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City of St. Helens COUNCIL AGENDA

Wednesday, November 18, 2015

City Council Chambers, 265 Strand Street, St. Helens

City Council Members

Mayor Randy Peterson
Council President Doug Morten
Councilor Keith Locke
Councilor Susan Conn
Councilor Ginny Carlson

Welcome!

All persons planning to address the Council, please sign-in at the back of the room. When invited to provide comment regarding items not on tonight's agenda, please raise your hand to be recognized, walk to the podium in the front of the room to the right, and state your name only. You are not required to give your address when speaking to the City Council. If you wish to address a specific item on the agenda, you should make your request known to the Mayor as soon as possible before the item comes up. The Council has the authority to grant or deny your request. Agenda times and order of items are estimated and are subject to change without notice.

1. **7:00PM - CALL REGULAR SESSION TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **PRESENTATION OF LIFESAVING AWARD**
4. **RECOGNITION OF ARTS & CULTURAL COMMISSION RESIGNING MEMBERS**
5. **INVITATION TO CITIZENS FOR PUBLIC COMMENT** – *Limited to five (5) minutes per speaker.*
6. **ORDINANCES – Final Reading**
 - A. **Ordinance No. 3199:** An Ordinance to Repeal St. Helens Municipal Code Chapter 2.60, Tourism Committee
7. **ORDINANCES – First Reading**
 - A. **Ordinance No. 3200:** An Ordinance Updating St. Helens Municipal Code Chapter 13.08 Regarding Cross-Connections
 - B. **Ordinance No. 3201:** An Ordinance Amending St. Helens Municipal Code Section 2.04.110, Process for Approval of Special Solicitation Methods and Exemptions
8. **RESOLUTIONS**
 - A. **Resolution No. 1723:** A Resolution Assessing Costs to Abate the Nuisance Upon Property Located Within St. Helens and Creating a Lien (224 S. 20th Street)
 - B. **Resolution No. 1724:** A Resolution Assessing Costs to Abate the Nuisance Upon Property Located Within St. Helens and Creating a Lien (274 N. 9th Street)
 - C. **Resolution No. 1725:** A Resolution to Establish Water, Sewer and Storm Drainage Utility Rates
9. **APPROVE AND/OR AUTHORIZE FOR SIGNATURE**
 - A. Extension of Agreement with Pauly, Rogers and Co., PC for Auditing Services
 - B. Contract Payments
10. **CONSENT AGENDA FOR ACCEPTANCE**
 - A. Accounts Payable Bill List
11. **CONSENT AGENDA FOR APPROVAL**
 - A. Accounts Payable Bill List
12. **MAYOR PETERSON REPORTS**
13. **COUNCIL MEMBER REPORTS**
14. **DEPARTMENT REPORTS**
15. **ADJOURN**

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For more information or for an application, stop by City Hall or call 503-366-8217.

City of St. Helens
ORDINANCE NO. 3199

**AN ORDINANCE TO REPEAL ST. HELENS MUNICIPAL CODE
CHAPTER 2.60, TOURISM COMMITTEE**

THE CITY OF ST. HELENS ORDAINS AS FOLLOWS:

Section 1. St. Helens Municipal Code Chapter 2.60, Tourism Committee, is hereby repealed.

Chapter 2.60
TOURISM COMMITTEE

Sections:

- ~~[2.60.010](#) Establishment.~~
- ~~[2.60.020](#) Definition of tourism.~~
- ~~[2.60.030](#) Membership.~~
- ~~[2.60.040](#) Terms of office.~~
- ~~[2.60.050](#) Vacancies and removals.~~
- ~~[2.60.060](#) Meetings — Quorum.~~
- ~~[2.60.070](#) Responsibilities, powers, and duties.~~

~~2.60.010 Establishment.~~

~~There is hereby created a tourism committee for the city of St. Helens, Oregon. (Ord. 3046 § 1, 2007)~~

~~2.60.020 Definition of tourism.~~

~~"Tourism" means the business of attracting and providing services and accommodations to those persons who are traveling for recreational or cultural purposes. (Ord. 3046 § 2, 2007)~~

~~2.60.030 Membership.~~

~~The tourism committee shall consist of nine members appointed by the city council. The committee shall consist of one member who is a current St. Helens city councilor, one member who is an owner of a hotel, motel, RV park, or bed and breakfast establishment in St. Helens, one member of the board of directors of the South Columbia County Chamber of Commerce, and six at-large members. The city administrator and city finance director shall act as ex officio members of the committee and shall have no voting rights. (Ord. 3161 § 1, 2012; Ord. 3160 § 1, 2012; Ord. 3102 § 1, 2009; Ord. 3070 § 1, 2007; Ord. 3046 § 3, 2007)~~

~~2.60.040 Terms of office.~~

~~All members shall serve at the pleasure of the city council. Members shall be appointed for three-year terms. (Ord. 3046 § 4, 2007)~~

~~2.60.050 Vacancies and removals.~~

~~Any vacancies on the committee shall be filled for the unexpired term by appointment by the mayor and approval by the council. A member of the committee who is absent from three consecutive~~

~~meetings without approval of the committee is subject to removal by the city council and a new member may be appointed to complete the term. (Ord. 3161 § 1, 2012; Ord. 3046 § 5, 2007)~~

~~2.60.060 Meetings — Quorum.~~

~~The committee shall adopt its own rules for appointment of officers and the frequency and conduct of its meetings. All meetings are subject to the requirements of the Oregon Public Meetings Law (ORS [192.610](#) to [192.690](#)). A majority of the members of the commission shall constitute a quorum for the conduct of business and the concurrence of a majority of those members present shall be required to decide any matter. Minutes shall be forwarded to the council after adoption by the committee for acceptance by the city council. (Ord. 3046 § 6, 2007)~~

~~2.60.070 Responsibilities, powers, and duties.~~

~~The tourism committee shall have the responsibilities, obligations and duties of an advisory public body as provided for in laws of the state of Oregon and the laws of the city of St. Helens. The tourism committee shall have authority to:~~

- ~~(1) Adopt rules for the appointment of officers and the frequency and conduct of its meetings; provided, that the tourism committee meets at least once every calendar month or as directed by city council.~~
- ~~(2) Develop a proposed budget using estimated resources from the transient room fee ordinance for recommendation to the budget committee.~~
- ~~(3) Develop a long-range business/strategic plan that increases tourism in the city through the use of a transient room tax.~~
- ~~(4) Recommend to the city council programs or staffing for which the use of transient room tax fees would be appropriate.~~
- ~~(5) Coordinate with a tourism director and city staff on tourism issues.~~
- ~~(6) Recommend rules and regulations for the operation of a city-owned convention center. (Ord. 3046 § 7, 2007)~~

Read the first time: November 4, 2015

Read the second time: November 18, 2015

APPROVED AND ADOPTED by the City Council this 4th day of November, 2015, by the following vote:

Ayes:

Nays:

Randy Peterson, Mayor

ATTEST:

Kathy Payne, City Recorder

City of St. Helens
ORDINANCE NO. 3200

**AN ORDINANCE UPDATING ST. HELENS MUNICIPAL CODE
CHAPTER 13.08 REGARDING CROSS-CONNECTIONS**

WHEREAS, although SHMC Chapter 13.08, when adopted, was consistent with state law on Cross Connections, state law and administrative rules on the subject have been modified; and

WHEREAS, City Council wishes this Chapter to be consistent with current state law and administrative regulations.

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

SECTION 1. Chapter 13.08 of the St. Helens Municipal Code is hereby amended to read as set out in Attachment A, attached hereto and hereby incorporated by reference (underlined language is added; ~~stricken~~ language is deleted); and

SECTION 2. CONSTITUTIONALITY AND SAVING CLAUSE. Should any provision, section, sentence, clause or phrase of this Ordinance, or the application of same to any person or set of circumstances, are for any reason held to be unconstitutional, void, invalid, or for any reason unenforceable, the validity of the remaining portions of this Ordinance, or its application to other persons or circumstances, shall not be affected; thereby, it being the intent of the City of St. Helens Water System in adopting and approving this Ordinance that no portion hereof or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality or invalidity of any other portion, provision, or regulation.

Read the first time:	November 18, 2015
Read the second time:	December 2, 2015

APPROVED AND ADOPTED by the City Council this 2nd day of December, 2015, by the following vote:

Ayes:

Nays:

Randy Peterson, Mayor

ATTEST:

Kathy Payne, City Recorder

Chapter 13.08

CROSS-CONNECTIONS

Sections:

13.08.010 Definitions.

13.08.020 Purpose and Application.

13.08.030 Cross-connections regulated~~prohibited~~.

13.08.040 Backflow prevention assembly requirements.

13.08.041 New Construction.

13.08.042 Retrofitting.

13.08.043 Irrigations Systems.

13.08.044 Thermal Expansion.

13.08.050 Mobile units.

13.08.054 Temporary Meters and Hydrant Valves.

13.08.056 Plumbing Code.

13.08.060 Right-of-way encroachment.

13.08.070 Multiple connections.

13.08.080 Access to premises.

13.08.090 Installation requirements.

13.08.100 Annual Testing and Repair of assemblies.

13.08.110 Maintenance of assemblies.

13.08.115 Responsibilities of Backflow Prevention Assembly Testers.

13.08.120 Pressure loss.

13.08.130 Cost of compliance.

~~13.08.140 Installation standards and specifications.~~

~~13.08.150 Reduced pressure principle detector backflow prevention assembly (RPDA).~~

~~13.08.160 Double check valve backflow prevention assembly (DC).~~

~~13.08.170 Double check detector backflow prevention assembly (DCDA).~~

~~13.08.180 Pressure vacuum breaker backflow prevention assembly (PVB).~~

~~13.08.190 Air gap separation.~~

~~13.08.200 Fire systems.~~

~~13.08.210 Responsibilities of Property Owners and Renters.~~

~~13.08.220 Termination of service.~~

~~13.08.230 Recovery of Costs~~

~~13.08.240 Falsifying Information.~~

13.08.010 Definitions. For the purposes of this Chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning. If a word or term used in this Chapter is not contained in the following list, its definition, or other technical terms used, shall have the meanings or definitions listed in the Oregon Administrative Rules, Chapter 333, or the most recent edition of the *Manual of Cross Connection Control* published by the Foundation for Cross Connection Control and Hydraulic Research, University of Southern California (USC).

(1) "Approved backflow prevention assembly" or "backflow assembly" or "assembly" means an assembly to counteract backpressure or prevent backsiphonage. This assembly must appear on the list of approved assemblies issued by the Oregon Health ~~Division~~ Authority.

(a) "Reduced pressure principle backflow prevention assembly" or "reduced pressure principle assembly" or "RP" means an assembly containing two independently acting approved check valves together with a hydraulically operated, mechanically independent pressure differential relief valve located between the check ~~valves~~ valves and at the same time below the first check valve. The assembly shall include properly located test cocks and two tightly closing shut-off valves ~~at the end of the assembly.~~

(b) "Reduced pressure ~~principle~~ detector backflow prevention assembly" or "~~reduced pressure detector~~" or "RPDA" means an approved assembly consisting of two approved reduced pressure backflow assemblies, set in parallel, equipped with a meter on the bypass line to detect small amounts of water leakage or use. The assembly should include properly-located test cocks and two tightly closing shut off valves composed of a line size approved reduced pressure principle assembly with a

~~bypass containing a specific water meter and an approved reduced pressure principle backflow prevention assembly. The meter shall register accurately for very low rates of flow.~~

(c) "Double check valve backflow prevention assembly" or "double check assembly" or "double check" or "DCVA" means an assembly which consists of two independently operating check valves which are spring-loaded or weighted. The assembly comes complete with a gate resilient seated shut-off valve on each side of the checks, as well as test cocks to test the checks for tightness.

(d) ~~"Double check detector backflow prevention assembly" or "double check detector" or "DCDA" means an assembly which consists composed of two independently operating check valves which are spring-loaded or weighted. The assembly comes complete with a shut-off valve on each side of the checks, as well as test cocks to test the checks for tightness. It shall also be provided with a factory bypass arrangement with a meter and a minimum of an approved double check assembly a line size approved double check assembly with a bypass containing a specific water meter and an approved double check valve assembly. The meter shall register accurately for very low rates of flow.~~

~~(e) "Pressure vacuum breaker backflow prevention assembly" or "pressure vacuum breaker" or "PVB" means an assembly, which provides protection against backsiphonage, but does not provide adequate protection against backpressure backflow. The assembly is a combination of a single check valve with an AVB and can be used with downstream shut off valves. In addition, the assembly has suction and discharge gate valves and test cocks, which allow the full testing of the assembly.~~

~~(f) "Spill resistant pressure vacuum breaker" or "SVB" means an assembly containing and independently operating, internally loaded check valve and independently operating, loaded air inlet valve located on the discharge side of the check valve. This assembly is to be equipped with a properly located test cock and shut off valves on the suction and discharge ports of the assembly.~~

~~(2) "Air gap" means a physical separation between the free flowing discharge end of a potable water supply piping and/or appurtenance and an open or nonpressure receiving vessel, plumbing fixture or other device. An "approved air gap separation" shall be at least double the diameter of the supply pipe measured vertically above the overflow rim of the vessel, plumbing fixture, or other device in no case less than one inch.~~

~~(3) "Atmospheric vacuum breaker backflow prevention device" or "atmospheric vacuum breaker" or "AVB" means a device used to prevent backsiphonage in nonhealth hazard conditions.~~

~~(24) "Auxiliary supply" means any water source or system other than the City of St. Helens Water System public water system that may be available in the building or on the property.~~

~~(35) "Backflow" means the flow in the direction opposite to the normal flow or the introduction of any foreign liquids, gases, or substances into the water system of the city's water.~~

~~(6) "Backpressure" means any elevation of pressure in the downstream piping system (by any means) above the supply pressure at the point of consideration which would cause, or tend to cause, a reversal of the normal direction of flow and the introduction of fluids, mixtures, or substances from any source other than the intended source.~~

~~(7) "Backsiphonage" is the flow of water or other liquids, mixture, or substances into the distribution pipes of a potable water supply system from any source other than its intended source caused by a sudden reduction of pressure in the potable water supply system.~~

~~(8) "Boresight" or "boresight to daylight" means providing adequate drainage for backflow prevention assemblies installed in vaults through the use of an unobstructed drain pipe.~~

(49) "Certified Backflow Assembly tester" means a person who has successfully completed and maintains all requirements as established by the Oregon Health Authority to be a tester in the state of Oregon ~~is a certified backflow prevention assembly technician approved by the Oregon Health Division.~~

(540) "Certified Cross Connection Control Specialist" shall mean a person who has successfully completed and maintains all requirements as established by the Oregon Health Authority to be a Specialist in the state of Oregon.

(6) "City Water System" shall refer to and mean the City of St. Helens Water System, which shall include, wells, treatment mechanisms or processes, pumping stations, reservoirs, supply trunk or feeder lines, service lines, meters and all other appurtenances, device lines and items necessary to the operation of the system and to supply water service to individual property or premises and shall include the City of St. Helens potable water with which the system is supplied.

~~(107)~~ "Contamination" means the entry into or presence in a public water supply system of ~~an~~ any substance, which may be deleterious to health and/or quality of the water.

~~(148)~~ "Cross-connection" means any physical arrangement where a potable water supply is connected, directly or indirectly (~~actual or potential~~), with any other ~~non-drinkable~~ water system, ~~used water system~~ or auxiliary water system supply, sewer, drain conduit, swimming pool, storage reservoir, plumbing fixture, swamp cooler, ~~air conditioner unit, fire protection system~~, or any other ~~assembly device~~ which contains, or may contain, contaminated water, sewage, or other liquid of unknown or unsafe quality which may be capable of imparting contamination to the public water system as a result of backflow. Bypass arrangements, jumper connections, removable sections, swivel or changeover devices ~~assemblies~~, or other temporary or permanent ~~assemblies~~ devices through which, or because of which, backflow may occur are considered to be cross-connections.

~~(129)~~ "Degree of hazard" means the non-health hazard ~~low or high health~~ hazard classification that shall be ~~attached~~ assigned to all actual or potential cross-connections.

(a) ~~"High Health hazard" means the classification assigned to an actual or potential threat of contamination of a physical, chemical or biological nature to the public potable water system or the consumer's potable water system that would be a danger to health cross-connection that potentially could allow a substance that may cause illness or death to backflow into the potable water supply.~~

(b) ~~"Low Non-health hazard" means the classification assigned to an actual or potential cross-connection that potentially could allow a substance that may be objectionable, but not hazardous to one's health, to backflow into the potable water supply.~~

(c) ~~"Health hazard" means an actual or potential threat of contamination of a physical or toxic nature to the public potable water system or the consumer's potable water system that would be a danger to health. Renumbered. See above.~~

(d) ~~"Plumbing hazard" means an internal or plumbing type cross-connection in a consumer's potable water system that may be either a polluttional or a contamination type hazard.~~

(e) ~~"Polluttional hazard" means an actual or potential threat to the physical properties of the water system or the potability of the public or the consumer's potable water system but which would not constitute a health or system hazard, as defined. The maximum degree of intensity of pollution to which the potable water system could be degraded under this definition would cause a nuisance or be aesthetically objectionable or could cause minor damage to the system or its appurtenances. Renumbered, see below.~~

(f) ~~"System hazard" means an actual or potential threat of severe danger to the physical properties of the public consumer's potable water supply or of a pollution or contamination that would have a detrimental effect on the quality of the potable water in the system.~~

(13) ~~"Nonresidential use" means and includes all used not specifically included in "residential use" defined in subsection (19) of this section.~~

(10) "Mobile units" shall mean units that are temporary in nature, connecting to the water system through a legally-permitted hydrant, hosebib, or other appurtenance of a permanent nature that is part of the City of St. Helens water system or a permanent water service to a premises. Examples can include but are not limited to the following: water trucks, pesticide applicator vehicles, chemical mixing units or tanks, waste hauler's trucks or units, sewer cleaning equipment, carpet or steam cleaning equipment other than homeowner use, rock quarry or asphalt/concrete batch plants or any other mobile equipment or vessel that poses a threat of backflow in the City of St. Helens Water System. Uses that are excluded from this definition are recreational vehicles at assigned sites or parked in accordance with other City of St. Helens policies pertaining to recreational vehicles and homeowner devices that are used by the property owner in accordance with other provisions of this, or other, City of St. Helens policies pertaining to provision of water service to a premises.

(4511) "OHA" means the Oregon Health Authority.

(12) “OAR” means Oregon Administrative Rule.

(13) “Persons” means a natural person (individual), corporation, company, city, partnership, firm, limited liability company, joint venture company, and other such entity.

(14) "Pollutional hazard" means an actual or potential threat to the physical properties of the water system or the potability of the public or the consumer's potable water system but which would not constitute a health or system hazard, as defined. The maximum degree of intensity of pollution to which the potable water system could be degraded under this definition would cause a nuisance or be aesthetically objectionable or could cause minor damage to the system or its appurtenances.

~~"Potable water supply" means any water supply intended or used for human consumption or other domestic use.~~

~~(15)~~ (15) "Premises" means any piece of real or personal property to which water is provided, including but not limited to, all improvements, mobile structures, and other structures located on it.

~~(16)~~ (16) "In-Premises Protection-isolation" means the appropriate backflow prevention within the consumer's water system at or near the point at which the actual or potential cross connection exists-the service connection between the public water system and the water user.

~~(17)~~ (17) "Premises Isolation" means the appropriate backflow prevention at the service connection between the public water system and the water user premises. This location will be at or near the property line and downstream from the service connection meter

~~(18)~~ (18) "Public works" or "city" or "the city" means the public works department of the city of St. Helens or designee.

~~(20)~~ (20) "Residential use" means and includes single family dwellings, duplexes, multiplex, housing and apartments where the individual units are each on a separate meter, or, in cases where two or more units are served by one meter, the units are dwellings.

~~(21)~~ (21) "Service connection" means the point of delivery at which the city loses control of the water.

~~(22)~~ (22) "Used water" means water supplied by a public water system to a water user's system after it has passed through the service connection.

(19) “Resident” means a person or persons living within the area(s) served by the City of St. Helens Water System.

(20) “Retrofitting” means to furnish a service connection with parts or equipment made available after the time of construction or assembly installation.

- (21) “Specialist” means an Oregon Health Authority-certified Cross Connection Specialist, either employed with the City of St. Helens or contracted by the City of St. Helens.
- (22) “Submerged heads” means irrigation sprinkling or delivery devices that are located below the surface of the landscaped area in which they are installed.
- (23) “Supervisor” shall mean the Public Works Supervisor or his/her designee.
- (24) “Thermal expansion” means the pressure created by the expansion of heated water.
- (25) “Written Program Plan” or “WPP” shall mean the City’s current Cross Connection Control Written Program Plan.

13.08.020 Purpose and Application.

The purpose of this chapter is to protect the water supply of the city of St. Helens public works department from contamination or pollution due to any existing or potential cross-connection and to comply with the Oregon Administrative Rule Chapter 333-061-0070, 0071, 0072, 0073 and 0074 or as amended. This Chapter applies throughout the City of St. Helens Water System and to every premises and property served by the City of St. Helens Water System. It applies to all premises, regardless of date of connection to the City of St. Helens Water System. Every owner, occupant or person in control of any concerned premises is responsible for the terms and provisions contained in this Chapter.

13.08.030 Cross-connections regulated prohibited.

- (1) No cross connections shall be created, installed, used or maintained within the ~~water service~~ area(s) served by the City of St. Helens ~~by any water user~~ Water System, except in accordance with this chapter.
- (2) The Specialist shall carry out or cause surveys to be carried out to determine if any actual or potential cross connection exists. If found necessary, an assembly commensurate with the degree of hazard will be required at the service connection.
- (3) The owner, occupant or person in control of any given premises is responsible for all cross connection control within the premises.
- (4) All premises found on Table 48 of the OAR shall install a Reduced Pressure Backflow Assembly at the service connection in accordance with this Chapter.
- (5) It is the responsibility of the property owner/occupant to purchase, install, test, repair and maintain all backflow assemblies.

(6) If there is a change in ownership of any and all property within the City's service area, it shall be the responsibility of the new owner to determine that all assemblies are in compliance with this Chapter.

(7) The use of any type of chemical spray attachment connected to the premises plumbing, including garden hose fertilizers and pesticide applicators, is not allowed within the City of St. Helens Water System without proper protection from the potential of backflow occurring.

(8) The use of any type of radiator flush kits attached to the premises plumbing is not allowed within the City of St. Helens Water System without proper protection from backflow occurring.

13.08.040 Backflow prevention assembly requirements.

~~A backflow assembly will be required in each of the following circumstances:~~

A Specialist employed by or under contract with the City of St. Helens, shall determine the type of backflow assemblies to be installed within the City of St. Helens Water System. All assemblies shall be installed at the service connection unless it is determined by the Specialist and approved by the Public Works Supervisor that in-premises protection would be adequate. An approved assembly shall be required in each of the following circumstances, but the Specialist is in no way limited to the following circumstances:

(1) In the case of any premises where there is any material dangerous to health which is handled in such a fashion as to permit entry into potable water system, the potable water system shall be protected by an approved air gap separation or an approved reduced pressure principle backflow prevention assembly.

(2) When the nature and extent of any activity at a premises, or the materials used in connection with any activity on the premises, or materials stored on the premises, could contaminate or pollute the potable water supply.

(3) When a premises has having any one (1) or more cross connections as that term is defined in SHMC 13.08.010(48).

(4) When internal cross connections are present that are not correctable.

(5) When intricate plumbing arrangements are present making it impractical to ascertain whether cross connections exist.

(6) When the premises has There is a repeated history of cross connections being established or re-established.

(7) When entry to the premises There is unduly restricted entry so that inspections surveys for cross connections cannot be made with sufficient frequency to assure cross connections do not exist.

~~(78) When Mmaterials are being used such that, if backflow should occur, a health hazard could result.~~

~~(89) When Aan appropriate cross connection survey report form has not been filed with the City of St. Helens Public Works Supervisor.~~

~~(1410) Any and all used water return systems.~~

~~(10) A fire sprinkler system using nonpotable piping material is connected to the city's water system.~~

~~(11) All new construction if deemed necessary in the plan review. The type of assembly will be commensurate with the degree of hazard as determined by the city.~~

~~(12) When a building is constructed on commercial premises, and the end use of such building is not determined or could change, a reduced pressure principle backflow prevention assembly may be installed at the service connection that supplies water for public domestic use.~~

~~(13) All facilities that require continuous, uninterrupted water service and are required to have a backflow assembly must make provisions for the parallel installation of assemblies of the same type so that testing, repair, and maintenance can be performed.~~

~~(14) Any used water return system.~~

~~(15) In the event a point of use assembly has not had the testing or repair done as required by this chapter, a premises isolation assembly will be required.~~

~~(16) If it is determined that additions or rearrangements have been made to the plumbing system without obtaining proper permits as required by the city.~~

~~(17) All multistory buildings or any building with a booster pump or elevated storage tank.~~

~~(18) Retrofitting will be required on all high hazard connections and wherever else the city deems necessary to retrofit.~~

(11) If an in-premises assembly has not been tested or repaired as required by this Chapter, the installation of a reduced pressure principle assembly will be required at the service connection.

(12) There is piping or equipment for conveying liquids other than potable City of St. Helens water and that piping or other equipment is under pressure and installed and operated in a manner that could cause a cross connection.

(13) When installation of an approved backflow prevention assembly is deemed by a Specialist to be necessary to accomplish the purpose of this Chapter.

(14) Wherever reclaimed water or separate irrigation water is used on premises.

(15) When there is a premises with an auxiliary water supply which is interconnected to the City of St. Helens Water Service or supply system.

13.08.041 New Construction.

(1) On all new non-residential construction, an approved backflow assembly shall be installed at the service connection. The type of the assembly will be commensurate with the degree of hazard as determined by a Specialist.

(2) When a building is constructed on commercial premises, and the end use of the building is not determined or could change, a reduced pressure principle backflow prevention assembly shall be installed at the service connection to provide protection of the public water supply in the event of the most hazardous use of the building.

13.08.042 Retrofitting.

Retrofitting shall be required at all service connections where an actual or potential cross connection exists, and wherever else the City of St. Helens deems retrofitting necessary to comply with the OAR, this Chapter and the City's WPP.

13.08.043 Irrigation Systems.

All irrigation systems shall be protected according to the Uniform Plumbing Code. In the event any system is equipped with an injector system, a reduced pressure principle assembly will be required at the service connection.

13.08.044 Thermal Expansion.

If a closed system has been created by the installation of a backflow prevention assembly, or other appurtenances, it is the responsibility of the property owner, the occupant, or person in control of the property to eliminate the possibility of damage from thermal expansion in accordance with the Plumbing Code.

13.08.050 Mobile units.

(1) Any mobile unit or apparatus, as defined in section 13.08.010(10), which uses the water from any premises within the City of St. Helens Water System must first obtain a permit from the city of St. Helens and be inspected to assure an approved air gap or a reduced pressure principle assembly is installed on the unit before using any city water. These mobile units will include, but are not limited to, carpet-cleaning vehicles, water-hauling vehicles, street-cleaning vehicles that use water, portable toilet-hauling and water service vehicles, septic tank-cleaning vehicles that use water. A fixed air gap or backflow assembly mounted either on the truck or piping system may be required.

(2) The city reserves the right to revoke the permit if the owner fails to comply with above procedures.

13.08.054 Temporary Meters and Hydrant Valves.

Backflow protection will be required on all temporary meters and hydrant valves before any use. The type of assembly will be commensurate with the degree of hazard and will be determined on a case-by-case basis by a City of St. Helens Specialist.

13.08.056 Plumbing Code.

As a condition of water service, customers shall install, maintain, and operate their piping and plumbing systems in accordance with the current Uniform Plumbing Code, or as amended. If there is a conflict between this Ordinance and the Plumbing Code, the more stringent supersedes.

13.08.060 Right-of-way encroachment.

No person shall install or maintain a backflow prevention assembly upon or within any city right-of-way unless approved by the city.

13.08.070 Multiple connections.

Any premises requiring multiple service connections for adequacy of supply and/or fire protection will be required to install a backflow assembly on each of the additional service lines to the premises. The assembly will be commensurate with the degree of potential hazard that could occur in the event of an interconnect between any of the buildings on the premises.

13.08.080 Access to premises.

Authorized personnel of the City of St. Helens, with proper identification and sufficient notice, shall have access during the hours of 8:00 am to 5:00 pm all parts of a premises and within the structure to which water is supplied. However, if any owner, occupant or person in control refuses authorized personnel access to a premise, or to the interior of a structure, during these hours for inspection, a reduced pressure principle assembly must be installed at the service connection to that premise.

~~Every water user provided water service by the city directly or indirectly shall, during the hours of 8:00 a.m. to 5:00 p.m., permit the city or its agents to enter the premises and building for examination of pipes and fixtures and the manner in which the water is used, and refusal may result in a disconnect or termination of water service from the city.~~

13.08.090 Installation requirements.

All backflow prevention assembly installations shall follow the requirements as stipulated by the City of St. Helens and the current OAR Chapter 333, Division 061, as amended.

If the premises isolation assembly is allowed to be installed at an alternate location, the City of St. Helens must have access to the assembly. No connections can be made between the meter and the backflow assembly.

The type of backflow prevention assembly required shall be commensurate with the degree of hazard that exists and must, at all times, meet the standards of the Oregon Health Authority. All backflow prevention assemblies required under this section shall be of a type and model approved by the OHA.

~~To ensure proper operation and accessibility of all backflow prevention assemblies, the following requirements shall apply to the installation of these assemblies:~~

~~(1) Backflow prevention assemblies shall be installed in accordance with the current Oregon Health division regulation and this chapter. The assembly installer must obtain the required plumbing permits and have the installation inspected by the city.~~

~~(2) No part of the reduced pressure principle backflow prevention assembly shall be submerged in water or installed in a location subject to flooding. If a double check valve assembly is installed in a vault, brass pipe plugs are required in the test ports at all times and adequate drainage shall be provided.~~

~~(3) Assemblies must be installed at the point of delivery of the water supply. Such installation of the assembly must be before any branch in the line and on private property located just inside the boundary between the city right of way and the landowner's property. City may specify other areas for installation of the assembly.~~

~~(4) The assembly must be protected from freezing and other severe weather conditions.~~

~~(5) All backflow prevention assemblies shall be of a type and model approved by the city.~~

~~(6) All vertical installations of backflow assemblies must be approved by the city.~~

~~(7) The assembly shall be readily accessible with adequate room for maintenance and testing. Assemblies two inches and smaller shall have at least six inches clearance on all sides of the assembly. All assemblies larger than two inches shall have a minimum clearance of 12 inches on the backside, 24 inches on the test cock side, 12 inches below the assembly and 36 inches above the assembly. "Y" pattern double check valve assemblies shall be installed so that the checks are horizontal and the test cocks face upwater (see Installation Standards, Section 4:01). These clearance standards apply to all assemblies installed in vaults, enclosures, and meter boxes (see Standard Detail 4:01-1 and 4:01-4).~~

~~(8) If permission is granted to install the backflow assembly inside of the building, the assembly shall be readily accessible for inspection during regular working hours of 8:00 a.m. to 5:00 p.m., Monday through Friday.~~

~~(9) If an assembly is installed inside of the premises and is four inches or larger and is installed five feet above the floor, it must be equipped with a rigidly and permanently installed scaffolding acceptable to the city. This installation must also meet the requirements set out by the U.S. Occupational Safety and Health Administration and Oregon Health Division.~~

~~(10) RP assemblies may be installed in a vault only if relief valve discharge can be drained to daylight through a "boresight" type drain. The drain shall be of adequate capacity to carry the full rated flow of the assembly and shall be screened on both ends.~~

~~(11) An approved air gap shall be located at the relief valve orifice of RP assemblies.~~

~~(12) Upon completion of installation, the city shall be notified and all assemblies must be inspected and tested. All backflow assemblies must be registered with the city. Registration shall consist of date of installation, manufacturer, model, type, size, serial number of the backflow assembly, and initial test report.~~

13.08.100 Annual Testing and repair of assemblies.

All backflow prevention assemblies installed within the area(s) served by the City of St. Helens shall be tested immediately upon installation, and at least annually thereafter by an OHA certified backflow assembly tester. All such assemblies found not functioning properly shall be promptly repaired or replaced at the expense of the owner, occupant or person in control of the premises. In the event an assembly is moved, repaired or replaced it must be retested immediately.

All repairs on backflow assemblies within the City of St. Helens service area must be performed according to all State and County regulations.

~~(1) The city shall inspect and test, or cause to be inspected and tested, all assemblies in each of the following circumstances:~~

~~(a) Immediately after installations;~~

~~(b) Whenever the assembly is moved;~~

~~(c) Minimum of once a year;~~

~~(d) Immediately after repairs.~~

~~Assemblies may be required to be tested more frequently if the city deems necessary.~~

~~(2) All assembly testing shall be performed by a state approved certified backflow prevention assembly tester, in accordance with Oregon Health Division procedures.~~

~~(3) The city shall not be liable for damage to a backflow prevention assembly that occurs during testing.~~

13.08.110 Maintenance of assemblies.

Backflow prevention assemblies shall be maintained, tested and repaired in accordance with the requirements set out in this Chapter, the City's WPP, the OAR and all applicable State agencies' regulations. The assembly owner is responsible for protecting their assembly from freezing and vandalism.

In the event an assembly is not properly tested and repaired, the City of St. Helens will have the assembly tested and repaired and apply all costs associated with this to the assembly owner's utility bill.

~~(1) A person who owns, operates, or manages premises where required backflow prevention assemblies are installed shall maintain such assemblies in proper working order at all times, including repair as required.~~

~~(2) Backflow prevention assemblies shall be maintained in a manner which allows them to be tested by a method that has been approved by the Oregon Health Division.~~

~~(3) It is the responsibility of the property owner to have all assemblies repaired in accordance with this chapter.~~

13.08.115 Responsibilities of Backflow Prevention Assembly testers.

(1) All backflow assembly testers operating within the City of St. Helens Water System service area shall be certified in accordance with all applicable regulations of the OHA and must abide by the requirements of this Chapter and the City's WPP.

(2) Persons certified as backflow assembly testers shall agree to abide by all requirements of the United States Occupational Safety and Health Administration ("OSHA") and Oregon Occupational Safety and Health Administration ("OR-OSHA").

(3) It is the responsibility of backflow assembly testers to submit records of all backflow assembly test reports to the City of St. Helens within 10 days of completing the test.

13.08.120 Pressure loss.

Any reduction in water pressure caused by the installation of a backflow assembly is not the responsibility of the city. ~~The city will give reasonable assistance to the owner regarding~~

~~information on adequate sizing of assemblies and proper plumbing practices to provide for required pressure and flows for fire protection.~~

13.08.130 Cost of compliance.

~~The All costs associated with purchase, installation, surveys, testing, replacement, maintenance, parts and repairs of the backflow prevention assembly, and all costs associated with enforcement of this document, are the financial responsibility of the property owner, occupant, or other person in control of the premises. of complying with these regulations is the responsibility of the property owner. These costs include but are not limited to purchasing, installation, testing, repair of the assembly, and thermal expansion, if necessary. These costs are to also include point of use and premises isolation assemblies.~~

The fees for the inspection and testing will be set by resolution of the City Council.

13.08.140 Installation standards and specifications.

~~(1) Reduced Pressure Principle Backflow Prevention Assembly (RP). RPs may be utilized at premises where a substance is handled that would be hazardous to health if introduced into the potable water system. The RP is normally used in location where an air gap is impractical. The RP is effective against both backsiphonage and backpressure.~~

~~(a) RPs must be sized to provide an adequate supply of water and pressure for the premises being served. Flow characteristics are not standard. Consult manufacturer's specifications for specific performance data.~~

~~(b) Premises where interruption of water supply is critical should be provided with two assemblies installed in parallel. They should be sized in such a manner that either assembly will provide the maximum flow required.~~

~~(c) Bypass lines are prohibited. Pipefittings, which could be used for connecting a bypass line, must not be installed.~~

~~(d) The assembly must be readily accessible for testing and maintenance and must be located in an area where water damage to building or furnishings would not occur from relief valve discharge. An approved air gap funnel assembly may be used to direct minor discharges away from the assembly; this assembly will not control flow in a continuous relief situation. Drain lines to accommodate full relief valve discharge flow should be considered.~~

~~(i) RPs are typically installed above grade in well drained areas, but may be installed below grade (ground level) if a boresight drain to daylight, sized to accommodate the full discharge rate of the relief valve, is provided (see Standard Detail 4:01-2). The owner shall be responsible for keeping these vaults free of silt and debris.~~

~~(ii) Enclosures shall be designed for ready access and sized to allow for the minimum clearances established below. Removable protective enclosures are typically installed on the smaller assemblies. Daylight drain ports must be provided to accommodate full pressure discharge from the assembly.~~

~~(iii) Assemblies two inches and smaller shall have at least three-inch clearance on both side and on top of the assembly, and 12 inches below and behind the assembly. All assemblies larger than two inches shall have a minimum of 12 inches on the back side, 24 inches on the test cock side, and the relief valve opening shall be at least 12 inches plus nominal size of assembly above the floor or highest possible water level. Headroom of six feet, zero inches is required in vaults without a fully removable top. A minimum access opening of 36 inches square is required on all vault lids.~~

~~(iv) Assemblies that are larger than four inches and installed more than five feet above floor level must have a suitable platform for use by testing or maintenance personnel.~~

~~(e) The assembly must be protected from freezing and other severe weather conditions.~~

~~(f) Vertical installation is prohibited.~~

~~(g) Lines should be thoroughly flushed prior to installation. A strainer with blowout tapping may be required ahead of assembly.~~

~~(h) The property owner assumes all responsibility for any damage caused by water discharge from an RP assembly.~~

~~(i) All RP assemblies must be tested in accordance with this chapter. Tests are the responsibility of the assembly owner. The owner must notify the city of St. Helens Public Works Department upon installation of any backflow prevention assembly.~~

~~(j) Variance from these specifications will be evaluated on a case-by-case basis.~~

~~13.08.150 Reduced pressure principle detector backflow prevention assembly (RPDA).~~

~~Reduced pressure detector assemblies may be utilized in all installations requiring a reduced pressure principle backflow prevention assembly and detector metering.~~

~~(1) RPDAs shall comply with the installation requirements applicable for reduced pressure principle backflow assemblies (RP).~~

~~(2) The line-size RP assembly and the bypass RP assembly must each be tested. A separate test report for each assembly must be completed by the certified tester.~~

~~13.08.160 Double check valve backflow prevention assembly (DC).~~

~~Double check valve assemblies may be utilized at premises where a substance is handled that would be objectionable but not hazardous to health if introduced into the potable water system.~~

~~(1) DCs must be sized to provide an adequate supply of water and pressure for the premises being served. Flow characteristics are not standard. Consult manufacturer's specifications for specific performance data.~~

~~(2) Premises where interruption of water supply is critical should be provided with two assemblies installed in parallel. They should be sized in such a manner that either assembly will provide the minimum water requirements while the two together will provide the maximum flow required.~~

~~(3) Bypass lines are prohibited. Pipefittings which could be used for connecting a bypass line shall not be installed.~~

~~(4) The assembly shall be readily accessible with adequate room for testing and maintenance. DCs may be installed above grade, providing all test cocks are fitted with brass pipe plugs. All vaults shall be well drained, constructed of suitable materials, and sized to allow for the minimum clearances established below.~~

~~(a) Assemblies two inches and smaller shall have at least three inch clearance below and on both sides of the assembly, and if located in a vault, the bottom of the assembly shall be not more than 24 inches above grade. All assemblies larger than two inches shall have a minimum clearance of 12 inches on the back side, 24 inches on the test cock side, and 12 inches below the assembly. Headroom of six feet, zero inches is required in vaults without a fully removable top. A minimum access opening of 36 inches square is required on all vault lids.~~

~~(b) Assemblies that are larger than four inches and are installed more than five feet above floor level must have a suitable platform for use by testing or maintenance personnel.~~

~~(5) Vertical installations are allowed on sizes up to and including four inches that meet the following requirements:~~

~~(a) Internally spring loaded check valves;~~

~~(b) Flow is upward through assembly;~~

~~(c) Manufacturer states their assembly can be used in a vertical position.~~

~~(6) The assembly must be protected from freezing and other severe weather conditions.~~

~~(7) Lines should be thoroughly flushed prior to installation. A strainer with blowout tapping may be required ahead of the assembly.~~

~~(8) The water user or owner assumes all responsibility for any damages resulting from installation, operation, and/or maintenance of backflow assembly. The owner shall be~~

~~responsible for keeping all backflow prevention assembly vaults reasonably free of silt and debris.~~

~~(9) All DCs must be tested in accordance with this chapter. Tests are the responsibility of the assembly owner. The owner must notify the city of St. Helens public works department upon installation of any backflow prevention assembly.~~

~~(10) Variances from these specifications will be evaluated on a case by case basis.~~

~~13.08.170 Double check detector backflow prevention assembly (DCDA).~~

~~Double check detector valve assemblies may be utilized in all installations requiring a double check valve assembly and detector metering.~~

~~(1) DCDAs shall comply with the installation requirements applicable for double check valve assemblies (DCs).~~

~~(2) The line size DC assembly and the bypass DC assembly must each be tested. A separate test report for each assembly must be completed by the certified tester~~

~~13.08.180 Pressure vacuum breaker backflow prevention assembly (PVB).~~

~~PVBs may be utilized as point of use protection only and where a substance is handled that would be objectionable but not hazardous to health if introduced into the potable water system. PVBs protect against backsiphonage only and shall not be installed where there is potential for backpressure.~~

~~(1) The assembly shall be installed a minimum of 12 inches above the highest downstream piping.~~

~~(2) PVBs shall not be installed in an area subject to flooding or where damage would occur from water discharge.~~

~~(3) The assembly must be protected from freezing.~~

~~(4) The assembly shall be readily accessible for testing and maintenance, with a minimum clearance of 12 inches all around the assembly.~~

~~(5) A strainer with blowout tapping may be required ahead of the assembly.~~

~~(6) All PVBs must be tested in compliance with this chapter. Tests are the responsibility of the assembly owner. The owner must notify the city of St. Helens public works department upon installation of any backflow prevention assembly.~~

~~(7) Variances from these specifications will be evaluated on a case by case basis.~~

13.08.190 Air gap separation.

~~Air gap separations provide maximum protection from backflow hazards and may be utilized at premises where a substance is handled that would be hazardous to health if introduced into the potable water system.~~

~~(1) An air gap separation shall be at least twice the diameter of the supply pipeline measured vertically above the top rim of the receiving vessel—in no case less than one inch.~~

~~If splashing is a problem, tubular screens may be attached or the supply line may be cut at a 45 degree angle. The air gap distance is measured from the bottom of the angle. Hoses are not allowed.~~

~~(2) Air gap separations shall not be altered in any way without prior approval from the city of St. Helens public works department and must be available for inspection at all reasonable times.~~

~~(3) Side walls, ribs or similar obstructions do not affect air gaps when spaced from the inside edge of the spout opening a distance greater than three times the diameter of the effective opening for a single, or a distance greater than four times the effective opening for two intersecting walls.~~

~~(4) The effective opening shall be the minimum cross-sectional area at the seat of the control valve or the supply pipe or tubing which feeds the assembly or outlet. If two or more lines supply one outlet, the effective opening shall be the sum of the cross-sectional areas of the individual supply lines or the area of the single outlet, whichever is smaller.~~

13.08.200 Fire systems.

~~An approved double check detector backflow prevention assembly (DCDA) shall be the minimum protection for on all new fire sprinkler systems using piping material that is not approved for potable water use and/or that does not provide for periodic flow-through during each 24-hour period, unless a variance has been issued in writing from the city. A reduced pressure principle detector backflow prevention assembly (RPDA) must be installed if any solution other than the potable water can be introduced into the sprinkler system.~~

Retrofitting on fire sprinkler systems will be required in each of the following circumstances:

- (1) Where improper maintenance has occurred;
- (2) On all health hazard systems;
- (3) Wherever a Specialist deems necessary; or
- (4) Wherever required by the OAR.

In the event an assembly is installed on a designated lateral, a detector assembly commensurate with the degree of hazard will be required.

13.08.210 Responsibilities of Property Owners and Renters.

It is the responsibility of all property owner and their renters to abide by the conditions of this chapter. In the event of any changes to the plumbing system, it is the responsibility of the property owners to notify the city.

13.08.220 Termination of service.

Failure on the part of any owner, occupant or person in control of the premises to install a required assembly, have it tested a minimum of annually and repaired if necessary, and/or to discontinue the use of all cross connections and to physically separate cross connections in accordance with this Chapter is sufficient cause for the discontinuance of public water service to the premises pursuant to Oregon Administrative Rule chapter 333-061-0070, or as amended. In the case of an extreme emergency or where an immediate threat to life or public health is found to exist, discontinuance or termination of public water service to the premises shall be immediate.

In lieu of termination of service, the City of St. Helens may, at the property owner's expense, install a reduced pressure assembly at the meter. Testing, maintenance and repair of the assembly will be the responsibility of the property owner.

~~Failure on the part of any water user to discontinue the use of all cross connections and to physically separate cross connections or otherwise violate any provision of this chapter is sufficient cause for the immediate termination of water service to the premises (OAR 333-061-0070[1][b]).~~

13.08.230 Recovery of Costs

Any water customer violating any of the provisions of this Chapter and who causes damage to or impairs the City of St. Helens Water System, including, but not limited to, allowing contamination, pollution, any other solution or used water to enter the City of St. Helens Water System, shall be liable to the City of St. Helens for any expense, loss or damage caused by such violation. The City of St. Helens shall collect from the violator the cost incurred by the City of St. Helens for any cleaning, purifying, repair or replacement work or any other expenses caused by the violation. Refusal to pay the assessed costs shall constitute a violation of this Chapter and shall result in the termination of service.

All cost associated with any disconnect or reconnect fees resulting from the enforcement of this Chapter are the sole responsibility of the property owner.

13.08.240 Falsifying Information

Any person who knowingly makes any false statement, representation, record, report or other document filed or required to be maintained pursuant to this Chapter, or who falsifies, tampers with, or knowingly renders inaccurate any backflow assembly, device or method required under this Chapter shall be subject to civil and/or criminal penalties provided by state law.

City of St. Helens
ORDINANCE NO. 3201

**AN ORDINANCE AMENDING ST. HELENS MUNICIPAL CODE
SECTION 2.04.110, PROCESS FOR APPROVAL OF SPECIAL
SOLICITATION METHODS AND EXEMPTIONS**

WHEREAS, although SHMC Section 2.04.110, when adopted, was consistent with public contracting procedures adopted by state law, ORS 279B.085, upon which SHMC Section 2.04.110 is based has since changed; and

WHEREAS, City Council wishes this local rule to be consistent with the state law on public contracting.

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

Section 1. SHMC 2.04.110 Public contracts – Process for approval of special solicitation methods and exemptions, shall be amended to read as follows: (added language is underlined, deleted language is ~~stricken~~)

“SHMC 2.04.110 Public contracts – Process for approval of special solicitation methods and exemptions.

(1) Authority of City of St. Helens City Council. In its capacity as contract review board for the city of St. Helens, the city council, upon its own initiative or upon request of the city administrator, may create special selection, evaluation and award procedures for, or may exempt from competition, the award of a specific contract or class of contracts as provided in this section.

(2) Basis for Approval. The approval of a special solicitation method or exemption from competition must be based upon a record before the local contract review board that contains the following:

(a) The nature of the contract or class of contracts for which the special solicitation or exemption is requested;

(b) The estimated contract price or cost of the project, if relevant;

(c) Findings to support the substantial cost savings, enhancement in quality or performance or other public benefit anticipated by the proposed selection method or exemption from competitive solicitation;

(d) Findings to support the reason that approval of the request would be unlikely to encourage favoritism or diminish competition for the public contract or class of public contracts, or would otherwise substantially promote the public interest in a manner that could not practicably be realized by complying with the solicitation requirements that would otherwise be applicable under these regulations; and

(e) A description of the proposed alternative contracting methods to be employed;
~~and~~

~~(f) The estimated date by which it would be necessary to let the contract(s).~~

In making a determination regarding a special selection method, the local contract review board may consider the type, cost, amount of the contract or class of contracts, number of persons available to make offers, and such other factors as it may deem appropriate.

(3) ~~Hearing.~~

(a) ~~The city of St. Helens shall~~ The local contract review board may approve the special solicitation or exemption after a public hearing before the local contract review board following notice by publication in at least one newspaper of general circulation in the city of St. Helens area having received a written request that describes the contracting procedure, the goods or services or the class of goods or services that are the subject of the special procurement and the circumstances that justify the use of a special procurement under the standards set forth in subsection (2), above.

(b) ~~At the public hearing, the city of St. Helens shall offer an opportunity for any interested party to appear and present comment.~~

(c) ~~The local contract review board will consider the findings and may approve the exemption as proposed or as modified by the board after providing an opportunity for public comment~~ may approve a special procurement if the board finds that the request submitted under subsection 2, above, demonstrates that the use of a special procurement as described in the request:

(i) is unlikely to encourage favoritism in the awarding of public contracts or to substantially diminish competition for public contracts; and

(ii) is reasonably expected to result in substantial cost savings to the city or the public or otherwise substantially promotes the public interest in a manner that could not be practicably realized by complying with the requirements of the local contract review board rules without using an exemption.

(4) ~~Special Notice Requirements for Public Improvement Contracts.~~

(a) ~~Notification of the public hearing for approval of an exemption of a public improvement contract, or class of public improvement contracts, to the local contract review board rules shall be published in a trade newspaper of general statewide circulation at least 14 days prior to the hearing.~~ at least once in at least one newspaper of general circulation in the St. Helens area and in as many additional issues and publications as the city may determine.

(b) ~~The notice shall state that the public hearing is for the purpose of taking comments on the city of St. Helens draft findings for an exemption from the standard solicitation method. At the time of the notice, copies of the draft findings shall be made available to the public. Any affected person may protest the approval of a special exemption in accordance with ORS 279B.400 and OAR 137-047-0700, by filing such protest within seven (7) days from the date of publication of notice of the approval.~~

(5) ~~Commencement of Solicitation Prior to Approval.~~ A solicitation may be issued prior to the approval of a special exemption under this section provided that the closing of the solicitation may not be earlier than five days after the date of the hearing at which the LCRB approves the exemption. If the LCRB fails to approve a requested exemption or requires the use of a solicitation procedure other than the procedures described in the

issued solicitation documents, the issued solicitation may either be modified by addendum, or cancelled."

Read the first time: November 18, 2015

Read the second time: December 2, 2015

APPROVED AND ADOPTED by the City Council this 2nd day of December, 2015, by the following vote:

Ayes:

Nays:

Randy Peterson, Mayor

ATTEST:

Kathy Payne, City Recorder

City of St. Helens
RESOLUTION NO. 1723

**A RESOLUTION ASSESSING COSTS TO ABATE THE NUISANCE UPON PROPERTY
LOCATED WITHIN ST. HELENS AND CREATING A LIEN**

WHEREAS, St. Helens Municipal Code (SHMC) Section 8.12.090(3) provides that "no owner or person in charge of property shall allow weeds or grasses to grow on his or her property or in adjacent streets or alleys in excess of 10 inches in height between June 1st and October 15th of each year. If weeds or grasses are allowed to exceed 10 inches in height during the time periods specified above, the city may cut the vegetation if the owner or person in charge of the property fails to do so or requests the city to do so and the cost shall be charged to the owner or person in charge of said property or assessed against the property;" and

WHEREAS, the premises located at 224 S. 20th Street, St. Helens, Oregon was determined by City Council to be in violation of this provision of the St. Helens Municipal Code and therefore a nuisance; and

WHEREAS, notification of the owner or person in charge of the property was accomplished as set forth in SHMC 8.12.250(1) through (3), in that the property was posted with a notice to abate the nuisance and such notice was also directed to the person in charge of the property and the owner of record of the property, with a direction to remove or abate the nuisance within 10 days of the notice; and

WHEREAS, since neither the person in charge of the property nor the owner of the property removed or abated the nuisance on the property within the time specified in the order, the city caused the nuisance to be abated and kept an accounting of the cost thereof, which was referred to Council so as to place a lien upon the premises as permitted by SHMC Section 8.12.250(15); and

WHEREAS, it appears notice of and direction to pay the costs of abatement or to submit a protest of such costs was sent to the owner of the property on October 8, 2015, by United States Postal Service, and that no payment was received on or before the deadline for payment, which was on or about November 8, 2015, and no objection to the costs was received and such costs remain unpaid.

NOW, THEREFORE, THE CITY OF ST. HELENS RESOLVES that the amount of \$1,260.00, the cost to remove the weeds and grasses and make them less than 10" in height on the premises located at 224 S. 20th Street, St. Helens, Oregon, plus 5% administrative overhead, shall be assessed against the property and entered in the docket of city liens and shall constitute a lien upon the property located at 224 S. 20th Street, St. Helens, Oregon.

Approved and adopted by the City Council on November 18, 2015, by the following vote:

Ayes:

Nays:

Randy Peterson, Mayor

ATTEST:

Kathy Payne, City Recorder



P.O. Box 278, St. Helens, OR 97051
Phone: (503) 397-6272 Fax: (503) 397-4016
www.ci.st-helens.or.us

October 8, 2015

Federal National Mortgage Association
Care of Seterus Inc
14523 SW Millken Ste 200
Beaverton, OR 97005-2348

Re: Weed Abatement at
224 S 20th St, St. Helens, OR 97051

In accordance with St. Helens Municipal Code 8.12.250, the City of St. Helens has removed the grasses and weeds in violation of Section 8.12.010(1)(d) and 8.12.090(3) of the St. Helens Municipal Code, from your property located at 224 S 20th St, St. Helens Oregon.

The total costs associated with this yard maintenance service is \$1,260.00 (reference attached). Please make payment payable to City of St. Helens and mailed to:

Attention: City Recorder
P.O. Box 278
St. Helens, OR 97051

Failure to make payment within 30 days of this notice will result in the City bringing legal actions under ORS 30.315(1)(a) in small claims court for collection and/or will become a lien against the property. If you disagree with subject abatement, written protest must be received by the City Recorder within 15 days of this notice (same address indicated above).

The City Council meeting of Wednesday, November 18, 2015 on or after 7PM has been set aside for Council's consideration of any written protest received or resolution to proceed with further collection actions if payment or written protest are not received within stipulated timelines.

If you have any question, please do not hesitate to contract me.

Respectfully,

Jon Ellis
Finance Director
503-366-8227
jellis@ci.st-helens.or.us

City of St. Helens

INVOICE

P.O. Box 278
St. Helens, OR 97051
Phone (503) 366-8227 | Fax (503) 366-3782
jellis@ci.st-helens.or.us | ci.st-helens.or.us

INVOICE # 001-110-554000B

DATE October 8, 2015

TO
Federal National Mortgage Association
Care of Seterus Inc
14523 SW Millken Ste 200
Beaverton, OR 97005-2348

FOR Weed Abatement
224 S 20th ST, St. Helens, OR 97051

[illegible]

Make all checks payable to City of St. Helens

Payment is due within 30 days.

If you have any questions concerning this invoice, contact Jon Ellis | 503-366-8227 |

 **COPY**

**Ramos' Yard Maintenance
LLC**

57703 OLD PORTLAND
RD.
WARREN, OR 97053 US

Invoice

503-366-7863
SERVICE@RAMOSYARD.
COM
www.ramosyard.com

PAID
SEP 18 2015
Finance Dept



BILL TO

The City of St Helens
224 S 20th st
St Helens, Or 97051

SHIP TO

The City of St Helens
224 S 20th st
St Helens, Or 97051

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
19205	09/10/2015	\$1,200.00	09/25/2015	Net 15	

Please detach top portion and return with your payment.

DATE	ACTIVITY	AMOUNT
09/10/2015	One Time One Time Service 9/9/15 service location 224 S 20th st St Helens	1,200.00

Please Note: Any invoice that is past due is subject to a late charge of 6% of the amount of service. Please make your payment promptly to avoid fees.
Thank you.

BALANCE DUE

\$1,200.00

M-455

001-110-554000

Ramos' Yard Maintenance LLC
service@ramosyard.com www.ramosyard.com
503-366-7863

COLUMBIA County Assessor's Summary Report

Real Property Assessment Report

FOR ASSESSMENT YEAR 2014

October 8, 2015 6:49:59 am

Account # 10597 Map # 4N1W04-CA-05500 Code - Tax # 0201-10597 Legal Descr MAGNUS SAXON ADDITION Block - 5 Lot - 7-9 Mailing Name FEDERAL NATIONAL MORTGAGE ASSOCIATION Agent In Care Of SETERUS INC Mailing Address 14523 SW MILLKEN WAY STE 200 BEAVERTON, OR 97005-2348 Prop Class 101 MA SA NH Unit RMV Class 101 01 00 000 3418-1	Tax Status ASSESSABLE Acct Status ACTIVE Subtype NORMAL Deed Reference # 2015-7054 Sales Date/Price 07-29-2015 / \$30.00 Appraiser ANDI JURKIEWICZ
--	---

Situs Address(s)	Situs City
ID# 1 224 20TH ST S	ST HELENS

Value Summary					
Code Area	AV	RMV	MAV	RMV Exception	CPR %
0201 Land		61,770		Land	0
Impr.		95,610		Impr.	0
Code Area Total	148,020	157,380	148,020		0
Grand Total	148,020	157,380	148,020		0

Land Breakdown											
Code Area	ID#	RFD	Ex	Plan Zone	Value Source	TD%	LS	Size	Land Class	LUC	Trended RMV
0201					OSD - SINGLE FAMILY	115					22,420
0201	1	R		SH:R-5	Residential Site	115	S	12,200.00		*	39,340
Grand Total								12,200.00			61,760

Code Area	Yr Built	Stat Class	Description	Improvement Breakdown		Total Sq. Ft.	Ex% MS Acct #	Trended RMV
					TD%			
0201	1	1950	134	Two story with basement		115	1,224	95,610
Grand Total							1,224	95,610

10/8/2015 6:50:15 AM

COLUMBIA COUNTY ASSESSOR'S NAME LEDGER

Account ID 10597 **Township** 4N **Range** 1W **Section** 04 **1/4** C **1/16** A **Taxlot** 05500 **Special Interest**

Effective Date 17-Nov-1997 12:00 AM **Transaction ID** -39025 **Entry Date** 17-Nov-1997 **Recorded Date** 17-Nov-1997 **Sale Price** \$124,700 **Sale Date** 17-Nov-1997

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	-36877	1997	CLERK - BOR	WD	1997	12628	1			NAME CHANGE	

Size Totals Code Acres Sqft Alternate Size

Effective Date 07-Aug-2006 12:00 AM **Transaction ID** -27601 **Entry Date** 07-Aug-2006 **Recorded Date** 07-Aug-2006 **Sale Price** \$189,900 **Sale Date** 07-Aug-2006

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	-42644	2006	CLERK - BOR	WD	2006	10435	1	F06 10435		NAME CHANGE	

Size Totals Code Acres Sqft Alternate Size

Effective Date 22-Sep-2006 12:00 AM **Transaction ID** -21543 **Entry Date** 22-Sep-2006 **Recorded Date** 22-Sep-2006 **Sale Date** 22-Sep-2006

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	-21543	2006	ASSESSOR'S FILE	U	2006	-21543	1	10597		CONVERSION	

Size Changes Code +/- Size Alternate Size Code Area Deleted Move to Acct Move To Code
 0201 12,200.00 SqFt
Size Totals Code Acres Sqft Alternate Size
 0201 12,200.00

Action Subdivision Add: MAGNUS SAXON ADDITION **Block** 5 **Lot** "7,8,9" **Direction** **Part** **Part Type**

Effective Date 23-Apr-2013 9:14 AM **Transaction ID** 705222 **Entry Date** 22-Apr-2013 **Recorded Date** 17-Apr-2013 **Sale Date**

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	919464	2013	CLERK - BOR	NOT	2013	3367	1			TLC	

UPDATING LEGAL DESCRIPTION

10/8/2015 6:50:15 AM

Account ID 10597 Township 4N Range 1W Section 04 1/4 C 1/16 A Taxlot 05500 Special Interest

Size Totals	Code	Acres	Sqft	Alternate Size
	0201		12,200.00	
Action Subdivision				
Delete:	MAGNUS SAXON ADDITION			Block 5
Add:	MAGNUS SAXON ADDITION			Block 5
				Lot "7,8,9" 7-9

2 919580 2013 CLERK - BOR NOT 2013 3367 1 TLC
RESIDENTIAL CREDIT SOLUTIONS INC HAS FILED A NOTICE OF PENDENCY OF AN ACTION IN COLUMBIA COUNTY CIRCUIT COURT AS CASE NO. 13-2372 AGAINST THIS PROPERTY.

Size Totals	Code	Acres	Sqft	Alternate Size
	0201		12,200.00	

Effective Date 24-Mar-2015 9:37 AM Transaction ID 960907 Entry Date 23-Mar-2015 Recorded Date 18-Mar-2015 Sale Date

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	1232909	2015	CLERK - BOR	ASGN	2015	1911	1			TLC	
ASSIGNMENT OF SHERIFF'S CERTIFICATE OF SALE.											

Size Totals	Code	Acres	Sqft	Alternate Size
	0201		12,200.00	

Effective Date 27-Aug-2015 12:02 PM Transaction ID 965028 Entry Date 24-Aug-2015 Recorded Date 18-Aug-2015 Sale Price \$30 Sale Date 29-Jul-2015

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	1242010	2015	CLERK - BOR	SHRF	2015	7054	1			NAME CHANGE	

Name Changes	Status	Name	Name Type	Ownership Type	Ownership %
D	WARD, JOEL T	OWNER	OWNER	OWNER	
D	WARD, CHRISTY L	OWNER	OWNER	OWNER	
A	FEDERAL NATIONAL MORTGAGE ASSOCIATION	OWNER	OWNER	OWNER	
OWNER	FEDERAL NATIONAL MORTGAGE ASSOCIATION				

Size Totals	Code	Acres	Sqft	Alternate Size
	0201		12,200.00	

**CITY OF ST. HELENS
RESOLUTION NO. 1709**

**A RESOLUTION DETERMINING THAT A NUISANCE EXISTS UPON PROPERTIES
LOCATED WITHIN THE CITY OF ST. HELENS AND DIRECTING THAT NOTICE TO
ABATE THE NUISANCE BE POSTED ON SAID PREMISES**

WHEREAS, St. Helens Municipal Code (SHMC) Section 8.12.010(1)(d) and 8.12.090(3) makes permitting weeds or grasses to grow on property or in adjacent streets or alleys in excess of 10 inches in height between the dates of June 1 and October 15 of any year a violation of city code and a nuisance; and

WHEREAS, it appears that there are weeds and/or grasses growing on property or in adjacent streets or alleys in excess of 10 inches in height on the parcels listed in the attached Exhibit A, attached hereto and hereby incorporated by reference; and

WHEREAS, it appears that the parcels listed in Exhibit A are nuisance parcels and the City has the ability to abate the nuisance pursuant to SHMC 8.12.220 – 8.12.260.

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

Section 1. The parcels listed in Exhibit A to this Resolution constitute nuisance parcels.

Section 2. Council hereby directs a notice to be posted on each premise listed in Exhibit A which contains: a description of the real property, by street address or otherwise; a direction to remove the nuisance within 10 days of the date of the notice; a description of the nuisance; a statement that unless such nuisance is removed, the City will remove the nuisance and the cost of removal shall be a lien against the property; and a statement that the person in charge of the property may protest the action by giving notice to the City Recorder within five (5) days from the date of the notice.

Section 3. The City Recorder shall cause a copy of said notice to be forwarded by registered or certified mail, postage prepaid, to the person in charge of the property at the last known address of such person. If the person responsible for the nuisance is not the owner, an additional notice shall be sent to the owner, stating that the cost of abatement not paid by the person responsible may be assessed to and become a lien on the property.

Approved and adopted by the City Council on August 12, 2015, by the following vote:

Ayes: Locke, Carlson, Conn, Morten

Nays: None


Doug Morten, Council President

ATTEST:


Kathy Payne, City Recorder

Exhibit A

Identified Weed and Grass Abatement Properties

Street #	DIR	Street	Map #
35100		Roberts Lane	4N1W05-CB-00142
565	S	10th Street	4N1W04-DD-01700
575	S	10th Street	4N1W04-DD-01800
224	S	20th Street	4N1W04-CA-05500

City of St. Helens
RESOLUTION NO. 1724

**A RESOLUTION ASSESSING COSTS TO ABATE THE NUISANCE UPON PROPERTY
LOCATED WITHIN ST. HELENS AND CREATING A LIEN**

WHEREAS, St. Helens Municipal Code (SHMC) Section 8.12.090(3) provides that "no owner or person in charge of property shall allow weeds or grasses to grow on his or her property or in adjacent streets or alleys in excess of 10 inches in height between June 1st and October 15th of each year. If weeds or grasses are allowed to exceed 10 inches in height during the time periods specified above, the city may cut the vegetation if the owner or person in charge of the property fails to do so or requests the city to do so and the cost shall be charged to the owner or person in charge of said property or assessed against the property;" and

WHEREAS, the premises located at 274 N. 9th Street, St. Helens, Oregon was determined by City Council to be in violation of this provision of the St. Helens Municipal Code and therefore a nuisance; and

WHEREAS, notification of the owner or person in charge of the property was accomplished as set forth in SHMC 8.12.250(1) through (3), in that the property was posted with a notice to abate the nuisance and such notice was also directed to the person in charge of the property and the owner of record of the property, with a direction to remove or abate the nuisance within 10 days of the notice; and

WHEREAS, since neither the person in charge of the property nor the owner of the property removed or abated the nuisance on the property within the time specified in the order, the city caused the nuisance to be abated and kept an accounting of the cost thereof, which was referred to Council so as to place a lien upon the premises as permitted by SHMC Section 8.12.250(15); and

WHEREAS, it appears notice of and direction to pay the costs of abatement or to submit a protest of such costs was sent to the owner of the property on October 8, 2015, by United States Postal Service, and that no payment was received on or before the deadline for payment, which was on or about November 8, 2015, and no objection to the costs was received and such costs remain unpaid.

NOW, THEREFORE, THE CITY OF ST. HELENS RESOLVES that the amount of \$294.00, the cost to remove the weeds and grasses and make them less than 10" in height on the premises located at 274 N. 9th Street, St. Helens, Oregon, plus 5% administrative overhead, shall be assessed against the property and entered in the docket of city liens and shall constitute a lien upon the property located at 274 N. 9th Street, St. Helens, Oregon.

Approved and adopted by the City Council on November 18, 2015, by the following vote:

Ayes:

Nays:

Randy Peterson, Mayor

ATTEST:

Kathy Payne, City Recorder



P.O. Box 278, St. Helens, OR 97051
Phone: (503) 397-6272 Fax: (503) 397-4016
www.ci.st-helens.or.us

October 8, 2015

Tim & Kathy Fletcher
274 N 9th Street
St. Helens, OR 97051

Re: Weed Abatement at
274 N 9th St, St. Helens, OR 97051

In accordance with St. Helens Municipal Code 8.12.250, the City of St. Helens has removed the grasses and weeds in violation of Section 8.12.010(1)(d) and 8.12.090(3) of the St. Helens Municipal Code, from your property located at 274 N 9th St, St. Helens Oregon.

The total costs associated with this yard maintenance service is \$294.00 (reference attached). Please make payment payable to City of St. Helens and mailed to:

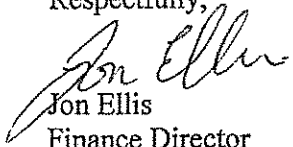
Attention: City Recorder
P.O. Box 278
St. Helens, OR 97051

Failure to make payment within 30 days of this notice will result in the City bringing legal actions under ORS 30.315(1)(a) in small claims court for collection and/or will become a lien against the property. If you disagree with subject abatement, written protest must be received by the City Recorder within 15 days of this notice (same address indicated above).

The City Council meeting of Wednesday, November 18, 2015 on or after 7PM has been set aside for Council's consideration of any written protest received or resolution to proceed with further collection actions if payment or written protest are not received within stipulated timelines.

If you have any question, please do not hesitate to contract me.

Respectfully,


Jon Ellis
Finance Director
503-366-8227
jellis@ci.st-helens.or.us

City of St. Helens

INVOICE

P.O. Box 278
St. Helens, OR 97051
Phone (503) 366-8227 | Fax (503) 366-3782
jellis@ci.st-helens.or.us | ci.st-helens.or.us

INVOICE # 001-110-554000B

DATE October 8, 2015

TO
Tim & Kathy Fletcher
274 N 9th Street
St. Helens, OR 97051

FOR Weed Abatement
274 N 9th St, St. Helens, OR 97051

[illegible]

Make all checks payable to City of St. Helens

Payment is due within 30 days.

If you have any questions concerning this invoice, contact Jon Ellis | 503-366-8227 |

Ramos' Yard Maintenance LLC
57703 OLD PORTLAND RD.
WARREN, OR 97053 US

503-366-7863
SERVICE@RAMOSYARD.COM
www.ramosyard.com

Invoice



BILL TO

The City of St Helens
224 S 20th st
St Helens, Or 97051

SHIP TO

The City of St Helens
224 S 20th st
St Helens, Or 97051

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
13196	10/02/2015	\$280.00	10/17/2015	Net 15	

Please detach top portion and return with your payment.

DATE	ACTIVITY	AMOUNT
10/02/2015	One Time One Time Service 9/30/15 for service at 274 N 9th st	280.00

Please Note: Any invoice that is past due is subject to a late charge of 6% of the amount of service. Please make your payment promptly to avoid fees.
Thank you.

BALANCE DUE

\$280.00

Ramos' Yard Maintenance LLC
service@ramosyard.com www.ramosyard.com
503-366-7863

COLUMBIA County Assessor's Summary Report

Real Property Assessment Report

FOR ASSESSMENT YEAR 2014

October 8, 2015 7:05:05 am

Account # 13656
 Map # 5N1W33-DD-08900
 Code - Tax # 0201-13656

Tax Status ASSESSABLE
 Acct Status ACTIVE
 Subtype NORMAL

Legal Descr ST HELENS
 Block - 77 Lot - 8

Mailing Name FLETCHER TIM W AND KATHY W

Deed Reference # 2004-12319 (SOURCE ID: F04 12319)

Agent

Sales Date/Price 09-22-2004 / \$107,000.00

In Care Of

Appraiser NANCY SULLIVAN

Mailing Address 274 N 9TH ST
 ST HELENS, OR 97051

Prop Class 101 MA SA NH Unit
 RMV Class 101 01 00 000 19885-1

Situs Address(s)	Situs City
ID# 274 9TH ST N	ST HELENS

Value Summary					
Code Area	AV	RMV	MAV	RMV Exception	CPR %
0201 Land		51,500	Land	0	
Impr.		59,570	Impr.	0	
Code Area Total	111,070	111,070	111,240	0	
Grand Total	111,070	111,070	111,240	0	

Land Breakdown											Trended RMV
Code Area	ID#	RFD	Ex	Plan Zone	Value Source	TD%	LS	Size	Land Class	LUC	
0201					OSD - SINGLE FAMILY	115					22,420
0201	1	R		SH:R-5	Residential Site	115	S	5,800.00		*	29,070
Grand Total								5,800.00			51,490

Improvement Breakdown											Trended RMV
Code Area	ID#	Yr Built	Stat Class	Description	TD%	Total Sq. Ft.	Ex%	MS	Acct #		
0201	1	1973	131	One story	115	1,216					59,570
Grand Total						1,216					59,570

COLUMBIA COUNTY ASSESSOR'S NAME LEDGER

10/8/2015 7:05:31 AM

Account ID 13656 Township 5N Range 1W Section 33 1/4 D 1/16 D Taxlot 08900 Special Interest

Effective Date 26-Jul-1995 12:00 AM Transaction ID -41921 Entry Date 26-Jul-1995 Recorded Date 26-Jul-1995 Sale Price \$63,000 Sale Date 26-Jul-1995

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	-31024	1995	CLERK - BOR	WD	1995	6566	1			NAME CHANGE	

Size Totals Code Acres Sqft Alternate Size

Effective Date 22-Sep-2004 12:00 AM Transaction ID -30890 Entry Date 22-Sep-2004 Recorded Date 22-Sep-2004 Sale Price \$107,000 Sale Date 22-Sep-2004

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	-30501	2004	CLERK - BOR	WD	2004	12319	1	F04 12319		NAME CHANGE	

Size Totals Code Acres Sqft Alternate Size

Effective Date 22-Sep-2006 12:00 AM Transaction ID -1019 Entry Date 22-Sep-2006 Recorded Date 22-Sep-2006 Sale Date 22-Sep-2006

Seq	Voucher ID	Tax Year	Document Source	Type	ID #1	ID #2	PID	Source ID	PT	Operation	To/From Map
1	-1019	2006	ASSESSOR'S FILE	U	2006	-1019	1	13656		CONVERSION	

Size Changes Code +/- Size Alternate Size Code Area Deleted Move to Acct Move To Code

0201 5,800.00 SqFt

Size Totals Code Acres Sqft Alternate Size

0201 5,800.00

Action Subdivision Block Lot Direction Part Part Type
Add: ST HELENS 77 8

City of St. Helens

RESOLUTION NO. 1725

A RESOLUTION TO ESTABLISH WATER, SEWER AND STORM DRAINAGE UTILITY RATES

WHEREAS, pursuant to St. Helens Municipal Code Title 13, Water, Sewer and Storm Drainage Utility rates and charges are to be established by resolution; and

WHEREAS, on November 4, 2015, a public forum was held by the City Council to provide information about the proposed schedule for utility rate increases; and

WHEREAS, the Council deliberated on November 4, 2015.

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

Section 1. The water, sewer and storm drainage utility rates and charges set forth in Exhibits 1, 2, 3 and 4, attached hereto and made a part thereof by this reference, are hereby adopted.

Section 2. This Resolution implements increases effective for the first full billing cycle on or after December 1, 2015.

Section 3. This Resolution supersedes Resolution No. 1647 and any previous resolution setting forth water, sewer and storm drainage utility rates and charges.

Approved and adopted by the City Council on November 18, 2015, by the following vote:

Ayes:

Nays:

Randy Peterson, Mayor

ATTEST:

Kathy Payne, City Recorder

City of St. Helens
Water, Sewer and Storm Drainage Utilities Administrative Rules

1 Deposits

A deposit of \$90 will be required of customers within the City limits, and a deposit of \$120 will be required of customers outside the City limits of the City of St. Helens before water, sewer, and/or storm drainage service will be provided. A customer may request a deposit refund after 12 consecutive months of not incurring any late fees on their account.

2 Utility Assistance Program

The Utility Assistance Program, formerly known as the Senior Citizen Discount, was permanently discontinued on December 4, 2013. Those customers who previously qualified and were receiving assistance prior to December 4, 2013, shall receive a fixed discount of \$20 per bi-monthly billing (\$10 per month) so long as they continue to meet the criteria of: age 65 or older and either own or rent and currently reside in a residence within the city limits.

3 Restoration Charge

A customer shall pay for restoration of water service when service has been discontinued under the provisions of this resolution. The customer shall pay the following service fee for restoration:

Between Hours of:	The Greater of:	
8 AM to 4 PM	\$ 20.00	or actual cost of labor and materials
4 PM to 8 AM or Weekends/City holidays	\$ 100.00	or actual cost of labor and materials

These charges shall not apply to new water service applications.

4 Delinquent Accounts

Upon failure to pay water charges due within the first ten days of a month, by the 15th day of the month the account shall be delinquent and a late charge of \$5 shall be added, and by the 25th day of the month the account shall be assessed an additional \$20 delinquent fee and water service to the customer may be turned off (dates subject to change if they fall on weekends or holidays).

5 Billing Adjustments**a Leak Adjustments**

- i The request must be in writing (include completed City's Water Leak Adjustment Form), completed within 30 days of billing date to which the customer wishes the adjustment to apply, and include receipts and/or 3rd party statement that leak was repaired. Due to timing of detection versus billing, adjustments may be allowed to be applied to the current billing and the immediate previous billing as well.
- ii For consideration of leak adjustments, the leak must be repaired within five days of detection and/or when physical access is available, and the customer can demonstrate that they took other mitigation measures to prevent/lessen water loss until repairs were completed.
- iii Measurement of water lost due to a leak - the City will use the customer's average seasonal usage for the previous 3 years as a base consumption. If the customer does not have a complete history, then the City will utilize the average consumption for a like customer (i.e. Residential 600 cf per month) when calculating any adjustments.
- iv Customers will be responsible for half of the calculated water loss due to a leak.
- v The City may not consider leak adjustment requests from customers who have already received a leak adjustment in the past 18 month period.
- vi Payment of excess water consumption (leak portion) may be made through a payment plan at the discretion of the utility billing specialist (based on payment/credit history). Payments can be no less than \$25 per month or \$50 bi-monthly.

vii Additional adjustment may be made by the City Administrator and/or their delegate if a hardship of payment can be determined.

c Meter reading errors

- i Misread meter - If meter is misread during the monthly or bi-monthly reading cycle, upon detection the City will suspend any/all late fees and immediately re-read the meter and bill accordingly.
- ii If testing a customer's meter results in detection of under/over billing, then that ratio of discrepancy may be applied on bills retroactively for a 12 month period. The City Administrator has the discretion to modify as they may deem reasonable.
- iii If an account is discovered to be billed incorrectly due to setup error on the City's part, then no retroactivity of billing will be applied unless a credit is due to the customer. If incorrectly billed and/or failure to bill is due to incorrect or falsified information provided by the customer and/or failure to notify the City based on Municipal Code, then the City may retroactively apply the billing corrections for up to a 36 month period.

d Unexplained usage

It may be determined that a customer has experienced an unexplained increase in usage and is eligible for a one time adjustment at the discretion of the City Administrator.

- e If a customer wishes to dispute a billing adjustment made by the City, they have 30 days from the initial determination of request to provide their dispute in writing which will be further considered by the City Administrator and/or City Council.

6 Temporary Services for new construction

The City may allow temporary service during construction of a new structure needing Water, Sewer and/or Storm drainage. The contractor will be required to complete an application for services, pay a one time fixed charge of \$25, a deposit as stipulated in section 1 of this exhibit, and will be billed based on defined customer classifications derived at time of application.

City of St. Helens
Water Utility Rates and Charges

Billings for customers include two components: Fixed rate and a volume charge for the amount consumed. The two components are added together to compute an invoice for each customer. Fixed rates are based on costs associated with maintaining/reading meters and the costs associated with billing and are charged per connection to the water system. Volume rates are based on the customer class for each 100 cubic feet (ccf) of water. The following table lists rates for customers within the City of St. Helens, retail customers outside the City of St. Helens, and wholesale customers.

City of St. Helens rates and charges are effective for billing cycles starting on or after dates shown below. Rates and charges shall be applied to all accounts on a monthly or bi-monthly basis. Certain designated accounts that may be deemed "Large Volume" accounts are billed monthly.

	Inside City of St. Helens		Outside City of St. Helens	
Effective Date:	12/1/2015		12/1/2015	
<u>Water Utility Rate Components</u>				
1 Fixed Rate				
Monthly billings	\$	10.4800	\$	20.9600
Bi-monthly billings		20.9600		41.9200
2 Volume Rate (by Customer Class per 100 Cu.ft.)				
Residential		5.2190		10.4380
Multifamily:				
Duplex		5.0380		10.0750
Apartments		4.9370		9.8735
Commercial/Industrial		4.2320		8.4630
Wholesale				
Columbia City				3.1540
3 Outside the City limits of the City of St. Helens				
a Except as indicated in the Enterprise Zone Ordinance No. 2500, all properties outside the city limits shall be charged rates identified above.				
b Application for new service connection outside the city limits for surplus city water shall be reviewed by the Public Works Director and the City Council for facilities planning. Such application shall not be approved by the City Council unless the necessary size of main is extended to serve anticipated growth in the relevant area of the City's Urban Growth Boundary.				
c No Connection for new service outside the city limits for City water shall be installed unless a consent to annex is submitted to the Planning Department and an outside City water user agreement is signed and received by the City Administrator.				
4 Hydrant Meter				
Any customer who receives a permit for a hydrant meter shall pay a deposit of \$200, and shall pay Commercial/Industrial rates for such water usage. Such customer shall also pay a monthly rental fee for the meter of \$25 per month, or portion thereof. Meters must be returned every 12 months for assessment of condition, meter reading and billing of usage.				
5 Water Testing Charges				
Upon request by a City water customer, the City will provide testing for total coliform and fecal coliform. The City shall charge the customer \$45 for such test. This charge also applies to construction requests for the same test on new pipelines.				

6 Meter testing

A customer may request the meter providing water service to their property be tested for accuracy. The test will require the following deposits to be collected before testing:

Meter sizes	Deposits
One inch or less	\$ 100
Greater than one inch and less than one and a half inches	\$ 150
Greater than one and a half inches	Set by Public Works Director of Operations

If testing results show the meter was faulty, the deposits will be refunded; if not, then no refund will be given. Adjustments will be governed by exhibit 1 section 5 of this resolution.

**City of St. Helens
Sewer Utility Rates and Charges**

Billings for customers include two components: Fixed rate and a volume charge for the amount consumed. The two components are added together to compute an invoice for each customer. Fixed rates are based on costs associated with maintaining/reading meters and the costs associated with billing and are charged per connection to the sewer system. Volume rates are based on the customer class for each 100 cubic feet (ccf) of water or a fixed amount if no measurable consumption is available. The following table lists rates for customers within the City of St. Helens, retail customers outside the City of St. Helens, and wholesale customers.

City of St. Helens rates and charges are effective for billing cycles starting on or after dates shown below. Rates and charges shall be applied to all accounts on a monthly or bi-monthly basis. Certain designated accounts that may be deemed "Large Volume" accounts are billed monthly.

	Effective Date:	
	Inside City of St. Helens	Outside City of St. Helens
	12/1/2015	12/1/2015
<u>Sewer Utility Rate Components</u>		
1 Fixed Rate		
Monthly billings	15.2700	19.0900
Bi-monthly billings	30.5300	38.1500
Residential without measurable consumption ³		
Monthly billings	47.5500	59.4400
Bi-monthly billings	95.0800	118.8500
2 Volume Rate (by Customer Class per 100 Cu.ft.)		
Residential (Single Family)		
With measurable water consumption ⁴	5.8647	7.3283
Multifamily		
Two residential sewers	6.4862	8.1103
Duplex	4.6817	5.8446
Apartments	4.5013	5.6341
Commercial ⁵		
Low Strength	5.2632	6.5764
Medium Strength	6.6566	8.3208
High Strength	9.2631	11.5689
Special Strength ¹⁰	Varies	
Wholesale		
Columbia City		1.7845

3 Without Measurable Water Consumption

- a **Residential customer** accounts are considered to be "without measurable water consumption" when potable water is obtained from a well or where the customer has no personal water consumption history established during the winter averaging period within the service area. New customer accounts without history are set based on 5.50 ccf (monthly) until measurable consumption is recorded and used to establish a new rate. Customers receiving only sewer service who obtain potable water from a well or another water provider are set based on 5.50 ccf (monthly). Adjustments may be made based on actual usage during the winter averaging months of January through April if the customer can provide sufficient documentation.
- b **Multifamily customer** accounts are considered to be "without measurable water consumption" when potable water is obtained from a well or where the customer has no personal water consumption history established during the winter averaging period within the service area. New customer accounts without history are set based on 5.50 ccf (monthly) per unit until measurable consumption is recorded and used to establish a new rate. Customers receiving only sewer service who obtain potable water from a well or another water provider are set based on 5.50 ccf (monthly) per unit. Adjustments may be made based on actual usage during the winter averaging months of January through April if the customer can provide sufficient documentation.
- c **Commercial customer** accounts are considered to be "without measurable water consumption" when potable water is obtained from a well or where the customer has no personal water consumption history established during the winter averaging period within the service area. The sewer volume charge for new customer accounts will be calculated as follows:
 - i Strengths will be defined by Standard Industrial Classification (SIC) code (i.e. restaurants defined as high) or the customer may elect to have a qualified laboratory regularly monitor and provide measurements of Biological Oxygen Demand (BOD), Total Suspended Solids (TSS) and other particulates (i.e. fats, oils, and grease) to the City.
 - ii Volumes will be from certification of meter readings provided at the source (well or 3rd party provider). It will be the customer's responsibility to obtain and forward meter readings to the City on a regular bases. In absence of actual meter readings, the City will utilize average usage patterns from similar commercial customers with measurable usage. This method is to be an interim step until such time as a system to measure water usage can be implemented and/or received.

4 Residential Sewer Accounts - Winter Averaging

- a Volume will be based on 4-month winter averaging of water consumption. The winter average period will be defined as the 4-month period starting with the first full billing cycle starting on or after December 15th of each year.
- b Accounts with an average usage of less than 1 ccf of water consumption are automatically assessed at the 5.50 ccf average.
- c Customers may request in writing to have the sewer based on actual usage if the property is vacant (transition between tenants, foreclosure, etc.) or consistently averages below 1 ccf per billing cycle over a 12-month period.
- d The assigned average for water consumption may be appealed to the City Administrator, or his/her designee, and could be modified pending a review of the account and findings thereof.

5 Table utilized to define commercial strengths

Strength Classification	BOD (mg/l)	TSS (mg/l)
Low	0-250	0-300
Medium	251-500	301-600
High	501-1,000	601-1,200
Special ¹⁰	1,001+	1,201+

The responsible person for paying the sewer charge may appeal the strength classification made by the City. Such appeal shall be made in writing to the City Administrator. The person appealing must provide sufficient information as to the strength of the sewer discharge created by their use so that the City Administrator or designee may evaluate the evidence and determine the proper strength of the waste generated.

6 Outside the city limits of the City of St. Helens

- a Except as indicated in the Enterprise Zone Ordinance No. 2500, all properties outside the city limits shall be charged rates identified above.
- b Application for new service connection outside the city limits for City sewer shall be reviewed by the Public Works Director and the City Council for facilities planning. Such application shall not be approved by the City Council unless the necessary size of main is extended to serve anticipated growth in the relevant area of the City's Urban Growth Boundary.
- c No Connection for new service outside the city limits for City sewer shall be installed unless a consent to annex is submitted to the Planning Department and an outside City sewer user agreement are signed and received by the Water Department.

8 Dormant Sewer Lines

Testing of a dormant existing sewer line connected to an old building or to be reused for a new building will be at a cost of time and materials.

9 Sewage Dumping Charges

- a The rates to be charged all persons, firms or corporations for septic or sewage materials derived from the pumping out or cleaning of on-site sewage disposal systems shall be \$0.110 per gallon effective 12/1/15. This rate shall be determined from the signed source and quantity record to be provided by all sewage disposal service providers.
- b The rate for domestic sewage from sources other than septic tanks and chemical toilets that is not concentrated by such pretreatment shall be \$0.090 per gallon effective 12/1/15, with a minimum fee of one month residential sewer rate (with monthly winter average of 5.5 ccf). To qualify for this rate, sewage disposal service providers shall request a review of the sources proposed for delivery as domestic sewage by the Wastewater Treatment Plant Superintendent. Only material from sources approved as domestic sewage by the Wastewater Treatment Plant Superintendent shall receive a domestic sewage rate. Sources and quantity records must demonstrate that only material from approved domestic sewage sources are contained in sewage disposal vehicles dumped at this rate.
- c A surcharge of \$0.01 per gallon shall be charged for any waste generated and accepted from outside of Columbia County.
- d Wastewater discharge permit rates may be modified at the discretion of the Wastewater Treatment Plant Superintendent based on loading and/or available plant capacity.
- e The septage disposal facility will be open and readily available during normal operating hours of 8 AM and 4:30 PM, Monday through Friday. Hours of operation for weekends and City Holidays (which will be posted accordingly) will be 7 AM to 11 AM.

10 Surcharges - Special Strength

- a All surcharges shall be based on total metered water supply into the premises for flow and customers will provide to the City regular testing results of samples. A sewer flow meter and alternative sampling or re-sampling at customer expense may be approved by the Wastewater Treatment Plant Superintendent. The concentration of each pollutant in excess of the above limits shall be used to determine the monthly surcharge for the period throughout the time interval between sample periods. The concentration shall be the average value of five consecutive daily tests taken over a period of five days, except when another period is specified by the Wastewater Treatment Plant Superintendent. Samples shall be taken at an approved manhole or other location determined by the Wastewater Treatment Plant Superintendent to be suitable so that samples will be representative.
- b Surcharges - Special Strength charges are highlighted in the following table

		Effective 12/1/15
BOD (mg/l)	TSS (mg/l)	Rate per ccf of usage
1,001-2,000	1,201-2,400	\$ 12.8421
2,001-4,000	2,401-4,800	19.8997
4,001-8,000	4,801-9,600	32.8419
8,001-16,000	9,601-19,200	57.4433
16,001-32,000	19,201-38,400	106.2249

Acceptance and pricing for loads in excess of table will be at the discretion of the Wastewater Treatment Plant Superintendent.

The responsible person for paying the sewer charge may appeal the strength classification made by the City. Such appeal shall be made in writing to the City Administrator. The person appealing must provide sufficient information as to the strength of the sewer discharge created by their use so that the City Administrator or designee may evaluate the evidence and determine the proper strength of the waste generated.

City of St Helens
Storm Drainage Utility Rates and Charges

Billings for customers are based on amount of impervious surface for a property. The measurements are broken down into components of single family units or equivalent residential units.

City of St. Helens rates and charges are effective for billing cycles starting on or after dates shown below. Rates and charges shall be applied to all accounts on a monthly or bi-monthly basis. Certain designated accounts that may be deemed "Large Volume" accounts are billed monthly.

	Effective Date:	
	Monthly	Bi-monthly
	12/1/2015	12/1/2015
<u>Storm Drainage Utility Rates</u>		
1 Residential	10.98	21.96
2 Commercial	10.98	21.96
3 Industrial	10.98	21.96
4 All other uses As defined	10.98	21.96

EXTENSION OF PROFESSIONAL SERVICES AGREEMENT

This Extension is made on November 18, 2015, between City of St. Helens, an Oregon municipal corporation ("City"), and **Pauly, Rogers and Co., P.C.** ("Auditor").

RECITALS

A. WHEREAS, on or about January 22, 2013, City and Auditor entered into an agreement ("Agreement") in which Contractor agreed to provide services ("Services") related to auditing the account and fiscal affairs of City for the period beginning July 1, 2012 and ending June 30, 2013, in accordance with Minimum Standards for Audits of Municipal Corporations as prescribed by law; and

B. WHEREAS, Paragraph 1 of the Agreement provides that the agreement terminates on December 31, 2013, and that the City reserves the right to extend the contract on an annual basis for up to a maximum of four (4) additional years for a maximum possible contract term not to exceed five (5) years; and

C. WHEREAS, the agreement has been extended twice to December 31, 2015 for fiscal years 2013-14 and 2014-15; and

D. WHEREAS, City and Auditor mutually desire to extend the term of the Agreement for an additional year.

AGREEMENT

NOW, THEREFORE, the parties mutually agree as follows:

1. The termination date of the Agreement signed on or about January 22, 2013, shall be amended to reflect a termination date of December 31, 2016, unless earlier terminated according to the terms of the Agreement.

2. All other terms and conditions of the Agreement, as previously amended, shall remain in full force and effect other than as specifically amended herein.

ST. HELENS:

CITY OF ST. HELENS, an Oregon
municipal corporation

By: _____

Name: _____

Its: _____

CONTRACTOR:

PAULY, ROGERS & CO, P.C.

By: _____

Name: _____

Its: _____

CONTRACT PAYMENTS

City Council Meeting
November 18, 2015

James W. Fowler Co.

Project: SD-146 Godfrey Park Storm Sewer Project (PR#7) \$ **169,955.00**

Invoice: October 5th to November 3, 2015 Pay Estimate #7 to City of St. Helens

Bid Item		Bid		Contract		Current Billing		Previous Billing		Total To Date		% Complete
No.	Description	Quantity	UM	Unit Price	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	To Date
1	Mobilization, Bonds, Insurance and Demobilization	1.00	LS	\$170,000.00	\$170,000.00							
	Initial Mobilization	1.00	LS	\$90,950.00	\$ 90,950.00	0%	\$ -	100%	\$ 90,950.00	100%	\$ 90,950.00	100%
	Bonds	1.00	LS	\$4,250.00	\$ 4,250.00	0%	\$ -	100%	\$ 4,250.00	100%	\$ 4,250.00	100%
	Insurance	1.00	LS	\$4,250.00	\$ 4,250.00	0%	\$ -	100%	\$ 4,250.00	100%	\$ 4,250.00	100%
	Demobilization	1.00	LS	\$70,550.00	\$ 70,550.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
2	Traffic Control	1.00	LS	\$5,500.00	\$ 5,500.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Materials	1.00	LS	\$5,000.00	\$ 5,000.00	0%	\$ -	100%	\$ 5,000.00	100%	\$ 5,000.00	100%
	Installation	1.00	LS	\$500.00	\$ 500.00	25%	\$ 125.00	40%	\$ 200.00	65%	\$ 325.00	65%
3	Erosion Control	1.00	LS	\$3,000.00	\$ 3,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Engineering / Submittals	1.00	LS	\$1,000.00	\$ 1,000.00	0%	\$ -	100%	\$ 1,000.00	100%	\$ 1,000.00	100%
	Materials	1.00	LS	\$1,000.00	\$ 1,000.00	0%	\$ -	100%	\$ 1,000.00	100%	\$ 1,000.00	100%
	Installation	1.00	LS	\$1,000.00	\$ 1,000.00	25%	\$ 250.00	40%	\$ 400.00	65%	\$ 650.00	65%
4	Pollution Control Plan	1.00	LS	\$3,000.00	\$ 3,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Engineering / Submittals	1.00	LS	\$3,000.00	\$ 3,000.00	0%	\$ -	100%	\$ 3,000.00	100%	\$ 3,000.00	100%
5	Clearing	1.00	LS	\$25,000.00	\$ 25,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Clear West of 2nd	1.00	LS	\$15,000.00	\$ 15,000.00	0%	\$ -	100%	\$ 15,000.00	100%	\$ 15,000.00	100%
	Clear East of 2nd	1.00	LS	\$10,000.00	\$ 10,000.00	0%	\$ -	100%	\$ 10,000.00	100%	\$ 10,000.00	100%
6	Tree Removal	9.00	EA	\$1,100.00	\$ 9,900.00	0.00	\$ -	17.00	\$ 18,700.00	17.00	\$ 18,700.00	189%
7	Rock Excavation	50.00	CY	\$100.00	\$ 5,000.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
8	Outlet Protection	1.00	EA	\$25,000.00	\$ 25,000.00	0.00	\$ -	1.00	\$ 25,000.00	1.00	\$ 25,000.00	100%
9	Riprap Basins	2.00	EA	\$3,200.00	\$ 6,400.00	0.00	\$ -	1.00	\$ 3,200.00	1.00	\$ 3,200.00	50%
10	Gabion Check Dams	240.00	LF	\$137.00	\$ 32,880.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
11	Trench Foundation Stabilization	5.00	CY	\$95.00	\$ 475.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
12	Trenchless Pipe Installation, 66 Inch Pipe Ramming	400.00	LF	\$3,150.00	\$ 1,260,000.00	0.00	\$ -	340.00	\$ 1,071,000.00	340.00	\$ 1,071,000.00	85%
13	Open Trench Pipe Installation, 66 Inch	237.00	LF	\$500.00	\$ 118,500.00	128.00	\$ 64,000.00	0.00	\$ -	128.00	\$ 64,000.00	54%
14	Open Trench Pipe Installation, 24 Inch	50.00	LF	\$75.00	\$ 3,750.00	0.00	\$ -	50.00	\$ 3,750.00	50.00	\$ 3,750.00	100%
15	Open Trench Pipe Installation, 12 Inch	125.00	LF	\$75.00	\$ 9,375.00	109.00	\$ 8,175.00	20.00	\$ 1,500.00	129.00	\$ 9,675.00	103%
16	Open Trench Pipe Installation, 6 Inch	44.00	LF	\$40.00	\$ 1,760.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
17	Water Pipe Deflection	73.00	LF	\$100.00	\$ 7,300.00	73.00	\$ 7,300.00	0.00	\$ -	73.00	\$ 7,300.00	100%
18	New Catch Basin	1.00	EA	\$1,700.00	\$ 1,700.00	0.00	\$ -	1.00	\$ 1,700.00	1.00	\$ 1,700.00	100%
19	Concrete Manholes, 96 Inch a. 8.1 - 12 Feet Depth	2.00	EA	\$15,000.00	\$ 30,000.00	1.00	\$ 15,000.00	0.00	\$ -	1.00	\$ 15,000.00	50%
20	Connection to Existing Structures	2.00	EA	\$550.00	\$ 1,100.00	1.00	\$ 550.00	0.00	\$ -	1.00	\$ 550.00	50%
21	Filling Abandoned Structures	2.00	EA	\$900.00	\$ 1,800.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
22	Existing Pipe Abandonment	1.00	LS	\$50,000.00	\$ 50,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Materials	1.00	LS	\$25,000.00	\$ 25,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Install Bulkheads	1.00	LS	\$12,500.00	\$ 12,500.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Remove Ravine Pipe	1.00	LS	\$12,500.00	\$ 12,500.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
23	Outfall Structure, Columbia River	1.00	LS	\$60,000.00	\$ 60,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Excavation	1.00	LS	\$10,000.00	\$ 10,000.00	100%	\$ 10,000.00	25%	\$ 2,500.00	125%	\$ 12,500.00	125%
	Rock	1.00	LS	\$5,000.00	\$ 5,000.00	100%	\$ 5,000.00	0%	\$ -	100%	\$ 5,000.00	100%
	Rebar	1.00	LS	\$15,000.00	\$ 15,000.00	100%	\$ 15,000.00	0%	\$ -	100%	\$ 15,000.00	100%
	Concrete	1.00	LS	\$27,000.00	\$ 27,000.00	100%	\$ 27,000.00	0%	\$ -	100%	\$ 27,000.00	100%
	Misc Steel	1.00	LS	\$3,000.00	\$ 3,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
24	Inlet Structure, Godfrey Park Ravine	1.00	LS	\$35,000.00	\$ 35,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Excavation	1.00	LS	\$10,500.00	\$ 10,500.00	100%	\$ 10,500.00	0%	\$ -	100%	\$ 10,500.00	100%
	Rock	1.00	LS	\$6,000.00	\$ 6,000.00	100%	\$ 6,000.00	0%	\$ -	100%	\$ 6,000.00	100%
	Rebar	1.00	LS	\$8,000.00	\$ 8,000.00	75%	\$ 6,000.00	0%	\$ -	75%	\$ 6,000.00	75%
	Concrete	1.00	LS	\$8,000.00	\$ 8,000.00	50%	\$ 4,000.00	0%	\$ -	50%	\$ 4,000.00	50%
	Misc Steel	1.00	LS	\$2,500.00	\$ 2,500.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
25	Removal and Replace Concrete Curb and Gutter	35.00	LF	\$60.00	\$ 2,100.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
26	Asphalt Berm	15.00	LF	\$22.00	\$ 330.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
27	Removal and Disposal of Contaminated Soils	10.00	CY	\$150.00	\$ 1,500.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
28	Native Seeding	0.50	AC	\$15,000.00	\$ 7,500.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
29	Native Shrub Planting, #1 Container	349.00	EA	\$14.00	\$ 4,886.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
30	Native Shrub Planting, #5 Container	29.00	EA	\$80.00	\$ 2,320.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
31	Habitat Mitigation - Plant Establishment	1.00	LS	\$21,000.00	\$ 21,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Materials	1.00	LS	\$15,000.00	\$ 15,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Installation	1.00	LS	\$6,000.00	\$ 6,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
32	Erosion Control Matting	3419.00	SY	\$5.00	\$ 17,095.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
33	Construction Staking and As-Built	1.00	LS	\$14,000.00	\$ 14,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Construction Staking	1.00	LS	\$13,000.00	\$ 13,000.00	0%	\$ -	90%	\$ 11,700.00	90%	\$ 11,700.00	90%
	As-Built	1.00	LS	\$1,000.00	\$ 1,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
34	Ravine Access	1.00	LS	\$40,000.00	\$ 40,000.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Materials	1.00	LS	\$10,000.00	\$ 10,000.00	0%	\$ -	100%	\$ 10,000.00	100%	\$ 10,000.00	100%
	Installation	1.00	LS	\$30,000.00	\$ 30,000.00	0%	\$ -	100%	\$ 30,000.00	100%	\$ 30,000.00	100%
35	Standpipe Decommissioning	1.00	LS	\$1,100.00	\$ 1,100.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
	Standpipe Decommissioning	1.00	LS	\$1,100.00	\$ 1,100.00	0%	\$ -	0%	\$ -	0%	\$ -	0%
36	Post Construction CCTV	856.00	LF	\$2.50	\$ 2,140.00	0.00	\$ -	0.00	\$ -	0.00	\$ -	0%
37	Private Property Condition Documentation & Owner Approval	3.00	EA	\$3,000.00	\$ 9,000.00	0.00	\$ -	3.00	\$ 9,000.00	3.00	\$ 9,000.00	100%

Contract Totals:	\$1,989,411.00	\$ 178,900.00	\$ 1,323,100.00	\$ 1,502,000.00	75.50%
Retainage (5%):		\$ 8,945.00		\$ 75,100.00	
Amount Due:		\$ 169,955.00	\$ 1,256,945.00	\$ 1,426,900.00	

\$169,955.00

010-304-653409

APPROVED FOR PAYMENT

INIT



DATE

11-10-15

ACCOUNTS PAYABLE

FINANCE

SUPERVISOR

11-10-15



November 3, 2015

Sue Nelson, PE
Engineering Supervisor
City of St. Helens
265 Strand Street
St. Helens, OR 97051

e-mail: Suen@ci.st-helens.or.us
Phone: 503.397.6272

Subject: Progress Payment Request #7 for October 2015

Dear Sue,

Please see the attached progress payment request for the month of October. During this month the following items were complete.

Partial Bid Item 2: Traffic Control

Partial Bid Item 3: Erosion Control

Partial Bid Item 13: Open Trench Pipe Installation, 66 Inch

Partial Bid Item 15: Open Trench Pipe Installation, 12 Inch

Complete Bid Item 17: Water Pipe Deflection

Partial Bid Item 19: Concrete Manholes, 96 Inch

Partial Bid Item 20: Connection to Existing Structures

Partial Bid Item 23: Outfall Structure, Columbia River

Partial Bid Item 24: Inlet Structure, Godfrey Park Ravine

The Progress Payment Invoice totals \$178,900.00, less 5% retainage of \$8,945.00, for an amount due of \$169,955.00.

Attached is a calculation sheet with the all of the bid items and details. Please feel free to contact me at (503) 623-5373 with any questions.

Regards,

Scott Thibert

Project Manager

James W. Fowler Co.


Accounts Payable

To Be Paid Proof List

User: jenniferj
 Printed: 11/06/2015 - 9:42AM
 Batch: 00004.11.2015 - 11/6 OVER 10K FY 15-16



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
CORRECT EQUIPMENT									
14576 NE 95TH STREET									
REDMOND, WA 98052									
009210									
32159	10/21/2015	15,945.00	0.00	11/06/2015				False	0
010-303-653306 Lift station				S-636 PUMP STATION #7 UPGRADE					
32159 Total:		15,945.00							
CORRECT EQUIPMENT		15,945.00							
HAMER ELECTRIC, INC.									
126 INDUSTRIAL WAY									
LONGVIEW, WA 98632									
014475									
102615	10/26/2015	11,380.75	0.00	11/06/2015				False	0
009-207-652950 Marine Board - Parks Project				M-434A COURTHOUSE DOCK UTILITY UPGRADE					
102615 Total:		11,380.75							
21986*05	10/26/2015	10,463.89	0.00	11/06/2015				False	0
009-207-652950 Marine Board - Parks Project				M-434A COURTHOUSE DOCK UTILITY UPGRADE					
21986*05	10/26/2015	811.87	0.00	11/06/2015				False	0
001-005-509000 Marine board expense				M-434A COURTHOUSE DOCK UTILITY UPGRADE					
21986*05 Total:		11,275.76							
HAMER ELECTRIC, INC		22,656.51							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
SOUTH COLUMBIA COUNTY CHAMBER OF COMMERCE 2194 COLUMBIA BLVD. ST. HELENS, OR 97051 028700									
NOV 2015	11/5/2015	12,012.00	0.00	11/06/2015				False	0
008-008-558104 Events		SUPPORT FOR VISITOR CENTER OPERATIONS							
NOV 2015 Total:		12,012.00							
SOUTH COLUMBIA COU		12,012.00							
Report Total:		50,613.51							

Accounts Payable

To Be Paid Proof List

User: jenniferj
 Printed: 11/05/2015 - 2:14PM
 Batch: 00004.11.2015 - 11/6 OVER 10K FY 15-16



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
CORRECT EQUIPMENT									
14576 NE 95TH STREET									
REDMOND, WA 98052									
009210									
32159	10/21/2015	15,945.00	0.00	11/06/2015				False	0
010-303-653306 Lift station				S-636 PUMP STATION #7 UPGRADE					
32159 Total:		15,945.00							
CORRECT EQUIPMENT		15,945.00							
HAMER ELECTRIC, INC.									
126 INDUSTRIAL WAY									
LONGVIEW, WA 98632									
014475									
102615	10/26/2015	11,380.75	0.00	11/06/2015				False	0
009-207-652950 Marine Board - Parks Project				M-434A COURTHOUSE DOCK UTILITY UPGRADE					
102615 Total:		11,380.75							
21986*05	10/26/2015	10,463.89	0.00	11/06/2015				False	0
009-207-652950 Marine Board - Parks Project				M-434A COURTHOUSE DOCK UTILITY UPGRADE					
21986*05	10/26/2015	811.87	0.00	11/06/2015				False	0
001-005-509000 Marine board expense				M-434A COURTHOUSE DOCK UTILITY UPGRADE					
21986*05 Total:		11,275.76							
HAMER ELECTRIC, INC		22,656.51							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description					Reference			

Report Total:

38,601.51

AP

Accounts Payable

To Be Paid Proof List

User: jenniferj
 Printed: 11/06/2015 - 9:44AM
 Batch: 00001.11.2015 - 11/06 FY 15-16



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	DescriptionReference								
ACE HARDWARE									
155 S COLUMBIA RIVER HWY									
ST HELENS, OR 97051									
000500								False	0
1213	10/31/2015	97.72	0.00	11/06/2015					
001-005-501000				MATERIALS				False	0
1213	10/31/2015	25.41	0.00	11/06/2015					
008-008-558104				MATERIALS					
1213 Total:		123.13							
1214	10/31/2015	11.68	0.00	11/06/2015				False	0
001-002-501000				MATERIALS					
1214 Total:		11.68							
1217	10/31/2015	47.74	0.00	11/06/2015				False	0
018-019-501000				MATERIALS					
1217	10/31/2015	47.75	0.00	11/06/2015				False	0
018-020-501000				MATERIALS					
1217 Total:		95.49							
1218	10/31/2015	13.03	0.00	11/06/2015				False	0
008-008-558104				MATERIALS					
1218	10/31/2015	95.01	0.00	11/06/2015				False	0
017-017-501000				MATERIALS					
1218	10/31/2015	10.78	0.00	11/06/2015				False	0
001-004-519000				MATERIALS					
1218	10/31/2015	91.36	0.00	11/06/2015				False	0
017-417-501000				MATERIALS					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
1218	10/31/2015	15.29	0.00	11/06/2015				False	0
011-011-501000 Operating Materials & Supp				MATERIALS				False	0
1218	10/31/2015	6.74	0.00	11/06/2015				False	0
013-403-470000 Building				MATERIALS				False	0
1218	10/31/2015	17.80	0.00	11/06/2015				False	0
015-015-501000 Operating Materials & Supp				MATERIALS				False	0
1218	10/31/2015	-13.20	0.00	11/06/2015				False	0
015-015-501000 Operating Materials & Supp				CREDIT					
1218 Total:		236.81							
ACE HARDWARE Total:		467.11							
ALEXIN ANALYTICAL LABS, INC.									
LABORATORIES, INC.									
13035 S.W. PACIFIC HWY.									
TIGARD, OR, 97223-									
001650								False	0
24018	10/29/2015	775.00	0.00	11/06/2015					
017-017-472000 Lab Testing				ROUTINE E COLI TESTING					
24018 Total:		775.00							
ALEXIN ANALYTICAL L		775.00							
AMERICAN EXTERMINATION									
PLUS, INC.									
2770 SE TV HWY.									
HILLSBORO,, OR 97123									
AMERICAN								False	0
107424	10/19/2015	110.00	0.00	11/06/2015					
001-110-470000 Building expense				SR. CENTER PEST CONTROL					
107424 Total:		110.00							
AMERICAN EXTERMIN		110.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
BULLARD LAW 200 SW MARKET ST., SUITE 1900 PORTLAND,, OR 97201									
004880				11/06/2015				False	0
20148	10/20/2015	9,223.50	0.00		LEGAL SERVICES THROUGH 9/30/15				
001-002-454000 Attorney									
20148 Total:		9,223.50							
BULLARD LAW Total:		9,223.50							
CANON SOLUTIONS AMERICA, INC 15004 COLLECTIONS CENTER DRIV CHICAGO, IL 60693									
021694				11/06/2015				False	0
4017382512	10/30/2015	120.66	0.00		COPIER POLICE				
001-002-502000 Equipment Expense									
4017382512 Total:		120.66							
CANON SOLUTIONS AM		120.66							
CHAVES CONSULTING, INC.-CRMS CLOUD RECORDS MGMT.SOLUTIC P. O. BOX 886 BAKER CITY, OR 9814									
006630				11/06/2015				False	0
150187	11/2/2015	259.14	0.00		MONTHLY USER FEE OR-0486 ERMS SAAS				
012-102-554000 Contractual/consulting serv									
150187 Total:		259.14							
CHAVES CONSULTING,		259.14							
CINTAS CORPORATION CINTAS FIRST AID & SAFETY									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
PO BOX 631025									
CINCINNATI, OH 45263-1025									
037620								False	0
5003880923	10/27/2015	20.73	0.00	11/06/2015					
				CABINET REFILL				False	0
018-019-501000 Operating Materials				11/06/2015					
5003880923	10/27/2015	20.74	0.00						
				CABINET REFILL					
018-020-501000 Operating Materials & Supplies									
5003880923 Total:		41.47							
5003880924	10/27/2015	63.25	0.00	11/06/2015				False	0
				CABINET REFILL PW					
013-403-470000 Building									
5003880924 Total:		63.25							
8003705190	10/2/2015	108.20	0.00	11/06/2015				False	0
				CABINET REFILL PARKS					
001-005-501000 Operating Materials & Supp									
8003705190 Total:		108.20							
CINTAS CORPORATION		212.92							
CINTAS CORPORATION-463									
PO BOX 650838									
DALLAS, TX 75265-0838									
006830								False	0
463558741	10/19/2015	44.11	0.00	11/06/2015					
				MATS				False	0
018-019-501000 Operating Materials				11/06/2015					
463558741	10/19/2015	44.12	0.00						
				MATS					
018-020-501000 Operating Materials & Supplies									
463558741 Total:		88.23						False	0
463565555	11/2/2015	44.11	0.00	11/06/2015					
				MATS				False	0
018-019-501000 Operating Materials				11/06/2015					
463565555	11/2/2015	44.12	0.00						
				MATS					
018-020-501000 Operating Materials & Supplies									
463565555 Total:		88.23							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number					Description	Reference			
CINTAS CORPORATION		176.46							
CITY OF COLUMBIA CITY P.O. BOX 189 COLUMBIA CITY,, OR 97018 007370 OCT 2015 017-417-459000 Utilities	10/26/2015	71.14	0.00	11/06/2015	001754-001 WTP			False	0
OCT 2015 Total:		71.14							
CITY OF COLUMBIA CIT		71.14							
COASTWIDE LABORATORIES 39554 TREASURE CENTER CHICAGO, IL 60694-9500 007159 2822028 001-004-470000 Building Expense	10/28/2015	130.28	0.00	11/06/2015	TP / PAPER TOWELS			False	0
2822028 Total:		130.28							
COASTWIDE LABORATO		130.28							
CODE PUBLISHING, INC. 9410 ROOSEVELT WAY NE SEATTLE, WA 98115-2844 007162 51179 012-102-554000 Contractual/consulting serv	10/17/2015	390.15	0.00	11/06/2015	ST. HELENS MUNICIPAL CODE ELECTRONIC UPDAT			False	0
51179 Total:		390.15							
CODE PUBLISHING, INC		390.15							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
COLUMBIA PACIFIC ECONOMIC DEVELOPMENT DISTRICT P.O. BOX 534 COLUMBIA CITY, OR 97018									
008280									
01 2015	11/3/2015	250.00	0.00	11/06/2015				False	0
001-100-490000 Professional development				ANNUAL CITY MEMBERSHIP DUES 10/2015-09/2016					
01 2015 Total:		250.00							
COLUMBIA PACIFIC EC		250.00							
COMCAST PO BOX 34744 SEATTLE, WA 98124-1744									
COMCAST									
NOV 2015	11/2/2015	102.85	0.00	11/06/2015				False	0
001-005-509000 Marine board expense				ACCT 3930 MARINE BOARD					
NOV 2015	11/2/2015	107.85	0.00	11/06/2015				False	0
001-002-458000 Telephone Expense				4855					
NOV 2015	11/2/2015	184.97	0.00	11/06/2015				False	0
012-107-458000 Telecommunication expense				9110					
NOV 2015	11/2/2015	97.59	0.00	11/06/2015				False	0
001-004-500000 Computer Maintenance				8631					
NOV 2015	11/2/2015	92.85	0.00	11/06/2015				False	0
012-107-458000 Telecommunication expense				8453					
NOV 2015	11/2/2015	92.85	0.00	11/06/2015				False	0
001-004-500000 Computer Maintenance				3388					
NOV 2015 Total:		678.96							
COMCAST Total:		678.96							
DAHLGREN BUILDERS SUPPLY 58351 COLUMBIA RIVER HWY. P.O. BOX 1021 ST. HELENS, OR, 97051									
009800									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
OCT 2015	10/27/2015	41.99	0.00	11/06/2015				False	0
008-008-558104 Events				MATERIALS					
OCT 2015	10/27/2015	5.18	0.00	11/06/2015				False	0
011-011-501000 Operating Materials & Supp				MATERIALS					
OCT 2015 Total:		47.17							
DAHLGREN BUILDERS		47.17							
DCBS- FISCAL SERVICES P O BOX 14610 SALEM, OR 97309-0445 010113									
NOV 2015	11/2/2015	2,243.30	0.00	11/06/2015				False	0
001-000-234000 State Surcharge Payable				STATE SURCHARGE PAY JUL 651.65 AUG 1060.51 SEP					
NOV 2015 Total:		2,243.30							
DCBS- FISCAL SERVICE		2,243.30							
DUKE'S ROOT CONTROL, INC. 1020 HIAWATHA BLVD WEST SYRACUSE, NY 13204-1131 010933									
11436	10/19/2015	8,687.39	0.00	11/06/2015				False	0
018-018-554000 Contractual/Consulting Serv				S-601E 2015 DEROOTING PROJECT					
11436 Total:		8,687.39							
DUKE'S ROOT CONTRO		8,687.39							
EAGLE STAR ROCK PRODUCTS, INC. P.O. BOX 750 ST. HELENS, OR 97051 010970									
30100	10/27/2015	731.28	0.00	11/06/2015				False	0
010-304-653409 Godfrey Outfall				ROCK THE STORM					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
30100 Total:		731.28							
30115	10/29/2015	348.85	0.00	11/06/2015	ROCK 1ST DRAIN			False	0
018-021-501000 Operating Materials & Supplies									
30115 Total:		348.85							
EAGLE STAR ROCK PRO		1,080.13							
FDG - FIRWOOD DESIGN GROUP, LLC 39065 PIONEER BLVD., STE. #104 SANDY, OR 97055									
FDG	10/10/2015	1,810.00	0.00	11/06/2015	S-636 PUMPSTATION #7 UPGRADE			False	0
10979									
010-303-653306 Lift station									
10979 Total:		1,810.00							
FDG - FIRWOOD DESIGN		1,810.00							
INEXPENSIVE TREE CARE & STUMPS BE GONE P.O. BOX 307 SCAPPOOSE, OR 97056									
016160	11/4/2015	300.00	0.00	11/06/2015	TREES TRIMMED SO CLOCK TOWER IS VISIBLE			False	0
4320									
008-008-558104 Events									
4320 Total:		300.00							
INEXPENSIVE TREE CA		300.00							
INTERSTATE BATTERY OF COLUMBIA RIVER 3421 NE 109TH AVE VANCOUVER, WA 98682-7723									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
016626								False	0
40031170	10/26/2015	151.42	0.00	11/06/2015	BATTERIES				
001-002-510000 Automobile Expense									
40031170 Total:		151.42							
INTERSTATE BATTERY		151.42							
JORDAN RAMIS PC ATTORNEYS AT LAW PO BOX 230669 PORTLAND, OR 97281									
030274								False	0
OCT 2015	10/31/2015	3,456.80	0.00	11/06/2015	LEGAL SERVICES- BOISE CASCADE AGREEMENT - V				
009-209-554120 Urban renewal review								False	0
OCT 2015	10/31/2015	162.00	0.00	11/06/2015	LEGAL SERVICES - GENERAL STREET RIDGECREST				
011-011-454000 Attorney								False	0
OCT 2015	10/31/2015	3,384.00	0.00	11/06/2015	LEGAL SERVICES - GENERALCOL CO HEALTH DIST				
012-101-454000 Attorney									
OCT 2015 Total:		7,002.80							
JORDAN RAMIS PC Total		7,002.80							
KINNEAR SPECIALTIES INC. P.O. BOX 776 ST. HELENS, OR 97051									
017537								False	0
5020123	10/28/2015	81.32	0.00	11/06/2015	MATERIALS - COIL				
015-015-501000 Operating Materials & Supp									
5020123 Total:		81.32							
KINNEAR SPECIALTIES		81.32							

KNIFE RIVER
32260 OLD HWY 34

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
TANGENT, OR 97389									
017628									
1520140	10/25/2015	1,225.05	0.00	11/06/2015				False	0
011-011-501000 Operating Materials & Supp				ROCK					
1520140 Total:		1,225.05							
KNIFE RIVER Total:		1,225.05							
LANG, ATTORNEY AT LAW, MARK J.									
P.O. BOX 1611									
ST. HELENS, OR 97051									
018006									
1551	10/26/2015	120.00	0.00	11/06/2015				False	0
001-103-554000 Contractual/consulting serv				CHRISTOPHER COLWEL					
1551 Total:		120.00							
1552	10/26/2015	120.00	0.00	11/06/2015				False	0
001-103-554000 Contractual/consulting serv				SHEILA ANDERSON					
1552 Total:		120.00							
1553	10/27/2015	80.00	0.00	11/06/2015				False	0
001-103-554000 Contractual/consulting serv				KEVIN LOOMIS					
1553 Total:		80.00							
1554	10/27/2015	120.00	0.00	11/06/2015				False	0
001-103-554000 Contractual/consulting serv				MIA LUTTRELL 2015-CR-000277					
1554 Total:		120.00							
LANG, ATTORNEY AT LA		440.00							
LEAF									
PO BOX 644006									
CINCINNATI, OH 45264-4006									
018101									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
6045062	10/26/2015	170.00	0.00	11/06/2015				False	0
012-107-502000 Equipment expense				OCE VL2822C COPIER CONTRACT					
6045062 Total:		170.00							
LEAF Total:		170.00							
MCCOY ELECTRIC CO., INC. 2014 SE 9TH AVENUE P.O. BOX 42428 PORTLAND, OR 97242 019713									
213061	10/30/2015	1,463.00	0.00	11/06/2015				False	0
018-020-501000 Operating Materials & Supplies				TIMING RELAY SEPTAGE RECEIVING STATION					
213061 Total:		1,463.00							
MCCOY ELECTRIC CO.,		1,463.00							
METRO PLANNING INC. 370 Q STREET SPRINGFIELD, OR 97477 020291									
3389	10/31/2015	112.50	0.00	11/06/2015				False	0
001-104-500000 Information services				WEB GIS HOSTING					
3389	10/31/2015	37.50	0.00	11/06/2015				False	0
013-402-575000 Equipment expense				WEB GIS HOSTING					
3389 Total:		150.00							
METRO PLANNING INC		150.00							
MURRAY, SMITH & ASSOC., INC. 121 S.W. SALMON SUITE 900 PORTLAND, OR, 90204-2919 020762									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
09-1078-68	10/13/2015	5,551.80	0.00	11/06/2015				False	0
010-304-653409 Godfrey Outfall					SD-146 GODFREY PARK STORM DRAIN				
09-1078-68 Total:		5,551.80							
MURRAY, SMITH & ASS		5,551.80							
OHA-DRINKING WATER SERVICES									
CASHIER									
PO BOX 14260									
PORTLAND, OR 97293									
021743									
NOV 2015	11/2/2015	70.00	0.00	11/06/2015				False	0
013-403-490000 Professional development					BACKFLOW ASSEMBLY TESTER RENEWAL N. SHEP				
NOV 2015	11/2/2015	102.50	0.00	11/06/2015				False	0
013-403-490000 Professional development					BACKFLOW ASSEMBLY TESTER RENEWAL DAVE E]				
NOV 2015 Total:		172.50							
OHA-DRINKING WATER		172.50							
OREGON BUILDING OFFICIALS ASSO									
147 SE 102ND AVE									
PORTLAND, OR 97216									
022021									
NOV 2015	10/8/2015	350.00	0.00	11/06/2015				False	0
001-105-490000 Professional development					BOB JOHNSTON 2016 OR BUILD OFFIC. ASSOC. MEM				
NOV 2015 Total:		350.00							
OREGON BUILDING OF		350.00							
Pacific Excavation, Inc									
79 N Danebo Avenue									
Eugene, OR 97402									
024170									
1431.03	10/30/2015	6,188.25	0.00	11/06/2015				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
010-302-653201	Water main replacement			W-441 2015 WATERMAIN REPLACEMENT					
	1431.03 Total:	6,188.25							
	Pacific Excavation, Inc Tot	6,188.25							
PETTY CASH- SHANNA DUGGAN									
,									
018757									
OCT 2015	10/16/2015	32.00	0.00	11/06/2015				False	0
012-107-457000	Office supplies			MEETING / BREAK ROOM COFFEE					
OCT 2015	10/16/2015	100.00	0.00	11/06/2015				False	0
012-106-473000	Miscellaneous			SH COMPUTER CENTER WATER ACCT REIMB. 50 PL					
OCT 2015	10/19/2015	170.00	0.00	11/06/2015				False	0
001-103-465000	Jury / witness fees			JUROR MONEY					
OCT 2015	10/19/2015	90.00	0.00	11/06/2015				False	0
008-008-558104	Events			YOUTH COUNCIL FROM TINA CURRY					
OCT 2015	10/20/2015	5.54	0.00	11/06/2015				False	0
018-019-501000	Operating Materials			LUNCH SAMPLE DELIVERY					
OCT 2015	10/20/2015	5.54	0.00	11/06/2015				False	0
018-020-501000	Operating Materials & Supplies			LUNCH SAMPLE DELIVERY					
OCT 2015	10/20/2015	4.84	0.00	11/06/2015				False	0
018-019-501000	Operating Materials			LUNCH SAMPLE DELIVERY					
OCT 2015	10/20/2015	4.85	0.00	11/06/2015				False	0
018-020-501000	Operating Materials & Supplies			LUNCH SAMPLE DELIVERY					
OCT 2015	10/21/2015	19.37	0.00	11/06/2015				False	0
001-100-473000	Miscellaneous			YOUTH COUNCIL SNACKS					
OCT 2015	10/21/2015	50.00	0.00	11/06/2015				False	0
009-201-558112	Spirit of halloweentown			3RD PLACE PUMPKIN WINNER S. MAHAR					
OCT 2015	10/21/2015	75.00	0.00	11/06/2015				False	0
009-201-558112	Spirit of halloweentown			2ND PLACE PUMPKIN WINNER - DONATED TO COL					
OCT 2015	10/26/2015	12.19	0.00	11/06/2015				False	0
001-100-473000	Miscellaneous			YOUTH COUNCIL SNACKS					
OCT 2015	10/26/2015	77.00	0.00	11/06/2015				False	0
010-305-653501	Heavy equipment - backhoe			DMV TITILE BACKHOE					
OCT 2015	10/27/2015	50.00	0.00	11/06/2015				False	0
008-008-558104	Events			ROYTHAI GIFT CARDS HALLOWEENTOWN COSTUM					
OCT 2015	10/29/2015	9.38	0.00	11/06/2015				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
012-102-473000 Miscellaneous					CARDS				
	OCT 2015 Total:	705.71							
	PETTY CASH- SHANNA	705.71							
PHILLIPS, CYNTHIA 11220 SW APALACHEE STREET TUALATIN, OR 97062 025515	11/6/2015	1,592.00	0.00	11/06/2015				False	0
001-103-554000 Contractual/consulting serv					MINICIPAL COURT JUDGE 11/1-11/15				
	Total:	1,592.00							
	PHILLIPS, CYNTHIA Tot	1,592.00							
SHERWIN-WILLIAMS 58741 COLUMBIA RIVER HWY. ST. HELENS, OR 97051 031345	10/22/2015	28.74	0.00	11/06/2015				False	0
0036-1					PAINT				
013-403-470000 Building									
	0036-1 Total:	28.74							
	SHERWIN-WILLIAMS To	28.74							
ST. HELENS AUTO CENTER PO BOX 367 ST. HELENS, OR, 97051- 028473	9/9/2015	983.02	0.00	11/06/2015				False	0
166686					SERVICE SALE				
015-015-501000 Operating Materials & Supp									
	166686 Total:	983.02							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description				Reference				
<hr/>									
ST. HELENS AUTO CEN		983.02							
ST. HELENS SCHOOL DISTRICT 474 N 16TH STREET ST HELENS, OR 97051 028955									
NOV 2015	11/2/2015	2,967.00	0.00	11/06/2015				False	0
001-000-210000 School Excercise Tax				SCHOOL EXCISE PAYMENT FOR JULY 0.00 AUG 1488					
NOV 2015	11/2/2015	-29.67	0.00	11/06/2015				False	0
001-000-312000 Building Permits				SCHOOL EXCISE PAYMENT FOR JULY 0.00 AUG 1488					
NOV 2015 Total:		2,937.33							
ST. HELENS SCHOOL DI		2,937.33							
STAPLES BUSINESS ADVANTAGE DEPT LA PO BOX 83689 CHICAGO, IL 60696 031983									
3272212671	7/18/2015	147.14	0.00	11/06/2015				False	0
012-107-457000 Office supplies				OFFICE SUPPLIES					
3272212671 Total:		147.14							
STAPLES BUSINESS AD		147.14							
THILL, NICOLE 33548 EDWARD LANE, SUITE 110 SCAPPOOSE, OR 97056 THILL.N									
NOV 2015	10/21/2015	12.00	0.00	11/06/2015				False	0
001-000-354000 Misc Revenue				REFUND PUBLIC RECORDS DEPOSIT - REPORT UNR					
NOV 2015 Total:		12.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
THILL, NICOLE Total:		12.00							
TIFFANY, NICOLE									
13514 NE 1ST PLACE									
VANCOUVER, WA 98685									
TIFF.NIC									
NOV 2015	10/29/2015	200.00	0.00	11/06/2015				False	0
008-008-558104 Events				1ST PLACE CAKE DECORATING CONTEST					
NOV 2015 Total:		200.00							
TIFFANY, NICOLE Total:		200.00							
TYPETHINK, LLC									
224 SW FIRST AVENUE									
PORTLAND, OR 97204									
034599									
4946	11/1/2015	300.00	0.00	11/06/2015				False	0
009-206-458100 PEG Access				MONTHLY WEBSITE HOSTING					
4946 Total:		300.00							
TYPETHINK, LLC Total:		300.00							
VERIZON WIRELESS									
PO BOX 660108									
DALLAS, TX 75266-0108									
000720									
871458396-00001	11/2/2015	130.01	0.00	11/06/2015				False	0
013-402-458000 Telecommunication expense				PHONES					
871458396-00001	11/2/2015	309.48	0.00	11/06/2015				False	0
013-403-458000 Telecommunication expense				PHONES					
871458396-00001	11/2/2015	133.05	0.00	11/06/2015				False	0
017-417-458000 Telephone expense				PHONES					
871458396-00001	11/2/2015	35.69	0.00	11/06/2015				False	0
018-019-458000 Telecommunication Expense				PHONES					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number	Description			Reference					
871458396-00001	11/2/2015	26.77	0.00	11/06/2015				False	0
018-020-458000 Telecommunication Expense				PHONES					
871458396-00001	11/2/2015	26.77	0.00	11/06/2015				False	0
018-022-458000 Telecommunication expense				PHONES					
871458396-00001 Total:		661.77							
9754236477	11/2/2015	1,418.54	0.00	11/06/2015				False	0
001-002-458000 Telephone Expense				ACCT 271826771-00001 POLICE					
9754236477 Total:		1,418.54							
VERIZON WIRELESS To		2,080.31							
VERNON, VICKI R. ATTORNEY AT LAW 10211 SW BARBUR BLVD.STE.207A PORTLAND, OR 97219 034920									
OCT 2015	10/26/2015	300.00	0.00	11/06/2015				False	0
001-103-554000 Contractual/consulting serv				ANDREA R GARCIA 2014-CR000011					
OCT 2015 Total:		300.00							
VERNON, VICKI R. Total		300.00							
WILCOX & FLEGEL P O BOX 69 LONGVIEW, WA, 98632 037003									
C168869-IN	10/21/2015	1,464.72	0.00	11/06/2015				False	0
001-002-531000 Gasoline Expense				GAS - POLICE					
C168869-IN Total:		1,464.72							
C169003-IN	10/27/2015	72.60	0.00	11/06/2015				False	0
013-403-531000 Gasoline				GAS- CITY SHOP					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number					Description	Reference			

C169003-IN Total:

72.60

WILCOX & FLEGEL Tota

1,537.32

Report Total:

60,803.02

