

City of St. Helens

City Council

Regular Session Minutes

January 15, 2020

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

Members Absent: None

Staff Present: John Walsh, City Administrator
Kathy Payne, City Recorder
Matt Brown, Assistant City Administrator
Jacob Graichen, City Planner
Sue Nelson, Interim Public Works Director
Brian Greenway, Police Chief
Tina Curry, Event Coordinator

Others: Frank Brandon
Ken Forcier
Natalie Caton

1) **7:00 P.M. - Call Regular Session to Order**

2) **Pledge of Allegiance**

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

- ◆ Ken Forcier. He is here on behalf of the Flying Eagle canoe. Willow Bill informed him that he would not be here tonight. Willow had made a request to take the Flying Eagle on a four-state journey. Ken is seeking the Council's permission to take the Flying Eagle.

Councilor Locke reported that the trailer needs work. He's in agreement with it going to Lewiston for the canoe run but will leave it up to the Council to decide if they want it traveling to further states. Ken explained that Willow uses it as an educational tool as he travels.

Council President Morten thought that the Arts & Cultural Commission was going to adopt the canoe as one of the artifacts in the City. What is the value and what does the insurance cover? What is the liability if someone gets hurt? Ken repeated that the value is the education. Councilor Locke does not know if the canoe is insured for traveling.

The Council was concerned about the insurance and the condition of the trailer. They would also like to view the proposed travel schedule.

Motion: Upon Carlson's motion and Topaz's second, the Council unanimously approved the use of the canoe pending insurance and trailer inspection. [Ayes: Scholl, Carlson, Locke, Topaz, Morten; Nays: None]

4) **Deliberations - Comprehensive Plan & Zone Map Amendment at SE Corner of Matzen Street & Brayden Street (Multi-Tech Engineering Services)**

Motion: Upon Carlson's motion and Locke's second, the Council unanimously approved the request as proposed. [Ayes: Scholl, Carlson, Locke, Topaz, Morten; Nays: None]

5) **Approve and/or Authorize for Signature**

- 5.a Agreement with Centerlogic, Inc. for IT Services
- 5.b Oregon DLCD 2019-2021 Technical Assistance Grant Agreement
- 5.c Agreement with 3J Consulting for St. Helens Industrial Business Park Master Plan Development
- 5.d Masonic Building Lease Agreement

Motion: Upon Locke's motion and Carlson's second, the Council unanimously approved '5a' through '5d' above.

6) **Appointments to Boards/Commissions**

- 6.a Appointments to City Boards & Commissions

Motion: Upon Scholl's motion and Locke's second, the Council unanimously appointed Claire Catt to the Budget Committee. [Ayes: Scholl, Carlson, Locke, Topaz, Morten; Nays: None]

7) **Consent Agenda for Acceptance**

- 7.a Parks & Trails Commission Minutes dated October 14, 2019

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

8) **Consent Agenda for Approval**

- 8.a Council Public Hearing and Regular Session Minutes dated December 18, 2019
- 8.b Animal Facility Licenses
- 8.c OLCC Licenses
- 8.d Declare Surplus Property - Police Vehicles
- 8.e Accounts Payable Bill Lists

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

9) **Mayor Scholl Reports**

- Saturday's State of the City address went well. Staff did a phenomenal job on their presentations. He heard a lot of good comments from the public.
- What did we decide to do for the Riverfront property? Are we going to go out for proposals? Council discussed inviting Tokola back for a presentation but to also go out for proposals for the property. Mayor Scholl directed staff to bring this back on the next agenda.
- Capital Day is February 5. Councilor Carlson said she will be there day and will miss the work session.

10) **Council Member Reports**

Council President Morten reported...

- Big thanks to Parks Commissioners Jerry Belcher taking the seat as Past Chair, Carmen Dunn as Chair, and Elisa Mann as Vice Chair.

Councilor Topaz reported...

- He attended the COG meeting in Portland last Wednesday. They signed off five of the project areas. There are 150 still to be done. They should be able to remove dirt in five years. They discussed how far back the water should be from the Harbor's edge, which varied depending on the organization.
- With all the projects coming up, he would like to move forward to fill the Public Works Director position.
- He would like the inspectors to report to Walsh.

Motion: Topaz moved, and Carlson seconded to begin the process to hire a Public Works Director.

Discussion of the job description and the budget. Mayor Scholl wants the Council to be aware that even though the position is in the budget now and we've saved money from it being vacant, we may have to raise utility rates in the next year or two to cover the expense of the position.

Council directed staff to email them a copy of the job description and recruitment timeline and add it to the next agenda for review.

Vote: Three in favor; two opposed; motion carries. [Ayes: Carlson, Locke, Topaz; Nays: Morten, Scholl]

Councilor Topaz wants the Public Works inspectors to report to Walsh rather than the Public Works Director. Mayor Scholl was adamantly opposed. City Administrator Walsh added that the inspector positions normally report to the supervisor in their department so there is no disconnect.

- Do we have insurance if something happens to the workers or equipment at the marijuana business? Councilor Locke responded that their lease requires them to have insurance.
- There is a federal rule involving drug production that was put in place in the early 1990's to stop illegal drugs. Even though we're the owner of the building, only Walsh would be protected by the City's attorney if a federal drug inspector talks to our employees. All other employees must protect themselves by their own means. He encouraged staff to check with our City attorney for details.

Councilor Carlson reported...

- She wants to be sure we obtain contact information for whoever is taking the canoe. She would like them to share photos along the journey for the City to share.
- Youth Council is working on a couple of things:
 - Checking on schedules to attend the Youth Leadership Summit at Willamette University next month.
 - Planning a few events at the Recreation Center
 - St. Patrick's Day themed Bunco
 - Community clean-up in April on Earth Day

- Family friendly Paint Night to benefit the Recreation Center
- Thanked Les Watters and Jennifer Pugsley for their contributions to Historic Landmarks.

Councilor Locke reported...

- ACSP has their producer and processing license now. They are going to be expanding a little bit. They are still ironing out the contract and should be done soon.

11) **Department Reports**

Chief Greenway reported...

- Nothing to report.

Interim Public Works Director Nelson reported...

- Nothing to report.

City Planner Graichen reported...

- Nothing to report.

Assistant City Administrator Brown reported...

- Nothing to report.

City Recorder Payne reported...

- Nothing to report.

City Administrator Walsh reported...

- He was planning to have a 2019 year in review on his work plan but couldn't with the network down. He would like to review and update the Council's goals for 2020. Council concurred.

12) **Other Business**

- ♦ Frank Brandon. He can't hear all the speakers in the back of the room.

Brown responded that there is only one mic in the room now. When they tried to put speakers back in, they created huge feedback issues. He encouraged Frank to move towards the front of the room.

Mayor Scholl informed Frank that they will investigate it.

Event Coordinator Curry reported...

- She has been contacted by a company to bring a family event to St. Helens in July, August, September, and maybe into October. It would put the City on the map. An investment will need to be made to get started but it will be a financial opportunity. She approximates it would bring 30,000 – 60,000 people here during that time. The event is LumiNights, which are like Chinese lanterns. Parts of McCormick Park would be used for the installation. The display is built in China and they bring 24 people here to install it. It's only open in the evenings. It's a fantastic light show and has a train that runs through it. She would develop activities during the daylight hours to attract visitors to stay longer.

Walsh asked how the Council feels about letting them use about six acres of space in the park. They are specifically looking at the area along the creek, behind the memorial. It should be a

revenue positive. They are asking for some front money to get the 16 semis from place to place. It will be paid back through revenue sales. Curry added that this would not be an annual event.

Mayor Scholl would like to see a report with the numbers it drew to other cities.

Councilor Locke asked where the other two shows are being held. Curry responded that they are in New York and San Diego.

Council President Morten asked what the impact would be on the community, including police. Curry responded that this is more of a summer destination. It's different than Spirit of Halloweentown.

Councilor Topaz is bothered by two things:

- China and US relations.
- Is there a privacy issue with using the interactive app?

The Council directed Curry to get more information for them including numbers, how it is secured, cost, what is required of Public Works, where it will draw visitors from, electricity needs, what it looks like, security, restrooms, etc.

Walsh suggested asking LumiNight for a business plan proposal.

- Briefly addressed a recent merchant meeting where parking was discussed. They would like to pass a resolution that allows for vehicles to be towed immediately that were parked illegally.

13) **Adjourn – 8:20 p.m.**

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:


Kathy Payne, City Recorder


Rick Scholl, Mayor