

City of St. Helens
Consent Agenda for Approval

CITY COUNCIL MINUTES

Presented for approval on this 17th day of February, 2021 are the following Council minutes:

2021

- Special Session Minutes dated January 27, 2021
- Work Session, Executive Session, and Regular Session Minutes dated February 3, 2021

After Approval of Council Minutes:

- Scan as PDF Searchable
- Make one double-sided, hole-punched copy and send to Library Reference
- Minutes related to hearings and deliberations get copied to working file
- Save PDF in Minutes folder
- Update file name & signature block on Word document & copy Word document into Council minutes folder in Shared Drive
- Upload & publish in MuniCode
- Email minutes link to distribution list
- Add minutes to HPRMS
- Add packet and exhibits to HPRMS
- File original in Vault
- Update minutes spreadsheet

City of St. Helens CITY COUNCIL

Special Session Summary

January 27, 2021

This meeting was held at the Recreation Center.

Members Present: Rick Scholl, Mayor
Doug Morten, Council President
Patrick Birkle, Councilor
Stephen R. Topaz, Councilor
Jessica Chilton, Councilor

Staff Present: John Walsh, City Administrator
Rachael Barry, Government Affairs & Project Support Specialist
Lisa Scholl, Deputy City Recorder

Others: None



At 5:10 p.m., Mayor Scholl opened the Special Session.

Presentation and handout materials were distributed. A copy is included in the archive packet for this meeting.

Council reviewed what they are looking forward to in 2021:

Mayor Scholl

- Getting back to normal
- Fishing
- It will get worse before it gets better
- Resiliency

Councilor Chilton

- Having sports back for her kids and herself
- Upcoming projects, such as Waterfront Property development
- Learning more about Council and representing neighbors
- Offered another position at work to do adolescent addiction counseling. She is excited about working with teens.

Councilor Birkle

- Re-opening
- Seeing his 82-year-old dad again
- Normalcy after the vaccine kicks in
- Meeting in the Council Chambers again
- Starting a new 1st grade teaching job
- Walking around St. Helens a lot with his wife
- Getting out and meeting more employees

Council President Morten

- Misses going to parties
- Misses people

- Misses eye contact
- Missed Thanksgiving and Christmas
- Happy with where the City is at
 - Additional access to the water
 - Waterfront development
- Have a great staff who works well with the Council
- Have a great mayor with enthusiasm
- He feels really good about where the City is. It took time to see the changes. Dreams have turned into reality.
- Important for new members to know they can make a difference

Councilor Topaz

- Thankful for pandemic
 - Gave Council time to take a second look at what was important
 - Saw the importance of getting together
 - Re-examined some of the things they planned
 - More interest in cleaning the Waterfront property
 - Slate has gotten bigger
 - Thinking too small in the past
 - Realization of how much we need each other
 - Realization of how much we need better schools
 - Realization of how much we need jobs

City Administrator Walsh

- Misses human interaction. It is lost with face masks.
- Increased Recreation programs
- The City did not take a lot of chances 10 years ago. We are doing that now. Public involvement helps steer the future.
- Not going to miss artificial sound in sports
- He was a builder for 10 years. He got burnt out on that and began working for local government. He has a passion for Community and Economic Development.
- He has worked for Centralia, WA; Pacific, WA; Myrtle Point, OR; and now St. Helens. Not long after he began working in St. Helens, Boise shut down.

What do you hope to get out of the retreat?

Government Affairs & Project Support Specialist Barry

- Build more 'Us' – there is so much opportunity

Mayor Scholl

- Effective Council, working on City business in a professional manner

Councilor Chilton

- Get to know everyone
- Understand boundaries and vision

Councilor Birkle

- Human adult interaction
- Keep in mind that everyone is in this for the same purpose

Council President Morten

- Building trust and respect
- Council is a team and will be together for at least a couple years

Councilor Topaz

- He tends to shake things up. He gave a brief history of what lead him to that.
 - Had to ruffle feathers to get the truth out
 - Had to work together to get a single project done
- There are a lot of needs and talent in town. People do not want to volunteer. They need to figure out how to get them involved.
- He is not a happiness type of guy but wants to get things done.

City Administrator Walsh

- A notion and culture of trust. It starts at the top and trickles down.
- Big things are exciting but little things matter.
- Leadership at the top coming together.

1. **Mission, Vision, and Goals**

Vision – To provide quality, effective and efficient service to our community.

Mission –

- Develop and preserve the highest possible quality of life for residents, businesses, and visitors.
- Provide a safe and healthy environment within a sound economic framework.
- Provide leadership which is open and responsive to the needs of the community and works for the benefit of all.

During disagreements or doubt, refer back to the mission.

Goals

- Effective and efficient organization.
- Community and civic engagement.
- Livable and safe community.
- Economic development.
- Long-term planning.

2. **Who we serve** – St. Helens demographics

- Young and growing community. Over a quarter of the population is under 19.
- How do we deliver effective services to all of our community?
- Discussion of homeless being an issue created by the State.
- Region is growing.
- Need to actively reach out to Spanish-speaking population through both documentation and speaking.
- Access and engagement to people with disabilities is important.

3. **The role of cities and how we deliver services**

Barry reviewed a list of city services.

Review of organizational chart. Council should contact Walsh if they have questions about departments that they do not oversee. He will obtain the information and get back to them.

Discussion of the City's tax base. We are the lowest in the County. They were able to keep the tax rate low when Boise was active. Unfortunately, a measure was created to not allow the rate to be increased without a vote of the citizens.

4. **Operating as a Council:**

- **How agendas are created**
- **Procedure, rules of order**
- **Team agreement and mantras**

Reviewed Operating Rules and Procedures.

- Emphasis to call each other by mayor and councilor, and not first name.

Discussion of holding public forums to provide community information.

- Mayor Scholl suggested having a dinner on public hearing and public forum nights. Having a long work session and an early meeting makes it difficult.
- There is a current community survey for people to give feedback on when they would prefer meetings to be held. Barry will bring those results back to Council.

Council can provide an explanation of why they voted the way they did.

Discussion of serial meetings. Barry will coordinate a training with legal advice.

- **Communications protocols**
 - **Who speaks for the City**
 - **How to represent the City**
 - **Title use**

Communications Officer Crystal King and Communications Assistant Cameron Burkhart communicate for the City.

5. **Governance:**

- **Council responsibilities**
- **Board and commission descriptions**

Barry plans to visit the board and commissions meetings to work with them on updating their Code section. It is important to clarify their boundaries.

- **Department liaison role**
- **Strategic Workplan 2020-2022**

Opportunities

- Quarterly meetings/retreats
- Review Goals every six months
- Resume monthly public hearings/forums
 - Third Wednesday of each month

Barry will schedule a follow-up retreat to continue discussions and education.

The Special Session was adjourned at 8:56 p.m.



ATTEST:

Lisa Scholl, Deputy City Recorder

Rick Scholl, Mayor



COUNCIL WORK SESSION

Wednesday, February 03, 2021

DRAFT MINUTES

MEMBERS PRESENT

Mayor Rick Scholl
Council President Doug Morten (arrived at 1:35 p.m.)
Councilor Patrick Birkle (left at 3:08 p.m.)
Councilor Stephen R. Topaz
Councilor Jessica Chilton

STAFF PRESENT

John Walsh, City Administrator	Brian Greenway, Police Chief
Matt Brown, Assistant City Administrator	Margaret Jeffries, Library Director
Kathy Payne, City Recorder	Bill Monahan, City Attorney
Lisa Scholl, Deputy City Recorder	Mike De Roia, Building Official
Mouhamad Zaher, Public Works Director	Sharon Darroux, Engineering Project Manager
Sue Nelson, City Engineer	Crystal King, Communications Officer
Jacob Graichen, City Planner	Jenny Dimsho, Associate Planner
Rachael Barry, Government Affairs & Project Support Specialist	Tina Curry, Event Coordinator

OTHERS

Judy Thompson	Brady Preheim	Brent Keller
Al Petersen	Josh Brown	Nathan Smith
Claire Catt	Dean Kampfer	Kanale Tumlinson

CALL WORK SESSION TO ORDER VIA ZOOM – 1: 00 p.m.

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

- ◆ Brady Preheim. He is here to talk about the Police Station. The Chronicle conducted a poll and 82% of the people surveyed did not approve of a utility fee to pay for it. He talked about when the new jail was being built. He was the only voice in the community that protested the jail. He stated at that time that they would come back for money. It took several years, but now we pay for it in taxes. We spend our money to house federal prisoners. The proposed police station is 10 times the size of the existing facility. This is the worst time to do it. Businesses are closed, people are unemployed, and there are record numbers at the food bank. He finds it annoying that they do not know exactly what the building will cost. It will be about \$20 million. He asked for Assistant City Administrator Brown to apologize for the classist statement about renters using more police services. He did a public records request, and nothing was on record. It was offensive.
- ◆ Nancy Whitney. She objects to the 22,000 square foot new police station. The proposed site is in a flood plain. The Ad-Hoc Committee members included people who live outside City limits. She is tired of the same people serving on these committees. There are 34 businesses in St. Helens that have shut down. This town is dying and needs help. The population has declined. The Police Department has fewer officers now than 12 years ago, plus there has been an increase in property

taxes. This can go before the people for a vote. She asked the Council to re-think what they are doing.

- ◆ Judy Thompson. She is here to talk about Main Street and SHEDCO. She became involved with them in 2013 when she began cleaning up and planting flowers in the planters around town. SHEDCO Member Steve Topaz found out she was doing that and invited her to a meeting at Kozy Korner, and she has been involved ever since. She expressed the importance of having a dedicated Main Street employee. It would help connect downtown and uptown. A functioning Main Street would also be appealing to Waterfront developers. She thanked everyone involved in the process of revitalizing the program.
- ◆ Al Petersen. He is the former SHEDCO Chair. New officers were elected at their last meeting. Dana Lathrope is the Chair, Doug Boyes is the Vice Chair, he is the Treasurer, and Judy Thompson is the Secretary. The Board chose to do that in the spirit of the intent of the MOU. The MOU was created to revitalize SHEDCO, restructure the Board, and move forward in a positive fashion. He agreed with everything Judy stated. He became involved in SHEDCO in 2007, which was shortly after it started. At that time, the meetings were held at City Hall. There were complaints from the public about it not being a City committee, so they moved the meetings to Kozy Korner. He is in favor of the MOU. He understands using the City of Independence as a model. He gave staff credit for their work and willingness to make amendments. The SHEDCO Board has tentatively approved the MOU.
- ◆ Nathan Smith. He reported a change in management at Hudson Garbage. He will be stepping away from the district. Josh Brown will be the new District Manager. Kanale Tumlinson will be the new Site Manager.
- ◆ Josh Brown. He is currently overseeing the Portland operation. Kanale will oversee the day-to-day operations and be the Site Manager. Josh grew up in the garbage service in Nevada and has been around it his whole life. He has worked for Waste Connections for 14 years, since selling their family's company. He is looking forward to working with everyone out here.
- ◆ Kanale Tumlinson. He has worked for Hudson Garbage for six years. He is the new Site Manager and will be working with the local municipalities and events. He has lived in St. Helens for 13 years. He looks forward to working closer with the City and Council. He is available by phone and email if anything is needed.
- ◆ Scott Vawter (received via email). *I have lived in St. Helens for the past 6 years, the last 3 in the McCormick Park neighborhood area. I just wanted to let you and the other members know how much we appreciate what you and the Police Force do to keep us safe. I am sure you are aware of the drug sales and usage in our area. My family and several of my neighbors are in full support of the new station and large police force in our town.*
- ◆ Jerrame Stout (received via email). *Hello, I have lived in St Helens for 15 years now. I am a current homeowner living in the McCormick park neighborhood. My family and local neighbors fully support anything we can do to support the new facility. We fully support our law officers and respect them. We have a serious problem in our neighborhood with a known drug selling trap house on Dubois Ln. Seems now our neighborhood battle has gotten more difficult with the ease of drug laws. We are looking for help. It brings a lot of unwanted traffic into our neighborhood. The problem is serious with these people poisoning our community with meth and transients*

overflowing the house. We will be fully involved with these upcoming meetings and support a bigger police presence in our community. Please forward to whom it may concern. Thank you. Backing the blue.

- ◆ Claire Catt. She loves listening to meetings and hopes more citizens will become involved and provide input. However, that is difficult when the meetings do not stream live. Not everyone has the capacity to access Zoom. She hopes there will be Facebook or YouTube access for citizens by the next meeting.

Assistant City Administrator Brown acknowledged that the YouTube link on our website is not working. Deputy City Recorder Scholl is working with Municode to repair it.

DISCUSSION TOPICS

1. Annual Report from City Forester - Brent Keller, Mason Bruce & Girard

1:21 p.m.

City Forester Brent Keller reviewed his report. A copy is included in the archive packet for this meeting. They have been managing the City's property since 2006.

Discussion of timber harvest and sales. The market is at a peak right now. Brent recommends cutting 50 acres. Out of 340 acres, there is 170 acres that is currently marketable.

City Administrator Walsh thanked Brent for working to move the City back to a sustainable path. The revenues have helped the City plan for the upcoming Waterfront development. He agreed with Brent's recommendation.

Discussion ensued about the amount of timber to harvest. Prior to tonight's meeting, Brent will email more information to Walsh detailing the differences with cutting more than 50 acres. There is a lot of uncertainty with the market. However, there are mills that prefer to purchase larger stands.

This will be further discussed tonight.

2. Library Department Semi-Annual Report - Library Director Margaret Jeffries

1:58 p.m.

Library Director Jeffries reviewed a PowerPoint presentation. A copy is included in the archive packet for this meeting.

- Modified library services during the pandemic
- Library upgrades while they are closed
- Creation of a Makerspace
- Library programs are tax supported

Councilor Topaz talked about all the work that went into the upgrades at the Library. They are planning in the midst of a pandemic. They have built some incredible screens to separate public computers.

3. Review Main Street Memorandum of Understanding (MOU) - John/Rachael

2:15pm

City Administrator Walsh reviewed the MOU.

- The City has supported the Main Street Program in the past.
- There are differences in the proposal from the past partnership.
- The agreement renews annually.
- SHEDCO is in the process of re-branding to St. Helens Main Street Business Alliance.
- Maintain records.
- Make recommendations and provide annual reports to the City.

- Follow the trade-marked program.
- Advocate for revitalization.
- The City will hire a half-time employee to support the program.
- Proposing an office space in the downstairs part of the Masonic Building. It will be a Tourism and Main Street shared office.
- A Council liaison will be provided.
- The City will provide funding in the annual budget.
- The City will reimburse the insurance expense.
- They will create a Board structure.
- Agree to a code of conduct.
- Assign a designated spokesperson.
- Have a nondisparaging agreement.
- Maintain records that the City has a right to review.
- Work in good faith to bring back the program.
- Nondiscrimination, accessibility, and inclusion language.

The City needs to create a job description. Walsh proposes the person begin in the new fiscal year.

Mayor Scholl talked about this proposal being based on the City of Independence. This is very different than the previous program.

Councilor Birkle is happy to see the City at this point. He attended a SHEDCO Board meeting and was impressed by the membership. They have a willingness to move ahead and work positively with the City. He is hopeful for positive things. He thanked everyone for bringing this together.

Council President Morten asked how often SHEDCO will meet. Mayor Scholl said they met once a month in the past. They will likely be the same.

Mayor Scholl reminded Council that they need a liaison. Council President Morten suggested appointing one person and having a backup as well.

The MOU will be on tonight's agenda.

4. Review Proposed Waste Management Drop Box Franchise Renewal Agreement - John

2:30 p.m.

City Administrator Walsh introduced Dean Kampfer from Waste Management. They have been working on renewing the Drop Box agreement. It was last renewed 10 years ago.

Attorney Bill Monahan reviewed the draft agreement. The company did a good job updating the agreement to make it more modern. Insurance was increased and changes were made to address issues if they arose.

There were no concerns from Council. It is on tonight's agenda for approval.

5. Review of Proposed Amended Job Descriptions - John/Kathy

2:35pm

City Administrator Walsh reviewed the memo to Council. Non-represented employees reviewed their job descriptions and made amendments. A copy of the memo and amendments are included in the archive packet for this meeting.

Councilor Topaz requested a clean copy of the old version and proposed version.

City Recorder Payne added that the amendments are to update the job descriptions to show what the employees are actually doing. It has been 18 years since some of these job descriptions have been updated.

Councilor Birkle requested more time to review the job descriptions. He wants to fulfill his responsibility to review them completely. Mayor Scholl agreed that it was difficult to read. A lot of work went into cleaning up the language. He agreed with continuing this to February 17.

Council President Morten asked Payne how time sensitive this is. Payne responded that the draft changes have been sent to the company performing the compensation study. There are no concerns putting it off for a couple weeks.

Walsh clarified that the Community Development Director position is on there to update the current practices. Council has assigned that position to the City Administrator.

6. Discuss Replacing Keith Locke on Columbia Learning Center Board

2:46 p.m.

Discussion of the Columbia Learning Center Board. Library Director Jeffries reported that she serves on the Board. She explained that their primary purpose is to award Chance to Become Scholarships to high school students. They hold the Black Tie & Blue Jean fundraiser. However, there will not be a fundraiser held until 2022, but they will continue to issue scholarships. The awards will be done virtually. There are eight or nine Board members. The Board is waiting for the City appointee to have their annual meeting in April.

Mayor Scholl and Councilor Topaz volunteered. Council President pointed out that the City-appointed position does not have to be a Council member or employee. It can be a community member.

Councilor Birkle reported that he was involved in the beginning. He is glad to see this is continuing. It was the consensus of the Council to appoint Councilor Birkle to the Board.

Break – 2:56 p.m.

Councilor Birkle left at 3:08 p.m.

7. Strategic Action Plan Updates

3:09 p.m.

Assistant City Administrator Brown reported the following updates:

- Staff has prepared some Public Safety Facility talking points. He sent an email to Council to meet with Government Affairs & Project Support Specialist Barry and Communications Officer King.
- The Public Safety Facility information page is live on the City's website. He encouraged the Council to direct people there with questions.
- An RFP for the Millard Road property is on tonight's agenda.

8. City Administrator Report

3:10 p.m.

- Working with the Riverwalk and Street Extension project consultants.
- Attorney Bill Monahan is here to lead a brief training about serial meetings.

Attorney Monahan reported that Oregon Public Meetings Law says decisions must be made in an open public setting. There needs to be notice of the public meeting, an opportunity for the public to observe the discussion, and there may be times for the public to ask questions. Questions about serial meetings have come up more lately.

He talked about a 2015 serial meetings case in Lane County. Members of the Commission communicated offline. There were phone and email discussions about the same topic. In that case, there was an

allegation that the Commission made a determination offline about releasing a public record. That case brought up a lot of questions. In 2018, there was a Tri-Met case about collective bargaining, in relation to meetings taking place without proper notice. It was perceived that decisions were made offline. A serial meeting can take place by phone, email, in-person, etc. Whenever you have a quorum of a governing body discussing the topic, it constitutes a serial meeting. League of Oregon Cities (LOC) has a session about public meetings. Serial meetings were brought up. There is a video available on their website with questions and answers. The main thing is that you do not engage in un-noticed meeting towards deliberations. You do not have to make a decision; it could be gathering information to make a decision. The simple solution is to provide notice of the meeting and give public an opportunity to participate. Council should not use "Reply All" in an email that includes other councilors.

Mayor Scholl used River Street, overlooking Grey Cliffs Park, as an example. He may call one councilor and ask them to look and see if there is a safety issue and if it needs a rail there. He may see another councilor at the store and tell them about the danger, and then ask them to look at it. Monahan explained that there is no violation for gathering information. You cannot share your comments about how to address the issue.

Discussion of State Senators not being held to the same standards. Monahan talked about Oregon Public Meetings Law. There is no mention in the statute about serial meetings. This has arisen out of the cause. The Court is concerned about side bar conversations by a governing body.

Mayor Scholl asked if they could have a conversation about ideas. Monahan said you could have those conversations between two members, but it should not involve opinions, a decision, or a third member. It needs to come back to a work session for discussion.

Discussion ensued about social events. If they are not making a decision or asking for an opinion, there is no problem. Public perception should be a concern.

Walsh thanked Monahan for the training. "Perception is reality."

OTHER BUSINESS

3:36 p.m.

Councilor Topaz reported that Habitat for Humanity wants to talk to the Council about purchasing property. Some of the staff does not want them to talk to Council. Brown clarified that he is working with Habitat for Humanity about the three pieces of property that staff was directed to contact them about. Councilor Topaz thinks that Brown acts as the gate to Council. Brown argued out that he does not keep people from speaking to the Council.

Councilor Topaz talked about earlier discussions of harbor dredging. He gave a copy of the dredging maps to Public Works Director Zaher. He asked if those copies were passed on to Mayor Scholl. Mayor Scholl reminded him that Council reports are done during the regular session.

ADJOURN – 3:39 p.m.

EXECUTIVE SESSION

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor

City of St. Helens CITY COUNCIL

Executive Session Summary

February 3, 2021

This meeting was held electronically via Zoom.

Members Present: Rick Scholl, Mayor
Doug Morten, Council President
Stephen R. Topaz, Councilor
Jessica Chilton, Councilor

Members Absent: Patrick Birkle, Councilor

Staff Present: John Walsh, City Administrator
Matt Brown, Assistant City Administrator
Kathy Payne, City Recorder
Bill Monahan, City Attorney with Jordan Ramis PC
Mouhamad Zaher, Public Works Director

Others: None



At 3:40 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)**
 - Potential sale of City property to Columbia County Habitat for Humanity.
- **Consult with Counsel/Potential Litigation, under ORS 192.660(2)(h)**
 - Discuss security of Executive Session meetings via Zoom with City Attorney.

At 3:46 p.m., the Executive Session was interrupted twice by Brady Preheim, therefore, the Mayor recessed. The Council opted to close out the session and begin a new one under a new Zoom meeting ID.

At 3:53 p.m., Mayor Scholl reconvened the Executive Session.

- **Real Property Transactions, under ORS 192.660(2)(e)**
 - Potential sale of City property to Columbia County Habitat for Humanity.
 - Purchase of property off Gable Road.
- **Consult with Counsel/Potential Litigation, under ORS 192.660(2)(h)**
 - Potential litigation regarding a Public Works project and holding a vendor accountable for failed work on a two-million-gallon water reservoir.
 - Update on Cascades Tissue litigation.
 - Update on an internal investigation on Councilor Topaz.

The Executive Session was adjourned at 4:10 p.m.



ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor



COUNCIL REGULAR SESSION

Wednesday, February 03, 2021

DRAFT MINUTES

MEMBERSPRESENT

Mayor Rick Scholl
Council President Doug Morten
Councilor Patrick Birkle
Councilor Stephen R. Topaz
Councilor Jessica Chilton

STAFF PRESENT

John Walsh, City Administrator
Matt Brown, Assistant City Administrator
Kathy Payne, City Recorder
Mouhamad Zaher, Public Works Director
Tina Curry, Event Coordinator

OTHERS

Dean Kampfer
Judy Thompson
Brady Preheim
Natasha Parvey
Al Petersen

CALL REGULAR SESSION TO ORDER VIA ZOOM – 7:00 p.m.

PLEDGE OF ALLEGIANCE

Mayor Scholl recited the Pledge of Allegiance.

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

- ◆ Brady Preheim. He thought he was unhappy about the City and the Police Station. But now, he heard that the City is making an agreement with SHEDCO. From the beginning, the agreement with SHEDCO and Sheri Stuart was for Al to resign from the Board. Al moving from Chair to Treasurer is like rearranging the deck chairs on the Titanic. There is no difference. Part of the reason for him to leave the Board was the issue of financial impropriety. He was the architecture for the grants that were issued. This makes the situation worse. Did the City receive a copy of their financials and minutes? Brady was advocating for the City to work with SHEDCO. The bylaws say Al cannot be there at all.
- ◆ Al Petersen. He disagreed with Brady's statements about the recommendations from Sheri Stuart. The recommendations were for restructuring the Board. The City and SHEDCO were to come to an agreement through an MOU. After creating the MOU, a committee was to be formed and new members nominated. The Board would be restructured based on those new members. Sheri Stuart is willing to help coordinate community outreach to obtain Board member nominations. The City and SHEDCO Board have been following the recommendations

presented. He encouraged everyone to re-read Sheri's recommendations if there is confusion. Brady's statements were false.

- ◆ (Letter read into the record by Assistant City Administrator Brown) *I am writing on behalf of my grandparents. I am reaching out to see if they can request an exception to receive an additional credit in the amount of their average bill, which is usually approximately \$100-150, compared to the excessive amount due to a water leak. Unfortunately, the leak was in the main line in the front yard and they did not even notice the leak until they received the first bill for over \$900. As soon as they noticed the leak, they turned off their water and started looking for it. Family came to assist and dug a trench in the front yard to find the leak. They had a difficult time finding a plumber to respond within a timely manner. After about a week, I stepped in and got a plumber to come out the next day. The leak was professionally fixed, in addition to the rest of the water line that ran under the house and into the washroom. They are on a limited income and Grandpa just underwent a quadruple bypass surgery on January 29. They are very overwhelmed with the \$500 bill they had to pay after the first credit. The second bill was over \$300 because of the way the billing cycle pans out and the new billing cycle begins. He is requesting the City credit the difference of their average bill. They have paid almost a year's supply of their water in two months because of the leak. They have done everything they can to find the leak and get it fixed. He appreciates their time.*

Brown reported that their first bill was \$983, and their second bill was \$562. Staff can credit up to 50% administratively, which was \$663. Any more than that must come to Council for approval. They are asking for a full adjustment of the remaining \$663.

Motion made by Council President Morten and seconded by Mayor Scholl to approve the full adjustment of the remaining \$663. Voting Yea: Mayor Scholl, Council President Morten, Councilor Birkle, Councilor Topaz, Councilor Chilton

ORDINANCES – First Reading

1. **Ordinance No. 3259:** An Ordinance Renewing Solid Waste Drop Box Franchise and Repealing Ordinance No. 3140

Mayor Scholl read Ordinance No. 3259 by title for the first time. The final reading will be held at the next regular session.

APPROVE AND/OR AUTHORIZE FOR SIGNATURE

2. Agreement with ECONorthwest for Assistance in RFP Process for Millard Road Property
3. Contract Payments

Motion made by Councilor Topaz and seconded by Council President Morten to approve '2' and '3' above. Voting Yea: Mayor Scholl, Council President Morten, Councilor Birkle, Councilor Topaz, Councilor Chilton

CONSENT AGENDA FOR APPROVAL

4. ~~Proposed Amended Non-Represented Job Descriptions-~~
5. Council Work Session, Executive Session, and Regular Session Minutes dated January 20, 2021
6. Accounts Payable Bill Lists

Motion made by Council President Morten and seconded by Councilor Topaz to approve '5' and '6' above. Voting Yea: Mayor Scholl, Council President Morten, Councilor Birkle, Councilor Topaz, Councilor Chilton

WORK SESSION ACTION ITEMS**Timber Cut at Watershed**

Mayor Scholl would like to move forward with two cuts of about 100 acres total, based on funding for upcoming projects. Council President Morten agreed.

City Administrator Walsh reviewed the updated information received from Brent Keller. The potential cuts were broken down into three potential areas: #1 – 65 acres, #2 – 50 acres, and #3 – 50 acres. Walsh clarified that the Council is not approving the sale. They would be granting approval to prepare for a sale by getting bids for potential timber prices.

Motion made by Mayor Scholl and seconded by Council President Morten to move forward with an estimation for two cuts. Voting Yea: Mayor Scholl, Council President Morten, Councilor Birkle, Councilor Topaz, Councilor Chilton

Authorize Signature and Designate City Administrator Walsh to sign the MOU with SHEDCO for the Main Street Program

Mayor Scholl talked about Sheri Stuart's presentation. The MOU follows her recommendations.

Councilor Birkle reported that he did hear her presentation to the SHEDCO Board and the Council, prior to his service on the Council. He was very impressed with SHEDCO's willingness and positive attitude to do what needed to be done to renew their organization. They were accepting of the recommendations, although some may have seemed unfavorable to them.

Mayor Scholl said they are moving forward and not looking back. They have a roadmap that was presented by the Main Street program. The City is all about partnering. They cannot do this alone.

Consensus of Council to authorize Walsh to sign the MOU.

MAYOR SCHOLL REPORTS

- It has been quiet.
- He got out into the little bit of snow they had.
- There is a lot of new building in St. Helens. He welcomed new citizens moving into the area.
- He would like to talk about returning to the Council Chambers for meetings in-person. It is vitally needed. Virtual meetings are not efficient for serving the public. He requested staff recommend a timeline for moving forward with in-person meetings. They will have to adjust.

Councilor Topaz suggested staff work with the School District Superintendent. The school seems to have the best communication lines with what is happening in Salem. Mayor Scholl said he is receiving regular updates from the Governor's office as well.

COUNCIL MEMBER REPORTS

7:27 p.m.

Council President Morten reported...

- He was very encouraged by the City Attorney's training today. He had positive things to say about how the City gives opportunities for citizen input.
- The Parks & Trails Commission recommended use of a certain piece of property. Council has had further discussions about the property. He thanked Brown for his willingness to give an update at the next Parks & Trails Commission meeting about that property, on his behalf.

Councilor Topaz reported...

- He has been watching the news and has seen articles about Nike moving out. Can the City partner more with the Port for marketing to businesses?

Mayor Scholl said yes. He is sure the Port is keeping that in mind.

Councilor Chilton reported...

- Public outreach is ongoing for the proposed Public Safety Facility. There is a lot of great information on the City's website, including upcoming Zoom information sessions. She encouraged everyone in the community to attend.
- Police officers are participating in conversation Spanish classes to increase communication.
- The Police Department is working with C-COM to generate a list of the top service call areas in the City. This will allow them to formulate plans to reduce crime and ensure proactive policing.
- Chief Greenway continues to share positive stories demonstrating the commitment of our officers.
- There are lots of good things happening with our police force. She encouraged people to get out, asks questions, and attend Zoom meetings.

Councilor Birkle reported...

- The next Planning Commission meeting is on February 9.
- He has been trying to share information and links on his Facebook page about the proposed Public Safety Facility. Based on comments made earlier today, he clarified that the Ad-hoc Committee has not made any decisions. They made a recommendation to the Council. He honors their work, whether they are residents or not. They have been involved in our community. He values their input. The Council has not committed to building a \$20 million building. It is a proposal at this time. He encouraged residents to get involved in the process. He trusts staff to provide professional information. He also trusts himself to ask hard questions.
- The SHEDCO agreement can be used as a model for moving forward in other areas. This is a time for healing and a time for moving ahead. While he respects the former Council that led them to this point, this is a new Council. They need to put personalities aside. He is disheartened to hear personal attacks. He wants to hear the information and have that information supported in facts. While he respects the rights of all to come and express their displeasure in front of the Council, personal attacks on people are the least effective way for anybody to convince him of the position.

Mayor Scholl expressed that he really enjoyed the Council Retreat last week. It was refreshing to get back to the basics. He looks forward to reviewing the Strategic Action Plan in-depth.

OTHER BUSINESS

None

ADJOURN – 7:44 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor