# City of St. Helens

Consent Agenda for Approval

# CITY COUNCIL MINUTES

Presented for approval on this 16<sup>th</sup> day of December, 2020 are the following Council minutes:

# 2020

 Work Session, Executive Session, and Regular Session Minutes dated December 2, 2020

# **After Approval of Council Minutes:**

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# **COUNCIL WORK SESSION**

Wednesday, December 02, 2020

# **DRAFT MINUTES**

### **MEMBERS PRESENT**

Mayor Rick Scholl Council President Doug Morten Councilor Keith Locke Councilor Stephen R. Topaz

### **MEMBERS ABSENT**

Councilor Ginny Carlson

#### STAFF PRESENT

John Walsh, City Administrator

Matt Brown, Assistant City Administrator

Kathy Payne, City Recorder

Lisa Scholl, Deputy City Recorder

Mouhamad Zaher, Public Works Director

Sue Nelson, Public Works Engineering Director

Rachael Barry, Government Affairs & Project Support Specialist

Crystal King, Communications Officer Jacob Graichen, City Planner Jenny Dimsho, Associate Planner Bill Monahan, City Attorney Tina Curry, Event Coordinator

# **OTHERS**

Lynne Pettit Paul Vogel Brady Preheim Tim Goodman

### CALL WORK SESSION TO ORDER - 1:00 p.m.

## **VISITOR COMMENTS** - Limited to five (5) minutes per speaker

Brady Preheim. The agenda lists a presentation from the Columbia County Economic Team (CCET). He is opposed to the request. The new director has done a better job than the previous one. However, Brady is unhappy that the director has falsely stated that Mike Seely approves and supports the Port Westward rezoning. That is a lie, and he should be terminated.

City Administrator Walsh pointed out that CCET Director Paul Vogel will be on later and can respond.

## **DISCUSSION TOPICS**

# 1. Comcast Franchise Agreement Discussion - Matt/John

1:03 p.m.

Assistant City Administrator Brown introduced Comcast representative Tim Goodman.

City Attorney Bill Monahan reviewed the expired franchise agreement. He has been working on revising it. A memo is included in the archive meeting packet listing the major changes.

- 10-year extension
- same franchise rate

- clarified language about responsibilities
- increase in insurance requirements
- allows for City to request a report of complaints

The current agreement includes a requirement for a customer service office in the City to be open 40 hours a week. It allows for relocating the office in the County with a 60-day notification to the City and customers. Comcast is requesting that requirement be removed. They propose to operate with less physical contact, as many are doing with COVID. Techs will help deliver equipment.

Councilor Topaz pointed out that the pandemic is temporary. Can the customer service office re-open following the pandemic? Monahan responded that the language is proposed by Comcast. Comcast has not made this decision lightly. They want to provide the best customer service they are able to, and are requesting the change. Not a lot of customers go into the office. Most consumers prefer contactless assistance.

Mayor Scholl pointed out that they were supposed to give a 60-day notice to both the City and customers to close the office and they did not do that. He had an issue and went back and forth to the office for a new equipment. If the office were not there, it would have taken more time. This is difficult for elderly who do not drive and need new parts. Service is going down to increase profit. It is not fair for notice to not be made and a public hearing to not be held.

Council President Morten concurred with Mayor Scholl. He is concerned about citizens who need help. He talked about the problems he has experienced with Comcast. He does not recall receiving a notice as a subscriber. Moving out of the City and County is a blatant breach of contract. He asked if Comcast is a member of the Joint Utilities Association of Oregon. They help resolve these kinds of disputes. He would like to see resolution before signing a new contract.

Comcast representative Tim Goodman spoke to the potential breach of contract. That is part of the current franchise if they tried to close it now. There are certain requirements that they must maintain, including the customer service office in the County. Right now, they are talking about a new franchise with that requirement going away. The store has been closed since mid-March because of COVID. If the franchise is renewed as proposed, they would likely close the office permanently. Mayor Scholl expressed his concern about them making that decision with the excuse of a pandemic. Tim responded that is not true. The proposal was done well before the pandemic hit. It is a business decision. In 2018, they averaged 16 visits a day and in 2019, there were 15 visits a day. That is not enough to remain open. There are many ways to do it now without going to the store. If they decide to close, they are required to notify jurisdictions and customers. He no longer has an office because of COVID.

Discussion of notice. Notice has not been sent because a permanent decision has not been made. The only notice that went out was the temporary COVID closures.

Mayor Scholl emphasized the need for quick service with so many customers having to work from home right now. Councilor Topaz added that older people need to meet with support face-to-face. They do not work as well over the phone.

Council President Morten expressed his disappointment that Comcast is only looking out for their financial impact and not their customers. He recommends passing it on to their Board that they will lose customers. Tim explained that technicians will go to houses and help. They are rated on their customer service. Their biggest initiative is to provide the best customer service. It is a business decision based on not getting the traffic in the store.

Discussion ensued about the store. Councilors emphasized the need for customer service and communication. Tim explained that the store would be open right now if it was not for the pandemic. A majority of stores have been closed. Staff has been very diligent about requesting data and information.

He is fairly certain that notice was sent about the temporary closure. Mayor Scholl went back to the fact that they could have stayed up and followed governor's orders. Tim responded that it was closed for employee and customer safety. Mayor Scholl represents all the citizens of Columbia County that will be affected. Councilor Topaz pointed out that this will close the customer service office as well as the stock of supply. Tim confirmed that techs are working out of their homes now. They receive equipment mailed to them or they pick it up.

Mayor Scholl asked if Tim has the authority to keep the store open. Tim responded that he does not. He emphasized that customers or Council can contact him directly if they have unresolved issues.

Tim acknowledged that the staff that is working hard for the City.

This is on tonight's agenda.

# **2.** Enterprise Zone Sponsor Requests - *Paul Vogel, CCET Executive Director* 2:09 p.m.

Paul Vogel, CCET Director. The request is for the City, as a Zone Sponsor of the South Columbia County Enterprise Zone, to authorize an application by Cascades Tissue for a new Enterprise Zone exemption. This is for expansion of two new lines and 21 employees. They do meet and exceed the payroll requirements for a five-year exemption. A copy of the request is included in the archive packet for this meeting. CCET is glad to see the expansion. It is a \$14 million investment.

Council President Morten asked how the City of St. Helens benefits from this. Paul responded that the Cascade plants are interconnected. There is an application fee that goes into the betterment fund to partially support the CCET Management. This will add to the tax rolls and creates 21 new jobs. Benefits decrease if they do not sustain that employment number.

Paul addressed Brady's earlier comment. When the CCET Board voted in favor, he organized materials. He was given a letter that Mike Seely was no longer in opposition. Paul spoke with him and Mike voiced his concerns but said he is not opposed to industry. They have removed the bullet that was in an earlier memo.

Paul gave a couple CCET updates:

- Completed the award notifications for round four of the small business grants
  - o approximately \$317,500 was awarded to St. Helens small businesses
  - 44 businesses were awarded
  - 98 applications were received
  - Almost half of the awards have not been responded to yet. People have to sign and return a form prior to the check being issued. He requested help from the City with communicating to businesses that the money has been awarded. Mayor Scholl will ask Communications Officer Crystal King to help communicate the money availability.
- Another grant will be released for almost \$1 million. They will have to award that money by the end of the year.

City Administrator Walsh added that this is included on tonight's agenda approval to sign. Enterprise Zones are one of the few tools in Oregon to support economic development. They are good to support.

Discussion of Opportunity Zones. Paul will create an explanation of them.

# 3. Bennett Building Improvements Update - *Matt/Jenny* 2:24 p.m.

Assistant City Administrator Brown reviewed the improvement proposal. There were concerns about the windows installed not meeting historic district quidelines.

Associate Planner Jenny Dimsho reviewed photos included in the archive meeting packet. Exterior modifications to buildings in the Riverfront District normally go to the Planning Commission, acting as the Historical Landmarks Commission, for architectural review. That did not happen, so they are working to correct it now. The new windows installed have architecture discrepancies. The City hired an architectural firm for guidance. She reviewed upcoming phases. The first phase will be to upgrade the windows to meet historic guidelines. They will be requesting approval at tonight's meeting to sign off on the \$40,000 upgrades.

Council President Morten asked where the money will come from. Brown responded that it will mostly come from utility funds since they operate from there five days a week. Council President Morten asked if the funds are in the budget. Brown said it was not specifically talked about during the budget discussion but there are funds in contingency. Councilor Locke asked what the entire budget is. Dimsho reported that it is approximately \$200,000.

Mayor Scholl asked if the windows are eligible for CRPUD rebates. Dimsho will look into that.

Councilor Topaz pointed out the parapet tile. Will it be removed? Dimsho confirmed that the tiles will be replaced after making the repairs.

Dimsho talked about historic landmarks.

Brown talked about the future use of the building. The idea is for Building, Planning, and Engineering to move into the building if Court moves to a new Public Safety Facility.

Councilor Locke expressed his concern that the building needs to be ready to change use in the future.

This is on tonight's agenda for approval.

# **4.** Discussion on City Properties to Potentially be Sold - *Jacob/Sue/Matt* 2:41 p.m.

Assistant City Administrator Brown reviewed the list and map of properties. A copy is included in the archive meeting packet.

City Planner Graichen explained that the best practice is to turn small pieces into City right-of-way if adjacent owners do not want to purchase them.

Council reviewed and discussed the property list.

- 1. Millard Road consensus to retain to control what is developed on the property
- 2. 554 S. 12<sup>th</sup> Street consensus to reach out to Communication Action Team (CAT) and Habitat for Community to build self-help housing; there are potential wetlands on the property
- 3. North of 484 S. 10<sup>th</sup> Street consensus to reach out to Communication Action Team (CAT) and Habitat for Humanity to build self-help housing
- 4. S. 6th Street consensus to retain it for future right-of-way
- 5. S. 2<sup>nd</sup> Street consensus to retain for future parking
- 6. S. 2<sup>nd</sup> Street consensus to retain for future parking
- 7. East of 440 S. 2nd Street consensus to retain

## Break - 3:18 p.m.

Discussion of the park land on Millard Road. It will be an amenity to whatever is developed on the adjacent property.

# 5. Update on RFPs for Riverwalk & S. 1st & Strand Streets Road & Utility Extensions - John

3:32 p.m.

City Administrator Walsh reported that submittals are due next week. Discussion of who will review the RFP submittals.

#### Riverwalk RFPs:

- City Administrator Walsh
- Public Works Director Zaher
- Public Works Engineering Director Nelson or Public Works Supervisor Elder
- Associate Planner Dimsho
- Parks & Trails Commission Chair Carmin Dunn
- Planning Commission Vice Chair Dan Cary
- Council President Morten
- Councilor Topaz
- Incoming Council members Jessica Chilton and Patrick Birkle, since they will not constitute a quorum until they are sworn in.

# S. 1st and Strand Streets Road and Utility Extensions RFPs:

- City Administrator Walsh
- Public Works Director Zaher
- Public Works Engineering Director Nelson
- Public Works Supervisor Elder
- Mayor Scholl
- Councilor Locke
- Incoming Council members Jessica Chilton and Patrick Birkle, since they will not constitute a guorum until they are sworn in.

# 6. Strategic Action Plan Updates

3:47 p.m.

Brown reviewed updates.

- Business fee schedule update on tonight's agenda for approval.
- Towing contract with Drake's Towing on tonight's agenda for approval.
- Conducting polling regarding the Public safety Facility.
- An email was distributed from S&G with a survey following-up about the fiber company. It needs
  to be completed by December 9. Responding shows the Council is interested in proceeding.

## 7. City Administrator Report

# 3:50 p.m.

- Catching up after the Thanksgiving break.
- The Christmas Tree is up. It will be decorated with lights.
- Christmas Ships will be here December 12.
  - o The docks will have limited access.
  - o The captain's dinner will be catered by Wild Currant.
  - o Santa will be on the top steps of the Courthouse with a drive-through candy shoot.
  - Parking will be available on the Waterfront Property and occupants are encouraged to remain in their vehicle.
  - They will observe safety protocols.
- Looking forward to having 2020 behind us!
- Time for department head evaluations.

- Communications Officer Crystal King is back part-time. Thank you to everyone who has been filling in for her. They are planning out the next quarter of communications.
- RFQs are due December 8.
- The builder is requesting an extension for the container homes on N. 7th Street. He recommends a six-month extension. No objection from Council.
- The franchise agreement with Waste Management for container drop boxes will be reviewed December 16.
- Building Inspector interviews are behind held on Monday. Last time, the interviews involved a community member. He reached out to Rich Bailey to have him participate.
- The Community Development Block Grant (CDBG) for the Food Bank held a bid opening yesterday and received four proposals. All of the bids were within budget. They are reviewing the low bidder submittals to verify it is complete.
- A lot has changed since the Comcast Franchise Agreement was renewed last time.

#### **OTHER BUSINESS**

Councilor Topaz encouraged Walsh to get a name tag for Christina Sullivan.

ADJOURNMENT – 3:58 p.m.

#### **EXECUTIVE SESSION**

Respectfully submitted by Lisa Scholl, Deputy City Reco	rder.
ATTEST:	
Kathy Payne, City Recorder	Rick Scholl, Mayor

# City of St. Helens **CITY COUNCIL**

# **Executive Session Summary**

**December 2, 2020** 

This meeting was held electronically via Zoom.

**Members Present:** Rick Scholl, Mayor

Doug Morten, Council President

Keith Locke, Councilor

Stephen R. Topaz, Councilor

**Members Absent:** Ginny Carlson, Councilor

**Staff Present:** John Walsh, City Administrator

Matt Brown, Assistant City Administrator

Kathy Payne, City Recorder

Bill Monahan, City Attorney with Jordan Ramis PC

Others: None

At 4:02 p.m., Mayor Scholl opened the Executive Session pursuant to the ORS numbers listed below and then gave Council roll call.

- Real Property Transactions, under ORS 192.660(2)(e)
  - o There was a brief update on the potential purchase of property on Sykes Road.
- Consult with Counsel/Potential Litigation, under ORS 192.660(2)(h)
  - o Reviewed a confidential memo from the City Attorney regarding the Comcast franchise renewal process.
  - o Update on St. Helens Industrial Business Park Tenant Operations.

The Executive Session was adjourned at 4:38 p.m.

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ATTEST:		
Kathy Payne, City Recorder	Rick Scholl, Mayor	



# **COUNCIL REGULAR SESSION**

Wednesday, December 02, 2020

# **DRAFT MINUTES**

#### **MEMBERS PRESENT**

Mayor Rick Scholl
Council President Doug Morten
Councilor Keith Locke
Councilor Ginny Carlson
Councilor Stephen R. Topaz

#### STAFF PRESENT

John Walsh, City Administrator
Matt Brown, Assistant City Administrator
Kathy Payne, City Recorder
Mouhamad Zaher, Public Works Director
Sue Nelson, Public Works Engineering Director

#### **OTHERS**

Brady Preheim Patrick Birkle Tim Goodman Rosemary Clement

### CALL REGULAR SESSION TO ORDER - 7:00 p.m.

#### PLEDGE OF ALLEGIANCE

Mayor Scholl led the flag salute.

# **VISITOR COMMENTS** – *Limited to five (5) minutes per speaker*

- Brady Preheim. Referring to the work session presentation, he cannot believe that Comcast is claiming that this has nothing to do with COVID-19. They are money-grubbing-greedy. He appreciates the comments made by Council. He expressed the frustrations he has had with them. Comcast has the absolute worst customer service. He hopes the Council will wholeheartedly reject the proposal to not have a Comcast store here. If you have dealt with Comcast, everything is not fine. The nice thing about Comcast is they have good products. Internet is a critical, essential service. It may be time to have the City take over. They certainly could be open now.
- ♦ Rosemary Clement. She lives on S. 1st Street. She is disappointed that the space for the Haunted House still has Halloween decorations up. It should be down by December 1st. She and others feel hostaged by Spirit of Halloweentown for the whole year. The City should be respectful of the merchants downtown. Why is it allowed?

City Administrator Walsh explained there is no requirement for it to come down, but Council can discuss it. Rosemary understands it is not a requirement but would like the Council to be more cognizant of residents. Councilor Carlson pointed out that the person who could answer that question is not in attendance.

### **PROCLAMATION**

1. PROCLAMATION – City Council Election Results from November 3, 2020

City Recorder Payne read the proclamation into the record.

**WHEREAS**, at a General Election held in the State of Oregon on November 3, 2020 in the City of St. Helens, Oregon, the candidates for office of City Mayor and Council Position Nos. 2 and 4 were submitted to the voters, and

**WHEREAS**, the City Council of the City of St. Helens has received the results of said elections and has found as follows:

MAYOR  Rick Scholl (incumbent)  Miscellaneous Write-Ins	<b>TOTAL VOTES CAST</b> 5,466 355
COUNCIL POSITION NO. 2 Patrick Birkle Mark Gundersen Miscellaneous Write-Ins	<b>TOTAL VOTES CAST</b> 3,230 2,829 87
COUNCIL POSITION NO. 4 Ginny Carlson (incumbent)	TOTAL VOTES CAST

Ginny Carlson (incumbent) 2,871
Jessica Chilton 3,215
Miscellaneous Write-Ins 70

**NOW, THEREFORE,** I, Rick Scholl, Mayor of the City of St. Helens, do hereby proclaim at the General Election held November 3, 2020, the following:

- Rick Scholl was re-elected to the position of Mayor.
- 2. Patrick Birkle was elected to the position of Council Position No. 2.
- 3. Jessica Chilton was elected to the position of Council Position No. 4.

# **ORDINANCES - First Reading**

2. Ordinance No. 3259: An Ordinance Granting Comcast of Delaware, II, Inc. a Non Exclusive Franchise and Right to Operate, Construct, and Maintain a Cable System in the City of St. Helens, Oregon

### **RESOLUTIONS**

**3. Resolution No. 1903:** A Resolution Adopting a Universal Fee Schedule, and Superseding Resolution No. 1874

Mayor Scholl read Resolution No. 1903 by title. Motion made by Councilor Locke and seconded by Councilor Topaz to adopt Resolution No. 1903. Voting Yea: Mayor Scholl, Council President Morten, Councilor Locke, Councilor Carlson, Councilor Topaz

**4. Resolution No. 1904:** A Resolution to Set 2021 City Public Meetings and Holiday Closures Schedule for City of St. Helens Council, Boards and Commissions

Mayor Scholl read Resolution No. 1904 by title. Motion made by Council President Morten and seconded by Councilor Carlson to adopt Resolution No. 1904. Voting Yea: Mayor Scholl, Council President Morten, Councilor Locke, Councilor Carlson, Councilor Topaz

**5. Resolution No. 1905:** A Resolution to Adopt a COVID-19 Infection Notification Process

Mayor Scholl read Resolution No. 1905 by title. Motion made by Councilor Carlson and seconded by Councilor Locke to adopt Resolution No. 1905. Voting Yea: Mayor Scholl, Council President Morten, Councilor Locke, Councilor Carlson, Councilor Topaz

**6. Resolution No. 1906:** A Resolution of the City Council of the City of St. Helens, Oregon, Authorizing Extended Enterprise Zone Benefits for a Fourth and Fifth Year to Cascades Tissue Group-Oregon Converting, a Division of Cascades Holding U.S. Inc. (Cascades), Located in the South Columbia County Enterprise Zone

Mayor Scholl read Resolution No. 1906 by title. Motion made by Councilor Carlson and seconded by Council President Morten to adopt Resolution No. 1906. Voting Yea: Mayor Scholl, Council President Morten, Councilor Locke, Councilor Carlson, Councilor Topaz

# **APPROVE AND/OR AUTHORIZE FOR SIGNATURE**

- 7. Exclusive Towing Contract with Drake's Towing & Recovery
- 8. Letter of Support for Port Westward Re-Zone Application

**Motion:** Motion made by Councilor Carlson and seconded by Councilor Locke to approve '7' and '8' above. Voting Yea: Mayor Scholl, Council President Morten, Councilor Locke, Councilor Carlson, Councilor Topaz

#### **APPOINTMENTS TO CITY BOARDS & COMMISSIONS**

9. Appointments to City Boards & Commissions Reappoint Michelle Damis and Claire Catt to Budget Committee

**Motion:** Motion made by Mayor Scholl and seconded by Councilor Locke to approve '9' above. Voting Yea: Mayor Scholl, Council President Morten, Councilor Locke, Councilor Carlson, Councilor Topaz

## **CONSENT AGENDA FOR ACCEPTANCE**

- 10. Library Board Minutes dated October 12, 2020
- 11. Planning Commission Minutes dated October 13, 2020

**Motion:** Motion made by Councilor Carlson and seconded by Councilor Locke to approve '10' and '11' above. Voting Yea: Mayor Scholl, Council President Morten, Councilor Locke, Councilor Carlson, Councilor Topaz

#### **CONSENT AGENDA FOR APPROVAL**

- 12. Council Work Session, Executive Session, and Regular Session Minutes dated November 18, 2020
- 13. Accounts Payable Bill Lists

**Motion:** Motion made by Councilor Topaz and seconded by Council President Morten to approve `12' and `13' above. Voting Yea: Mayor Scholl, Council President Morten, Councilor Locke, Councilor Carlson, Councilor Topaz

#### **WORK SESSION ACTION ITEMS**

Assistant City Administrator Brown reviewed the request for authorization to allow Walsh to sign with Arciform for the Bennett Building façade improvements. It is for the Phase I window replacement.

Mayor Scholl said it needs to be done. He requested they look into energy efficiency rebates. Brown responded that he would investigate that.

**Motion:** Motion made by Councilor Topaz and second by Councilor Locke to authorize Walsh to enter into an agreement for Phase I Bennett Building façade improvements. Voting Yea: Mayor Scholl, Council President Morten, Councilor Locke, Councilor Carlson, Councilor Topaz

### **MAYOR SCHOLL REPORTS**

• He has been staying close to home lately. The pandemic has really ramped up. Thank God there is a vaccine coming. They are all in the same boat. Wear a mask, wash your hands, keep your distance, and stay physically active. Assume you are infected, even if you are not.

#### **COUNCIL MEMBER REPORTS**

Council President Morten reported...

- He looks forward to the Parks & Trails Commission report regarding the Urban Trail at the next meeting. He is excited to hear their findings again. Carmin Dunn, Jerry Belcher, Elisa Mann, and Howard Blumenthal have been working in that subcommittee.
- Parks & Trails Commissioner Lynne Pettitt leads the Dalton Lake Preserve. The Public Works crew installed the bench, bike rack, and kiosk on the north end today.
- Looking forward to bidding our two councilors farewell. They will be celebrated at the next meeting.
- He looks forward to embracing the new year.

# Councilor Locke reported...

Stay safe. The next few months are probably going to be the worst. If you wear a mask and stay
safe, you may not get a cold or flu. They need to get through this phase. He is part of Phase 1
when the vaccine comes out. OHSU is running a trial right now. He is thinking about being a
guinea pig for that.

## Councilor Carlson reported...

- Rosemary brought up something that has been on her list since before she was on Council eight years ago. The City needs to support businesses. Retail does not wait until December 10 to start. Christmas needs to be up by Thanksgiving. They need to roll out the red carpet for Christmas, just like they do for Halloween. People want to find joy. They need to plan for lights need to be up earlier. As a City, they owe it to citizens to put out the welcome mat.
- The Planning Commission has two terms expiring. They will be interviewing candidates to make changes on the Commission. They need to entertain new ideas for the Planning Commission.

Council President Morten asked Councilor Carlson when she thinks Public Works crews should take down Christmas decorations. She thinks decorations should come down within seven days of the event. Christmas decorations need to be up by Thanksgiving to be ready for Small Business Saturday shopping.

 She met the new Spotlight reporter. He is a super sweet guy. His questions reminded her of all the good reasons she ran for City Council. They have a great team and are blessed with such great public servants.

### Councilor Topaz reported...

- Staff is doing a great job to be COVID-19 compliant and keep the State happy.
- Last week, he had a conversation with a Council member from Scappoose. They discussed some of their common problems and how to work together. They need to set up a joint meeting.
  - Need to get rid of the railroad switching yard and clean up the railroad.
  - Need a west bypass around Portland. If the railroads and bypassed joined together, they could make a shipping center.
  - Sewer plant.
- He just received a new iPad from the City. He is not computer literate, so had his granddaughter teach him how to use it. They found out that the City is tracking him and turned off a tracking device. His granddaughter found out the City is tracking his photos. Then they found another tracking device that only the City's IT can access. He brought this up to his attorney who told him not to use the iPad. The attorney said they can turn on the iPad to listen to him and watch his

pictures. If the staff can follow him and find out what is going on, maybe the Council should have the same privilege of tracking the staff. The mechanism of the computer is an invasion of privacy.

Mayor Scholl informed Councilor Topaz that he is not required to use the iPad supplied by the City.

Mayor Scholl added that Paul Vogel talked about a grant earlier today. Only half of the approved small businesses have completed the process to receive the money. He wants staff to help communicate that they need to complete it. It has to be dispersed by the end of the year or it is lost.

Mayor Scholl reminded everyone about the Christmas Ships event on Saturday, December 12. The Waterfront Property will be open for parking to view the ships. There will be a drive-thru Santa Claus with a candy shoot on the Courthouse steps.

Councilor Carlson added that the Library and the Recreation Center is scheduling multiple family-friendly events to do safely from your home and vehicle.

Walsh pointed out that the Council removed the Comcast Franchise agreement from the agenda. Tim Goodman is in attendance if they needed to talk to him more. Mayor Scholl found their proposal unacceptable. There needs to be more time to discuss it before sending it through the approval process.

Council President Morten asked Public Works Engineering Director Nelson what the issue is on Gable Road and Columbia Blvd. with the culverts. Nelson explained that it is a sanitary sewer extension by a private developer who wants to develop vacant property. That roadway still belongs to Columbia County, who is responsible for permitting that work. It does not impact the work already done on Gable Road. Eventually, Columbia County will be replacing a storm culvert that passes under Columbia Blvd. but that will not impact the sewer work. They did coordinate to avoid conflict. It does not conflict with the sidewalk project either.

#### **OTHER BUSINESS**

No other business.

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Respectfully	/ submitted b	y Lisa Scholl	, Deputy Cit	y Recorder.

ATTEST:	
Kathy Payne, City Recorder	Rick Scholl, Mayor