

# City of St. Helens

## City Council

Work Session Minutes

December 6, 2017

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**Members Present:** Mayor Rick Scholl  
Council President Doug Morten  
Councilor Susan Conn

**Members Absent:** Councilor Keith Locke  
Councilor Ginny Carlson

**Staff Present:** John Walsh, City Administrator  
Margaret Jeffries, Library Director  
Matt Brown, Finance Director  
Kathy Payne, City Recorder  
Terry Moss, Police Chief  
Neal Sheppard, Public Works Operations Director  
Sue Nelson, Public Works Engineering Director  
Tina Curry, Event Manager

**Others:** Chuck Daughtry  
Julie Thompson

1) **Call Work Session to Order**

2) **Visitor Comments**

No visitor comments.

3) **Discussion Topics**

3.A Semi-Annual Report from Columbia County Economic Team (CCET)  
CCET Executive Director Chuck Daughtry was in attendance to give a report to the Council.

- Armstrong World Industries. Their closure was not anticipated. Chuck had been talking with them about expansion. The Employment Office has already been in contact with Armstrong's general manager to help employees with benefits and the transition. CCET will be meeting with Armstrong to see if they'd be willing to change their mind. If not, CCET will work to assist the employees and market the property.
- OMIC. Had another delegation go to Sheffield and are excited about what could be replicated here. Chuck talked about the potential OMIC facility occupants. Councilor Conn requested that Chuck keep the Council updated on the status, so they can prepare.

Mayor Scholl asked about PCC breaking ground on the OMIC site. Columbia County has been promised a school for years. Chuck explained that it is still in the plan. He understands the frustrations. There is potential for not only PCC but also Oregon Tech, OSU, and PSU branches. Mayor Scholl encouraged Columbia County citizens to write letters to the PCC Board of Directors.

- Premier Jets. Purchased land from the Port off of Wagner Court in Scappoose. They have a pending Enterprise Zone application for a \$4.6 million facility, 17 full-time jobs, averaging \$56,000/year, and a 26,000 sq. ft. building. They are a chartered jet service.
- The owners of the Callaway building on Port Avenue are in the process of selling. CCET is helping search for potential buyers.
- He and Commissioner Magruder toured the D.R. Johnson cross-laminator timber plant in Riddle, Oregon. They're the only type of plant in the United States. It's a way to build multi-story buildings almost entirely from wood. They're incredibly strong, able to withstand earthquakes, and fire retardant. There is a need for a company to provide cross-laminated lumber. He's working with nearby counties to provide that type of mill.
- He and City Administrator Walsh met last week to discuss the St. Helens industrial site. He encouraged the Council to improve the site so it shows well.
- Working on funding for the Rock Crest Street intersection in Rainier.
- Distributed the budget for the Columbia County Business Association. He's been working with Keep it Local Columbia County for two years. It started as a volunteer organization. Based on the County's population, we should have about \$600 million/year in retail and commercial sales. We've been averaging about \$400 million/year. That's a \$200 million/year loss due to people working outside the County. A website has been created and staffing has been added. CCET has earmarked \$17,000 to help support the effort. He is requesting financial support from cities in the County.
- Last year, Scappoose Mayor Burge identified funding available from Travel Oregon through Travel Portland. They met with Travel Portland and they're interested in supporting a County-wide organization. An application was submitted and CCET was granted \$50,000 for tourism. They want to create a Columbia County tourism destination marketing plan. Columbia County is last, in terms of per capita tourism dollars. Chuck talked about ideas and forming a County-wide tourism committee.
- There is a city administrators meeting in Clatskanie on Friday. He asked Mike Sykes to attend and talk about development in Scappoose. They have been very successful.
- Attended a meeting with Greater Portland Inc. (GPI) and Metro about regional and industrial lands inventory. Our industrial land base is critical for the Portland metro area. Land that is ready and accessible is the best.

Mayor Scholl emphasized the need for marketing.

3.B Request to Extend Enterprise Zone Benefits for Premier Jets  
Chuck reviewed the request. A copy is included in the archive meeting packet.

3.C Discussion Regarding Parks  
City Administrator Walsh talked about the creation of park programs for the community. He, Councilor Conn, and Finance Director Brown met with school district representatives last week to discuss the collaboration of resources. How can they work together to build a program? Councilor Conn pointed out the improvements that could be made to students and adults in the community. The City has the organizational skills to make it happen. Council President Morten would really like to see our parks system turned into a parks and recreation program. Consensus of Council to move forward.

### 3.D Review Urban Renewal Agency Bylaws

City Administrator Walsh reviewed the bylaws. A copy is included in the archive meeting packet. Under section one, the Council needs to determine how the chair and vice chair are selected. They favored option two, to elect a chair and vice chair.

### 3.E Review Proposed Revisions to Library Rules of Conduct

Library Director Jeffries reviewed the proposed revisions. A copy is included in the archive meeting packet. There were no objections from the Council.

## 4) Department Reports

Police Chief Moss reported...

- Tonight's agenda includes:
  - Declaration of surplus property that has not been claimed.
  - Recognition of a McBride Elementary School third grade student who submitted the winning drawing to be used in this year's police department Christmas card. All of the submittals will be displayed at the library.
  - Santa Claus will be sworn in. He'll be busy all month with community programs.

Public Works Engineering Director Nelson reported...

- Surveying on Gable Road will be done over the next few weeks. It's the beginning of the Gable Road improvement project.

Public Works Operations Director Sheppard reported...

- The breaker boxes on the docks have been upgraded. Hopefully they work.

Library Director Jeffries reported...

- The Columbia Arts Guild assisted with hanging the student art in the library. They are a 501(c)(3) and meet once a week at the library.

Finance Director Brown reported...

- Mayor Scholl said that Brown will be performing at Running Dogs Brewery on December 14, 6-8 p.m.

City Recorder Payne reported...

- She emailed the Council a letter of support for the CDBG grant application for City of Astoria. Since there were no concerns from the Council, Mayor Scholl will sign it tonight.
- The petition signatures for the, "Yes, Keep St. Helens Groceries Tax Free" have been submitted. The County certified that they submitted the adequate number of signatures. It will be on the ballot in May.
- Staff proposed another clean-up day. There were no objections from Council to close for a day.
- Received a report that the microphones sound good on Granicus. She encouraged Council and staff to speak into their microphones and not lean back.

City Administrator Walsh reported...

- The Christmas tree lighting is on Saturday. The Plaza looks great and the weather will be nice.
- Attended the Oregon Leadership Summit on Sunday. It was a great itinerary. The concepts to keep your community robot-proof were impressive.
- The contract with E2C terminates at the end of the year. He recommends extending it.

5) **Council Reports**

Councilor Conn reported...

- Requested funds to purchase snacks for the CIT training. Council concurred.
- Enjoyed the Oregon Leadership Summit. Excited for future changes.

Council President Morten reported...

- Thanked Payne for distributing the Council evaluations. Charter requires these be done.
- He, Associate Planner Jenny Dimsho, Andrew Niemi, and a veteran's representative met at McCormick Park to work out the details for the Veterans Plaza. The City has designated \$50,000 for the project, veterans have donated over \$40,000, and Andrew is doing in-kind work. The project should be complete by next Veteran's Day.

Mayor Scholl reported...

- Also attended the Oregon Leadership Summit. The projected job loss by 2035, due to technology, is 23%. Need to consider that as new industry comes to St. Helens.
- Going to do everything possible to keep Armstrong here.

6) **Executive Session**

- 6.A ORS 192.660(2)(d) Labor Negotiations
- ORS 192.660(2)(e) Real Property Transactions

**Motion:** Upon Conn's motion and Morten's second, the Council unanimously voted to move into executive session under ORS 192.660(2)(d) Labor Negotiations and (e) Real Property Transactions.

**Motion:** Upon completion of the executive session, Morten moved to go back into work session, seconded by Conn, and unanimously approved.

7) **Other Business**


The audio recording did not work after this point. Unfortunately, the motions made were not recorded.

8) **Adjourn**

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

  
Kathy Payne, City Recorder

  
Rick Scholl, Mayor