

City of St. Helens City Council

Work Session Minutes

May 1, 2019

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

Members Absent: None

Staff Present: Kathy Payne, City Recorder
Matt Brown, Finance Director
Margaret Jeffries, Library Director
Sue Nelson, Public Works Engineering Director
Brian Greenway, Police Chief
Jenny Dimsho, Associate Planner
Crystal Farnsworth, Communications Officer
Shanna Duggan, Recreation Coordinator
Ryan Ward, Youth Program Lead
Tina Curry, Event Coordinator

Others:

Marit Nelson	Simon Date	Judy Thompson
Pat Trapp	Nicole Thill	Roger Konka
Christine Henges	Leah Tillotsen	Susan Conn
Kelly Smith	Sally Brandfels	Martin Brandfels

1) **1:00PM - Call Work Session to Order**

Swearing in of New Police Officer Eric Zwald

Mayor Scholl swore in new Police Officer Eric Zwald. Welcome, Officer Zwald!

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

- ◆ Judy Thompson. Thanked the Youth Council for hosting a Community Cleanup on Sunday. They cleaned behind the Courthouse and planted flowers. It was great teamwork! She distributed a flyer about the upcoming NAMI Walk. The St. Helens Youth Council now has a team. There are three teams in Columbia County. 75% of the money those teams raise stays local. She also reported that on Saturday, May 4, there is a Mental Health Fair at the Recreation Center.
- ◆ Pat Trapp, Port of Columbia County.
 - Scappoose Bay Marina Citizens Advisory Board meeting was held last night. They reviewed possible rate changes that will be presented at the May 8 Port meeting.
 - Reminded the Council that the Port is available to help with advice for developing the Waterfront property.
 - Budget meetings begin next week.

- The Don Chung proposal is not looking good. They basically don't want to sell their patent, so it's complicating expanding for them.
- Congratulations to Public Works Operations Director Neal Sheppeard on his retirement. He has always been a great resource to the Port.

3) **Discussion Topics**

3.A Request from St. Helens High School Safe & Sober Committee - Marit Nelson

Councilor Carlson declared that she has a senior at SHHS.

Marit Nelson was in attendance to review the request. A copy is included in the archive meeting packet. They have been raising money for the party since July. They are part way to their budget of \$27,000. There are students who cannot afford the \$50 fee to attend. Over one-third of students are eligible for free or reduced lunch. She is requesting a donation of \$500 to sponsor 10 students to attend.

Mayor Scholl would like to sponsor 20 students but would also like to make sure that the low income students are made aware that the City is sponsoring them to attend.

Motion: Upon Locke's motion and Morten's second, the Council approved the donation of \$1,000 to the St. Helens High School Safe & Sober Committee Graduating Party of 2019. Scholl, Locke, Morten, and Topaz in favor; Carlson abstained; none opposed.

3.B Presentation of Check to South Columbia County Chamber of Commerce

Chamber Director Simon Date was in attendance to accept the check. Simon thanked the Council for their support.

3.C Discussion with Roger Konka about Farmers' Market on Riverfront Property

Roger Konka was in attendance to discuss the farmers' market with the Council. He would like to begin on June 8, 9 a.m. – 2 p.m. Once he has a location set, he can recruit vendors.

Councilor Carlson pointed out that she wants to be consistent with the use of the property and minimize impact to staff on the weekend. Discussion ensued about unlocking and locking the gate. City Planner Graichen also talked about the precedent this would set for private entities. A Temporary Use Permit would normally be needed for this type of event but they only allow up to two a year, so they would need to discuss how the Development Code allows it. It does meet the Mainstreet strategy in creating life in the downtown area. Councilor Carlson added that parking would need to remain on City streets and only the vendors and pedestrians allowed on the Waterfront Property.

Discussion ensued. Consensus of Council for staff to work with Roger to be able to begin operating on June 8.

3.D Review "If I Were Mayor..." Student Contest Entries

Two posters and one essay was received. A copy of those are included in the archive meeting packet. Ballots were distributed to the Council. The winners will be announced at tonight's Council meeting.

3.E Discussion Regarding Proposed Recreation Fee - Matt & Shanna
Finance Director Matt Brown, Recreation Coordinator Shanna Duggan, and Youth Program Lead Ryan Ward were in attendance to review their presentation on the Recreation Program. Duggan talked about current programs and the vision for the Recreation Program.

- Launched the program June 1, 2018.
- Recreation Center opened March 1, 2019.
- Asset to the community.
- Thriving hub for youth, families, seniors, civic organizations, parks and recreations, etc.
- Need outstanding leadership to be successful.
- Partner with nonprofit organizations, businesses, and community members.
- 42 kids participated in Pee Wee Basketball this winter. Over 200 people attended on Saturdays to watch the kids play.
- Youth is the target audience but with them comes parents and grandparents who come in and find out what programs are available to them.
- There are 14 employees, eight of which are local high school students.
- Provide volunteer opportunities for youth and adults.
- 30 instructors have lead classes.
- Part of Connect St. Helens. Feeling disconnected leads to self-destructive behaviors in youth. Being connected leads to strength and resilience.
- Part of the Suicide Prevention Taskforce.
- SHARP after school program is operated out of Lewis & Clark Elementary School.
 - Provides homework assistance.
 - Teaches social and emotional learning skills.
 - STEAM program.
 - Provider for child and adult care food program.
- Tween and Teen activities was a primary need in the community. They had over 50 tweens attend a recent night out.
- Working with the middle school to provide a larger after school presence.
- Fosters community pride and participation.
- Various programs offered.
- Important to keep programs affordable.
- Creates programs not already available and enhances what is already available in the community.

Ward introduced himself. He grew up here and has made more connections with the community since he began working for the Recreation Program than ever before. Lately, he has been focusing on enhancing their website and social media with assistance from Communications Officer Farnsworth.

Mayor Scholl appreciates their partnership with local organizations. He asked for their help with Citizens Day in the Park.

Finance Director Brown emphasized the cultural of the Recreation Center being inclusive, diverse, entertaining, affordable, community building, engaging staff, educational classes, hands-on, active, and most importantly building a connection. Staff have created the slogan, "To create an inclusive environment for educational and affordable activities to thrive in St. Helens as a means of further connecting our community." Brown reviewed the benefits the program will receive with the \$2 fee.

- Full-time recreation coordinator.

- Part-time recreation lead.
- Retains the after-school program at its current prices.
- Expands free activities offered.
- Create an in-district and out-of-district rate.
- The Recreation Center would be open as often as possible.

To be focused on this next year:

- Growing partnerships with local organizations, nonprofits, and businesses.
- Grow sponsorships and advertising in the Recreation Guide.
- Grow adult and senior activities.
- Inclusive programs for people with special needs.
- Program cost opportunities; such as sponsorships and scholarships for low-income families.
- Grant opportunities.
- Investigation of a taxing service district.
- Create a Recreation Facebook page.

Brown talked about his own personal story with a recreation program. He was born with an arterial vascular malformation. His ear was red and enlarged for a majority of his life. His parents got him involved in the local recreation program where he lived. The friends he made there were his friends in middle school and high school. They stuck up for him when people weren't nice. He wouldn't be here without a recreation program.

Council President Morten is excited about reaching out to local veterans to involve them in the art programs. He attended the Masters of Art Therapy at Lewis & Clark. They have interns who may be available to come here. Duggan encouraged Morten to come see her about it. She would love to see veterans use the facility for programs.

Councilor Topaz has had questions about scheduling ballfields and the pool. The biggest complaint he has heard is forcing people to pay the \$2 fee without formally asking. There was a promise not to put anything on utility bills. There is a problem with latchkey kids that has not been addressed. He agreed there is a need for a Recreation Program. Council President Morten pointed out that the merits of the program far exceed the negative concerns that emanate from the community. He suggests the fee implementing the fee with a two-year sunset. In the meantime, Council can be discussing other methods of funding the program.

Discussion ensued. Brown reported that the City attorney is looking into the process to add the fee to utility bills. He will bring back an Ordinance to amend the Code language.

3.F Review RFP for Food Bank Architectural & Engineering Design Services - Jenny

Associate Planner Jenny Dimsho was in attendance to review the RFP. A copy is included in the archive meeting packet. They received \$1.5 million for renovations of the former Feed & Seed building at 1421 Columbia Blvd.. The City is partnered with the Food Bank and State to relocate the St. Helens Food Pantry and Regional Distribution Network.

3.G Godfrey Park Master Plan Presentation

Associate Planner Jenny Dimsho and Public Works Engineering Director Sue Nelson were in attendance to review the plan. A copy is included in the archive meeting packet. Dimsho reported that a nature playground is a space with as few manmade components as possible.

Native plants, hills, trees, sticks, stones, water, sand, boulders, etc. are all used. The intent is to bring people back to nature. Modern childhood doesn't involve as much outside play as it once did. The trend is to harness the allure of nature in a safe, controlled environment. The Parts & Trails Commission is very much in support of the plan.

Nelson reviewed the plan with Parks Field Supervisor Thad Houk. He is in support of the plan. A lot of the natural products would be permanently installed so kids couldn't move them. The plan is adaptable.

Discussion ensued.

4) **Department Reports**

Police Chief Greenway reported...

- Columbia 911 hired a crime analyst. That person will be able to extract real-time crime data in our City. It will help them determine the best locations for officers to patrol.
- 911 systems are facing a financial deficit. There is a bill to increase the fee assessed to landlines and cell phones. If it's not passed, they will have to find additional means to fund Columbia 911.
- The trailer donated from the School District has been placed on the property. He thanked everyone for their assistance. They're about a month out from occupying it.
- First Thursday for May is tomorrow night. The topic is K-9 officers.
- The Grand Opening for the new Legacy facility is Tuesday, June 25, 6 – 7:30 p.m. He is working with them on the security.
- Have an upcoming meeting to request funds from the Urban Area Security Initiative (UASI) for a boat to access Sand Island.
- Thank you for approval of the budget request. The whole Department is appreciative of the Council's support.
- Goal to have one of the new patrol cars parked in front of the Council Chambers at the next meeting.

Public Works Engineering Nelson reported...

- A contractor hit and broke a water line this morning. Public Works crews came to the rescue and got everyone back in service by 12:30 p.m.

Councilor Topaz asked for an update on the project by the Wastewater Treatment Plant. Nelson reported that it is a storm drain line repair. It's being completed by a combination of a private contractor and City crews.

Associate Planner Dimsho reported...

- The hole being dug in the Plaza is part of the Wayfinding Master Plan. A kiosk will be placed there. The kiosk does have to remain handicap accessible. Additional signs are being put around town.

Finance Director Brown reported...

- Tonight's agenda includes a final reading for the utility privilege tax ordinance. There will be a resolution to start collecting the tax.
- The Senior Center is having HVAC issues being inconsistent throughout the building. It was determined that the contract with TCMS ended in 2014. Both TCMS and Columbia NW Heating & Cooling were invited to submit a quote for improvements. Columbia NW Heating & Cooling came in about \$250 less than TCMS. They also requested a quote for

routine maintenance. Columbia NW Heating & Cooling quoted \$2,250. TCMS quoted \$3,777. Consensus of Council for the Senior Center to switch to Columbia NW Heating & Cooling.

City Recorder Payne reported...

- Reminder that the City needs to appoint someone as a City representative to the Columbia Learning Center Board. Councilor Locke volunteered to serve.
- Staff approved a street closure for the Traffic Safety Fair on May 18, 7 a.m. – 5 p.m., from the Police Station to Cowlitz Street.
- Referenced the Public Meetings book about abstaining from votes. Unless there is a specific conflict of interest, abstaining should not be done. She encouraged the Council to review the packet and talk to staff before the meeting.

Event Coordinator Curry reported...

- Art & Wine Walk will be held every 2nd Sunday through the summer. Visit downtown businesses identified with the poster to view art and sample wine and snacks.
- 13 Nights on the River is coming along. The first event is June 6. St. Helens High School Jazz band will be playing followed by Hit Machine.
- 4th of July is on a Thursday this year. They are partnering with the Chamber of Commerce to raise funds for the new business center.
- A Mardi Gras Party will be held on July 13 & 14. They will be closing part of S. 1st Street. Performers will be coming from New Orleans to take part.
- A new tourism program is being designed to benefit different nonprofits; such as the Elks, Rotary, Kiwanis, and the Food Bank. The goal is to raise \$1,000 for each group.
- First Street has never looked so good.
- Phillip and Molly have done a great job cleaning up in front of Plymouth Pub.
- Her personal project is to clean up Cowlitz Street.
- The Keller Williams cleanup and remodel has facelifted the whole Plaza.
- Working with the Sand Island group to help them get online with camping sites and adventure rides.
- Hired Christina Sullivan as part of her team.

5) **Council Reports**

Councilor Locke reported...

- The Kiwanis Parade is June 15. The Grand Marshal is the entire Historical Society. He offered for them to ride in the back of the City's 1928 Mac truck. He asked the Youth Council to help with cleanup at the end of the parade. He will also be reaching out to the Key Club, Leadership Club, Boy Scouts, etc. to get a group of kids following the parade conducting cleanup.
- Talked about having a phrase on the back of police vehicles like Salem. Greenway confirmed that they are doing the same with the new Police vehicles.

Council President Morten asked Locke to clarify his timeline for stepping down from Council now that he is living in Salem part of the time. Councilor Locke planned on stepping down at the end of last year. That was in hopes of the Council not changing and someone taking over his job of managing the property. He will stay here as long as he's needed for the Industrial Property process.

Councilor Carlson reported...

- She would like to see a member from Council or staff attend Chamber events. When she attended in the past as a business there was always a staff member and Council liaison in attendance.

Councilor Topaz reported...

- Library Director Jeffries is on vacation. The Library is taking care of itself.

Council President Morten reported...

- Appreciated Pat Trapp's report. Encouraged Councilor Locke to work with him.
- The Port has taken the City's recommendation to conduct a rail study. An independent study is being conducted.
- Asked staff to review the hazardous material storage ordinance. His concern is the switching yard and oil tankers being stored there over the weekend.

Mayor Scholl reported...

- Considering taking Community Development from Locke and giving it to Carlson since she is already the Planning Commission liaison.
- Working with Columbia County for development of the Salmonberry property. They have \$15,000 from Travel Oregon and need an additional \$5,000 to match. He is requesting permission for City Administrator Walsh to sign the intergovernmental agreement and match the \$5,000. Council was consensus to take the funds from Community Development.

Council President Morten congratulated the Recreation Program for their presentation today. He appreciated that she asked everyone to wait until the end for questions. He apologized on behalf of the Council to any staff members who have felt bullied or abused during their presentations. Council needs to make certain that all questions wait until the very end of staff reports. He apologized to Duggan specifically for the past demeanor of Council. It's being handled.

6) **Other Business**

7) **Adjourn – 3:56 p.m.**

Executive Session

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:



Kathy Payne, City Recorder



Rick Scholl, Mayor