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City of St. Helens COUNCIL AGENDA

Wednesday, April 6, 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. **PROCLAMATION: National Public Safety Telecommunicators Week – April 10-16**
5. **ORDINANCES – Final Reading**
 - A. **Ordinance No. 3205:** An Ordinance Amending St. Helens Municipal Code Chapter 8.24 Regarding Rules and Regulations within the Off-Leash Area of McCormick Park
6. **AUTHORIZE CITY ADMINISTRATOR TO EXECUTE SUBORDINATION AGREEMENT FOR HOLCOMB COMMERCIAL PROPERTIES LLC (KAVANAGH LID)**
7. **APPROVE AND/OR AUTHORIZE FOR SIGNATURE**
 - A. Legal Services Agreement Amendment with Jordan Ramis PC for Legal Services
 - B. Contract Payments
8. **CONSENT AGENDA FOR ACCEPTANCE**
 - A. Library Board Minutes dated February 9, 2016
 - B. Accounts Payable Bill List
9. **CONSENT AGENDA FOR APPROVAL**
 - A. Council Public Forum and Regular Session Minutes dated March 16, 2016
 - B. Declare Surplus Property – All Departments
 - C. OLCC Licenses
 - D. Accounts Payable Bill List
10. **MAYOR PETERSON REPORTS**
11. **COUNCIL MEMBER REPORTS**
12. **DEPARTMENT REPORTS**
13. **ADJOURN**



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.

City of St. Helens
PROCLAMATION
By Mayor Randy Peterson

National Public Safety Telecommunicators Week
April 10 – 16, 2016

WHEREAS, emergencies can occur at any time that require police, fire or emergency medical services; and

WHEREAS, when an emergency occurs the prompt response of police officers, firefighters and paramedics is critical to the protection of life and preservation of property; and

WHEREAS, the safety of our police officers and firefighters is dependent upon the quality and accuracy of information obtained from citizens who telephone the Columbia 9-1-1 Communications District; and

WHEREAS, public safety telecommunicators are the first, and most critical, contact our citizens have with emergency services; and

WHEREAS, public safety telecommunicators are the single vital link for our police officers, firefighters and emergency medical personnel by monitoring their activities by radio, providing them information, and insuring their safety; and

WHEREAS, public safety telecommunicators of the Columbia 9-1-1 Communications District have contributed substantially to the apprehension of criminals, suppression of fires, and treatment of patients; and

WHEREAS, each dispatcher has exhibited compassion, understanding, and professionalism during the performance of their job in the past year.

NOW, THEREFORE, I, Randy Peterson, Mayor of the City of St. Helens, do proclaim the week of April 10-16, 2016, as National Public Safety Telecommunicators Week in St. Helens, in honor of the men and women whose diligence and professionalism keep our city and citizens safe.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of St. Helens to be affixed at St. Helens City Hall on this 6th day of April, 2016.

MAYOR:

Randy Peterson, Mayor

ATTEST:

Kathy Payne, City Recorder

*Place
Gold
Seal &
Stamp
Here*

City of St. Helens
ORDINANCE NO. 3205

**AN ORDINANCE AMENDING ST. HELENS MUNICIPAL CODE CHAPTER
8.24 REGARDING RULES AND REGULATIONS WITHIN THE OFF-LEASH
AREA OF MCCORMICK PARK**

WHEREAS, in 2011, the City of St. Helens designated an area of McCormick Park as an off-leash area for the purposes of allowing dogs and their owners to play and exercise; and

WHEREAS, the City Council, City Parks Commission and staff have received feedback from the public on the use of the off-leash area with a common complaint being the prohibited use of dog toys; and

WHEREAS, staff has observed on numerous occasions the use of dog toys and has not seen any problems with it and has not taken any complaints regarding it, either.

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

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

Section 2. Amendment. Section 8.24.190 "Rules and regulations" is hereby amended as follows:

(7) Additional rules applicable within the off-leash area of McCormick Park as designated by Council Resolution No. 1564 are as follows:

(k) ~~No dog toys allowed.~~

Read the first time: March 16, 2016

Read the second time: April 6, 2016

APPROVED AND ADOPTED by the City Council this 6th day of April, 2016, by the following vote:

Ayes:

Nays:

Randy Peterson, Mayor


ATTEST:

Kathy Payne, City Recorder



Memorandum

To: The Mayor and Members of the City Council

From: Jon Ellis, Finance Director 

Subject: Request to Consider Subordination of Kavanaugh LID

Date: April 6, 2016

Request:

Holcomb Commercial Properties LLC has request that the City subordinate the Kavanaugh LID lien to facilitate the refinancing of subject properties with Wauna Federal Credit Union.

Background:

The original loan on these properties are a standard term limited commercial financing that requires resubmitting for financing after the original term period. The property owner expectations are to renew the financing, hopefully at lower interest rates, and has no intention or desire to draw on existing equity in the property.

Based on initial information, Staff believes that the refinancing should not erode the City's current equity position of the property. However, staff has not received final documentation at the time of issuing this report to quantify this assessment.

Recommendation:

In order to meet the timely processing of the continued financing of the property owner, staff request Council Authorize the City Administrator to execute the Subordination Agreement upon the confirmation of staff's initial assessment of the City's equity position.

LEGAL SERVICES AGREEMENT AMENDMENT

THIS LEGAL SERVICES AMENDMENT (“Amendment”) is made and entered into by and between the CITY OF ST. HELENS, an Oregon municipal corporation (“City”) and JORDAN RAMIS PC, a professional corporation (“Firm”) as of _____, 2016.

Recitals

A. The City and Firm are parties to a Legal Services Agreement dated January 2, 2007. The City and Firm wish to amend the rates charged by Firm for the services defined in the Legal Services Agreement.

Agreement

NOW, THEREFORE, the City and Firm mutually agree as follows:

1. Section 1 of the Legal Services Agreement is hereby amended as follows (added language underlined, deleted language stricken):

1. APPOINTMENT OF CITY ATTORNEY. The City does hereby appoint the Firm as its City Attorney and the Firm accepts such appointment. ~~Andy Jordan, Jeff Bennett and Cindy Phillips~~ Shelby Rihala of the Firm shall be the lawyer primarily responsible for provision of services under this Agreement. However, other lawyers or paralegals in the Firm may be assigned certain matters depending on the need for specific skills and availability. The City Attorney shall be a public official and an agent of the City.

2. Section 3 of the Legal Services Agreement is hereby amended as follows (added language underlined, deleted language stricken):

3. COMPENSATION. The Firm shall be paid on an hourly basis for the above services at the following rates:

3.1 Lawyer services. ~~\$180.00~~ 200.00 per hour;

3.2 Paralegal services, ~~\$150.00~~ 170.00 per hour; and

3.3 Project Assistant Services, ~~\$50.00~~ 70.00 per hour.

3.4 The compensation rates described in Section 3 of this Agreement, and the Firm’s performance of duties under Section 2 of this Agreement, shall be reviewed between the parties annually at each anniversary of the Agreement.

3.5 The Firm and City Administrator will regularly review the level of expenditures on legal services and will prioritize projects in order to stay within budgeted amounts.

3.6 Notwithstanding this section, the Firm will charge higher rates for provision of services provided by attorneys with specialties other than municipal law, including but not limited to matters relating to environment, water, natural resources, litigation, bankruptcy, creditors’ rights, and construction. The Firm shall be compensated at \$230 per hour for attorney

time and \$190 per hour for paralegal time for these specialty services.

3. Except as modified hereby, the terms and conditions of the Agreement remain in full force and effect.

AGREED to this ____ day of _____, 2016.

CITY OF ST.HELENS

JORDAN RAMIS PC

BY: _____

BY: _____

ITS: _____

ITS: _____

CONTRACT PAYMENTS

City Council Meeting
April 6, 2016

Landis & Landis Construction, LLC

Project: S-636 Pump Station #7 Upgrade (Inv#Sh7-1) \$ **146,822.00**

KP

Landis & Landis Construction, LLC

P.O. Box 50
Marylhurst, OR 97036
United States

Voice: (503) 466-9043
Fax: (503) 212-0121

INVOICE

Invoice Number: SH7-1
Invoice Date: Mar 18, 2016
Page: 1
Duplicate

Bill To:

City of Saint Helens
P.O. Box 278
Saint Helens, OR 97051

Ship to:

City of Saint Helens
P.O. Box 278
Saint Helens, OR 97051

Customer ID	Customer PO	Payment Terms	
City of Saint Helens		Net 10 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Jobsite		3/28/16

Quantity	Item	Description	Unit Price	Amount
1.00		Pump Station work, Complete	146,822.00	146,822.00
<p>010-303-653306 Pump Station #7 Upgrade, S-636</p> <p>APPROVED FOR PAYMENT</p> <p>INIT _____ DATE _____</p> <p>ACCOUNTS PAYABLE _____</p> <p>FINANCE <u>3/23</u></p> <p>SUPERVISOR <u>3-2316</u></p>				
Subtotal				146,822.00
Sales Tax				
Total Invoice Amount				146,822.00
Payment/Credit Applied				
TOTAL				146,822.00

Check/Credit Memo No:

City of St. Helens
Library Board
Minutes from Tuesday, February 9, 2016
Columbia Center Auditorium

Members Present

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

Members Absent

An Der Chang
Vanessa Jones

Guests

Councilors in Attendance

Susan Conn

Staff Present

Margaret Jeffries, Library Director



CALL MEETING TO ORDER: The meeting was called to order at 7:22 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: Agenda was changed to include the reading and approval of minutes from the special meeting held November 9, 2015. Minutes approved with no changes.

REPORT FROM LIBRARY BOARD SELECTION SUBCOMMITTEE: The Selection Committee met with one Library Board applicant, has an interview scheduled on February 12, 2016 with a second applicant, and will try to reschedule an interview with the third applicant for the same day.

STRATEGIC PLANNING DISCUSSION: City Council approved the use of some of the reserve funds from the LSTA grant to match any possible funds received from a Ford Family Foundation technical assistance grant. The Ford Family Foundation grant is available for use as soon as each proposal is approved so the Board could start the project when they choose.

Consultant Penny Hummel may propose the start of the Strategic Planning process until

July due to previous commitments. Director Jeffries stated that starting in July could make including educators from the community difficult. Another concern is losing momentum, so Jeffries is exploring what work can be done in the interim. Identifying the community stakeholders is one of the first steps to be taken.

Hummel can tailor her services to the Library's specific needs within a given budget. She will prepare a budget and an outline of the services she offers. This will allow the Board to decide how to best use her expertise in creating the Library's Strategic plan.

Hummel will attend the March Board meeting to discuss the services she offers, her work with other Oregon libraries, bench marking data, and answer questions from the Board and Staff about the Strategic Planning process.

In preparation for March's meeting, Director Jeffries will contact the Siuslaw Library's Director about the work they did with Hummel. The Board should look at Hummel's website, read the book, "Expecting More", and identify stakeholders in the community and determine how important each is in the planning process.

Member Lines suggested creating a timeline for the planning process to help maintain focus.

DIRECTOR'S REPORT: Library traffic and circulation is down.

Hiring a new part-time assistant and Youth Librarian is happening. Director Jeffries has been interviewing prospective employees and checking references, etc.

The next event happening at the Library is "Soup Night" on February 18, 2016 at 7:00p.m.

COUNCILOR'S REPORT: N/A

FRIENDS' REPORT: Thirteen people participated in the first annual Recycled Book Art Show and submitted a total of sixteen pieces of art.

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

Members need to bring all relevant materials to each meeting.

ADJOURNMENT:

The meeting was adjourned at 8:58 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							
04/12/16							
05/17/16		E					
06/21/16							
07/19/16							

Accounts Payable

To Be Paid Proof List

User: jenniferj
 Printed: 03/11/2016 - 8:54AM
 Batch: 00003.03.2016 - 03/11 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								False	0
INV32727	2/29/2016	77.00	0.00	03/11/2016	IVR WEB PAYMENTS				
012-106-554000 Contractual/consulting serv									
	INV32727 Total:	77.00							
	ACCELA, INC. #774375 T	77.00							
ALEXIN ANALYTICAL LABS, INC.									
001650								False	0
25411	2/29/2016	375.00	0.00	03/11/2016	ROUTINE COLIFORM E COLI TESTING				
017-017-472000 Lab Testing									
	25411 Total:	375.00							
	ALEXIN ANALYTICAL L	375.00							
BEMIS PRINTING									
002701								False	0
6696	2/17/2016	336.50	0.00	03/11/2016	INSPECTION REQUEST FORM 1000				
001-105-457000 Office supplies									
	6696 Total:	336.50							
	BEMIS PRINTING Total:	336.50							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
BULLARD LAW									
004880								False	0
21536	2/12/2016	79.00	0.00	03/11/2016	LEGAL SERVICES				
012-101-454000 Attorney									
21536 Total:		79.00							
BULLARD LAW Total:		79.00							
CANON SOLUTIONS AMERICA, INC									
021694								False	0
4018409123	2/26/2016	124.69	0.00	03/11/2016	POLICE COPIER 996975				
001-002-470000 Building Expense									
4018409123 Total:		124.69							
4018436317	2/29/2016	12.96	0.00	03/11/2016	COPIER 1539734 LIBRARY			False	0
001-004-473000 Misc Expense									
4018436317 Total:		12.96							
CANON SOLUTIONS AM		137.65							
CARY, DAN									
CARYD								False	0
MARCH 2016	3/10/2016	60.00	0.00	03/11/2016	PLANNING COMMISSION STIPENDS JAN-MARCH 20				
001-104-461000 Public meetings									
MARCH 2016 Total:		60.00							
CARY, DAN Total:		60.00							
CENTERLOGIC, INC.									
011595								False	0
33563	3/3/2016	119.29	0.00	03/11/2016	IT SUPPORT				
012-101-500000 Information services								False	0
33563	3/3/2016	79.53	0.00	03/11/2016					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
001-100-500000 Information services				IT SUPPORT				False	0
33563	3/3/2016	159.20	0.00	03/11/2016					
001-103-500000 Information services				IT SUPPORT				False	0
33563	3/3/2016	79.53	0.00	03/11/2016					
001-104-500000 Information services				IT SUPPORT				False	0
33563	3/3/2016	367.50	0.00	03/11/2016					
001-002-500000 Computer System Maint.				IT SUPPORT				False	0
33563	3/3/2016	577.50	0.00	03/11/2016					
001-004-500000 Computer Maintenance				IT SUPPORT				False	0
33563	3/3/2016	151.19	0.00	03/11/2016					
001-105-500000 Information services				IT SUPPORT				False	0
33563	3/3/2016	175.07	0.00	03/11/2016					
012-102-500000 Information services				IT SUPPORT				False	0
33563	3/3/2016	421.67	0.00	03/11/2016					
012-106-500000 Information services				IT SUPPORT				False	0
33563	3/3/2016	326.40	0.00	03/11/2016					
013-402-500000 Information services				IT SUPPORT					
33563 Total:		2,456.88							
CENTERLOGIC, INC. To		2,456.88							
CHAVES CONSULTING, INC.-CRMS									
006630								False	0
160054	3/1/2016	259.14	0.00	03/11/2016					
012-102-554000 Contractual/consulting serv				MONTHLY USER FEE MARCH 2016					
160054 Total:		259.14							
CHAVES CONSULTING,		259.14							
CINTAS CORPORATION-463									
006830								False	0
463627589	3/7/2016	44.12	0.00	03/11/2016					
018-019-470000 Building Expense				MATS				False	0
463627589	3/7/2016	44.11	0.00	03/11/2016					
018-020-470000 Building Expense				MATS					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
463627589 Total:		88.23							
463627591	3/7/2016	38.84	0.00	03/11/2016	MATS			False	0
013-403-470000 Building									
463627591 Total:		38.84							
CINTAS CORPORATION		127.07							
COHEN, GREG									
COHEN								False	0
MARCH 2016	3/10/2016	30.00	0.00	03/11/2016	PLANNING COMMISSION STIPENDS JAN-MARCH 20				
001-104-461000 Public meetings									
MARCH 2016 Total:		30.00							
COHEN, GREG Total:		30.00							
COLUMBIA ELECTRIC FEED & SEED									
008000								False	0
5133	2/17/2016	25.80	0.00	03/11/2016	CEDAR SHAVINGS				
001-005-509000 Marine board expense									
5133 Total:		25.80							
COLUMBIA ELECTRIC F		25.80							
CORRECT EQUIPMENT									
009210								False	0
32763	2/25/2016	347.40	0.00	03/11/2016	PART 511 SERVICE PACKAGE M110 SERIES 1-YEAR				
010-303-653306 Lift station									
32763 Total:		347.40							
CORRECT EQUIPMENT		347.40							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number					Description	Reference			
COUNTRY MEDIA INC.									
006800								False	0
217817	2/24/2016	117.66	0.00	03/11/2016	NOTICE OF PUBLIC HEARING REDUCTION OF 20 RE				
001-104-493000 Legal notices									
217817 Total:		117.66							
217818	2/24/2016	65.70	0.00	03/11/2016	NOTICE OF PROPOSED BALLOT TITLE JAMES JULIA			False	0
001-104-493000 Legal notices									
217818 Total:		65.70							
COUNTRY MEDIA INC. T		183.36							
DAILY JOURNAL OF COMMERCE, INC									
009900								False	0
742636122	3/4/2016	64.40	0.00	03/11/2016	W-449 2MG RESERVOIR REHAB ACCT 10028816				
010-302-653207 2 mg reservior rehab									
742636122 Total:		64.40							
DAILY JOURNAL OF CO		64.40							
EAGLE STAR ROCK PRODUCTS, INC.									
010970								False	0
30548	2/24/2016	257.85	0.00	03/11/2016	ROCK COWLITZ ST STORM				
018-021-501000 Operating Materials & Supplies									
30548 Total:		257.85							
30555	2/25/2016	136.17	0.00	03/11/2016	ROCK COWLITZ ST STORM			False	0
018-021-501000 Operating Materials & Supplies									
30555 Total:		136.17							
30559	2/26/2016	257.37	0.00	03/11/2016	ROCK COWLITZ ST STORM			False	0
018-021-501000 Operating Materials & Supplies									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
30559 Total:		257.37							
30562	2/29/2016	247.04	0.00	03/11/2016	ROCK COWLITZ ST STORM			False	0
018-021-501000 Operating Materials & Supplies									
30562 Total:		247.04							
EAGLE STAR ROCK PRO		898.43							
HUBBARD, RUSSELL									
HUBBAR.R								False	0
MARCH 2016	3/10/2016	90.00	0.00	03/11/2016	PLANNING COMMISSION STIPENDS JAN-MARCH 20				
001-104-461000 Public meetings									
MARCH 2016 Total:		90.00							
HUBBARD, RUSSELL To		90.00							
HUDSON GARBAGE SERVICE									
015875								False	0
8733399	3/1/2016	51.75	0.00	03/11/2016	1554				
001-004-459000 Utilities									
8733399 Total:		51.75							
8733522	3/1/2016	119.90	0.00	03/11/2016	8333			False	0
018-020-459000 Utilities								False	0
8733522	3/1/2016	119.90	0.00	03/11/2016	8333				
018-019-459000 Utilites									
8733522 Total:		239.80							
8733677	3/1/2016	83.00	0.00	03/11/2016	7539			False	0
012-107-459000 Utilitites									
8733677 Total:		83.00							
8733678	3/1/2016	83.00	0.00	03/11/2016				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
001-002-459000 Utilities				7547					
8733678 Total:		83.00							
8733679	3/1/2016	78.31	0.00	03/11/2016				False	0
013-403-459000 Utilities				7555					
8733679 Total:		78.31							
8733680	3/1/2016	398.37	0.00	03/11/2016				False	0
001-005-459000 Utilities				7598					
8733680 Total:		398.37							
8733681	3/1/2016	306.57	0.00	03/11/2016				False	0
001-110-459000 Utilities				7601					
8733681 Total:		306.57							
8733682	3/1/2016	154.96	0.00	03/11/2016				False	0
001-005-459000 Utilities				7636					
8733682 Total:		154.96							
HUDSON GARBAGE SER		1,395.76							
INGRAM LIBRARY SERVICES, INC.									
016240								False	0
92135670	3/2/2016	12.85	0.00	03/11/2016					
001-004-511000 Printed Materials				BOOKS					
92135670 Total:		12.85							
92135671	3/2/2016	42.14	0.00	03/11/2016				False	0
001-004-511000 Printed Materials				BOOKS					
92135671 Total:		42.14							
92135672	3/2/2016	22.71	0.00	03/11/2016				False	0
001-004-511000 Printed Materials				BOOKS					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
92135672 Total:		22.71							
92135673	3/2/2016	553.20	0.00	03/11/2016	BOOKS			False	0
001-004-511000 Printed Materials									
92135673 Total:		553.20							
INGRAM LIBRARY SERV		630.90							
JOHNSON, JENNIFER A.									
017039								False	0
MAR 2016	3/10/2016	235.39	0.00	03/11/2016	OGROA SPRING CONFERENCE J.JOHNSON SUNRIVE				
012-106-490000 Professional development									
MAR 2016 Total:		235.39							
JOHNSON, JENNIFER A.		235.39							
JORDAN RAMIS PC									
030274								False	0
FEB 2016	2/29/2016	835.20	0.00	03/11/2016	LEGAL SERVICES PLANNING HEARINGS				
001-104-454000 Attorney								False	0
FEB 2016	2/29/2016	354.00	0.00	03/11/2016	LEGAL SERVICES KAVANAGH SDC				
018-018-454000 Attorney Expense								False	0
FEB 2016	2/29/2016	644.43	0.00	03/11/2016	LEGAL SERVICES				
009-209-554120 Urban renewal review									
FEB 2016 Total:		1,833.63							
JORDAN RAMIS PC Tota		1,833.63							
KUNDERS, AARON									
017792								False	0
MAR 2016	3/3/2016	273.73	0.00	03/11/2016	OAWU MANAGEMENT AND TECH CONFERENCE AA				
018-019-490000 Schools & Conventions								False	0
MAR 2016	3/3/2016	273.73	0.00	03/11/2016					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
018-020-490000 Schools & Conventions					OAWU MANAGEMENT AND TECH CONFERENCE AA				
	MAR 2016 Total:	547.46							
	KUNDERS, AARON Tota	547.46							
LAWRENCE, KATHRYN LAWREN.K MARCH 2016	3/10/2016	90.00	0.00	03/11/2016	PLANNING COMMISSION STIPENDS JAN-MARCH 20			False	0
001-104-461000 Public meetings									
	MARCH 2016 Total:	90.00							
	LAWRENCE, KATHRYN	90.00							
LD PRODUCTS, INC. 018060 SIP-004402488	2/19/2016	31.44	0.00	03/11/2016	BLACK TONER			False	0
001-004-457000 Office Supplies									
	SIP-004402488 Total:	31.44							
	LD PRODUCTS, INC. Tot	31.44							
LEAF 018101 6314214	3/25/2016	170.00	0.00	03/11/2016	OCE VL2822C COPIER			False	0
012-107-502000 Equipment expense									
	6314214 Total:	170.00							
	LEAF Total:	170.00							
MASON, BRUCE, & GIRARD, INC. 019413									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
20453	2/11/2016	1,808.93	0.00	03/11/2016				False	0
017-517-546000 Forestry preservation				MLR/100 PROJECT #0100308 MILTON CREEK FOREST					
20453 Total:		1,808.93							
MASON, BRUCE, & GIR		1,808.93							
MCCOY ELECTRIC CO., INC.									
019713								False	0
213869	2/15/2016	266.50	0.00	03/11/2016					
018-020-501000 Operating Materials & Supplies				RECON PUMP AT REMOTE LIFT STATION					
213869 Total:		266.50							
213913	2/18/2016	492.00	0.00	03/11/2016				False	0
018-020-501000 Operating Materials & Supplies				TIMING RELAY FOR SEPTAGE REC STATION					
213913 Total:		492.00							
MCCOY ELECTRIC CO.,		758.50							
METROPRESORT									
020292								False	0
480877	3/3/2016	49.98	0.00	03/11/2016					
012-106-554000 Contractual/consulting serv				BILL PRINTING					
480877 Total:		49.98							
METROPRESORT Total:		49.98							
MIDWEST TAPE									
020427								False	0
93716040	2/25/2016	109.95	0.00	03/11/2016					
001-004-481000 Visual Materials				DVD					
93716040 Total:		109.95							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
93736027	3/2/2016	25.99	0.00	03/11/2016				False	0
001-004-481000 Visual Materials				DVD					
93736027 Total:		25.99							
MIDWEST TAPE Total:		135.94							
PEAK ELECTRIC GROUP, LLC									
PEAK.ELE	2/26/2016	1,117.00	0.00	03/11/2016				False	0
160060				MC CORMICK PARK / WATERFRONT PARK ELECTRIC					
001-005-501000 Operating Materials & Supp									
160060 Total:		1,117.00							
PEAK ELECTRIC GROU		1,117.00							
PEOPLE									
031444	3/10/2016	116.07	0.00	03/11/2016				False	0
MAR 2016				SUBSCRIPTION 3485780					
001-004-512000 Periodicals									
MAR 2016 Total:		116.07							
PEOPLE Total:		116.07							
PETERSEN, WILLIAM AL									
PETER.WA	3/10/2016	60.00	0.00	03/11/2016				False	0
MARCH 2016				PLANNING COMMISSION STIPENDS JAN-MARCH 20					
001-104-461000 Public meetings									
MARCH 2016 Total:		60.00							
PETERSEN, WILLIAM A		60.00							
PHILLIPS, CYNTHIA									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
025515								False	0
MAR 2016	2/23/2016	160.00	0.00	03/11/2016	TIME / MATERIAL ISSUES FROM FOWLER S. NELSON			False	0
010-304-653409 Godfrey Outfall								False	0
MAR 2016	2/23/2016	20.00	0.00	03/11/2016	REVIEW MEMO S. NELSON			False	0
010-304-653409 Godfrey Outfall								False	0
MAR 2016	3/1/2016	80.00	0.00	03/11/2016	CONTENTS OF POSTING FOR ORCADIA REV NOTICI			False	0
012-101-454000 Attorney								False	0
MAR 2016	3/1/2016	60.00	0.00	03/11/2016	REVIEW ON INFLOWY COMMUNICATIONS CONTRA			False	0
012-101-454000 Attorney								False	0
MAR 2016	3/4/2016	100.00	0.00	03/11/2016	PREPARE MEMO FOWLER CONTRACT S. NELSON			False	0
010-304-653409 Godfrey Outfall								False	0
MAR 2016	3/7/2016	60.00	0.00	03/11/2016	EMAIL REVIEW JUDGE CONTRACT WORKERS COM			False	0
012-101-454000 Attorney								False	0
MAR 2016	3/8/2016	80.00	0.00	03/11/2016	MEETING WITH SCOTT / BOB ABOUT JONES PROP 1.			False	0
012-101-454000 Attorney									
MAR 2016 Total:		560.00							
PHILLIPS, CYNTHIA Tot		560.00							
QUILL CORP.									
026700								False	0
3683631	2/26/2016	44.94	0.00	03/11/2016	OFFICE SUPPLIES				
001-004-457000 Office Supplies									
3683631 Total:		44.94							
3766347	3/2/2016	13.99	0.00	03/11/2016	CASIO AC ADAPTER			False	0
001-004-457000 Office Supplies									
3766347 Total:		13.99							
QUILL CORP. Total:		58.93							
REAL SIMPLE									
027015								False	0
MAR 2016	3/10/2016	43.00	0.00	03/11/2016	SUBSCRIPTION				
001-004-512000 Periodicals									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description								
MAR 2016 Total:		43.00							
REAL SIMPLE Total:		43.00							
SCAPPOOSE SAND & GRAVEL									
030050								False	0
9872	2/29/2016	69.50	0.00	03/11/2016					
017-017-501000 Operating Materials & Sup.				SALT AND PEPER SAND				False	0
9872	2/29/2016	69.50	0.00	03/11/2016					
018-018-501000 Operating Materials & Supplies				SALT AND PEPER SAND					
9872 Total:		139.00							
SCAPPOOSE SAND & GR		139.00							
SELDEN, LAURIE									
030715								False	0
083116	3/8/2016	2,948.00	0.00	03/11/2016					
001-103-554000 Contractual/consulting serv				CRIMINAL PROSECUTORIAL SERVICES 3/1/16-3/15/16					
083116 Total:		2,948.00							
SELDEN, LAURIE Total:		2,948.00							
SEMLING, SHIELA									
SMLNG.SH								False	0
MARCH 2016	3/10/2016	90.00	0.00	03/11/2016					
001-104-461000 Public meetings				PLANNING COMMISSION STIPENDS JAN-MARCH 20					
MARCH 2016 Total:		90.00							
SEMLING, SHIELA Total		90.00							
SMITHSONIAN									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
031460									
MAR 2016	3/10/2016	54.00	0.00	03/11/2016	SUBSCRIPTION			False	0
001-004-512000 Periodicals									
	MAR 2016 Total:	54.00							
	SMITHSONIAN Total:	54.00							
ST. HELENS COMPUTER CENTER									
028496								False	0
1481	3/7/2016	133.50	0.00	03/11/2016	INK				
018-019-501000 Operating Materials								False	0
1481	3/7/2016	133.50	0.00	03/11/2016	INK				
018-020-501000 Operating Materials & Supplies									
	1481 Total:	267.00							
	ST. HELENS COMPUTER	267.00							
SUNSET AUTO PARTS, INC.									
020815								False	0
932-26326	2/1/2016	12.69	0.00	03/11/2016	AUTO PARTS				
018-021-501000 Operating Materials & Supplies									
	932-26326 Total:	12.69							
932-27146	2/9/2016	78.71	0.00	03/11/2016	AUTO PARTS			False	0
001-002-510000 Automobile Expense									
	932-27146 Total:	78.71							
932-27540	2/12/2016	24.69	0.00	03/11/2016	AUTO PARTS			False	0
011-011-501000 Operating Materials & Supp									
	932-27540 Total:	24.69							
932-28057	2/17/2016	31.98	0.00	03/11/2016	AUTO PARTS			False	0
017-017-501000 Operating Materials & Sup.									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
932-28057 Total:		31.98							
932-29443	2/29/2016	35.62	0.00	03/11/2016	AUTO PARTS			False	0
015-015-501000 Operating Materials & Supp									
932-29443 Total:		35.62							
SUNSET AUTO PARTS, I		183.69							
SUNSET EQUIPMENT CO.									
032700								False	0
33051	3/2/2016	7.16	0.00	03/11/2016	ORANGE BAR TOOL PACK				
018-018-501000 Operating Materials & Supplies									
33051 Total:		7.16							
SUNSET EQUIPMENT C		7.16							
TCMS CORPORATION									
033013								False	0
014372	3/2/2016	1,383.50	0.00	03/11/2016	C10630 CITY HALL 01051				
012-107-554000 Contractual/consulting serv									
014372 Total:		1,383.50							
014373	3/2/2016	374.00	0.00	03/11/2016	C10000 CUST 01051 ANNEX CITY HALL			False	0
012-107-554000 Contractual/consulting serv									
014373 Total:		374.00							
014390	3/2/2016	235.00	0.00	03/11/2016	C10855 WWTP 030028			False	0
018-020-470000 Building Expense									
014390	3/2/2016	235.00	0.00	03/11/2016	C10855 WWTP 030028			False	0
018-019-470000 Building Expense									
014390 Total:		470.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
<hr/>									
	TCMS CORPORATION T	2,227.50							
<hr/>									
TEEN VOGUE									
TEENVOU									
MAR 2016	3/10/2016	15.00	0.00	03/11/2016				False	0
001-004-512000 Periodicals				SUBSCRIPTION					
<hr/>									
	MAR 2016 Total:	15.00							
<hr/>									
	TEEN VOGUE Total:	15.00							
<hr/>									
TYPETHINK, LLC									
034599									
5827	3/1/2016	300.00	0.00	03/11/2016				False	0
009-206-458100 PEG Access				MONTHLY WEBSITE HOSTING LIC AND SUPPORT					
<hr/>									
	5827 Total:	300.00							
<hr/>									
	TYPETHINK, LLC Total:	300.00							
<hr/>									
UNIVERSITY OF OREGON LIBRARIES									
034502									
144	3/3/2016	75.00	0.00	03/11/2016				False	0
001-004-512000 Periodicals				MICROFILM SUBS					
<hr/>									
	144 Total:	75.00							
<hr/>									
	UNIVERSITY OF OREGO	75.00							
<hr/>									
WEBSTER, AUDREY									
WEBSTERA									
MARCH 2016	3/10/2016	90.00	0.00	03/11/2016				False	0
001-104-461000 Public meetings				PLANNING COMMISSION STIPENDS JAN-MARCH 20					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description		Reference						
	MARCH 2016 Total:	90.00							
	WEBSTER, AUDREY Tot	90.00							
WILCOX & FLEGEL 037003 C002274-IN 013-403-531000 Gasoline	3/1/2016	2,259.80	0.00	03/11/2016	DIESEL 800.1 GAS 700.0			False	0
	C002274-IN Total:	2,259.80							
	WILCOX & FLEGEL Tota	2,259.80							
	Report Total:	23,846.71							

Accounts Payable

To Be Paid Proof List

User: jenniferj
 Printed: 03/25/2016 - 1:23PM
 Batch: 00012.03.2016 - 03/25 FY 15-16



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description					Reference			
<hr/>									
AMAZON.COM									
001145									
FEB 2016	3/10/2016	45.36	0.00	03/25/2016				False	0
001-004-457000 Office Supplies				CASIO TAPE					
FEB 2016	3/10/2016	187.10	0.00	03/25/2016				False	0
001-004-481000 Visual Materials				BOOKS					
		<hr/>							
FEB 2016 Total:		232.46							
		<hr/>							
AMAZON.COM Total:		232.46							
ANDERSON'S WESTERN SALES									
001708									
171005	3/18/2016	68.50	0.00	03/25/2016				False	0
018-019-501000 Operating Materials				GLOVES					
171005	3/18/2016	68.50	0.00	03/25/2016				False	0
018-020-501000 Operating Materials & Supplies				GLOVES					
		<hr/>							
171005 Total:		137.00							
		<hr/>							
ANDERSON'S WESTERN		137.00							
BETTER HOMES AND GARDENS									
003148									
MAR 2016	3/22/2016	20.00	0.00	03/25/2016				False	0
001-004-512000 Periodicals				MAGAZINE SUBSCRIPTION					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
MAR 2016 Total:		20.00							
BETTER HOMES AND G		20.00							
CENTERLOGIC, INC.									
011595									
31997	11/5/2016	13.00	0.00	03/25/2016				False	0
012-101-500000 Information services				SERVERS BACK UP					
31997	11/5/2016	22.75	0.00	03/25/2016				False	0
001-100-500000 Information services				SERVERS BACK UP					
31997	11/5/2016	9.75	0.00	03/25/2016				False	0
001-103-500000 Information services				SERVERS BACK UP					
31997	11/5/2016	3.25	0.00	03/25/2016				False	0
001-104-500000 Information services				SERVERS BACK UP					
31997	11/5/2016	78.00	0.00	03/25/2016				False	0
001-002-500000 Computer System Maint.				SERVERS BACK UP					
31997	11/5/2016	22.75	0.00	03/25/2016				False	0
001-004-500000 Computer Maintenance				SERVERS BACK UP					
31997	11/5/2016	9.75	0.00	03/25/2016				False	0
001-105-500000 Information services				SERVERS BACK UP					
31997	11/5/2016	9.75	0.00	03/25/2016				False	0
015-015-500000 Computer System Maint.				SERVERS BACK UP					
31997	11/5/2016	9.75	0.00	03/25/2016				False	0
012-102-500000 Information services				SERVERS BACK UP					
31997	11/5/2016	26.00	0.00	03/25/2016				False	0
012-106-500000 Information services				SERVERS BACK UP					
31997	11/5/2016	19.50	0.00	03/25/2016				False	0
013-402-500000 Information services				SERVERS BACK UP					
31997	11/5/2016	78.00	0.00	03/25/2016				False	0
013-403-500000 Information services				SERVERS BACK UP					
31997	11/5/2016	9.75	0.00	03/25/2016				False	0
017-417-501000 Operating materials and suppli				SERVERS BACK UP					
31997	11/5/2016	13.00	0.00	03/25/2016				False	0
018-019-500000 Computer System Maint.				SERVERS BACK UP					
31997 Total:		325.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
33396	2/18/2016	344.97	0.00	03/25/2016				False	0
012-106-500000 Information services				INV 3396B REMANDER OF BILL SUPPLIES / PARTS FO					
33396 Total:		344.97							
33670	3/7/2016	22.75	0.00	03/25/2016				False	0
001-100-500000 Information services				SERVERS BACK UP					
33670	3/7/2016	9.75	0.00	03/25/2016				False	0
001-103-500000 Information services				SERVERS BACK UP					
33670	3/7/2016	3.25	0.00	03/25/2016				False	0
001-104-500000 Information services				SERVERS BACK UP					
33670	3/7/2016	78.00	0.00	03/25/2016				False	0
001-002-500000 Computer System Maint.				SERVERS BACK UP					
33670	3/7/2016	22.75	0.00	03/25/2016				False	0
001-004-500000 Computer Maintenance				SERVERS BACK UP					
33670	3/7/2016	9.75	0.00	03/25/2016				False	0
001-105-500000 Information services				SERVERS BACK UP					
33670	3/7/2016	9.75	0.00	03/25/2016				False	0
015-015-500000 Computer System Maint.				SERVERS BACK UP					
33670	3/7/2016	9.75	0.00	03/25/2016				False	0
012-102-500000 Information services				SERVERS BACK UP					
33670	3/7/2016	26.00	0.00	03/25/2016				False	0
012-106-500000 Information services				SERVERS BACK UP					
33670	3/7/2016	19.50	0.00	03/25/2016				False	0
013-402-500000 Information services				SERVERS BACK UP					
33670	3/7/2016	78.00	0.00	03/25/2016				False	0
013-403-500000 Information services				SERVERS BACK UP					
33670	3/7/2016	9.75	0.00	03/25/2016				False	0
017-417-501000 Operating materials and suppli				SERVERS BACK UP					
33670	3/7/2016	13.00	0.00	03/25/2016				False	0
018-019-500000 Computer System Maint.				SERVERS BACK UP					
33670	3/7/2016	13.00	0.00	03/25/2016				False	0
018-019-500000 Computer System Maint.				SERVERS BACK UP					
33670 Total:		325.00							
33777	3/17/2016	210.80	0.00	03/25/2016				False	0
012-101-500000 Information services				IT SUPPORT					
33777	3/17/2016	140.54	0.00	03/25/2016				False	0
001-100-500000 Information services				IT SUPPORT					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
33777	3/17/2016	281.33	0.00	03/25/2016				False	0
001-103-500000 Information services				IT SUPPORT					
33777	3/17/2016	140.54	0.00	03/25/2016				False	0
001-104-500000 Information services				IT SUPPORT					
33777	3/17/2016	487.50	0.00	03/25/2016				False	0
001-002-500000 Computer System Maint.				IT SUPPORT					
33777	3/17/2016	267.18	0.00	03/25/2016				False	0
001-105-500000 Information services				IT SUPPORT					
33777	3/17/2016	309.39	0.00	03/25/2016				False	0
012-102-500000 Information services				IT SUPPORT					
33777	3/17/2016	745.15	0.00	03/25/2016				False	0
012-106-500000 Information services				IT SUPPORT					
33777	3/17/2016	576.81	0.00	03/25/2016				False	0
013-402-500000 Information services				IT SUPPORT					
33777 Total:		3,159.24							
CENTERLOGIC, INC. To		4,154.21							
CENTURY LINK									
034004									
B11166428016071	3/11/2016	88.40	0.00	03/25/2016				False	0
001-002-458000 Telephone Expense				1664					
B11166428016071 Total:		88.40							
B11166583916075	3/15/2016	88.40	0.00	03/25/2016				False	0
017-417-458000 Telephone expense				1665					
B11166583916075 Total:		88.40							
CENTURY LINK Total:		176.80							
CINTAS CORPORATION									
037620									
5004787602	3/22/2016	109.95	0.00	03/25/2016				False	0
012-107-457000 Office supplies				CABINET REFILL					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
5004787602 Total:		109.95							
9008795616	1/25/2016	39.69	0.00	03/25/2016				False	0
018-019-501000 Operating Materials				EYE STATION REFILL					
9008795616	1/25/2016	39.69	0.00	03/25/2016				False	0
018-020-501000 Operating Materials & Supplies				EYE STATION REFILL					
9008795616 Total:		79.38							
CINTAS CORPORATION		189.33							
CITY OF ST. HELENS									
ST.HELEN									
MAR 2016	3/23/2016	100.00	0.00	03/25/2016				False	0
001-103-554000 Contractual/consulting serv				CITY PAYING BUS LIC FEE FOR CLAYTON LANCE, A					
MAR 2016 Total:		100.00							
CITY OF ST. HELENS To		100.00							
COASTWIDE LABORATORIES									
007159									
2859291	3/8/2016	167.01	0.00	03/25/2016				False	0
001-004-470000 Building Expense				TP, SEAT COVERS, RL TWL					
2859291 Total:		167.01							
COASTWIDE LABORATO		167.01							
COLUMBIA COUNTY CLERK									
007500									
MAR 2016	3/17/2016	56.00	0.00	03/25/2016				False	0
001-104-494000 Recording fees				COUNTY RECORDING FEES LOT 19 BLOCK 135					
MAR 2016 Total:		56.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
COLUMBIA COUNTY CL		56.00							
COLUMBIA COUNTY TRANSFER STATION									
007579									
5211	2/29/2016	83.16	0.00	03/25/2016				False	0
009-209-554000 Contract Services				BOISE PROPERTY TRASH CLEAN UP HOMELESS TR					
<hr/>									
5211 Total:		83.16							
<hr/>									
COLUMBIA COUNTY TR		83.16							
COLUMBIA RIVER P.U.D.									
008325									
FEB 2016	3/14/2016	436.83	0.00	03/25/2016				False	0
001-002-459000 Utilities				7493					
FEB 2016	3/14/2016	655.62	0.00	03/25/2016				False	0
001-004-459000 Utilities				7493					
FEB 2016	3/14/2016	558.31	0.00	03/25/2016				False	0
001-005-459000 Utilities				7493					
FEB 2016	3/14/2016	308.32	0.00	03/25/2016				False	0
001-005-509000 Marine board expense				7493					
FEB 2016	3/14/2016	5,316.13	0.00	03/25/2016				False	0
011-011-453000 Street Lighting				7493					
FEB 2016	3/14/2016	916.79	0.00	03/25/2016				False	0
012-107-459000 Utilites				7493					
FEB 2016	3/14/2016	501.22	0.00	03/25/2016				False	0
013-403-459000 Utilities				7493					
FEB 2016	3/14/2016	2,693.51	0.00	03/25/2016				False	0
017-017-459000 Utilities				7493					
FEB 2016	3/14/2016	4,378.07	0.00	03/25/2016				False	0
017-417-459000 Utilities				7493					
FEB 2016	3/14/2016	582.09	0.00	03/25/2016				False	0
018-019-534000 Electrical Energy				7493					
FEB 2016	3/14/2016	1,746.26	0.00	03/25/2016				False	0
018-020-534000 Electrical Energy				7493					
FEB 2016	3/14/2016	151.55	0.00	03/25/2016				False	0
018-021-459000 Utilites				7493					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description			Reference		
FEB 2016	3/14/2016	984.95	0.00	03/25/2016				False	0
018-022-459000 Utilities				7493					
	FEB 2016 Total:	19,229.65							
	COLUMBIA RIVER P.U.D	19,229.65							
COMCAST									
COMCAST									
MAR 2016	3/12/2016	104.87	0.00	03/25/2016				False	0
017-417-459000 Utilities				3238					
MAR 2016	3/14/2016	119.10	0.00	03/25/2016				False	0
001-005-458000 Telephone Expense				9228					
	MAR 2016 Total:	223.97							
	COMCAST Total:	223.97							
CONSOLIDATED SUPPLY									
009000									
S7668932.001	3/4/2016	258.17	0.00	03/25/2016				False	0
017-017-501000 Operating Materials & Sup.				MATERIALS					
	S7668932.001 Total:	258.17							
S7672270.001	3/8/2016	114.96	0.00	03/25/2016				False	0
018-018-501000 Operating Materials & Supplies				MATERIALS					
	S7672270.001 Total:	114.96							
	CONSOLIDATED SUPPL	373.13							
COUNTRY MEDIA INC.									
006800									
219862	3/9/2016	84.40	0.00	03/25/2016				False	0
001-100-461000 Public meetings				ADVERTISING					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
219862 Total:		84.40							
COUNTRY MEDIA INC. T		84.40							
DISCOVERY GIRLS DIS.GIRL MAR 2016 001-004-512000 Periodicals	3/22/2016	29.95	0.00	03/25/2016	MAGAZINE SUBSCRIPTION			False	0
MAR 2016 Total:		29.95							
DISCOVERY GIRLS Tota		29.95							
EAGLE STAR ROCK PRODUCTS, INC. 010970 30593 010-304-653400 Storm drains	3/7/2016	252.35	0.00	03/25/2016	ROCK- COWLITZ ST STORM			False	0
30593 Total:		252.35							
30598 011-011-501000 Operating Materials & Supp	3/8/2016	166.56	0.00	03/25/2016	ROCK- STREETS			False	0
30598 Total:		166.56							
30604 018-018-501000 Operating Materials & Supplies	3/9/2016	132.69	0.00	03/25/2016	ROCK- S 2ND ST SEWER			False	0
30604 Total:		132.69							
30629 010-304-653400 Storm drains	3/15/2016	127.38	0.00	03/25/2016	ROCK- S 1ST STORM			False	0
30629 Total:		127.38							
30636 010-304-653400 Storm drains	3/16/2016	184.22	0.00	03/25/2016	ROCK- S 4TH AND 9TH ST. STORM			False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
	30636 Total:	184.22							
30645	3/17/2016	267.02	0.00	03/25/2016				False	0
010-304-653400 Storm drains					ROCK- S 9TH ST STORM				
30645 Total:		267.02							
EAGLE STAR ROCK PRO		1,130.22							
EASYPERMIT POSTAGE									
025602									
MAR 2016	3/23/2016	3,000.00	0.00	03/25/2016				False	0
012-106-480000 Postage					POSTAGE REFILL				
MAR 2016 Total:		3,000.00							
EASYPERMIT POSTAGE		3,000.00							
FOOD NETWORK MAGAZINE									
012399									
MAR 2016	3/22/2016	44.97	0.00	03/25/2016				False	0
001-004-512000 Periodicals					MAGAZINE SUBSCRIPTION				
MAR 2016 Total:		44.97							
FOOD NETWORK MAGA		44.97							
GALE/CENGAGE LEARNING									
013073									
57575520	3/2/2016	260.00	0.00	03/25/2016				False	0
001-004-511000 Printed Materials					BOOKS				
57575520 Total:		260.00							
GALE/CENGAGE LEARN		260.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
GRAICHEN, JACOB A.									
014039									
MAR 2016	3/15/2016	31.32	0.00	03/25/2016				False	0
001-104-490000 Professional development				TRAVEL EXP MAUL FOSTER WATERFRONT DEV PLA					
MAR 2016 Total:		31.32							
GRAICHEN, JACOB A. T		31.32							
INGRAM LIBRARY SERVICES, INC.									
016240									
92108049	3/1/2016	-5.49	0.00	03/25/2016				False	0
001-004-511000 Printed Materials				BOOKS CREDIT					
92108049 Total:		-5.49							
92159570	3/4/2016	31.26	0.00	03/25/2016				False	0
001-004-511000 Printed Materials				BOOKS					
92159570 Total:		31.26							
92159571	3/4/2016	7.15	0.00	03/25/2016				False	0
001-004-511000 Printed Materials				BOOKS					
92159571 Total:		7.15							
92159572	3/4/2016	33.55	0.00	03/25/2016				False	0
001-004-511000 Printed Materials				BOOKS					
92159572 Total:		33.55							
92159573	3/4/2016	114.45	0.00	03/25/2016				False	0
001-004-490000 Schools & Conventions				BOOKS LIBRARY BOARD -EXPECT MORE					
92159573 Total:		114.45							
92165320	3/4/2016	-30.69	0.00	03/25/2016				False	0
001-004-511000 Printed Materials				BOOKS CREDIT					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
92165320 Total:		-30.69							
92211075	3/8/2016	824.40	0.00	03/25/2016				False	0
001-004-511000 Printed Materials				BOOKS					
92211075 Total:		824.40							
92211076	3/8/2016	228.21	0.00	03/25/2016				False	0
001-004-511000 Printed Materials				BOOKS					
92211076 Total:		228.21							
INGRAM LIBRARY SERV		1,202.84							
JEFFRIES, MARGARET									
016949									
MAR 2016	3/18/2016	189.58	0.00	03/25/2016				False	0
009-210-473100 Recruitment expense				LIB 1 CANDIDATE EXP CAR SERVICE, PARKING, DIN					
MAR 2016 Total:		189.58							
JEFFRIES, MARGARET T		189.58							
KALLIO, GARY									
017444									
0002639	3/18/2016	170.75	0.00	03/25/2016				False	0
001-000-204000 Bail Deposit				BOND TRANSFER					
0002639 Total:		170.75							
KALLIO, GARY Total:		170.75							
MAILBOXES NORTHWEST									
019366									
MAR 2016	2/27/2016	26.41	0.00	03/25/2016				False	0
001-002-480000 Postage				CUSTOMER 2801 POLICE SHIPPING WATERSHED / O'					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
	MAR 2016 Total:	26.41							
	MAILBOXES NORTHWE	26.41							
MIDWEST TAPE 020427									
93761529	3/10/2016	22.99	0.00	03/25/2016				False	0
001-004-481000 Visual Materials				DVD					
	93761529 Total:	22.99							
	MIDWEST TAPE Total:	22.99							
NORTHERN SAFETY CO., INC. 021152									
901843652	3/11/2016	179.93	0.00	03/25/2016				False	0
013-403-501000 Operating materials/supplies				MATERIALS					
	901843652 Total:	179.93							
	NORTHERN SAFETY CO	179.93							
NORTHWEST NATURAL GAS 021400									
MAR 2016	3/16/2016	136.86	0.00	03/25/2016				False	0
012-107-459000 Utilitites				5285					
MAR 2016	3/16/2016	100.20	0.00	03/25/2016				False	0
012-107-459000 Utilitites				2848					
MAR 2016	3/16/2016	76.45	0.00	03/25/2016				False	0
001-005-459000 Utilities				8563					
MAR 2016	3/16/2016	589.36	0.00	03/25/2016				False	0
001-004-459000 Utilities				7673					
MAR 2016	3/16/2016	108.10	0.00	03/25/2016				False	0
018-019-459000 Utilites				5750					
MAR 2016	3/16/2016	108.09	0.00	03/25/2016				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
018-020-459000 Utilities				5750					
MAR 2016	3/16/2016	125.11	0.00	03/25/2016				False	0
001-005-459000 Utilities				3047					
MAR 2016	3/14/2016	104.46	0.00	03/25/2016				False	0
013-403-459000 Utilities				8675					
MAR 2016	3/14/2016	7.86	0.00	03/25/2016				False	0
018-018-459000 Utilites				7720					
MAR 2016	3/14/2016	7.86	0.00	03/25/2016				False	0
017-017-459000 Utilities				7720					
MAR 2016	3/14/2016	1,204.71	0.00	03/25/2016				False	0
017-417-459000 Utilities				2942					
MAR 2016	3/14/2016	159.57	0.00	03/25/2016				False	0
001-002-459000 Utilities				5638					
MAR 2016 Total:		2,728.63							
NORTHWEST NATURAL		2,728.63							
OPUS:INTERACTIVE, INC.									
021979									
276438	3/15/2016	39.00	0.00	03/25/2016				False	0
012-102-500000 Information services				5951					
276438 Total:		39.00							
276780	3/15/2016	5.00	0.00	03/25/2016				False	0
001-002-500000 Computer System Maint.				4775					
276780 Total:		5.00							
OPUS:INTERACTIVE, IN		44.00							
PCM									
57896									
S94987920101	3/10/2016	440.96	0.00	03/25/2016				False	0
009-203-652312 Public Computers - software				ERGONOMIC LED					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
S94987920101 Total:		440.96							
PCM Total:		440.96							
PENNY HUMMEL CONSULTING									
589756									
1046	3/2/2016	382.40	0.00	03/25/2016				False	0
009-210-554000 Strategic Planning				BENCHMARKING DISCUSSION FOR LIB BOARD ON					
1046 Total:		382.40							
PENNY HUMMEL CONS		382.40							
PENTAIR VALVES & CONTROL									
PENTAIR									
3418750-00	3/9/2016	368.22	0.00	03/25/2016				False	0
017-417-501000 Operating materials and suppli				MATERIALS					
3418750-00 Total:		368.22							
PENTAIR VALVES & CO		368.22							
POETS & WRITERS									
025612									
MAR 2016	3/22/2016	29.95	0.00	03/25/2016				False	0
001-004-512000 Periodicals				SUBSCRIPTION MAGAZINE					
MAR 2016 Total:		29.95							
POETS & WRITERS Tota		29.95							
POPULAR MECHANICS									
025617									
MAR 2016	3/22/2016	23.97	0.00	03/25/2016				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
001-004-512000 Periodicals					MAGAZINE SUBSCRIPTION				
	MAR 2016 Total:	23.97							
	POPULAR MECHANICS	23.97							
ROGER STAUFFER REMODELING LLC R.STAUFF									
1350	3/2/2016	2,583.00	0.00	03/25/2016				False	0
012-107-575000 Equipment expense					ROOF HATCH WORK				
	1350 Total:	2,583.00							
	ROGER STAUFFER REM	2,583.00							
SELDEN, LAURIE 030715									
083114	3/23/2016	2,948.00	0.00	03/25/2016				False	0
001-103-554000 Contractual/consulting serv					CRIMINAL PROSECUTORIAL SERVICES 3/15-3/29/16				
	083114 Total:	2,948.00							
	SELDEN, LAURIE Total:	2,948.00							
SIMPLEXGRINNELL LP 014130									
78492146	3/8/2016	1,139.15	0.00	03/25/2016				False	0
001-004-470000 Building Expense					FIRE ALARM SYSTEM NOTIFIER				
	78492146 Total:	1,139.15							
	SIMPLEXGRINNELL LP	1,139.15							
SOLUTIONS YES 013581									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
INV65524	3/18/2016	236.50	0.00	03/25/2016				False	0
012-107-502000 Equipment expense				COO2 COPIES C10184-01					
INV65524 Total:		236.50							
SOLUTIONS YES Total:		236.50							
SUNSHINE PIZZA									
032710									
011871	3/2/2016	159.55	0.00	03/25/2016				False	0
013-403-501000 Operating materials/supplies				CATERING MARC / JIM RETIREMENT					
011871 Total:		159.55							
SUNSHINE PIZZA Total:		159.55							
TRAFFIC SAFETY SUPPLY CO., INC									
033600									
109386	3/7/2016	31.89	0.00	03/25/2016				False	0
001-005-501000 Operating Materials & Supp				SIGNS					
109386 Total:		31.89							
TRAFFIC SAFETY SUPP		31.89							
TUALATIN VALLEY WORKSHOP INC									
033827									
0020942-IN	3/15/2016	1,354.31	0.00	03/25/2016				False	0
012-107-554000 Contractual/consulting serv				CITY HALL FEB 2016					
0020942-IN Total:		1,354.31							
0020943-IN	3/15/2016	1,318.70	0.00	03/25/2016				False	0
001-004-508000 Janitorial Services				COL CENTER FEB 2016					
0020943-IN Total:		1,318.70							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
0020944-IN	3/15/2016	475.14	0.00	03/25/2016				False	0
001-002-508000 Janitorial Services				POLICE FEB 2016					
0020944-IN Total:		475.14							
0020945-IN	3/15/2016	163.97	0.00	03/25/2016				False	0
018-020-470000 Building Expense				WWTP FEB 2016					
0020945-IN	3/15/2016	163.96	0.00	03/25/2016				False	0
018-019-470000 Building Expense				WWTP FEB 2016					
0020945-IN Total:		327.93							
TUALATIN VALLEY WO		3,476.08							
UNIVERSITY OF OREGON LIBRARIES									
034502									
121	2/9/2016	75.00	0.00	03/25/2016				False	0
001-004-512000 Periodicals				MICROFILM SUBSCRIPTION					
121 Total:		75.00							
UNIVERSITY OF OREGO		75.00							
WILD CURRANT RESTAURANT									
037008									
3463	3/15/2016	150.00	0.00	03/25/2016				False	0
009-210-554000 Strategic Planning				BOARD MEETING DINNER 14 GUESTS					
3463 Total:		150.00							
WILD CURRANT RESTA		150.00							
Report Total:		46,333.38							

City of St. Helens

Consent Agenda for Approval

CITY COUNCIL MINUTES

Presented for approval on this 6th day of April, 2016 are the following Council minutes:

2016

- Public Forum and Regular Session Minutes dated March 16, 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

Public Forum Minutes

March 16, 2016

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

Members Absent: Randy Peterson, Mayor

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: Cynthia Dailey-Hewkin
Mike Herron
John Brewington
Josiah Pense

Howard Blumenthal
Robert Braud
Mary Hubbard
Rick Scholl

Nancy Herron
Sheila Semling
Russ Hubbard

Public Forum – 6PM

Discussion on Proposed Columbia View Park Upgrades



Audio recording is not working.

Council President Morten opened the public forum. He welcomed everyone and thanked them for coming.

City Administrator Walsh explained that the proposal for a new stage is only a concept at this point. The City's event planner has been hearing that the current gazebo has made it difficult to bring in large groups and is an acoustical challenge. The stage is based on a maritime theme. The gazebo would be relocated.

Audio recording working.

Councilor Conn added that accessibility was also an issue.

Public Comment

◆Bob Braud. He thinks the gazebo has run its course. A lot of people attend 13 Nights on the River. It's important to have a good facility. The proposed facility fits well with the concept of the waterfront park, which is really important to him. The river is a jewel that we need to focus on. The concept is fantastic as far as he is concerned.

◆Cynthia Dailey-Hewkin. Since the park is called Columbia View Park, how much of the new design would interfere with the view? She showed a picture of what was in the 2011 CRPUD calendar. The sign that was there was taken down because of the view. The gazebo was donated. Were there stipulations that went with that donation? Councilor Conn said no. The other question she has is about loud noise. She has come to concerts and has had to wear earplugs before. How do you decide on this? Council President Morten explained that they will take as much input from citizens as they can. Next, they will seek input from professionals who design waterfronts, musicians and local event coordinators. She thanked the Council.

◆Steve Topaz. The gazebo is quaint, needs to be repaired and should be. The number of people who can watch is determined by the amphitheater. If you want more people, you'll need another amphitheater. It needs to have a back to produce good sound. The Council should consider putting in a large stage with a hard top and a back on it and face the opposite direction on the Boise Veneer property. Steve expressed his concerns that a fabric top will end up sounding like a beating drum. There is no place to hang speakers or lights in the proposal. There needs to be adequate power and drainage. The Veneer property would be adequate for parking as well.

Council President Morten asked Steve for clarification about a hard backed staged. Steve explained that the back of the stage should be solid, so sound does not reflect off the river.

◆John Brewington. He is on the Parks Commission but is here representing himself tonight. He has been involved in more festivals downtown than probably anyone at the City. He held the first festival downtown in 1979, which was Port of Fun. Steve is right about sound reflection and a soft top. You have to be very careful where you place something because of the wind coming upriver. The courthouse serves as a windbreak. If you move back too far, you will no longer have that windbreak. There needs to be acoustic testing. The gazebo was donated by Grace Sutherland, of Grace's Antiques. When Port of Fun first began downtown, they used the end of the street in front of Grace's as a beer garden with bands. It acted as a natural amphitheater. He was Chair of 13 Nights on the River for the first three years it began. It is a great event and should continue. He would like the gazebo to be kept if it needs to be moved. The Council could consider having two different venues, a smaller one and larger one. He cautioned the Council about doing anything too quickly. Digressing to another topic, he

reported that St. Helens Kiwanis organizes a parade every year. This year it will include a carnival and vendors on the waterfront. He requested the Council waive the special use permit fees, since the money will be used for local charities. He also requested assistance with security.

Council President Morten asked John to make that request at the Council regular session following the public forum.

◆Sheila Semling. She asked the Council to consider the performers. If it starts to rain during the performance, the top needs to cover the instruments and all the electricity. She would like to see the present gazebo kept and the new band shell, or whatever is used, in a newer location. Handicap accessibility on the Boise property is better than anywhere else.

◆Russ Hubbard. He is in agreement with the last three people. The gazebo should be kept as is and where it is. The scale of that park is just right for the bands that play. Temporary structures could be put up on the Veneer property for large bands. The Planning Commission should have a hand in looking at this as well.

◆Rick Scholl. He understands that the Veneer property will eventually be developed. He recommends keeping the gazebo as it is for now and make a decision when the property is developed. Bigger is better.

Council President Morten mentioned that the funding source has not been brought up. Walsh explained that a local business is interested in a three-year funding commitment, which includes the naming rights. There is an option for an additional three years. It would be fully paid for and benefits the community.

Walsh reviewed the stage photo. The fabric sales would be moveable for whatever type of event you were having. If you needed a background for a moving night, you would put the backing up. It would be left down during the offseason to not interfere with views. The Waterfront Advisory Committee has been looking at different arrangements of the property to serve the public. One of the consultants on that committee is an architect and a musician. He looked at the proposal and agreed that it would work well. He did think that constructing it before June is a bit ambitious. There are electrical needs, acoustics, stage and plaza to be considered.

◆Steve Topaz. The most meaningful comment he heard was that we need to see how it fits into the design of the waterfront. The planning needs to incorporate the ideas that are in the waterfront. The City of Portland is charging groups an astronomical fee to hold festivals and events. They may consider moving here. We need to be prepared by considering the waterfront development. We also need to keep the wind tunnel in mind as we plan.

◆John Brewington. Isn't the gazebo currently used for a lot of weddings? He would hate to see that lost.

◆Rick Scholl. His concern is the cost and durability of the tarps. They are expensive and we get a lot of wind. What are the replacement costs? The river and wind will not show mercy.

There being no further business, the public forum was closed at 6:35 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

March 16, 2016

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

Members Absent: Randy Peterson, Mayor

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: John Brewington Amanda Renner Nicole Thill
Howard Blumenthal Rick Scholl Sam Bake
Josiah Pense Kane Denakis Cory Wilkerdorf

7:00PM – Call Regular Session to Order – Council President Morten

Pledge of Allegiance – Council President Morten

Proclamation

*World Down Syndrome Day
March 21, 2016*

WHEREAS, there are an estimated 6 million people with Down syndrome in the world today; and

WHEREAS, people with Down syndrome deserve fundamental human and civil rights and yet, in many countries, people with Down syndrome are still not afforded those rights; and

WHEREAS, despite dramatic increases in lifespan and intellectual ability in the U.S., there is still much work to be done regarding the rights to equality, inclusion, education, medical care, research and support for people with Down syndrome in the U.S. and abroad; and

WHEREAS, starting with Singapore in 2006, the date March 21 has come to represent 3 copies of chromosome 21 (hence 3-21) and has developed into a movement to celebrate and value people with Down syndrome around the world; and

WHEREAS, groups, such as the Northwest Down Syndrome Association, support, educate and connect individuals with Down syndrome, their families and the communities in which we live and promote research to enrich the lives of individuals with Down syndrome; and

WHEREAS, the City of St. Helens, Oregon joins the United Nations and more than 190 other countries in celebrating and valuing the lives and equality of people with Down syndrome.

NOW, THEREFORE, I, Doug Morten, Council President of the City of St. Helens, do hereby proclaim March 21, 2016, as "WORLD DOWN SYNDROME DAY" in St. Helens, Oregon, and commend its observance to all citizens.

Invitation to Citizens for Public Comment

♦John Brewington. The St. Helens Kiwanis has decided to expand the parade this year by adding a carnival on the waterfront property, a street dance on Friday and Saturday night and vendors on Strand Street. The fees are about \$120. He is requesting the Council waive those fees. He would also like Council to consider helping out financially with security for the event. The dates are June 16-18. The carnival may begin on Wednesday.

City Administrator Walsh asked John to elaborate on the request for security. John explained that vendors will be there for three days, and will most likely be spending the night. He would like to see security there overnight and police presence during the beer garden.

John is planning for country music on Friday and old-time rock and roll on Saturday night. They would like to use the Veneer property for parking during the events. The parade plans to end on S. 1st Street and exit through the Veneer property and up to Plymouth Street. Council President Morten suggested the parade turn from Plymouth Street to Old Portland Road on an earlier side street. That intersection is dangerous and hard to see. John will look into that and can post signs indicating the parade exit.

Chief Moss would like to sit down with the Kiwanis and Public Works to discuss their needs.

♦Howard Blumenthal. There is a camas meadow along the fence line at the sewage treatment plant, where S. 6th Street and Plymouth Street intersect. A four wheeler recently cut through there. He asked if that area could be protected by placing some large rocks there.

Council President Morten asked Howard to work with Public Works Operations Director Sheppard.

Council President Morten offered extra credit to any of Mr. Meeuwsen's students who offer testimony or ask questions.

♦Kane Denakis. He asked about the status of sidewalks on Gable Road.

Public Works Engineering Director Nelson explained that Gable Road, in front of the high school, belongs to the County. The City and County jointly applied for a grant to put in sidewalks, widen the road and add bike lanes. They received the grant. The County is working with ODOT on the permits now. Construction should begin in 2017 or 2018.

♦Josiah Pense. There are no busses for students who live within one mile of the school. There was discussion at a meeting he recently attended to form walking groups for areas without sidewalks. He asked what the status is.

Councilor Carlson recalled seeing discussion about walking groups as well. She believes that was generated by the school.

Josiah asked if there is a light planned to go in by Red Apple. That is also a dangerous area for

students walking. Nelson reported that she looked into the cost for flashing light signs. It would cost about \$17,000 just to buy the signs. We don't have that in our budget. She reached out to the School District to see if they have funding or know of any grants. They don't have funds available but were going to research to see if they could find safety grants. She has not heard back from them yet. ODOT is helping them as well.

Councilor Carlson suggested students and parents attend School Board meetings to talk about these concerns as well.

Josiah said he has a cousin that attends Lewis & Clark Elementary School. He sees kids running across the street in that area. It's not safe.

Chief Moss told Josiah that the City participated in a project a few years ago called Safe Routes to School. The School Superintendent has reached out for information about that project. They will continue to work on that. Council President Morten added that the Bicycle & Pedestrian Commission was formed as a result of the Safe Routes to School project.

♦Cory Wilkerdorf. There are a lot of potholes on Old Portland Road, near the marina. He recently popped a tire on one. Can those be filled?

Nelson believes those are in the County. She will take a look and notify the County if it's in their jurisdiction.

♦Sam Bake. There are potholes on Pittsburg Road, past Trenholm. It is in the County but he does not know how to get ahold of them.

Nelson told Sam the County Road Department could be reached at 503-397-5090. Their office is located next to the Humane Society.

Ordinances – First Readings

A. **Ordinance No. 3205:** An Ordinance Amending St. Helens Municipal Code Chapter 8.24 Regarding Rules and Regulations within the Off-Leash Area of McCormick Park
Council President Morten read Ordinance No. 3205 by title for the first time. The final reading will be held at the next regular session.

Award Bid for Replacement of Telephone Communications System to Inflow Communications and Authorize City Administrator to Sign Contract

Motion: Upon Locke's motion and Carlson's second, the Council unanimously awarded the bid for replacement of the telephone communications system to Inflow Communications and authorized the City Administrator to sign the contract.

Approve and/or Authorize for Signature

- A. Personal Services Agreement with Clayton Lance for Pro Tem Prosecutorial Services
- B. Personal Services Agreement with Nicholas Wood for Pro Tem Judicial Services
- C. Letter of Agreement with Aha Consulting, Inc. for New Website Design and Development

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

Appointments to City Boards/Commissions

Library Board (4-year terms)

- Casey Jolissaint is stepping down. Her term expires 6/30/2017.

Status: A press release was sent out on November 25 to recruit applicants. We received three applications. A subcommittee interviewed each candidate and recommends Eloise Bates be

appointed.

Motion: Upon Conn's motion and Locke's second, the Council unanimously appointed Eloise Bates to the Library Board. Her term will expire 6/30/2017.

Consent Agenda for Acceptance

- A. Planning Commission Minutes dated February 9, 2016
- B. Arts & Cultural Commission Minutes dated September 22, 2015 and January 26, 2016
- C. Accounts Payable Bill List
- D. Bicycle & Pedestrian Commission Minutes dated November 23, 2015

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

Consent Agenda for Approval

- A. OLCC Licenses
- B. Council Work Session, Special Session and Regular Session Minutes dated February 17 and March 2, 2016
- C. Accounts Payable Bill List

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

Council Reports

Council President Morten reported...

- Thanked the high school students for being here tonight. Their input is extremely important.
- We discussed putting in an RV park for visitors near the FARA building on Old Portland Road. He asked how the Council's feels about investigating the cost of installing space for 30-40 units. There were no objections from Council.

Councilor Conn reported...

- Nothing to report.

Councilor Carlson reported...

- She appreciates being included in the chili cook-off.
- Thanked City Planner Graichen for all of his hard work. The Planning Commission has had some busy hearings. They have navigated the cannabis issues well.
- Thanked the Council for allowing the World Down Syndrome Day Proclamation.

Councilor Locke reported...

- The Bicycle & Pedestrian Commission talked about the light at Lewis & Clark Elementary School. They are recommending we follow through with a light at the intersection.
- We have improved the parking spots in front of Wild Currant. However, there is still a clear vision issue at the intersection when a large vehicle parks there. He suggests we designate the next first parking spot as "handicap parking." Council President Morten suggested making it a parallel parking spot. Locke said that would help with vision but it would take up about three parking spaces. Councilor Carlson suggested that it be marked "compact only." Nelson will look into different options.
- Putting on his Kiwanis hat, they have named the event John talked about earlier, the St. Helens River Festival. They are planning on carrying 13 Nights over to Friday and Saturday during the weekend of the parade. They are inviting other groups and organizations to participate with an information booth. The Century Ride will also take place on that Saturday.

Department Reports

Police Chief Moss reported...

- Coffee with a Cop will be held Friday, March 25, between 8-9am at Starbucks.
- CIT Coordinator interviews will take place tomorrow and next week.

Public Works Engineering Director Nelson reported...

- Nothing to report.

Library Director Jeffries reported...

- Next week is Spring Break. Lego Play Day will be held Wednesday, March 23 at noon.
- The Last Thursday Art Walk will be held on Thursday, March 31. It is a joint program of SHEDCO, the Columbia Arts Guild and the Visitors Center. They are providing maps beginning at the Courthouse. You have several hours to go from the Courthouse to the Chamber to view art collections. The Library is a stop along the way. One of our Library Board members will have her art on display in the Library.

Council President Morten heard accolades from KOHI commending the City Talk presentation with Jeffries and Conn. Both acknowledged that they were surprised to find that it was fun.

Finance Director Ellis reported...

- The first Budget Committee meeting is Thursday, April 7 at 6 p.m.
- The phone process is moving forward. He reviewed the project timeline.

City Recorder Payne reported...

- Nothing to report.

City Administrator Walsh reported...

- Earlier this evening we had a public forum on the relocation and possible replacement of the gazebo in Columbia View Park. It was good to receive public input. It ties into a larger discussion about the waterfront development. The City has been working on the area-wide planning grant, which is an EPA federally funded grant. The next working committee meeting is March 29 from 3-5pm. There will be an open house held in April.
- An application was submitted for an EPA community wide assessment. They are waiting to receive the results.
- Last week, a TGM grant application was submitted. It continues the transportation design from the intersection of S. 1st Street, through the Veneer property, up Plymouth Street and back to Highway 30. The Plymouth Street and Old Portland Road intersection comes up repeatedly as one that needs to be improved.
- We are still working with our event planner on the 4th of July preparations.

Adjourn - There being no further business, the meeting adjourned at 7:49 p.m.



Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Doug Morten, Council President

City of St. Helens
Declare Surplus Property
City Council Meeting
April 6, 2016

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

All Departments

City Hall

- 5 monitors
- 3 cameras
- 2 server
- 4 workstations
- 6 printers
- 2 switches

Library

- 1 monitor
- 1 server
- 4 workstations
- 1 printer

Police

- 2 workstations
- 2 printers
- 1 switch
- 2 recording devices

Public works – according to Sheri some of this stuff has been declared surplus already but I figured I'd at least put it on the list.

- 4 workstations
- 5 monitors
- 6 printers
- 1 Ikon C7130 copier

All of these items are recyclable. Centerlogic, our IT consultant, will dispose of these via a recycler of computer equipment. If any of these items is not recyclable, it will either be put into a surplus property sale or will be disposed of via the garbage.

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>
• Blackbird Catering	Blackbird Catering LLC	170 S. 15 th Street	Renewal
• Burrito House Express	CH Siebers Inc.	58499 Columbia River Hwy.	Renewal
• Oregon Trail Lanes	Oregon Trail Lanes Inc.	735 S. Columbia River Hwy.	Renewal
• Roythai	Thongsima, Thaneenath	295 Strand Street	Renewal
• St. Helens Chevron Food Mart	Wilson Oil Inc.	115 N. Hwy. 30	Renewal
• Sunshine Pizza Exchange	Stansbury Management Inc.	2124 Columbia Blvd.	Renewal

Accounts Payable

To Be Paid Proof List

User: jenniferj
 Printed: 03/24/2016 - 2:07PM
 Batch: 00014.03.2016 - 03/25 FY 15-16 OVER 10K



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
Boise White Paper, LLC 003720									
MAR 2016	3/22/2016	12,500.00	0.00	03/25/2016				False	0
009-209-563000 Debt service - Principal				APRIL 2016 NOTE PAYMENT					
		<hr/>							
MAR 2016 Total:		12,500.00							
		<hr/>							
Boise White Paper, LLC To		12,500.00							
INFLOW COMMUNICATIONS, INC 016255									
5427	3/23/2016	19,986.21	0.00	03/25/2016				False	0
010-305-653553 Phone system				DOWN PAYMENT 50% CONNECT BUNDLE / 1 YEAR !					
		<hr/>							
5427 Total:		19,986.21							
		<hr/>							
INFLOW COMMUNICAT		19,986.21							
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Report Total:		32,486.21							
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