

City of St. Helens

Consent Agenda for Approval

CITY COUNCIL MINUTES

Presented for approval on this 4th day of May, 2022 are the following Council minutes:

2022

- Work Session, Executive Session, Public Hearing, and Regular Session Minutes dated April 6, 2022
- Executive Session Summary dated April 18, 2022
- Work Session and Regular Session Minutes dated April 20, 2022

After Approval of Council Minutes:

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COUNCIL WORK SESSION

Wednesday, April 06, 2022

DRAFT MINUTES

MEMBERS PRESENT

Mayor Rick Scholl
Council President Doug Morten
Councilor Patrick Birkle – 1:09 p.m.
Councilor Stephen R. Topaz
Councilor Jessica Chilton

STAFF PRESENT

John Walsh, City Administrator
Kathy Payne, City Recorder
Lisa Scholl, Deputy City Recorder
Matt Brown, Finance Director
Jacob Graichen, City Planner
Sharon Darroux, Engineering Manager
Crystal King, Communications Officer
Bill Monahan, City Attorney
Tina Curry, Event Coordinator

OTHERS

Robert Brawand
Lynne Pettit
Steve Toschi
Steve Donovan
Peter Olsen
Trenton Buster
Ryan Makinster
Amy Bynum

CALL WORK SESSION TO ORDER – 1 p.m.

VISITOR COMMENTS - *Limited to five (5) minutes per speaker*
None

DISCUSSION TOPICS

1. **Water Systems Master Plan Update - Peter Olsen & Trenton Buster with Keller Associates, Inc.**

Peter Olsen and Trenton Buster were in attendance to review the Water Systems Master Plan update. A copy of their presentation is included in the archive packet for this meeting. They reviewed the need, purpose, usage, supply, storage, demands for fire flow, etc.

Recommendations

- Repair existing 2.0MG reservoir and construct new 4.0MG reservoir
 - Reviewed reservoir location recommendations
- Continue with reported operations and maintenance activities at Water Filtration Facility
- Complete annual water audit to determine unaccounted for water
- Continue with reported flushing program
- Develop valve exercising and replacement program
- Inspect storage reservoirs every 5-10 years
- Continue with waterline replacement program
- Continue with water meter replacement
- Develop leak detection program and incorporate into waterline replacement program

- Continue to develop public education

Review of replacement program and staffing needs.

Council President Morten referred to the word "safe" in their Mission Statement. Safety is of the utmost importance and is one of the main reasons he is serving. The State Fire Marshal's Office has designated the Dalton Lake area as a catastrophic fire zone. It is full of dry brush during the summer. The fire department won't go there because there is not enough pressure in the fire hydrants and a fire truck could get trapped. New residential units are required to have an 80-foot turnaround for fire trucks. The City hasn't moved forward to increase pressure in that area. It's an unsafe place to live, in terms of fire, and what can happen if the winds blow towards Pittsburg Road, where there is a massive number of homes. He is disappointed that fire safety is not included in the report. Peter responded that fire flow demands are what drives the need and efficiencies in a water system. It is addressed in the report, just not at the level of fire risk. He appreciates the input.

Questions from Councilor Topaz

- Referring to fire danger, are they referring to one dwelling or multiple? Peter responded that it's based on one event.
- Can five fire trucks connect to five different hydrants at the same time and have the same service? Peter said you probably wouldn't have that anywhere.
- Councilor Topaz spoke about the industrial area and highly flammable businesses. What was the level of firefighting? Peter said it's 3,500 gallons per minute for a four-hour event. They work with the fire department to determine what is required.
- They use the term "membrane" in filtration. Is it a particulate membrane or soluble membrane? Peter would have to ask their Process Engineers that question. It's Pall membrane.
- If someone dumps a constant flow of soluble material in the river, how can the system handle it? Peter said that is not analyzed as part of the report.
- They put chlorine in the pumping areas. Do they analyze the level of chemistry when it gets to a residence? Peter said they did not do a chlorine dissipation analysis. They work with operators who do the testing regularly and know what the chlorine residual is throughout the system. If there is an issue, it may be in the storage reservoir or the system. The model that has been developed as part of their scope can be utilized to further analyze those things. Council President Morten asked if the chlorine would settle to the lowest point if it's not continuously moving. Peter said it would dissipate. Discussion of the smell of chlorine. Peter said if you can smell it, it is active in the water. Mayor Scholl pointed out that this is for the Water Master Plan. If they want more details, they need to discuss it with Engineering Manager Sharon Darroux or staff at the Water Filtration Facility.
- If a major main breaks during an emergency, will it compromise the entire system? Peter said there is an entire part of the report addressing that. The most vulnerable part is the Pittsburg Road line, which is recommended for replacement.
- A large reservoir was discussed. Does the system have any automatic pressure controls? Trenton said there is one in the Elk Ridge development.
- Are there maintenance schedules for control systems? Trenton said they recommend valve exercising. Peter added that they also recommend a regular flushing program. There are parts of the system that are very fragile and recommended for replacement.
- Talked about major water flows for industrial fires. How easy would it be to triple water flows for industrial areas? Peter said it's not easy at all. It would be very expensive to increase pipe sizes.

Mayor Scholl addressed future fires. They have a big water tank and water rights to the pumps at Boise Cascade. It's partially being used by Boise. There is a huge water filtration facility there. Could the City

look at that to alleviate a section of town? Peter said they could have a separate fire hydrant system. Mixing the systems becomes a risk.

Councilor Chilton said they mentioned unaccounted water that can be improved by 18% and the average is 10%. Was that a part of their note with developed protection program? Is that something Public Works can investigate? Peter said leak detection, documentation, hydrant flushing, and meter replacement are all important. Public Works is already addressing it.

Councilor Birkle thanked them for their report. He concurs with addressing fire safety issues.

Council President Morten said they drained the reservoir several times. Does that factor into the high percentage Councilor Chilton referenced? Peter said yes.

2. System Development Charges (SDCs) Update - *Steve Donovan with Donovan Enterprises, Inc.*

Finance Director Brown reported that the goal at the end of the presentation is for Council to give direction on how to move forward. No decisions need to be made.

Steve Donovan reviewed the SDC report. A copy is included in the archive packet for this meeting.

- SDCs are one-time fees on new development, which are paid at the time of development.
- SDCs are intended to recover a fair share of the cost of existing and planned facilities that provide capacity to serve future growth. It cannot be used for repairs or replacement.
- Single family residential units pay approximately \$13,614.
- Reviewed limitations of SDCs for infrastructure funding.
- Reviewed the breakdown of increasing SDCs to approximately \$18,811.
- Reviewed SDC rates for other cities.

Mayor Scholl asked when the rates were last adjusted. Steve said it was done in 2017. They were only increased a small percentage because they didn't have updated master plans.

Council President Morten asked how it affects storm with the apartment units being built. Steve agreed that there will be a lot of water runoff. Brown said the large development already paid for their permits, at the current rate.

Steve recommends raising rates on July 1st to \$18,811 to pay for growth. They can choose not to raise rates and have rate payers pay for growth.

Councilor Topaz talked about stormwater. What happens if the City raised the roads and changed the landscape, so the water from the impervious surface no longer flows into the City, but the City flows into them? Does that affect SDCs? Steve responded that there is still localized flooding and water quality issues.

Mayor Scholl asked if he has projected future costs going up. Steve said no. It's a snapshot every five years. They need to adjust for inflation, which they have not been doing. They've used the numbers in the master plan, which is the best guess at the time.

Mayor Scholl said the City plans to put a park on Ross Road. They acquired adjacent property to extend sewer and water through there. Could they factor that project into SDCs for that area? Steve said yes. As long as there's nothing there now and they're building for future growth, you can do it. Mayor Scholl asked if SDCs could be used to pay for repairing deficiencies that are due to growth put on existing lines. Steve concurred that it could be partially paid for with SDCs for growth.

Discussion of the Urban Growth Area. City Planner Graichen explained that they approved the housing needs analysis a few years ago. It confirmed that they had sufficient land at that time. They cannot expand their Urban Growth Boundary.

Council President Morten talked about the storm SDC tripling. That is a huge surprise. He wonders why that was not accounted for in the budget. Mayor Scholl clarified that Council President Morten is referring to rates. Steve said it's a function of the Capital Improvement Plan and is attributed to serve growth.

Councilor Chilton knows this will be a heated topic. She would like to see what the potential results could be in the rate study. What are users paying for?

Councilor Topaz said the sewer system is inadequate. If there's a new federal or state rule about what the system needs to handle, is that considered new or a repair? Steve said it would be paid for by the rate payer.

Council President Morten asked Brown what effect the stormwater will have on the budget. Brown responded that stormwater SDCs will not have a budgetary effect because it doesn't affect operations. They will be reviewing utility rates and updated master plans for operations and maintenance in May. They know where the deficiencies are now and where they should be. The deficiencies are caused from years of past predecessors not increasing rates. It's a difficult budget year. They can put their head in the sand or start making upgrades.

Councilor Birkle agreed with the need to communicate this well with the public. If he were a developer, he would not want to see these increases, but he would not want to take it on as a resident.

City Administrator Walsh talked about rates being the significant contributor to repair and replacement. They couldn't charge enough to pay for all of it.

Mayor Scholl pointed out that predecessors didn't plan for the future. They must be proactive for future growth. The sewer is sufficient for now. He has talked about sharing a sewer with Scappoose between the two. NW Natural even said they would help with laying pipes. Columbia County Commissioners agreed to collect SDCs from properties outside the City UGB. Steve said utilities is all about scale. When they developed in the 1950's and 1960's, they had industrial development subsidizing residents.

Councilor Chilton wants to have a more secure plan in place for utility rates to make sure they're not in this situation again. Council President Morten agreed. Predecessors did not go forward because they got pressure from builders and the economy did not help facilitate building at that time.

Mayor Scholl said this is big and shocking. He talked about development costs increasing. The big one will be the utility rate increase they discuss next month.

Brown said staff was reactive for a long time. With new staff, they see the importance of being proactive. The benefit needs to be communicated well with the public.

3. Discussion regarding Sanitary Sewer Deficiency & Development - *Sharon & Jacob*

Engineering Manager Darroux reviewed the city's sewer lines. They fixed about 20% of the sewers in the early 2000's as part of the Inflow & Infiltration (I&I) project mandated by DEQ. Now they have a capacity issue. A full master plan was done last in 1989. That's 33 years that they have been using the very old plan, which did not account for growth. Over the last couple years, they have been working with Keller Associates to update the Water and Wastewater master plans. The Wastewater Master Plan was adopted in November. Population has almost doubled in size since 1989. She pointed out the sewer lines that are at capacity and where potential overflows could occur on the map, a copy of which is included in the archive packet for this meeting. For example, the Comstock property would flow into the line on Sykes Road. It's at capacity. The main issue is the interceptor on 4th Street that runs from Godfrey Park over to the Wastewater Treatment Plant. The 1989 master plan even said there were capacity issues. Councilor Topaz interrupted to say that the City has had problems with him on the sewer and the fact that they got rid of stormwater on that very thing. Mayor Scholl pointed out that is not relevant to the master plan. Sharon went on to talk about the known problems with undersized lines. There has been a lot of new development connecting to existing lines, which doesn't have capacity. Mayor Scholl recommends

redirecting from 2nd Street through the Riverfront Development and the Olde School to take pressure off 4th Street. Darroux added the only adequate trunkline is on Millard Road. There are multiple lines that are inadequate.

City Planner Graichen reviewed three options:

- Do nothing and assume that SDCs and utility rates will take care of it, and address issues as they happen.
- Require a fee that is in addition to SDCs for anyone tapping into these systems. Steve explained that other communities do this. You can add a condition for developers to pay a fee in-leu-of building a system. The City is under capacity. There is no SDC eligibility. Most communities borrow money to fix these issues. Basin six is the highest priority. To improve basins four and six, would cost approximately \$10.2 million. Only \$460,000 could be used from SDCs to fix that. Basin five would need to be improved about two years after that. They would continue to take on debt. Residential users are currently paying about \$46.95 for sewer. If they borrow the money for the two projects in these phases and they use cash reserves in the sewer fund, they will have to raise rates 8% per year for the next five years to get to \$68.90. It would fix the problem and serve growth. After those five years, it will need to go up again to keep up with an aging system. Sewer systems are a corrosive environment for metals. Councilor Topaz asked if it would be cheaper to put in a whole new system. Darroux said repair is much cheaper. They may have to at some point. They already have a blown-out trench. Councilor Topaz said a new system could go somewhere else for treatment. There are sewer systems that pre-date 1913. Steve said they don't have a treatment problem. It's a collection problem. Councilor Topaz argued that the sewer system was installed 30 years ago. New rules have been implemented during that time. Steve pointed out that they are still operating under a valid NPDES permit. Councilor Topaz said that Art Leskovich, who is with the Army Corp of Engineers, talked about some problems coming up with the treatment plant. Darroux emphasized that the issue is with the collection system. They could put treatment plants all over, but if the pipes aren't adequate it will back up through manholes into streets and backyards. Steve said it can be fixed, accommodate growth, and serve the environment with the rate increase. Darroux said they could be fined by the State if they don't fix the problem.
- Prohibit or delay development. It's not easy and there are processes to follow. Steve confirmed that it has been done by other communities. Councilor Chilton pointed out that it still doesn't fix the problem.

Discussion ensued about future trunkline locations. Mayor Scholl suggests they add a line from Bings to the Fairgrounds, with a big trunkline at Chad Davis and Don Danielson's development and run down Gable Road to alleviate the Sykes Road line. Peter pointed out that it would still not fix the existing problem.

Darroux is seeking direction from Council on which option they prefer.

Councilor Chilton suggests they halt building until they know how to handle the problem. Mayor Scholl disagreed. Graichen explained that they can't just make a motion to do that. It's a process with notice to the State and a public hearing. Mayor Scholl went on to say they are aware of the problem. Staff is working on a solution. He is in favor of in-leu-of fees to allow development to continue. Brown said if they do the in-leu-of fee they don't move forward with the debt service. It was clarified that they can do both. Mayor Scholl wants to direct staff to look at 4th Street coming down Columbia Blvd. to include 2nd Street. Council President Morten suggests tying it all in with the Waterfront Development while it's trenched. Everything is gravity fed to where they want it.

Mayor Scholl reported that staff received a call about the Comstock property that was recently annexed. They found out that they can't develop until the City allows growth. Graichen recommends Council give clear guidance tonight during their work session action items.

Councilor Chilton asked about relief funds from the government. Has any of it been allocated for streets or stormwater projects. Brown said they have allocated \$400,000 for water and sewer infrastructure. However, that infrastructure is intended for the Industrial Business Park.

Council President Morten asked if there is additional Federal money available. Steve said yes. The money will be allocated to the states and predicated to the neediest first, based on median household income. They may be in a good position with their household income.

Steve said they need to discuss the fee-in-leu-of concept. He suggests they obtain advice from their attorney.

Break - 3:19 p.m.

4. Discussion to Initiate Vacation of Right-of-Way by Motion related to the Public Safety Facility - *Jacob*

City Planner Graichen reviewed his report and map. A copy is included in the archive packet for this meeting. Graichen said this is their opportunity to get rid of the 7th Street right-of-way shown on the map. It needs to be done through a vacation. He needs a motion and approval at tonight's meeting for the Council to initiate the vacation process. There will be a public hearing in the future.

5. Review "If I Were Mayor..." Student Contest Entries

Four posters, three essays, and two digital presentations were received. A copy of the submittals is included in the archive packet for this meeting. Ballots were distributed to the Council. The winners will be announced at tonight's meeting.

6. Report from City Administrator John Walsh

- Tonight's agenda includes the fireworks contract. It's a \$20,000 show.
- Council received a request for a leak adjustment. It exceeds the administrative adjustment amount allowed. Councilor Topaz asked how the leak was discovered. Walsh was not sure. A decision will be made at tonight's meeting. These come up occasionally. Council can make a policy revision to allow Finance Director Brown to make the adjustments if they would like to see these less often. Mayor Scholl announced that the gentleman requesting additional time to pay did pay his bill in full last month.
- The Riverfront Development RFQ closed on Friday. They received two responses from very qualified firms. He would like to schedule an opportunity for developers to come in and present to Council. He distributed a tentative schedule, a copy of which is included in the archive packet for this meeting.
 - Special Session for presentations from developers on May 11th at 4 p.m. It will be open for the public to attend in-person, or watch via Zoom or YouTube, but he recommends not allowing public comments. The proposals will be distributed electronically to Council, three Planning Commission members, citizen-at-large Al Petersen, Associate Planner, Public Works Director, Engineering Manager, and himself. Discussion about adding more at-large members. Consensus to add Parks & Trails Commission Chair Carmin Dunn and Superintendent Scott Stockwell, or a designated School Board member.
 - Special Session for deliberations on May 18th
 - There will be a later opportunity for public comment
- Public Safety Facility update
 - Good progress on design
 - Fill and grade portion is almost ready for permitting. Saving money by doing it in-house.
- Riverwalk, Columbia View Park re-design, and street design update

- Funding and construction are moving along well
- A couple months delayed on the Columbia View Park re-design. Council President Morten talked about the Parks & Recreation Division working on the Parks Master Plan. He encouraged good communication. Walsh agreed. It's essentially the change in scope for the play equipment. It will be moved towards Cowlitz Street. Council President Morten would like to share that information with the Parks & Recreation Commission when it's available. Councilor Chilton asked if the Parks Master Plan is complete. Council President Morten said no. They are still in the brainstorming phase.
- The events audit is being wrapped up. He received the tourism draft contract back from the attorney yesterday. They are calling it an Independent Contractor Agreement. There are no red flags from the audit yet. It explains why the City should not be in this business. He should have both ready for review at the next meeting.
- Working to reignite the Central Waterfront project. There is available money from the State Legislature. The project also has potential to create revenue.
- Dock update
 - Installed kiosks. The fee is less important than the tracking and enforcement.
 - Working on a camera system
- Call to action from the Senate and House for directed spending requests
 - Milton Creek Bridge
 - Technology upgrades for the public safety facility and fire station
- Armstrong accepted an offer from Danson
- Meeting internally with Columbia River Fire & Rescue to identify needs. They are looking to relocate the fire station on the other side of the highway to a centrally located property.
- Library screening interviews on March 28th. There were seven interviews and two will return for an in-person interview on April 18th.
- There are challenges with the City budget and meeting infrastructure and public safety needs

ADJOURN – 4:16 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

April 6, 2022

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
Kathy Payne, City Recorder
William Monahan, City Attorney with Jordan Ramis PC



At 4:19 p.m., Mayor Scholl opened the Executive Session pursuant to the ORS numbers listed below and then gave Council roll call. Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media were specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session. Any person in attendance, including the news media, who has a recording device is directed to turn it off.

- **Consult with Counsel**, under **ORS 192.660(2)(h)**
 - Update on litigation with regards to 2MG water reservoir.
 - Update on S. 12th Street property eviction.

- **Real Property Transactions**, under **ORS 192.660(2)(e)**
 - Nothing was discussed under this item.

The Executive Session was adjourned at 4:30 p.m.



ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor



COUNCIL PUBLIC HEARING

Wednesday, April 06, 2022

DRAFT MINUTES

MEMBERS PRESENT

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

STAFF PRESENT

John Walsh, City Administrator
Kathy Payne, City Recorder
Lisa Scholl, Deputy City Recorder
Jacob Graichen, City Planner
Jenny Dimsho, Associate Planner

OTHERS

Steve Toschi	Gerry Carnahan
Jennifer Pugsley	Andrew Niemi
Jane Garcia	Chase Berg
Ali Hasenkamp	Shawn Clark
Cory Englehardt	Dena Womack

OPEN PUBLIC HEARING – 6:33 p.m.

TOPIC

1. **Planned Development (Zoning Overlay) at the current northern termini of N. 8th and 9th Streets lying north of Deer Island Road (North 8th Street LLC - Shawn Clark)**

City Planner Graichen covered preliminary matters and presented the staff report, a copy of which is included in the archive packet for this meeting. There were no ex-parte contacts, conflicts of interest, or bias in this matter. There were no objections from the audience for the Council to make a fair decision. Graichen reported that he has only seen one of these applications in his almost 14 years of working here. He emphasized that this is just for the overlay zone. It is not a subdivision application. Planning Commission approved the subdivision at their last meeting. The planned development allows them to retain the developable land with smaller lots. They're not even approaching the maximum density here. The developer must be careful to not create lots too small, because lot coverage limits still apply. The zoning of the property is predominately Mobile Home Residential, which resulted in a condition added by the Planning Commission that development in this overlay zone cannot preclude manufactured homes. Planning Commission recommended approval unanimously with that condition.

Councilor Topaz asked if the Fire District has reviewed the proposal. Graichen said they have an approved preliminary plat, but this is an overlay so they may not always have a development proposal at this time. The Fire Code requires homes be sprinkled when a subdivision gets to a certain size and there's only one

access point. They made sure that the cul-de-sac at the end meets the Fire District standards. This cul-de-sac does exceed standards and Planning Commission approved a Subdivision Variance to allow it. Councilor Topaz is worried about the hole that some of the lots are in. There will be problems getting people out if there's a fire or freezing temperatures. Graichen reminded him that is not part of the overlay Council is approving. Councilor Topaz asked if they need to be concerned with traffic getting in and out on a normal day. Graichen said that each lot should accommodate at least two parking spaces. The subdivision did require a traffic analysis, which showed there were no functional deficiencies. Councilor Topaz said there is underground water coming in. If you look across Highway 30, there is a lot of hydraulic sauce that's driving water into the ground. He assumes it's coming into the quarry. Were there any studies about underground subterranean water coming into the area? Graichen is not sure. The applicant's engineer is here and may be able to address it.

Mayor Scholl requested Councilor Topaz keep his questions on topic. This is for the zoning overlay and not the development.

APPLICANT TESTIMONY

- ◆ Andrew Niemi and Chase Berg, Lower Columbia Engineering. There was a much denser development proposed, which would have involved greater impacts to the onsite wetlands. The current proposal is scaled back with less impacts. There is still some impact to the wetlands, which they have already been successfully through a joint application process with the US Army Corps of Engineers and the Department of State Lands. The overlay zone is what allows the project to be feasible. They have tried to be deliberate about minimizing impact. Some of the concerns they heard from the public was regarding construction traffic on 8th and 9th streets. Someone proposed a potential construction route through the adjacent property owned by Columbia County. The County is open to discussing it further. In response to Councilor Topaz, they did have an extensive geotechnical study done. The primary reason for doing it was to make sure they were going to be properly hydrating the remaining wetlands. They have already done a stormwater analysis that manages the runoff from the new streets and ensure the wetlands remain healthy. In response to the question about street gradient, the current design limits slope to a maximum of 5%.

TESTIMONY IN FAVOR – None

TESTIMONY IN NEUTRAL – None

TESTIMONY IN OPPOSITION – None

CLOSE PUBLIC HEARING – 7 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor



COUNCIL REGULAR SESSION

Wednesday, April 06, 2022

DRAFT MINUTES

MEMBERS PRESENT

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

STAFF PRESENT

John Walsh, City Administrator
Kathy Payne, City Recorder
Lisa Scholl, Deputy City Recorder
Jacob Graichen, City Planner
Jenny Dimsho, Associate Planner

OTHERS

Steve Toschi	Gerry Carnahan	Ellie Luke and Family
Jennifer Pugsley	Andrew Niemi	Olivia & Everette Fantus and Family
Jane Garcia	Chase Berg	Lily Drew and Family
Ali Hasenkamp	Shawn Clark	Morgan Lee and Family
Cory Englehardt	Dena Womack	Taylor Rose Parsons and Family
Hayden Stram and Family	Katelyn & Addison Wells-Callow and Family	

CALL REGULAR SESSION TO ORDER – 7 p.m.

PLEDGE OF ALLEGIANCE

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

- ◆ Jennifer Pugsley. She had follow-up questions from the Urban Renewal Agency meeting regarding the loan. Does the interest accrue from the beginning of the loan for those three years? Is it paid in the form of draws?

City Administrator Walsh responded that it is .6% interest rate on the amount that is drawn. Associate Planner Dimsho added that it's about \$120,000 in interest during those three years. That's included in the loan.

ANNOUNCE & AWARD PRIZES TO "IF I WERE MAYOR..." STUDENT CONTEST WINNERS

Mayor Scholl announced and awarded the prizes to the "If I Were Mayor..." Student Contest winners. First place winners won \$150. Their entries will compete for a prize at the State level. Second place winners won \$50. All participants received a certificate and a swag bag containing a coupon for a free book at the Friends of the Library book sale, water bottle, tote bag, book light, buttons, pens and pencil, lanyard, postcard, lip balm, and candy. Mayor Scholl invited all participants to join him for a pizza lunch to be scheduled in the summer.

Grades 4-5 Poster Category:

First Place Winner – Ellie Luke
Second Place Winner – Everette Fantus
Participant – Lily Drew
Participant – Morgan Lee

Grades 6-8 Essay Category:

First Place Winner – Taylor “Rosie” Parsons
Second Place Winner – Olivia Fantus
Participant – Addison Wells-Callow

Grades 9-12 Digital Presentation Category:

First Place Winner – Hayden Stram
Second Place Winner – Katelyn Wells-Callow

DELIBERATIONS**1. Planned Development (Zoning Overlay) at the current northern termini of N. 8th and 9th Streets lying north of Deer Island Road (North 8th Street LLC - Shawn Clark)**

Planning Commission unanimously recommended approval with the condition that no development allowed under this Planning Development (overlay zone) shall preclude manufactured homes. This includes development standards and other factors such as use restrictions the developer may place on themselves.

Councilor Birkle acknowledged that this is for the overlay and not the development. The Planning Commission did their due diligence considering the application.

Council President Morten acknowledged that the presentation was done well. He thanked the local Engineering firm for their work.

Councilor Chilton appreciated the care given to the wetlands and community.

Councilor Topaz asked about the value of the land. City Planner Graichen said they don't typically address that. Andrew Niemi mentioned in the public hearing that it was the Planned Development Overlay that made it work. They've been working on this a long time and have spent a lot of money dealing with wetland mitigation.

Councilor Topaz talked about migratory birds. Graichen said the Army Corps of Engineers often consults with Fish and Wildlife. They would have mentioned it if there were concerns. He pointed out that the ponds are being left alone. Councilor Topaz suggests that it will add value to the property.

Motion: Motion made by Council President Morten and seconded by Councilor Chilton to approve the Planned Development (Zoning Overlay) as recommended by Planning Commission. **Vote:** Yea: Mayor Scholl, Council President Morten, Councilor Birkle, Councilor Topaz, Councilor Chilton

APPROVE AND/OR AUTHORIZE FOR SIGNATURE

2. Second Amendment to Agreement with Otak for S. 1st and Strand Streets Road and Utility Extensions Project
3. Revocable License Agreement with Soltronox LLC for ATM Located on City Property at 277 Strand Street
4. Intergovernmental Agreement to Transfer Tax Increment Revenues of the St. Helens Urban Renewal Area to the City of St. Helens to Pay a Special Public Works Fund Loan
5. Amendment No. 1 to IGA with State of Oregon for Disposal of Surplus Vehicles, Heavy Equipment, Titled Trailers, & Watercraft
6. Agreement with Western Display Fireworks for 4th of July Fireworks

Motion: Motion made by Council President Morten and seconded by Councilor Topaz to approve '2' through '6' above.

Discussion.

Councilor Chilton pointed out that it looks like the fireworks will be set off from a barge. Mayor Scholl confirmed that Wilsonville Concrete Products has offered to barge them in. They will be loaded at Even Construction. It frees up the entire island and brings the show closer to the citizens.

Vote: Yea: Mayor Scholl, Council President Morten, Councilor Birkle, Councilor Topaz, Councilor Chilton

CONSENT AGENDA FOR ACCEPTANCE

7. Parks & Trails Commission Minutes dated January 10, 2022
8. Parks & Recreation Commission Minutes dated February 7, 2022

Motion: Motion made by Councilor Birkle and seconded by Councilor Chilton to approve '7' and '8' above.

Vote: Yea: Mayor Scholl, Council President Morten, Councilor Birkle, Councilor Topaz, Councilor Chilton

CONSENT AGENDA FOR APPROVAL

9. South County Leadership Collaborative Special Session Minutes dated March 3, 2022
10. OLCC Licenses
11. Accounts Payable Bill Lists

Motion: Motion made by Councilor Chilton and seconded by Councilor Topaz to approve '9' through '11' above. **Vote:** Yea: Mayor Scholl, Council President Morten, Councilor Birkle, Councilor Topaz, Councilor Chilton

WORK SESSION ACTION ITEMS

Initiation of Public Right-of-Way Vacation

Motion: Motion made by Council President Morten and seconded by Councilor Topaz to initiate public right-of-way vacation proceedings pursuant to ORS 271.130 to vacate two street segments: The entire 7th Street right-of-way of the South St. Helens addition to St. Helens, Oregon, lying northeast of the Kaster Road right-of-way; and the extension of the S. 16th Street right-of-way, lying south of the East Street right-of-way within the St. Helens Subdivision, St. Helens, Columbia County, Oregon, as dedicated by Columbia County Deed Book 272, Page 970."

Mayor Scholl clarified that this is not the normal 7th Street. It's across from Johnny's Tavern.

Vote: Yea: Mayor Scholl, Council President Morten, Councilor Birkle, Councilor Topaz, Councilor Chilton

Water Leak Adjustment

Mayor Scholl reported that the line cracked right at the cup link. Staff recommends adjusting it to the normal rate. It exceeded the dollar amount allowed by staff.

Motion: Motion made by Mayor Scholl and seconded by Councilor Topaz to adjust the bill down to the normal rate. **Vote:** Yea: Mayor Scholl, Council President Morten, Councilor Birkle, Councilor Topaz, Councilor Chilton

Tram

Motion: Motion made by Mayor Scholl and seconded by Councilor Birkle to register the tram with DMV as a slow-moving vehicle and obtain the needed insurance coverage.

Discussion.

Councilor Topaz asked for the definition of a slow-moving vehicle. Mayor Scholl said it goes about 15 MPH. It's probably for insurance and liability purposes. Event Coordinator Tina Curry added that it will have a license plate.

Vote: Yea: Mayor Scholl, Council President Morten, Councilor Birkle, Councilor Topaz, Councilor Chilton

Sanitary Sewer Deficiency & Development Guidance

Mayor Scholl spoke of the sewer line capacity not being able to handle future growth. The last Sewer Master Plan was done in 1989. They are now trying to remedy a \$10-15 million upgrade to meet future capacity needs. There was discussion during the work session about an in-leu-of fee, which Steve Donovan recommended they consult with an attorney about. Graichen reviewed the options:

- Do nothing;
- Delay/disallow development; or
- Create an impact fee-in-leu-of improvements as a condition of land use approval

Councilor Birkle asked if it's an option between raising System Development Charges (SDCs) or creating the fee-in-leu-of. Graichen said they have done both in limited respects as it pertains to transportation. It's a question of whether Council wants staff to do that. If they do, they're relying fully on SDCs and utility rates to make up for deficiencies. It's always subject to challenge.

Councilor Chilton wants to make sure the money is saved to fix the problem. Graichen said they would work with Finance to make sure it's allocated for only that project. Mayor Scholl said it's not just a \$15 million project. He talked about all the future development that will potentially be catastrophic to the system if they do nothing.

Councilor Topaz said they have a problem and need to determine how to pay for it. Mayor Scholl added that it needs to pay for itself. Their predecessors should have taken care of this years ago. Now they must fix it. SDC rates are low compared to other cities. He has a piece of property to develop and will probably have to pay them.

Graichen asked if anyone is in favor of delaying or halting development. No Council members were in favor of that option.

Graichen asked if they want to do nothing and allow SDCs and user rates to take care of it? No response.

Graichen asked if staff should consider impact fees in-leu-of, as a condition of land use approval? Mayor Scholl is in favor of that. They can't use SDCs for existing infrastructure. Councilor Chilton is in favor of an in-lee-of fee if they track the money to fix the problems. Mayor Scholl emphasized the need to justify the fee.

Councilor Topaz asked if there are any other ways to raise money for the project. Walsh said they are looking for grants. Graichen added that there are also DEQ loans. Mayor Scholl wants to be proactive at pushing sewer towards Scappoose. Councilor Topaz suggested that unincorporated areas pay a higher rate to help pay for it.

Motion: Motion made by Mayor Scholl and seconded by Council President Morten to direct staff to figure out an in-leu-of fee, talk to legal counsel, and present their recommendation to Council. **Vote:** Yea: Mayor Scholl, Council President Morten, Councilor Birkle, Councilor Topaz, Councilor Chilton

COUNCIL MEMBER REPORTS

Council President Morten reported...

- Lynn Chiotti requested a replacement for Sue Nelson on the Traffic Safety Commission. He will get more information from Lynn.
- Toured the new Food Bank. It's a wonderful, upscale renovation. It should be open to the public in June.
- He found out today that there is already a Parks Master Plan in place, which Steve Donovan was very impressed with. Associate Planner Jenny Dimsho helped create it when she was part of the RARE AmeriCorps Program. It's a sustainable document that staff can make amendments to for

now. It is available to view on the City's website or can be requested in paper form. Most of the urban trail will be handled by Public Works since it's in the public right-of-way.

Councilor Topaz reported...

- The mayor talked about advertising and patting themselves on the back. He recently heard on the radio that Intel is going to hurt four counties because of what it's doing. Columbia County was not mentioned as one of those. They need to figure out how to get in that loop because it does affect them.
- Sauvie Island did a study and found that mercury is a new problem in the Multnomah Channel. Since they can pump water out of the Channel and sell it for irrigation, do they have a good water analysis? The EPA is aware of the findings. It mainly involved farmland.
- The City's legal group is in the appeal process about the cost of litigation with Boise Cascade because of the sale of marijuana. How much money has the City spent on legal fees and other expenses for the marijuana property? And how much money have they received in rent?
- If the next pandemic comes through, do they have a plan or will they be told what to do by the State?
- Tourism should be advertising the good fishing on the river right now. Mayor Scholl requested Event Coordinator bring back the salmon dome and story.
- Received a survey for Broadband from Deputy City Administrator Matt Brown. When did his title change? Walsh noticed it as well.

Councilor Chilton reported...

- Softball and baseball are underway. She has been spending a lot of time at the fields.
- Recently visited the Botanical Gardens for a nature walk with her kid. It was beautiful.
- Attended the LEPC meeting with the County, which is the law enforcement commission for the County. It includes judges and representatives from the DA's office, police departments, and Sheriff's Office. She is looking forward to being more involved.
- Judge Grove will be retiring at the end of the month. He's been a huge supporter of all people in the community. She hopes to see people come together and wish him well. His retirement party is April 29 in Columbia View Park.
- They continue to work on the Riverfront Development. She is excited about the proposals and seeing ideas come to life.
- Budget discussions are coming up. She is open to conversations and answering questions from community members. She recommends people go back and listen to the work session to hear about the problems with sewer, stormwater, and water. She appreciates the presentations and transparency.

Councilor Birkle reported...

- He talked about the need for financing maintenance and upgrades to sewer, stormwater, and water. This is all based on master plans that were completed recently and available for review. Executive summaries for each help explain the need. They can't put this off if they want to continue to have a high quality of life and protect the safety and health of the environment and citizens.
- Spent spring break visiting their daughter in New York City. It was a wonderful experience, but he was happy to be back in Columbia County. He will share some ideas he gleaned there.
- Will continue to participate in the CERT training. He has received great information about the importance of being prepared for natural disasters or other threats. He won't be able to attend the Boards and Commissions Reception because of a training that night.
- Attended the St. Helens High School groundbreaking. He spoke with architects, developers, and construction people. They all had great things to say about Planning and Building Division staff.

He is very appreciative of the work the City is doing to help them move forward. They can be proud of the new high school.

- He joined a couple work parties at Nob Hill Nature Park. Over 50 volunteers participated. It was good to see a mix of ages.

Councilor Topaz reported...

- He mentioned a request to find out what costs have been incurred to sell the property. Can they make a request to Finance Director Brown to generate a report of costs since 2017? Mayor Scholl will try to get a ballpark.

Council President Morten reported...

- Thanked Councilor Birkle for reporting on Nob Hill Nature Park.
- Attended a two-day Diversity, Equity, and Inclusion (DEI) training. It focused on serving everyone responsibly. Equal means that everyone gets the same; equity means that there are adjustments made so everyone has the same opportunity. It was one of the best workshops he has attended.

MAYOR SCHOLL REPORTS

- Nice to see the "If I Were Mayor..." Student Contest participants here. Congratulations to all of them. He looks forward to having lunch with them.
- Citizens Day in the Park, June 25, 2022, 11 a.m. – 2 p.m., McCormick Park
 - Requested assistance from Council to help solicitate donations from businesses. Distributed a spreadsheet with business names and letters of request for each.
 - Encouraged organizations and businesses to participate as a vendor. There are no fees to participate.
 - Sunshine Pizza will do all the barbecuing.
 - The Decades will perform.
 - Highway 30 Cruisers is hosting a car show.
- There is not a lot of fish.
- It was an eye opener today about the work needing to be done with water, sewer, and stormwater. They'll get through it. They must make the repairs or will be fined by DEQ.
- He loves this time of year. It's busy with his landscape business, being mayor, and trying to fish.
- There are serious issues to tackle. It's vitally important to be able to explain funding mechanisms to the public.
- Two RFQs were submitted for the Riverfront Development project.

OTHER BUSINESS

ADJOURN – 8:32 p.m.

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

April 18, 2022

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

Staff Present: John Walsh, City Administrator
Kathy Payne, City Recorder



At 5:00 p.m., Mayor Scholl opened the Executive Session pursuant to the ORS numbers listed below and then gave Council roll call. Representatives of the news media and designated staff shall be allowed to attend the executive session. All other members of the audience are asked to leave the room. Representatives of the news media were specifically directed not to report on or otherwise disclose any of the deliberations or anything said about these subjects during the executive session, except to state the general subject of the session as previously announced. No decision may be made in executive session. Any person in attendance, including the news media, who has a recording device is directed to turn it off.

- **Consider Employment of a Public Officer, under ORS 192.660(2)(a)**
 - The Council interviewed two finalists for the Library Director position.

The Executive Session was adjourned at 7:35 p.m.



ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor



COUNCIL WORK SESSION

Wednesday, April 20, 2022

DRAFT MINUTES

MEMBERS PRESENT

Mayor Rick Scholl
Council President Doug Morten
Councilor Patrick Birkle (1:04 p.m.)
Councilor Stephen R. Topaz
Councilor Jessica Chilton

STAFF PRESENT

Kathy Payne, City Recorder
Lisa Scholl, Deputy City Recorder
Jacob Graichen, City Planner
Jenny Dimsho, Associate Planner
Mouhamad Zaher, Public Work Director
Sharon Darroux, Engineering Manager

Dave Elder, Public Works Supervisor
Buck Tupper, Facility Maintenance Supervisor
Aaron Kunders, Water Quality Manager
Crystal King, Communications Officer
Bill Monahan, City Attorney
Tina Curry, Event Coordinator

OTHERS

Paige Diaz, CASA
Jazmin, CASA
Jacqueline Curry, CASA
Karin Miller, CASA
Paul Vogel
Lynne Pettit
Robert Brawand
Amy Bynum
Kevin Wick

CALL WORK SESSION TO ORDER – 1 p.m.

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

- ◆ Tina Curry, Event Coordinator. In attendance via Zoom to give a report.
 - She placed information in the Council's boxes regarding the proposed purchase of a boat. She will be attending tonight's meeting to answer any questions about it.
 - Congratulated Public Works Director Mouhamad Zaher on earning the Certificated Public Works Professional – Management (CPWP-M) designation from the American Public Works Association (APWA).
 - Getting the tram ready. It will be going to the City's Joint Maintenance Facility and Lively Automotive for an inspection. It has a great braking system on it. Anyone driving it will be trained properly.

Mayor Scholl thanked Curry for her report. They will discuss it tonight.

DISCUSSION TOPICS

1. Employee Length of Service Recognition - Officers Hartless & Boswell (5 Years)

Mayor Scholl congratulated Officers Hartless and Boswell and thanked them for their service. They were not able to attend in person.

2. Presentation from CASA for Children - Paige Diaz, CASA Supervisor

CASA Supervisor Paige Diaz reviewed her presentation. A copy is included in the archive packet for this meeting.

- Court Appointed Special Advocate
- Trained volunteers representing foster care children in Court
- Doing a pilot project for Columbia County to appoint a CASA to every case
- Children generally do better with birth families, so they do everything they can to keep them together if it's a safe, stable home
- Reviewed expectations
- Trainings for new volunteers will take place in May and June

Council President Morten sat on the CASA Board years ago. It was a rewarding experience. How many volunteers do they have now? Paige said they have 50 right now with active cases. They will be training four in May. She was an advocate before becoming a supervisor.

Council President Morten asked if there are community fundraisers. Paige said there is a development team in Portland. They do not have any development opportunities in Columbia County right now.

Councilor Birkle is glad to hear the report. He was one of the first CASA volunteers 25 years ago. At that time, the Boys and Girls Aid Society in Portland ran it. Jan Kenna, at Columbia County Children and Family Commission, had a desire to bring an independent CASA program to Columbia County. Birkle wrote a grant and became the first director of an independent Columbia County CASA program. He later became a full-time teacher and passed that position on. Years later, he joined the CASA Board. There was a significant turnover of Board members. It was difficult to maintain an independent program. To hear they have 50 volunteers is incredible. It is a wonderful service provided. They will do everything possible to promote the program. He hopes they can also do something official with communications to promote awareness. It is exciting to see what they are doing.

Paige thanked Council for their support.

Councilor Chilton appreciates their work. She sees it through her job at CCMH.

Mayor Scholl referred to the County's pilot project to appoint a CASA to every case. What triggers CASA's involvement? Paige explained that CASAs were previously assigned to only more difficult cases. Mayor Scholl asked if DHS is also involved? Paige said DHS looks out for their best interest, but they do not have a legal statute like a CASA. Jacqueline Curry added that the CASA is dedicated to that one child. DHS has multiple kids. Paige said CASAs having a long-lasting impact on kids. These kids are the future of the community. It is very fulfilling work.

3. Enterprise Zone Sponsor Request regarding Control Solutions Inc. - Paul Vogel, CET Executive Director

Paul Vogel introduced Kevin Wick, president of Control Solutions. Paul introduced Kevin and reviewed their request. A copy is included in the archive packet for this meeting. Control Solutions recently expanded and built a new building. They applied for and qualified for Enterprise Zone benefits. They met the wage threshold, increased employment by 30%, signed the WorkSource Hiring Agreement, and purchased equipment. They make data loggers for monitoring vaccines. A lot of competitors came out during the pandemic. Kevin diversified and is providing his product to museums, farm to table, and other temperature-controlled applications. Kevin is requesting a two-year Enterprise Zone extension to assist with cash-flow, marketing, and growth as he moves into the other sectors. CET supports the request.

Mayor Scholl is glad to see the business expand. It is a tough industry, but they found a way to overcome it.

Kevin explained that they are looking to grow the business more. Their facility is on Industrial Way. The data logger is a digital device that takes a date, time, and temperature recording and stores it in a format that is downloadable. If there are any temperature excursions or power outages, they have devices that will send an alert. The device can be used for anything that is temperature sensitive.

Councilor Chilton asked what problems cause the need for the extension. Kevin said they had huge supply chain issues and a lot of backlog. With more competitors now, they need to diversify.

Council President Morten is glad they found a place and are here. The founder had a lot of problems finding a facility to create these products six years ago.

Councilor Topaz asked what the life of the device is. Kevin said the devices last about two to five years. The batteries last about a year and a half. He talked about increased regulations for temperature monitoring.

Councilor Birkle is excited to see this business here and ready to expand.

This is on tonight's agenda for approval.

4. Planning Division Semi-Annual Report - *Jacob Graichen, City Planner*

City Planner Jacob Graichen and Associate Planner & Community Development Project Manager Jenny Dimsho reviewed their report. A copy is included in the archive packet for this meeting.

Dimsho reviewed updates for the following:

- St. Helens Industrial Business Park
- Riverwalk Phase I update
- Bennet Building Front Façade Phase II
- Community Development Block Grant (CDBG) Columbia Pacific Food Bank Relocation

Councilor Topaz pointed out that water is getting into the Food Bank building. Dimsho said that JH Kelly is installing a private french drain to fix the problem with water getting into the building. However, it will not fix the water ponding in the right-of-way. That is a deficiency of public infrastructure.

Mayor Scholl has been talking to Dimsho about the Alano Club building adjacent to the 6th Street Ballfield. It meets a lot of the criteria for CDBG funding.

- Additional projects she provided support for
 - Business Oregon Special Public Works Loan Program
 - Oregon State Marine Board Technical Assistance
 - Oregon Parks & Recreation Local Government Grant
 - Oregon Watershed Enhancement Board
 - ODOT Safe Routes to School
 - Marshall Street/US 30 Closure
 - Riverfront Redevelopment Request for Qualifications
 - Urban Renewal Agency

Councilor Topaz asked how much of Dimsho's work could be done by a secretary. Dimsho said Community Development Administrative Assistant Christina Sullivan does all the Planning notices and minutes now. Councilor Topaz does not want to see her abused and overworked. Graichen pointed out that Dimsho is a represented employee and is not abused. Dimsho does anticipate another Planner as Urban Renewal grows. Mayor Scholl said she is doing both Community Development and Planning. Councilor Birkle said they are actively looking at the need for assistance.

Graichen gave a Planning update

- Beekeeping amendments

- Broadleaf Arbor event was occurring around the time of the last report. Construction is backed up about two months because of the basalt.
- Planning Commission recruitment
- Aerial photos are on schedule
- SDC assistance
- Discussion of additional parking near St. Helens Marina. Council President Morten suggested partnering with Brad Hendrickson to use the vacated area for parking. Would it be private or public parking? Mayor Scholl said it would remain public. There are already six parking spots in there that are open to the public.
- Reviewed code enforcement issues

Current Planning Update

- Kervin's Custom Ironworks on Old Portland Road
- Elk Ridge Subdivision
- Four lot commercial subdivision near Commons Drive
 - Received an application for Burger King
- Comstock property submitted their subdivision application
- N. 8th Street subdivision
- High School renovations
- Public Safety Facility planning
- Two more potential subdivisions
- GIS is a priority

Mayor Scholl asked about the Millard Road property. Dimsho said it is in Walsh's realm right now. They are in negotiations. It has taken a back burner with the Waterfront property.

Councilor Topaz said he was at a Port of Portland restoration project meeting, and it brought something to his attention about the St. Helens Industrial Business Park. It shows property outlines for industrial use. When do they go through the partition process? He knows they did not go through that process when they put in the marijuana facility. The judge said the sale of the marijuana place is null and void. DEQ is working with Boise to cap the in-water of the mill. That blocks off the whole mill, which would change the value of the property. There was a presentation about water and sewer lines at the last Council meeting. There were maps about earthquakes and landslides. The whole front of the mill is a liquification zone, which would also affect the DEQ capping the contaminated water. Has any of that been considered? Mayor Scholl said they already did the parcelization as a Council. They had surveyors out there, ODOT rail for an easement, and parcelization for ACSF. Office Max started the work with DEQ to cap the in-water part, but the City stopped it. Now it is being revisited. They have been awarded additional funding to further explore the in-water piece. A lot of what Councilor Topaz is saying is yet to be determined, but he makes it sound like the truth. Councilor Topaz asked if there was a public meeting for the parcelization? Mayor Scholl said yes. Councilor Topaz repeated the judge's ruling. Mayor Scholl pointed out that neither he nor Topaz are attorneys or engineers.

Graichen said the parcelization plan is a guide. Some of the parcels are legal lots of records. Some are conceptual and would have to be created by a land division process as part of that phase.

Mayor Scholl said Councilor Topaz is making Council look incompetent. Councilor Topaz pointed out that he is an Engineer and the State of Oregon had to admit that.

Councilor Birkle wants the citizens to know there is a conceptual framework. There is a process to follow State law and Municipal Code before they put a shovel in the ground. Councilor Topaz is correct, things have not been finalized, but they have not made final decisions on specific properties and development. Mayor Scholl agreed that they always follow their own rules.

Mayor Scholl acknowledged the great presentation. He does not know it all and relies on staff.

5. Public Works Department Semi-Annual Report - *Mouhamad Zaher, Director*

Public Works Director Mouhamad Zaher presented the Public Works report. A copy is included in the archive packet for this meeting.

Mayor Scholl congratulated Zaher on earning the CPWP-M designation from APWA. Only 90 people in the US have received it.

Zaher and Water Quality Manager Aaron Kunders reviewed the Water Quality Division report.

- The benefits of having the Water Filtration Facility (WFF) and Wastewater Treatment Plant (WWTP) are already paying off
 - Both facilities use the same chemicals
 - Chemical pumps that work at both locations
- SCADA upgrade
- Membrane replacement
- Move disinfection system
- Headworks screen rebuild

Zaher reported that National Public Works Week is in May. They will do their best to share videos with the community about all the divisions.

Zaher and Facilities Maintenance Supervisor Buck Tupper reviewed the Facilities and Joint Maintenance report.

- Relocated to the Stimson building
- Maintains City facilities, vehicles, and equipment
- Over 300 work requests since the inception of the PW maintenance service request system. No injuries or accidents during that time.
- Add the tram to the maintenance schedule
- Reviewed completed projects
- Money is being saved by doing work in-house
- Reviewed Fleet maintenance vehicles

Zaher and Public Works Supervisor Dave Elder reviewed the Public Works Operations report.

- Reviewed staff members. Best crew Elder has worked with in the 28 years he has been here.
- Extensive training
- Infrastructure maintenance
- Partnerships with multiple local and State agencies
- Crews take pride in all projects
- Ashwood storm ditch improvements
- Work is often behind the scenes
- Received an award for Outstanding Performers in the State of Oregon
- Reviewed projects
- Assists with tourism and event set-up
- Reviewed upcoming projects that can be done in-house to save the City money

Council acknowledged the good leadership and service.

Zaher and Engineering Manager Sharon Darroux reviewed the Engineering Division report.

- Project design, management, and construction inspection
- Planning and improving the City infrastructure through master planning
- Right-of-way permits
- Private development plan review
- Public infrastructure permits

- Blasting permits
- As-Built Drawings and GIS map requests
- Utility Coordination Meetings
- Reporting (road mileage, etc.)
- Support other departments
- Three full-time employees
- Proposing a fee increase to cover costs. Fees were last updated in 2003.
- Reviewed goals accomplished over the last year
- Cross-training to increase efficiency and customer service
- Updated webpage to make it more user-friendly
- Reviewed project highlights
- Reviewed upcoming projects

City Water System

- Reviewed the current water system leakage and work being done to reduce leakage
 - Ultrasonic technology
 - Reviewed benefits to remote reading
 - Costs of new deployment
 - AMI System \$905,640 for half deployment
 - AMI system \$1,535,526 for full deployment

Department Promotions

- Engineering Division Manager Sharon Darroux
- Water Quality Manager Aaron Kunders
- Facilities & Joint Maintenance Supervisor Buck Tupper
- Field & Safety Supervisor Ethan Stirling

Thank you from all the Public Works family.

Council President Morten thanked Zaher for the good report.

Councilor Topaz thanked Zaher for keeping the roads and rights-of-way clean.

Councilor Chilton asked which divisions will implement internship programs. Zaher responded that the plan is to begin with Engineering and Water Quality.

Mayor Scholl acknowledged that it starts from top and filters down to the crews. It was a great presentation and good leaders. It makes a big difference. There has been a dramatic change in Public Works. They are appreciated. He requested Tupper prepare the 1929 truck for the parade.

6. Discuss Appointing someone to Traffic Safety Committee - *Council President Morten*

Council President Morten received a request from Lynn Chiotti to replace Sue Nelson's position on the Traffic Safety Commission. It is a County advisory board of about 15 people. Zaher recommends appointing Engineer II Alex Bird, who has a PE in Transportation, and is up to date on every project.

ADJOURN – 4:16 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor



COUNCIL REGULAR SESSION

Wednesday, April 20, 2022

DRAFT MINUTES

MEMBERS PRESENT

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

STAFF PRESENT

Kathy Payne, City Recorder
Lisa Scholl, Deputy City Recorder
Matt Brown, Finance Director
Tina Curry, Event Coordinator

OTHERS

Jane Garcia
Brady Preheim
Chris Cannard

CALL REGULAR SESSION TO ORDER – 7 p.m.

PLEDGE OF ALLEGIANCE

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

- ◆ Tina Curry. Council received information and pictures of a tourism boat in their boxes. The timing to purchase it is critical because everything must be replaced on the boat, and it needs to be here by August. They are going to make the boat front-loading, so they do not have to have a dock. That will allow them to have Audubon tours, kayak tours, etc. She would also like it so the seats can be removable. Not needing a dock would allow them to expedite transports. They already have a licensed captain in mind. He is usually in Alaska during that time on a commercial boat that does guest tours. The person selling the boat owns Barge Works. They have had multiple people looking at. It is tough to find what they need.

Mayor Scholl likes the idea of it because they live on the river. It is a 30-passenger boat and two crew.

Councilor Chilton asked if this will be used for Sand Island camping transportation. Curry said yes, and for the Sandcastle competition. They could charge a minimal fee if there is a COI.

Council President Morten asked about Brad Hendrickson building yurts on the Island. Curry spoke with Brad, and he wants to complete the guest gathering space for the yacht club. He is opened to having more substantial dwellings. It takes time and money to do it. Brad would give them a boat slip if they need it.

Councilor Topaz asked if Brad's boat will still be operational. Curry said yes. This would be separate. She does not want it to just be a camping boat, but it could be used during busy event weekends.

Mayor Scholl talked about how busy it gets on the Island.

Councilor Birkle asked if the price is firm at \$250,000. Curry said yes, it will not go over that. It includes the delivery and trailer. Councilor Birkle asked if they need to go through the same public hearing process as when they purchased the tram. Mayor Scholl said they could do that with a special meeting. It is time sensitive. Councilor Birkle also sees it as a resource during an emergency. Local bridges will come down during the Cascadia earthquake and they will be isolated.

Councilor Chilton is impressed with the proposal. It includes the cost, need, process, and the potential revenue.

Council President Morten talked about it giving citizens more access to the river. The river is a major asset to the city. Already having a certified pilot is an asset. The craft is made of aluminum and will be around for at least 40 years. You would only need to maintain the engine. It is a great opportunity. He appreciates the thorough proposal. The only negative thing is the time needed to make a decision.

Councilor Topaz listed some advantages of purchasing the boat:

- Army Corps of Engineers could take over the vessel in the event of a disaster to assist with aid in the community.
- Use it for tourism sight-seeing.
- Rent it as a source of revenue.

Mayor Scholl said they need to determine if a public hearing is needed. It can be added to the next agenda. Tina said her company could buy it and sell it to the City for \$1.

Councilor Chilton asked who would maintain the boat. Mayor Scholl said it would be maintained by the City's mechanics.

Council President Morten thanked Curry for coming. Everything she touches turns to gold.

- ◆ Brady Preheim. He is requesting Council deny Resolution No. 1949. Control Solutions makes equipment for monitoring vaccines, which made a lot of money during the pandemic. It is embarrassing to ask the City for money when they have had record profits. They do not need the money nor the two-year abatement. They are doing well. The boat sounds like a great idea. He does not know if a public meeting is needed, but it does not seem like it since they did not do one for building a new police station.

Councilor Chilton recommended Brady listen to the work session. The business owner was in attendance with CET. Council had some of the same questions that Brady brought up. Council President Morten met the founder of the company. It had nothing to do with vaccines at that time. It was food temperatures for products coming here. It is a sound company.

Councilor Topaz showed Mayor Scholl a copy of his Professional Engineering license stamp from Maryland. He is a real Engineer with a license. It is not active right now because he has not paid this year's dues. He also showed a copy of his degree in Mechanical Engineering from Purdue University. Mayor Scholl pointed out that his Engineering degree is in Mechanical, which is different than Geological Engineering, but he recognizes the Professional Engineering license. He appreciates Councilor Topaz bringing these documents in.

ORDINANCES – *First Reading*

- 1. Ordinance No. 3282:** An Ordinance to Amend the City of St. Helens Zoning District Map to Add a Planned Development Overlay Zone for Certain Property Generally Located at the Northern Termini of N. 8th, 9th, and 10th Streets North of Deer Island Road

Mayor Scholl read Ordinance No. 3282 by title. The final reading will be held at the next meeting.

RESOLUTIONS

- 2. Resolution No. 1949:** A Resolution of the St. Helens City Council Authorizing Extended Enterprise Zone Benefits for a Fourth and Fifth Year to Control Solutions, Inc., Located in the South Columbia County Enterprise Zone

Mayor Scholl read Resolution No. 1949 by title. **Motion:** Motion made by Councilor Birkle and seconded by Councilor Chilton to adopt Resolution No. 1949.

Discussion.

Mayor Scholl explained that Kevin Wick and Paul Vogel were here this afternoon to talk about the request. There was a huge demand for the product at the beginning of the pandemic, but other companies flooded the market during that time. They have had to expand and go back to temperature monitoring devices for food. They met all the criteria to extend the Enterprise Zone benefits.

Vote: Yea: Mayor Scholl, Councilor Birkle, Councilor Topaz, Councilor Chilton; Abstained: Council President Morten because he knows the owner

APPROVE AND/OR AUTHORIZE FOR SIGNATURE

3. Amendment No. 1 to Safe Routes to School Program Grant Agreement with ODOT for Columbia Blvd. Sidewalk and Crosswalk Project
4. Extension No. 2 to Agreement with Columbia Pacific Economic Development District for Grant Administration for Columbia Pacific Food Bank Project
5. Public Right-of-Way Dedication for Barr Avenue Access for Comstock Property

Motion: Motion made by Council President Morten and seconded by Councilor Topaz to approve '3' through '5' above. **Vote:** Yea: Mayor Scholl, Council President Morten, Councilor Birkle, Councilor Topaz, Councilor Chilton

CONSENT AGENDA FOR ACCEPTANCE

6. Library Board Minutes dated January 18, 2022
7. Parks & Recreation Commission Minutes dated March 14, 2022
8. Planning Commission Minutes dated March 8, 2022

Motion: Motion made by Councilor Chilton and seconded by Councilor Birkle to approve '6' through '8' above. **Vote:** Yea: Mayor Scholl, Council President Morten, Councilor Birkle, Councilor Topaz, Councilor Chilton

CONSENT AGENDA FOR APPROVAL

9. Council Work Session, Executive Session, and Regular Session Minutes dated March 16, 2022 and Joint City Council/Planning Commission Minutes dated March 16, 2022
10. Animal Facility Licenses
11. OLCC Licenses
12. Accounts Payable Bill Lists

Motion: Motion made by Councilor Chilton and seconded by Council President Morten to approve '9' through '12' above. **Vote:** Yea: Mayor Scholl, Council President Morten, Councilor Birkle, Councilor Topaz, Councilor Chilton

WORK SESSION ACTION ITEMS

None

COUNCIL MEMBER REPORTS

Council President Morten reported...

- Participated in a two-day Diversity, Equity, and Inclusion (DEI) workshop. He grew a lot from it. It was a wonderful opportunity to go through it as a teacher and coach. He encouraged Council to take the workshop.
- The Parks & Recreation Commission had interviews to fill a vacant position. The two applicants were very close with the new point system. He spoke to the Chair about the interviews, and they decided the person with the highest score will be recommended for appointment.

Councilor Topaz reported...

- Library Director interviews were conducted on Monday. Both candidates were excellent.
- Suzanne Bonamici visited the Makerspace on Tuesday. She was very knowledgeable about what it offers and the value it brings to the community. Library Technician Allen Hansen led a very good presentation. They have exceeded expected growth by three times. Suzanne wanted to make sure we have a good communications system so everyone knows about it. Some people are even using it for business purposes.
- At the last Council meeting, they talked about fees paid to the attorney regarding the marijuana facility. Since City Administrator Walsh is not here, they can add it to the next agenda for discussion.

Councilor Chilton reported...

- She has been enjoying the parks a lot lately. There is a need for benches at McCormick Park.
- Concrete was poured in the Campbell Park dugouts. It is a huge improvement for the softball teams.
- She has been attending public forums and meeting the people running for various positions.
- Library Director interviews were conducted.
- Recently made garden gnomes at the Library Makerspace. Her kids love it there.
- She is looking forward to the upcoming Budget meeting in May. She will be reviewing the binder and researching information prior to the meeting.
- She is excited about the Riverfront RFQ presentations.

Councilor Birkle reported...

- He participated in the Nob Hill work party. It was a tremendous turnout.
- There are wildflowers everywhere around town.
- Sees potential for ecotourism with the boat and hiking.
- Had a nice meeting with the County District Attorney. He is a great asset to the community. He thinks highly of our Police Department.
- Attended the St. Helens School District Family Resource Center grand opening. They use the space that previously housed Plymouth High School.
- Have received one application for a vacant position on the Planning Commission. He encouraged community members to consider applying. Exciting times are ahead.
- Tomorrow is the Community Emergency Response Team (CERT) final test simulation at the Lee Broadbent Training Center. There will be three scenarios with different tragedies through which they will rotate. It has given him a greater appreciation of first responders. The CERT training is part of the reason he sees the boat as being an asset to the community. They will have to pull together as a community. They will not be getting help immediately from the metro area or State. He recommends everyone participate in the training.

Councilor Topaz reported...

- There are multiple groups in town who need help outside of normal methods. The community does well with that, especially the need for volunteers.

- There is a big puddle outside the Food Bank that will be investigated. As soon as they get their Certificate of Occupancy, it will become a busy place.

MAYOR SCHOLL REPORTS

- Met with Chief Medina of Columbia River Fire & Rescue. He will be inviting him to Council to introduce himself and give a presentation.
- Congratulated Public Works Director Zaher on earning the Certified Public Works Professional – Management (CPWP-M) designation from American Public Works Association (APWA). Only 90 people in the US have received it. Today’s presentation was phenomenal. Public Works has a good crew.
- He and Walsh met with Mike Sykes from Columbia River PUD and Russ Hubbard, the new PUD liaison, as well as Craig Melton and Chris Iverson. They discussed the recent SWAT and the Port’s inventory of lands, and how best to promote those properties. They have a lot to offer businesses in the area.
- Planning Division is doing a phenomenal job.
- He is looking forward to the Boards & Commissions annual reception. He appreciates everyone, even if they cannot be there. It is a lot of work and collaboration.
- He is proud of the progress they continue to make.
- Library Director interviews went well. The library is very important with good stuff happening.

Council President Morten asked if the State will be involved in the meetings with other jurisdictions. Mayor Scholl said he was talking about a SWAT follow-up meeting. Usually, State representatives attend the City County Quarterly Dinners, which they are trying to bring back. They may be able to use the Community Center.

Councilor Topaz was at the Spotlight office on Friday. It is only open on Fridays, 9 a.m. – 4 p.m. The connecting point at this end of the County does not exist anymore.

- Lot of good things are happening on the Council and sometimes it's thankless.

OTHER BUSINESS**ADJOURN – 7:59 p.m.**

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor