

City of St. Helens City Council

Regular Session Minutes

August 21, 2019

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

Members Absent: None

Staff Present: John Walsh, City Administrator
Kathy Payne, City Recorder
Sue Nelson, Public Works Interim Director
Brian Greenway, Police Chief
Margaret Jeffries, Library Director
Jenny Dimsho, Associate Planner

Others:

Ted Callister	Frank Brandon	Nicole Thill
Sara Vanderwerf	Lexi Scholl	Waylon Latour
Kristina Saul	Jeff Kroll	Andrea Hunt

- 1) **7:00 P.M. - Call Regular Session to Order**
- 2) **Pledge of Allegiance**
- 3) **Visitor Comments - Limited to five (5) minutes per speaker**
 - ♦ Waylon Latour, Sara Vanderwerf, and Lexi Scholl, representing the St. Helens Band Program. They are requesting Council sponsor the Band Program. The City will receive publicity at all competitions. Waylon reviewed the sponsorship programs and levels. A copy of the sponsorship request is included in the archive meeting packet.

Council President Morten asked the Band to reciprocate by participating in the tree lighting ceremony, Veterans Day ceremony, etc. Waylon responded that they do have a lot of festivals during that time. Band Director Noelle Freshner is the contact to schedule events for the Band to attend.

Councilor Carlson asked who the \$1,000 sponsorships levels were last year. Band Patrons Public Relations Officer Kristina Saul talked about how the sponsorship levels have changed this year.

Councilor Topaz asked if the Band is printing their own t-shirts. Waylon said no.

Councilor Carlson supports school arts and the band. They are busy all year and have to raise a lot of money. Waylon added that they are in their second week of Band Camp right now, which goes from 9 a.m. to 8 p.m. daily. Carlson asked what they do with the band. Waylon said that

he's one of the Color Guard captains; Sara plays trumpet, has been playing since 6th grade, and will be a sophomore; and Lexi plays flute, is the flute section leader, has been playing since 7th grade, and will be a junior. They have about 150 participants in the Band Program but not quite that many who participate in Marching Band.

Council President Morten was a band member when he was their age. He marched in the Seattle Sea Fair and was a University of Oregon guest band at Civic Stadium. He suggests a \$1,000 sponsorship.

Motion: Upon Carlson's motion and Topaz's second, the Council unanimously approved sponsoring the Band with a \$1,000 donation; \$500 of which for the City logo and \$500 for the Spirit of Halloweentown logo. [AYES: Scholl, Carlson, Locke, Morten, Topaz; Nays: None]

- ♦ Jeff Kroll and Andrea Hunt, St. Helens Girls Softball. Jeff distributed a list and photos detailing the work he has done at the Campbell Park and Boise fields. A copy is included in the archive meeting packet. The Parks & Trails Commission recommended not renewing their lease at the Boise fields. They've had those for a long time. They just need a safe place for the girls to play. They also discussed increasing the fees. It was mentioned that 501(c)(3) non-profits could petition to waive fees. They work hard and try to keep fees as low as possible. They don't have a problem continuing the same fee structure for Campbell Park but requested waiving the fees for the Boise fields. They have taken care of those fields exclusively on their own. Other leagues have come in and ruined them. They have to put time and money into them to repair them. He talked about the talent and pride in the community. They are asking the Council to discuss the fee structure.

Council President Morten expressed appreciation from the Parks & Trails Commission for what the Girls Softball has done and continues to do. If the City takes this on, can they do it to those same standards? Parks Field Supervisor Thad Houk said it would take a lot of his time for the City to do what they've been doing. The Commission talked about considering it with three-hour time slots. He supports having permits for time slots rather than reservations for the full day. They need to find a way to utilize Jeff's involvement as well as fees. He sees room for negotiation.

Councilor Locke pointed out the difference with the Boise field is that it's a public park now and no longer private. How many other teams have expressed interest in using those fields? Jeff responded that there's only one other softball group that isn't part of theirs and they use Campbell Park. Anyone can use it when they're not using it. There used to be a couple other teams that used it for practice.

Discussion ensued. Mayor Scholl explained that this is more about the automated online scheduling.

4) **Deliberations: Street Vacation – South 15' of Umatilla ROW Abutting Lot 3, Block 102, St. Helens Subdivision – 504 S. 13th Street (Callister)**

Motion: Upon Locke's motion and Morten's second, the Council unanimously approved the Street Vacation with staff recommendations. [AYES: Scholl, Carlson, Locke, Morten, Topaz; Nays: None]

5) **Ordinances - Final Reading**

- 5.a Ordinance No. 3244: An Ordinance Adopting the Housing Needs Analysis as an Addendum to the City of St. Helens Comprehensive Plan and Adding Chapter 19.26

Mayor Scholl read Ordinance No. 3244 by title for the final time. **Motion:** Upon Locke's motion and Carlson's second, the Council unanimously adopted Ordinance No. 3244. [AYES: Scholl, Carlson, Locke, Morten, Topaz; Nays: None]

6) **Resolutions**

- 6.a Resolution No. 1861: A Resolution Determining that a Nuisance Exists Upon Property Located at 406 South 12th Street within the City of St. Helens and Directing that Notice to Abate the Nuisance be Posted on Said Premises

Mayor Scholl read Resolution No. 1861 by title. **Motion:** Upon Locke's motion and Carlson's second, the Council unanimously adopted Resolution No. 1861. [AYES: Scholl, Carlson, Locke, Morten, Topaz; Nays: None]

- 6.b Resolution No. 1862: A Resolution Adopting a Universal Fee Schedule, and Superseding Resolution No. 1858

The update is to include the new fees for park use. Discussion ensued. Consensus of Council for Mayor Scholl, Finance Director Brown, and Jeff Kroll to work together for field use.

Motion: Upon Carlson's motion and Locke's second, the Council unanimously adopted Resolution No. 1862. [AYES: Scholl, Carlson, Locke, Morten, Topaz; Nays: None]

7) **Award Bid/Contract**

- 7.a Purchase of Pickup Truck to Emmert Motors in the Amount of \$36,627 for Public Works

Council President Morten asked where the truck will be utilized. Public Works Interim Director Nelson responded that the truck will be used by the Public Works Field Supervisor. The truck the Public Field Supervisor is currently using will go to City Hall. One of the City Hall vehicles that is not functioning well will go to surplus. Discussion ensued.

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

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

- 8.a Agreement with Shannon Kmetc for Pro Tem Judicial Services
8.b Contract Payments

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

9) **Consent Agenda for Acceptance**

- 9.a Parks & Trails Commission Minutes dated July 8, 2019
9.b Planning Commission Minutes dated July 9, 2019
9.c Library Board Minutes dated July 8, 2019

Motion: Upon Carlson's motion and Locke's second, the Council unanimously approved '9a' through '9c' above. [AYES: Scholl, Carlson, Locke, Morten, Topaz; Nays: None]

10) **Consent Agenda for Approval**

- 10.a Government Affairs & Project Specialist Job Description

10.b Accounts Payable Bill Lists

Motion: Upon Locke's motion and Carlson's second, the Council unanimously approved '10a' and '10b' above. [AYES: Scholl, Carlson, Locke, Morten, Councilor Topaz; Nays: None]

11) **Mayor Scholl Reports**

- Received letters from Shoestring Players. They are a huge asset to our community. It will be added to the next work session agenda for further discussion.

12) **Council Member Reports**

Council President Morten reported...

- Requested an annual or six-month report from the Sand Island lessee. He would like to receive one at the end of camping season and one at the beginning of camping season.

Councilor Topaz reported...

- Nothing to report.

Councilor Carlson reported...

- She wants to look at ways to work with staff to improve the pride and look of our community. Council President Morten said the Council needs to be specific and ask staff members to act on it.
- She is excited for her clients to participate in adaptive water skiing tomorrow.

Councilor Locke reported...

- He agrees with Council needing to give clear direction to staff. He is also asking staff to ask Council if they don't understand what Council is wanting them to do.

Discussion ensued about banners on the highway. The damaged banners need to come down. Walsh recommends that staff come back with a recommendation to replace the damaged banners.

13) **Department Reports**

Police Chief Greenway reported...

- Nothing to report.

Public Works Interim Director Nelson reported...

- Nothing to report.

Library Director Jeffries reported...

- Appreciated the Senior Center report. Kathy Innocenti invited her to speak with the Senior Center about Library activities. They were very gracious.

City Recorder Payne reported...

- The City BBQ/Potluck is coming up on September 15.

City Administrator Walsh reported...

- 13 Nights on the River is winding down. It's been a good season.
- Spirit of Halloweentown is gearing up. It's more manageable this year.
- Would like to nominate the Recreation Program for a League of Oregon Cities (LOC) award. There is also a civic education award. He suggested Keith Meeuwsen. Councilor

Locke suggested Bill Amos. The deadline to submit is Monday, so they need to act fast. Council concurred with the nominations.

14) **Other Business**

15) **Adjourn** – 8:20 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:


Kathy Payne, City Recorder


Rick Scholl, Mayor