

City of St. Helens
COUNCIL WORK SESSION AGENDA
Wednesday, June 21, 2017, 1:00 p.m.
City Council Chambers, 265 Strand Street, St. Helens

Mayor Rick Scholl
Council President Doug Morten
Councilor Keith Locke
Councilor Susan Conn
Councilor Ginny Carlson

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.



June 15, 2017

Mayor Scholl and City Council,

The Columbia County Commission has approved a 2.1% disposal rate increase at the Columbia County Transfer Station, effective July 1, 2017. As this is a substantial increase in one of our largest expenses, it is essential for us to pass this increase through to our customers with the same effective date.

As a reminder, Columbia County Solid Waste Ordinance Section 5.04 provides guidance for passing this increase through to customers.

Attached is our proposed new rate sheet for commercial and residential customers within the City limits of St Helens. The impact of the increase is \$0.19 per month for a 35 gallon can equivalent, and \$1.29 per month for a 1 yard container. Other rates are prorated accordingly.

We are proud to be your solid waste and recycling provider, and we continue to thank you for the privilege you have given us to serve your community. If you have any questions, please don't hesitate to call me directly.

Sincerely,

A handwritten signature in black ink, appearing to read "Ernie Martin".

Ernie Martin
Hudson Garbage Service
503-410-5512

**HUDSON GARBAGE SERVICE
RATES EFFECTIVE JULY 1, 2017
CITY OF ST. HELENS**

ST. HELENS CITY

Service Description	FREQUENCY	Current Rate	New Rate
<u>RESIDENTIAL</u>			
<u>WEEKLY SERVICE</u>			
1 35 Gallon Cart Weekly	PER MONTH	\$ 25.15	\$ 25.34
2 35 Gallon Carts Weekly	PER MONTH	\$ 38.52	\$ 38.91
3 35 Gallon Carts Weekly	PER MONTH	\$ 51.87	\$ 52.45
4 35 Gallon Carts Weekly	PER MONTH	\$ 62.16	\$ 62.93
5 35 Gallon Carts Weekly	PER MONTH	\$ 78.58	\$ 79.54
6 35 Gallon Carts Weekly	PER MONTH	\$ 93.54	\$ 94.70
1 65 Gallon Cart Weekly	PER MONTH	\$ 38.52	\$ 38.91
2 65 Gallon Carts Weekly	PER MONTH	\$ 62.16	\$ 62.93
1 95 Gallon Cart Weekly	PER MONTH	\$ 51.87	\$ 52.45
2 95 Gallon Carts Weekly	PER MONTH	\$ 92.05	\$ 93.21
1 32 Gallon Cart Weekly - No Recycle	PER MONTH	\$ 17.10	\$ 17.29
2 32 Gallon Cart Weekly - No Recycle	PER MONTH	\$ 28.78	\$ 29.17
4 32 Gallon Carts Weekly	PER MONTH	\$ 51.89	\$ 52.66
<u>EVERY-OTHER-WEEK SERVICE</u>			
1 35 Gallon Cart Every Other Week	PER MONTH	\$ 18.24	\$ 18.34
2 35 Gallon Cart Every Other Week	PER MONTH	\$ 27.94	\$ 28.13
3 35 Gallon Cart Every Other Week	PER MONTH	\$ 37.41	\$ 37.70
1 65 Gallon Cart Every Other Week	PER MONTH	\$ 27.94	\$ 28.13
1 95 Gallon Cart Every Other Week	PER MONTH	\$ 37.41	\$ 37.70
1 32 Gallon Cart Every Other Week	PER MONTH	\$ 18.24	\$ 18.34
1 32 Gallon Cart Every Other Week - No Recycle	PER MONTH	\$ 10.11	\$ 10.21
<u>MONTHLY SERVICE</u>			
35 gallon 1x Monthly	PER MONTH	\$ 5.50	\$ 5.54
2 35 gallon 1x Monthly - No New Customers	PER MONTH	\$ 8.97	\$ 9.06
3 35 gallon 1x Monthly - No New Customers	PER MONTH	\$ 12.49	\$ 12.62
35 gallon 1x Monthly - with Recycle	PER MONTH	\$ 10.11	\$ 10.15
65 gallon 1x Monthly	PER MONTH	\$ 8.97	\$ 9.06
95 gallon 1x Monthly	PER MONTH	\$ 12.49	\$ 12.62
32 gallon 1x Monthly	PER MONTH	\$ 5.11	\$ 5.15

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Service Description	FREQUENCY	Current Rate	New Rate
<u>ON-CALL SERVICE</u>			
35 Gallon On Call Pickup	PER PICKUP	\$ 5.03	\$ 5.07
65 Gallon On Call Pickup (2 35 Gal) No New Customers	PER PICKUP	\$ 8.58	\$ 8.67
95 Gallon On Call Pickup (3 35 Gal) No New Customers	PER PICKUP	\$ 12.14	\$ 12.27
32 Gallon On Call Pickup	PER PICKUP	\$ 5.03	\$ 5.07
4 35 Gallon On Call Pickup - No New Customers	PER PICKUP	\$ 15.71	\$ 15.89
<u>RECYCLE/GREENWASTE RATES</u>			
RECYCLE SERVICE ONLY	PER MONTH	\$ 8.19	\$ 8.19
RESI RECYCLE WITH GARBAGE	PER MONTH	\$ 4.61	\$ 4.61
GREENWASTE ONLY - RES	PER MONTH	\$ 8.19	\$ 8.19
GREENWASTE SERVICE - RES	PER MONTH	\$ 3.79	\$ 3.79
RECYCLE WITH GREENWASTE	PER MONTH	\$ 11.98	\$ 11.98
<u>COMMERCIAL</u>			
TEMP 2YD CONT	PER PICKUP	\$ 62.59	\$ 63.18
XTRA PER DAY	PER DAY	\$ 2.05	\$ 2.05
CONTAINER OVERLOAD	PER YARD	\$ 14.78	\$ 15.08
CONTAINER PER/EXTRA YD	PER YARD	\$ 14.78	\$ 15.08
LABOR FEE FOR CLEAN-UP (PER 10 MINS)	PER PICKUP	\$ 10.24	\$ 10.24
LOCK BAR FOR CONTAINER	PER PICKUP	\$ 25.60	\$ 25.60
Walk-In - Business	PER PICKUP	\$ 4.00	\$ 4.00
<u>OTHER CAN SERVICES</u>			
EXTRA CAN (32 OR 35 GAL)	PER PICKUP	\$ 3.85	\$ 3.89
EOW OFF WEEK	PER PICKUP	\$ 4.99	\$ 5.03
EXTRA BAG OR BOX	PER PICKUP	\$ 2.72	\$ 2.76
OVERWEIGHT CAN	PER PICKUP	\$ 2.22	\$ 2.26
OVERLOADED CAN	PER PICKUP	\$ 2.22	\$ 2.26
OVERSIZE CAN	PER PICKUP	\$ 2.22	\$ 2.26
SHARPS CONTAINER (Not Offered to New Customers)	PER PICKUP	\$ 20.48	\$ 20.48
SPECIAL TRIP-ON SERVICE DAY	PER PICKUP	\$ 5.12	\$ 5.12
SPECIAL TRIP-OFF DAY	PER PICKUP	\$ 20.00	\$ 20.00
ROLL CAN WALK/DRIVE-IN	PER MONTH	\$ 4.00	\$ 4.00
DRIVE-IN ADD'L 100 FT. INCREMENTS	PER MONTH	\$ 2.05	\$ 2.05
SERVICE RESUME/CART REDELIVERY	ONE TIME	\$ 25.00	\$ 25.00
COLLECTION FEES PAID TO 3RD PARTY COLLECTORS			
PASSED THROUGH IN FULL	ONE TIME		
RETURNED CHECK FEE		\$ 20.00	\$ 20.00
<u>OTHER RATES</u>			
TIRE under 16" no/rim	PER PICKUP	\$ 5.25	\$ 5.26
TIRE under 16" w/rim	PER PICKUP	\$ 12.32	\$ 12.33
BATTERY	PER PICKUP	\$ 5.15	\$ 5.16
HOT WATER HEATER	PER PICKUP	\$ 27.53	\$ 27.63
SM MATTRESS	PER PICKUP	\$ 9.04	\$ 9.11
M/LG MATTRESS	PER PICKUP	\$ 13.50	\$ 13.60
SM FURNITURE	PER PICKUP	\$ 13.06	\$ 13.08
M/LG FURNITURE	PER PICKUP	\$ 27.24	\$ 27.29
SM APPLIANCE*	PER PICKUP	\$ 13.36	\$ 13.43
M/LG APPLIANCE*	PER PICKUP	\$ 27.53	\$ 27.63

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CITY OF ST. HELENS**

ST. HELENS CITY

Service Description	FREQUENCY	Current Rate	New Rate
<u>WEEKLY COMMERCIAL CAN SERVICE</u>			
1 32 Gallon Can Weekly Business	PER MONTH	\$ 17.10	\$ 17.29
2 32 Gallon Can Weekly Business	PER MONTH	\$ 28.78	\$ 29.17
3 32 Gallon Can Weekly Business	PER MONTH	\$ 40.33	\$ 40.91
4 32 Gallon Can Weekly Business	PER MONTH	\$ 51.89	\$ 52.66
13 32 Gallon Can Weekly Business	PER MONTH	\$ 155.75	\$ 158.26
1 32 Gallon Can 2x Weekly Business	PER MONTH	\$ 28.78	\$ 29.17
1 35 Gallon Can Weekly Business	PER MONTH	\$ 17.10	\$ 17.29
2 35 Gallon Can Weekly Business	PER MONTH	\$ 28.78	\$ 29.17
3 35 Gallon Can Weekly Business	PER MONTH	\$ 40.33	\$ 40.91
4 35 Gallon Can Weekly Business	PER MONTH	\$ 51.89	\$ 52.66
5 35 Gallon Can Weekly Business	PER MONTH	\$ 63.42	\$ 64.38
6 35 Gallon Can Weekly Business	PER MONTH	\$ 74.96	\$ 76.12
1 35 Gallon Can 2x Weekly Business	PER MONTH	\$ 28.78	\$ 29.17
2 35 Gallon Can 2x Weekly Business	PER MONTH	\$ 51.77	\$ 52.54
3 35 Gallon Can 2x Weekly Business	PER MONTH	\$ 71.74	\$ 72.90
4 35 Gallon Can 2x Weekly Business	PER MONTH	\$ 94.10	\$ 95.64
5 35 Gallon Can 2x Weekly Business	PER MONTH	\$ 115.28	\$ 117.21
1 35 Gallon Can 3x Weekly Business	PER MONTH	\$ 43.49	\$ 44.07
2 35 Gallon Can 3x Weekly Business	PER MONTH	\$ 78.36	\$ 79.52
3 35 Gallon Can 3x Weekly Business	PER MONTH	\$ 108.58	\$ 110.32
4 35 Gallon Can 3x Weekly Business	PER MONTH	\$ 138.81	\$ 141.12
5 35 Gallon Can 3x Weekly Business	PER MONTH	\$ 169.00	\$ 171.89
1 65 Gallon Can Weekly Business	PER MONTH	\$ 28.78	\$ 29.17
2 65 Gallon Can Weekly Business	PER MONTH	\$ 51.89	\$ 52.66
3 65 Gallon Can Weekly Business	PER MONTH	\$ 70.43	\$ 71.59
1 95 Gallon Can Weekly Business	PER MONTH	\$ 40.33	\$ 40.91
2 95 Gallon Can Weekly Business	PER MONTH	\$ 80.66	\$ 81.82
3 95 Gallon Can Weekly Business	PER MONTH	\$ 121.00	\$ 122.74
4 95 Gallon Can Weekly Business	PER MONTH	\$ 161.33	\$ 163.64
5 95 Gallon Can Weekly Business	PER MONTH	\$ 201.63	\$ 206.26

**HUDSON GARBAGE SERVICE
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Service Description	FREQUENCY	Current Rate	New Rate
Business recycle:			
Office paper weekly			
Cardboard weekly			
Newspaper/Mag weekly			
Glass weekly	PER MONTH	\$ 16.90	\$ 16.90
Tin weekly	PER MONTH	\$ 16.90	\$ 16.90
Milk Jugs weekly	PER MONTH	\$ 16.90	\$ 16.90
Multi-family unit recycle: (5 or more units)			
Office paper weekly			
Cardboard weekly			
Newspaper/Mag weekly			
Glass weekly			
Tin weekly			
Milk Jugs weekly			
<u>EVERY-OTHER-WEEK COMMERCIAL CAN SERVICE</u>			
1 Can Every Other Week—Business	PER MONTH	\$ 10.27	\$ 10.37
35 Gallon Every Other Week Business	PER MONTH	\$ 10.27	\$ 10.37
2 35 Gallon Every Other Week Business	PER MONTH	\$ 17.53	\$ 17.72
65 Gallon Every Other Week Business	PER MONTH	\$ 19.11	\$ 19.30
<u>OTHER COMMERCIAL CAN SERVICE</u>			
32 gallon 1x Monthly Business	PER MONTH	\$ 5.50	\$ 5.54
32 Gallon On Call Pickup Business	PER PICKUP	\$ 5.03	\$ 5.07
Overfill/Overweight Can Business	PER PICKUP	\$ 2.22	\$ 2.26

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Service Description	FREQUENCY	Current Rate	New Rate
<u>CONTAINER SERVICE</u>			
1 Yard Container Weekly Service = 6.3 32 gal cans	PER MONTH	\$ 85.78	\$ 87.07
*Each additional	PER MONTH	\$ 78.98	\$ 80.27
1 Yard Container 2 x Weekly Service	PER MONTH	\$ 159.18	\$ 161.75
*Each additional	PER MONTH	\$ 146.20	\$ 148.77
1.5 Yard Container 3 x Weekly Service	PER MONTH	\$ 235.88	\$ 239.74
*Each additional	PER MONTH	\$ 205.65	\$ 209.51
1.5 Yard Container 4 x Weekly Service	PER MONTH	\$ 303.58	\$ 308.72
*Each additional	PER MONTH	\$ 259.34	\$ 264.48
1.5 Yard Container 5 x Weekly Service	PER MONTH	\$ 381.04	\$ 387.47
*Each additional	PER MONTH	\$ 327.75	\$ 334.18
1 Yard Every Other Week Service	PER MONTH	\$ 53.39	\$ 54.03
1YD OAM (not offered to new customers)	PER MONTH	\$ 26.50	\$ 26.80
1Yard On Call Pickup (not offered to new customers)	PER PICKUP	\$ 25.90	\$ 26.20
1.5 Yard Container Weekly Service = 9.5 32 gal cans	PER MONTH	\$ 120.94	\$ 122.87
*Each additional	PER MONTH	\$ 111.95	\$ 113.88
1.5 Yard Container 2 x Weekly Service	PER MONTH	\$ 229.87	\$ 233.73
*Each additional	PER MONTH	\$ 213.88	\$ 217.74
1.5 Yard Container 3 x Weekly Service	PER MONTH	\$ 338.79	\$ 344.58
*Each additional	PER MONTH	\$ 312.42	\$ 318.21
1.5 Yard Container 4 x Weekly Service	PER MONTH	\$ 430.20	\$ 437.91
*Each additional	PER MONTH	\$ 396.22	\$ 403.93
1.5 Yard Container 5 x Weekly Service	PER MONTH	\$ 544.66	\$ 554.30
*Each additional	PER MONTH	\$ 491.71	\$ 501.35
1.5 Yard Every Other Week Service	PER MONTH	\$ 76.17	\$ 77.14
1.5YD OAM (not offered to new customers)	PER MONTH	\$ 38.30	\$ 38.75
1.5YD OPU (not offered to new customers)	PER PICKUP	\$ 33.94	\$ 34.39
2 Yard Container Weekly Service = 12.6 32 gal cans	PER MONTH	\$ 160.25	\$ 162.82
*Each additional	PER MONTH	\$ 148.24	\$ 150.81
2 Yard Container 2x Weekly Service	PER MONTH	\$ 302.47	\$ 307.61
*Each additional	PER MONTH	\$ 279.23	\$ 284.37
2 Yard Container 3x Weekly Service	PER MONTH	\$ 453.77	\$ 461.48
*Each additional	PER MONTH	\$ 394.51	\$ 402.22
2 Yard Container 4x Weekly Service	PER MONTH	\$ 574.77	\$ 585.06
*Each additional	PER MONTH	\$ 498.47	\$ 508.76
2 Yard Container 5x Weekly Service	PER MONTH	\$ 717.28	\$ 730.14
*Each additional	PER MONTH	\$ 613.74	\$ 626.60
2 Yard Every Other Week Service	PER MONTH	\$ 83.43	\$ 84.72
2YD OAM (not offered to new customers)	PER MONTH	\$ 47.37	\$ 47.96
2 Yard On Call (not offered to new customers)	PER PICKUP	\$ 40.65	\$ 41.24

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Service Description	FREQUENCY	Current Rate	New Rate
3 Yard Container 1x Weekly Service	PER MONTH	\$ 209.02	\$ 212.88
3 Yard Container 2x Weekly Service	PER MONTH	\$ 389.55	\$ 397.26
3 Yard Container 3x Weekly Service	PER MONTH	\$ 570.08	\$ 581.65
3 Yard Container 4x Weekly Service	PER MONTH	\$ 750.61	\$ 766.04
3 Yard Container 5x Weekly Service	PER MONTH	\$ 931.05	\$ 950.34
3 Yard On Call (not offered to new customers)	PER PICKUP	\$ 51.76	\$ 52.65
4 Yard Container 1x Weekly Service	PER MONTH	\$ 255.09	\$ 260.23
4 Yard Container 2x Weekly Service	PER MONTH	\$ 495.80	\$ 506.09
4 Yard Container 3x Weekly Service	PER MONTH	\$ 736.48	\$ 751.91
4 Yard Container 4x Weekly Service	PER MONTH	\$ 977.19	\$ 997.76
4 Yard Container 5x Weekly Service	PER MONTH	\$ 1,217.90	\$ 1,243.61
4 Yard Every Other Week Service	PER MONTH	\$ 158.77	\$ 161.35
5 Yard Container 1x Weekly Service	PER MONTH	\$ 353.10	\$ 359.53
5 Yard Container 2x Weekly Service	PER MONTH	\$ 690.75	\$ 703.61
5 Yard Container 3x Weekly Service	PER MONTH	\$ 1,028.46	\$ 1,047.75
5 Yard Container 4x Weekly Service	PER MONTH	\$ 1,366.12	\$ 1,391.83
5 Yard Container 5x Weekly Service	PER MONTH	\$ 1,663.47	\$ 1,695.61
6 Yard Container 1x Weekly Service	PER MONTH	\$ 408.04	\$ 415.75
6 Yard Container 2x Weekly Service	PER MONTH	\$ 816.09	\$ 831.52
6 Yard Every Other Week Service	PER MONTH	\$ 204.05	\$ 207.92
6 Yard On Call (not offered to new customers)	PER PICKUP	\$ 101.15	\$ 102.93
7 Yard Container 1x Weekly Service	PER MONTH	\$ 530.08	\$ 539.08
7 Yard Container 2x Weekly Service	PER MONTH	\$ 869.92	\$ 887.92
7 Yard Container 3x Weekly Service	PER MONTH	\$ 1,274.16	\$ 1,301.16
7 Yard Container 4x Weekly Service	PER MONTH	\$ 1,646.19	\$ 1,682.19
7 Yard Container 5x Weekly Service	PER MONTH	\$ 2,018.24	\$ 2,063.24



Memorandum

To: City Council

From: Joe Hogue, Police Lieutenant and Lisa Scholl, Deputy City Recorder
CO-Captains of City of St. Helens: Team City Slickers

Date: June 21, 2017

Subject: Relay for Life: Team City Slickers

The City of St. Helens is participating in Relay for Life, July 29, at the St. Helens High School track. I am happy to announce that our team has already raised \$629! We are close to meeting our goal of \$1,000.

I am requesting City Council authorize up to \$200 from Council's discretionary fund for team supplies and luminarias. The luminarias will be placed around the track and lit in honor of cancer survivors and in memory of employees and Council we have lost to cancer.

A silent auction will be held on July 29. I am requesting the Council donate three gift certificates in the amount of \$100 each to be used towards a City utility bill. All proceeds from the auction go towards Relay for Life and are credited to our team. Your generous donation of three \$100 gift certificates to the March kick-off carnival helped raise over \$250 in the fight against cancer.

Be sure to join our team by going to www.relayforlife.org. There is no fee to register. See you at the St. Helens High School track on July 29!

Thank you!

City of St. Helens
RESOLUTION NO. 1789

A RESOLUTION ADOPTING A UNIVERSAL FEE SCHEDULE

WHEREAS, the City wishes to clarify a fee schedule that is updated as a more universal fee schedule for the City of St. Helens; and

WHEREAS, this fee schedule will not pertain to the Building and Planning Divisions of the City of St. Helens because there is a more in-depth and state-approved process for Building and Planning fees. All other fees for other departments are represented on this resolution; and

WHEREAS, the intention of this resolution is to be updated every year for the upcoming fiscal year.

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

Section 1. The fees proposed in Exhibit A attached are hereby adopted.

Section 2. All previous resolutions adopting fees, other than Building and Planning fees, are hereby repealed.

Approved and adopted by the City Council on June 21, 2017, by the following vote:

Ayes:

Nays:

Rick Scholl, Mayor

ATTEST:

Kathy Payne, City Recorder

Exhibit A

POLICE DEPARTMENT			Potential Raise
Vehicle Impound Fee	\$ 50.00	Per vehicle	\$ 100.00
Parking Citation	\$ 10.00	per ticket	\$ 25.00
MISCELLANEOUS FEES			
Appeals Fee - General	\$ 175.00	Per appeal	No change
Non-Sufficient Check Charge	\$ 25.00	Per check	No change
Permit - Parade	\$ 25.00	Per event	\$ 50.00
Permit - Public Assembly	\$ 25.00	Per event	\$ 50.00
Permit - To Amplify Sound	\$ 25.00	Per event	\$ 50.00
Permit - Engage in Commercial Activity	\$ 25.00	Per event	\$ 50.00
Permit - To Use City Property During Hours of Closure	\$ 25.00	Per event	\$ 50.00
Permit - To Use Electrical Connections Owned by City	\$ 20.00	Per day	\$ 25.00
Permit - To Use Special Use Area	\$ 25.00	Per event	\$ 50.00
Permit - To Use Sidewalk Area for Furniture	\$ 10.00	Per 50 feet of street frontage used, rounded up.	\$ 50.00
Photocopies & Printouts			
8.5" x 11"	\$ 0.25		\$ 0.50
8.5" x 14"	\$ 0.35		\$ 0.75
11" x 17"	\$ 0.50		\$ 1.00
Up to 24" x 24"	\$ 2.00		REMOVE
Up to 36" x 36"	\$ 3.00		\$ 6.00
Great than 36" x 36"	\$ 5.00		REMOVE
Color Copies: 8.5" x 11"	\$ 0.50		\$ 1.00
Color Copies: 8.5" x 14"	\$ 0.75		\$ 1.25
Photographs (35mm)	>	Cost plus 15%	REMOVE
Photographs (Digital)	\$ 10.00	Per side	REMOVE
Photographs (Digital)	\$ 5.00	Per case copied to CD	REMOVE
Reproduction of Audio/Video from City Meetings	\$ 12.00	Per Cassette/CD/DVD	\$ 20.00
Police Reports	\$ 12.00	Per case (Up to 30 pages)	\$ 20.00
Reproduction of Digital Photos/Audio/Video from Police Department	\$ 12.00	Per Cassette/CD/DVD	\$ 20.00
Public Records Request	\$20	Deposit. If staff time is less than 15 min, deposit is refunded. If staff time is more than 15, labor is charged to the 1/4 hour	No change
VHS Tapes	\$ 15.00	Per tape or Contractor's cost to reproduce, whichever is greater	REMOVE
Other Documents	>	See Photocopies	REMOVE
Other Formatted Cassettes/CDs/DVDs	>	Cost plus 15%	REMOVE
Lien Search	\$ -	New fee adding in July 2017	\$ 26.00
LIBRARY FEES			
Fines for overdue books, magazines, audio recordings and CDs	\$ 0.25	Per item per day. Max fine \$15 per item.	No change
Fines for DVDs	\$ 0.50	Per item per day. Max fine \$15 per item.	No change
Fines for overdue Cultural Pass	\$ 1.50	Per pass per day. Max fine of \$15 per pass.	No change
Nonresident Borrower Card Fee	\$ 40.00	Per year	\$ 35.00
Resident Business Borrower Card Fee	\$ -	No charge	No change
Interlibrary Loan	\$ 3.00	Per item	No change
Fees for Lost or Destroyed Materials			
Hardback books, recordings, DVDs, CDs, or any other material/media	\$ 30.00	Original Cost or \$30, whichever is greater	No change
Magazines	\$ 7.00	Cover cost or \$7, whichever is greater	No change
Cultural Pass	\$ 30.00		No change
Paperbacks, including children's board books	\$ 10.00	Original cost or \$10, whichever is greater	No change
Replacing a borrower's lost card	\$ 2.00		No change
Missing bar code label	\$ 2.00		No change
Covers damaged or missing - DVD, CD or any other digital or electronic material/media	\$ 10.00		No change
Meeting Room Fees			
Auditorium	\$25.00 Per hour \$75.00 Per half day (up to 4 hours) \$150.00 All day (Open hours)		No change
Armstrong	\$20.00 Per hour \$50.00 Per half day (up to 4 hours) \$95.00 All day (Open hours)		No change
Both Rooms	\$40.00 Per hour \$110.00 Per half day (up to 4 hours) \$210.00 All day (Open hours)		No change

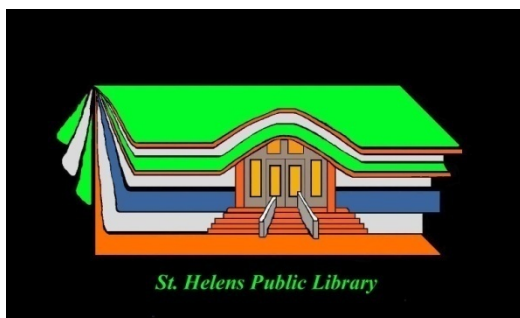
Exhibit A

COURT FEES			Potential Raise
Civil Compromise Costs	\$ 300.00		No change
Collection Fee per ORS 137.118 (3) (Maximum \$250)	25%		No change
Community Service Fee	\$ 2.00	Per hour	No change
Default Judgment	\$ 15.00		\$ 20.00
Discovery	\$ 12.00	Per case number (up to 30 pages)	\$ 20.00
Deferred Sentencing Agreement (Crime)	\$ 360.00		No change
Deferred Sentencing Agreement (Violation)	\$ 200.00		No change
Extend/Amend Deferred Sentencing Agreement	\$ 45.00		\$ 50.00
Driver's License Reinstatement/Offense (City Portion)	\$ 15.00		\$ 20.00
Driving Record (Certified)	\$ 11.50		REMOVE
Driving Record - Traffic Offenses Only (non-certified)	\$ 1.00		No change
Failure to Appear for Bench Trial	\$ 150.00		No change
Failure to Appear for Jury Trial	\$ 300.00		No change
Installment Fee	\$ 25.00		No change
Warrant Issued	\$ 50.00		\$ 100.00
Withholding on County Assessment	10%	at monthly distribution	No change
Expungements	\$ 252.00		No change
Probation Violation	\$ 50.00		No change
BUSINESS LICENSE FEES			
Resident Business	\$ 55.00	cap of \$1,000	\$ 65.00
Per full-time employee or 2 part-time employees	\$ 5.00	If business location is inside City limits	+ \$5/Emp
Non-Resident Business	\$ 100.00		\$ 120.00
Residential Rentals	\$ 10.00	Per unit	\$ 15.00
Commercial Rentals	\$ 40.00	Per unit	\$ 45.00
Delivery Service Only for Non-Resident Business	\$ 50.00		REMOVE
7-Day License (non-residents only)	\$ 35.00		\$ 40.00
Mobile Home Park	\$ 4.00	Per Space	REMOVE
Taxicab Company Permit - Initial Fee	\$ 35.00		\$ 65.00
Taxicab Driver Permit - Initial Fee	\$ 35.00		\$ 65.00
Taxicab Driver Permit - Renewal Fee	\$ 20.00		\$ 65.00
Late Application Fee	\$ 15.00		REMOVE
Late Renewal Fee	\$ 20.00	Per month (not to exceed 3 months)	\$ 40.00
Transfer of License / Change of Business Ownership / Location Change	\$ 10.00		\$ 25.00
Non-Refundable Appeals Fee	\$ 125.00		\$ 150.00
OLCC Original Application Processing Fee	\$ 100.00		No change
OLCC Change in Ownership, Location, or Privilege Processing Fee	\$ 75.00		No change
OLCC Renewal or Temporary Application Processing Fee	\$ 35.00		No change
Sidewalk Vendor Application Fee	\$ 60.00		\$ 65.00
Sidewalk Vendor Permit Fee	\$ 75.00		\$ 65.00
Sidewalk Vendor Appeal Fee	\$ 75.00		\$ 150.00
Marijuana Business License Fee	\$ 2,500.00		No change
Cap on Business License Charges Other than Marijuana Business	\$ 1,000.00		New Cap
PARKS FEES			
Park Use / Reservation			
McCormick Park Areas 2, 3, 4 & Soccer Field	\$20 / \$35	Half Day / Full Day	No change
Campbell Park Areas 1, 2	\$20 / \$35	Half Day / Full Day	No change
Godfrey Park	\$20 / \$35	Half Day / Full Day	No change
Park Use / Reservation			
Columbia View Park Gazebo / Amphitheater	\$30 / \$40	Half Day / Full Day	No change
McCormick Park Veterans Pavillion (area 1)	\$30 / \$40	Half Day / Full Day	No change
McCormick Park Overnight Camping	\$ 10.00	Per night	\$ 15.00
Athletic Fields	\$ 10.00	Per day Per Field	No Change
Use of Field Lights	\$ 10.00	Per day Per Field	No Change
Public Assembly	\$ 25.00	Per day Per Field	REMOVE
Parade/Run/Walk	\$ 25.00	Per day Per Field	REMOVE
Engage in Commercial Activity	\$ 25.00	Per day Per Field	REMOVE
Amplify Sound	\$ 25.00	Per day Per Field	REMOVE
Use during hours of closure	\$ 25.00	Per day Per Field	REMOVE
Use of special use area	\$ 25.00	Per day Per Field	REMOVE
Use of electrical connections	\$ 20.00	Per day Per Field	REMOVE
Late Fees			
General Park Use (7 business days)	\$ -	Currently no late fee	\$ 10.00
Public Assembly (30 business days)	\$ -	Currently no late fee	\$ 25.00
Parade & Walks (45 business days)	\$ -	Currently no late fee	\$ 50.00
Tournament Fee	\$ 10.00	Per team	No Change

Exhibit A

<u>SOCIAL GAMES FEES</u>			Potential Raise
Non-refundable Application Fee	\$ 50.00	per 12 month lease	No Change
License Fee for 1-10 Tables	\$ 50.00	per 12 month lease	No Change
License Fee for each additional table over 10	\$ 10.00	per table per 12 month lease	No Change
<u>ENGINEERING FEES</u>			
Design Review Fee	1%	Based on Engineer's Estimate	No change
Permit for Construction of Public Improvements & Project Inspection	2%	Based on Revised Engineer's Estimate	No change
Right-Of-Way Permit	\$50		No change
Pavement Disturbance Fee	\$50	Fee waived for projects < \$1,000 or if part of Construction Permit	No change
Erosion Control Permit & Inspection	>	Included with Construction Permit	No change
Other Special Services	\$30	Per hour labor, if in excess of 15 minutes	No change
<u>UTILITY BILLING FEES</u>			
Water Service Shut off/on: Mon-Fri 830 AM - 430 PM	\$ -		No change
Water Service Shut off/on: During off business hours	\$ 100.00	Per request	\$ 150.00
Failed Payment Arrangement	\$ 50.00		No change
Late Fee	\$ 25.00	Fee waived if bill is < \$25	No change
Reconnection Fee (if Shutoff due to non-payment)	\$ 75.00	Fee applied on Shut-off Day	No change
Temporary Service for New Construction	\$ 25.00		No change
Tampering with Meter Fees			
Tampering: Turning water on/off without City Personnel	\$ 50.00	Up to and possibly including cost of meter replacement & Labor	No change
Tampering: Turning water on while on the current shut-off list	\$ 100.00	Up to and possibly including cost of meter replacement & Labor	No change
Tampering: Breaking installed Lock to turn on meter	\$ 200.00	Up to and possibly including cost of meter replacement & Labor & Ticket from Police	No change

<u>PUBLIC WORKS - WWTP</u>			
Pretreatment Program Administrative Fee (Choose Option)			
Annual	\$ -	New Fee	\$ 1,500.00
Monthly	\$ -	New Fee	\$ 125.00
Annual DEQ Fees Assessed to the City	\$ -	New Fee	Cost from DEQ
New Industrial Discharge Permit Issuance	\$ -	New Fee	\$ 500.00
Renewal Industrial Discharge Permit Issuance	\$ -	New Fee	\$ 300.00
Demand Inspection Fee	\$ -	New Fee	\$ 100.00
Demand Sampling and Monitoring Fee	\$ -	New Fee	Cost of Service
Enforcement Activities	\$ -	New Fee	Cost of Service



June 14, 2017

From: Margaret Jeffries, Library Director

To: The Mayor and Members of the City Council

Subject: Library Department Report

International Day of Yoga: Celebrate the International Day of Yoga with an all levels Yoga class starting at 5:15. April Helton RYT from Yoga Yunion will be leading a 45-minute class of chair, standing and floor Yoga. No experience is necessary. All poses can be modified for comfort and accessibility. The first 20 minutes will be in chairs and standing, the second portion will be seated on the floor. Come for part or all. Please dress comfortably in clothes that you can move around in. **Wednesday, June 21st 5:15 pm, in the Hallway**

A History of Estate Gardens in Portland: On the evening of June 8, forty-four people attended this program co-presented by the Oregon Historical Society and the Portland Garden Club. This original, narrated glass lantern slide show of the history of 20th century gardens was created for the Portland Garden Club. All of the slides were hand colored and screened using an original lantern slide projector. OHS has other programs of this type and we hope to host them again in the future.

Fiber Fanatics: At the recent observance of World Wide Knit in Public Day, a new Library program was developed. Fiber Fanatics will meet weekly **throughout the summer on Thursdays from 10-noon in the Armstrong Room**. This will be a time for knitters, crocheters, needle pointers and all other fans of fiber art can gather to work on their projects in a relaxed setting. At the end of the summer, we will decide if there is sufficient interest to continue. If so, there may be future opportunities for guest demonstrations and instruction. Stay tuned!

Events @ Your Library: Our summer events flyer follows.

EVENTS @ YOUR LIBRARY

St. Helens Public Library, 375 S. 18th St., 503.397.4544

June – August 2017

FOR ADULTS

International Day of Yoga

Celebrate the International Day of Yoga with an all levels Yoga class starting at 5:15. April Helton RYT from Yoga Younion will be leading a 45-minute class of chair, standing and floor Yoga. No experience is necessary. All poses can be modified for comfort and accessibility. The first 20 minutes will be in chairs and standing, the second portion will be seated on the floor. Come for part or all. Please dress comfortably in clothes that you can move around in.

Wednesday, June 21st 5:15 pm, in the Hallway

The Basics of Home Canning

Join us for a conversation with Jenny Rudolph of the OSU Extension Service about safe methods of home canning. We will discuss when and how to use a pressure canner versus a boiling water bath canner and other tips to successfully preserve your harvest. Bring your pressure canner gauge to be tested for FREE while you are here. Canner gauge testing will be available 15 minutes before the talk or immediately following the talk.

Tuesday, June 27th, 6:30 to 7:30 pm, Auditorium

Insects that Bug You

This program will explore some of the more vexing insects in and around our homes. Subjects will include mosquitoes, cockroaches, fleas, yellow jackets, box elder bugs, stink bugs, carpenter and other ants, and more. Information will be provided on identification and management.

Tuesday, July 25th at 6:30 pm, Auditorium

Furry Freeloaders: How to Vanquish Varmints from Your Yard

This program will look at some of the animals that live comfortably in St. Helens and can cause problems for homeowners. Information will be provided on life history, identification, and management options.

Tuesday, August 1st at 6:30 pm, Auditorium

Artist Talk

Diane Elizabeth Dunn

Diane has been creating art in various mediums since a young age. Her explorations in mixed media and found objects collage is her passion. Her large painting entitled "Conscience Graffiti" was selected in the acrylic category for the All Alaskan Juried Art Exhibition and shown at the Anchorage Art Museum. She was a founding board member of the International Gallery of Contemporary Art in Anchorage, Alaska. Diane is currently on the Arts and Cultural Commission and enjoys teaching community art classes. She is the founder of the Art Hive of Deer Island, a community art studio that encourages creativity and inclusiveness.

Her August show "scraping by" will feature acrylic paintings using a scraping method she has been experimenting with for 5 years.

Thursday, August 3rd at 7:00 pm, in the Library

FOR ADULTS CONTINUED

Oregon Humanities Conversation Project:

The Space Between Us: Immigrants, Refugees, and Oregon

Global displacement is on the rise, thanks to intractable conflicts, economics, and climate change. Oregonians have and will continue to see the results of international migration in our neighborhoods. In this conversation, Manuel Padilla, who has worked with refugees in Haiti, Chad, and Washington, DC, asks participants to consider questions of uprootedness, hospitality, identity, perception, and integration and how we might build more informed, responsive, resilient, and vibrant communities.

Tuesday, August 8th at 7:00 pm, in the Library

Adult Summer Reading Program

Sign-ups for the Adult Summer Reading Program will begin on June 19 and run through August 5. Participants can either play tic-tac-toe or submit book reviews for weekly prize drawings. The drawing for a grand prize will happen on August 7. The first 100 people to sign-up will receive a free bag.

Monday, June 19th through Monday, August 7th

REGULAR EVENTS

Learn to Play the Ukulele

Tim Pardue of the Cowlitz Ukulele Association continues to teach Saturdays at the Library. Call the Library for more details.

Saturdays, 10:30 am-12:00 pm, Auditorium

St. Helens Writers' Guild

The St. Helens Public Library hosts the St. Helens Writers' Guild meeting each month. Open to all writers.

2nd Saturday each month at 12- 2:00 pm, Armstrong Room

Friends of the St. Helens Public Library Meetings

The Friends of the St. Helens Public Library's mission is to support Library programs and materials through book sales and the encouragement of book and monetary donations. The proceeds from the sale of the books in the Library hallway go directly to the library for special materials, projects, and programs.

There are no dues to become a member, but book and monetary donations are always welcome!

4th Wednesday of each month at 5:30 pm, Armstrong Room

Fiber Fanatics

Are you a knitter, crocheter, spinner, weaver, needle pointer, cross-stitcher, rug-hooker and/or embroiderer? Join other like-minded lovers of fiber art and enjoy conversation while you work on your projects in a relaxed setting. Feel free to bring a snack. At the end of the summer, we will decide if there is sufficient participation to continue.

Thursdays, 10:00am-Noon, Armstrong Room



EVENTS @ YOUR LIBRARY

St. Helens Public Library, 375 S. 18th St., 503.397.4544

June – August 2017

FOR CHILDREN AND FAMILIES

Family Storytime

Join other families for stories, songs, movement, fingerplays, puppets, and more. This is geared toward children ages 0-6, but children of all ages are welcome with a parent or caregiver.

Thursdays at 11:15 am in the Children's Room

June 22nd through August 17th

(except 7/20 – find us at the Columbia County Fair that day!)

Summer Meals

The St. Helens School District will provide free lunch for anyone under age 18 on weekdays through the summer. On Tuesdays, enjoy storytime and LEGO free play with librarians from the St. Helens Public Library and the Scappoose Public Library!

Weekdays, June 26th through August 25th, 11:30 am-12:30 pm

Lewis & Clark Elementary School



SUMMER LIBRARY CHALLENGE: JUNE 19-AUGUST 12

Make it

Get hands-on with STEM, arts, and DIY activities! Use your imagination to create things and solve problems and maybe discover a new hobby or interest along the way. *Ages 6-14*

Space is limited, so please call the Library at 503.397.4544 to sign up.

- June 21st: LEGO
- June 28th: Robots
- July 5th: LEGO
- July 12th: Egg safety harnesses
- July 19th: LEGO
- July 26th: Puppets
- August 2nd: LEGO
- August 9th: Coding
- August 16th: LEGO

Wednesdays, June 21st through August 16th, 2-3:30 pm, Auditorium

Spy School

Secret codes, invisible ink, disguises, a laser maze, and more! Get an introduction to the art of being sneaky and gathering information.

Ages 6-14.

Friday, June 30th, 2-3 pm, Auditorium

Cookie Decorating

Creative and delicious! Build a better cookie with a variety of toppings that will let you make your cookie your own. We'll award prizes for the best cookies. Gluten-free options will be available. *Ages 3 and up.*

Friday, July 7th, 2-3pm, Porch

FOR CHILDREN AND FAMILIES CONTINUED

Engineer It! Exploring Ancient Technologies

Build a shelter, design a boat, weave a shoe, or invent a fishing tool! Try out your own engineering skills while discovering technologies designed by Oregon's first engineers. Native American people have always used science and engineering to create effective tools, homes, clothing, cooking methods and more - passing this knowledge down through generations.

Many of these innovations are still being used today! Join us to explore a collection of Oregon artifacts from the museum and engage in fun, hands-on engineering challenges. Presented by the Museum of Natural and Cultural History. *Ages 5 and up.*

Tuesday, July 11th, 3-4pm, Auditorium

Stuffed Animal Sleepover

Bring your stuffed friend to this special evening storytime and then give your furry pal a kiss goodnight! Your stuffed animals will have an overnight sleepover at the library, and you'll be able to pick them up the next day, along with souvenir photos of how much fun they all had together. This is geared toward children *ages 0-6*, but children of all ages are welcome with a parent or caregiver.

Monday, July 17, 6pm, Children's Room

Libraries at the Fair

Animals, rides, shows, food, and more! On Thursday, July 20th, kids 17 and under get in free -- and libraries from around Columbia County will have a table where we'll present storytimes and have other fun activities. Be sure to stop by!

Thursday, July 20th, Columbia County Fairgrounds

Creature Teachers!

Learn about scaly, feathery, and furry friends in this interactive presentation! The Creature Teachers will bring several animal ambassadors with them from their rescue organization. They'll talk about the creatures and then you'll get a chance to observe them up close, touch them, and ask questions about them. *All ages.*

Friday, July 28th, 3:30-4:30pm, Courtyard

Jedi Training

Is the Force strong within you? Padawans can learn their Jedi name, practice their lightsaber skills, traverse the universe as they hunt down bad guys, and more at our Jedi Training event! *Ages 6-14*


Monday, July 31st, 2-3pm, Auditorium

Summer Reading Party

Annual end-of-summer party for all families who participated in the Summer Reading Program. Join us in the courtyard at the Library for yard games and ice cream and to claim your final prizes. *All ages.*

Saturday, August 12th, 11am - 12:30pm, Courtyard

PUBLIC WORKS MEMO

To:	The Mayor and Members of City Council	
From:	Sue Nelson, Public Works Engineering Director Neal Sheppard, Public Works Operations Director	
Date:	21 June 2017	
Subject:	May Status Summary	

Engineering

1. Started work on a sanitary sewer I&I video inspection project.
2. Completed a street crack sealing project.
3. Worked on final plans for a large street paving and overlay project.
4. Worked with City consultant on the Cost of Services Analysis.
5. See complete report.

Parks

1. Assisted with construction of the new covered shelter in McCormick Park.
2. Sprayed weeds in the rights-of-way in town and along Highway 30.
3. Repaired and painted picnic tables; moved tables back into the parks.
4. Two employees attended a playground maintenance class.
5. See complete report.

Public Works Operations & Maintenance

1. Replaced 109 standard water meters with new radio read meters.
2. Worked on construction of the new covered shelter in McCormick Park.
3. Assisted Parks Department with mowing.
4. Installed new storm drainage line at the Public Works shop property.
5. Serviced and/or made repairs on over 44 vehicles and/or equipment.
6. Responded to 9 after-hours call-outs.
7. See complete reports.

Water Filtration Facility

1. Produced 46.1 million gallons of filtered drinking water, an average of 1.5 million gal/day.
2. Worked on troubleshooting malfunctioning fire alarm system.
3. Sent out monthly samples for testing.
4. See complete report.

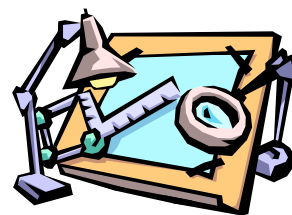
Waste Water Treatment Plant

1. Worked with Cindy Phillips and Columbia City to revise the pretreatment IGA.
2. Had Hamer Electric perform repairs on aerators.
3. Found pump at PS#3 malfunctioning; ordered replacement pump.
4. Met with potential contractors for the Pump Station No. 9 upgrade project.
5. See complete report.



Engineering Department Status Report

14 June 2017



WATER PROJECTS

2MG Reservoir Rehab Project

Repairs to the drain line are being completed by Public Works staff.

DEVELOPMENT PROJECTS

Elk Ridge Estates Phase VI

Met with the Developer's engineer and contractor regarding some potential changes to the existing storm drain outfall being required by DEQ.

St. Helens Marina Wyeth Street RV Park

Construction has been paused on the five new RV spots located on the north side of the existing RV park. This project will include relocation of a public water main and improvements and paving in a portion of the Wyeth Street right-of-way.

SANITARY SEWER AND STORM DRAIN PROJECTS

Godfrey Park Storm Drain Project

A walk-thru with the project Engineer and the Contractor was conducted on May 10. All portions of the construction were completed to the satisfaction of the City and the Project Engineer.

2017 I&I Video Inspection Project

The project to video the private system within a local manufactured home park is well underway. The Contractor is finding some anomalies within the system and the City should have a much better map of the existing private sanitary system when the project is complete. Several points of direct rainwater inflow and infiltration have been identified. Once all of the videos have been reviewed, the property owner will be notified of the deficiencies.

2017 I&I Sanitary Sewer Rehabilitation Project

A pre-construction meeting was held recently with Emery & Sons Construction Group of Salem, Oregon. The project involves repair, replace, and/or rehabilitation of approximately 900 feet of sanitary sewer pipe, mainly located on the South Trunk sewer main. The Contractor's anticipated start date is July 5.

N. 11th Street, Lot 7

NW Natural has started construction to re-route a major natural gas main that they feel will be in conflict with the new storm drain being installed by the property owner. Work was started by a private contractor to install the new storm pipe through a section of open ditch on the east side of N. 11th Street.

STREET AND TRANSPORTATION PROJECTS

2017 HMA Paving and Overlay Project

Staff is working on final plans and specifications for a street paving and overlay project to be completed this summer. Streets identified for work include S. 1st, S. 6th, N. 7th, Lemont, N. 9th, N. 17th, N. 18th, N. 15th, N. 2nd, Sykes, and repairs on Old Portland and Gable Roads.

2017 Annual Street Striping Project

Bids were requested and received by the Engineering Department for the annual street striping project, to paint the long lines on City streets. The contract was awarded to Apply-A-Line, Inc. of Portland. Painting will be completed by the end of August.

LED Street Light Upgrade Project

Only a handful of overhead street lighting fixtures are waiting to be converted to LED fixtures. Some additional fixture were ordered to finish up the project.

Spring 2017 Crack Sealing Project

This project is now complete.

Gable Road Improvement Project

The County has prepared a Request for Proposals for full service consulting for the design and construction of improvements to Gable Road and they expect it to be issued in June. Although the City will not be managing this project, we will be participating at every level. Construction of improvements on Gable Road between Highway 30 and Columbia Blvd. will include widening of the travel lanes, the addition of bike lanes, new sidewalks, and additional safety features. Once the improvements are complete, the jurisdiction of the roadway will transfer from the County to the City.

Wayfinding and Branding Project

Staff participated in a walk-thru with the design consultant to identify possible locations for new and/or replacement signage locations.

MISCELLANEOUS PROJECTS

Cost of Services Analysis

Staff has been working with the City's consultant, Steve Donovan, on the Cost of Services Analysis. The report is in the final draft review at this time.

Right-of-Way and Construction Permits

There were seven Right-of-Way/Construction permits issued in May 2017 – 1 to Comcast for line upgrades; 3 to NW Natural for service installations; 1 for a sidewalk repair at Walmart; 1 for a mailbox relocation on N. Vernonia Road; and 1 for a plan review for a watermain extension on S. 8th Street.



Parks Department for May 2017



Daily duties were performed which include: cleaning restrooms, garbage pickup, Sand Island maintenance, and general parks maintenance.

Assisted in putting the roofs on the dugouts at Campbell Park
Removed Graffiti at Campbell
Mowed the reservoir
Assisted in putting up the new shelter at McCormick
Trimmed trees at McCormick
Repaired the swing at McCormick
Mowed the Library Courtyard
Transported a deer to the tree farm
Sprayed weeds in the right of way around town
Thad and Tory attended a playground maintenance class
Cleaned street tree planters
Removed and replaced some of the broken trees in the planters
Removed graffiti at Campbell
Repaired and painted picnic tables
Repaired a mower
Moved picnic tables back into the parks
Checked on a tree on 1st street
Repaired a mower
Tilled and power raked the softball fields at McCormick
Picked up wood and debris at McCormick
Repaired a mower
Sprayed weeds and brush on the Hwy strip
Back filled the new sidewalk at McCormick
Placed the reservation sign for the new shelter at McCormick

Public Works Work Report May 2017

Water Dept:

Installed 109 radio read meters
Read heavy users
Cleaned dump site at WWTP
Replaced yard hydrant at WWTP
Helped with pavilion at McCormick for ten days
Made tap at reservoir to drain it
Installed bollards at WWTP
Helped Roger install soap dispensers at CH

Sewer Dept:

Mowed parks
Helped WWTP pull pump at pump station at 4th St. & Columbia Blvd.
Cleared downed trees at Dalton Lake for vector control
Cleared sewer plug at 1321 Tualatin – kids took lid off and threw sandbags in manhole
Checked for plug at 471 Cowlitz – on owner's side
Installed new storm at City Shop property

Call-Outs:

Telemetry alarm at shop 5/2
35611 Valley View Dr. – no water because of Danielson
Clean up glass from wreck on Gable by Safeway
Citizen complaint about open holes at McCormick new pavilion
Water off for repair on S. 13th St.
Water off for repair again on S. 13th St.
Alarm at shop – trapped bird
Telemetry alarm at shop 5/20
Telemetry alarm at shop 5/23

Miscellaneous:

Swept streets
Mowed ROWs
Marked 70 locates
Checked wells & reservoirs daily

Monthly Report May 1st to 31st

May 1st

Office Computer work

PW #8 Installed a mud flap

PW #17 Replaced a switch that operates the beacon

City Hall #28 Repaired a right rear tire, full service also found that the inside of the vehicle was very wet
Washed the vehicle and took it to Emmert Mts. For repair's

P10 Low tire valve stem leaking repaired and sent back out

Keith Vac. Day

May 2nd

Office Computer work

PW #34 Installed a new mounting nut to the top side of the hammer

Pw #85 Looked at the steering to see if it was front steering or rear steering

Keith Vac. Day

May 3rd

PW #5 Took the hammer completely apart and now waiting for parts

Parks #17 Rebuilt on of the mower deck spindles and installed it back on the tractor

Keith Vac. Day

May 4th

Office Computer work

PW #5 Dismantled the hammer and waiting for the case

Parks Took a deer to the tree farm

Shop Washed both pickups

PW #31 Took the truck to Columbia audio and picked it up after the new radio was installed

City Hall #12 Picked up the blazer from city hall and brought to the shop for an auction at some point in Time.

Keith Vac. Day

May 5th

Office Computer work

PW #5 Rebuilt the hydraulic hammer for the mini excavator

Shop Clean up

Keith Vac. Day

May 8th

Office Filled paper work

WWTP Fabricated a stand for the sewer dump station

PW Checked on some 55 gal drums at rain shadow they said we could have but they were out of them at this time

May 9th

PW Went to a Demo on a camera van
Parks Repaired a seal on a pump
Police Service a car

May 10th

Office Computer work
Shop Helped with the forklift oil change and replaced a coolant hose
Parks Removed the regulator from the spray truck and installed a new rubber cap in it
PW #5 reversed the hydraulic hoses on the hammer
Brett Gone 2hrs early

May 11th

Shop Cleaned upstairs put away metal
PW Checked on equipment

May 12th

Shop Cleaned Restroom and shop sink also took apart the metal cutting saw and cleaned the drive wheels they were full of filings works better now
PW #7 Removed a screw from the right rear tire
PW Helped with the accident on old Portland road and the Bridge

May 15th

Office Filled paper work
PW #72 Filled front tires with air
PW #8 Replaced right rear light bulb
PW #33 Filled front tires with air
Shop Cleaned the shop floor

May 16th

Shop Cleaned the shop floor, Fabricated a grate for the water recycler

May 17th

Police S-22 Removed all the radios and light so the truck can be traded in
Brett Vac. Day

May 18th

Brett Vac. Day
PW #5 Work on the hammer repaired a hydraulic leak

May 19th

Brett Vac. Day
PW #23 sharpened blades

May 22nd

Brett Sick day
Parks Helped with putting up the building at McCormick Park

May 23rd

Office Computer work

Shop Mowed the grass pulled weeds, cleaned the floor

PW #5 Checked on a hydraulic leak on the mini

May 24th

PW #5 Repaired a hydraulic leak

PW Moved a camper for the property on 5th street to the Boise paper mill property

Police S-7 Service

May 25th

Police S-7 Replaced the rear brakes

PW #8 Replaced the mud flaps

PW Swept the training grounds for the fire department

City Hall Went to Harassment Training for 1.5 hours

Keith Sick

May 26th

Police S-7 Replaced the front brakes and rotors found a clunking noise in the front found that when Emmert installed the new engine they messed up an engine mount

PW #41 Removed the rear drums and cleaned the brakes off installed the drums

Keith Vac. day

May 30th

PW #7 removed rear brakes and installed ne calipers also installed front pads waiting on the rotors

PW #5 Installed a new hydraulic hose

May 31st

Office Computer work

PW #7 Installed and bleed brakes test drove

PW #5 Filled the hydraulic tank with fluid

PW Found air compressor plumbing parts for the project at City Hall



City of St. Helens, Oregon
Public Works
Water Filtration Facility
PWS 4100724
P.O. Box 278
St. Helens, OR 97051
PH: (503) 397-1311 FAX: (503) 397-3351



Water Filtration Facility Journal May 2017

Water Production: 46.1 million gallons which averages 1.5 million gallons per day

Week 1 Produced and sent May OHA reports to the State. Performed monthly check on fire extinguishers. Sent sewer readings to Columbia City public works. Making arrangements for DTS to come out and troubleshoot and repair the new fire alarm panel. Received a call from Central Alarm that we have a fire alarm at the WFF, fire department dispatched. There is not a fire, instead, the new panel is generating over 180 alarms every 2 to 6 seconds. Had Central alarm put our system in test mode to stop them from calling out the fire department for these false alarms. I cannot silence the fire alarms, they keep regenerating themselves every few seconds faster than we can acknowledge them! I was finally able to reach DTS and Scott provided me with over the phone instructions to disable the fire alarm panel for the rest of the night. DTS will be here in the morning to troubleshoot and fix this problem.

Week 2 Gathered and sent out the May LT2 (Cryptosporidium) sample. DTS on site every day this week working on our new fire alarm panel. We have placed our fire panel in the “test” mode for the rest of this week.

Week 3. DTS still on site performing more tests and troubleshooting our fire alarm system. Renewed our service contract with Inductive Automation. Alarm panel is behaving, until, I received a call at 4:30 a.m. from Central Alarm that a fire alarm is occurring at the WFF. Had our system put into the “test” mode and asked that the fire department not respond, they told me they would convey the request but that the response will depend on the fire department. I called Guy to respond, I am in California. Guy at the WFF, no fire dept., I provided over the phone instructions to him how to disarm and silence the fire panel and strobes going off in the WFF. Guy contacted DTS and they are on site trying to find the root cause of the fire alarms being generated.

Week 4 Holiday week. Received a call from Central Alarm that we have fire alarm signals being sent every 3 to 6 seconds of every minute. Had our system put in “test” mode and since this is Memorial Day, I wrote a letter to DTS expressing our concerns about his new fire alarm panel and the alarms it has generated every 3 to 6 seconds of every minute of every day for the past 7 days and politely asked them to get this system fixed and that this type of service is unacceptable and if need be, we will search for another contractor that can resolve this serious problem. We have been dealing with DTS since March of this year to repair our fire alarm system and what occurred there is that it was determined our system was obsolete and a “plug and play” system can be installed. The new system has been failing miserably since it was installed. DTS has assured us that they will get this system up and functioning correctly. Our Central Alarm contractor is working with me and appreciating our close communication with them as to what we are doing to resolve this problem. As of this etching, the alarm system has been “quiet” for the past 3 days, however, the full system is not up and functioning, but the important components, smoke detectors and heat duct alarms, are in full functionality. The hand operated fire pulls are not programmed into the system yet.

Howie Burton, City of St. Helens – Public Works Filtration Facility Supervisor and Operator

WWTP Monthly Operations and Maintenance Report

May 2017

To: Sue Nelson

From: Aaron Kunders

Secondary System Report

- 5/1-Checked weather head on aerator #4. Also noticed large amounts of pulp floating throughout lagoon.
- 5/3-Arnie with Hamer Electric here to look over work to be done on site. He checked the motor of aerator #4 and found it to be bad.
- 5/4-Aerator #3 tripped. Reset and will watch.
- 5/6-Secondary temperature probe out of cup. Will need to use the data logger as backup.
- 5/9-Polar Refrigeration here to pick up Secondary sample fridge.
- 5/18-Hamer here to repair SolarBee wire.
- 5/25-Polar Ref. back to deliver fridge. Works good now.
- 5/30-Aerator #3 tripped. Hamer here and looked it over and found it to be running within normal range.
- 5/30-Aerator #15 rewired and running.
- 5/30-SolarBee D rewired again and power now to the unit. The battery is dead though so it'll need to be brought in and charged.
- 5/31-Flushed sample line.
- 5/31-Removed old floating work platform from lagoon. Too dangerous.

Primary System Report

- 5/7-SolarBee H broke free from its tether. Will need to reattach.
- 5/9-Reanchored SolarBee H and greased all Primary aerators.
- 5/24-Used vacuum trailer to clean shore of lagoon.
- 5/31-Aerator #6 tripped. Won't restart. Will need to check wires.

Pump Stations

- 5/1-PS#4-Pump 1 ran most of the day yesterday. Lag float was hanging down and high level float was also too far down. Rehung floats and will keep an eye on.
- 5/1-PS#3-Pump 2 tripped. Reset and tripped again. Pulled on the 2nd and found nothing stuck in impellor. Will order new pump.
- 5/7-PS#4-Pump 2 high run hours. Pump was continuously running and floats looked fine.
- 5/11-PS#9-Stettler here to look over replacement project.
- 5/27-PS#2-Dialer has busy signal. Checked and appears ok. It is next to switch over to Mission.

Sodium Hypochlorite System

- 2800 gallons used this month.
- 3371 gallons used last month.
- 5/3-Cleaning West hypo tank.

- 5/15-Hypo delivery.
- 5/18-Tim here to install strainers on hypo lines.
- 5/23-Trouble shot the hypo pumps. The South side still pumps less no matter which pump is there. Found small piece of debris in the suction side.
- 5/26-Strainers causing large amounts of air to collect in lines. Will need to vent to maintain proper disinfection.

Call-outs

- No after hour call outs for May

Plant

- 5/1-Polar Refrigeration returned sampler with new sensor.
- 5/3-Yard hydrant by septage receiving station run over by a reckless vehicle. Got it all on video. Public works down to replace and install more bollards. Police caught the individual.
- 5/4-Cleaned North contact tank.
- 5/6-pH probe in lab not working correctly. Switched out and will troubleshoot.
- 5/11-Tim Illias down to replace backflow device at the end of the hauler road.
- 5/15-JWC sales rep down to look over equipment and update his database.
- 5/31-Cleaned North contact tank.

Pretreatment

- Worked with Cindy on Intergovernmental Agreement with Columbia City for pretreatment authority.
- Submitted new permit template to State for approval.
- Started reissuance of permits for septage haulers.

Other

- 5/8-Tour for Columbia County Christian School.
- 5/9-Local limits sampling.
- 5/10-TAC meeting with Jeff South from Cascades. Discussed the huge amount of solids they are dumping into the lagoon and the need for them to stop ASAP.
- 5/31-Quality Control Services here to do annual calibration of balance.

Next Month

- Install Missions at PS#2, 5, 1.