

City of St. Helens

Consent Agenda for Approval

CITY COUNCIL MINUTES

Presented for approval on this 21st day of April, 2021 are the following Council minutes:

2021

- Executive Session Minutes dated March 31, 2021
- Work Session, Executive Session, Public Hearing, and Regular Session Minutes dated April 7, 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

Executive Session Summary

March 31, 2021

This meeting was held at the Recreation Center.

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

Members Absent: Stephen R. Topaz, Councilor

Staff Present: John Walsh, City Administrator
Kathy Payne, City Recorder
Bill Monahan, City Attorney with Jordan Ramis PC
Peter Hicks, City Attorney with Jordan Ramis PC
Matthew Kahl, City Attorney with Jordan Ramis PC

Others: None



At 5:15 p.m., after giving all members time to make it to the meeting, Mayor Scholl opened the Executive Session pursuant to the ORS numbers listed below and then gave Council roll call. Representatives of the news media were directed to not report on any of the material in Executive Session, except to state the general subject of the session as announced. Any person in attendance, including the news media, who has a recording device is directed to turn it off.

- **Exempt Records/Confidential Memos**, under **ORS 192.660(2)(f)**
 - Consider information or records that are exempt by law from public inspection.
- **Consult with Counsel/Potential Litigation**, under **ORS 192.660(2)(h)**
 - Consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

The Executive Session was adjourned at 7:31 p.m.



ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor



COUNCIL WORK SESSION

Wednesday, April 07, 2021

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
Matt Brown, Assistant City Administrator
Kathy Payne, City Recorder
Lisa Scholl, Deputy City Recorder
Brian Greenway, Police Chief
Mouhamad Zaher, Public Works Director
Rachael Barry, Government Affairs &
Project Support Specialist

Crystal King, Communications Officer
Bill Monahan, City Attorney
Matthew Kahl, City Attorney
Peter Hicks, City Attorney
Jenny Dimsho, Associate Planner
Shanna Duggan, Parks & Recreation Manager
Tina Curry, Event Coordinator

OTHERS

Judy Thompson	Lynne Pettit	Gulgun Mersereau
Chris Iverson	Scot Stockwell	Duncan Brown
Adam Olsen	Jeff Humphreys	

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

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

- ◆ Scot Stockwell. He is here to comment on the Public Safety Facility. The current police station is well over 50 years old. The community has overgrown it and law enforcement has significantly changed since then, including size, diversity, and services. They need a safe and welcoming space for citizens. He is asking Council to consider supporting the proposed Public Safety Facility. There is talk nationally about defunding police, but now is the time to fund them. The sky is the limit with the right facility. He thanked the Council for their work.

DISCUSSION TOPICS

1. Recreation Program Semi-Annual Report - Parks & Recreation Manager Shanna Duggan

1:04 p.m.

Parks & Recreation Manager Shanna Duggan reviewed her report. A copy is included in the archive packet for this meeting.

- Funding
 - \$79,250 in grants
 - \$110,000 in programs the first year

- Only \$6,000 in programs since COVID
- The \$2 Rec Utility Fee provided \$130,000. However, it is scheduled to sunset in December 2021.
- Programs and activities have changed since COVID
 - Mostly outdoor or drive-thru pickups
- Church purchase adjacent to the high school
 - Future Community Center Hub
- Reviewed Partnerships, Sponsorships, & Volunteers
 - New Youth Leadership Program
 - Instructor partnerships
- Reviewed goals for 2021
- Reviewed Recreation youth sports and adult sports

Councilor Topaz asked how Duggan finds out about grants. Duggan responded that they are mostly found through research and networking.

Councilor Chilton asked Duggan to talk about school partnerships. Duggan explained that they are able to use school facilities at no cost. The City provides Recreation staff to maintain safety and cleanup. There is also a portable at Lewis & Clark Elementary School that is designated for their use. Duggan talks to Scot often about how they can improve partnerships. Scot added that the School District is creating a Family Resource Center. They want to provide a Spanish-speaking person at the front counter. He is discussing the need to share that person with the Recreation Program. There are many opportunities for partnerships.

Councilor Birkle talked about the Sacajawea Center at Lewis & Clark. That had a community resource model that was similar to the Community Center Hub in Duggan's report. He is excited to see essential services, in addition to the fun activities. He congratulated Duggan on her new position. Her enthusiasm and ability to research is valuable. She is well positioned to lead the new Youth Leadership Program. He would like to see Youth Council continue as well. Council President Morten talked about Youth Council being encouraged to participate in the Boards and Commission. He enjoys when they show up. Duggan agreed. The new Youth Leadership Club will help build that foundation to see what the students are interested in. It is a place and space for everyone. It is important for them to be part of the discussion.

Mayor Scholl congratulated Duggan on her new position.

2. Mackenzie Architecture - Public Safety Facility Report

1:29 p.m.

Assistant City Administrator Brown introduced Jeff Humphreys and Adam Olsen of Mackenzie Architecture to review the presentation. A copy is included in the archive packet for this meeting.

- Reviewed the space needs for the next 20+ years
- Toured police facilities in the region
- Conducted site evaluations
- Created a vision for the building
- Drafted a concept development of the Old Portland Road/Kaster Road property
- Reviewed estimate of project cost
 - Approximately \$17 million - \$18.5 million
- Next steps
 - Timeline and budget
 - Confirm funding strategy
 - Hire a hydrologist
 - Continue public outreach via Ad-Hoc Committee

Councilor Topaz asked if the building can be remodeled when they outgrow it or do they have to start over? Is there a spot for digital observation? Jeff responded that the building size should be adequate for 50 years. Most of the growth they will see is in patrol, which does not create a need to expand the building. If they outgrow it, they should consider a separate precinct. Chief Greenway added that the current facility would not support a digital camera facility. He came from an agency that could view videos from Ring doorbells, business surveillance cameras, etc. They were monitored 24/7. The proposed facility could provide space for that type of camera footage. If that is desired, he recommends going with the high-end option. Due to lack of staff, it would take time to have that available. Technology is growing and they cannot keep up with it.

Councilor Topaz asked if there will be charging stations for future electric patrol cars. Jeff said the objective is to have the project very sustainable. The project will meet the latest energy code. Adam added that they do not have them included at this time, but they could be easily added in the future.

Councilor Chilton asked about safety features available to citizens. Jeff pointed out the lockdown vestibule with a panic button to lock the outside doors and a call button to access dispatch. Also, these buildings can sometimes become targets. The planters and bollards provide a vehicular deterrent. All of the glass windows are projectile deterrent. The building materials are chosen to increase safety.

Mayor Scholl talked about the pricing being based on prior projects and current market conditions. The City is an Opportunity Zone. Would it benefit the City to have a private builder construct the building and the City lease it for 10 years and then purchase it? Opportunity Zones allow a tax break 10 years after the initial investment. The contractor may spend \$11 million building it and the City spends \$17 million purchasing it. The City will still save \$2 million. Jeff responded that he has not dealt with anything like that in the past. The developers will still have to pay prevailing wage. Mayor Scholl would like to at least investigate the idea to save money.

Councilor Topaz talked about Washington D.C. giving money. Can the City try to get some of that money? Mayor Scholl agreed they could investigate federal grants.

Councilor Chilton asked how the City could lease their own property. Mayor Scholl responded that the City could sell the property for a \$1 with the understanding that they will lease it and then purchase it in 10 years. Jeff added that they will still need to go through an RFP process for the developer. There are developers that do that sort of thing. They do need to make sure it is built to the design specifications. Mayor Scholl explained that the Opportunity Zone is created for investors to make some tax-free money.

Mayor Scholl asked how many police stations they have designed. Jeff responded that they have been engaged in 35 police facilities. He talked about their recent projects. Mayor Scholl asked where the City's current facility ranks based on their other projects. Jeff responded that the City's facility is very lacking. The public would be horrified if they knew the conditions the police have to work in. The facility is also important for recruitment. Who would want to work in this facility? He would rank it as a 5. There are a lot of requirements not being met.

Councilor Topaz asked if there are police facilities with sleeping quarters. Jeff said the proposal includes a wellness room, which is required by the State, and acts as a dual-purpose room.

3. Public Safety Facility Staff Presentation

2:12 p.m.

A copy of the presentation is included in the archive packet for this meeting.

- Chief Greenway reviewed the timeline of events. It began in March 2019.
- Communications Officer King reviewed the community engagement process.
- Assistant City Administrator Brown reviewed the public comments received.

- Public Safety Facility Ad-Hoc Committee Chair Chris Iverson reviewed the Committee recommendations.
 - Community engagement period
 - Creation of Public Safety Fund administratively by City Council
 - Increased funding for utility assistance
 - Sell current station location to pay down future debt
 - Continue researching other funding sources
- Staff recommendation
 - Creation of oversight committee
- Brown reviewed why the Committee chose a Public Safety Fund
 - Does not increase property taxes
 - Can be used for construction and ongoing maintenance
 - Most equitable for renters and homeowners
 - Monthly rate lowers as city grows (or steady and payoff faster)
 - More flexible with other funding options (pay down faster)
 - Overall, less expensive for residents
- Review of funding sources
- City Administrator Walsh recommends Council direct staff to come back with a Public Safety Fund. That ordinance would have a provision to create the fee by a future resolution. That fee would be a future discussion.

Mayor Scholl was in favor of using dedicated yearly revenues and grants. Brown pointed out that using dedicated yearly revenues will take from other programs. However, it could be done incrementally.

Councilor Topaz pointed out that people are saying we need a police station. He is in favor of going for it and letting the financial experts recommend the best way to fund it. Brown said the financial experts are in attendance if the Council has any questions for them.

Gulgun Mersereau, Bond Lawyer. She practices in financings for Oregon governments. If the Council decides to move forward, they will come back with a bond authorization. They would pledge their full faith and credit. They would be expected to pay from the dedicated fee. Investors would get information about the fee when they are deciding of whether or not to buy the bond. It is very common in Oregon and would not be surprising to investors.

- Government Affairs & Project Support Specialist Barry talked about the process if the Council decides to conduct a General Obligation Bond through property taxes. It would cost approximately \$100,000 to conduct the campaign. Staff and City resources cannot be used for the campaign.

Walsh reviewed the options:

- Create fund, dedicate revenue, pass surcharge administratively
- Referral to voters
 - Referral of General Obligation Bond (Property Taxes)
 - Referral of Public Safety Surcharge
- No action

Council needs to direct staff at tonight's meeting.

4. Review Updates to Personnel Policies & Procedures Handbook - *Kathy*

City Recorder Payne reviewed the proposed updates. A copy is included in the archive packet for this meeting. The City's attorney reviewed the updates and made some clarification. The updates will be on tonight's agenda for approval.

Councilor Topaz talked about marijuana. He recently found out about the problems with marijuana when anesthetizing someone. How does that affect the City? Payne responded that CIS has recommended

language for marijuana. The City adopted a no-tolerance property. Employees should not be using it. If something happens and they are tested because of an accident, or they are suspicious, that is a whole other issue.

5. Strategic Action Plan Updates

Continued to tonight's meeting.

6. City Administrator Report

Continued to tonight's meeting.

ADJOURNMENT – 3:09 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 7, 2021

This meeting was held electronically via Zoom.

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
Bill Monahan, City Attorney with Jordan Ramis PC
Peter Hicks, City Attorney with Jordan Ramis PC
Matthew Kahl, City Attorney with Jordan Ramis PC

Others: None



At 3:22 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.

- **Exempt Records/Confidential Memos, under ORS 192.660(2)(f)**
 - Consider information or records that are exempt by law from public inspection.

Councilor Topaz stated that he needed to leave at 3:44 p.m. but only turned his camera off. At 3:50 p.m., I removed him from the meeting after Attorney Monahan noted that he may still be in the meeting even though he excused himself.

- **Real Property Transactions, under ORS 192.660(2)(e)**
 - Discussion on potential purchase of property on Childs Road.

At 4:12 p.m., the Mayor recessed the Executive Session until after the Regular Session. It is estimated to start at 7:30 p.m. The media was notified by email.

At 8:38 p.m., the Mayor reconvened the Executive Session under ORS 192.660(2)(f) to consider information or records that are exempt by law from public inspection and (e) real property transactions, however, there was no discussion under real property transactions.

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
Bill Monahan, City Attorney with Jordan Ramis PC
Peter Hicks, City Attorney with Jordan Ramis PC
Matthew Kahl, City Attorney with Jordan Ramis PC

Others: None

The Executive Session was adjourned at 8:49 p.m.



ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor



COUNCIL PUBLIC HEARING

Wednesday, April 07, 2021

DRAFT MINUTES

MEMBERS PRESENT

Mayor Rick Scholl
Council President Doug Morten (arrived at 7:07 p.m.)
Councilor Stephen R. Topaz (arrived at 6:54 p.m.)
Councilor Patrick Birkle
Councilor Jessica Chilton

STAFF PRESENT

John Walsh, City Administrator
Matt Brown, Assistant City Administrator
Kathy Payne, City Recorder
Jacob Graichen, City Planner
Jenny Dimsho, Associate Planner (arrived at 6:18 p.m.)
Crystal King, Communications Officers (arrived at 6:56 p.m.)

OTHERS

Sean Edging, Oregon Department of Land Conservation & Development (DLCD)
SH Resident (arrived at 6:07 p.m.)
Autumn Oliver (arrived at 6:33 p.m.)
Shauna Stroup (arrived at 6:54 p.m.)

OPEN PUBLIC HEARING – 6:00 p.m.

TOPIC

1. Amendments to the St. Helens Community Development Code

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.

Sean Edging, representing DLCD, is in attendance and available to address any questions.

Graichen explained that many of these amendments are due to House Bill No. 2001, which was enacted in July of 2019, and predominantly focuses on allowing duplexes in all residential zones. There are also some housekeeping amendments being proposed. He reviewed the following:

- Zoning
- Residential Uses
- Attached and detached duplexes
- Distance between detached buildings proposed as:
 - R10 – 10 feet
 - R7 – 7 feet
 - R5 and AR – 6 feet
- Lot area coverage proposed as 40% for all zoning
- Porch, stairs, and landings are proposed to not be included in lot coverage

- Encroachment increased to four feet
- HB 2001 does not allow the City to require more than two parking spaces
 - Planning Commission recommends requiring two
 - Recommended parking flexibility options
 - Allow the improved area to be a minimum of 16 feet wide
 - Consider tandem parking when lots are 39 feet wide or less
 - Not eligible on flag lots
- Street Standards
 - Local “Skinny” Streets
 - Pavement width of 28 feet with eight-foot parking on one side
- Number of driveways allowed
 - Attached single-family dwelling
 - One access per lot
 - Corner lot
 - Duplex can have one access on each street
- Scenic Resource Review Rules
 - Planning Commission recommends including River Way
 - Label River Streets with “North” and “South”
- Discuss Middle Housing Affordability
 - Proposed amendments help with the following:
 - Makes auxiliary dwelling units easier
 - Increases lot coverage
 - Expanding yard encroachment
 - Relief for side-by-side parking
 - Tandem parking
 - Increasing driveway options
 - Provisions making it easier to convert accessory structures into a second dwelling
 - System Development Charge (SDC) payment plans
 - Allow shared water meters for duplexes and two detached dwellings on a lot
 - SDCs are based on meter size
 - Waived local fees for Habitat for Humanity homes
 - Reserved the sale of surplus property to affordable housing entities
 - Planning Commission expressed concerns about historic structures being removed for more intense housing. An incentive could be created to help dissuade removal.

Councilor Topaz arrived at 6:54 p.m.

PUBLIC COMMENTS - None

Council questions.

Councilor Topaz asked how much of the amendments are mandated by the State. Graichen responded that about 75% of the amendments are required.

Councilor Topaz asked what determines historic. Graichen explained that it has to go through a process and meet Code guidelines. Discussion ensued.

Mayor Scholl recognized the thorough job Graichen, and the Planning Commission did. He agreed with all of the recommendations.

Councilor Chilton asked how the zoning changes will affect property values. Graichen responded that property value is a finicky thing. They are opening opportunities to use your property to a greater degree.

Typically, that increases value. However, this is something that will be implemented over time. A lot of changes can happen over that time, including housing increase and decrease demands.

Councilor Topaz asked if his property value will be affected if the neighbors take advantage of the Code changes. Graichen said it could and that is a typical fear. He has not seen a study to show that.

Mayor Scholl would like staff to investigate cottage clusters. Graichen agreed. That will be part of the Planning Division quarterly report.

Council President Morten arrived at 7:07 p.m.

Sean Edging, DLCD, addressed affordable housing. The State is asking cities to consider the following:

- What do they do for SDCs, in relation to middle housing?
- Do they have a construction tax that would be used for affordable housing?
- Would they leverage property tax exemptions to incentivize the construction of middle housing?

Sean acknowledged that the City is addressing those considerations.

CLOSE PUBLIC HEARING – 7:09 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor



COUNCIL REGULAR SESSION

Wednesday, April 07, 2021

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
Matt Brown, Assistant City Administrator
Kathy Payne, City Recorder
Mouhamad Zaher, Public Works Director
Brian Greenway, Police Chief
Joe Hogue, Police Lieutenant
Jacob Graichen, City Planner

Jenny Dimsho, Associate Planner
Crystal King, Communications Officer
Tina Curry, Event Coordinator
Bill Monahan, City Attorney
Matthew Kahl, City Attorney (arrived at 7:24 p.m.)
Peter Hicks, City Attorney (arrived at 7:31 p.m.)

OTHERS

Tim Goodman	Autumn Oliver	Sean Edging, DLCD
Shauna Stroup	Erin Salisbury	Judy Thompson
Brady Preheim	Tammy Maygra	Bob Brawand

CALL REGULAR SESSION TO ORDER – 7:09 p.m.

PLEDGE OF ALLEGIANCE

Mayor Scholl recited the Pledge of Allegiance.

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

- ◆ Brady Preheim. He is not happy about the City allowing Comcast to give away their local office. He wishes more thought had gone into allowing that.

Brady read the Mayor's statement into the record from when he ran for Mayor. Brady declared that he will not vote for anyone on the Council again if they choose to make a decision on the Public Safety Facility without going to the voters. The people need to make the decision. There are fewer police officers now than in 2011. He does not support the new building, but would support some maintenance upgrades, increasing the size of the locker room, and fencing. Two weeks ago, Councilor Topaz put out false information by saying the building was \$4-8 million. The numbers have only been released recently. That needs to be made clear, as well as letting the people vote.

- ◆ Erin Salisbury. Thanked the Mayor and Councilors for allowing her to speak. She loves the opportunity to follow up after Brady's comments. She was a member of the Ad-hoc Committee. She has been a resident of Columbia County since 2006. Her husband has been an attorney in Columbia County since 2000. They have a very diverse law practice. She does not live within the city limits and cannot vote for council members or City tax levies. However, she and

her husband own a piece of property in St. Helens, which is used for his law practice. They would be affected by any property tax measures. There were other members on the Ad-hoc Committee who had business interest in the city but did not live within the city limits. The citizens elected the Council to represent them and make decisions. The Ad-hoc Committee was overwhelmingly in support of the Public Safety Facility moving forward. Anyone who has seen and toured the current police station knows that. She urged the Council to use their elected representational powers to make a decision. Staff has done a phenomenal job of doing the groundwork. The Ad-hoc Committee recommends using the utility bill for a Public Safety Fund. That was the most equitable way to distribute the cost, as well as accounting for growth. Putting it out for a vote only delays the decision. She sees no reason to spend more of the City's resources.

- ◆ Shauna Stroup. She feels going out for a public vote would be most prudent for a new Public Safety Facility. The community feedback is that this is being pushed through. There is no doubt that a better facility is needed. There is quite a bit going on in the community. The agendas are not being uploaded onto the website. There is a public hearing on April 21, but she cannot find any information out about it. She called to find out what today's public hearing was about and was told it was in regard to the new Public Safety Facility, which it was actually about the proposed Code changes. It used to be posted a month in advance but has not been lately. She also asked why the Oregon Department of Transportation recently put in two traffic counters on N. Vernonia Road and S. Vernonia Road.
- ◆ Tammy Maygra. She asked for the Council to allow the public to vote for the proposed Public Safety Facility. They are the ones paying for it. That shows them that the Council is interested in their opinions. After she toured the current police station, she agreed with the need for a new facility. It is ratty looking and not a good representation of our City.

DELIBERATIONS

1. Amendments to the St. Helens Community Development Code

Mayor Scholl expressed his appreciation of the thorough job City Planner Graichen and the Planning Commission did.

Councilor Birkle participated in the Planning Commission deliberation as the Council liaison. He admires the work Planning staff did on the Code amendments. He supports the recommendation of the Planning Commission and staff.

Councilor Chilton does not agree with the tandem parking. She does not see the need for it at this time. Other than that, she agrees with the recommendations. City Planner Graichen pointed out that they are not mandated to allow tandem parking. They are recalibrating the Code and that was germane discussion. The motion could be to accept the staff recommendations, except for tandem parking allowances. Councilor Chilton agreed with that recommendation. She sees the problems associated with tandem parking.

Council President Morten agreed with Councilor Chilton about tandem parking. He acknowledged the hard work done by Planning Commission.

Mayor Scholl clarified that tandem parking would have to be approved by staff in certain situations. Graichen responded that it would only be allowed in cases that the attached single-family dwelling lot width was 39 feet or less in width.

Mayor Scholl agreed with staff's recommendation, and allow tandem parking as explained by Graichen.

Councilor Birkle understands the concerns of Council President Morten and Councilor Chilton but stands by the Planning Commission and staff recommendation.

Councilor Topaz is not in favor of tandem parking. It is okay for short-term visitors but a mess for full-time residents.

Discussion ensued about tandem parking.

Motion: Motion made by Councilor Topaz and seconded by Councilor Chilton to accept staff recommendations, except for tandem parking allowances. **Vote:** Yea: Council President Morten, Councilor Topaz, and Councilor Chilton. Nay: Mayor Scholl and Councilor Birkle

ORDINANCES – Final Reading

2. **Ordinance No. 3260:** An Ordinance Granting Comcast of Delaware, II, Inc. a Non-Exclusive Franchise and Right to Continue to Operate, Construct, and Maintain a Cable System in the City of St. Helens, Oregon

Mayor Scholl read Ordinance No. 3260 by title for the final time. **Motion:** Motion made by Councilor Birkle and seconded by Council President Morten to adopt Ordinance No. 3260.

Discussion.

Council President Morten acknowledged the flexibility and deliberations they had with Comcast. They showed good faith in going forward with the demands that were asked.

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

ORDINANCES – First Reading

3. **Ordinance No. 3261:** An Ordinance Vacating a Portion of S. 2nd Street Right of Way

Mayor Scholl read Ordinance No. 3261 by title for the first time. The final reading will be held at the next regular session.

4. **Ordinance No. 3262:** An Ordinance to Annex and Designate the Zone of Certain Property at 35526 Firway Lane

Mayor Scholl read Ordinance No. 3262 by title for the first time. The final reading will be held at the next regular session.

5. **Ordinance No. 3263:** An Ordinance to Annex and Designate the Zone of Certain Property at 58830 Firllok Park Street

Mayor Scholl read Ordinance No. 3263 by title for the first time. The final reading will be held at the next regular session.

RESOLUTIONS

6. **Resolution No. 1913:** A Resolution to Adopt an Updated City of St. Helens Personnel Policies and Procedures Handbook, Superseding Resolution No. 1893

Mayor Scholl read Resolution No. 1913 by title. **Motion:** Motion made by Councilor Birkle and seconded by Councilor Chilton to adopt Resolution No. 1913, amending Section 003(H) Religious Observances Leave and Accommodation Policy to include the word "practices" as well as beliefs and observances and to amend the last sentence to read, "Request for religious leave or accommodation should be made with your immediate supervisor. If the employee's request does not contain enough information for the City to make a determination on the accommodation request, and the City has a reasonable doubt as to the basis of the accommodation request, the City may make a limited inquiry into the facts and circumstances of the accommodation request." **Vote:** Yea: Mayor Scholl, Council President Morten, Councilor Birkle, Councilor Topaz, Councilor Chilton

APPROVE AND/OR AUTHORIZE FOR SIGNATURE

7. Intergovernmental Agreement with St. Helens School District for School Resource Officers
8. Agreement with WEST Consultants, Inc. for Milton Creek FEMA Letter of Map Revisions

9. Contract with A West Pacific Contractors LLC for Playground Equipment and Fall Protection Installation at McCormick Park
10. Contract Payments

Motion: Motion made by Council President Morten and seconded by Councilor Topaz to approve '7' through '10' above.

Discussion.

Councilor Chilton asked about the St. Helens School District agreement for School Resource Officers. Assistant City Administrator Brown explained that they currently have an IGA with the School District. The School District pays a portion of their salary and benefits. This is updating and extending the agreement, as well as additional language and clarification for City staff and the School District.

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

CONSENT AGENDA FOR APPROVAL

11. Council Work Session, Executive Session, Public Hearings, and Regular Session Minutes dated March 17, 2021
12. OLCC Licenses
13. Accounts Payable Bill Lists

Motion: Motion made by Council President Morten and seconded by Councilor Birkle to approve '11' through '13' above. **Vote:** Yea: Mayor Scholl, Council President Morten, Councilor Birkle, Councilor Topaz, Councilor Chilton

WORK SESSION ACTION ITEMS

Public Safety Facility

Mayor Scholl would like staff to look at every option for the fee and return with a recommendation.

Councilor Chilton agreed. She would like to move in the direction of the Public Safety Fund.

Councilor Birkle expressed his appreciation of the visitor comments regarding whether or not they should go to the public for a vote. Prior to the election and joining the Council, he probably would have agreed with going to the voters. However, he has been persuaded through the process of the Ad-hoc Committee, participating in the forums, and speaking with residents and business owners. He would like to see the staff give the Council recommendations to move forward with the establishment of a Public Safety Fund.

Councilor Topaz thinks the population has actually voted. He does not think they need to go through the paperwork and expense of running it down the ballot box.

Council President Morten said he has always been an advocate of the voting process and listening to the public through the ballot box. However, studies, citizen input, work done by consultants, and the recommendation by the Ad-hoc Committee shows the need and cannot keep getting put off. This is a safety issue. They are losing their effectiveness of efficient policing. He agrees with the recommendation to move forward with the Public Safety Fund. This is the best, most efficient, and most effective way of doing this.

City Administrator Walsh explained that creating the Public Safety Fund now, will not prevent the Council from going out for a vote later.

Consensus of Council to proceed with the recommendation.

Strategic Action Plan Updates – continued from Work Session

Brown explained that Council technically approved this already tonight. It was to hire a hydrologist to review and redo the 500- and 100-year floodplain lines on the FEMA map in coordination with Planning staff.

Councilor Topaz asked Graichen if the 500- and 100-year floodplain is mainly because of the creek. Graichen said yes. Councilor Topaz asked that because the creek has been moved around during the time the mills have been there. Is it possible to remove the 500-floodplain by re-rooting or digging the creek deeper? Or is that outside of the law? Graichen responded that it is possible that they would have to mess with the creek. They believe that the reason the floodplain balloons at that point is because of the bridge. That may be a choke point in a flood event. It is a fish-bearing stream. He hopes they do not have to mess with the creek to change the map.

Discussion ensued about the creek and fish regulations.

City Administrator Report – continued from Work session

- They have been super busy. The new world of infrastructure funding has staff scrambling to work on projects. They are working with legislatures to receive additional funding.
- Waterfront projects are moving along. The Technical Advisory Committee will meet on April 14.
- Locates are being done for the Veneer property streets project.
- April 13 and 27 - Budget Committee meetings.
- April 15 – Council Special Session to discuss tourism.
- April 21 – Council Public Forum for a central waterfront update. Working with a film crew to produce a short documentary on that project.
- Still working on a plan for fireworks.
- Working with Sheri on the Main Street Program.
- The boat and dock saga continues. They are working on a registration process for incoming boats and assigning a staff member to oversee that.
- Working with CCET to apply for Travel Oregon grants. They are looking for funding for transportation back and forth to Sand Island but decided to support the Sand Island Campground and their park development plans.
- Through the Tourism program, Tina is organizing a community garage sale on June 19 to support the Kiwanis. There will not be a parade again this year due to COVID.

MAYOR SCHOLL REPORTS

- Meeting with Western Fireworks on Friday to talk about 4th of July logistics.
- Need to continue receiving vaccinations, wearing masks, and washing your hands.
- He and Walsh are going to meet with NEXT Renewable's Executive Board.
- Continuing to foster relationships with the Port and new businesses.
- The housing market is phenomenal right now.
- Continuing to stay in contact with the other elected officials in the area.
- Things are happening and the city is growing.

COUNCIL MEMBER REPORTS

Council President Morten reported...

- Celebrates the development of the Parks and Recreation Division. Congratulations to Shanna Duggan! It is exciting to see her enthusiasm and partnership with the School District.
- He hopes everyone is taking note of the Highway 30 corridor on the north side and the south side. Kudos to Public Works for continuing to have pride and clean it up. The community is benefiting from it.
- He acknowledged the volunteers who are taking care of each other during COVID. There was talk in the past about recognizing community service groups, including Kiwanis, Rotary, and Lions Club. City Engineer Sue Nelson asked ODOT if they could display a sign recognizing those groups along the highway. It was unanimous to put it in front of the Chamber building. He would like to proceed with the plaque placement, which was approved by ODOT. He suggested discussing it at the next meeting or directing Public Works Director Zaher to work on it.

Mayor Scholl agreed with directing Zaher to work on it since it has already been approved by ODOT. He appreciates the work of the volunteers and agreed that it was a unanimous approval from the former Council to proceed.

Councilor Topaz reported...

- The Library is preparing to open for limited hours.
- He would like a way to access the City from Highway 30 over the railroad. Now is the time to do it with federal funding.

Councilor Birkle reported...

- He participated in the Nob Hill work party on Saturday. It was great having Scout groups there to help. Scappoose Bay Watershed Council will be coming back with plants.
- It is wildflower time in the St. Helens parks. The downside is the invasive species that are taking over parks space and yards. He encouraged people to weed out the invasive plants to make room for the native plants.
- He did some homework after Council President Morten expressed concerns from citizens that the Council is not conforming to the City Charter. As far as he can tell, they are in conformance with the Charter. He suggested holding a Public Forum to help explain the Charter and how the City conforms to it.

Councilor Chilton reported...

- She echoed the appreciation of volunteers. She and her family attended the drive thru MEGGA Egg Hunt this year. There were a lot of volunteers and it was a great event.
- Enjoying watching youth sport events happening again.
- The weather has been great. She has started her garden.
- Continuing public outreach with community members regarding the Public Safety Facility.
- Looking forward to the Budget Committee meeting and tourism workshop next week.
- Thank you to the citizens who trust her to represent them to make hard and swift decisions to benefit the community.

OTHER BUSINESS

ADJOURNMENT – 8:33 p.m.

EXECUTIVE SESSION

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor