

City of St. Helens

City Council

Regular Session

May 16, 2018

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

Members Absent: None

Staff Present: John Walsh, City Administrator
Kathy Payne, City Recorder
Matt Brown, Finance Director
Neal Sheppard, Public Works Operations Director
Sue Nelson, Public Works Engineering Director
Jacob Graichen, City Planner
Tina Curry, Event Manager

Others:	Al Petersen	Amanda Normine	Destiny Ryder
	Rich Bailey	Ellen Bailey	Daniel Koepke
	Brenda Stoddard	Doug Boyes	Kannikar Petersen
	James Kessi	Shawna Stroup-Harrison	Stephanie Patterson
	Paul Barlow	Trina Romero-Hash	Ken Forcier
	Garrett Lines		

1) **Call Regular Session to Order - 7:06 p.m.**

2) **Pledge of Allegiance**

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

- ◆ Al Petersen. Reviewed a slideshow presentation from SHEDCO. A copy is included in the archive meeting packet. They are rolling out a new mobile app. It's a cross between a trivia game, Pokémon Go, and a treasure hunt bringing people into local businesses. They have partnered with the Columbia County Museum Association. They also plan to partner with Columbia County Keep it Local to take it county-wide. The Columbia County Cultural Coalition Board is very excited about this going county-wide. The app walks you around town. You earn points to win prizes. The name of the app is Actionbound. It will be very helpful to visitors. He encouraged Council to try it.

Mayor Scholl asked if SHEDCO will be working with the merchants to offer special deals in their stores. Amanda Normine said they are working with the businesses. The first step is reaching out and making them aware of the use of technology and mobile devices. Amanda would like to see it added to Discover Columbia County and be promoted by the City. They are also looking for sponsors, if the City is interested.

- ♦ Ken Forcier. He spoke with the Council a couple weeks ago about the Flying Eagle canoe. He distributed a request to use the canoe.

Council was concerned about the liability insurance. Council directed Finance Director Brown to look into the insurance and get back to Ken. Discussion of canoe ensued.

- ♦ Garrett Lines. He is here to address something that came up in the second to last Budget Committee meeting. Quite a bit of time was spent discussing funds for parks maintenance and improvements. One idea was an assessment on utility bills. The Committee was informed that a survey would go out asking for input on that idea. However, the survey that was released asked how much users would be willing to pay for recreation. It did not indicate that it would be an assessment on their bill. He felt that was misleading. He would like it to be more direct for how it's billed and what it's for.

Councilor Conn clarified that the survey was for recreation and not parks maintenance. Mayor Scholl concurred. Council acknowledged the funding confusion. Discussion ensued.

4) **Annual Report from Bicycle & Pedestrian Commission (BPC) - Paul Barlow**

Paul Barlow reviewed his report.

- Participated in the May Bicycle Safety Month by visiting fifth graders at McBride and Lewis & Clark elementary schools. Helmets were distributed to those who needed them. They talk about rules of the road, visibility, and safety. They distribute about 100 helmets between the two schools.
- Plan to participate in Citizens Day in the Park again this year.
- Plan to participate in the October bike ride/scavenger hunt again this year.
- Columbia Century Challenge begins and ends in Scappoose this year.
- Ben Tiscareno is working with Associate Planner Dimsho on a bike rack inventory along Mainstreet. Have identified a grant to install additional bike racks.
- Ben Tiscareno is going to attend a Grant Writing Workshop on May 23.
- Provide input for park trails.
- Will be merging with the Parks Commission.

Councilor Carlson asked about the BMX track? Barlow responded that they had an issue with the gate system that delayed the opening. They plan to start racing this Saturday.

Barlow talked about the importance of BPC members making a difference in the community, such as the school partnership. When recommendations go to the Council, it would be nice to have follow-up.

Councilor Conn asked if the BPC has any suggestions on how to handle bicyclists riding on the sidewalks or against traffic in the Houlton area. Barlow responded that it's likely to avoid the hill on St. Helens Street. Enforcement is hard.

5) **Deliberations: 18 Lot Subdivision / Planned Development at 34759 Sykes Road and Surrounding Undeveloped Property (Bailey)**

Mayor Scholl expressed how the development meets Code requirements. He finds it shocking that neighbors resist vacant property being developed. St. Helens is growing.

Councilor Conn acknowledged the Planning Commission's unanimous recommendation of approval with conditions.

Council President Morten appreciates Daniel's sincere testimony. However, it lacked concrete Code references. Morten is in support of the applicant.

Councilor Carlson pointed out that the proposal meets Code requirements. They have to make their decision based on those Codes.

Councilor Locke announced his resignation effective the end of this year. He's now living here and Salem. The lots are smaller and more expensive in Salem.

Motion: Upon Conn's motion and Morten's second, the Council unanimously accepted the Planning Commission's recommendation of approval with conditions.

6) **Proclamations**

- 6.a National Police Week - May 13-19, 2018 / Peace Officers Memorial Day - May 15, 2018
- 6.b National Public Works Week - May 20-26, 2018

Mayor Scholl read the proclamations into the record.

7) **Resolutions - DELETED FROM AGENDA**

- 7.a Resolution No. 1814: A Resolution Establishing Local Limits for Discharge of Pollutants into the City of St. Helens' Publicly Owned Treatment Works

8) **Approve and/or Authorize for Signature**

- 8.a Contract with High Cascade Inc. for 'Section-28' Timber Sale
- 8.b Contract with CXT, Inc. for Purchase of Pre-Fabricated Restroom for Grey Cliffs Park
- 8.c Contract Payments

Motion: Upon Conn's motion and Locke's second, the Council unanimously approved '8a' through '8c' above

9) **Re-Appoint Margaret Jeffries to Columbia Foundation Board**

Motion: Upon Conn's motion and Carlson's second, the Council unanimously approved '9' above.

10) **Consent Agenda for Acceptance**

- 10.a Planning Commission Minutes dated April 10, 2018

Motion: Upon Locke's motion and Carlson's second, the Council unanimously approved '10a' above.

11) **Consent Agenda for Approval**

- 11.a Council Work Session, Executive Session, Public Hearing, & Regular Session Minutes dated April 16, 2018 and May 2, 2018
- 11.b Recreation Coordinator Job Description
- 11.c Recreation Assistant Job Description
- 11.d Accounts Payable Bill Lists

Motion: Upon Carlson's motion and Conn's second, the Council unanimously approved '11a' through '11d' above.

12) **Mayor Scholl Reports**

- Thanked Police and Public Works for their service.

13) **Council Member Reports**

Council President Morten reported...

- Approaching graduations. Excited about attending the senior assembly and presenting the Columbia Learning Center Chance to Become Award.

Councilor Conn reported...

- Nothing to report.

Councilor Carlson reported...

- Thanked the audience members for attending. The testimony was meaningful. She appreciates seeing participation in the process.
- Thanked Paul Barlow for his participation on the BPC.

Councilor Locke reported...

- Congratulations to SHEDCO for coming up with a great program and following their mission.

Youth Councilor Ryder reported...

- Need a banner to display at events. He will be working with Bemis to have it made.
- Partnering with the school district to assist with the Recreation program.

14) **Department Reports**

City Administrator Walsh reported...

- Nothing to report.

City Recorder Payne reported...

- Nothing to report.

Finance Director Brown reported...

- Almost 700 responses have been received for the survey. There was discussion at the Budget Committee about the demographics being reached. He believes that every demographic was reached with the large number of responses.
- Asked the Council to think about when they would like to hold a Recreation Program Public Forum. He suggests moving to a larger facility.
- The Budget Committee discussed property taxes and the cost to residents. He reviewed the General Fund revenue and the cost to property owners.

Library Director Jeffries reported...

- Nothing to report.

Public Works Operations Director Sheppard reported...

- Nothing to report.

Public Works Engineering Director Nelson reported...

- Thanked Council for the proclamations.
- Very proud of Public Works crews and the great work they do.
- Public Works Appreciation breakfast on Friday morning.

15) **Other Business**


- ♦ Tina Curry. Contacted Western Fireworks and they cannot guarantee the ability to do it on Sand Island. They recommend doing it on the Waterfront property this year. They would have to repack all of the fireworks and re-assign staff if it was moved. In addition, Coast Guard needs 120 day notice to approve the permit.
- ♦ Trina Romero-Hash. She owns a building and business in the Houlton District. She would like St. Helens to have more than just Spirit of Halloweentown. The Festival of the Fairies was something new and different. She hears from visitors at her business who want more activities such as the Pirate Festival and Festival of the Fairies. Columbia River is amazing and needs to be shown off. Life and fun need to be brought back.


Councilor Conn agreed with the need to have more festivals in town. She would also like to see public step forward and bring the activities, like what was done in the past.

16) **Adjourn** – 8:25 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:


Kathy Payne, City Recorder


Rick Scholl, Mayor