

# City of St. Helens City Council

Work Session Minutes

September 5, 2018

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**Members Present:** Mayor Rick Scholl  
Council President Doug Morten  
Councilor Ginny Carlson  
Councilor Susan Conn  
Councilor Keith Locke

**Members Absent:** None

**Staff Present:** John Walsh, City Administrator  
Kathy Payne, City Recorder  
Matt Brown, Finance Director  
Sue Nelson, Public Works Engineering Director  
Neal Sheppard, Public Works Operations Director  
Brian Greenway, Police Chief  
Sam Erskine, City Prosecutor  
Amy Lindberg, Municipal Court Judge  
Tina Curry, Event Manager

**Others:**

Agnes Petersen	Leah Tillotson	Morris Malakoff
Al Petersen	Nicole Thill	Ed Achziger
Kannikar Petersen	Andrea Lindberg	Alex R.
McKenzie Carlson	Kayla Lee	Kennedy Brown

1) **Call Work Session to Order - 1:00 p.m.**

2) **Visitor Comments - Limited to five (5) minutes per speaker**

- ◆ Agnes Petersen. She distributed and reviewed a packet of information referencing sections of the St. Helens Municipal Code. A copy is included in the archive meeting packet. Agnes suggests having our attorney attend meetings for legal advice. She referenced the section on how the Council is to handle a tie vote after a Planning Commission decision is appealed. It should have reverted back to the Planning Commission decision of denial.

Mayor Scholl responded that they held deliberations open to get legal advice. All parties were notified.

- ◆ Simon Date, McKenzie Carlson, Kayla Lee, and Kennedy Brown, representing St. Helens High School Girls Soccer team. They thanked the Council for their support and handed out team shirts and posters.
- ◆ Ed Achziger. He feels the City is remiss in handling handicap parking issues. Handicap parking is very limited downtown. Downtown activities often block handicap parking and then there's nowhere to park. There's no handicap parking in front of the theater. Kozy Korner only has one handicap spot at the very end by the bar. The Olde School has no

handicap parking. The fastest growing population is disabled people and need the access. He is requesting handicap parking in front of his apartment at 30 Cowlitz Street.

### 3) **Discussion Topics**

#### 3.A **Opposition to Proposed Barricade at Milton Way & Columbia Blvd. - Brian Gardner**

Brian Gardner was in attendance to propose a different plan for the intersection at Milton Way and Columbia Blvd. A copy is included in the archive meeting packet. He suggests the speed be addressed in that area. It is only 20 MPH between the highway and S. 18<sup>th</sup> Street. He does not want access to be eliminated crossing Columbia Blvd. going south on Milton Way.

#### 3.B **Spirit of Halloweentown Activities Update - Tina** Event Manager Tina Curry was in attendance to give the Council an update.

- People are really excited about the wayfinding signs that will be going up around town.
- Thanked Cascadia Home Loans for sponsoring the new map.
- Drake's Towing wants to know how he can become the official towing company for St. Helens. His tow yard is outside City limits but his operating office is inside the City. Discussion ensued. Council directed staff to move forward with a draft RFP.
- 13 Nights on the River
  - They are close to being in the black for the first time in about three years.
  - She has received comments from people who really liked the different band line-up this year.
  - Had to repair some of the equipment that was not working.
  - Follow-up vendor meeting next week.
  - Next year they will have dancers representing different nonprofits competing to win a donation for their cause. That will encourage people to start dancing.
  - Work with the Recreation Program to have activities for teens in the Courthouse Plaza.
- Spirit of Halloweentown
  - Working with various nonprofits to be vendors and help with parking.
  - Stephanie Patterson is no longer the SHEDCO liaison. She has been busy organizing the vendor area and coordinating the coin challenge.
  - Public Works is preparing to help.
  - The Festival of the Fairies passes are the number one seller. New props and actors are coming, including two actors from Grimm.
  - Spreading out the celebrity involvement over multiple weekends, including the cast from Halloweentown.
  - Kalabar from Halloweentown will be officiating a wedding on the last weekend.
  - The complete agenda is on [www.discovercolumbiacounty.com](http://www.discovercolumbiacounty.com).
  - Uptown merchants
    - Museum is moving to the Chamber building.
    - Using the shuttle seven days a week to transport visitors uptown to participate in the coin challenge and shop.
  - Adding to the experience of the alien crash.
  - Reaching out to national media.

#### 3.C **4th Quarter Financial Report - Matt** Finance Director Brown reviewed the Financial report. A copy is included in the archive meeting packet.

### 3.D 4th Quarter Municipal Court Report - Matt

Finance Director Brown reviewed the Municipal Court report. A copy is included in the archive meeting packet. Brown pointed out that the Council will see changes on the next report based on a new judge and new prosecutor. Councilor Carlson pointed out the need for Court staff to participate in the CIT training. Chief Greenway will follow-up on that need with the CIT coordinator. Councilor Locke would like to move forward on coordinating meetings with local judges and law enforcement.

Discussion about speeding through residential areas. Chief Greenway talked about his goal to make St. Helens the safest community in America. That starts with the community following traffic laws. He has informed his officers that they don't have to issue citations every time but they need to educate and share their goal.

### 3.E Review New Job Description for Youth Program Lead - Matt

Finance Director Brown reviewed the Youth Program Lead job announcement and description. A copy is included in the archive meeting packet. Almost 20 students have expressed interest and registered for the after school program at Lewis and Clark Elementary School. The program is set to start in October. As far as expenses, they will break even at 5.2 kids. He elaborated on expenses and revenue. He hopes to create a sustainable program. They are looking into grants and scholarships for families unable to afford the service.

### 3.F Assignment of Voting Delegate & Alternate for LOC Conference

Council President Morten volunteered to be the voting delegate and Mayor Scholl volunteered to be the alternate.

## 4) Department Reports

Police Chief Greenway reported...

- The first First Thursday meeting will be held October 4 at 7 p.m. in the Columbia Center Auditorium. This is an opportunity for the community to meet officers, discuss a topic, and have time for questions and answers.
- Attended the first Spirit of Halloweentown public safety meeting two weeks ago. They are ready for October. He, Lt. Hogue, and Tina Curry will meet tomorrow to review a detailed plan.
- St. Helens School District has donated a trailer to the City. He is working with Brown and Walsh to move the trailer from the school property to the Police Department. The size of the police station is detrimental to operations and service. It is a temporary fix. Brown anticipates October or November to move the trailer. He is gathering quotes now.
- The CIT grant was extended.
- The body-worn camera contract is up for renewal. The contract is on tonight's agenda for approval.

Public Works Engineering Director Nelson reported...

- Public comment was received earlier tonight for additional ADA compliant parking spaces. The City does add those when the opportunity is there. However, they have to meet certain width and loading requirements. Over the last two years, seven handicap parking spaces have been added in the area between the Plaza and the end of Strand.
- Brian Gardner expressed concerns about a proposed barricade at Milton Way and Columbia Blvd. That was a recommendation from the 2011 Transportation System Plan based on comments from the public and Council. It does not mean that it will happen

and can't be changed. There are no plans to make changes to that intersection at this time. They will seek public input if they decide to change it. Council directed staff to look into the legal information Brian submitted about changing the use of the right-of-way.

Discussion of parking stripes being the wrong direction in front of the Chamber building.

Public Works Operations Director Sheppeard reported...

- There are no handicap spaces at the Olde School because the front is not handicap accessible. The handicap spaces are on the side of the building where the handicap access is located.
- The plumbing was installed today for the restroom at Grey Cliffs Park.

Judge Lindgren and Prosecutor Erskine reported...

- Updated the Council on what has been happening since they started in July.
  - Reviewed current policies.
  - Separated court and prosecutor files.
  - Tackling the backlog.
  - Seeking defense attorneys.
  - Working with the Police Department. Sgt. Eustice is the Court liaison.
  - Reviewing presumptive fines. City assessments were prohibited by a House Bill in 2011.
  - Court will be changing to Mondays and Thursdays in October.
  - Have been meeting with local contacts.

Finance Director Brown reported...

- Update on the FARA building. The roof needs to be done before winter. The lowest bid was \$18,000. Flooring, doors, windows, landscaping, siding, painting, and parking also need to be done. Discussion needs to be had about the use of the building; recreation center, event rental space, partner agency space for meetings, etc. His goal for funding the improvements is grants. Mark Comfort will be helping with some of the projects.

City Recorder Payne reported...

- The November 21 Council meeting is the day before Thanksgiving. Discussion ensued about changing the meeting date. The Council concurred to cancel that date and schedule a special work session for November 15 at 1 p.m., directly followed by the regular session.

City Administrator Walsh reported...

- The alien crash landing site story will be a great addition to Spirit of Halloweentown.
- Out of 14 submittals from Oregon, Senator Wyden and Senator Merkley have selected St. Helens as one of their top picks to move forward in the Build Transportation federal grant. It continues to look encouraging.
- The funding for the lagoon project is moving forward.
- Participating in the regional tourism initiative.
- Casey Wheeler has asked if the City wants to sponsor a team for the Barbara Bullis golf tournament. Parks Commissioner Jerry Belcher has stepped up as the fourth.
- Urban Renewal meeting tonight at 6:30 p.m.
- Working with Tokola Properties on pre-development. The grant is an additional incentive for their project.

## 5) Council Reports

Councilor Locke reported...

- Attended the cannabis summit held by the State a couple weeks ago. They talked about limiting permits. Right now there is an over production. It could be detrimental to the City.
- Someone is interested in renting an office space on the Mill site. ACSP has shown interest but he's not sure when. The person interested is working with Cascades. Locke told him to submit a proposal and he may be able use it temporarily.
- Chief Greenway talked about the First Thursday meetings. He mentioned seeking sponsors to provides cookies and drinks. Locke suggested Council discretionary funds to help pay for that. No objection from Council.

Councilor Carlson reported...

- Chief Greenway talked about being a safe community. She has recently seen a campaign with signs marked "20 is Plenty" in residential areas around Portland, Tigard, and Gresham. She would like to find out more information about that safety campaign. Council President Morten suggested the Parks & Trails Commission discuss that at their next meeting.

Councilor Conn reported...

- Scarecrow contest information will be distributed this week and next.
- She was recently appointed to the Chamber of Commerce Board representing the City. They moved their meeting to today at 3 p.m., so she is missing her first meeting.
- Recently toured the County parks with the Regional Tourism Group. She was amazed at the fantastic recreational opportunities that already exist.
- She wrote two letters of support for art project grants. She hopes to see more community involvement in the arts.
- Morten suggested that the Arts & Cultural Commission (ACC) send two of their members to the LOC Conference. Council was in consensus to pay the registration fee for two ACC members.
- Attended the Economic Development Summit. They discussed cannabis, climate change, and education.
- Has been invited to attend the regional CIT conference, October 9-12 in Kennewick, Washington. Council was in consensus to approve her attendance.

Council President Morten reported...

- Patrick Birkle testified about the desire to move work sessions to the evening to allow more community members to participate. Morten agreed and would like to see it change. He suggested a public forum to hear what the community thinks about changing it.
- The FARA building needs upgrades, including landscape. He also noticed the Cascade Tissue sign across the street with dead trees leaning against it. Something has to happen to the sign. It's our Industrial Park. Cascade Tissue is a leasee.
- The Grey Cliffs Park restroom is really going to help the kayak and canoe launch area.
- He is crossing his fingers that the weather holds out for the Veterans Park construction. The target date is Veterans Day, 11/11 at 11 a.m.
- Took a tour of Sand Island on Monday afternoon. It is clean, clean, clean. The yacht club that was there really did a lot of clean-up work. Kudos to them.

Mayor Scholl reported...

- The City/County dinner was excellent. Columbia County is working together cohesively and moving forward as a whole.
- He suggested holding a "meet the Council" once per quarter. He's concerned about moving work sessions later in the evening, making for a much later night.

6) **Other Business**

7) **Adjourn** – 3:26 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

  
Kathy Payne, City Recorder

  
Rick Scholl, Mayor