1/2016	108.71	0.00	05/06/2016				False	0
018-020-459000 Utilities				8333					
8810780 Total:		217.42							
8810934	5/1/2016	83.00	0.00	05/06/2016				False	0
012-107-459000 Utilitites				7539					
8810934 Total:		83.00							
8810935	5/1/2016	83.00	0.00	05/06/2016				False	0
001-002-459000 Utilities				7547					
8810935 Total:		83.00							
8810936	5/1/2016	78.31	0.00	05/06/2016				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
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013-403-459000 Utilities				7555					
8810936 Total:		78.31							
8810937	5/1/2016	405.83	0.00	05/06/2016				False	0
001-005-459000 Utilities				7598					
8810937 Total:		405.83							
8810938	5/1/2016	306.57	0.00	05/06/2016				False	0
001-110-459000 Utilities				7601					
8810938 Total:		306.57							
8810939	5/1/2016	162.85	0.00	05/06/2016				False	0
001-005-459000 Utilities				7636					
8810939 Total:		162.85							
HUDSON GARBAGE SER		1,396.62							
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INTEGRA TELECOM, INC.									
016479									
13815067	4/21/2016	405.23	0.00	05/06/2016				False	0
001-002-458000 Telephone Expense				754802					
13815067	4/21/2016	58.56	0.00	05/06/2016				False	0
012-106-480000 Postage				754802					
13815067	4/21/2016	1,247.86	0.00	05/06/2016				False	0
012-107-458000 Telecommunication expense				754802					
13815067	4/21/2016	301.19	0.00	05/06/2016				False	0
001-004-458000 Telephone Expense				754802					
13815067	4/21/2016	48.84	0.00	05/06/2016				False	0
017-017-458000 Telephone Expense				754802					
13815067	4/21/2016	558.56	0.00	05/06/2016				False	0
017-417-458000 Telephone expense				754802					
13815067	4/21/2016	203.75	0.00	05/06/2016				False	0
013-403-458000 Telecommunication expense				754802					
13815067	4/21/2016	181.73	0.00	05/06/2016				False	0
018-019-458000 Telecommunication Expense				754802					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
13815067	4/21/2016	181.74	0.00	05/06/2016				False	0
018-020-458000 Telecommunication Expense				754802					
13815067	4/21/2016	531.96	0.00	05/06/2016				False	0
018-022-458000 Telecommunication expense				754802					
13815067 Total:		3,719.42							
INTEGRA TELECOM, IN		3,719.42							
JORDAN RAMIS PC									
030274									
APRIL 30 2016	4/30/2016	144.00	0.00	05/06/2016				False	0
012-101-454000 Attorney				LEGAL SERVICES					
APRIL 30 2016	4/30/2016	30.00	0.00	05/06/2016				False	0
017-017-454000 Attorney Expense				LEGAL SERVICES					
APRIL 30 2016	4/30/2016	1,464.00	0.00	05/06/2016				False	0
009-209-554120 Urban renewal review				LEGAL SERVICES					
APRIL 30 2016 Total:		1,638.00							
JORDAN RAMIS PC Total		1,638.00							
KEYSTONE OFFICE PRODUCTS CORP									
017512									
11617945	4/15/2016	2,364.00	0.00	05/06/2016				False	0
012-102-575000 Equipment expense				PHOENIX LATERAL 3 DRAWER FIREPROOF FILE CA					
11617945 Total:		2,364.00							
KEYSTONE OFFICE PRO		2,364.00							
KJ SECURITY SOLUTIONS & LOCKSMITH, LLC									
KJSECUR									
0000969	4/28/2016	92.50	0.00	05/06/2016				False	0
001-004-470000 Building Expense				LEVER INSTALL LIBRARY . CAM LCOK					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
0000969 Total:		92.50							
KJ SECURITY SOLUTIO		92.50							
LEAF									
018101									
6452068	4/25/2016	170.00	0.00	05/06/2016				False	0
012-107-502000 Equipment expense				OCE VL2822C COPIER					
6452068 Total:		170.00							
LEAF Total:		170.00							
LEAGUE OF OREGON CITIES									
018100									
17460	4/25/2016	20.00	0.00	05/06/2016				False	0
012-102-526000 Advertisements				POLICE OFFICER POSITION					
17460 Total:		20.00							
17462	4/25/2016	20.00	0.00	05/06/2016				False	0
012-102-526000 Advertisements				FINANCE DIRECTOR					
17462 Total:		20.00							
LEAGUE OF OREGON C		40.00							
MIDWEST TAPE									
020427									
93784028	3/16/2016	256.87	0.00	05/06/2016				False	0
001-004-481000 Visual Materials				RE ISSUE CHECK 114175 DAMAGED					
93784028 Total:		256.87							
93784090	3/16/2016	22.99	0.00	05/06/2016				False	0
001-004-481000 Visual Materials				RE ISSUE CHECK 114175 DAMAGED					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
93784090 Total:		22.99							
93808118	3/24/2016	45.98	0.00	05/06/2016				False	0
001-004-481000	Visual Materials			RE ISSUE CHECK 114175 DAMAGED					
93808118 Total:		45.98							
MIDWEST TAPE Total:		325.84							
MILTICH, ANTHONY									
020530									
APRIL 29 2016	4/29/2016	74.05	0.00	05/06/2016				False	0
001-002-490000	Police Training/Supplies			DRE DUII DONFERENCE MEALS EXP.					
APRIL 29 2016 Total:		74.05							
MILTICH, ANTHONY To		74.05							
MURRAY, SMITH & ASSOC., INC.									
020762									
09-1078-74	4/22/2016	3,972.71	0.00	05/06/2016				False	0
010-304-653409	Godfrey Outfall			PROJECT 09-1078 GODFREY PARK SAN SEWER REH/					
09-1078-74 Total:		3,972.71							
MURRAY, SMITH & ASS		3,972.71							
NATIONAL MINORITY UPDATE									
020907									
7332912	4/22/2016	145.00	0.00	05/06/2016				False	0
012-102-526000	Advertisements			POLICE AD					
7332912 Total:		145.00							
NATIONAL MINORITY U		145.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
NORTHSTAR CHEMICAL, INC.									
021556									
84797	4/21/2016	408.32	0.00	05/06/2016				False	0
017-417-527000 Chlorine					SODIUM HYPOCHLORITE				
84797 Total:		408.32							
NORTHSTAR CHEMICAL		408.32							
NURNBERG SCIENTIFIC									
021703									
0155886-IN	4/19/2016	48.31	0.00	05/06/2016				False	0
018-019-501000 Operating Materials					PIPETS				
0155886-IN	4/19/2016	48.32	0.00	05/06/2016				False	0
018-020-501000 Operating Materials & Supplies					PIPETS				
0155886-IN Total:		96.63							
0156288-IN	4/27/2016	53.33	0.00	05/06/2016				False	0
018-019-501000 Operating Materials					CELLULOSE PWD TYPE 20 500G				
0156288-IN	4/27/2016	53.33	0.00	05/06/2016				False	0
018-020-501000 Operating Materials & Supplies					CELLULOSE PWD TYPE 20 500G				
0156288-IN Total:		106.66							
NURNBERG SCIENTIFIC		203.29							
OHA-DRINKING WATER SERVICES									
021743									
APRIL 20 2016	4/20/2016	2,400.00	0.00	05/06/2016				False	0
017-017-554000 Contractual/Consult Serv.					WATER SYSTEM SERVEY				
APRIL 20 2016 Total:		2,400.00							
OHA-DRINKING WATER		2,400.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
OPUS:INTERACTIVE, INC.									
021979									
277429	4/14/2016	5.00	0.00	05/06/2016				False	0
001-002-500000 Computer System Maint.				5022 POLICE EMAIL					
277429 Total:		5.00							
OPUS:INTERACTIVE, IN		5.00							
PETTY CASH- SHANNA DUGGAN									
018757									
APRIL 2016	4/27/2016	3.00	0.00	05/06/2016				False	0
012-102-490000 Professional development				PARKING OAMR CONF					
APRIL 2016	4/27/2016	6.99	0.00	05/06/2016				False	0
001-100-473000 Miscellaneous				YOUTH COUNCIL SNACKS					
APRIL 2016	4/27/2016	13.76	0.00	05/06/2016				False	0
001-100-473000 Miscellaneous				COUNCIL MTG SNACKS					
APRIL 2016	4/27/2016	30.45	0.00	05/06/2016				False	0
012-106-473000 Miscellaneous				BUDGET CMTE MTG SNACKS					
APRIL 2016	4/27/2016	7.49	0.00	05/06/2016				False	0
018-019-501000 Operating Materials				LUNCH WHILE DELIVERING SAMPLE					
APRIL 2016	4/27/2016	7.50	0.00	05/06/2016				False	0
018-020-501000 Operating Materials & Supplies				LUNCH WHILE DELIVERING SAMPLE					
APRIL 2016	4/27/2016	5.50	0.00	05/06/2016				False	0
018-020-501000 Operating Materials & Supplies				LUNCH WHILE DELIVERING SAMPLE					
APRIL 2016	4/27/2016	5.50	0.00	05/06/2016				False	0
018-019-501000 Operating Materials				LUNCH WHILE DELIVERING SAMPLE					
APRIL 2016	4/27/2016	18.46	0.00	05/06/2016				False	0
001-100-473000 Miscellaneous				COUNCIL MTG SNACKS					
APRIL 2016	4/27/2016	5.85	0.00	05/06/2016				False	0
018-019-501000 Operating Materials				LUNCH WHILE DELIVERING SAMPLE					
APRIL 2016	4/27/2016	5.85	0.00	05/06/2016				False	0
018-020-501000 Operating Materials & Supplies				LUNCH WHILE DELIVERING SAMPLE					
APRIL 2016	4/27/2016	70.00	0.00	05/06/2016				False	0
012-102-524000 Special projects				CUPCAKES FOR BOARDS AND COMMISSION RECEP					
APRIL 2016	4/27/2016	13.23	0.00	05/06/2016				False	0
001-100-473000 Miscellaneous				YOUTH COUNCIL SNACKS					
APRIL 2016	4/27/2016	33.80	0.00	05/06/2016				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
001-002-490000 Police Training/Supplies					TRAINING DINNER / GAS				
APRIL 2016	4/27/2016	13.98	0.00	05/06/2016				False	0
001-100-473000 Miscellaneous					COUNCIL MTG SNACKS				
APRIL 2016	4/27/2016	8.91	0.00	05/06/2016				False	0
012-102-524000 Special projects					MAY BDAY CARDS				
APRIL 2016	4/27/2016	32.00	0.00	05/06/2016				False	0
012-107-457000 Office supplies					COFFEE				
APRIL 2016	4/27/2016	17.50	0.00	05/06/2016				False	0
009-209-575130 Potential development ops					CERT TRUE COPY OF CONSENT JUDGEMENT BOISE				
APRIL 2016	4/27/2016	29.18	0.00	05/06/2016				False	0
012-106-473000 Miscellaneous					SNACKS FOR FIN DIR INTERVIEWS				
APRIL 2016 Total:		328.95							
PETTY CASH- SHANNA		328.95							
RAILROAD MANAGMENT CO. III									
026847									
330387	4/26/2016	176.86	0.00	05/06/2016				False	0
017-017-475000 Lease Expense					LICENSE FEES 8/1/16-7/31/17 304347				
330387 Total:		176.86							
RAILROAD MANAGMEN		176.86							
SCAPPOOSE SAND & GRAVEL									
030050									
10645	4/22/2016	17.90	0.00	05/06/2016				False	0
013-403-470000 Building					ROCK				
10645 Total:		17.90							
SCAPPOOSE SAND & GR		17.90							
SELDEN, LAURIE									
030715									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
0831114	5/13/2016	2,948.00	0.00	05/06/2016				False	0
001-103-554000 Contractual/consulting serv				5-1-16 TO 5-15-16 CRIMINAL PROSECUTORIAL SERV.					
0831114 Total:		2,948.00							
SELDEN, LAURIE Total:		2,948.00							
STAPLES BUSINESS ADVANTAGE									
031983									
3300298919	4/23/2016	39.98	0.00	05/06/2016				False	0
001-103-457000 Office supplies				OFFICE SUPPLIES					
3300298919	4/23/2016	36.90	0.00	05/06/2016				False	0
012-102-457000 Office supplies				OFFICE SUPPLIES					
3300298919	4/23/2016	11.99	0.00	05/06/2016				False	0
012-106-457000 Office supplies				OFFICE SUPPLIES					
3300298919	4/23/2016	286.01	0.00	05/06/2016				False	0
012-107-457000 Office supplies				OFFICE SUPPLIES					
3300298919 Total:		374.88							
STAPLES BUSINESS AD		374.88							
SUNSET AUTO PARTS, INC.									
020815									
932-34111	4/7/2016	32.99	0.00	05/06/2016				False	0
015-015-501000 Operating Materials & Supp				AUTO PARTS 6355					
932-34111 Total:		32.99							
932-36022	4/21/2016	29.93	0.00	05/06/2016				False	0
018-019-501000 Operating Materials				AUTO PARTS 6355					
932-36022	4/21/2016	29.94	0.00	05/06/2016				False	0
018-020-501000 Operating Materials & Supplies				AUTO PARTS 6355					
932-36022 Total:		59.87							
932-36384	4/25/2016	71.98	0.00	05/06/2016				False	0
015-015-501000 Operating Materials & Supp				AUTO PARTS 6355					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
932-36384 Total:		71.98							
SUNSET AUTO PARTS, I		164.84							
TRAFFIC SAFETY SUPPLY CO., INC									
033600									
111503	4/6/2016	407.40	0.00	05/06/2016				False	0
011-011-501000 Operating Materials & Supp				12 GALV STEEL POSTS					
111503 Total:		407.40							
TRAFFIC SAFETY SUPP		407.40							
TYPETHINK, LLC									
034599									
6251	5/1/2016	300.00	0.00	05/06/2016				False	0
009-206-458100 PEG Access				MONTHLY WEB HOSTING					
6251 Total:		300.00							
TYPETHINK, LLC Total:		300.00							
UPSTART, HIGHSMITH-UPSTART-EDUPRESS									
034550									
5850265	4/14/2016	895.64	0.00	05/06/2016				False	0
001-004-517000 Library Program				LIBRARY MATERIALS 360041810					
5850265 Total:		895.64							
UPSTART, HIGHSMITH-		895.64							
VERIZON WIRELESS									
000720									
9764063756	4/20/2016	1,523.41	0.00	05/06/2016				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
001-002-458000 Telephone Expense				271826771-00001 POLICE PHONES					
9764063756 Total:		1,523.41							
9764113102	4/20/2016	130.32	0.00	05/06/2016				False	0
013-402-458000 Telecommunication expense				871458396-00001					
9764113102	4/20/2016	51.72	0.00	05/06/2016				False	0
001-105-458000 Telephone expense				871458396-00001					
9764113102	4/20/2016	333.46	0.00	05/06/2016				False	0
013-403-458000 Telecommunication expense				871458396-00001					
9764113102	4/20/2016	173.11	0.00	05/06/2016				False	0
017-417-458000 Telephone expense				871458396-00001					
9764113102	4/20/2016	35.72	0.00	05/06/2016				False	0
018-019-458000 Telecommunication Expense				871458396-00001					
9764113102	4/20/2016	26.79	0.00	05/06/2016				False	0
018-020-458000 Telecommunication Expense				871458396-00001					
9764113102	4/20/2016	40.01	0.00	05/06/2016				False	0
017-017-458000 Telephone Expense				871458396-00001					
9764113102	4/20/2016	26.79	0.00	05/06/2016				False	0
018-022-458000 Telecommunication expense				871458396-00001					
9764113102 Total:		817.92							
VERIZON WIRELESS To		2,341.33							
VERNON, VICKI R. 034920									
APRIL 25 2016	4/25/2016	148.00	0.00	05/06/2016				False	0
001-103-554000 Contractual/consulting serv				LOGAN JOHANNSEN					
APRIL 25 2016 Total:		148.00							
MAY 30 2016	5/30/2016	388.00	0.00	05/06/2016				False	0
001-103-554000 Contractual/consulting serv				JOHN MICKEY					
MAY 30 2016 Total:		388.00							
VERNON, VICKI R. Total		536.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number					Description	Reference			
WALSH, JOHN 035390 MAY 2016 012-101-490000 Professional development	5/6/2016	864.97	0.00	05/06/2016	SEPT 28, 2015 -MAY 17, 2016 TRAVEL EXPENSE			False	0
MAY 2016 Total:		864.97							
WALSH, JOHN Total:		864.97							
WILCOX & FLEGEL 037003 0019198-IN 013-403-531000 Gasoline	3/11/2016	31.33	0.00	05/06/2016	0011497 SHOP FUEL			False	0
0019198-IN Total:		31.33							
C003193-IN 013-403-531000 Gasoline	3/29/2016	2,064.95	0.00	05/06/2016	0011497 SHOP FUEL			False	0
C003193-IN Total:		2,064.95							
C004664-IN 013-403-531000 Gasoline	5/6/2016	2,362.69	0.00	05/06/2016	DUESEK 604.3 GAS 700.00			False	0
C004664-IN Total:		2,362.69							
CL15549 001-002-531000 Gasoline Expense	4/30/2016	73.70	0.00	05/06/2016	0011497 POLICE FUEL			False	0
CL15549 Total:		73.70							
WILCOX & FLEGEL Tota		4,532.67							
Report Total:		67,124.27							

City of St. Helens
Consent Agenda for Approval

CITY COUNCIL MINUTES

Presented for approval on this 18th day of May, 2016 are the following Council minutes:

2016

- Executive Session Minutes dated April 13, 2016
- Work Session and Regular Session Minutes dated April 20, 2016
- Work Session, Public Hearing and Regular Session Minutes dated May 4, 2016

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 file name of Word document
- ☐ Copy Word document into Council minutes folder on Administration drive
- ☐ Post PDFs to website
- ☐ Email minutes to distribution list
- ☐ Add minutes to HP Trim
- ☐ File Original in Vault

City of St. Helens CITY COUNCIL

Executive Session Minutes

April 13, 2016

Members Present: Randy Peterson, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Susan Conn, Councilor
Ginny Carlson, Councilor

Staff Present: John Walsh, City Administrator
Lisa Scholl, Deputy City Recorder
Neal Sheppard, Interim Public Works Co-Director
Sue Nelson, Interim Public Works Co-Director

Others: Senator Betsy Johnson
Neil Alongi, Maul Foster Alongi
Jim Darling, Maul Foster Alongi
Jacob Faust, Maul Foster Alongi
Ted Wall, Maul Foster Alongi
Amanda Renner, The Chronicle

This meeting is contained in CONFIDENTIAL audio file 041316CCES-CONFIDENTIAL.MP3 on file at City Hall.

Executive Session **ORS 192.660(2)(e) Real Property Transactions**

Mayor Randy Peterson called the Executive Session to order at 9 a.m. under ORS 192.660(2)(e) Real Property Transactions.

Representatives of the news media are specifically directed not to report on any of the deliberations during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session.

There being no further business, the meeting was adjourned at 11:27 a.m.

ATTEST:

Lisa Scholl, Deputy City Recorder

Randy Peterson, Mayor

City of St. Helens CITY COUNCIL

Work Session Minutes

April 20, 2016

Members Present: Randy Peterson, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Susan Conn, Councilor
Ginny Carlson, Councilor

Staff Present: John Walsh, City Administrator
Jon Ellis, Finance Director
Kathy Payne, City Recorder
Margaret Jeffries, Library Director
Aaron Kunders, WWTP Superintendent
Crystal Farnsworth, Communications Officer

Others: Nicole Thill Janet Wright Bill & Claudia Eagle
Sharon Evinger Genelle Grow Tina Curry
Bob Salisbury Christina Sullivan Bill Blank
Stacy Hicks Max Stahl Stephanie Patterson

Mayor Randy Peterson called the meeting to order at 1 p.m.

Visitor Comments

♦Sharon Evinger. She is here on behalf of the measure for CCRider to become a special district and operational funding. They are asking for the Council's support. The rate is .23 per 1,000. This will help build Columbia County. Most of the busses do not have enough riders to be self-supporting.

Councilor Conn considers transportation to be a necessary part of our infrastructure and part of our economic development.

Discuss Measure 5-251 Special Transit District

Janet Wright from CCRider was in attendance to discuss the measure. She handed out a hard copy of a PowerPoint presentation which is on file in the archive packet for this meeting.

Bill Eagle spoke in favor of the measure.

Council was in support of the measure. Tonight's agenda will include a resolution in support.

Semi-Annual Report from IT Consultant Centerlogic

Max Stahl was in attendance to give a report.

- Working on the phone project.
- The network has been slow. They just received new equipment that will resolve that issue.
- Comcast has been on site several times working on the low volume issue. They found hardware that they think will resolve it. We should receive it soon.

- The Library received a new server.
- The Leightronix recording equipment has been repaired.
- They were attacked by a big virus a few months ago that was received through an email. That took a lot of time to repair.

Mayor Peterson asked how efficient our virus protection is. Max explained the multiple layers in place.

Councilor Locke asked if we need a vent in the server room. Max agreed that would help. It gets really hot in there during the summer. The Police Department server room needs additional venting as well.

Council President Morten has not been able to receive emails from the State. Max suggested he check his McAfee Spam list. He will take a look.

Request from St. Helens Community Foundation

Bob Salisbury was in attendance. He reviewed his request. A copy is included the archive meeting packet. They are requesting the City pay the Foundation's insurance and waive the permit fees and concession fees. The insurance will cost approximately \$3,000. He would also like to discussion the partnership between the Foundation and the City. In 2015, the Foundation organized the 4th of July event using volunteers. They lost over \$6,000. That has put them in a difficult position. The fundraising efforts for this year are considerably down. He is concerned that the fundraising being done by the City's event coordinator for fireworks may reduce the sponsorships 13 Nights receives. 13 Nights is incredibly successful for the community. He would hate to see it lost.

Christina Sullivan introduced some of the other 13 Nights volunteers. She reviewed some of the things that volunteers do:

- Months, weeks, days and hours go into the event before it begins.
- Weekly prep making sure that bands and sound are ready.
- Responding to numerous emails from sponsors, vendors and the general public.
- Answering complaints and questions.
- Listening to ideas from the community.
- Over 22 hours of prepping coolers.
- Lifting heavy kegs.
- Loading and unloading beer, ice and snacks.
- Hanging banners.
- Lifting and setting up tables, chairs, fencing, equipment and all advertising that needs to be set up.
- Running around to different businesses distributing schedules and posters, making sure that no details get missed.
- Cleaning up all the trash around the park.
- Emptying heavy trash cans.
- Changing toilet paper.
- Cleaning up messes and unclogging toilets in the bathroom.
- Cleaning up after 100's and 1000's of people attending.
- 7 a.m. set-up calls.
- All day preparation.
- 11 p.m. clean-ups.
- Late night Taco Bell runs because the volunteers forgot to eat; all for the love of our community.
- Listening to complaints about the sound, vendors, teenagers, not enough of

something, too much of something, politely turning our heads when social media allows the public to negatively tear down our volunteers and their families and politely dealing with people who had too much to drink.

- We have been spit on, called names and sometimes pushed; all for the love of our community.
- The volunteers do not asked to be paid for their time.
- They willingly give up their summers, time with their family and relaxation time to put on one of the greatest events in St. Helens.
- Took on 4th of July last year to make sure it would happen.
 - Two people plus Tina worked diligently full-time hours, even though they both have full-time jobs, making sure that every detail was in place.
 - Gave up their holiday with their families to spend the day with other's families.
 - Worked from 5 a.m. until 2 a.m. the next day to make sure everything was in place, all the vendors had what they needed, the fireworks were handled, the band was set and all the equipment was ready.
 - They worked hard to get the community involved.
 - They worked hard against others tearing them down and negatively discussing their actions.
 - 13 Nights fundraisers ended up covering the cost of the 4th July events.

Christina went on to ask the City for financial assistance. The have worked hard to make 13 Nights what it is today.

Bob thanked Christina for all that she has done. He would like to work with the City on fundraising options. He does not think it's fair to ask 13 Nights to fundraise all year, on top of what they already do.

Council President Morten looks forward to the fundraiser discussion. He asked if Bob had any ideas of groups who would be willing to step up and lead fundraising. Bob suggested the group that was formed between the Chamber, SHEDCO and the City.

Request from Cycle Columbia County

Bill Blank was in attendance to present their request. The ride will take place on June 18. It begins and ends in Columbia View Park. There are two ride options; 100 miles and 72 miles. They are requesting \$2,500 to help pay for supplies. They are expecting approximately 100 participants. Cities and sponsors will be promoted throughout the event. They are hoping the funds generated will help improve bicycle safety, bicycle routes and bicycle signage throughout the County. The parking situation still needs to be worked out.

3rd Quarter Communications Report

Communications Officer Crystal Farnsworth was in attendance to give her report.

Technical Advisory Committee Recommendation

Each March, the Biochemical Oxygen Demand (BOD) loading rate from Cascades is reviewed and compared with the reserve allocation from the previous year per the terms of the Operation and Use Agreement. As anticipated, the loading from the mill has increased from the 2014-2015 figures because of the addition of a second paper machine and maintenance issues with Cascades' clarifier. Last year the reserve was set at 52.9%. Data for the past year shows that the actual loading increased to an average of 66% (see table).

2015-16

	BE BOD Ave lbs/day	PE BOD Ave lbs/day	Total Ave lbs/day	BE %	PE %
Mar-15	1600	2223	3823	41.85	58.15
Apr-15	1667	1971	3638	45.82	54.18
May-15	2795	1774	4569	61.17	38.83
Jun-15	2288	1497	3785	60.45	39.55
Jul-15	1673	1508	3181	52.59	47.41
Aug-15	3647	1313	4960	73.53	26.47
Sep-15	3596	1179	4775	75.31	24.69
Oct-15	3363	1436	4799	70.08	29.92
Nov-15	3542	1920	5462	64.85	35.15
Dec-15	7793	2704	10497	74.24	25.76
Jan-16	5775	2141	7916	72.95	27.05
Feb-16	6175	2077	8252	74.83	25.17
Totals	43914	21743	60494		
Averages	3659.50	1811.92	5041.17	66.0	34.0

Recommendation:

Adjust Cascades' reserve to 66% per the terms of the Operation and Use Agreement. This number is based on the average loading from Cascades compared to the loading from the City's Primary lagoon as outlined in section 9.2.3 in the Agreement. Per the agreement, Cascades pays either the reserve minimum or for actual loading, whichever is higher.

There were no concerns expressed by the Council.

Review IGA with Columbia City for Building Department Services

City Administrator Walsh reviewed the IGA which is included in the archive packet for this meeting. It is on tonight's agenda for approval.

Review Proposed Fleet Safety Program Policy

City Recorder Payne reviewed the proposed policy which is included in the archive packet for this meeting. This came as a result of a recommendation from CIS to the Executive Risk Management Team. Tonight's agenda includes a resolution for approval.

Review Summary of Attorney Expenses

Finance Director Ellis reviewed the summary which is included in the archive packet for this meeting.

Discuss Potential Urban Renewal District

City Administrator Walsh talked about the changes to Urban Renewal Districts. We would need to start the process over, from what was done in the past. It was the consensus of the Council to move forward.

Update on Community Events

Tina Curry was in attendance to give an update.

4th of July

- Fireworks will shoot from this side of the river instead of Sand Island.

- We will be selling 200 parking spaces on the Waterfront for tailgating, between 11 a.m. – 11 p.m. for \$10 each.
- Sgt. Baker will lead the flag raising at 11 a.m.
- Jacob Graichen will sing the National Anthem at 11 a.m.
- The trash can painting begins that morning.
- There will be a Year of Health Celebration at 11:10 a.m. It will include Zumba and Hip Pop. It is free and open to the public.
- Wish Upon a Pony rides will be held 11 a.m. – 1 p.m. There is a suggested donation of \$3/person.
- The Elks will be the only food vendor that day. It will be one of their biggest fundraisers for veterans.
- SHEDCO will be selling frozen treats and some other snacks.
- She will need help with the power.
- A "Touch the Trucks" photo-op will be held on the Waterfront property from 1 – 3 p.m. They are working on having a helicopter fly in and hold a drawing for a group of four to take a helicopter ride over to Mt. St. Helens.
- There will be an ice cream eating contest and pie eating contest at 1 p.m.
- There will be bell ringing at 1 p.m.
- Twisted balloons will be here from 2 – 6 p.m.
- Face painting will be at 3 p.m.
- Music with Dawn of the Decades begins at 3 p.m.
- There is a proposed bonfire, weather permitting.
- Hit Machine will perform 8 – 10 p.m.
- Fireworks will be begin at 10 p.m. The fireworks budget is less than last year. However, they are able to add more because they don't have to travel to Sand Island.
- Does not think shuttles are necessary.
- She anticipates the normal number of attendees.
- She plans to rent six port-a-potties and will place them in front of the fence line, close to Columbia View Park and the Waterfront property.
- Cleanup will take place on Tuesday morning when it's light. Council President Morten suggested utilizing community service workers for cleanup.
- She has been working on sponsorships. She has ideas on how to bring in big money for 13 Nights but it is dependent on the new stage.

Council President Morten's main concern is having adequate traffic control for egress. Councilor Carlson agreed and added the need for lighting as it gets later.

Councilor Carlson asked if anyone is handling volunteer sign-ups. Tina said that she has asked for volunteers through Facebook and has not received any response.

Spirit of Halloweentown

- Already receiving calls and contacts for people wanting to travel here and looking for a schedule.
- Working on an event schedule now.
- Meeting with agents in Portland to bring someone in that will draw visitors.
- Met with a person who builds tiny homes. He is interested in bringing in 50 tiny homes to the Waterfront property to rent during the month of October. Are there water lines on site? Could he run a septic line above the ground?

Council President Morten asked what type of revenue that would bring in? Tina responded that they would receive transient room tax for each unit. They would also be an event sponsor. Mayor Peterson agreed that it's a good idea but a lot of questions

would need to be answered. He is sure the Building Official will want to weigh in. Council President Morten added the need for a Concession Agreement as well. Councilor Locke would like to hear feedback from the community as well. He does not want it to interfere with the trail. Morten does not see how it would work to have 50 units brought in and have adequate utilities available. He suggested the tiny homes be placed on the Boise property, near the creek. Tina will talk to Public Works Operations Director Sheppard about the facilities on site.

Department Reports

Library Director Jeffries reported...

- This Saturday, the Arts & Cultural Commission is hosting an arts and craft workshop for children. One of the Commissioner's will lead children in an activity to decorate cardboard outlines of salmon. They will be hung in businesses along Columbia Blvd.
- A conversation project will be held tomorrow night at 7 p.m. The theme is Good Food, Bad Food.
- A Library volunteer recognition event will be held Monday night.
- Two interesting authors are coming, one in May and one in June.
- Youth activities are beginning to take off again with the new Youth Librarian.
- The Friends of the Library book sale and Garden Club plant sale were both successful.

Finance Director Ellis reported...

- Five Finance Director candidates will be here April 28 for interviews. There are three panels – department heads, staff and technical.
- The third quarter report will be presented on May 4.
- He learned at the City/County Quarterly Dinner last night that the County will no longer be taking furlough days beginning July 1. They will be open five days a week.
- The new Oregon State Economic Development Director will be touring the County in May.
- He will be bringing back more information about alternative revenue sources for Parks and Police to the next Budget Committee meeting. Something else they may want to consider rolling in is a possible police grant to fund one position. Council would like more information about the grant.

City Recorder Payne reported...

- Received a street closure request this morning for the Amani Center's Race Against Child Abuse on April 30. She will be adding it to tonight's agenda.

City Administrator Walsh reported...

- Measure 91, legalizing marijuana, included a provision allowing cities to adopt a local tax on marijuana. The state collects 20% and this would give cities 3% of that. In order to collect, it has to be put on a ballot. It would be on the November ballot. Council concurred.
- The Waterfront Redevelopment Open House will be held April 27 at Meriwether Place.
- OpenGov will present a 7-10 minute presentation at the May 5 Budget Committee meeting.
- Ameresco is working on the LED street lighting project. They will present their findings at the May 4 Council meeting.

Council Reports

Mayor Peterson reported...

- Nothing to report.

Councilor Conn reported...

- She gave a presentation about the CIT program at the City/County Quarterly meeting last night. She appreciates having that opportunity.

Council President Morten reported...

- He appreciates Crystal's Communications report. This Friday, the Parks Department will be featured on KOHI. He, Parks Commissioner Stan Chiotti and Parks Field Supervisor Thad Houk will be participating.
- The Parks Commission discussed funding sources. They talked about having a separate fee for parks. They would also like to see more camping available. We are in desperate need of additional staff to maintain the parks.
- The Parks Commission has recommended Council and staff move forward with annexing Dalton Lake into the City. It cannot be designated as a park until it is annexed into the City. He asked City Planner Jacob Graichen to elaborate on the process to annex the property.

Graichen reported that Dalton Lake is largely outside City limits. It is within our Urban Growth Boundary. We have an agreement with ODOT to use it for passive public recreational purposes. We will need ODOT's cooperation to annex it. The property was initially used by ODOT as wetland mitigation during the highway widening project. The Comprehensive Plan designates that land as Open Space. When annexed, it would be zoned as Open Space; however, that zoning district does not exist. We would either need to change the designation or create the zoning district.

Council directed City Administrator Walsh to contact ODOT and talk to them about their intentions for the property.

Councilor Carlson reported...

- Nothing to report.

Councilor Locke reported...

- Nothing to report.

Mayor Peterson reminded the Council about the requests from the St. Helens Community Foundation and Cycle Columbia County.

Motion: Upon Carlson's motion and Conn's second, the Council unanimously granted the request to waive all fees, including concession fees for 2015 and 2016, for 13 Nights on the River and pay for insurance for the St. Helens Community Foundation.

Motion: Upon Carlson's motion and Morten's second, the Council unanimously granted \$2,500 to Cycle Columbia County for the Columbia Century Challenge, with the stipulation that any profits be reserved for future bike events.

Executive Session

ORS 192.660(2)(e) Real Property Transactions

Motion: At 3:45 p.m., upon Locke's motion and Morten's second, the Council unanimously voted to move into executive session under ORS 192.660(2)(e) Real Property Transactions.

Motion: At 4:03 p.m., upon completion of the executive session, Conn moved to go back into work session, seconded by Locke, and unanimously approved.

Other Business

No other business.



There being no further business, the meeting was adjourned at 4:04 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Randy Peterson, Mayor

DRAFT

City of St. Helens CITY COUNCIL

Regular Session Minutes

April 20, 2016

Members Present: Randy Peterson, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Susan Conn, Councilor
Ginny Carlson, Councilor

Staff Present: John Walsh, City Administrator
Jon Ellis, Finance Director
Kathy Payne, City Recorder
Margaret Jeffries, Library Director
Terry Moss, Police Chief

Others: No visitors

7:00PM – Call Regular Session to Order – Mayor Peterson

Pledge of Allegiance – Mayor Peterson

Invitation to Citizens for Public Comment

No comments received.

Resolutions

A. **Resolution No. 1735:** A Resolution Adopting a City of St. Helens Fleet Safety Program Policy

Mayor Peterson read Resolution No. 1735 by title. **Motion:** Upon Locke's motion and Conn's second, the Council unanimously adopted Resolution No. 1735. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

B. **Resolution No. 1737:** A Resolution in Support of the Formation of the Columbia County Rider Transportation District

Mayor Peterson read Resolution No. 1737 by title. **Motion:** Upon Conn's motion and Morten's second, the Council unanimously adopted Resolution No. 1737. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

Approve and/or Authorize for Signature

- A. Intergovernmental Agreement with Columbia City for Building Department Services
- B. Intergovernmental Agreement with Columbia County Regarding Gable Road Improvements
- C. Personal Services Agreement with Jim Byerley for Building Plan Review Services
- D. Contract Payments

Motion: Upon Morten's motion and Locke's second, the Council unanimously approved 'A' through 'D' above.

Appointments to City Boards/Commissions

Library Board (4-year terms)

- Vanessa Jones is stepping down. Her term expires 6/30/2019.

- An Der Chang will be stepping down after her term expiration on 6/30/16.

Status: A press release was sent out on March 15 to recruit applicants. We received one new application.

Next Meeting: May 23, 2016

Recommendation: The Library Board met on April 12 and recommends that Patty James be appointed to the Library Board. Her term will expire 6/30/2019.

Motion: Upon Conn's motion and Morten's second, the Council unanimously appointed Patty James to the Library Board. Her term will expire June 30, 2019.

Consent Agenda for Acceptance

A. Parks Commission Minutes dated February 8, 2016

B. Accounts Payable Bill List

Motion: Upon Locke's motion and Carlson's second, the Council unanimously accepted 'A' through 'B' above.

Consent Agenda for Approval

A. Street Closure – 13 Nights Concert Series – Close Strand Street from Corner of City Hall to City Parking Lot and Over to Beer Garden – Thursdays from June 2 to September 1, 2016

B. OLCC Licenses

C. Council Work Session and Regular Session Minutes dated April 6, 2016

D. Accounts Payable Bill List

E. Street Closure – Amani Center Race Against Child Abuse – Close Strand Street from Corner of City Hall to City Parking Lot – Saturday, April 30, 5:30 am to 2:00 pm

Motion: Upon Morten's motion and Carlson's second, the Council unanimously approved 'A' through 'E' above.

Council Reports

Mayor Peterson reported...

- Nothing to report.

Councilor Conn reported...

- Nothing to report.

Council President Morten reported...

- Nothing to report.

Councilor Carlson reported...

- This Saturday is the SHEDCO clean-up. Volunteers are welcome to meet downtown and help.
- May 15 is the NAMI Walk. It raises money for Columbia County NAMI services. She will be participating again this year.

Councilor Locke reported...

- Congratulated Chief Moss for having the fifth safest city in the state of Oregon.

Department Reports

Police Chief Moss reported...

- They interviewed eight candidates for the open police officer position but did not find anyone suitable for the position. They will be starting the recruitment process over again.

Library Director Jeffries reported...

- Tomorrow night is the Conversation Project at the Library.
- Saturday is the Arts & Cultural Commission craft workshop for children at 12:30 p.m.

Finance Director Ellis reported...

- Nothing to report.

City Recorder Payne reported...

- Nothing to report.

City Administrator Walsh reported...

- April 27 is the Waterfront Open House at Meriwether Place.
- They have two proposals for fireworks from Western Display. One is for \$10,000 and the other is for \$2,000, for a little bit longer show. They need it returned by May 1. There were no objections from the Council.

Council President Morten asked Chief Moss if there is an upcoming Rotary Golf Tournament. Moss responded that there is a golf tournament May 14 in partnership with the Sacagawea Center.

Adjourn - There being no further business, the meeting adjourned at 7:09 p.m.



Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Randy Peterson, Mayor

City of St. Helens CITY COUNCIL

Work Session Minutes

May 4, 2016

Members Present: Randy Peterson, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Susan Conn, Councilor
Ginny Carlson, Councilor

Staff Present: John Walsh, City Administrator
Jon Ellis, Finance Director
Kathy Payne, City Recorder
Margaret Jeffries, Library Director
Terry Moss, Police Chief
Sue Nelson, Public Works Engineering Director
Jenny Dimsho, Assistant Planner

Others: Matt Brown Steve Topaz Kannikar Petersen
Al Petersen Ben Tiscareno Kathleen Jenkins

Mayor Randy Peterson called the meeting to order at 1 p.m.

Visitor Comments

No visitor comments received.

Finance Director Update

City Administrator Walsh reported that six Finance Director candidates were interviewed last week. One candidate rose to the top unanimously by all three interview panels. That was Matt Brown.

Matt Brown was in attendance and gave a brief summary of his background. He is currently a Senior Management Analysis at the City of Forest Grove and has been there over two and half years. Prior to that, he was a Finance Director at the City of Hubbard for two years. He also has served as an accountant for Northwest Regional Educational Services District and Pacific University. He graduated from Western Oregon University in 2005 with a Bachelor's of Science. While at Hubbard, he went back to school and received his MBA from Marylhurst University. He is in the process of obtaining his CPA. Outside of work, he is married and has a five year old daughter. They currently live in Cornelius but have sold their home and are exploring their options.

Council President Morten welcomed Matt to the community. He hopes they find it livable and welcoming.

Mayor Peterson asked what kind of time frame Matt is considering. Matt responded that it would depend on how long the process takes. He would like to give Forest Grove at least two weeks' notice. Peterson went on to ask Matt if he's familiar with the area. Matt is somewhat familiar. His sister's family lives just outside of St. Helens and another family member lives in

the Scappoose area. He grew up in Hillsboro.

The Council continued to talk to Matt about his work and budget experiences.

Ameresco Lighting Project Presentation

Joe O'Donnell and Brian DuPont reviewed their presentation explaining the project. A copy is included in the archive packet for this meeting. They understand the need for lights to be unobtrusive. The next steps are approval of the project and financing options.

Annual Report from Bicycle & Pedestrian Commission

Ben Tiscareno of the Bicycle & Pedestrian Commission was in attendance to give their annual report. A copy is included in the archive packet for this meeting.

Annual Report from Arts & Cultural Commission

Kannikar Petersen of the Arts & Cultural Commission was in attendance to give their annual report. She presented a PowerPoint presentation, a copy of which is on file in the archive packet for this meeting.

The Arts & Cultural Commission requested the Council support the Gateway Sculpture Project Phase 2 by providing dollar-for-dollar match with all funds raised for this project. They would like to have all the money secured by January. They are planning a Kickstarter campaign that begins June 1, runs for 30 days with a goal of \$16,000.

Mayor Peterson asked staff where those funds would come from. City Administrator Walsh responded that it could come out of Tourism revenues. It is a multi-year project and the funds would be drawn on over time. He acknowledged the work done by the active Commission. Finance Director Ellis added that there is not capacity for additional appropriations in the Tourism fund for this fiscal year. He recommends appropriating the full amount next year. He also suggests placing a cap on the matching funds.

Motion: Upon Carlson's motion and Conn's second, the Council unanimously approved the Commission's request to match dollar-for-dollar the amount of money the Commission raises for the Gateway Sculpture Project Phase 2 project up to a maximum of \$20,000 and for Finance Director Ellis to figure out where the money will come from.

Request for Re-Appropriation of Funds

Library Director Jeffries reviewed the request. A copy is included in the archive meeting packet. It was the consensus of the Council to add this to the resolution on tonight's agenda for approval.

3rd Quarter Financial Report

Finance Director Ellis reviewed his PowerPoint Presentation. A copy is included in the archive meeting packet.

Review of "If I Were Mayor..." Student Contest Entries

We received one poster and four essays. Mayor Peterson said that the Council members all have ballots before them. Please fill out your ballot and turn it into City Recorder Payne after the meeting.

Department Reports

Police Chief Moss reported...

- Nothing to report.

Public Works Engineering Director Nelson reported...

- Parks Field Supervisor Thad Houk received a notification that the disc golf group wants to perform cleanup along the course this weekend. They have been told no motorized vehicles and no disturbance of native vegetation.
- The electrician will be working on the City dock power pedestals to see if they can be on separate GFI's. Last time a boat blew a fuse, it caused all the pedestals to go out. Councilor Locke has heard that there is no price listed on the main pedestal. Nelson will look into it.
- Tonight's agenda includes a Personal Services Contract for the 2MG Reservoir Rehabilitation project. There is not a cost listed. When you request professional services through a Request for Qualifications, it is a qualification based request. You cannot ask for costs until you receive authorization to negotiate with them. The \$300,000 is for the entire project, not just the engineering.

Library Director Jeffries reported...

- The Library Board is pursuing a strategic planning effort and involving the school district. They invited Scott Stockwell to meet with them. It was an extremely productive meeting. They will create a focus group with representatives from the Library and school district to meet with the consultant.

Finance Director Ellis reported...

- The new phone system is moving forward. Right now we have a centralized line unless direct lines are given out. He would like everyone to give out their direct numbers and have an option on voicemail to be transferred to the operator. During the peak utility billing time, staff is unable to keep up with the volume of incoming calls. How does the Council feel about having an automated attendant on the main line? Councilor Conn spoke as a user, she would prefer to have a directory that she could choose the department she needed to speak with. Councilor Carlson would prefer a directory as well.

City Recorder Payne reported...

- She likes the idea of having an automated phone attendant to easily choose which area you need but wants to make sure there is still an option to press zero and get a voice.
- Composites Universal contacted her on Monday. They will be at the May 18 work session to give a presentation to the Council about their plans to move to St. Helens.
- Jeffries' term on the Columbia Foundation expires May 31. She is willing to continue. Would the Council like to reappoint her at their May 18 meeting? Council concurred.

City Administrator Walsh reported...

- Pointed out that the Police Department has an automated phone attendant now. He believes the City of Scappoose has the same thing. It will be more efficient. Mayor Peterson is fine with it as long as we can tweak it later if we receive complaints. He personally knows the direct lines for who he needs to reach. It would be helpful for the public to have those direct lines as well. Payne will make sure they are on the website.
- The new website revisions are underway. It will be very nice and more user friendly.
- The Waterfront Open House was fantastic. It was well attended and streamed live. It meant a lot to see so much of the staff attend.
- He will be attending the Oregon Brownfields conference and presenting on behalf of the City next weekend.

Council Reports

Mayor Peterson reported...

- Asked if we have a production company from New York filming a video for us. Walsh responded that CGI Communications filmed the video tours for us last year. The videos are on our Tourists webpage right now.

Councilor Conn reported...

- The walls went up for the new Habitat for Humanity house on Saturday.
- She is working on the Keep it Local campaign right now. They recently conducted a survey of businesses and citizens to find out what people want and need. As a result, they are going to create a free community business directory to inform both businesses and citizens of what is available and hours of operation.
- She is also working on the Columbia River Communities Emergency Preparedness Fair to be held Saturday, June 4, 10 a.m. – 2 p.m. That is a Ford Community Foundation project. The community needs to know what to do in the case of an emergency, whether it's large or small. They are hoping to have presenters, first responders and demonstrations. It will be free to the public.

Council President Morten reported...

- Nelson and Sheppard recently returned from their weeklong American Public Works Association (APWA) conference. It focused on emergency preparedness. He asked Nelson to elaborate. Nelson learned that they are severely lacking in preparedness. The most imminent disaster is the Cascadia earthquake. It will happen at some point. The conference gave them ideas on how to prepare the City, infrastructure, community partnerships, staff, etc. Morten would like to make sure that Public Works is represented at the CEPA meetings.
- There is a new app for your phone that includes discounts at local businesses. It's called Go Local.
- On April 23, he had the privilege of dedicating John Warren Park at the 6th Street ballfields. The Warren family came from all parts of Oregon. The family was very touched. Warren was an umpire there for 35 years.
- City Talk aired on KOHI on Friday. Parks Commissioner Stan Chiotti spoke about the volunteers in our City parks. He and Parks Field Supervisor Thad Houk talked about parks and strategies to stay afloat.
- Do we have a cost estimate to install an RV park near FARA, along the creek? He envisions it as a revenue stream to maintain our parks. Walsh will work with Public Works investigating logistics and costs.
- There is an opening on Friday, May 20 to speak on KOHI. It was the consensus of the Council to have Tina Curry speak if she's available.

Councilor Carlson reported...

- She wants to be sure that we are maintaining the park space that we have. It's important to support what we have allocated.
- She and Locke are working to help the Youth Council earn credit for attending the meetings. The Youth Council is interested in having someone attend the meetings and offer various trainings to help them achieve meeting skills, personal skills, etc.

Councilor Locke reported...

- The Waterfront meetings have gone great. However, we need to determine how much land needs to be designated as a trail. Walsh said they received 75 comment cards from the last Open House. They are going to review those on Friday morning. They will be discussing how much public versus private land needs to be retained.

Other Business

No other business.



There being no further business, the meeting was adjourned at 3:34 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Randy Peterson, Mayor

DRAFT

City of St. Helens CITY COUNCIL

Public Hearing Minutes

May 4, 2016

Members Present: Randy Peterson, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Susan Conn, Councilor
Ginny Carlson, Councilor

Staff Present: John Walsh, City Administrator
Jon Ellis, Finance Director
Kathy Payne, City Recorder
Margaret Jeffries, Library Director
Terry Moss, Police Chief
Sue Nelson, Public Works Engineering Director

Others: Amanda Renner Nicole Thill



Public Hearing **FY15-16 Supplemental Budget for Visitor & Tourism Fund**

At 6:45 p.m., Mayor Randy Peterson opened the public hearing.

Finance Director Ellis presented a PowerPoint presentation, a copy of which is included in the archive packet for this meeting.

Public Testimony
No public testimony received.

Close Public Hearing – 6:48 p.m.

Deliberations will be held during the regular session following this hearing. And a resolution is also on the regular session agenda for adoption, if approved.



Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Randy Peterson, Mayor

City of St. Helens CITY COUNCIL

Regular Session Minutes

May 4, 2016

Members Present: Randy Peterson, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Susan Conn, Councilor
Ginny Carlson, Councilor

Staff Present: John Walsh, City Administrator
Jon Ellis, Finance Director
Kathy Payne, City Recorder
Margaret Jeffries, Library Director
Terry Moss, Police Chief
Sue Nelson, Public Works Engineering Director

Others: Amanda Renner
Nicole Thill
Steve Topaz
Families of the "If I Were Mayor..." contest winners

7:00PM – Call Regular Session to Order – Mayor Peterson

Pledge of Allegiance – Mayor Peterson

Announce & Award Prizes for "If I Were Mayor..." Student Contest Winners

Congratulations to Serenity Shult, the winner of the 4-5 grade poster submittal and Hannah Hayduk, the winner of the 6-8 grade essay submittal! They were awarded local business gift cards and lunch with the Mayor. Their entries will go on to compete at the State level.

Thank you to all of the students who participated; Caleb Douglas, Miranda Heller, Kylee Nutt and Caleb Schmoll. They all put a lot of time and thought into their submittals. The entries can be viewed in the archive meeting packet.

Proclamations

- A. Municipal Clerks Week – May 1-7, 2016
- B. National Police Week – May 15-21, 2016 and Peace Officers Memorial Day – May 15, 2016
- C. National Public Works Week – May 15-21, 2016

Mayor Peterson read each proclamation into the record.

Invitation to Citizens for Public Comment

♦Steve Topaz. He expressed his displeasure with the Waterfront presentation last week. Citizens have repeatedly spoke about the need for public waterfront access. The presentation showed no public space in the whole area. It was basically a framework for condos. One of the uses was a business on the bottom floor and residences upstairs. He has seen that type of use throughout countries he has visited. He believes that structure will be destined for failure in that area. Who will own the land when it is developed? The framework does not allow for enough walkway space. It appears to be a bait and switch move. The parking around the cliff does not make sense for handicap access. He would like to make sure that public input is still

being accepted.

Deliberations

FY15-16 Supplemental Budget for Visitor & Tourism Fund

Motion: Upon Locke's motion and Conn's second, the Council unanimously approved the FY15-16 Supplemental Budget for the Visitor & Tourism Fund.

Resolutions

A. **Resolution No. 1738:** A Resolution of the Common Council of the City of St. Helens, Oregon, Adopting a Supplemental Budget for Items Greater Than 10 Percent of the Total Qualifying Expenditures and Making Appropriations for Fiscal Year 2015-16

Mayor Peterson read Resolution No. 1738 by title. **Motion:** Upon Locke's motion and Carlson's second, the Council unanimously adopted Resolution No. 1738. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

B. **Resolution No. 1739:** A Resolution of the Common Council of the City of St. Helens, Oregon, Authorizing Application for Grant to the Oregon State Parks and Recreation Department

Mayor Peterson read Resolution No. 1739 by title. **Motion:** Upon Conn's motion and Locke's second, the Council unanimously adopted Resolution No. 1739. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

C. **Resolution No. 1740:** A Resolution Establishing a Youth Council Reserve Account and Authorizing Appropriations

Mayor Peterson read Resolution No. 1740 by title. **Motion:** Upon Morten's motion and Conn's second, the Council unanimously adopted Resolution No. 1740. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

D. **Resolution No. 1741:** A Resolution Establishing a Police Justice and Mental Health (CIT) Reserve Account and Authorizing Appropriations

Mayor Peterson read Resolution No. 1741 by title. **Motion:** Upon Morten's motion and Carlson's second, the Council unanimously adopted Resolution No. 1741. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

E. **Resolution No. 1742:** A Resolution of Common Council of the City of St. Helens, Oregon, Transferring Appropriations within Funds

Mayor Peterson read Resolution No. 1742 by title. **Motion:** Upon Locke's motion and Conn's second, the Council unanimously adopted Resolution No. 1742. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

Award Contract for 2016 Crack Sealing Project (R-634)

Motion: Upon Conn's motion and Locke's second, the Council unanimously awarded the contract for the 2016 crack sealing project to C.R. Contracting LLC as the lowest responsive bidder and authorize Mayor to execute a Public Improvement Contract.

Award Contract for 2016 Annual Street Striping Project (R-651)

Motion: Upon Morten's motion and Conn's second, the Council unanimously awarded the contract for the 2016 annual street striping project to Apply-A-Line, Inc. as the lowest responsive bidder and authorize Mayor to execute a Materials and Services Contract.

Authorize Staff to Negotiate a Personal Services Contract for the 2MG Reservoir Rehab Project (W-449)

Motion: Upon Conn's motion and Morten's second, the Council unanimously authorized staff to negotiate a personal services contract for the Mayor to sign with Kennedy/Jenks Consultants to perform engineering and construction administration services for the 2MG reservoir rehab project.

Approve and/or Authorize for Signature

A. Contract Payments

Motion: Upon Locke's motion and Carlson's second, the Council unanimously approved 'A' above.

Appointments to City Boards/Commissions

No appointments.

Consent Agenda for Acceptance

A. Planning Commission Minutes dated March 8, 2016

B. Accounts Payable Bill List

Motion: Upon Conn's motion and Carlson's second, the Council unanimously accepted 'A' through 'B' above.

Consent Agenda for Approval

A. Exclusive Use Permit: St. Helens Coed Softball, McCormick Park Fields, April 15–October 22

B. Accounts Payable Bill List

Motion: Upon Morten's motion and Carlson's second, the Council unanimously approved 'A' through 'B' above.

Council Reports

Mayor Peterson reported...

- The CCET Golf Tournament is tomorrow. The City will be participating with a team.
- He suggested Council instruct staff to begin negotiating employment with Matt Brown. Council concurred and instructed staff to begin the reference checking process.

Councilor Conn reported...

- Nothing to report.

Council President Morten reported...

- Impressed with the "If I were Mayor..." submittals. They had very good suggestions. Most of the essays were centered around cleanup and litter control. That speaks a lot to their awareness.
- He will not be at the Budget Committee meeting tomorrow night.

Councilor Carlson reported...

- Thanked Walsh and staff for the Waterfront Open House last week. The ideas were presented unbiased and without reservation. They seemed to be taken that way by most people. She was proud of the City's effort.

Councilor Locke reported...

- He appreciates our Municipal Clerk, Police Department and Public Works.

Department Reports

Police Chief Moss reported...

- Our officers have been incredibly busy and involved in a number of high risk situations. Thank you for recognizing them.

Public Works Engineering Director Nelson reported...

- She appreciates all of the kids who participated in the "If I Were Mayor..." contest. The entries were all very good.
- Thank you for the proclamations tonight.

Library Director Jeffries reported...

- Nothing to report.

Finance Director Ellis reported...

- Nothing to report.

City Recorder Payne reported...

- The Wi-Fi router is dead. It should be repaired by the next meeting.

City Administrator Walsh reported...

- Nothing to report.

Adjourn - There being no further business, the meeting adjourned at 7:25 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Randy Peterson, Mayor

City of St. Helens
Consent Agenda for Approval

OLCC LICENSES

The following businesses submitted a processing fee to the City for a Liquor License:

2016 RENEWALS

<u>Business Name</u>	<u>Applicant Name</u>	<u>Location</u>	<u>Purpose</u>
• St. Helens Red Apple Market	Kirby Co.	1111 Columbia Blvd.	Renewal