

City of St. Helens City Council

Regular Session Minutes

June 6, 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
Margaret Jeffries, Library Director
Terry Moss, Police Chief
Jenny Dimsho, Associate Planner
Tina Curry, Event Manager

Others: Leah Tillotson Eric Zahl
Nicole Thill Nina Reed
Aaron Martin

12) **Call Regular Session to Order – 7:00 p.m.**

2) **Pledge of Allegiance**

3) **Visitor Comments – Limited to five (5) minutes per speaker – None**

4) **DELIBERATIONS: 2018 Community Development Block Grant Notice of Intent for Food Bank**

Discussion of the need to expand and support the Food Bank. It was the consensus of the Council to move forward with the Grant process.

5) **DELIBERATIONS: FY 2017/18 Supplemental Budget**

No concerns from Council. The resolution is on tonight's agenda for approval.

6) **DELIBERATIONS: FY 2018/19 State Revenue Sharing & Budget**

Discussion of State Revenue Sharing funds and those being available throughout the year by the discretion of Council. The resolution is on tonight's agenda for approval.

7) **Resolutions**

7.a Resolution No. 1814: A Resolution of the City of St. Helens Supporting the Fair Housing Program

Motion: Upon Conn's motion and Morten's second, the Council unanimously adopted Resolution No. 1814. [AYES: Scholl, Carlson, Conn, Locke, Morten; Nays: None]

7.b Resolution No. 1815: A Resolution Establishing a Police Officer Career Commitment, Residency & Longevity Reward Program

Motion: Conn moved to adopt Resolution No. 1815. Locke seconded.

Discussion. Chief Moss explained the program.

Vote: Scholl, Carlson, Conn, Locke, and Morten in favor; none opposed; motion carries.

7.c Resolution No. 1816: A Resolution Authorizing an Interfund Loan in the Amount of \$240,000 between the General Fund and Visitor and Tourism Fund for Fiscal Year 2017-18

Motion: Upon Locke's motion and Carlson's second, the Council unanimously adopted Resolution No. 1816. [AYES: Scholl, Carlson, Conn, Locke, Morten; Nays: None]

7.d Resolution No. 1817: A Resolution Authorizing an Interfund Loan in the Amount of \$1,700,000 between the Storm Fund and Sewer Fund for Fiscal Year 2017-18

Motion: Upon Morten's motion and Conn's second, the Council unanimously adopted Resolution No. 1817. [AYES: Scholl, Carlson, Conn, Locke, Morten; Nays: None]

7.e Resolution No. 1818: A Resolution of the City of St. Helens Authorizing Designation of the South Columbia County Enterprise Zone

Motion: Conn moved to adopt Resolution No. 1818. Carlson seconded.

Discussion. Mayor Scholl is hesitant because St. Helens does not seem to get the same attention as other agencies. Council President Morten agreed. The draw for industrial businesses is Scappoose. The state senator and the airport in Scappoose make a big difference.

Vote: Scholl, Carlson, Conn, Locke, and Morten in favor; none opposed; motion carries.

7.f Resolution No. 1819: A Resolution of the Common Council of the City of St. Helens, Oregon, Adopting a Supplemental Budget for Making Appropriations for Fiscal Year 2017-18

Motion: Upon Locke's motion and Carlson's second, the Council unanimously adopted Resolution No. 1819. [AYES: Scholl, Carlson, Conn, Locke, Morten; Nays: None]

8) **Award Bid/Contract**

8.a Annual Street Striping Project to Apply-A-Line, Inc. for \$21,651

Motion: Upon Carlson's motion and Locke's second, the Council unanimously approved '8a' above.

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

- 9.a Extension of Contract with Metro Presort Inc. for Bill Printing and Mailing Services
- 9.b Contract with Duke's Root Control, Inc. for Sanitary Sewer De-Rooting Services
- ~~9.c Matzen Subdivision System Development Charge Credit Agreement~~
- 9.d Dedication Deed to Accept Public ROWs from the St. Helens School District
- 9.e Final Plat for the Matzen Subdivision
- 9.f Access Easement Agreement with St. Helens School District
- 9.g Contract Payments
- 9.h [RATIFY] Agreement with Alta Planning + Design, Inc. for Grant Writing Services for a BUILD FY 2019 Grant Application for Funding Riverfront Boardwalk Project

Motion: Upon Locke's motion and Conn's second, the Council unanimously approved '9a' through '9h' above.

10) **Consent Agenda for Approval**

- 10.a OLCC Licenses
- 10.b Accounts Payable Bill Lists

Motion: Upon Conn's motion and Morten's second, the Council unanimously approved '10a' and '10b' above.

11) **Mayor Scholl Reports**

- A Portland Community College meeting is scheduled to discuss building a facility in Columbia County. It's a long overdue process.

12) **Council Member Reports**

Council President Morten reported...

- Asked for a status update of the parking on S. 1st Street. He would like to be able to inform business owners. Public Works Engineering Director Nelson will report at the next meeting with proposals, including cost involved. Morten also would like to review the time limitations to park vehicles in the City right-of-way. Nelson responded that there is no time limit, unless it's posted otherwise, as long as the car is operational and has current tags.
- Spoke of public comments made during meetings. In the past, visitors have asked questions and were not addressed right then. He thinks it would be appropriate to deliberate and respond at the time it comes up. Councilor Carlson was not at the work session earlier so doesn't know what came up but she said immediate responses should depend on the questions that come up. Discussion ensued.

Deliberations on the Requests to Waive SDCs that was brought up at the work session. The Council wanted to wait until Councilor Carlson was in attendance. Public Works Engineering Director Nelson distributed and reviewed an updated SDC worksheet.

Motion: Conn moved to waive the SDCs for Columbia County Self-Help Housing Project and the next Habitat for Humanity home. Morten seconded. Conn, Morten, Carlson, and Scholl in favor; Locke abstained; none opposed; motion carries.

Councilor Locke reported...

- Need to set up a special meeting for a sales contract. A public hearing will be scheduled for June 20, 2018 at 5:45 p.m.
- Public Works is performing work on the St. Helens Industrial site.
- Cascades was able to get the clarifier going this afternoon. They should not be dumping into the pond anymore.

Councilor Carlson reported...

- There were more people than she expected to see at the first movie night. Youth Council made about \$200 selling snacks. It's good to see the partnership between the City, school district, and community.
- Chief Moss will be presenting an inspiring message to the eighth graders at the middle school.
- Kiwanis Parade is next Saturday. She hopes to have the City truck for the Youth Council to ride. It was the consensus for Scholl or Morten to drive the truck, and Youth Council and Shanna representing the Recreation Program to ride in the back.
- Attended a parade in Portland today. It's a good show of community support.

Councilor Conn reported...

- The Arts & Cultural Commission held a public hearing for the art bike rack proposed to be placed at the future site of the Food Bank. There were no comments. They recommended proceeding with the installation. Council concurred.
- She, Carlson, and Moss attended the NAMI walk to help fund mental health resources. She encouraged everyone to add it to next year's calendar.
- Attended the City County Dinner hosted by the Port of St. Helens. There were fewer than normal in attendance. St. Helens will be hosting next time.
- Participating in the Suicide Prevention Taskforce. A presentation was held last week that reviewed the benefits. It's focused on decreasing violence and bullying, finding support, networking, etc.

Youth Councilor Ryder reported...

- Youth Council sold concessions during Saturday's movie night. He thanked Mayor Scholl for letting them borrow his ice chest. More of the most popular snacks will be purchased for the next movie night. Thank you to Brown and the other volunteers for helping at the event.
- They will be volunteering at 13 Nights on the River tomorrow.

Mayor Scholl acknowledged Aaron Martin who entered the meeting late.

- ◆ Aaron Martin, attorney in St. Helens. He addressed homeless camping on public property in the City. An arrest was made and all of the belongings were thrown away. After being released there was nowhere to go.

Councilor Carlson was concerned about the belongings being thrown away. She understands that storing it is difficult. Other communities have used funding to supply a clean sleeping bag. That way they're not released empty-handed. Councilor Locke added that the Police Department does have policies in place to hold their belongings until they're released. They don't always come back for them.

13) Department Reports

Chief Moss reported...

- Agreed with what Locke stated about Police Department policy. They have multiple backpacks, bags, shopping carts full of belongings, etc. They are sympathetic to the issue.
- Addressed the Suicide Prevention Taskforce that Conn talked about. Just in the last three or four years, this community has really evolved with support. There's a lot to be proud of. Thank you to Conn for being part of that.
- He appreciates the Council approving the resolution in support of police officer retention. He looks forward to seeing how that evolves.
- Last week, Joe Errante passed away. He was one of the very first CERT volunteers. He attends almost every event CERT participates in. He was a true public servant.

Public Works Engineering Director Nelson reported...

- Nothing to report.

Public Works Operations Director Sheppard reported...

- Nothing to report.

Library Director Jeffries reported...

- The Library has its own Facebook and Twitter account now. Communications Officer Crystal Farnsworth is doing a fantastic job. It's nice to have the social media presence. Jeffries thanked Council for restructuring her duties and availability to work directly with departments.

Finance Director Brown reported...

- The recreation coordinator and assistant positions close on Friday. Is anyone interested in participating on the interview panels? Conn volunteered.
- He and Utility Billing, Banking, and Court Specialist Shanna Duggan are excited to view the FARA building and see what the potentials are for a community/recreation center. He hopes to return with a sustainable proposal at the next meeting. Morten volunteered to visit the building with staff.

City Recorder Payne reported...

- Nothing to report.

Event Manager Curry reported...

- Talked about nonprofit groups wanting to be involved in 13 Nights and 4th of July. Some of them are asking for fees to be waived. Discussion. Councilor Locke said he used to allow nonprofits to participate for free. It can be a problem if there's too many. He suggested that the number be limited and they take turns.
- Asked if there is a policy in place for businesses in town to be made a priority. For instance, she tries to find a business in town first. If there's not one available, she'll reach outside of town. Council agreed that businesses in town are given the priority, as long as the cost is double. Discussion of towing companies ensued. Morten suggested staff conduct further research.
- Visited businesses around town about parking. Will report at a future meeting.

City Administrator Walsh reported...

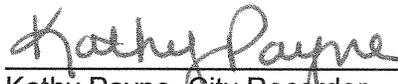
- Suggested parking be managed more efficiently before creating additional parking at the end of Strand Street. Need to work with merchants to create a program of efficient parking.

14) **Other Business**

15) **Adjourn** – 8:32 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:



Kathy Payne, City Recorder



Rick Scholl, Mayor