

# City of St. Helens City Council

Work Session Minutes

December 4, 2019

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**Members Present:** Mayor Rick Scholl  
Councilor Ginny Carlson  
Councilor Keith Locke  
Councilor Stephen R. Topaz

**Members Absent:** Council President Doug Morten

**Staff Present:** John Walsh, City Administrator  
Kathy Payne, City Recorder  
Matt Brown, Assistant City Administrator  
Margaret Jeffries, Library Director  
Jenny Dimsho, Associate Planner  
Sue Nelson, Interim Public Works Director  
Brian Greenway, Police Chief  
Jenny Dimsho, Associate Planner  
Rachael Barry, Government Affairs & Project Support Specialist  
Tina Curry, Event Coordinator

**Others:** William Goulardt      Mark Kirchmeier      Chuck Daughtry  
Chrissy Marquardt      Christine Menges      Willow Bill  
CJ Marquardt

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

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

♦ Willow Bill.

1. Next month, he would like to take the Flying Eagle Canoe on an educational tour through Oregon, California, and Nevada. He would like to end in Idaho, where they would retrace the journey of the Flying Eagle and put in a new canoe, known as New Medicine. A copy of the schedule is included in the archive meeting packet.
2. He just returned to St. Helens after stage four colon cancer surgery yesterday. He parked in front of his house and was asked by a City employee the next day to move his truck so they could access what they needed. He is in the RV section of the marina district. He got a \$25 ticket and doesn't feel he deserved it.

Council directed Willow to talk to whomever issued the ticket and appear before the Court.

Audio malfunctioned between approximately 1:05 – 1:09 p.m.

3) **Discussion Topics**

3.A Employee Length of Service Award

One employee has reached a milestone in her employment with the City. The following individual received a certificate and pin.

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## 5 Years

Jenny Dimsho came to the City as a RARE student in September of 2013. In July of 2014, she was hired on as a Temporary Term-Limited Assistant Planner. In July of 2015, she was hired as a Regular Assistant Planner. Then in April of 2017, her position was reclassified as an Associate Planner. The great news that we received last month was that Jenny passed the American Institute of Certified Planners (AICP) exam and is now a certified planner!

Congratulations, Jenny, and thank you for your service!

### 3.B            Semi-Annual Report from Columbia County Economic Team (CCET) - Chuck Daughtry

CCET Executive Director Chuck Daughtry reviewed his report. A copy is included in the archive meeting packet.

- Tourism Committee – ambitious plan for recruitment
- Business Recruitment
  - Armstrong site in St. Helens
  - Project Bathurst – large batteries
    - looking at Hillsboro, Hermiston, and Scappoose
  - OSG – tool maker
    - Scappoose
- OMIC – Scappoose
- Portland Community College – Scappoose
- Reviewed projects in Rainier, Clatskanie, Vernonia, and Columbia City

### 3.C            Presentation and Request from Chamber of Commerce - Chrissy Marquardt

Chamber Executive Director Chrissy Marquardt reported. Since she has been there, there has been an increase in membership. Coffee and Commerce has been going really well with an increase in the number of attendees. Cakehouse has gained exposure and business opportunities with her location in the Chamber. There has been some success with booking the small business space at the Chamber.

Her vision is to continue to get out into the community and help people understand what the Chamber offers. She reviewed a new website plan she is working on to help people understand the benefits better.

She is requesting from the City:

- Renew early at the \$1000 Columbia level membership.
- \$500 monthly contribution to help support the visitor center.
- Assist to complete the three-part sink needed for the coffee cart. She will get a quote.
- Put lighting around the outside of the building to make it more usable at night.

Mayor Scholl understands the need to be out in the community and also keep the Chamber open. Councilor Carlson added that Erynn Peau from Cakehouse has been helpful to keep the doors open when Chrissy is out in the community.

Councilor Carlson declared that she serves on the Chamber Board. She also pointed out that Chrissy will be reaching out to City of Scappoose, City of Columbia, Port of St. Helens, and County Commissioners for funding assistance. They all need to work together. The goal is to

have the Chamber active seven days a week. It helps businesses uptown when the building looks open.

Councilor Topaz has a problem with tourism. They're the only tourism connection with people on the street. He thinks that other jurisdictions should recognize that and contribute.

Discussion of the Chamber history and future ensued.

Mayor Scholl is in favor of renewing as the \$1,000 Columbia level membership and helping with the sink but he doesn't know about the \$500 contribution per month. Councilor Topaz pointed out that the Chamber is the gateway and should remain open 12 hours a day. Having the sink done will make the conference room more useable. Councilor Carlson agreed that it will make the Chamber building more marketable. Councilor Locke talked about the need for a written Vision to stay on track as the Board and Director changes over time.

The Council was in consensus to renew at the \$1,000 Columbia level membership and pay for the sink.

### 3.D Millard Road Property Site Development Review Proposal - Jacob

City Planner Graichen updated the Council on the proposal. A copy is included in the archive meeting packet. He wanted to make sure that the Council was informed on this and understands what they are doing. They are going to punch the road through for a turnaround. Discussion ensued. Graichen said the urgent need is to vest the easement. Council was in agreement for Graichen to bring back a more detailed proposal to the next meeting and hold off on contacting Pam Rensch about an extension.

### 3.E Planning Division Report - Jenny

Associate Planner Dimsho was in attendance to give a report. A copy is included in the archive meeting packet. She focused on a few items from her report.

- Received the \$50,000 DLCD 2019-2021 Technical Assistance Grant from DLCD. It will be used to prepare a Boise White Paper Industrial Site Master Plan.
- Will be flagging the 5<sup>th</sup> Street Trail Project route.
- Columbia Theater marquee/signage project is moving forward.
- Passed her American Institute of Certified Planners (AICP) exam in November!
- Will compile options and contractors for Columbia View Park stage expansion.
- Have been training Community Development Administrative Assistant Christina Sullivan on Planning secretarial duties. She will be shadowing the Planning Commission meeting in December and then taking over in January.

Council congratulated Dimsho on her certification!

### 4) Department Reports

Police Chief Greenway reported...

- First Thursday is tomorrow night. CERT will be giving a presentation. They are going to do these quarterly instead of monthly in 2020 to see if they get more attendees.
- Starting to plan next year's Cocoa with a Cop. They will invite all the area law enforcement agencies and hold it the night of the cookie decorating at Burgerville.
- Diligently preparing for Donut Day. Moving the location to the Recreation Center. They have outgrown the Police Department.
- Sent everyone an email yesterday.

Interim Public Works Director Nelson reported...

- Congratulated Dimsho on her certification!
- The Christmas tree is here.
- Columbia River PUD volunteered to replace or repair all but two of the faulty outlets for the Christmas decoration. They also took down some of the banners in order to put the decorations up.

Library Director Jeffries reported...

- Thanked the Library staff for pulling together and doing a fabulous job running the library while she was gone.
- They have added a new Library of Things program that is very popular.
- Added Cultural Passes to the Evergreen Aviation Museum.
- Thanked everyone for their well wishes. She is very glad to be back to work.

Councilor Topaz noted that Jeffries talked about how well the Library ran while she was gone. If it wasn't for Jeffries' leadership, training, and spreading the knowledge on how to run the library, it would not have ran as well.

Assistant City Administrator Brown reported...

- Nothing to report.

City Recorder Payne reported...

- Nothing to report.

Event Coordinator Curry reported...

- Ordered new banners to go around the Plaza. The lights are going up by the Parks Department. Walsh is helping coordinate the decorations on the Christmas Ship side.
- Christmas Tree Lighting
  - Will purchase candy canes based on last year's count.
  - Will have Santa and two elves at the Christmas Tree lighting.
  - Fences are down around the Waterfront property.
  - Jim Fischer will play piano.
- Asked if the Council wants to play music in the Plaza. Consensus of Council to play it between 4:30 – 9 p.m.
- Christmas Ships December 14.

City Administrator Walsh reported...

- Asked Council members to let him know if they are interested in attending the Oregon Leadership Summit on December 16. Mayor Scholl wants to attend.
- Met with the hotel developers yesterday, Tokola Development. They definitely want to reignite the St. Helens project on the Waterfront.
- Received the DLCD Grant for the St. Helens Industrial Business Park.
- Currently working on a site readiness project.
- Government Affairs and Project Support Specialist Rachael Barry has been working on community engagement events. They have been talking about community benchmarking to find out how the community feels.
- Development interest at the mill.

Mayor Scholl pointed out that the Tokola agreement expired. He would like to see if there would be interest from other developers. Discussion ensued. Consensus of Council for Tokola to make a presentation at a Council meeting.

## 5) Council Reports

Councilor Locke reported...

- Cascades did some clean up but there is still more to do. Mayor Scholl directed Barry to contact Cascades about cleaning it up.
- Public Works has been dumping dirt and materials to be burned on the industrial property. There needs to be a plan of where it can be placed permanently.
- The Christmas tree is very nice looking but the first one they had was 35 feet tall. This one isn't very tall but is very full.
- Gave kudos to Greenway and his crew. They have done a fantastic job working a lot of overtime but are getting tired.

Councilor Carlson reported...

- Receiving positive responses from businesses wanting to participate in the Christmas Ship Captain's dinner. Youth Council will be making homemade treats to hand out.
- Shout out to the Parks and Public Works crews working along the highway the day before Thanksgiving. She sees them doing a great job.
- She has noticed a lot of communities have lights over their Mainstreet during the holidays. She would like to see one over our downtown entrance.

Councilor Topaz reported...

- Thanks to Jeffries for coming back and the job well done she did training her crew!

Mayor Scholl reported...

- Hopefully everybody had a good Thanksgiving.
- Riverfront looks great with the fence being down. Thankful for the DLCD grant to start the first part of the planning phase.
- The Riverfront Development is going to be bigger than any of us. He's passionate about it and wants to see it advertised for development.
- Sorry to hear that Willow Bill got a ticket. It's important to pay attention to street signs. Councilor Locke pointed out that there are no signs where he was ticketed. Scholl's glad to hear that Willow Bill is recovering well from surgery. He's not sure about letting the Flying Eagle Canoe and trailer go that far. Last he heard that trailer is not in very good shape. Mayor Scholl directed Councilor Locke to talk to him about the canoe, trailer, and being more respectful when he approaches the Council. Chief Greenway heard back from the sergeant that issued the ticket. A complaint was received. You can see in the recording from the body-worn camera that there are 'no parking' signs. It does need to be taken to Court.
- Saw Officer Cutright recently and he should be able to return soon.

Walsh received a call from Eric Dahlgren regarding Dalton Lake project. He is donating \$1,000 towards that project.

Councilor Carlson asked Dimsho if there are grants available for bird platforms. Dimsho said that Parks & Trails Commission Member Lynne Pettit is working with the high school construction program to build those type of things. If it was a grant, it would be part of a larger project.

- 6) **Other Business**
- 7) **Adjourn – 3 p.m.**

**Executive Session**

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

  
Kathy Payne, City Recorder

  
Rick Scholl, Mayor