



City of St. Helens
COUNCIL WORK SESSION AGENDA
Wednesday, February 15, 2017, 1:00 p.m.
 City Council Chambers, 265 Strand Street, St. Helens

City Council Members

Mayor Rick Scholl
 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. | Visitor Comments | 1:00 p.m. |
| 2. | Semi-Annual Report from Senior Center – <i>Cheryl Young</i> | 1:05 p.m. |
| 3. | Discuss Participation in Homeland Security Emergency Management Commission –
<i>Steve Pegram, Columbia County Emergency Management Director</i> | 1:15 p.m. |
| 4. | Request from Relay for Life: Team City Slickers - <i>Lisa</i> | 1:25 p.m. |
| 5. | Nuisance Abatements - <i>Bob</i> | 1:30 p.m. |
| 6. | Customer Request to Adjust Utility Bill Due to Leak – <i>Matt</i> | 1:40 p.m. |
| 7. | Review Request for Proposal for Cost of Service Analyses - <i>Matt</i> | 1:50 p.m. |
| 8. | Discussion on Utility Rates - <i>Matt</i> | 2:00 p.m. |
| 9. | City Planner Request for Interpretation - <i>Jacob</i> | 2:10 p.m. |
| 10. | Solid Waste Franchise Agreement - <i>John</i> | 2:20 p.m. |
| 11. | Department Reports | 2:30 p.m. |
| 12. | Council Reports | 2:50 p.m. |
| 13. | Executive Session: ORS 192.660(2)(e) Real Property Transactions | 3:10 p.m. |
| 14. | Other Business | |
| 15. | Adjourn | |

FOR YOUR INFORMATION

Upcoming Dates to Remember:

- February 13, Youth Council, 7:00 p.m., Council Chambers
- February 14, Planning Commission, 7:00 p.m., Council Chambers
- February 15, Council Work Session, 1:00 p.m., Council Chambers
- February 15, Council Regular Session, 7:00 p.m., Council Chambers
- February 16, Informational Budget Committee Meeting, Council Chambers
- **February 20, President's Day, All City Offices Closed**
- February 21, Library Board, 7:15 p.m., Columbia Center Auditorium
- February 23, Bicycle & Pedestrian Commission, 6:30 p.m., Council Chambers

Future Public Hearing(s)/Forum(s):

- PH: March 15, 6:30 p.m., Comprehensive Plan/Zone Map Amendment – 2554/2560 Columbia Blvd.
- PH: April 5, 6:00 p.m., Comprehensive Plan/Zone Map Amendment & Text Amendments – City-wide

The St. Helens City Council Chambers are handicapped accessible. If you wish to participate or attend the meeting and need special accommodation, please contact City Hall at 503-397-6272 in advance of the meeting.

Be a part of the vision...get involved with your City...volunteer for a City of St. Helens Board or Commission!
 For more information or for an application, stop by City Hall or call 503-366-8217.



Memorandum

To: City Council

From: Lisa Scholl, Deputy City Recorder and
Co-Captain of City of St. Helens: Team City Slickers

Date: February 15, 2017

Subject: Relay for Life: Team City Slickers

Relay for Life of Columbia County is holding a kickoff carnival on Saturday, March 11, 4-7 p.m. at McBride Elementary School. The carnival will include dinner, live entertainment, games, baked goods, items for sale, raffle baskets, silent auction and more. Team City Slickers will be participating with a booth selling popcorn, possibly face painting and have our bull ring toss game.

Staff members will be donating items to create a children's-themed auction basket. We graciously request City Council donate two gift certificates in the amount of \$100 each to be used towards City utility bills. All proceeds from the auction go towards Relay for Life and are credited to our team.

Be sure to join us at the kick-off and join our team by going to www.relayforlife.org or see me if you need help registering. There is no fee to register.

Thank you!

City of St. Helens RESOLUTION NO. 1778

A RESOLUTION DETERMINING THAT A NUISANCE EXISTS UPON PROPERTY LOCATED AS LISTED IN EXHIBIT A 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 8.12.070(1)(a) and 8.12.150(2) provides that "No person in charge of any premises shall permit: (a) To remain unguarded upon said premises any machinery, automobile bodies or parts thereof, equipment, structures, buildings or other devices having the characteristic of an attractive nuisance or which is liable to attract children. " and "Keeping of Junk Prohibited. It is hereby determined and declared that the keeping of or allowing of junk to be on or remain out of doors on any public or private premises within the city, unless the same is completely enclosed within a building, is a nuisance and is unlawful."

WHEREAS, the structures located as listed in Exhibit A, St. Helens, Oregon, were determined by the Building Official to be in violation of one or more provisions of Chapter 8.12.070(1)(a) and 8.12.150(2) of the St. Helens Municipal Code and therefore a nuisance pursuant to the ordinance.

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

Section 1. The structures as listed in Exhibit A, St. Helens, Oregon, constitute a nuisance under SHMC Chapter 8.12.070(1)(a) and 8.12.150(2), based on the photographs of the premises, attached hereto and incorporated by reference, and information from the Building Official. Council finds that the photographs show Junk. The term "junk" shall include, but will not be limited to, old motor vehicle parts, old machinery, old machinery parts, old appliances and parts thereof, old iron or other metal, glass, paper, old lumber, old wood, waste material, discarded material or abandoned personal property of any nature. Council hereby directs that the person(s) in charge of the premises located as listed in Exhibit A, shall, within 30 days after such council determination, remove or abate such nuisance.

Section 2. Pursuant to SHMC 8.12.250(10), Council hereby delegates, "If within the time fixed, as provided in this chapter, the nuisance has not been abated by the person in charge of the property, the common council shall cause the nuisance to be abated." Council further directs that this nuisance be permanently abated within 30 days from the date of this resolution.

Section 3. Council hereby directs a notice to be posted on property as listed in Exhibit A, St. Helens, Oregon, which contains: a description of the real property, by street address or otherwise; a direction to remove the nuisance within 30 days of the date of the notice; a description of the nuisance; a statement that unless such structures are immediately sufficiently secured to prevent access into them, the City will perform temporary nuisance abatement and secure said structures and that the costs shall be a lien against the property; furthermore, unless a permanent abatement of the nuisance is performed within 30 days of this resolution, the City will permanently remove the nuisance and secure the property and that the costs 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 ten (10) days from the date of the notice.

Section 4. 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. That notice shall contain all the elements listed in paragraph 2, supra, that is, the posting. 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 February 15, 2017, by the following vote:

Ayes:

Nays:

Rick Scholl, Mayor

ATTEST:

Kathy Payne, City Recorder

EXHIBIT A

NUISANCE ABATEMENT LIST

Resolution No. 1778

February 15, 2017

<u>Property Address</u>	<u>SHMC VIOLATION</u>
1- 115 S 8th Street	8.12.070(1)(a) and 8.12.150(2)
2- 134 S 21st Street	8.12.070(1)(a) and 8.12.150(2)
3- 144 Mc Bride Street	8.12.070(1)(a) and 8.12.150(2)
4- 215 N 5th Street	8.12.070(1)(a) and 8.12.150(2)
5- 244 N 2 nd Street	8.12.070(1)(a) and 8.12.150(2)
6- 385 N 10th Street	8.12.070(1)(a) and 8.12.150(2)
7- 385 S 17th Street	8.12.070(1)(a) and 8.12.150(2)
8- 397 N 2 nd Street	8.12.070(1)(a) and 8.12.150(2)
9- 415 N 6th Street	8.12.070(1)(a) and 8.12.150(2)
10- 570 Tualatin Street	8.12.070(1)(a) and 8.12.150(2)
11- 920 Lemont Street	8.12.070(1)(a) and 8.12.150(2)
12- 1170 Deer Island Road	8.12.070(1)(a) and 8.12.150(2)
13- 1380 West Street	8.12.070(1)(a) and 8.12.150(2)

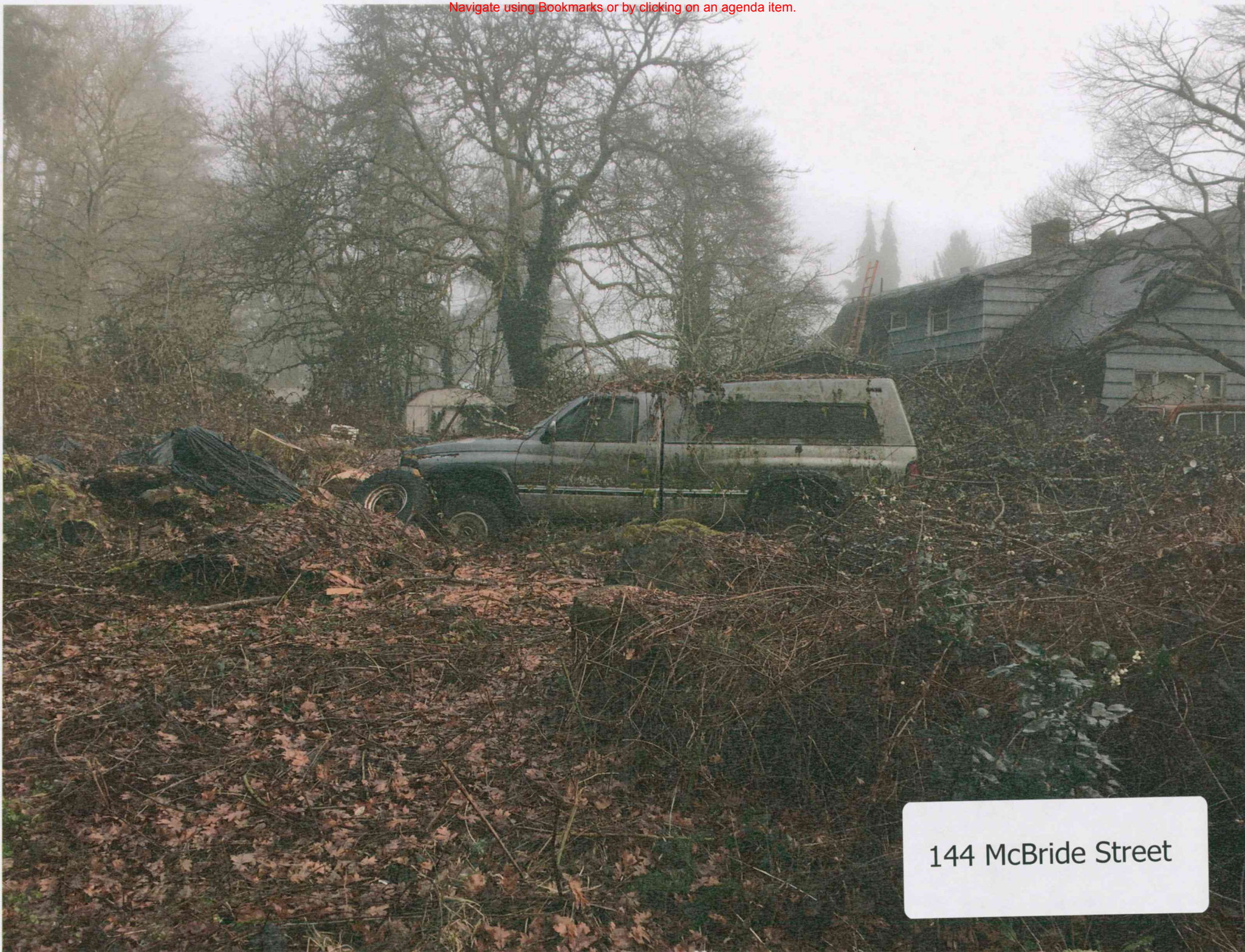




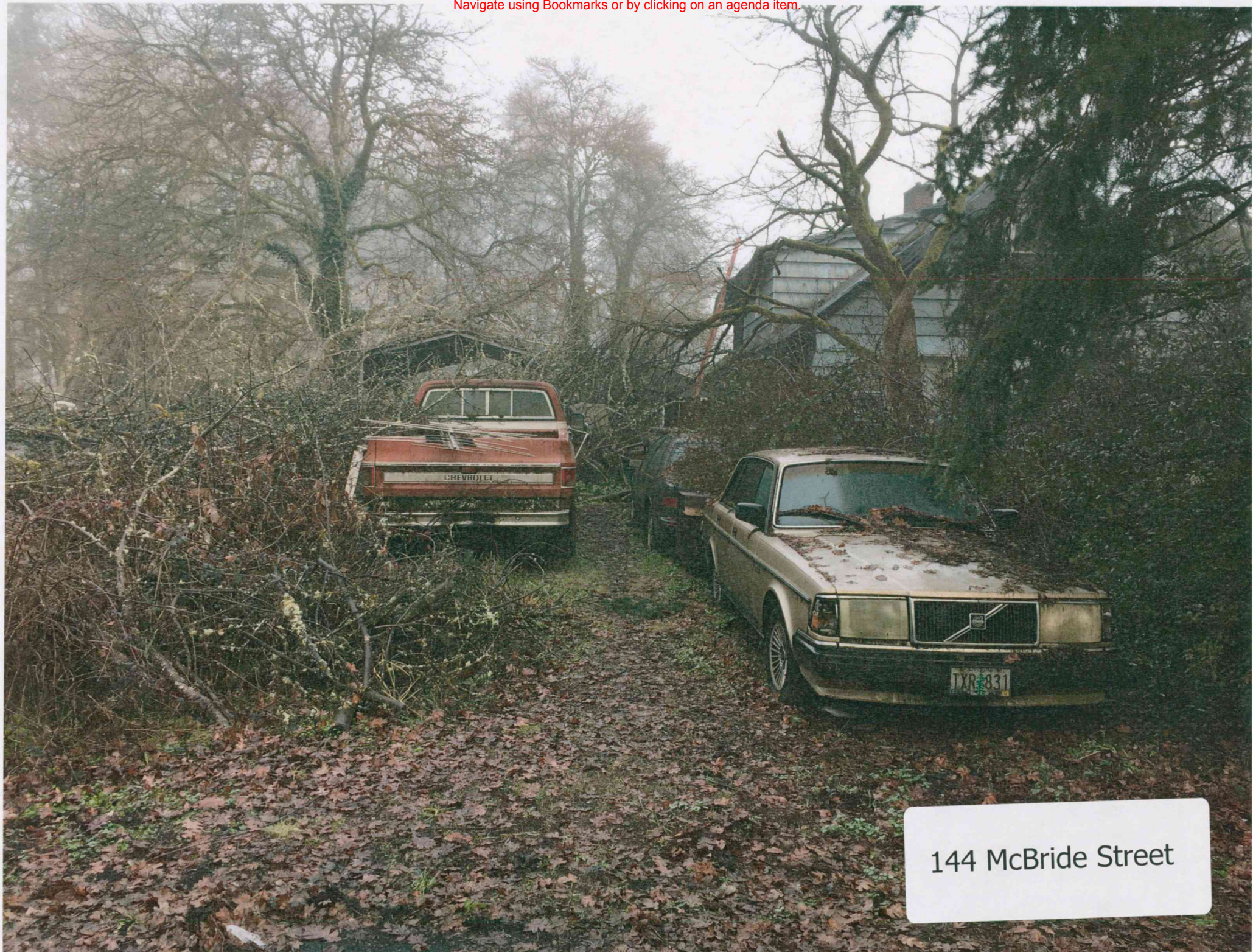
115 S. 8th Street



134 S. 21st Street



144 McBride Street



144 McBride Street



144 McBride Street



215 N. 5th Street



244 N. 2nd Street



244 N. 2nd Street



375 S. 17th Street



385 N. 10th Street



397 N. 2nd Street



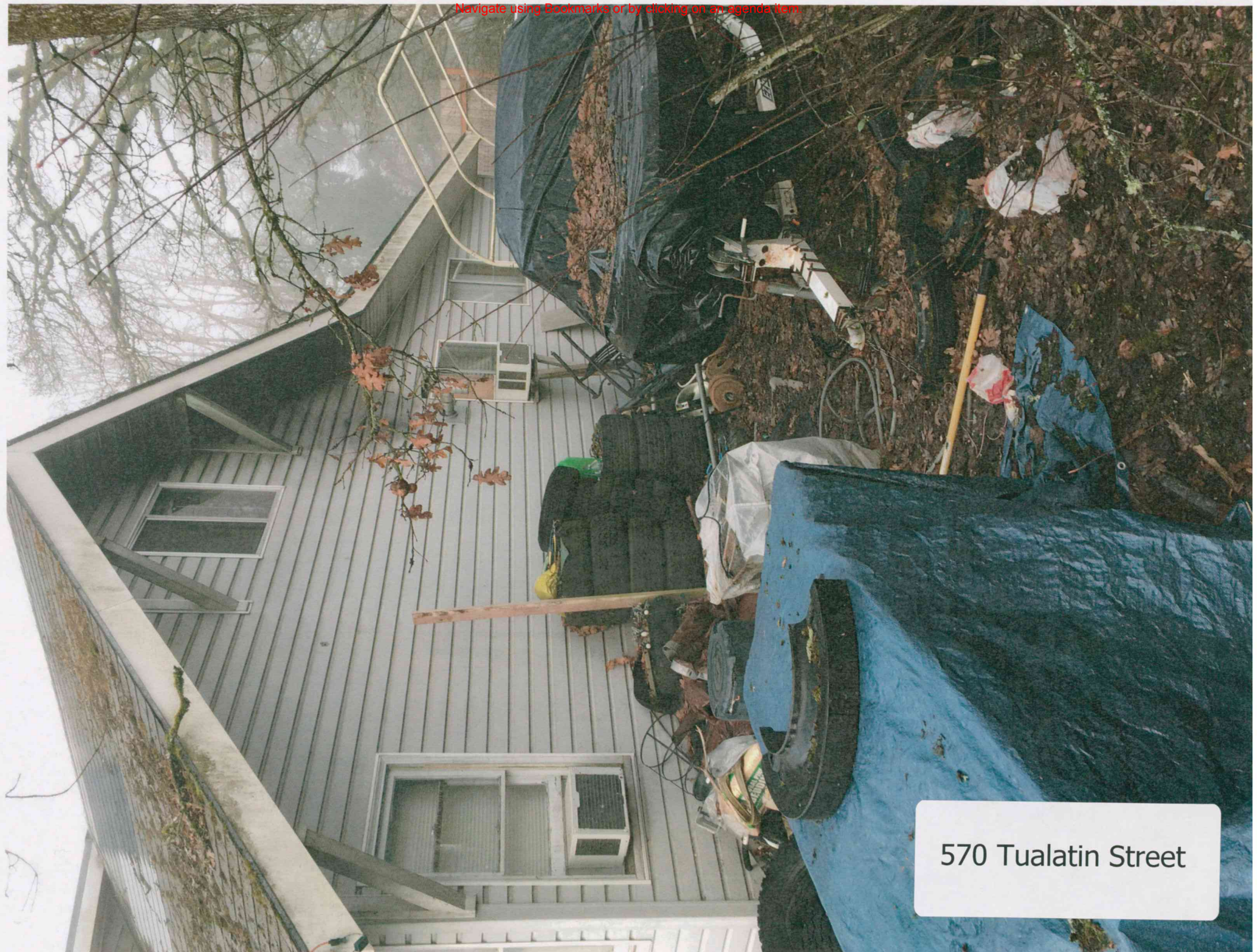
415 N. 6th Street



570 Tualatin St.



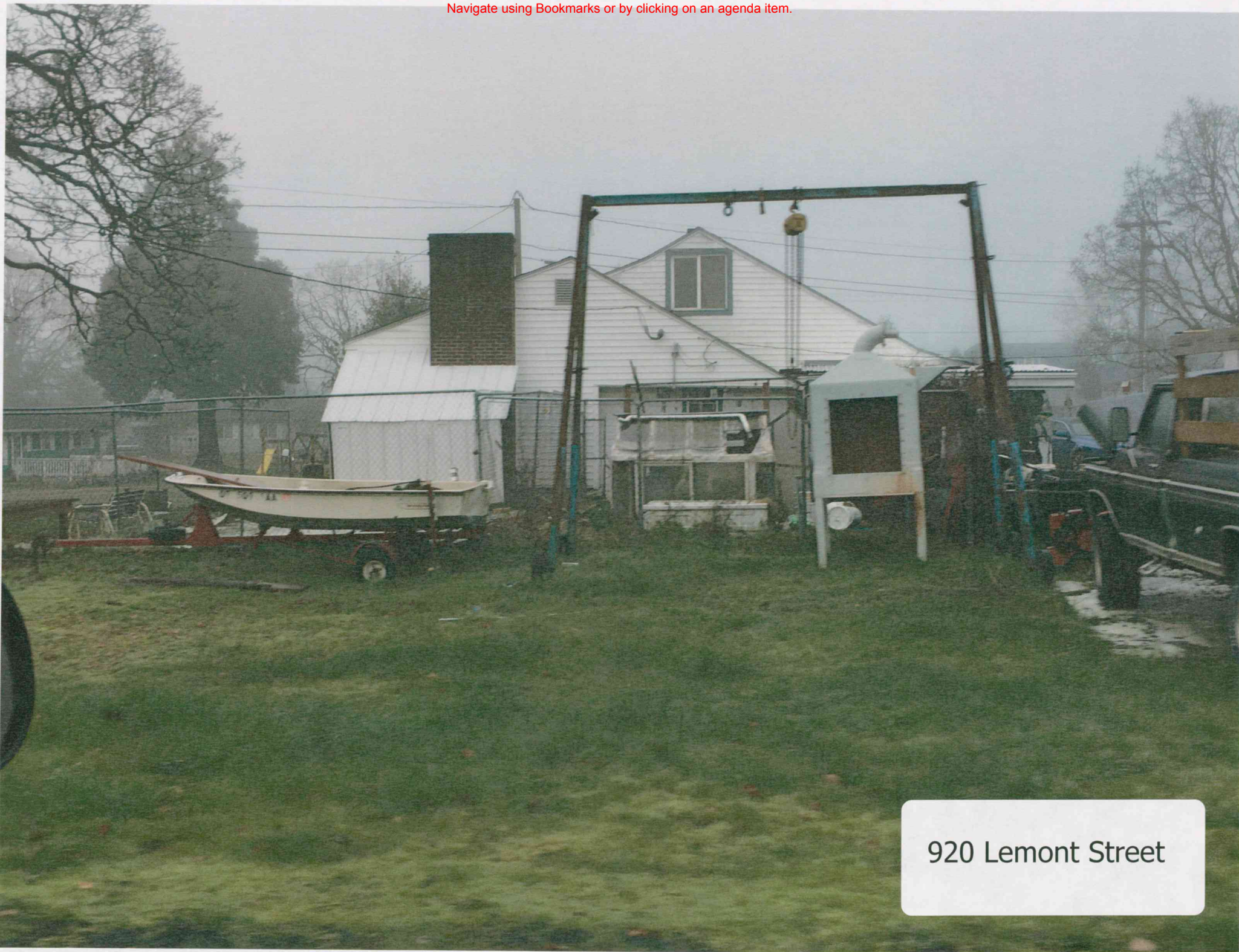
570 Tualatin Street



570 Tualatin Street

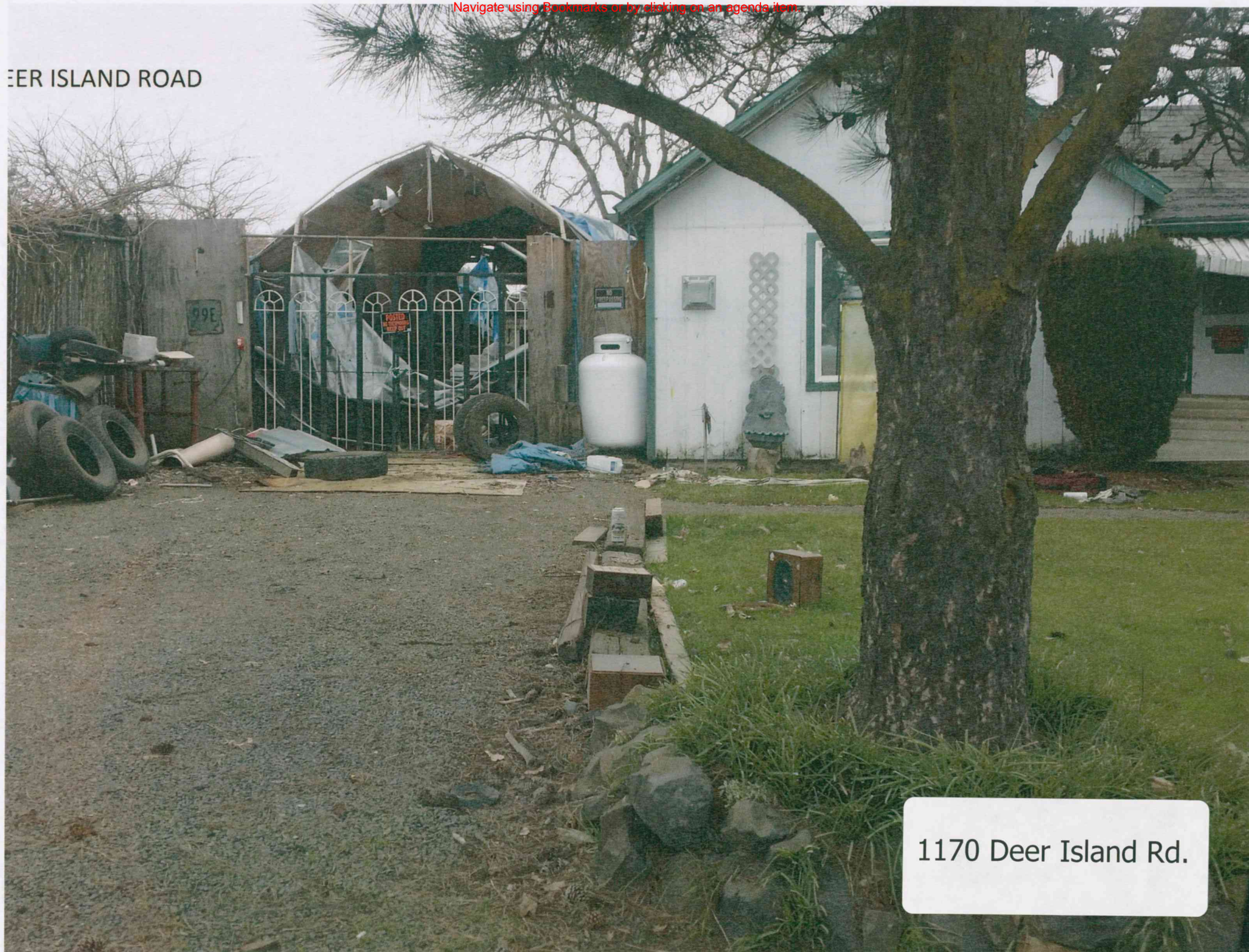


920 Lemont Street



920 Lemont Street

DEER ISLAND ROAD



1170 Deer Island Rd.

1170 DEER ISLAND ROAD

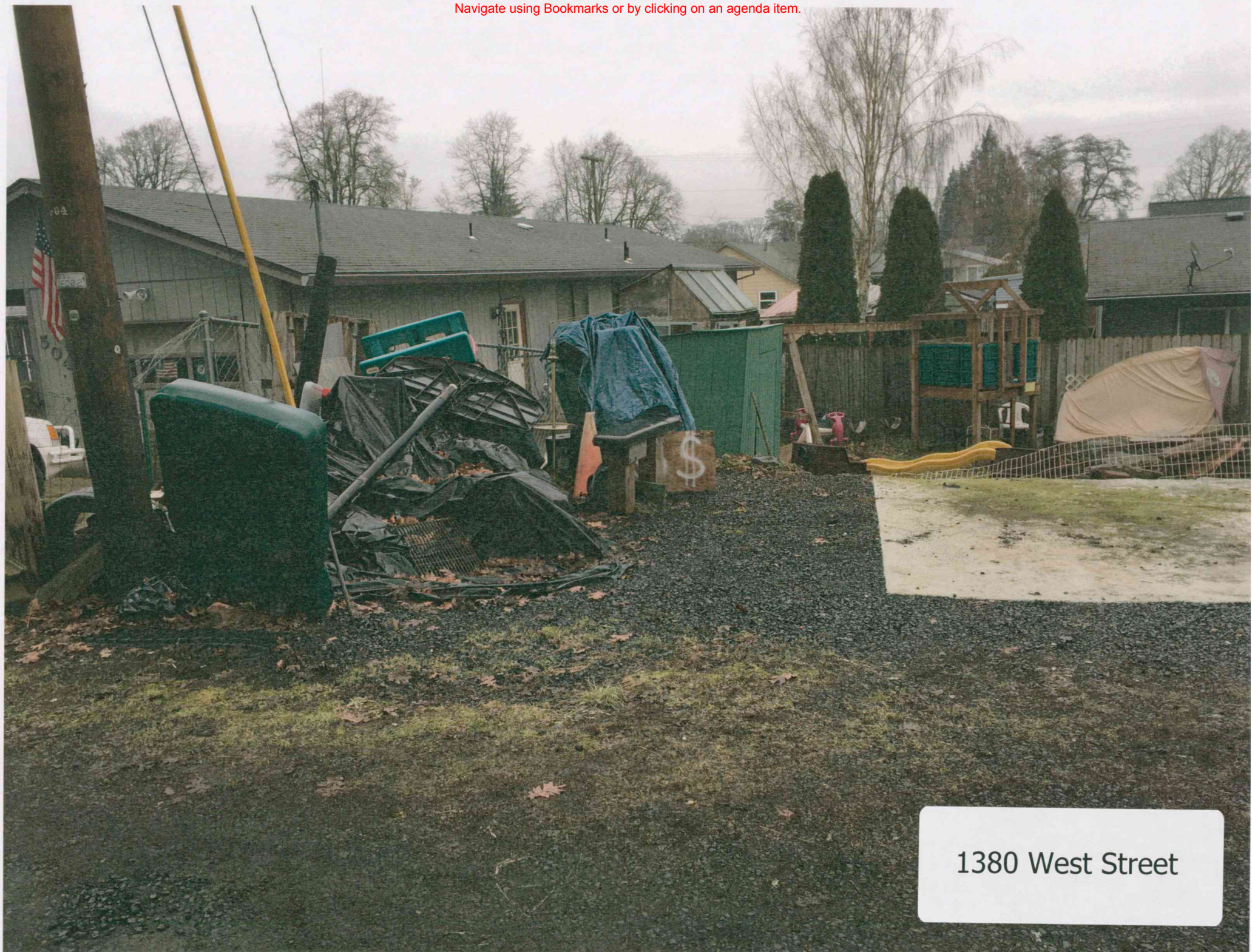


1170 Deer Island Rd.

Navigate using Bookmarks or by clicking on an agenda item.



1380 West Street



1380 West Street

January 25, 2017

Saint Helens Council
277 Strand Street
St. Helens, OR 97051

To whom it may concern,

My husband and I recently received a very high water bill for our place of residence for the months of October 2016 through December 2016. Upon investigation of the issue, it was identified that a leak had occurred resulting in a high water bill to the amount of \$3,300 dollars.

I was informed by the water company that a credit of \$1,000 dollars towards the bill could be applied to help lower the amount, so long as I provide a receipt from a plumber who is able to fix the leak. In accordance with what the water company had suggested, we did just that and were able to have the pipe fixed and replaced.

The water company is giving us a time frame to pay the remainder of the bill, which would be to pay it off by June of 2017. This may seem like sufficient time although after having broken down the total amount of the remaining balance into monthly payments of \$383.00 dollars, my husband and I still find it difficult to meet the time frame requested by the water company. Due to our financial limitations, we are writing this letter in hopes to have the City Council help reduce the remaining amount of \$2,300 dollars of the water bill or to have more credit applied towards our high bill.

My husband and I thank you for your time and consideration to our situation. Please do not hesitate to contact me for further clarification. We look forward to hearing from you soon.

Sincerely,

Violeta Rojas Ponce

Roberto Negrete

Gordon
Licensed Journeyman Plumber
Washington & Oregon

☎ 360-635-7100 ☎

Service and Repair.



Family owned and operated

Invoice

SOLD TO

ADDRESS

CITY, STATE, ZIP

CUSTOMER ORDER NO.

SHIP

ADD

CITY

TERMS

F.O.B.

DATE

SOLD BY

DESCRIPTION

PRICE

UNIT

AMOUNT

ORDERED

SHIPPED

Repaired Broken PVC water pipe,

Cut out section of 1" PVC
just after 1" DBI check for
Irrigation on side of house.

Note: owner Dug & Backfilled

1 HR Labor

1" pipe, Threaded Nipple,

1" 90

1" Coupling

80 ft

paid in full cash!

85.00

18.00

103.00

CITY OF ST. HELENS UTILITIES



275 Strand Street

PO Box 278

St. Helens, OR 97051

Phone: 503-397-6272

Fax: 503-397-3490

Email: jenniferj@ci.st-helens.or.us or sduggan@ci.st-helens.or.us

REQUEST FOR BILLING LEAK ADJUSTMENT FORM

The City of St. Helens Utilities has a policy of issuing partial adjustment for water leaks that are repaired by customers in a timely manner. Generally, we expect customers to repair leaks within 10 days of discovery or notification. Adjustments issued are based on your average usage for the same period in previous years. This average is deducted from the total consumption used during the time of the leak and an adjustment 50% of the water loss will be credited to your account. If you do not have a repair receipt please explain why.

- o ATTACHED A COPY OF A RECEIPT FOR REPAIRS OR PARTS PURCHASED
- o Date leak was found 11/27 Date leak was repaired _____

DESCRIBE THE REPAIRS OR SPECIFIC CIRCUMSTANCE OF YOUR REQUEST

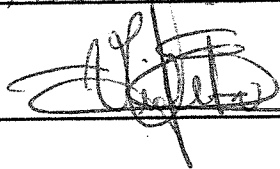
I found a leak outside of the house. It was the irrigation valve on the green box on the ground that supplies the water to the sprinkler system. The box was overflowing with water. I shut the main water valve and closed the valve on the irrigation system. Will contact plumber to fix the leak sometime next week.

ACCOUNT # or Address 59461 Ha Lane Saint Helens Or 97051

ACCOUNT NAME: Violeta Rojas

PHONE NUMBER (503) 360-6212

X



CITY OF ST. HELENS OREGON

REQUEST FOR PROPOSAL

CONSULTING SERVICES TO:

- > ANALYZE COST OF SERVICE FOR CITY UTILITY SERVICES**
- > ANALYZE AND UPDATE WATER, WASTEWATER AND STORMWATER UTILITY RATES**
- > ANALYZE AND UPDATE SYSTEMS DEVELOPMENT CHARGE FEES**

PROPOSALS DUE NO LATER THEN THURSDAY MARCH 15th AT 3:00 PM

February 2016

INTRODUCTION

The City of St. Helens is requesting proposals for cost-of-service analyses and rate studies for its Water, Sewer, and Storm Utilities. The ultimate goal of this study is to assure adequate funding of the utilities operation and maintenance, and capital improvement programs. At the end of this process, water, sewer and storm rates and system development charges will be recommended which are cost-based and meet the financial objectives of the City.

The selected consultant will coordinate this utility rate study project with the City's internal staff and facilitate up to two meetings to review recommendations with the City Council and potentially a presentation for the public to give local citizens an opportunity to provide input on the results of the study and analysis.

The City of St. Helens would also like to complete a general Utility Billing Fee review focusing on what outside cities may be doing for additional Utility Fees including General Service Fees, Parks, Streets, Public Safety, Etc. as well as a comparison of rates among similar size cities in the state and including surrounding communities.

BACKGROUND AND DISCUSSION

The City of St. Helens is located along the Columbia River approximately 30 miles northwest of Portland, Oregon. The City has a population of just over 13,000, and has around 4,500 utility customers. Approximately 60% of the customers are residential, with the remaining 40% being a combination of industrial, commercial, and institutional users.

The City experienced rapid growth in the 1990's and 2000's, but the economic turndown of the late 2000's has significantly slowed both commercial and residential development. During the last few years, the City has seen positive signs of improvement, with a large uptake in building permits and requests for new commercial and industrial uses. The City has recently purchased 22 acres of waterfront property, the former Boise Cascade Veneer Mill site, and is exploring development opportunities. In addition, the City has also obtained a 220 acre industrial property directly south of the City's Wastewater Treatment Plant (WWTP), which includes an operating paper production facility. The remainder of the site is available for other uses and several options are currently being explored.

Project Objectives and Information

Capital Financial Planning Analysis. Update the capital projects listed based upon information provided by the City. Apply current revenue streams and potential additional revenue resources. Operating Forecast and Revenue Needs Assessment. Build an updatable forecast model for utilities over the next seven 7 years. Incorporate updated planning growth forecasts, and review economic factors for cost escalation. Integrate additional O&M expenses, if any, resulting from the current CIP and any other known changes in operational requirements. Integrate fiscal policies, capital financing impacts and the operating forecast, and update operating cash flow over the 7 year planning horizon to determine the annual and cumulative revenue adjustments needed to ensure financial sustainability over time and provide smooth impacts to utility customers, to the extent practical.

Water

The City's water system consists of approximately 80 miles of pipeline, ranging in size from ¾" to 24" diameter. The majority of pipe is less than 20 years of age, much of this being newly constructed main extensions for new development, and some being replacement of aging pipe in the system. The system also includes one booster pump station; four reservoirs storing a total of 5.2 million gallons; and a Water Filtration Facility (WFF) that currently has a capacity to produce 6 million gallons per day (MGD) and can be expanded to 10 MGD for future use. The average flow through the plant for 2016 was 1.5 MGD, with a peak flow of close to 3 MGD. The primary source of water is from two Ranney wells located north of the City, on the banks of the Columbia River. The two wells combined have an approximate production rate of 6.2 MGD. The City also has an emergency source located south of the City. This deep water well source has an approximate production rate of 0.86 MGD and does not require filtration but is only used for emergency purposes.

The WFF was constructed in 2005/2006 at an approximate cost of \$11M, of which \$8M came in the form of loans. These loans have since been consolidated into one lower interest loan. The water rate covers the debt service on these loans in addition to operating and maintenance costs.

The current Water Master Plan was completed in 2013.

Sewer

The City's sanitary sewer system includes approximately 60 miles of mainline pipe, ranging in size from 6" to 33" diameter. The age of the system dates back to 1910 and some of the original pipe is still in use. However, the majority of the original vitrified clay pipe material has been lined; other sections have been replaced with concrete, ductile iron, high-density polyethylene (HDPE), or polyvinylchloride (PVC) pipe. Other portions of the original system have been separated from the sanitary system and converted to a storm drainage system. Starting in 2008, the City has undertaken a large Inflow & Infiltration (I&I) Reduction Program with the ultimate goal of eliminating sources of direct inflow of stormwater and infiltration of groundwater into the sanitary sewer system. To date, over \$10.5 million dollars have been spent addressing this issue. Although I&I has been significantly reduced, flows to the WWTP still increase during heavy rainfall events and ongoing projects continue to address this issue.

The I&I Reduction Program has been funded through a series of loans and grants, including two Oregon Clean Water State Revolving Fund (CWSRF) loans, one \$2M American Recovery and Reinvestment Act (ARRA) 0% interest loan, and one \$2M ARRA grant. The SWSRF loans have since been consolidated into one lower interest loan. The sewer rate covers the debt service in addition to operating and maintenance costs.

A full sanitary sewer master plan has not been completed since 1979; a Sewerage System Facilities Plan Update was completed in 1989; and the McNulty Area Sanitary Sewer Master Plan, a study of the unincorporated area within the Urban Growth Boundary, was completed in 2001.

Storm

Storm drainage throughout the City consists of approximately 47 miles of pipes and structures, ranging in size from 4" to 66" diameter. Several sections of the City remain underserved by stormwater facilities and there has been a large focus on extending services to these areas. Because of the very shallow and dense rock formation covering most of the City, construction of new mainlines is very expensive. Also, there is a need to upsize much of the existing system due to the additional flows from new development and stormwater being diverted out of the sanitary sewer.

The City's existing Stormwater Utility Fee poses other issues that are more abstract than utility fees for water and sewer services. Water and sewer services can be shut off when not in use and do not continue to impact the respective systems. However, stormwater collection is continual regardless of the use of the other utilities. The Municipal Code Chapter 13.20, Storm Water Utility, includes a provision to reduce or eliminate a stormwater fee for any customer that can demonstrate that their property does not discharge runoff to a public storm drainage facility. However, the entire city benefits from a functioning storm drainage system - the overall benefit to the public is far greater than the convenience of having a storm drain pipe collect runoff from the front yard of a home or business. In consideration of these disparities, a specific goal of this COSA is to address how stormwater fees can incorporate:

- Fees for improved properties with a water and/or sewer account but are unoccupied
- Fees for improved properties that may or may not be occupied but do not have a water and/or sanitary sewer account (i.e. parking lots, storage units, etc.)
- Fees for all properties, including those that can demonstrate that they do not discharge directly to the public storm drain system
- New ordinance language to incorporate changes in the Municipal Code, modifying the methodology and applicability of stormwater fees

A portion of the stormwater system expansion has been funded with some of the ARRA and CWSRF loans funds. The remaining funding source is the Stormwater Utility Fee, which also funds operating and maintenance costs.

The last Stormwater Master Plan was completed in 1999.

SDC

In 2013 after the adoption of the Water Master Plan and the 2011 Transportation System Plan, System Development Charges were analyzed and updated for these two utilities. A goal of this COSA is to examine the current SDC fees for sanitary sewer, stormwater, and parks and make recommendations for changes if necessary. A new Parks Master Plan was adopted in 2015.

PROPOSAL REQUIREMENTS

1. **Project Approach:** Provide a clear concise statement of the general approach to be undertaken on this project.
2. **Scope of Work:** The consultant will be required to provide all services and work to complete the required rate study for each utility. The consultant should include in the scope of work the gathering and analysis of data, periodic meetings with the City staff, and a presentation to the City Council. A possible public presentation and meeting with citizens could be potentially added to the scope of work depending on Council's discretion.
3. **Schedule of Work:** The consultant shall provide a schedule for the various tasks identified in the Scope of Work. The schedule should include the time allowed for review by the City. The City desires to complete the rate study by August 2017, if possible.
4. **Consultant Qualifications:** Consultant qualifications should include detailed information regarding the Consultant's experience on similar projects.

A statement to the effect that the consultant's project lead and key team members, as well as sub-consultants, will not be replaced without the prior approval of the City shall be included. The Consultant's qualifications should include the following information.

- a. List at least five (5) but no more than seven (7) projects of similar complexity and magnitude undertaken and completed in the past five years and provide references and a phone number for each reference.
 - b. List sub-consultants and specify their involvement on the project. List no more than five projects of similar complexity and magnitude undertaken by the sub-consultant in the past five years and provide references and a phone number for each project.
 - c. Of the listed reference projects, list the involvement of proposed project team members.
 - d. Any applicable unique or special capability.
 - e. Proof of general liability and worker's compensation insurance.
 - f. The consultant may submit a brochure or narrative discussion, not to exceed five (5) 8.5" x 11" single sided pages, that provides further information describing the firm's qualifications for this project.
 - g. The proposal should be accompanied by a brief introductory letter stating your firm's interest in the project.
5. **Contact Person:** List the name, address, and phone number of the contact person who can act for the proposing firm during the period of proposal evaluation.
 6. **Level of Effort / Budget:** The Consultant shall prepare a separate Level of Effort spreadsheet that contains line items for each major task and subtask to be performed with the estimated man hours per classification and associated budget to be expended in that effort. The Level of Effort spreadsheet should be submitted with the proposal in a clear and concise manner.
 7. **Selection Procedure:** Subsequent to the deadline for acceptance of proposals, the City will evaluate the Technical Proposal and will determine rankings based upon materials submitted and oral interviews (if deemed necessary by the City) using the selection criteria indicated below. If an agreement cannot be reached with the top ranked firm, the City will contact the firm with the next ranked Technical Proposal and attempt to negotiate with that firm. The process will be repeated until an agreement is reached.

Following award of contract, all proposals will become public record. A minimum of one proposal from each proposing firm will be retained, all other copies will be recycled.

- 8. Selection Criteria:** The Consulting Team selected for this project should have demonstrated experience in revenue requirement analysis and system development charge analysis. Selection shall be based on the following:
- a. Consultant's understanding of the City's desires and general approach to the project as demonstrated in the project description and scope of work.
Points = 0-10
 - b. Completeness of the work included in the Proposal.
Points = 0-5
 - c. Consultant's experience with projects of similar complexity and function.
Points = 0-10
 - d. Demonstrated ability of the Consultant to perform high quality work, to control costs and to meet schedules.
Points = 0-10
 - e. Qualifications of the Consultant's staff being assigned to this project.
Points = 0-5
 - f. Unique or special capability.
Points = 0-5
 - g. Consultant's Level of Effort/Budget
Points = 0-5
- 9. Submittal Deadline:** 5 copies of the Technical Proposal must be addressed and submitted no later than Thursday, March 15, 2017 at 3:00 PM as follows:
- Rate Study RFP
Matt Brown, Finance Director
PO BOX 278
265 Strand Street
St. Helens OR 97051
- Any proposal received after the specified date and time will automatically be rejected and will not receive any further consideration by the City. The City of St. Helens reserves the right to reject any and all proposals and to terminate the selection process at any time if, at its sole discretion, it determines such action would be in the best interests of the City of St. Helens.
- 10. Proposal Contact Person:** All questions regarding this solicitation should be directed to Matt Brown, Finance Director, at (503) 366-8227



CITY OF ST. HELENS PLANNING DEPARTMENT

MEMORANDUM

TO: City Council
FROM: Jacob A. Graichen, AICP, City Planner
RE: The Council's interpretation of Excavation and Mining
DATE: February 8, 2017

The purpose of this memo is to clarify the Council's interpretation of "excavation" and "mining."

This interpretation will help staff inform applicants appropriately and provide direction to staff to memorialize the interpretation (e.g., via legislative amendments) so it is clear in the future.

The Development Code defines "excavation" and "mining and/or quarrying" as follows:

"Excavation" means the removal, placement, or replacement of earth or manmade materials as necessary to facilitate development of buildings and/or infrastructure, not including natural mineral resources development.

"Mining and/or quarrying" means the extraction of minerals including: solids, such as sand, gravel, rock, coal and ores; liquids, such as crude petroleum; and gases, such as natural gases. The term also includes quarrying; well operation; milling, such as crushing, screening, washing and flotation; and other preparation customarily done at the mine site or as part of a mining activity.

These definitions are important for zoning. To explain, a use conditionally allowed in the Heavy Industrial zoning district is **natural mineral resources development** which includes mining. This use is not listed in any other zone. This means "mining and/or quarrying" is only possible in the Heavy Industrial zone.

Thus, there is an important distinction between "excavation" and "mining and/or quarrying" since all zoning districts allow some type of development and excavation may be required to facilitate development. **But at what point does excavation become mining?** This is an important question given St. Helens' well known basaltic rock ground conditions. Rock takes extra effort to remove and is also a valuable resource compared to dirt. So, there could be the temptation to remove more rock than needed for development proposals.

Based on recent land use activity and subsequent appeals, staff believes that the interpretation is that **when a property or a portion of it is predominately composed of rock, removal of more rock than the minimum necessary to facilitate development shall be considered "mining and/or quarrying."**

Please formally acknowledge that this is your interpretation or, if not, what you think it should be.

SOLID WASTE FRANCHISE AGREEMENT

THIS SOLID WASTE FRANCHISE AGREEMENT (this “Agreement”) is made and entered into as of the 1st day of March, 2017, by and between the **CITY OF ST. HELENS**, a municipal corporation in Columbia County, Oregon, hereinafter referred to as the City, and **WASTE CONNECTIONS OF OREGON, INC.**, dba Hudson’s Hudson Garbage Service, an Oregon corporation, hereinafter referred to as the Franchise Holder.

WHEREAS, the City, through its Council, has determined that the protection and maintenance of the public health, peace, safety, and welfare can best be accomplished by the continuation of garbage service under the grant of a franchise; and

WHEREAS, Waste Connections of Oregon, Inc., dba Hudson’s Garbage Service is the current garbage service franchise holder; and

WHEREAS, the current franchise will expire in March, 2017; and

WHEREAS, Franchise Holder wishes to invest a substantial sum in capital investments in local facilities and wishes to have a longer time frame to amortize the investment; and

WHEREAS, the City has been satisfied with the services provided by the Franchise Holder and is willing to enter into a new 10 year franchise agreement; and

WHEREAS, the Franchise Holder is willing to render the service of collection and disposal of solid waste and recyclables within the City upon the terms and conditions hereafter set forth; and

WHEREAS, the recycling agreement entered into by both parties on March 1, 2007 is revoked and replaced by this franchise agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants, promises, and agreements herein contained, the parties hereto agree as follows:

Section 1. Exclusive Franchise

There is hereby granted by the City to the Franchise Holder the exclusive right, privilege, and franchise to collect, convey, and transport solid waste and recyclables upon the streets of said City, subject to the restrictions hereinafter set forth, and the provisions of the ordinances of the City as now existing or as hereafter amended or adopted. The collection, conveyance, and transportation for compensation of drop boxes is not included within the exclusive rights granted herein.

Section 2. Recycling Requirements

- a. The Franchise Holder shall provide weekly residential pickup of the following commingled recyclables in a roll cart of at least 65 gallons in size:

- i. Milk cartons/drink boxes,
 - ii. Plastic bottles and containers #1,2,3,4,5,6, and 7,
 - iii. Film plastic,
 - iv. Mixed paper/junk mail,
 - v. Cardboard,
 - vi. Cereal type boxes,
 - vii. Magazines,
 - viii. Newspapers,
 - ix. Aluminum cans, tin cans, and small pieces of metal (less than 12 inches in length and less than 5 pounds).
- b. Every other week, except for the month of November when service is provided weekly, the Franchise Holder shall provide residential curbside pickup of yard debris in roll carts of at least 95 gallons in size.
- c. For commercial customers (more than 10 employees and at least 1,000 square feet of commercial space), the Franchise Holder shall provide appropriate containers for weekly collection of the following materials:
 - i. Cardboard,
 - ii. Mixed office paper,
 - iii. Magazines,
 - iv. Glass,
 - v. Tin.
- d. For multi-family dwellings the Franchise Holder shall provide the opportunity for multi-family dwellers to recycle those items listed in Section 2(a).
- e. The Franchise Holder shall provide an expanded recycling education and promotion program that supports the management of solid waste in the priority of waste prevention, reuse, recycle, compost and lastly, safe disposal. This program must be implemented in accordance with OAR 340090-0040(3)(c) and will include:
 - i. Promotion of home composting.
 - ii. Promote use of free depots for glass and used oil recycling.
 - iii. Deliver or mail brochures annually to customers that explains how, why, when, and where they can recycle glass and used motor oil.
 - iv. Make oil recycling brochures available to retailers that sell motor oil.
 - v. All new customers will be mailed recycling education materials and recycling schedules.
 - vi. Annually mail customers recycling information, including benefits of recycling.
 - vii. Target one community or media event per year to promote recycling.
 - viii. Use a variety of media formats to provide information to customers and residences about recycling opportunities and waste prevention and reuse tips at least quarterly.

- f. A free recyclable drop-off depot center will be provided to all citizens ~~at the by~~ Franchise ~~Holder's business address~~ Holder somewhere within the incorporated limits of 58597 Old Portland Road, St. Helens, the City. This center will ~~also~~ be advertised through a variety of media formats to all customers and citizens on a regular quarterly basis. The center will have clearly marked containers for the deposit of all principle recycling materials as outlined in ORS 459A.

Section 3. Collection Requirements

The Franchise Holder hereby agrees to provide solid waste collection and recycling services to any person within the City who requests such service, provided that such person is not in default for non-payment for any prior service rendered under this franchise agreement. The Franchise Holder further agrees to collect and dispose of, in a good workmanlike manner, all types of solid waste as defined as:

"Solid waste" means all useless or discarded putrescible and nonputrescible materials, including but not limited to garbage, rubbish, refuse, ashes, paper, and cardboard, useless or discarded commercial, industrial, demolition and construction materials. "Solid waste" does not include:

- (a) Hazardous waste as defined in ORS 466.005.*
- (b) Materials used for fertilizer or for other productive purposes or which are salvageable as such materials are used on land in agricultural operations and the growing or harvesting of crops and the raising of animals.*

The acceptance of solid waste is subject to the rules and regulations of the approved disposal site such that Franchise Holder is not required to accept waste not accepted at the approved disposal site. Notwithstanding any other term contained herein, the Franchise Holder shall have no obligation to collect any waste which is, or which the Franchise Holder reasonably believes to be radioactive, volatile, corrosive, highly flammable, explosive, biomedical, infectious, biohazardous, toxic or hazardous material as defined by applicable federal, state or local laws or regulations ("Excluded Waste"). Title to and liability for any Excluded Waste shall remain with resident/generator of such Excluded Waste, even if the Franchise Holder inadvertently collects and disposes of such Excluded Waste. If the Franchise Holder finds what reasonably appears to be discarded Excluded Waste, the Franchise Holder shall notify the resident/business/generator, if such can be determined, that the Franchise Holder may not lawfully collect such Excluded Waste and leave a tag specifying the nearest location available for appropriate disposal.

Section 4. Term

The rights, privileges, and franchise herein granted shall continue and be in force for a period of ten (10) years.

Section 5. Franchise Fee

In consideration of the rights, privileges, and franchise herein granted, the Franchise

Holder shall pay to the City of St. Helens a franchise fee of ~~five~~seven percent- (7%). The franchise fee shall be based on the gross revenue collected from its customers for solid waste service within the City. Gross revenue shall not include uncollectible accounts. Gross revenue shall not include revenue generated from the sale of recyclable material or revenue from curbside recycling and yard debris programs. The payment of such fees shall be on a quarterly basis, and will begin on July 1, 2017. Payment is to be made within fifteen (15) days after the end of the quarter. Failure to pay such fees shall be deemed sufficient cause for termination or suspension of the franchise.

Section 6. Rates

The rates to be charged for collecting and disposing of solid waste shall be set by resolution.

Section 7. Non-Discrimination

All patrons served by said Franchise Holder shall be served in non-discriminatory and an impartial manner.

Section 8. Dumping Requirements

Franchise Holder shall deposit all solid waste in a suitable place for dumping and disposing of such solid waste which disposal site shall be approved by the City and all other state or federal agencies which regulate such disposal areas.

Section 9. City-wide Clean-up

Nothing contained in this franchise shall prevent the City from employing men and using vehicles for the purpose of collecting and removing garbage for the city-wide cleanup sponsored by City or other public agency.

Section 10. City Inspections

The hauling of solid waste shall be under the supervision of the City Council, and the Council may make regular inspections of solid waste hauling equipment and the manner of hauling solid waste upon the streets of the City.

Section 11. City Facilities Garbage

The City shall pay for its garbage service in like manner and at the same rates as any other commercial business. Notwithstanding the foregoing, Franchise Holder shall provide solid waste collection services to the City at McCormick Park free of charge. Such service shall be one 6-yard container once per week.

Section 12. Rights of Franchise Holder for Collection Containers

The Franchise Holder will provide all necessary containers for the collection of solid waste and recyclables to all customers covered by this franchise agreement. No person, other

than the person producing or depositing the materials contained therein, or an officer, employee or permittee of the City, or an employee of the Franchise Holder, shall interfere with or remove any solid waste container from its location. No person, other than the person producing or depositing the materials contained therein, or an officer, employee or permittee of the City, or an employee of the Franchise Holder, shall interfere with or remove any contents from a solid waste container. No person, other than the person producing or depositing the materials contained therein, or an officer, employee or permittee of the City, or an employee of the Franchise Holder, shall interfere with or remove the lid, nor shall any such person collect, molest, or scatter waste into any solid waste container. No unauthorized person shall deposit solid waste into any solid waste container. The Franchise Holder may, during the term of this franchise, bring civil action against any party who violates this provision of the franchise agreement to a court of competent jurisdiction and may, if the Franchise Holder prevails, recover reasonable costs and attorney's fees, including those on appeal.

Section 13. Reservation of Rights

The City reserves the right to vacate any street or to close any street or streets used by the Franchise Holder during the course of construction or during the course of necessary repairs thereto or in the event that any street becomes dangerous to the operation of automobiles.

Section 14. Compliance

The Franchise Holder agrees that he will comply with all laws and regulations pertaining to his activities as provided by any agency or department of the United States, State of Oregon, County of Columbia, or the City.

Section 15. Indemnity

The Franchise Holder further agrees and covenants to pay all damages for injury to real or personal property, or for any injury sustained by any person growing out of any negligent act or deed of Franchise Holder, his agents or employees, and further agrees to hold harmless, indemnify, and defend the City from and against all claims, demands, suits, and actions of every name and description brought against the City for or on account of any such injuries to real or personal property caused by said Franchise Holder, his agents or employees, in the exercise of any and all rights granted herein by the City, or by or in consequence of any negligence of the Franchise Holder, his agents or employees, or by or on account of any negligent act or omission of said Franchise Holder, his agents or employees. Notwithstanding the foregoing, the City warrants that the City's pavement, curbing or other driving surface or any right of way reasonably necessary for the Franchise Holder to provide the services described herein are sufficient to bear the weight of all of the Franchise Holder's equipment and vehicles reasonably required to perform such services. The Franchise Holder will not be responsible for damage to any such pavement, curbing, driving surface or right of way, which results from the weight of Franchise Holder's vehicles providing service hereunder, except to the extent resulting from the negligence or willful misconduct of the Franchise Holder.

Section 16. Insurance Requirements

The Franchise Holder agrees to carry, at his own expense, the following:

- a. Workers compensation insurance per State of Oregon Statutes;
- b. General liability insurance:
 - i. Personal injury with limits of not less than \$1,000,000 per occurrence;
 - ii. General Aggregate of not less than \$2,000,000.
- c. Auto liability insurance:
 - i. Personal injury with limits of not less than \$200,000 per person and \$500,000 per occurrence;
 - ii. Property damage with limits of not less than \$50,000.

The Franchise Holder agrees to include the City as an additional named insured on both general and auto liability insurance policies. Above limits may be provided by Franchise Holder through any combination of primary, umbrella, excess, deductibles or self-insured retention. All insurance premiums shall be paid by the Franchise Holder and shall be without cost to the City.

Section 17. Non-Performance

If the Franchise Holder shall fail from any cause within his control to gather the solid waste within the City of St. Helens, and such failure shall continue for a period of ten (10) days, or should the Franchise Holder for any reason fail to perform the conditions, agreements, provisions, acts, or things herein mentioned within ten (10) days after having been given notice of default, then the City shall have the right to terminate this agreement, whereupon the Franchise Holder's rights herein granted shall cease, and the Franchise Holder shall surrender and forfeit any right and privilege granted by this agreement; provided, however, that the Franchise Holder shall not be liable for suspension of operation caused from excessive storms, accidents, or casualties caused by an act of God, or the public enemy.

Section 18. Franchise Holder Responsibilities

- a. Should the Franchise Holder, except by reason of a strike, act of God, or disaster, fall further than one week behind in its collection schedule, the City may, at its option, cause such refuse to be collected and disposed of.
- b. The Franchise Holder shall maintain a telephone, for the receipt of service calls or complaints, and shall be available for such calls on all working days. Any complaints must be given prompt and courteous attention, and, in case of missed scheduled collections, the Franchise Holder shall investigate and, if verified, shall arrange for pickup of said refuse within 24 hours after the complaint is received.

Section 19. City Authority

It is expressly understood that this franchise is granted subject to all the terms and provisions of the charter and ordinances of the City of St. Helens, now or hereafter to be enacted, relating to the granting of franchises and the collecting, transporting, and conveying of solid

waste and the exercise of the police powers of the City of St. Helens, with the same effect as though the same were expressly incorporated herein.

Section 20. City Reservations

The City reserves the right to prohibit or regulate the operation of trucks under this franchise on any street or streets within the City of St. Helens when traffic conditions or the public welfare or public convenience shall, in the judgment of the City Council, so require.

Section 21. Non-Assignment

Franchise Holder shall not assign this franchise or any right, license, or privilege granted herein except upon the express consent of the Council. All operations under this franchise shall be by Franchise Holder as herein contemplated shall be performed or furnished by any contractor or subcontractor except with the express consent of the City Council. In the event consent of the Council is obtained, the provisions of this franchise shall be binding upon the Franchise Holder herein, his assignees, contractors, and subcontractors.

Section 22. Modification

No modification of this agreement shall be valid unless in writing and signed by the parties.

Section 23. Prior Agreements

This franchise agreement is the final and complete agreement of the parties and supersedes and replaces all prior and existing written or oral understandings.

Section 24. Attorney Fees

In the event of suit or action to enforce any of the provisions of this agreement, the prevailing party shall be entitled to recover, as part of his costs, a reasonable attorney fee in both the trial and appellate courts.

Section 25. Council Actions

The City shall not be deemed to have waived the performance of or observance by Franchise Holder of any of the terms, conditions, or provisions hereof unless and except such waiver be by resolution or other appropriate action of its Council, and of which action a record is made.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this ____ day of _____, 2017.

CITY OF ST. HELENS

Service

FRANCHISE HOLDER
Waste Connections of Oregon, Inc.,
d/b/a ~~Hudson's~~Hudson Garbage

By: _____
_____, Mayor

By _____
_____, City Recorder

By: _____
Its: _____
Name: _____

Hudson Garbage

Franchise Fee Increase Discussion and Examples

The City of St. Helens has proposed an increase to solid waste and recycling franchise fees from 5% to 7%, effective April 1. The purpose of this increase is to fund general government operations. Such an increase should not adversely affect Hudson Garbage's earnings. For this to be true, the increase in rates must be slightly higher than 2% because the City will start to recover not only 2% on the existing base of revenues, but also 7% on the increase itself. Keeping Hudson's margins constant also requires a small addition to retain its target operating margin of approximately 10%.

Rate Payer Fiscal Impact: The rate adjustment that meets these objectives is an increase of 2.40968%, rounded to the nearest penny. An illustration of the impact of this initiative is provided for a typical 35 gallon weekly residential customer (\$0.59/month) and a typical 2 yard weekly commercial customer (\$3.77/month). To demonstrate the high end of customer impact, we have also provided results for the most expensive service Hudson Garbage currently provides in the City, a 2 yard container collected 5 times weekly (\$16.88/month). Two customers are currently at this service level.

City Fiscal Impact: This change will increase franchise fees paid to the City by 43%. For the 4 quarters in 2016, Hudson Garbage paid the City \$65,808 in franchise fees. When fully implemented, this proposal will generate an additional \$28,000 annually for the City General Fund.

Description	Current	Increment	New
1 35 Gallon Cart Weekly			
Rate	\$ 24.56	\$ 0.59	\$ 25.15
Franchise Fee	\$ (1.23)	\$ (0.53)	\$ (1.76)
Net Revenue	\$ 23.33	\$ 0.06	\$ 23.39
Franchise Fee %	5.0%		7.0%
Change to Rate		2.40968%	
Margin on Change		10.0%	

	Current	Increment	New
2 Yard Container 1x Weekly			
Rate	\$ 156.48	\$ 3.77	\$ 160.25
Franchise Fee	\$ (7.82)	\$ (3.39)	\$ (11.22)
Net Revenue	\$ 148.66	\$ 0.38	\$ 149.03
Franchise Fee %	5.0%		7.0%
Change to Rate		2.40968%	
Margin on Change		10.0%	

	Current	Increment	New
2 Yard Container 5x Weekly			
Rate	\$ 700.40	\$ 16.88	\$ 717.28
Franchise Fee	\$ (35.02)	\$ (15.19)	\$ (50.21)
Net Revenue	\$ 665.38	\$ 1.69	\$ 667.07
Franchise Fee %	5.0%		7.0%
Change to Rate		2.40968%	
Margin on Change		10.0%	

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

ST. HELENS CITY

Service Description	FREQUENCY	Current Rate	New Rate
<u>RESIDENTIAL</u>			
<u>WEEKLY SERVICE</u>			
1 35 Gallon Cart Weekly	PER MONTH	\$ 24.56	\$ 25.15
2 35 Gallon Carts Weekly	PER MONTH	\$ 37.61	\$ 38.52
3 35 Gallon Carts Weekly	PER MONTH	\$ 50.65	\$ 51.87
4 35 Gallon Carts Weekly	PER MONTH	\$ 60.70	\$ 62.16
5 35 Gallon Carts Weekly	PER MONTH	\$ 76.73	\$ 78.58
6 35 Gallon Carts Weekly	PER MONTH	\$ 91.34	\$ 93.54
1 65 Gallon Cart Weekly	PER MONTH	\$ 37.61	\$ 38.52
2 65 Gallon Carts Weekly	PER MONTH	\$ 60.70	\$ 62.16
1 95 Gallon Cart Weekly	PER MONTH	\$ 50.65	\$ 51.87
2 95 Gallon Carts Weekly	PER MONTH	\$ 92.05	\$ 92.05
1 32 Gallon Cart Weekly - No Recycle	PER MONTH	\$ 16.70	\$ 17.10
2 32 Gallon Cart Weekly - No Recycle	PER MONTH	\$ 28.10	\$ 28.78
4 32 Gallon Carts Weekly	PER MONTH	\$ 50.67	\$ 51.89
<u>EVERY-OTHER-WEEK SERVICE</u>			
1 35 Gallon Cart Every Other Week	PER MONTH	\$ 17.81	\$ 18.24
2 35 Gallon Cart Every Other Week	PER MONTH	\$ 27.28	\$ 27.94
3 35 Gallon Cart Every Other Week	PER MONTH	\$ 36.53	\$ 37.41
1 65 Gallon Cart Every Other Week	PER MONTH	\$ 27.28	\$ 27.94
1 95 Gallon Cart Every Other Week	PER MONTH	\$ 36.53	\$ 37.41
1 32 Gallon Cart Every Other Week	PER MONTH	\$ 17.81	\$ 18.24
1 32 Gallon Cart Every Other Week - No Recycle	PER MONTH	\$ 9.87	\$ 10.11
<u>MONTHLY SERVICE</u>			
35 gallon 1x Monthly	PER MONTH	\$ 5.37	\$ 5.50
2 35 gallon 1x Monthly - No New Customers	PER MONTH	\$ 8.76	\$ 8.97
3 35 gallon 1x Monthly - No New Customers	PER MONTH	\$ 12.20	\$ 12.49
35 gallon 1x Monthly - with Recycle	PER MONTH	\$ 9.87	\$ 10.11
65 gallon 1x Monthly	PER MONTH	\$ 8.76	\$ 8.97
95 gallon 1x Monthly	PER MONTH	\$ 12.20	\$ 12.49
32 gallon 1x Monthly	PER MONTH	\$ 4.99	\$ 5.11

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

ST. HELENS CITY

Service Description	FREQUENCY	Current Rate	New Rate
<u>ON-CALL SERVICE</u>			
35 Gallon On Call Pickup	PER PICKUP	\$ 4.91	\$ 5.03
65 Gallon On Call Pickup (2 35 Gal) No New Customers	PER PICKUP	\$ 8.38	\$ 8.58
95 Gallon On Call Pickup (3 35 Gal) No New Customers	PER PICKUP	\$ 11.85	\$ 12.14
32 Gallon On Call Pickup	PER PICKUP	\$ 4.91	\$ 5.03
4 35 Gallon On Call Pickup - No New Customers	PER PICKUP	\$ 15.34	\$ 15.71
<u>RECYCLE/GREENWASTE RATES</u>			
RECYCLE SERVICE ONLY	PER MONTH	\$ 8.00	\$ 8.19
RESI RECYCLE WITH GARBAGE	PER MONTH	\$ 4.50	\$ 4.61
GREENWASTE ONLY - RES	PER MONTH	\$ 8.00	\$ 8.19
GREENWASTE SERVICE - RES	PER MONTH	\$ 3.70	\$ 3.79
RECYCLE WITH GREENWASTE	PER MONTH	\$ 11.70	\$ 11.98
<u>COMMERCIAL</u>			
TEMP 2YD CONT	PER PICKUP	\$ 61.12	\$ 62.59
XTRA PER DAY	PER DAY	\$ 2.00	\$ 2.05
CONTAINER OVERLOAD	PER YARD	\$ 14.43	\$ 14.78
CONTAINER PER/EXTRA YD	PER YARD	\$ 14.43	\$ 14.78
LABOR FEE FOR CLEAN-UP (PER 10 MINS)	PER PICKUP	\$ 10.00	\$ 10.24
LOCK BAR FOR CONTAINER	PER PICKUP	\$ 25.00	\$ 25.60
Walk-In - Business	PER PICKUP	\$ 4.00	\$ 4.10
<u>OTHER CAN SERVICES</u>			
EXTRA CAN (32 OR 35 GAL)	PER PICKUP	\$ 3.76	\$ 3.85
EOW OFF WEEK	PER PICKUP	\$ 4.87	\$ 4.99
EXTRA BAG OR BOX	PER PICKUP	\$ 2.66	\$ 2.72
OVERWEIGHT CAN	PER PICKUP	\$ 2.17	\$ 2.22
OVERLOADED CAN	PER PICKUP	\$ 2.17	\$ 2.22
OVERSIZE CAN	PER PICKUP	\$ 2.17	\$ 2.22
SHARPS CONTAINER (Not Offered to New Customers)	PER PICKUP	\$ 20.00	\$ 20.48
SPECIAL TRIP-ON SERVICE DAY	PER PICKUP	\$ 5.00	\$ 5.12
SPECIAL TRIP-OFF DAY	PER PICKUP	\$ 20.00	\$ 20.48
ROLL CAN WALK/DRIVE-IN	PER MONTH	\$ 4.00	\$ 4.10
DRIVE-IN ADD'L 100 FT. INCREMENTS	PER MONTH	\$ 2.00	\$ 2.05
SERVICE RESUME/CART REDELIVERY	ONE TIME	\$ 25.00	\$ 25.60
COLLECTION FEES PAID TO 3RD PARTY COLLECTORS PASSED THROUGH IN FULL	ONE TIME		
RETURNED CHECK FEE		\$ 20.00	\$ 20.48
<u>OTHER RATES</u>			
TIRE under 16" no/rim	PER PICKUP	\$ 5.12	\$ 5.25
TIRE under 16" w/rim	PER PICKUP	\$ 12.02	\$ 12.32
BATTERY	PER PICKUP	\$ 5.02	\$ 5.15
HOT WATER HEATER	PER PICKUP	\$ 26.88	\$ 27.53
SM MATTRESS	PER PICKUP	\$ 8.83	\$ 9.04
M/LG MATTRESS	PER PICKUP	\$ 13.18	\$ 13.50
SM FURNITURE	PER PICKUP	\$ 12.75	\$ 13.06
M/LG FURNITURE	PER PICKUP	\$ 26.60	\$ 27.24
SM APPLIANCE*	PER PICKUP	\$ 13.05	\$ 13.36
M/LG APPLIANCE*	PER PICKUP	\$ 26.88	\$ 27.53

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

ST. HELENS CITY

Service Description	FREQUENCY	Current Rate	New Rate
<u>WEEKLY COMMERCIAL CAN SERVICE</u>			
1 32 Gallon Can Weekly Business	PER MONTH	\$ 16.70	\$ 17.10
2 32 Gallon Can Weekly Business	PER MONTH	\$ 28.10	\$ 28.78
3 32 Gallon Can Weekly Business	PER MONTH	\$ 39.38	\$ 40.33
4 32 Gallon Can Weekly Business	PER MONTH	\$ 50.67	\$ 51.89
13 32 Gallon Can Weekly Business	PER MONTH	\$ 152.09	\$ 155.75
1 32 Gallon Can 2x Weekly Business	PER MONTH	\$ 28.10	\$ 28.78
1 35 Gallon Can Weekly Business	PER MONTH	\$ 16.70	\$ 17.10
2 35 Gallon Can Weekly Business	PER MONTH	\$ 28.10	\$ 28.78
3 35 Gallon Can Weekly Business	PER MONTH	\$ 39.38	\$ 40.33
4 35 Gallon Can Weekly Business	PER MONTH	\$ 50.67	\$ 51.89
5 35 Gallon Can Weekly Business	PER MONTH	\$ 61.93	\$ 63.42
6 35 Gallon Can Weekly Business	PER MONTH	\$ 73.20	\$ 74.96
1 35 Gallon Can 2x Weekly Business	PER MONTH	\$ 28.10	\$ 28.78
2 35 Gallon Can 2x Weekly Business	PER MONTH	\$ 50.55	\$ 51.77
3 35 Gallon Can 2x Weekly Business	PER MONTH	\$ 70.05	\$ 71.74
4 35 Gallon Can 2x Weekly Business	PER MONTH	\$ 91.89	\$ 94.10
5 35 Gallon Can 2x Weekly Business	PER MONTH	\$ 112.57	\$ 115.28
1 35 Gallon Can 3x Weekly Business	PER MONTH	\$ 42.47	\$ 43.49
2 35 Gallon Can 3x Weekly Business	PER MONTH	\$ 76.52	\$ 78.36
3 35 Gallon Can 3x Weekly Business	PER MONTH	\$ 106.03	\$ 108.58
4 35 Gallon Can 3x Weekly Business	PER MONTH	\$ 135.54	\$ 138.81
5 35 Gallon Can 3x Weekly Business	PER MONTH	\$ 165.02	\$ 169.00
1 65 Gallon Can Weekly Business	PER MONTH	\$ 28.10	\$ 28.78
2 65 Gallon Can Weekly Business	PER MONTH	\$ 50.67	\$ 51.89
3 65 Gallon Can Weekly Business	PER MONTH	\$ 68.77	\$ 70.43
1 95 Gallon Can Weekly Business	PER MONTH	\$ 39.38	\$ 40.33
2 95 Gallon Can Weekly Business	PER MONTH	\$ 78.76	\$ 80.66
3 95 Gallon Can Weekly Business	PER MONTH	\$ 118.15	\$ 121.00
4 95 Gallon Can Weekly Business	PER MONTH	\$ 157.53	\$ 161.33

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

ST. HELENS CITY

Service Description	FREQUENCY	Current Rate	New Rate
Business recycle:			
Office paper weekly			
Cardboard weekly			
Newspaper/Mag weekly			
Glass weekly	PER MONTH	\$ 16.50	\$ 16.90
Tin weekly	PER MONTH	\$ 16.50	\$ 16.90
Milk Jugs weekly	PER MONTH	\$ 16.50	\$ 16.90
Multi-family unit recycle: (5 or more units)			
Office paper weekly			
Cardboard weekly			
Newspaper/Mag weekly			
Glass weekly			
Tin weekly			
Milk Jugs weekly			
<u>EVERY-OTHER-WEEK COMMERCIAL CAN SERVICE</u>			
1 Can Every Other Week--Business	PER MONTH	\$ 10.03	\$ 10.27
35 Gallon Every Other Week Business	PER MONTH	\$ 10.03	\$ 10.27
2 35 Gallon Every Other Week Business	PER MONTH	\$ 17.12	\$ 17.53
65 Gallon Every Other Week Business	PER MONTH	\$ 18.66	\$ 19.11
<u>OTHER COMMERCIAL CAN SERVICE</u>			
32 gallon 1x Monthly Business	PER MONTH	\$ 5.37	\$ 5.50
32 Gallon On Call Pickup Business	PER PICKUP	\$ 4.91	\$ 5.03
Overfill/Overweight Can Business	PER PICKUP	\$ 2.17	\$ 2.22
Oversize Can Business			

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

ST. HELENS CITY

Service Description	FREQUENCY	Current Rate	New Rate
<u>CONTAINER SERVICE</u>			
1 Yard Container Weekly Service = 6.3 32 gal cans	PER MONTH	\$ 83.76	\$ 85.78
*Each additional	PER MONTH	\$ 77.12	\$ 78.98
1 Yard Container 2 x Weekly Service	PER MONTH	\$ 155.43	\$ 159.18
*Each additional	PER MONTH	\$ 142.76	\$ 146.20
1.5 Yard Container 3 x Weekly Service	PER MONTH	\$ 230.33	\$ 235.88
*Each additional	PER MONTH	\$ 200.81	\$ 205.65
1.5 Yard Container 4 x Weekly Service	PER MONTH	\$ 296.44	\$ 303.58
*Each additional	PER MONTH	\$ 253.24	\$ 259.34
1.5 Yard Container 5 x Weekly Service	PER MONTH	\$ 372.07	\$ 381.04
*Each additional	PER MONTH	\$ 320.04	\$ 327.75
1 Yard Every Other Week Service	PER MONTH	\$ 52.13	\$ 53.39
1YD OAM (not offered to new customers)	PER MONTH	\$ 25.88	\$ 26.50
1Yard On Call Pickup (not offered to new customers)	PER PICKUP	\$ 25.29	\$ 25.90
1.5 Yard Container Weekly Service = 9.5 32 gal cans	PER MONTH	\$ 118.09	\$ 120.94
*Each additional	PER MONTH	\$ 109.32	\$ 111.95
1.5 Yard Container 2 x Weekly Service	PER MONTH	\$ 224.46	\$ 229.87
*Each additional	PER MONTH	\$ 208.85	\$ 213.88
1.5 Yard Container 3 x Weekly Service	PER MONTH	\$ 330.82	\$ 338.79
*Each additional	PER MONTH	\$ 305.07	\$ 312.42
1.5 Yard Container 4 x Weekly Service	PER MONTH	\$ 420.08	\$ 430.20
*Each additional	PER MONTH	\$ 386.90	\$ 396.22
1.5 Yard Container 5 x Weekly Service	PER MONTH	\$ 531.84	\$ 544.66
*Each additional	PER MONTH	\$ 480.14	\$ 491.71
1.5 Yard Every Other Week Service	PER MONTH	\$ 74.38	\$ 76.17
1.5YD OAM (not offered to new customers)	PER MONTH	\$ 37.40	\$ 38.30
1.5YD OPU (not offered to new customers)	PER PICKUP	\$ 33.14	\$ 33.94
2 Yard Container Weekly Service = 12.6 32 gal cans	PER MONTH	\$ 156.48	\$ 160.25
*Each additional	PER MONTH	\$ 144.75	\$ 148.24
2 Yard Container 2x Weekly Service	PER MONTH	\$ 295.35	\$ 302.47
*Each additional	PER MONTH	\$ 272.66	\$ 279.23
2 Yard Container 3x Weekly Service	PER MONTH	\$ 443.09	\$ 453.77
*Each additional	PER MONTH	\$ 385.23	\$ 394.51
2 Yard Container 4x Weekly Service	PER MONTH	\$ 561.25	\$ 574.77
*Each additional	PER MONTH	\$ 486.74	\$ 498.47
2 Yard Container 5x Weekly Service	PER MONTH	\$ 700.40	\$ 717.28
*Each additional	PER MONTH	\$ 599.30	\$ 613.74
2 Yard Every Other Week Service	PER MONTH	\$ 81.47	\$ 83.43
2YD OAM (not offered to new customers)	PER MONTH	\$ 46.26	\$ 47.37
2 Yard On Call (not offered to new customers)	PER PICKUP	\$ 39.69	\$ 40.65

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

ST. HELENS CITY

Service Description	FREQUENCY	Current Rate	New Rate
3 Yard Container 1x Weekly Service	PER MONTH	\$ 204.10	\$ 209.02
3 Yard Container 2x Weekly Service	PER MONTH	\$ 380.38	\$ 389.55
3 Yard Container 3x Weekly Service	PER MONTH	\$ 556.67	\$ 570.08
3 Yard Container 4x Weekly Service	PER MONTH	\$ 732.95	\$ 750.61
3 Yard Container 5x Weekly Service	PER MONTH	\$ 909.14	\$ 931.05
3 Yard On Call (not offered to new customers)	PER PICKUP	\$ 50.54	\$ 51.76
4 Yard Container 1x Weekly Service	PER MONTH	\$ 249.09	\$ 255.09
4 Yard Container 2x Weekly Service	PER MONTH	\$ 484.13	\$ 495.80
4 Yard Container 3x Weekly Service	PER MONTH	\$ 719.15	\$ 736.48
4 Yard Container 4x Weekly Service	PER MONTH	\$ 954.20	\$ 977.19
4 Yard Container 5x Weekly Service	PER MONTH	\$ 1,189.24	\$ 1,217.90
4 Yard Every Other Week Service	PER MONTH	\$ 155.03	\$ 158.77
5 Yard Container 1x Weekly Service	PER MONTH	\$ 344.79	\$ 353.10
5 Yard Container 2x Weekly Service	PER MONTH	\$ 674.50	\$ 690.75
5 Yard Container 3x Weekly Service	PER MONTH	\$ 1,004.26	\$ 1,028.46
5 Yard Container 4x Weekly Service	PER MONTH	\$ 1,333.98	\$ 1,366.12
5 Yard Container 5x Weekly Service	PER MONTH	\$ 1,624.33	\$ 1,663.47
6 Yard Container 1x Weekly Service	PER MONTH	\$ 398.44	\$ 408.04
6 Yard Container 2x Weekly Service	PER MONTH	\$ 796.89	\$ 816.09
6 Yard Every Other Week Service	PER MONTH	\$ 199.25	\$ 204.05
6 Yard On Call (not offered to new customers)	PER PICKUP	\$ 98.77	\$ 101.15
7 Yard Container 1x Weekly Service	PER MONTH	\$ 517.61	\$ 530.08
7 Yard Container 2x Weekly Service	PER MONTH	\$ 849.45	\$ 869.92
7 Yard Container 3x Weekly Service	PER MONTH	\$ 1,244.18	\$ 1,274.16
7 Yard Container 4x Weekly Service	PER MONTH	\$ 1,607.46	\$ 1,646.19
7 Yard Container 5x Weekly Service	PER MONTH	\$ 1,970.75	\$ 2,018.24



St. Helens Police Department

2016 Annual Report

The mission of the St. Helens Police Department is to work with all citizens to make our city a place where people live safely, and to promote individual responsibility and community commitment.



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MESSAGE FROM THE CHIEF OF POLICE

This 2016 Annual Report demonstrates just some of the outstanding work performed by the men and women of the St. Helens Police Department. We hope that you find the statistical data and highlights of this past year interesting and informative.



Chief Terry Moss

The police officers serving this community deserve a tremendous amount of gratitude. It is through their dedication and service that we are able to live, work and play in a safe community. Their work is even more impressive when you consider that we operate every day with the same number of police officers the City of St. Helens employed in the 1980s. The budget that we operate under is still smaller than the budget we used in 2008.

In 2016, officers from this department responded to over 15,000 calls for service. This represents a 25% increase over the call volume from 10 years ago. This kind of pressure can be expected to increase our response time and diminish our capacity to serve. This becomes evident when you see that the number of traffic stops is down over previous years, but the number of traffic complaints has increased. But our officers work very hard and are incredibly diligent in their efforts. Like you, I appreciate the work they do and I am very proud of them.

2016 was unique to the Police Department as we unveiled a new county-wide Crisis Intervention Team (CIT) program. Working with our law enforcement partners and Columbia Community Mental Health we began a data collection program and continued to train our police officers in the concepts of CIT. This collaborative approach will lead to fewer arrests, fewer hospitalizations, fewer injuries, and a safer community for all.

2016 also brought about the restoration of our K-9 Police Officer program. Ryder, a purebred German Shepherd became one of the newest members of the Department. He and his partner, Officer Brent Thompson, will have a significant impact on public safety. We see tremendous benefit in this addition and welcome him aboard.

I'll close by thanking you for your interest in the St. Helens Police Department. Your support is important to us and very much appreciated.

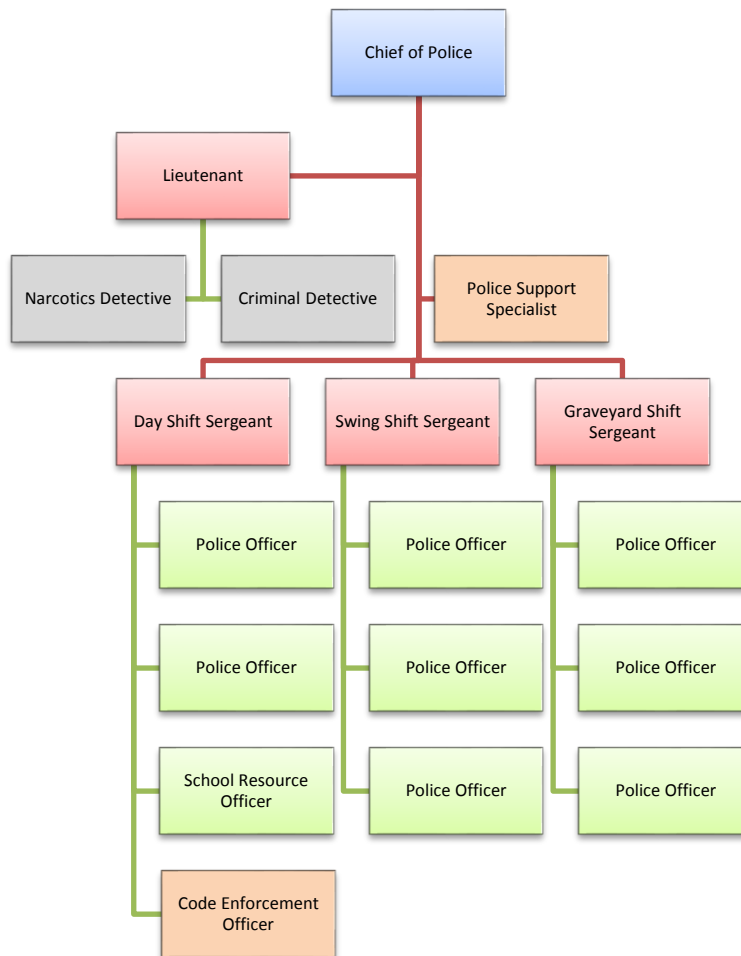
Sincerely,

A handwritten signature in black ink that reads "Terry Moss".

Terry Moss
Chief of Police

DEPARTMENT STRUCTURE

The current structure of the St. Helens Police Department includes a management team of the Chief of Police, Lieutenant and three (3) Sergeants. Three police officers are assigned to each shift. When the department is fully staffed, there are two detectives that will report to the Lieutenant.



The model described above assumes that all of the allocated positions are filled and that no officers are involved in the Field Training Evaluation Program (FTEP). During 2016, the Department struggled to maintain all of the positions and as a result, the model was never fully realized. For only a brief period in the summer of 2016 were all 16 positions filled. Currently the roles of Criminal and Narcotics detectives remain unfilled. 2017 will begin with open application processes and an attempt to fill the vacant positions.

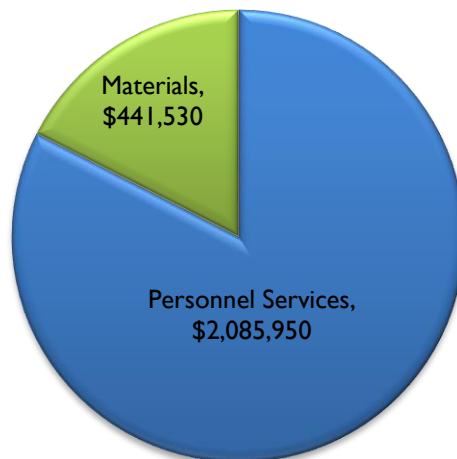
DEPARTMENT BUDGET

The following chart compares the size of the St. Helens Police Department and its budget between fiscal years 2008-09 and 2016-17.

	2008	2016
Population	12,325	13,158 *
Total Budget	\$2,571,539	\$2,527,480
Sworn Personnel	20	16
Non-Sworn Personnel	4	2.3
Department Personnel Total	24	18.3
Officers Per Thousand Residents	1.62	1.21

**July 1, 2015 population estimate*

ADOPTED BUDGET FY 2015-16



The total budget for the St. Helens Police Department during FY 2016-17 is \$2,527,480.

2016 ITEMS OF INTEREST



Two local teenage males were charged in a series of tire slashing cases. Between January 9 and January 10, 2016, 23 incidents were reported to the St. Helens Police Department.

On February 24, 2016, Charles Hegele was arrested and charged with First Degree Theft after he admitted to taking a World War II Memorial Cannon from McCormick Park. That case is still pending with a trial scheduled for Spring 2017.



On April 7, 2016, Kevin Hawkins was arrested and charged with the murder of his wife April Hawkins. On November 9, 2014, St. Helens police officers responded to the report of a death at 135 Thomas Park Court. April Dawn Hawkins, a 36 year-old-female, was found deceased in her home by members of her family. It was initially reported that Mrs. Hawkins suffered from some serious complications from a recent medical procedure. Toxicology reports from the Oregon State Medical Examiner's office suggested an "intentional overdose." Investigators combed over forensic evidence and eventually pieced together a set of facts that demonstrate that Mrs. Hawkins's husband, 48 year-old Kevin Lea Hawkins, was responsible for her death.

In the afternoon of May 26, 2016, a man came home to find a burglar inside of his house at 125 S. 16th Street. He struggled with the burglar and was assaulted. The suspect was described as a white male, approximately 30 years of age, wearing a gray cap, gray sweatshirt, blue jeans, black gloves and carrying a black backpack or bag. The St. Helens Police Department followed up on a number of leads but has not been successful in identifying the suspect.



POLICE RECORDS

The Records Division provides essential support to the officers of the St. Helens Police Department, the administration and other criminal justice agencies. As our sole Police Records Specialist, Malinda Duran takes great pride in providing excellent customer service to the community we serve. She is responsible for all aspects of our police records and serves as our Law Enforcement Data Systems (LEDS) Representative and Accreditation Manager. Malinda was nominated once again for the title of 2016 City of St. Helens Employee of the Year.

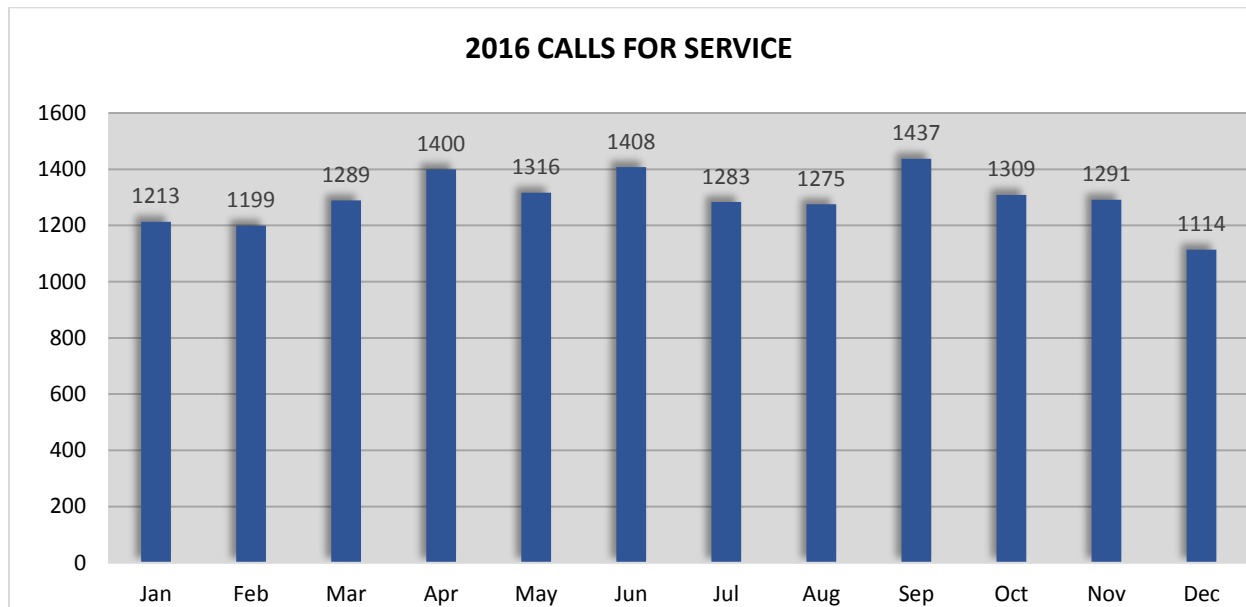


The St. Helens Police Department is a member of the Regional Justice Information Network (RegJIN) Records Management System. This system continues to be regional in scope as it provides a depository for crime related information that is entered and shared by 43 agencies from five counties and two states.

Late in 2016, the St. Helens Police Department became a member of the Regional Automated Property Information (RAPID) database. Supported by a new City ordinance that requires same-day reporting of transactions involving pawnbrokers or second hand dealers, this system allows police officers to review the data and quickly identify and recover stolen property. The program is hosted by the Portland Police Bureau and widely shared throughout the State of Oregon. Measured by the recovery of stolen property and the identification of a theft suspect, the St. Helens Police Department has already seen success with the program.

ST. HELENS POLICE STATISTICS

The St. Helens Police Department receives dispatch services from the Columbia 911 Communications District (C-COM). A “call for service” is a request for police service in which an officer is dispatched or an incident is found by an officer. The following graph details the total calls for service as documented by C-COM each month during the calendar year.

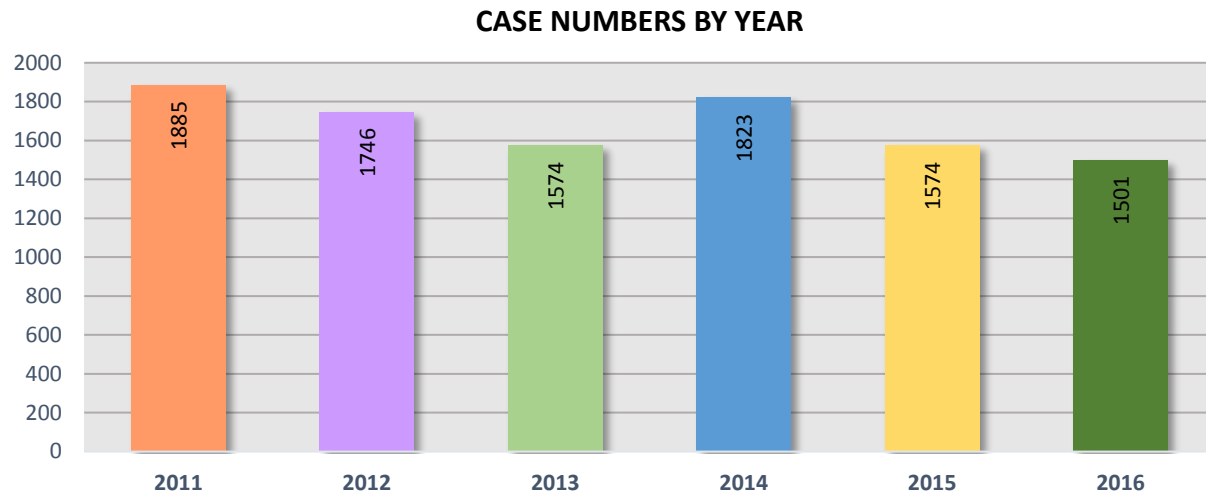


The St. Helens Police Department recorded a total of **15,534** dispatch activities during the 2016 calendar year. It is important to remember that not all activities are documented by C-COM. Some of our activity comes from walk-in traffic at the Police Department or through referrals from our fellow public agencies like the Department of Human Services, the Amani Center or the St. Helens School District. While those activities may generate a police report, those activities are not recorded by C-COM for statistical purposes.

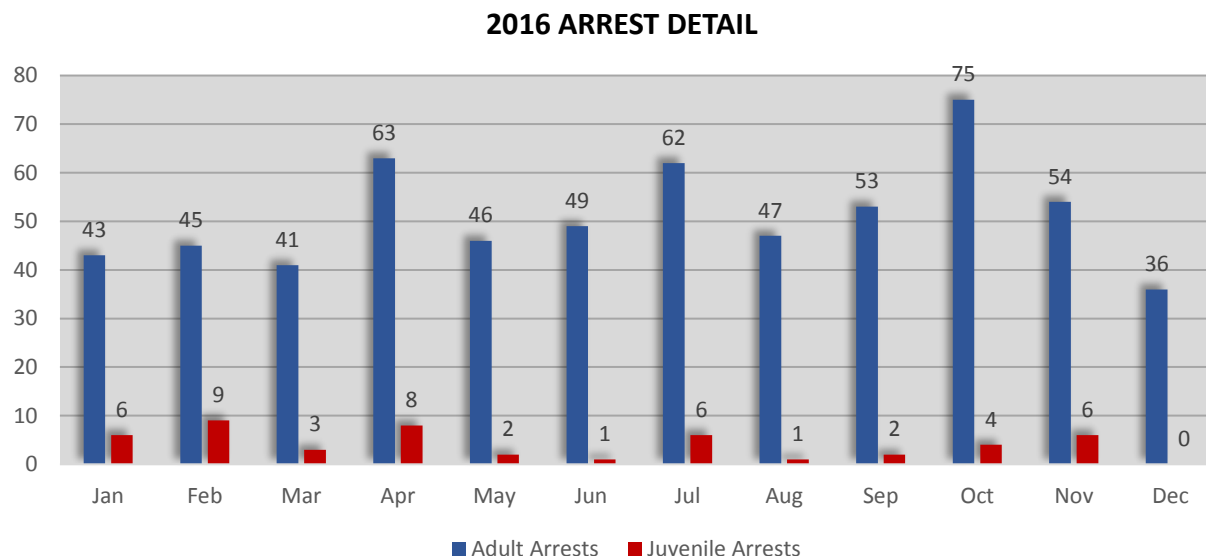
When a call for service is document by C-COM, it is assigned to one of 96 different call types. The table below details a few of the most interesting or commonly used call types over the past five years.

	<u>2012</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>
Total Dispatched Incidents	15166	15051	17262	16643	15534
Suspicious (Circumstances, Person or Vehicle)	1355	1510	1708	1620	1726
Assist Public	832	981	1124	1012	979
Theft	467	422	453	451	498
Domestic Violence	255	254	279	275	312
Disturbance	220	244	304	360	345
Welfare Check	143	215	243	288	299
Harassment	213	205	207	196	193
Alarm Silent/Audible	173	160	227	266	289
Criminal Mischief	184	160	176	154	168
Traffic Complaint	146	136	197	241	279
Traffic Accident	128	121	154	192	188
Drug Activity	82	111	98	91	99
Abandoned 911/Hang up	140	105	93	110	161
Burglary	85	88	90	80	84
Hit and Run	78	83	67	92	89
Suicide (Threat or Attempt)	108	79	107	113	148
Assault	71	74	58	51	66
Prowler	45	56	78	79	59
Fight in Progress	49	43	35	27	56
Sex Crime	38	35	23	29	34
Juvenile Abuse	18	22	23	14	29
Death Investigation	16	19	10	8	12

Not every call for service generates a police report. In fact, the majority of our calls for service are handled informally without any administrative action taken. When an officer is required to write a police report, the report is assigned a case number and filed in our records bureau. The following graph details the number of case numbers used during the past six calendar years.



St. Helens police officers are also responsible for arresting criminal suspects. Many of these suspects are arrested as part of a criminal investigation, while others are the subject of outstanding arrest warrants. In some cases involving juvenile arrests, the suspect is taken into physical custody; however, the vast majority involve a simple referral to the Columbia County Juvenile Department. During the 2016 calendar year, the St. Helens Police Department was responsible for the arrest of 614 adult and 48 juvenile offenders. The following chart details arrests that occurred during the last calendar year.

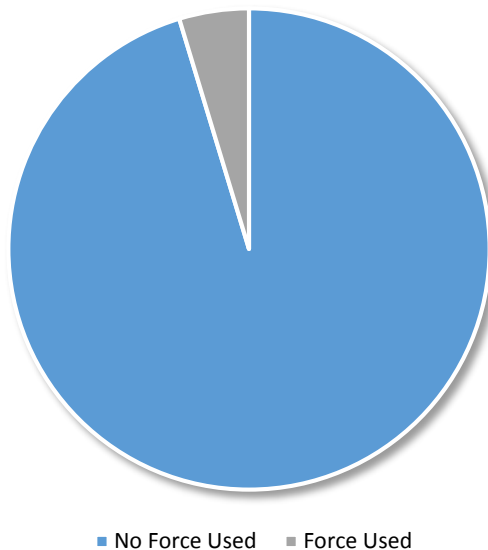


In a very small percentage of arrest incidents, force is used to effect the arrest. For reporting purposes, physical force is defined as any use of a firearm, Taser, oleoresin capicum spray (OC) and other weapons, active counter strikes, or other physical force applied on a combative or resistive person. Use of force does not include mere presence, verbal commands, passive contact or routine handcuffing techniques.

- During 2016, force was used in **31** of the **662** arrests or just 4.6% of the time.
- Not one of these incidents resulted in a use of force complaint.
- No officers or suspects were seriously injured.
- The most common use of force was the pointing of a firearm or Taser.
- The Taser was deployed just three times in 2016.

These low numbers are a testament to the officers, their training, and their ability to work at a very high level in difficult situations.

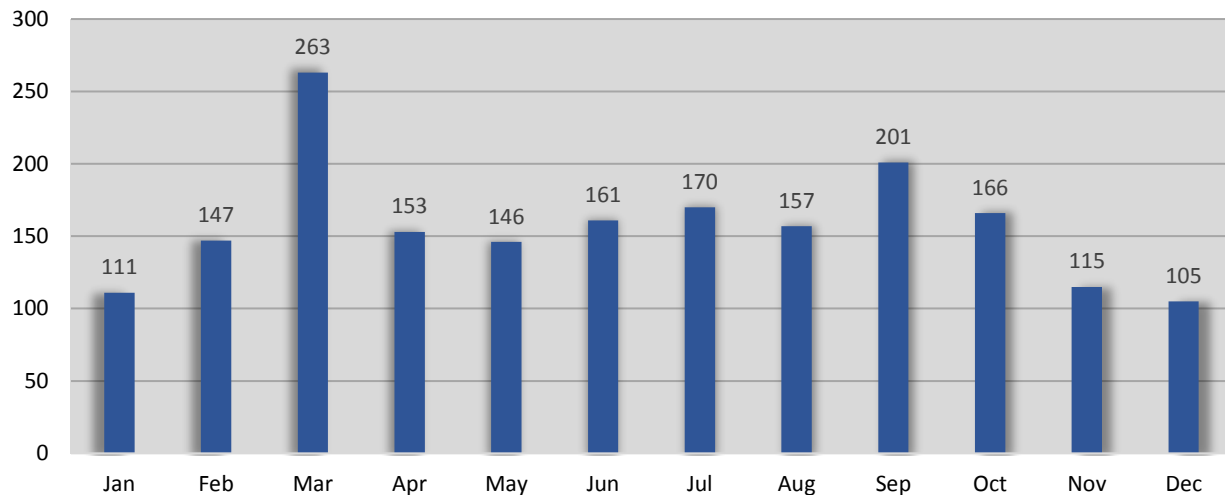
2016 USE OF FORCE INCIDENTS





In addition to calls for service, officers from the St. Helens Police Department are actively engaged in traffic enforcement. The focus of our traffic enforcement efforts are not based on issuing citations, instead it is aimed at changing or modifying unsafe driving behavior. The St. Helens Police Department conducted **2,048** traffic stops and issued **584** citations during the 2016 calendar year. The following graph details the number of traffic stops each month over the past year.

2016 TRAFFIC STOPS



The most commonly issued citations in 2016 include:

- Violation of Speed Limit- 53
- Driving While Suspended- 167
- Driving Uninsured- 140
- Driving Under the Influence of Intoxicants- 54
- No Operators License- 41
- Failure to Obey a Traffic Control Device- 21
- Reckless Driving -21
- Careless Driving- 15

CRISIS INTERVENTION TEAM

In September 2015, the St. Helens Police Department secured a grant from the Bureau of Justice Assistance that would allow for the development of a countywide Crisis Intervention Team (CIT) program. In April 2016, the Police Department worked with Columbia Community Mental Health (CCMH) and the Greater Oregon Behavioral Health Inc., (GOBHI) to present a 40-hour CIT training class to a group of police officers, sheriff's deputies and probation officers.



The grant also allowed for the creation of a full-time CIT Program Coordinator position. In a cooperative agreement with CCMH, Stacey Spencer was hired to fill that role. She became instrumental in the presentation of a weeklong CIT training program in October that hosted 30 officers from around the Portland metropolitan area. She is working on another class scheduled for the spring 2017 and continues to act as a liaison between police officers and the CCMH Mobile Crisis Unit. Her efforts are critical as the number of calls involving persons in a mental health crisis continue to climb. The number of suicide related calls in the City of St. Helens has nearly doubled since 2013.

CODE ENFORCEMENT

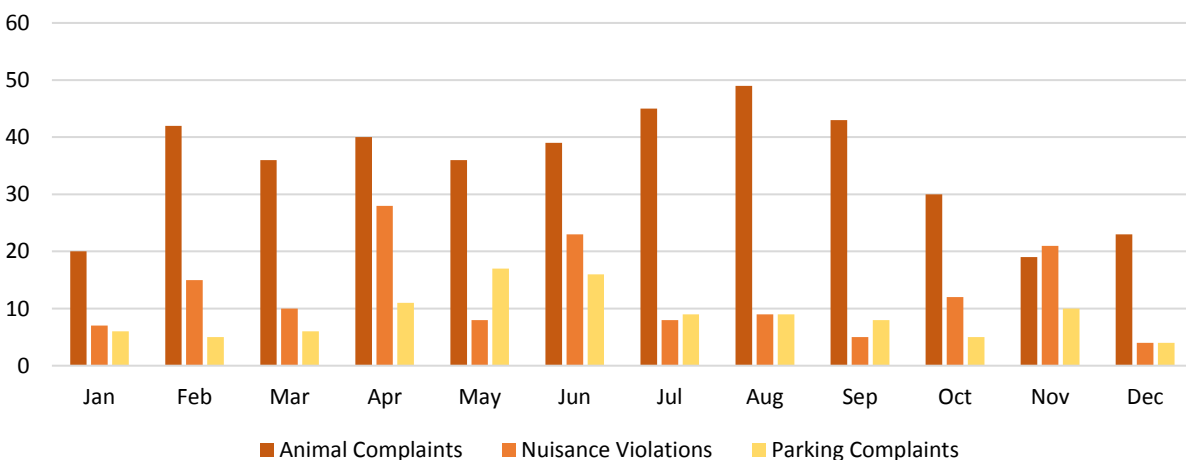


The Code Enforcement Officer responds to complaints that are related to the enforcement of City codes including animal control issues and nuisance violations like garbage, noxious weeds and parking complaints. That position was cut from the Police Department budget in 2012. In July 2015, the Code Enforcement Officer position was partially restored and provided for services just two days a week. In July 2016, a full-time code enforcement officer position was funded by the City Council and the Budget Committee. In

a cooperative effort between Code Enforcement Officer Jamin Coy and City Building Official Bob Johnston, a number of long-term nuisances were identified and efforts are underway to clean up the properties and address code violations. Jamin Coy was also nominated for the title of 2016 City of St. Helens Employee of the Year.

The response to nuisance complaints usually begins with an attempt to gain voluntary compliance with City codes. When those efforts fail, a citation can be issued and a nuisance abatement process can begin. The Police Department responded to a total of 422 animal complaints, 150 nuisance complaints and 106 parking complaints during the 2016 calendar year.

2016 CODE ENFORCEMENT ACTIVITY



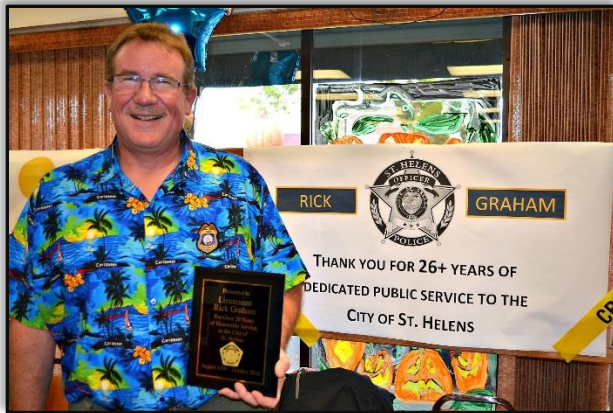
STAFF UPDATE



On February 19, 2016, Officers Jamin Coy and Dylan Gaston graduated from the 16-week basic police academy at the Oregon Department of Public Safety Standards and Training in Salem, Oregon.

At the July 20, 2016, St. Helens City Council Regular Session, St. Helens Police Officer Evin Eustice and Reserve Office Abbie Hanson took their oaths of office.





In October 2016, Lieutenant Rick Graham retired after 26 years of service to the St. Helens Police Department.

In December 2016, Officer Brent Thompson and K-9 Officer Ryder successfully completed a 10-week training program and met all of the standards established by the Oregon Police Canine Officers Association. K-9 Ryder replaces K-9 Lycos, who retired after a number of health related issues two years ago.



In December 2015, Sergeant Joseph Hogue graduated from the FBI National Academy in Quantico, Virginia. This highly regarded 10-week program is considered one of the most elite law enforcement training programs in the country. Sgt. Hogue was able to explore law enforcement leadership and to share best practices with others from across the country and around the world.

COMMUNITY INVOLVEMENT

The St. Helens Police Department continues in its tradition of community involvement by sharing its staff in a number of ways that support other groups and charitable organizations.



On March 25, 2016, the St. Helens Police Department hosted “Coffee with a Cop” at Starbucks. Citizens were invited to enjoy a free cup of coffee and meet the Police Department.

In the spring of 2016, the St. Helens Police Department and Columbia River Fire and Rescue completed another Community Emergency Response Team (CERT) training program. Conducted annually over the past 10 years, this training event has provided over 200 local citizens with the skills and equipment necessary to stay safe in the event of a disaster. On May 6, 2016, 17 more citizens were added to that list.



On April 23, 2016, officers from the St. Helens Police Department participated in “The Battle of the Badges.” This donkey basketball game pitted local law enforcement officers against a group of firefighters in a benefit for the St. Helens Kiwanis Club and the Community Emergency Planning Association (CEPA).



On June 19, 2016, Officer Kate Welter participated along with other staff members in the 2016 Kiwanis Parade during the St. Helens River Festival.



On July 6, 2016, officers from the St. Helens Police Department joined officers from around Columbia County to carry the Flame of Hope torch in the Law Enforcement Torch Run. As Guardians of the Flame, law enforcement officers and Special Olympics Athletes carried the “Flame of Hope” across Oregon ahead of the 2016 Summer State Games.



In September 2016, the St. Helens Police Department held a large pizza party at SunShine Pizza to celebrate youth who were issued citations for performing acts of good behavior. The citation program was part of a Police Department campaign to recognize good deeds performed by St. Helens youth.



In October 2016, the St. Helens Police Department participated in the annual Halloweentown Scarecrow Contest. Our entry was worthy of a second place trophy.





On December 10, 2016, the St. Helens Police Department held its 13th annual Donut Day. During Donut Day, citizens are invited to the Police Department where they can trade canned food for Krispy Kreme donuts.



This year, the event featured live music and a visit from Mr. and Mrs. Santa Claus. After trading 3,600 donuts, we were very pleased to present the Columbia Pacific Food Bank with over \$2,484 in cash and 3,237 pounds of canned food.



ACKNOWLEDGEMENTS

The members of the St. Helens Police Department would like to take this opportunity to thank our City leaders and the citizens of this community for their continued support. The relationships shared by this Department are vital to our efforts of preventing crime and to our mission of creating a safe community.

2016 ELECTED OFFICIALS

MAYOR

Randy Peterson

CITY COUNCILORS

Doug Morten (Council President)

Keith Locke (Police Commissioner)

Susan Conn

Ginny Carlson


CITY OF ST. HELENS STAFF

John Walsh (City Administrator)

Crystal Farnsworth (Communications Officer)



PUBLIC WORKS MEMO

To:	The Mayor and Members of City Council	
From:	Sue Nelson, Public Works Engineering Director Neal Sheppard, Public Works Operations Director	
Date:	15 February 2017	
Subject:	January Status Summary	

Engineering

1. Participated in selection of a consultant for the Riverfront Connector Plan project.
2. Preparing a street crack sealing project to go out for bids in February.
3. Coordinated with Consultant and Contractors working on the LED Street Light Upgrade project.
4. Continuing inspection on the 2MG Reservoir Rehabilitation project.
5. See complete report.

Parks

1. Assisted with snow removal efforts in various locations during major snow events.
2. Removed graffiti from structures on waterfront property and from skate park.
3. Removed downed trees and multiple limbs; chipped and disposed of debris.
4. Cleared storage area and helped unload and store several truckloads of donated props.
5. See complete report.

Public Works Operations & Maintenance

1. Replaced 9 standard water meters with new radio read meters.
2. Sanded, plowed, and cleaned up during and after major snowstorm. Worked extra shifts.
3. Took down Christmas lights and decorations downtown.
4. Installed new roof on Columbia View restroom building, damaged by fallen limb in December.
5. Serviced and/or made repairs on 37 vehicles or equipment.
6. Responded to 18 after-hours call-outs, mostly snow and/or cold weather related.
7. See complete reports.

Water Filtration Facility

1. Produced 42 million gallons of filtered drinking water, an average of 1.4 million gal/day.
2. All computer systems briefly lost power during snowstorm; had to reset most electronic systems.
3. Investigated options for inspecting and cleaning the wells.
4. See complete report.

Waste Water Treatment Plant

1. Set up portable lift station at storm drainage lift station in anticipation of potential flooding.
2. Specialized dishwasher used to clean sample bottles failed; researched and found replacement.
3. Addressed minor issues from storm and freezing temps; downed tree, frozen valves; ice damage.
4. Repaired small leak in chlorine pump tubing.
5. See complete report.



Engineering Department Status Report

7 February 2017



WATER PROJECTS

2MG Reservoir Rehab Project

The new 3-part lining system is on site and the Contractor is working on stopping the last few leaks in the interior walls of the structure before starting the application. The walls must be dry for the coating material to stick and there has been additional effort spent in ensuring that all of these areas are sealed before attempting to apply the liner. The weather has not cooperated with the project over the past few weeks, bringing some heavy rains which exaggerate the remaining small seepages. However, once the final leak is repaired, the Contractor will move forward with installing the lining system.

DEVELOPMENT PROJECTS

Elk Ridge Estates Phase VI

Met with Developer's Engineer to discuss possible modifications to the existing storm drain system that is being required by DEQ. They are proposing to move the discharge location closer to the culvert crossing Hankey Road to avoid any potential erosion of the area identified as being part of a former informal landfill. In the subdivision, there has been little to no progress made by the Developer's contractor on the remaining public improvements for this development. A new Preliminary Plat approval from the Planning Commission was approved in November. This will allow the Developer to continue with the remaining infrastructure construction to complete Phase 6 of the multi-phase development.

St. Helens Marina River Street RV Park

No change in status: The Contractor continues construction of five new RV spaces to be located north of the existing boat ramp at the St. Helens Marina.

St. Helens Marina Wyeth Street RV Park

No change in status: Plans were approved for improvements of an expansion of the RV park near the St. Helens Marina. Five new RV spots have been approved for construction on the north side of the existing RV park.

Sykes Road Development

No change in status since last month: A final walk-thru with Engineering and Public Works staff, the Project Engineer, the Contractor, and the Owner was held on August 25, 2016. The project infrastructure construction was reviewed and a few finishing touches were suggested, to be completed by the Owner. New sewer, water, and storm drain public mains will be accepted by the City upon delivery of a 2-year warranty bond from the Owner.

SANITARY SEWER AND STORM DRAIN PROJECTS

Godfrey Park Storm Drain Project

The new system has been performing extremely well, and it has made an impact throughout the storm system by keeping flows moving. There have been fewer backups at known choke points during heavy rain events. Vegetation restoration will occur in early spring.

2017 I&I Video Inspection Project

Monitoring and metering of a private manufactured home park has determined that it is a major contributor of Inflow and Infiltration of storm water to the sanitary sewer system, sometimes overwhelming a sewer lift station and creating sewage overflows. Staff is preparing a project similar to previous I&I inspection projects to inspect all of the private mains and laterals within the park and determine what locations require repairs. This project is expected to be ready to advertise for bids in March.

N. 11th Street, Lot 7

No change in status since last month: NW Natural has halted construction on this project until they can re-route a major natural gas main that they feel will be in conflict with the storm drain. Work was started by a private contractor to install a new storm pipe through a section of open ditch on the east side of N. 11th Street. NW Natural anticipates having their project complete by the end of February.

STREET AND TRANSPORTATION PROJECTS

LED Street Light Upgrade Project

The Contractor working on installing the new LED light fixtures on the stand-alone light poles is approximately 90% complete with their portion of the project. The Columbia River PUD crews will then begin work on the fixtures attached to utility poles with power distribution lines. CRPUD anticipates starting on their portion of the work in late February, but the schedule could change depending on their workload from weather-related repairs. The new LED fixtures provide a much truer light and better broadcast coverage, while consuming far less energy. The project will be paid for with the electrical savings and the City will realize the full cost savings once the capital costs have been paid.

Riverfront Connector Plan

Staff participated in the review and selection process for a consultant to perform the tasks identified in the Riverfront Connector Plan project, a Transportation Growth Management grant project through ODOT. This project will explore routes, improvements, options, etc. for new and or upgraded means of accessing the Riverfront District.

Spring 2017 Crack Sealing Project

Staff is currently preparing a crack sealing project to be implemented this spring. The project would include approximately four downtown streets that are starting to see some minor cracking but have not deteriorated to the point that they require more extensive repairs. A second crack sealing project is tentatively scheduled for Fall 2017 or Spring 2018.

Gable Road Improvement Project

The County Commissioners have approved the revised ODOT grant agreement and a revised intergovernmental agreement between the County and the City will be provided for the City to review and approve. The City will be partnering with the County to oversee all aspects of this large-scale improvement project. Construction of improvements on Gable Road between Highway 30 and Columbia Blvd. will include widening of the travel lanes, the addition of bike lanes, new sidewalks, and additional safety features.

MISCELLANEOUS PROJECTS

Right-of-Way and Construction Permits

There were two Right-of-Way permits issued in January 2017, both to NW Natural for maintenance and improvements.



Parks Department for January 2017



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

Cleared the storage shed for props at Boise

Unloaded props at the paper mill several times

Chipped up downed trees and brush

Cleared the snow off the sidewalks on the HWY

Cut up a downed tree on Maple Street

Cleared the snow at the water treatment plant

Cleared the snow at C-COM

Cleared the snow at the library

Checked on a tree on Tualatin

Repaired picnic tables

Cleared the area for stairs to Knob Hill Park

Cut up downed trees at McCormick

Brushed out the walking path

Removed snow from the bridges

Cleared snow from Columbia View

Organized the Parks shop

Painted signs for Columbia View

Removed plastic from Grey Cliffs

Recycled cardboard

Cleaned ally way at City Hall

Chipped limbs and brush on McCormick trails

Picked up limbs and debris

Disposed of a dead duck

Met with insurance investigator about softball

Painted McCormick restrooms

Removed graffiti from waterfront

Swept bike path to Columbia City

Removed graffiti at the skate park

Public Works Work Report January 2017

Water Dept:

Installed 9 radio read meters
Barkdusted meter boxes to prevent freezing
Read heavy users
Took down Christmas lights and decorations downtown
Sanded during snowstorm
Cleaned up after snowstorm
Helped Roger build shelves in storage room
Helped unload free “rocks” for Halloweentown – many loads of “rocks”
Helped Roger put new roof on Columbia View restroom
Took apart hydrant on Port Ave.

Sewer Dept:

Worked on N. 17th St. storm project
Repaired water leak in Vaught Bldg.
Restocked sanding rock and sand piles at shop
Sanded roads and hauled away snow piles
Cleared drains and catch basins of snow
Unplugged main at 325 N. 5th caused by poor grout job from contractor
Unplugged sewer to City Hall
Tapped for new service at 35733 Steinke Dr.
Repaired broken sewer line at 1864 Columbia Blvd.
Sewer plugged at 255 N. 1st St. – on homeowner’s side

Call-Outs:

Broken pipe on 2nd St.
Frozen meter on Nimitz St.
Frozen meter on Rocky Ct.
Frozen meter on Snow St.
Sand roads - icy
Broken bottom plate on meter at 17th St. & Columbia Blvd.
Stop sign down at Old Portland Rd. & Gable Rd.
Broken pipe on S. 12th St.
Sand and plow for snowstorm
Broken pipe at 114 May Ave.
Broken pipe at 405 S. 2nd St.
Broken pipe at 205 S. 4th St.
Sand Gable & Old Portland Rd. – icy
Broken manhole lid on Hwy. 30 at S. Vernonia Rd. – not ours
Broken sewer line in home at 260 St. Helens St., unit B
Water leak on Crouse Way – no leak, sump pump
Water on at 34573 Glacier Ave.
Garbage fire at Campbell Park

Miscellaneous:

Swept streets
Marked 45 locates
Checked wells & reservoirs daily

Monthly Report January 2017

Jan 3rd

Office Computer work
PW #13 Installed a new speaker for the two way radio
PW Straightened out the wire locator for Buck
PW #55 Test drove the sweeper and found that the hood was plugged and that it has not been
Cleaned out by the operator in a very long time cleaned out the hood and test drove seemed
To work good now
PW #2 Started the backhoe
Police S-7 Repaired left rear tire and installed
Keith Vacation day

Jan 4th

Office Computer work
PW #55 Installed a new air pressure governor on the truck also drained the air tanks and installed a
new drain valve
Police S-5 Took the car to Eaton's and picked it up after it was done
PW Looked at a chop saw
Keith Vacation day

Jan 5th

Office Computer Work
Parks #9 Replaced rear light bulb
PW Repaired the choke lever

Jan 6th

PW Took a lock off a gate at the Stimpson building
PW #15 Checked a low tire on the truck
PW Started all the sander trucks
PW Took the screens from the reservoir over to Pacific Stainless so they give us a price on building a
new set

Jan 9th

Office Computer work
PW #32 Installed a new set of chains
PW Checked on other sanders
Keith Gone

Jan 10th

Office Computer work
Shop Clean up shop
PW Checked all sanders

Jan 11th

PW #36 Installed chains on the grader and a new mold board

PW Sanded streets

Jan 12th

WWTP Looked at a grate at the treatment plant to see if it could be repaired

Parks #6 Looked at the four-wheeler to see why four-wheel drive doesn't work in reverse and found a button needs to be pushed while moving it in reverse and then it works.

Jan 13th

Office Computer work

Shop Cleaned Shop sink and restroom

PW #13 put on a tire chain

PW Sharpened a chain saw

PW #52 Repaired a radio

PW #4 Thawed out the little sander in the shop

Jan 17th

Office Computer work

City Hall #12 Checked out the 4 wheel drive and cleaned the wire connection to the transfer case
Tested and disconnected the battery and tested again and it worked fine

Keith ½ day Vac.

Jan 18th

Office Computer work filled paper work

WWTP Looked at the damaged grate at the treatment plant took measurements and tried to find another grate to repair it. No luck so far

PW #34 Ordered parts for the grader

Jan 19th

PW #8 Tried to Regen the truck would not do it called TEC Equipment and then removed a sensor on the intake manifold found nothing wrong with it tried to regen the truck again and had the same results took the truck to Portland for repairs

PW #4 Took the truck to Portland to install the snow plow

Jan 20th

Parks Fabricated backer plates for some signs

PW Drilled two holes in a round disk for and pole on the streets

Shop Cleaned the restroom and the shop sink

Jan 23rd

Office Computer work

PW Replaced a drive belt on the asphalt cutter

Parks # 9 Replaced an amber light lens on the rear of the truck

PW Repaired a chop saw

Jan 24th

Office Computer work filled paper work

PW #55 Checked rear tires and filled with air

Jan 25th

PW #16 Replaced tail light fuse

WWTP Went to the Paper mill and picked up a piece of grating for a catch basin at the waste water treatment plant cut it to fit

PW Helped move around the Halloween props that Roger brought from Portland

Jan 26th

WWTP Installed a new grate on the catch basin

PW #55 Put air in the rear tires

Jan 27th

Brett Sick day

Jan 30th

Brett Vacation day

PW #34 Worked on the grader found a missing wear plate also replaced two plow bolts

Jan 31st

Office Computer work

PW #8 Picked up the truck in Portland from TEC equipment

Police S-10 Repaired the right rear wheel

PW Removed the posts on Juniper so the contractor can get in their



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Water Filtration Facility
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Water Filtration Facility Journal January 2017

Water Production: 42 million gallons which averages 1.4 million gallons per day

Week 1 Produced and sent January OHA reports to the State. Performed monthly check on fire extinguishers. Sent sewer readings to Columbia City public works.

Week 2 Gathered and sent out the January LT2 (Cryptosporidium) sample. Very heavy accumulation of snow, 9" overnight! WFF survived OK, then later on Wednesday afternoon, briefly lost power to the WFF, but not long enough to trigger the generator to start, but long enough that we lost the PLC and all the VFD drives and chemical feed pumps? Reset all the various components and brought the system back on line. Seems to be operating normally, but only time will reveal if there are any other hidden problems occurring within our WFF system. Even the SCADA computers lost their power and had to be rebooted? Very different type of exercise to keep our plant operational. We are glad that this event occurred during working hours and was not an event of deep, after hours occurrence. There was a lot of resetting of equipment and computers going on between the two of us. Ordered chlorine for next week.

Week 3. Received our Chlorine order. Looking up information about our Ranney collector system and putting together an in house report as to the last time the wells were inspected. We have a Ranney well inspection firm inquiring about offering to provide services to perform the inspection to help us know the health of our Ranney laterals and piping. I am finding these inspection, diving and cleaning services were last performed in 2002. I will not move forward with providing the specifications of the Ranney wells to the contractor until I have presented my research to my immediate directors for their review of the information and receive suggestions as to what they would like to do to move forward with this project.

Week 4 Had our City wide insurance provider on site to perform an inspection of our compressed air pressure vessels in the WFF. We have survived another month of healthy water production and look forward to the coming month of doing the same.

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

WWTP Monthly Operations and Maintenance Report

January 2017

To: Sue Nelson

From: Aaron Kunders

Secondary System Report

- All normal monthly routines complete.

Primary System Report

- 1/27-Vacuumed area around lagoon with trailer.

Pump Stations

- 1/11-PS#3-Pump #2 over temp alarm. Reset and will keep and will keep an eye on it.
- 1/12-PS#11-Tree across the street fell and covered the pump station. Public works down to clean up.
- 1/18-PS#6-Connected portable lift station to prevent flooding.

Sodium Hypochlorite System

- 3109 gallons used this month.
- 3470 gallons used last month.
- 1/5-Trouble shooting the difference in pumping capacity in the pumps. Found nothing obvious.
- 1/12-Hypo delivery. Approx. 4900 gallons.
- 1/18-Fixed North pump tubing to stop leak.

Call-outs

- 1/18-PS#6-Hole in discharge hose. Stewart in to replace.
- 1/20, 21-Stewart and Johnny in to set up and read off state required tests through the night.

Plant

- 1/4-Cleaning South contact tank.
- 1/4-Lab dishwasher smoking. Tim Illias came down and found complete failure.
- 1/5-Security alarm in shop went off at 1130. The alarm was disabled at the time. Called American Security and they came out to replace the transmitter on the 6th.
- 1/8-Found broken valve on headworks screen #2 from the freeze.
- 1/9-Found inline screen on water line on screen #2 leaking due to freeze. The ice pushed the gasket out.
- 1/24-Cleaning North contact tank.
- 1/26-Cleaning South contact tank.
- 1/26-Joint Maintenance here to fix storm grate that was damaged by snow plow.
- 1/27-Cleaned rock from channel in front of headworks screen #2.
- 1/30-McCoy Elec. here to replace motor on headworks screen #2, replace light on secondary building, and replace pendant on headworks hoist.

Pretreatment

- 1/26-Stewart and Johnny to ACWA meeting.

Other

- 1/11-Quarterlies this week.
- 1/13-Rescheduled part of the bioassay test due to UPS not picking up.
- 1/20-E-coli test above daily limit. Called DEQ and started mandatory resampling events.

Next Month

- Annual pretreatment report