

City of St. Helens

CITY COUNCIL

Regular Session Minutes

October 21, 2015

Members Present: Randy Peterson, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Susan Conn, Councilor
Ginny Carlson, Councilor

Staff Present: John Walsh, City Administrator
Jon Ellis, Finance Director
Crystal Farnsworth, Communications Officer
Margaret Jeffries, Library Director
Terry Moss, Police Chief

Others: Nicole Thill, Spotlight
Ed Burgmans
Austin P.
Tim Navarro
Eric Prochnow
Jacob Leal
E. Torres
Taylor Leal



7:00PM – Call Regular Session to Order – Mayor Peterson

Pledge of Allegiance – Mayor Peterson

Invitation to Citizens for Public Comment

No public comment.

Ordinances – Final Readings

A. **Ordinance No. 3197:** An Ordinance Amending the St. Helens Municipal Code Chapters 17.32 and 17.80

Mayor Peterson read Ordinance No. 3197 by title for the final time. **Motion:** Upon Locke's motion and Morten's second, the Council unanimously adopted Ordinance No. 3197. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

B. **Ordinance No. 3198:** An Ordinance Granting to Astound Broadband, LLC, A Washington Limited Liability Company and Wholly-Owned Subsidiary of Wave Division Holdings, LLC, a Non-Exclusive Franchise and Right to Construct, Operate, and Maintain a Data Communications Service Facility and Provide Telecommunication Services in the City of St. Helens, Oregon

Mayor Peterson read Ordinance No. 3198 by title for the final time. **Motion:** Upon Morten's motion and Carlson's second, the Council unanimously adopted Ordinance No. 3198. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

Award Bid for S. 4th Street & Park Way Storm Drain Reroute Project to Semling Construction, Inc.

Background:

The homes located on S. 4th Street between Cowlitz Street and Park Way have had a longstanding issue with storm runoff building up in the backyards. In 2014, a new sanitary pipe was constructed as part of the I&I Project, and the old sanitary line was converted to a storm drain and diverted to the existing storm system on S. 4th Street. However, the converted line was in such disrepair that it did not function as intended. However, there is a relatively simple solution that will utilize the new catch basin that was installed in 2014 and divert the storm water through a side yard out to the existing storm system on S. 4th Street.

Plans and specifications for this option were developed by the Engineering Department and a Request for Quotes (RFQ) was issued on September 23, 2015 with a submittal deadline of October 14, 2015. The following quotes were received:

FIRM	LOCATION	QUOTE
Semling Construction, Inc.	St. Helens, OR	\$23,938.00
TFT Construction, Inc.	Scappoose, OR	\$27,600.00
Landis & Landis Construction, LLC	Marylhurst, OR	\$43,970.00
Pacific Excavation, Inc.	Eugene, OR	\$49,800.00

The pre-bid estimate range was \$28,000 to \$35,000. The project is part of the projects identified in the 2015/2016 approved budget as Storm Drain Capital Improvements, GL 010-304-653400, with a total budgeted amount of \$100,000.

Recommendation:

Award the contract for the South 4th Street & Park Way Storm Drain Reroute Project, SD-156, to Semling Construction, Inc. as the lowest responsive bidder and authorize the Mayor to execute a Construction Contract for the South 4th Street & Park Way Storm Drain Reroute Project, SD-156. Contract will be at the rate prescribed in that firm's submitted bid, plus standard contingency.

Motion: Upon Locke's motion and Carlson's second, the Council unanimously awarded the contract for the South 4th Street and Park Way Storm Drain Reroute project to Semling Construction, Inc.

Award Contract for 2015 Asphalt Patching Project to S-2 Contractors, Inc.

Background:

Each year the Public Works Department compiles a list of locations where asphalt repair is required. These are typically areas where the Public Works crews have completed repairs, such as fixing a watermain break, or where new pipe has been installed, such as extending a storm drain line. Placing permanent asphalt after each repair or project is completed is not cost effective, so temporary asphalt is placed to restore use of the road until the permanent asphalt can be applied. Once there is enough work to develop a project, the Engineering Department prepares the project documents and collects quotes from qualified contractors to place the permanent asphalt and properly complete the repair of the roads.

A Request for Quotes (RFQ), including plans and specifications, was issued on October 5, 2015 with a submittal deadline of October 15, 2015. The following quotes were received:

FIRM	LOCATION	QUOTE
S-2 Contractors, Inc.	Aurora, OR	\$21,809.80

TFT Construction, Inc.	Scappoose, OR	\$25,417.90
ME Moore Construction, Inc.	St. Helens, OR	No Bid

The project is identified in the 2015/2016 approved budget as Road Patching Projects in Streets Operations and Maintenance, GL 011-011-523000, with a total annual budgeted amount of \$40,000.

Recommendation:

Award the contract for the 2015 Asphalt Patching Project, R-627, to S-2 Contractors, Inc. as the lowest responsive bidder and authorize the Mayor to execute a Materials & Services Contract for the 2015 Asphalt Patching Project, R-627. Contract will be at the rate prescribed in that firm's submitted bid, plus standard contingency.

Motion: Upon Conn's motion and Morten's second, the Council unanimously awarded the contract for the 2015 Asphalt Patching project to S-2 Contractors, Inc.

Approve and/or Authorize for Signature

A. Contract Payments

Motion: Upon Locke's motion and Carlson's second, the Council unanimously approved 'A' above.

Consent Agenda for Acceptance

A. Planning Commission Minutes dated August 11 and September 8, 2015

B. Accounts Payable Bill List

Motion: Upon Carlson's motion and Morten's second, the Council unanimously accepted 'A' through 'B' above.

Consent Agenda for Approval

A. Street Closure for Lil Spooks Parade – Close St. Helens Street from 1st to 3rd, 1st Street from St. Helens to Cowlitz and Cowlitz Street from 1st to Strand – October 31, 2015

B. Marijuana Related Business License Application Form

C. Community Impact Agreement Form for Marijuana Related Businesses

D. Accounts Payable Bill List

Mayor Peterson tabled item 'C' for additional review.

Motion: Upon Conn's motion and Carlson's second, the Council unanimously approved 'A,' 'B' and 'D' above.

Council Reports

Mayor Peterson reported...

- Nothing to report.

Councilor Conn reported...

- Nothing to report.

Council President Morten reported...

- Thanked the Boy Scouts for attending tonight's meeting.

Councilor Carlson reported...

- Invited all 6th to 12th graders to attend the St. Helens Youth Council Hallow "Teen" event on

October 24 at the Meriwether Place.

- Thanked Chief Moss for his service during the pumpkin lighting evening. She was very proud to call him the City's Police Chief after witnessing his conduct and calm during the evening.

Councilor Locke reported...

- There were many interesting comments heard from different groups today regarding Spirit of Halloweentown. He thinks it's time that all local groups get together to have a discussion. City Administrator Walsh was delegated with arranging for the groups to meet (SHEDCO, Chamber, and St. Helens Community Foundation). It was the consensus of the Council to hold a special meeting for discussion.

Department Reports

Police Chief Moss reported...

- Nothing to report.

Library Director Jeffries reported...

- Nothing to report.

Finance Director Ellis reported...

- A public forum for rate setting of the utility billing fees will be held November 4 at 6:30 p.m.

Communications Officer Farnsworth reported...

- Nothing to report.

City Administrator Walsh reported...

- Commended Police Chief Moss for his service at the pumpkin lighting. The Police Department and Public Works did a great job.

Adjourn - There being no further business, the meeting adjourned at 7:10 p.m.



ATTEST:


Crystal Farnsworth, Communications Officer


Randy Peterson, Mayor