

City of St. Helens

CITY COUNCIL

Work Session Minutes

April 6, 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
Neal Sheppard, Public Works Operations Director
Sue Nelson, Public Works Engineering Director

Others: Steve Watson Daniel Tabor

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



Visitor Comments

♦**Steve Watson.** He was promoted as the Executive Director for Columbia 911 on January 1. He has been with the district for 25 years. They are implementing a new program allowing the ability to text to 911. The entire state of Oregon will be adding this capability. The driving force is the hearing impaired. There are 911 centers across the country that are being sued for failing to offer the option. Today, 70% of their 911 calls are placed from a cellular device. He offered everyone the opportunity to visit their new and improved website. They have entered into a contract with a vendor for outcall notification services. Those services will be available to the City to use as an alert to citizens. He apologized for not reporting to the City, other than when they are looking for levy support. He plans to come back on a regular basis to update the City on 911 services.

Councilor Carlson spoke from her position at Riverside Industries. She has clients who are unable to verbally communicate. Is there technology for them to report an emergency by calling 911? Steve responded that there partially is. If you call 911 on a landline phone, they can access the location through phone company records. The problem with cell phones is they don't always get the location device but do get the location of the tower. 911 encourages everyone to keep a corded landline phone to use during power outages and cell phone outages.

Request from St. Helens Community Foundation

Council President Morten reported that Robert Salisbury had an emergency and was unable to be here. The meeting packet includes the request from St. Helens Community Foundation to waive the permit fees for 13 Nights on the River and donate the cost of the annual insurance for the St. Helens Community Foundation. City Recorder Payne explained that the Foundation is requesting all park use, special use and concession agreement fees be waived. The concessions have been approximately \$1,600 each year. However, they did not pay that fee

last year because they thought it was included in their waiver request. They also lost over \$6,100 during 4th of July last year. If this request is granted, Payne pointed out that we need to consider the same requests for other community events.

Event Coordinator Tina Curry believes between \$8,000 – 10,000 is spent annually on insurance for events she has organized. Discussion ensued on insurance costs and coverage.

It was the consensus of Council to invite Bob Salisbury to the April 20 meeting to discuss the requests.

Request from St. Helens Kiwanis

Motion: Upon Carlson's motion and Conn's second, the Council unanimously waived the permit fees for the River Festival. This is for permit fees only and does not include concession agreement fees.

Councilor Locke believes he can get CERT to help with security .

Request to Consider Subordination of Kavanaugh LID for Holcomb

Finance Director Ellis reviewed the request. A copy is included in the archive meeting packet. Holcomb Commercial Properties LLC would like to refinance the properties and is requesting we subordinate the lien. There were no concerns from Council. Tonight's agenda includes an agreement for the subordination.

Discussion on Economic Development Fund

Finance Director Ellis reviewed his memo. A copy is included in the archive meeting packet. There were no concerns from the Council.

Review Legal Services Agreement with Jordan Ramis PC

City Administrator Walsh reported that we have not had an increase in rates since 2007. The rate increases are as follows:

- Lawyer services are going from \$180 to \$200 .
- Paralegal services are going from \$150 to \$170.
- Project assistance is \$70/hour.
- Special law services. Increase lawyer services to \$230/hour and paralegal services to \$190/hour.

Finance Director Ellis will bring back a report to the next meeting detailing the financial breakdown of the City's use of attorneys.

Discuss Potential Funding for Parks Maintenance

Councilor Carlson believes there needs to be a way to increase funding for our parks. We need to show citizens that we believe in family life, local recreation, healthy kids and healthy habits. Mayor Peterson asked Council President Morten to take this to the Parks Commission for discussion.

Finance Director Ellis said it will most likely be discussed at tomorrow night's Budget Committee meeting. A lot of cities use a utility user fee. It would be added to utility bills. Funds would be specifically dedicated for a particular use.

Councilor Carlson spoke of the PUD's GLOW fund to assist users needing financial assistance. She suggested adding a line for people to choose funds to donate to. They could use that line to donate to parks, code enforcement, etc. Councilor Locke agreed with having the option to

donate through utility bills.

Update on Clean-up of Homeless Camps in Community

Public Works Operations Director Sheppeard passed around pictures of what some of the homeless camps look like. Public Works cleaned up five camps recently. They picked up over 5,000 pounds of garbage.

Council President Morten asked what type of communication is had with homeless camp residents. Sheppeard explained that these camps were all abandoned. Chief Moss added that police and code enforcement have spoken with the residents of some of these camps. They were informed that they can't camp there and need to move along. They were also directed to available resources. All of their stuff was left behind. Unfortunately, they are just moving to different camps.

Councilor Conn suggested we consider organizing one designated camping area with adequate garbage and sanitary facilities. Chief Moss likes the idea but reminded Council that 5,000 pounds of garbage was removed from those camps. Sheppeard agreed that it would make it easier if they were in one centralized location but he does not think McCormick Park is the appropriate location. Chief Moss expressed his concerns about transient boaters and campers as the weather improves. He would like to begin discussing ways to handle those cases. Unfortunately, many of the issues are related to low finances and mental health issues. Involving Community Action Team and Columbia Community Mental Health in the discussions would be beneficial.

Review Proposed Update to Council Goals

The Council reviewed the 2016 draft goals. There were no concerns from the Council. Tonight's agenda will include a resolution to adopt the goals.

Department Reports

Police Chief Moss reported...

- The Police Officer recruitment closed last Friday. They will be interviewing 10 candidates on April 18.
- Crisis Intervention Team (CIT) training is occurring this week at the Columbia River Foursquare Church. Come by and check it out.
- Roger Stauffer has done some work at the Police Station over the last couple of weeks. He is a great guy and works really hard.

Public Works Engineering Director Nelson reported...

- Thanked Councilor Carlson for bringing up the parks funding issue. It was a challenge going through the budget. There are so many needs in the parks but we do not have funding to cover it all.

Public Works Operations Director Sheppeard reported...

- Nothing to report.

Library Director Jeffries reported...

- Seconded Moss's comments about Roger. He has been really helpful at the Library. She looks forward to working with him.
- The quality of the Library coverage in the Gazette was fantastic. She appreciates when Crystal attends Library events to take photos.
- Recently, Scott has helped with code enforcement issues around the Library. He is a great asset. We really have a lot of good people on staff and she appreciates all of their support.

Finance Director Ellis reported...

- Nothing to report.

City Recorder Payne reported...

- Reviewed the updates to tonight's agenda.

City Administrator Walsh reported...

- A few months ago, Councilor Locke brought up the idea of the City acquiring the additional tracks of land on Sand Island. DSL has a process for that. There is a \$750 application fee. Council directed Walsh to proceed with the application.
- The Waterfront planning continues. An open house is scheduled for April 27, 5:30 – 8 p.m.
- Our parks are the front door to the community. Great communities have great parks. Putting the priority on parks is a valuable investment.
- We have an Urban Renewal proposal from ECONorthwest. He would like to begin moving forward on that. There were no objections from Council.

Council Reports

Mayor Peterson reported...

- Nothing to report.

Councilor Conn reported...

- She has been attending CIT training this week. She encouraged everyone to come out and watch. It's an intensive 40-hour course, culminating in scenarios using the tools they learned. The presenters have been great.
- She thanked the Girl Scout Troop for allowing her and Mayor Peterson to talk to them last night. She invited them to participate in the Youth Council as they get older. They are also interested in participating in the Trash Can Painting contest on 4th of July.

Council President Morten reported...

- Asked if the Youth Council would be interested in participating in a KOHI radio broadcast? Councilor Carlson responded that they would be interested. Council President Morten will attend the April 18 Youth Council meeting and invite them.
- He would also like Public Works Engineering Director Nelson to participate in a radio broadcast. She can give an update on Public Works.
- Thanks for bringing up the parks issue. We have an extensive parks inventory. Parks, police and library are all suffering.
- Recently, there was cleanup done in McCormick Park by volunteers. Unfortunately, it went beyond the allowable land use regulations. He believes the volunteers are aware and know the process for next time.

Councilor Carlson reported...

- Thanked Sheppeard for his part in helping Councilor Locke take a group over to Sand Island to do cleanup. They really enjoyed it and look forward to going back.

Councilor Locke reported...

- He has received some complaints about people hanging around Cornerstone. There are a couple of gentlemen that sit on the sidewalk and smoke all day, every day. CCMH does not allow smoking on their property, so they use our sidewalk. They have plenty of property that they could designate a smoking area. Council President Walsh suggested we talk to the CCMH Director. Chief Moss understands the problem. He will talk to CCMH.
- Jeffries spoke to him about some of the things her employees are having to deal with now,

such as needles and other disgusting stuff. He suggested discussing if there's a need for employee training and adequate disposal facilities.

- He would like to see additional community education about the status of our budget. Citizens need to know that we are down to two people in the Parks Department and eight in the Police Department. If we start asking for volunteers, people may start realizing that we are in a budget crisis.

Executive Session

ORS 192.660(2)(h) Potential Litigation

Motion: At 2:27 p.m., upon Locke's motion and Carlson's second, the Council unanimously voted to move into executive session under ORS 192.660(2)(h) Potential Litigation.

Motion: At 2:41 p.m., upon completion of the executive session, Morten moved to go back into work session, seconded by Conn, and unanimously approved.

Other Business

No other business.

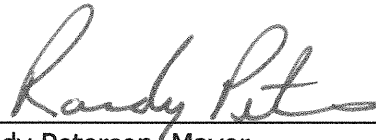


There being no further business, the meeting was adjourned at 2:42 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:


Kathy Payne, City Recorder


Randy Peterson, Mayor