

City of St. Helens
Consent Agenda for Approval

CITY COUNCIL MINUTES

Presented for approval on this 7th day of October, 2020 are the following Council minutes:

2020

- Work Session, Executive Session, Public Hearing, and Regular Session Minutes dated September 2, 2020
- Work Session, Public Hearing, and Regular Session Minutes dated September 16, 2020

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 signature block on Word document in Granicus & Publish
- Copy Word document into Council minutes folder on Administration drive
- Update file name & signature block of Word ES document & copy in Admin drive
- Email minutes link to distribution list
- Add minutes to ORMS
- Add packet and exhibits to ORMS
- File original in Vault
- Update minutes spreadsheet



COUNCIL WORK SESSION

Wednesday, September 02, 2020

DRAFT MINUTES

MEMBERS PRESENT

Mayor Rick Scholl
Council President Doug Morten (arrived at 1:16 p.m.)
Councilor Keith Locke
Councilor Ginny Carlson
Councilor Stephen R. Topaz

STAFF PRESENT

John Walsh, City Administrator	Crystal King, Communications Officer
Matt Brown, Assistant City Administrator	Mike DeRoia, Building Official
Kathy Payne, City Recorder	Jacob Graichen, City Planner
Sue Nelson, Interim Public Works Director	Jenny Dimsho, Associate Planner
Shanna Duggan, Recreation Manager	Tina Curry, Event Coordinator
Rachael Barry, Government Affairs & Project Support	Tim Ramis, City Attorney

OTHERS

Bill Amos
Patrick Birkle
Scot Stockwell

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

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

- ◆ Patrick Birkle. Complimented Recreation Manager Shanna Duggan and Librarian Gretchen Kolderup for hosting and coordinating family support with partnering agencies. He addressed Spirit of Halloweentown plans. He met with Tina Curry. Tina's plans for ticketed events takes into consideration public health and safety. However, he is concerned about public health and safety outside of the ticketed event times. He encouraged the City to coordinate with Columbia County Commissioners, Public Health, and other related agencies. The City needs to announce locally, regionally, state-wide, and nationally that Spirit of Halloweentown will not be what it has been in previous years. There needs to be very clear guidelines of expectations. The City needs a plan in place to respond to potential violations of public health and safety procedures. The City has an obligation to be more proactive to ensure citizens are kept healthy and safe.

City Administrator Walsh expressed that the City has taken health and safety very seriously. They are not going to have concentrations of people gathered. Handwashing stations will be available. Visitors are encouraged to park in designated parking areas. Guidelines set by the Governor will be followed and events will be cancelled if necessary.

DISCUSSION TOPICS**1. Review Proposed Rates Increase for Waste Management Drop Box Services**

City Administrator Walsh reviewed the proposed rate increase. A copy is included in the archive packet for this meeting. There is a public hearing scheduled for tonight's Council regular session.

2. Discussion on City-owned Property List - *Matt/Jacob/Sue*

City Council requested staff present this discussion as part of the strategic plan. The map and list of properties was displayed. A copy is included in the archive packet for this meeting.

Discussion included:

- Kaster Road properties
- Purchased property for future right-of-way development
- The Comprehensive Plan addresses obtaining property for future parks
- Wetlands
- City-owned lot adjacent to the developing Greystone Estates Subdivision. Need to negotiate a deal with Ken Leahy for sale of the lot. Further discussion will be had after reviewing the appraisal.

3. Discussion of Partition Related to St. Helens Place Apartments - *Jacob*

City Planner Graichen reviewed the request. A copy is included in the archive packet for this meeting. The partition is related to the proposed storage buildings that will be connected to the new St. Helens Place Apartments. The signature is needed for the City to accept the right-of-way.

4. Public Works & Parks Department Semi-Annual Report - *Sue*

Interim Public Works Director Nelson reviewed her presentation. A copy is included in the archive packet for this meeting.

Discussion ensued about completed and upcoming projects.

Mayor Scholl directed Nelson to begin working with the Parks & Trails Commission to plan the all-abilities play structure at McCormick Park. The funding will come from the MODA Assist Program and SDC funds.

Councilor Carlson requested a sign be posted by the cannon in McCormick Park. She has seen kids climbing and playing on it. Council President Morten agreed. He would like to include the history of the cannon on the sign as well.

Councilor Locke pointed out the need to collect SDC's. Those funds help pay for sidewalks, crosswalks, streets, playgrounds, etc.

5. Discussion regarding RFP for Tourism Coordination

City Administrator Walsh reported that the packet includes the most recent RFP for Special Event Coordination and Management. The City began its tourism program in 2002. Funding during most of those years was limited to fees received through hotel taxes. Just in the last few years, additional funding has been collected through event fees and sponsorships. Both revenues and expenditures have increased. The events help support local businesses and economic development. E2C has been doing a good job with tourism coordination.

Councilor Topaz requested the RFP include an audit of tourism for the last three years. Council President Morten suggested the annual audit review tourism. Assistant City Administrator Brown reported that the auditors do look at revenues and expenses for every fund, including tourism. In his opinion, it is already audited. If the City Council wants to do a separate audit, it could potentially cost the City thousands of dollars. He does not think that it is going to show or prove anything to Councilor Topaz or community members.

Discussion ensued of tourism spending.

It was the consensus of the Council for staff to revise the RFP based on discussions for increased transparency and bring it back to Council for review.

6. Strategic Action Plan Updates

Assistant City Administrator Brown reported that Sheri from the Oregon Main Street Program will be here to talk to the Council at the next work session.

7. City Administrator Report

- Urban Renewal Agency meeting tonight at 6 p.m.
- Public Hearing for Millard Road property tonight at 6:30 p.m.
- Working on securing funding for the Waterfront Property.
- Working on the engineering, landscaping, roadway, and utilities for the Waterfront Property.
- About 90% through the mill project parcelization. There have been cuts to the Grant funding. However, there should be enough in other funds to complete the project.
- Recruitment for the Public Works Director is open. He will have an update after the deadline.
- Working with the Building Official for the Building Inspector position. He hopes to have an update at the next meeting.
- Working with CCET and Columbia County on the COVID response.
- Working with South County Collaborative, which is comprised of all the administrators in the County. He will have a report at the next meeting.
- Michael Sykes is leaving his City Manager position at the City of Scappoose. He is now the Executive Director for Columbia River PUD.
- He met with Maul Foster Alongi to review the status of all projects. They would like to present an update at the September 16 Council meeting.
- The LOC Conference is virtual. Council President Morten has been nominated as the voting delegate.
- Representatives from the Oregon Brownfields Conference were on site last week filming on the Veneer property. They will be featured at the conference October 5 and 6 as part of a series of meaningful Brownfields development.
- A media blast with safety protocols is scheduled to go out for Spirit of Halloweentown.

Mayor Scholl reported that the City is moving forward with the boardwalk development. The Waterfront is becoming a reality. He looks forward to helping it along.

OTHER BUSINESS – None

ADJOURNMENT – 2:56 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

September 2, 2020

This meeting was held electronically via Zoom.

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

Staff Present: John Walsh, City Administrator
Matt Brown, Assistant City Administrator
Shanna Duggan, Recreation Manager
Tim Ramis, City Attorney with Jordan Ramis PC

Others: Scot Stockwell, St. Helens School District Superintendent
Bill Amos, St. Helens School District Board Chair



At 3:08 p.m., Mayor Scholl opened the Executive Session pursuant to the ORS numbers listed below and then gave Council roll call.

- **Real Property Transactions, under ORS 192.660(2)(e)**
 - Discussion regarding purchase of a specific piece of property
- **Consult with Counsel/Potential Litigation, under ORS 192.660(2)(h)**
 - Discussion with City Attorney on process of purchasing public property and selling public property

The Executive Session was adjourned at 4:11 p.m.



ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor



COUNCIL PUBLIC HEARING

Wednesday, September 02, 2020

DRAFT MINUTES

MEMBERS PRESENT

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

STAFF PRESENT

John Walsh, City Administrator
Matt Brown, Assistant City Administrator
Kathy Payne, City Recorder
Sue Nelson, Interim Public Works Director
Jacob Graichen, City Planner
Jenny Dimsho, Associate Planner

OTHERS

Brady Preheim

OPEN PUBLIC HEARING VIA ZOOM – 6:30 p.m.

TOPIC

1. Comprehensive Plan Map and Zoning District Map Change for Millard Road Property owned by the City

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.

City Planner Graichen presented the staff report dated August 12, 2020. A copy is included in the archive packet for this hearing. The Planning Commission recommends approval. Staff recommends approval with a stipulation to talk about honoring the Parks & Trails Master Plan but that the Ross Road property is an alternative for community park purposes.

QUESTIONS OF STAFF – None

TESTIMONY IN FAVOR – None

TESTIMONY IN NEUTRAL

- ◆ Brady Preheim. This is the property that was stolen from the citizens of the County. It did not belong to St. Helens. He reminded the City Council of the commitment to use it for low income housing or public use. He is not okay with it becoming another Walmart or another commercial use. He wants them to honor what they previously said they would do. He is not sure that the Mixed Use designation does that.

Graichen explained that the Mixed Use Zone allows for a wide variety of uses. The market helps determine the use. Civic uses are still possible as well.

TESTIMONY IN OPPOSITION – None

REBUTTAL – None

CLOSE PUBLIC HEARING – 7:06 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor



COUNCIL REGULAR SESSION

Wednesday, September 02, 2020

DRAFT MINUTES

MEMBERS PRESENT

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

STAFF PRESENT

John Walsh, City Administrator
Matt Brown, Assistant City Administrator
Kathy Payne, City Recorder
Sue Nelson, Interim Public Works Director
Jacob Graichen, City Planner
Jenny Dimsho, Associate Planner
Tina Curry, Event Coordinator

OTHERS

Brady Preheim

CALL REGULAR SESSION TO ORDER VIA ZOOM – 7:08 p.m.

PLEDGE OF ALLEGIANCE

MAYOR SCHOLL READ THE CITY COUNCIL MANTRA

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

- ◆ Brady Preheim. Last Sunday, Councilor Topaz wrote a letter to the Spotlight indicating that he was going to go home because he no longer has a voice on City Council. Brady encouraged Topaz to go home and stay there for two years. Ever since Topaz was elected, it has been clear that he has no interest in serving the citizens that he swore in oath to represent. Instead, his tenure has been about getting heavy revenge of the City for a flooded basement that was litigated, re-litigated, lost, and re-lost. He has been disruptive because “he doesn’t like the way the City is being run.” Topaz’s letter was full of misinformation and outright lies. Brady watched the August meeting where Topaz was muted. He was not muted for asking questions about Spirit of Halloweentown, the cost of chlorination, the rent due from pot growers, or the parking in downtown. He was muted because he was attacking a vendor of the City that was contracted with the City of St. Helens. He claimed he wrote the letter as a citizen and not a councilor but that is a lie. He only had access to the reports because he is a City Councilor. The report is not complete and has not been made public. He is using his office to launch an attack, while claiming he is doing it as a private citizen and engineer. Brady does not know if he was ever an engineer, but he does know that he was never a licensed engineer in Oregon and has been sanctioned by an Oregon Court for claiming that he was an engineer. Topaz also lied about other Councilors not

being interested in what is happening with the tourism director. He spoke with the City's tourism director and found that the other Councilors have all had direct contact with her about upcoming Spirit of Halloweentown activities. During the Tourism report, Topaz did not ask questions, did not appear to have additional questions, and was not muted during that portion of the meeting. It is also a lie that the usual requirements to have a safety review have been eliminated. All parties have been consulted and will sign off on a plan before it is approved. CERT also meets to review the plan. E2C will continue to have ongoing meetings and conversations with agencies, just as what has been done for the past eight years. E2C has run a well-organized event that has brought thousands of people to our town to spend money. The pandemic presents new challenges but E2C has adapted, and will continue to adapt, to new regulations that will keep visitors, volunteers, and citizens safe. This is not their first rodeo. There is always an option to meeting one-on-one with E2C staff. Topaz has never taken the opportunity. Council should be more concerned that Topaz has initiated racist comments against Chinese vendors on at least two occasions and has made allegations of backdoor deals with the tourism director, despite evidence to the contrary. Council should be concerned that Topaz uses his office for what he can get out of it personally and not what he can do for the City. It is a violation of ethics and oath of office. All of this comes at a huge cost. A recent Public Records Request that he made to the City showed that Topaz has cost the City over \$228,000. The ongoing ethics complaint filed by Topaz cost \$11,000. Legal fees regarding the sale of the property to the cannabis company was \$8,000. The Petersen's also filed a lawsuit that Topaz was involved in, cost another \$24,000. That lawsuit also devalued the property, that the City was going to sell, by another \$1.4 million. Add in the cost of having to have a City attorney present at all meetings because of the destruction by Topaz, that adds another \$8,652 through June. There still is an undetermined cost of grievances that have already been filed by City staff. The City is looking at over \$1.8 million that Topaz has directly cost the City. They cannot afford his continued antics. Please go home and stay there.

PROCLAMATIONS

1. Home Inventory Week for September National Preparedness Month

Mayor Scholl read the proclamation into the record...

WHEREAS, each September is recognized as National Preparedness Month; and

WHEREAS, Oregonians have witnessed and experienced natural disasters in our own community; and

WHEREAS, every community member can take active steps to protect their families and neighbors from natural and manmade disasters; and

WHEREAS, every family and business in St. Helens is encouraged to take active steps to be financially secure after a disaster; and

WHEREAS, every community member is encouraged to make sure they are properly insured against fire, flood, earthquakes, and storms; and

WHEREAS, every community member is encouraged to create a home inventory to include as part of their disaster preparedness kit.

NOW, THEREFORE, I, Rick Scholl, Mayor of the City of St. Helens, do hereby declare that the first week of September 2020, be known as

Home Inventory Week

and join cities across Oregon to encourage everyone to build a home inventory of their personal property and speak with an insurance agent to make sure they are financially prepared for a disaster.

DELIBERATIONS - Comprehensive Plan Map and Zoning District Map Change for Millard Road Property owned by the City

Mayor Scholl acknowledged City Planner Graichen's thorough report.

Councilor Carlson commented that Mixed Use allows the greatest discretion for use of the property. It has been well vetted and well thought out. Council President Morten agreed. Graichen did a great job in his report. He is in support of the staff's recommendation.

Mayor Scholl reminded them that the park has been designated to be named Dahlgren Park. Graichen added that the stipulation can be added in the Ordinance.

Motion: Motion made by Locke and seconded by Morten to approve the Comprehensive Plan Map and Zoning District Map Change for Millard Road Property owned by the City as recommended by staff. Voting Yea: Scholl, Morten, Locke, Carlson, Topaz

PUBLIC COMMENT - Rates Increase for Drop Box Services
No public comment.

RESOLUTIONS

2. Resolution No. 1898: A Resolution Establishing Drop Box Rates and Superseding Resolution No. 1863

Mayor Scholl read Resolution No. 1989 by title. **Motion:** Motion made by Carlson and seconded by Topaz to adopt Resolution No. 1898. Voting Yea: Scholl, Morten, Locke, Carlson, Topaz

AWARD BID/CONTRACT

3. N. Vernonia Sidewalk Improvement Project to Emery & Sons Construction Group, LLC in the Amount of \$590,149.50
4. Storm Drain Improvements at S. 14th & Tualatin Streets Project to TFT Construction, Inc. in the Amount of \$47,519

Motion: Motion made by Carlson and seconded by Locke to approve '3' and '4' above. Voting Yea: Scholl, Morten, Locke, Carlson, Topaz

APPROVE AND/OR AUTHORIZE FOR SIGNATURE

5. Final Plat for Partition at St. Helens Place Apartments
6. Contract Payments

Motion: Motion made by Carlson and seconded by Locke to approve '5' and '6' above. Voting Yea: Scholl, Morten, Locke, Carlson, Topaz

CONSENT AGENDA FOR ACCEPTANCE

7. Library Board Minutes dated June 8, 2020

Motion: Motion made by Carlson and seconded by Locke to approve '7' above. Voting Yea: Scholl, Morten, Locke, Carlson, Topaz

CONSENT AGENDA FOR APPROVAL

8. Council Executive Session, Work Session, and Regular Session Minutes dated July 29 and August 19, 2020
9. Accounts Payable Bill Lists

Motion: Motion made by Carlson and seconded by Morten to approve '8' and '9' above. Voting Yea: Scholl, Morten, Locke, Carlson, Topaz

WORK SESSION ACTION ITEMS

Councilor Carlson asked if there should be a recommendation of properties to surplus based on the list that was presented during the work session. Mayor Scholl agreed.

Discussion ensued. Mayor Scholl suggested Graichen add that to his list of projects but not as a priority.

MAYOR SCHOLL REPORT

- It was a good Urban Renewal Agency meeting.
- The Waterfront Property is moving forward and going to be developed.
- He will be having lunch with the "If I Were Mayor..." Student Contest participants tomorrow. Council members are invited to attend. The City's poster winner Olivia Fantus won second place at the State. She was awarded \$300 and a certificate. Congratulations to her!
- Be careful on the river. There have been several drownings.
- He camped at Sand Island for the first time. The shuttle service they have has so much more potential. Brad Hendrickson and Andrew Neimi have done a great job.

COUNCIL MEMBER REPORTS

Council President Morten reported...

- He is proud of what is happening on Sand Island. There have been comments about parking at the marina. He would like staff to revisit parking on First Street. Improvements are needed for ingress and egress.
- Thanked fellow Kiwanians for helping with clean-up on Highway 30 in front of the Chamber of Commerce. A huge thanks to Public Works for prepping the area. They went above and beyond the expectations.

Councilor Topaz asked if there is enough ground to make a parking lot on Second Street. Council President Morten does not believe so. It would create an ingress and egress. The parking area could possibly be worked out with Brad behind his storage areas. Councilor Topaz added that there is some room for parking. Council President Morten will be asking staff to look at that area.

Councilor Locke reported...

- There are rumors at the State Legislature of possibly giving the money that goes to Community Action Team (CAT) to other agencies. They are claiming that CAT has not done enough over the years. He asked for the Council to support CAT if they hear anything.

Mayor Scholl added that CAT does a lot of good in the community.

Councilor Carlson reported...

- She recalls the conversation about parking, access, and egress with Brad, so it should not come as a surprise.
- She is so appreciative of the City parks. It is nice to have those spaces to take her clients.
- The National Guard troops returned home last weekend. They were unable to do a huge event due to COVID. The Youth Council is working on a welcome back thank you in cooperation with Hometown Heroes. She appreciates their service.

Councilor Topaz reported...

- The Library has been working with the Recreation Program to offer games in the park. They are going to expand into more parks. Personnel is being creative.

OTHER BUSINESS

Councilor Carlson added a congratulations to the "If I Were Mayor..." Student Contest second place winner at State. She is proud of the participants! Thank you to staff for making it available.

ADJOURNMENT – 7:47 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor



COUNCIL WORK SESSION

Wednesday, September 16, 2020

DRAFT MINUTES

MEMBERS PRESENT

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

STAFF PRESENT

John Walsh, City Administrator	Margaret Jeffries, Library Director
Matt Brown, Assistant City Administrator	Mike DeRoia, Building Official
Kathy Payne, City Recorder	Shanna Duggan, Recreation Manager
Sue Nelson, Interim Public Works Director	Sharon Darroux, Engineering Project Manager
Jenny Dimsho, Associate Planner	Bill Monohan, City Attorney
Brian Greenway, Police Chief	Tina Curry, Event Coordinator
Rachael Barry, Government Affairs & Project Support Specialist	

OTHERS

Al Petersen	Judy Thompson	Wela Nagelspach
Liam Frobisher	Sheri Stuart	Frank
Dana Lathrope	Abbi Russell	Paul Vogel
Kathy Lombardi	Sarah Frobisher	Mike Russell
Brady Preheim		

CALL WORK SESSION TO ORDER VIA ZOOM – 1:02 p.m.

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

Assistant City Administrator Matt Brown read a letter into the record from Ryan Drake from Drake's Towing. He is financially struggling and having to charge his customers more since he no longer has the St. Helens contract. He wants the City to put out an RFP for exclusive towing services again. He also commented on Councilor Topaz wasting taxpayers' dollars and having a negative effect on local businesses. A copy of his letter is included in the archive packet for this meeting.

- ◆ Jenny Dimsho. Thanked the Scappoose Bay Watershed Council and Dana Pricher for writing a grant for the City to remove invasive species. We were awarded \$12,000 from the Oregon Watershed Enhancement Board. Dana has volunteered to handle all the grant management. This will improve the quality of 5th Street Nature Trail and Nob Hill Nature Park. Work will be happening over the next two years.
- ◆ Al Petersen, SHEDCO Board Chair. He is here for Sheri Stuart's Main Street Program report and to give a SHEDCO update.
 - Most of their meetings have been held on Zoom. They recently resumed meeting in person at the Wild Currant.

- Most non-profits have been kicked in the pants since COVID. Their ability to do things has been limited.
 - The Promotions Committee has been promoting local businesses on Main Street through social media and live streams.
 - Update on the Main Street grants through SHEDCO:
 - The Columbia Theater replaced their marquee. He thanked Associate Planner Jenny Dimsho and Communications Officer Crystal King for helping document the installation. The total value of the marquee was approximately \$61,000. The reimbursement from the Oregon Main Street grant was \$51,842.
 - The El Tapatio grant expired due to a lack of construction being done. They lost out on that \$100,000.
 - SHEDCO held a second business plan competition last year. Hallow's Pizza won the competition. The approval process took longer than expected and then they were hit by COVID-19. He is proud to announce that the first day of being open is Friday. They are in the food pod next to Wauna Credit Union.
 - About two months ago, he talked to Robert Blumberg from Wauna Credit Union. They were pleased with the way the business plan competition has been unfolding.
 - SHEDCO has been involved in raising money and materials for those people displaced by the wildfires that are out at the Columbia County Fairgrounds.
- ◆ Brady Preheim. He is following up on the SHEDCO report. The failure of the El Tapatio grant was not the failure of El Tapatio. It was the responsibility of SHEDCO as the grant manager. It seems a little suspicious that for two years in a row Al Petersen was the architect on both projects that won.

DISCUSSION TOPICS

1. Employee Length of Service Award

One employee has reached a milestone in his employment with the City of St. Helens. The following individual will receive a 20-year certificate and pin.

Aaron Kunders began working for the City in September of 2000 as a WWTP Operator II. As he earned his certifications, he continued to move up the ranks to Operator III and IV. In January of 2009, he became the Operations & Pretreatment Supervisor, followed six months later becoming the City's WWTP Superintendent after Greg Zielinski retired. Aaron keeps the WWTP running smoothly year after year.

Congratulations, Aaron, and thank you for your service!

2. Discussion regarding Status of Main Street Program - *Sheri Stuart, Main Street Oregon*

Main Street Oregon State Coordinator Sheri Stuart was in attendance to review her presentation. A copy of the presentation is included in the archive meeting packet. The purpose of the assessment visit was to educate leaders and community members, and to assess the capacity for the City and SHEDCO to continue participating in the Main Street Program. A survey was done as well. She reviewed those responses.

Sheri does think Main Street is a good fit for St. Helens. She focused on Board level observations.

- There were times that SHEDCO only had three Board members, which is too few. The term of office should be a maximum of six years. At least two board members have been serving on the Board for at least that long and in a leadership capacity that long.
- More than half of the survey responses rated SHEDCO as somewhat to not effective. That is not to diminish the volunteers who have big hearts for the community.
- Transparency - with two few people serving there is a lack of things being shared.

- Increased communication is very important.
- The lack of partnerships is concerning. It has actually deteriorated since the beginning. It is very challenging if there is not good communication and partnerships. She sees other communities where there are strong relationships that have completely transformed their downtown.

Recommendations:

- Re-constitute SHEDCO to enable organization to fully engage the Main Street structure
 - New board/application process overseen by joint City/SHEDCO member/partner recruitment committee
 - Funding support by City through MOU with clear deliverables and benchmarks
 - Hire an executive director (ideally full-time but minimum part-time) – provision for City on hiring committee
 - Community-based development of goals and objectives

Council President Morten thanked Sheri for her presentation. St. Helens is the County seat. Sheri encouraged the City to become a very strong active partner. What about the County? Sheri responded that counties are financial partners as well, but usually at a much smaller dollar amount.

Mayor Scholl mentioned the local business organizations in our community: SHEDCO, the Chamber of Commerce, Keep it Local, and Columbia County Economic Team (CCET). Does that seem like a lot for a city our size? Sheri said most of those are typical. It is possible to combine one of those with another.

3. Partnership Update and Release of Phase I Site Characterization Report - *Kathy Lombardi and Abbi Russell of Maul Foster Alongi*

2:05 p.m.

Kathy Lombardi and Abbi Russell from Maul Foster Alongi (MFA) were in attendance to give their update. A copy of the presentation is included in the archive packet for this meeting. They reviewed the projects and next steps of their partnership with St. Helens.

Councilor Topaz said DEQ was very upset that there are no core drillings down the middle of the lagoon. Some of the core drillings determined that the DOGAMI landslide area was there which makes the southwest area of the lagoon a dangerous spot. He talked about some of the data being questionable. We are going to be removing stuff from the Portland Harbor that is extremely toxic. There is contamination underneath the existing membrane. MFA has stated they do not believe the fill should be above the present levy. Can you justify putting super toxic waste inside a town next to a Waterfront? He is trying to get justification for continuing forward.

Kathy responded that MFA prepared the Phase I Site Investigation Report to be compliant with DEQ's guidance and regulatory framework for permitting landfills. The draft has been submitted to DEQ for review. They received confirmation that it was an appropriate level at this time. There are additional studies and analysis to be done. They are in the early phases. There are more checks and balances and opportunities to ensure comfort with the Council, the City, and constituents. In response to the question about the super toxic waste and whether such material would be placed into this facility, from the beginning of this project, they have worked closely with the City in terms of identifying what waste would or would not be placed in that facility should it ever receive waste. The directive is to ensure safety to the community. This will not be a hazardous waste landfill. This facility will not accept that high level waste. That material will go elsewhere. Part of the permitting process includes the criteria for acceptance. The City has a lot of control to direct those requirements for accepting or not accepting particular types of waste. There is no expectation by the City or MFA that the facility would receive toxic waste.

Councilor Topaz talked about the main supplier of the lagoon being Portland Harbor. If it is not really toxic, they are going to encapsulate in place or move it. There is a margin along the Portland Harbor, all the way down the Multnomah Channel, which includes this property. Certain setbacks will be cleaned up.

He saw no indication in the MFA report that the EPA's cleanup of the local waterways was involved. Part of it is because this overall superfund project extends all the way down as the second phase. He had expected that when they conducted tests and observations that some of that information would be used. An in-water cleanup will be required for the Portland Harbor. That extends all the way to St. Helens because of the Multnomah Channel contamination.

Kathy responded that those questions and the analysis required to answer them is part of future phases of work. Just as a reminder, they are in the very early steps of analysis. There are many steps to come.

Councilor Topaz asked if there are any steps that would indicate that it is unsuitable, and they should not proceed? Or do you have to take it all the way to the end? Mayor Scholl responded yes to the first question. This is a report on the site and whether it is doable. Everything Councilor Topaz spoke about is yet to be determined. MFA is looking at the facility as whether or not it is feasible. People should not assume they are further along. There is much more community engagement to happen. There are a ton of materials around the area, including Armstrong and in-water. He appreciates all the work done by MFA. Now they know what the site consists of. The City Council has done their part to inform the citizens of what is there. They can pull the plug on it at any time.

Mayor Scholl has heard that it will cost the Portland Harbor more to cover it up than to dredge it. Councilor Topaz agreed that it is cheaper to dredge it. Their plans now are to cover it. Council President Morten pointed out that all the plans are conceptual. The lagoon is a detriment to citizens and needs to be addressed. Mayor Scholl clarified that the lagoon is an oversized facility and is on a valuable piece of land that can be repurposed for the citizens.

Discussion ensued. Additional public engagement will be held. No decisions about fill have been made at this time. It is still be reviewed.

4. Update from the South County Collaborative Group - *Rachael*

2:51 p.m.

The City's Government Affairs and Project Support Specialist Rachael Barry said that this item is postponed. There were several presenters but due to the length of previous agenda item presentations, some of them could not stay longer.

5. Police Department Semi-Annual Report - *Chief Greenway*

2:52 p.m.

Chief Brian Greenway was in attendance to give his semi-annual report to the Council. A copy of the PowerPoint presentation is included in the archive meeting packet.

Break – 3:24 p.m.

6. Discussion Regarding Tourism Coordination RFP

3:31 p.m.

City Administrator Walsh reminded the Council that this topic was carried forward from the last meeting. There was a concern presented about audit controls. Legal counsel reviewed the RFP and confirmed that there is a high degree of accountability. Does the Council want to do another RFP? Based on the last one done, the people who submitted clearly did not understand what is involved. Mayor Scholl talked about one candidate who thought they could manage it from California with volunteers doing the work.

Councilor Locke expressed that he thinks this is a bad time to do an RFP. Councilor Topaz agreed. He requested a copy of the audit system. Walsh explained the audit system that the City conducts. Assistant City Administrator Brown elaborated on the process. The audit is available on the City website. He can provide a copy of the auditor's contract as well.

Councilor Carlson suggested more public communication about tourism and planned events.

Mayor Scholl suggested the addition of an option to furlough the tourism consultant if events have to be cancelled due to weather, pandemics, etc.

Council directed staff to visit this topic later.

7. Discussion Regarding Status of Youth Council - *Ginny/Shanna*

3:41 p.m.

Councilor Carlson reported that she and Councilor Locke used to lead Youth Council together. Now with COVID and Councilor Locke's retirement, they need staff support. This proposal supports leadership opportunities and makes it more inclusive for the community. It does not diminish them in any way. The students range from 6th – 12th grades, which is a broad base. The City is responsible for their safety. The partnership with the Recreation Program gives them more staff support.

Recreation Manager Shanna Duggan reported that she has been reviewing other programs in the State to use as examples. Her proposal would be to create a multi-layer teen program:

- Youth Advisory Council
 - Complete an annual application
 - Participate in volunteer opportunities
 - Part of Boards, Commissions, and Council meetings
 - Help with Recreation Programs
- Teen Theme, to offer a safe place for students to hang out after school
- Teen Service Corps
- Councilor-in-Training

Duggan is excited to be a part of the Youth Council. She is in the schools a lot and can talk to the students about becoming involved. Students need supervision and structure. She can support them but allow them to plan projects.

Council President Morten applauded Councilor Locke and Councilor Carlson for their work with Youth Council. He thinks the Youth Council is more suited for the element of kids that are 15, 16, or 17. It should be the pinnacle of leadership. It could be organized like a sports program where you have a Junior Varsity and a Varsity. That could ease the burden on who manages this program. The work that has been done with them is remarkable.

Councilor Carlson pointed out that the older students do take on the leadership roles. She sees great growth when they start young. She has written letters of recommendation for several students who have moved on. Making a difference in these student's lives is worth the investment.

Discussion ensued. Youth Council fits a big need for teens in the area. The partnership with the Recreation Program would offer more opportunities and oversight.

8. Strategic Action Plan Updates

Assistant City Administrator Brown reviewed items on tonight's agenda:

- Resolution No. 1899 for bond refinancing at a lower rate. It will save the City about \$650,000.
- Agreement with Arciform for design services for the Utility Billing and Municipal Court building façade.
- Community Action Team (CAT) loan payoff.
- Ad-hoc committee for the police facility.

9. City Administrator Report

4:11 p.m.

- Making progress on the Riverwalk and Veneer roadway utility design. The infrastructure financing, grant, and loans are in place.
- The St. Helens Industrial Park is moving along. The infrastructure funding plan is currently incomplete. The preliminary grading plan is being reviewed.
- The central waterfront project is in a slow-down phase to secure resources for the next phase.
- The Urban Renewal Plan Amendment steps are in process. Everything is on schedule.
- Need to review the Public Works interview schedule. Discussion ensued. Consensus of Council to hold the recruitment process open for one more week.
- The Oregon Film Trail has proposed signage to be placed downtown identifying movies that are filmed here. It is app based that directs users to film locations. No objections from Council.
- 13 Nights on the River was cancelled last week and this week due to hazardous air quality.
- Spirit of Halloweentown will be much different this year. Safety is very important.
- Columbia County Economic Team (CCET) selected Paul Vogel as the permanent Executive Director. He is doing great work.
- Port of Columbia County filled the position of Business Development Officer with Matt Miller. He is the former director at Great Portland Inc.
- In his position on the Board of the Oregon City County Manager's Association, he was nominated to sit on the League of Oregon Cities (LOC) Board of Directors. It is an honor and will not be confirmed until the LOC Conference on October 14 and 15. Council members needing to sign up should contact Payne or himself.
- He and Associate Planner Dimsho have been invited to lead a session at the Oregon Brownfields Conference on October 5 and 6. They will share the story of the Waterfront and what they have been working on.

OTHER BUSINESS

- Public hearing at 6 p.m. tonight.
- No executive session following this work session.

ADJOURNMENT – 4:34 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor



COUNCIL PUBLIC HEARING

Wednesday, September 16, 2020

DRAFT MINUTES

MEMBERS PRESENT

Mayor Rick Scholl
Council President Doug Morten
Councilor Keith Locke
Councilor Ginny Carlson
Councilor Stephen R. Topaz (arrived at 6:08 p.m.)

STAFF PRESENT

John Walsh, City Administrator
Matt Brown, Assistant City Administrator
Sue Nelson, Interim Public Works Director
Jenny Dimsho, Associate Planner
Lisa Scholl, Deputy City Recorder

OTHERS

Merideth D'Andrea
Seth Otto
Natasha Parvey

OPEN PUBLIC HEARING – 6:01 p.m.

TOPIC

1. EPA Community-Wide Assessment Grant Update

City Administrator John Walsh introduced Seth Otto and Merideth D'Andrea of Maul Foster Alongi (MFA).

Seth and Merideth reviewed the PowerPoint presentation and brownfield properties. A copy is included in the archive packet for this meeting. The primary objective of the St. Helens Brownfield Assessment Program is to identify and assess priority sites in the target area to remove the barriers to redevelopment created by their brownfield status.

Discussion of the availability of future grants for assessment, cleanup, and revitalization activities.

Questions/Comments

Council President Morten thanked the consultants for a thorough presentation.

Councilor Topaz pointed out two brownfield properties.

- A livery stable at the corner of S. 3rd Street and St. Helens Street dating back to the 1920s. The groundwater is full of horse droppings. Is that something to consider? Seth responded that it can sometimes have contaminants, but it does not typically include brownfields. Merideth added that they have monitored it in the past for contaminants. Councilor Topaz added that it is close to one of the springs that supplies drinking water.
- Dillard Lake on Old Portland Road between S. 5th and 6th Street. That was also a site where stuff was dumped from the mill in the 1920s. Is that within their control? Seth responded that there is no restriction on including additional properties. Councilor Topaz said there is fecal chloroform in

the groundwater, which the City tested. The original sewer system really ripped up the ground. What is draining from Dillard Lake could be going into people's drinking water. Seth agreed that it could be investigated.

Walsh thanked the consultants and Associate Planner Jenny Dimsho for all of their work on this project. Councilor Locke asked if there would be a program like this for the Boise mill site. Seth responded that it could be included in the next round.

CLOSE PUBLIC HEARING – 6:48 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor



COUNCIL REGULAR SESSION

Wednesday, September 16, 2020

DRAFT MINUTES

MEMBERS PRESENT

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

STAFF PRESENT

John Walsh, City Administrator
Matt Brown, Assistant City Administrator
Sue Nelson, Interim Public Works Director
Jenny Dimsho, Associate Planner
Lisa Scholl, Deputy City Recorder

OTHERS

Natasha Parvey

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

PLEDGE OF ALLEGIANCE

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

No visitor comments were received.

ORDINANCES – *First Reading*

- 1. Ordinance No. 3256:** An Ordinance to Amend the City of St. Helens Comprehensive Plan Map for Certain Property from the Suburban Residential (SR) and Public Lands (PL) Designations to the General Commercial (GC) Designation and the Zoning District Map from the Moderate Residential (R7) and Public Lands (PL) Zones to the Mixed Use (MU) Zone

Mayor Scholl read Ordinance No. 3256 by title for the first time. The final reading will be held at the next regular session.

RESOLUTIONS

- 2. Resolution No. 1899:** A Resolution Authorizing the Execution and Delivery of a Financing Agreement and Escrow Agreement; Authorizing the Issuance and Negotiated Sale of Full Faith and Credit Refunding Obligations to Refund Outstanding Loans; Designating an Authorized Representative, Special Counsel, and Underwriter; and Related Matters

Mayor Scholl read Resolution No. 1899 by title. Motion made by Councilor Carlson and seconded by Councilor Topaz to adopt Resolution No. 1899. Voting Yea: Mayor Scholl, Council President Morten, Councilor Locke, Councilor Carlson, Councilor Topaz

APPROVE AND/OR AUTHORIZE FOR SIGNATURE

- 3. Satisfaction of Mortgage for 120 Melvin Avenue (Ridenour) - CAT Loan Payoff**

4. Agreement with Arciform for Design Services for Facade at 275/277 Strand Street

Councilor Locke asked if he needed to recuse himself from the CAT Loan Payoff. Mayor Scholl said that would not be necessary since there is no monetary gain.

Motion: Motion made by Councilor Carlson and seconded by Councilor Topaz to approve '3' and '4' above. Voting Yea: Mayor Scholl, Council President Morten, Councilor Carlson, Councilor Topaz

CONSENT AGENDA FOR ACCEPTANCE

5. Planning Commission Minutes dated August 11, 2020

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

CONSENT AGENDA FOR APPROVAL

6. Accounts Payable Bill Lists

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

WORK SESSION ACTION ITEMS

- Request from Drake's Towing for an RFP to be done for towing services.

Councilor Locke talked about tow companies are charging different rates. He suggested the City set the rates for police tows, etc. It needs to be equal for everyone. Councilor Topaz asked who would research the legality. Mayor Scholl suggested using the language the City of Scappoose used. Council President Morten agreed. Assistant City Administrator Brown explained the last RFP. There was a fee schedule attached to Drake's Towing contract.

Mayor Scholl asked for staff to draft a proposed RFP. Discussion ensued. Consensus of Council for staff to bring back a proposal.

- How to move forward with the Mainstreet Program

Consensus of Council to add a discussion to the next work session agenda.

- Public Safety Facility Ad-hoc Committee members

Reviewed the names and background for people who submitted an application and who expressed interest verbally. Councilor Locke would like to see a student from the high school leadership or Youth Council participate.

Motion: Motion made by Mayor Scholl and seconded by Councilor Carlson to follow staff's recommendation for the Ad-hoc Committee, including those who express interest verbally. Voting Yea: Mayor Scholl, Council President Morten, Councilor Locke, Councilor Carlson, Councilor Topaz

- Proposal to change the Youth Council to Youth Advisory Committee

Motion: Motion made by Councilor Carlson and seconded by Council President Morten to change the Youth Council to Youth Advisory Committee and partner with the Recreation Program. Voting Yea: Mayor Scholl, Council President Morten, Councilor Locke, Councilor Carlson, Councilor Topaz

MAYOR SCHOLL REPORTS

- He read a letter to the editor in the September 3rd Spotlight from Councilor Topaz stating that he was silenced by himself and staff. That was not true. Voters have your voice in the Council reports at every meeting. Councilor Topaz spoke during visitor comments and that has never happened as long as he has been Mayor, or as long as he has been observing meetings. Councilor Topaz interjected that he was cut off. Mayor Scholl asked him not to interrupt his report. Brady Preheim

made a very concerning statement during visitor comments at the September 2nd meeting. The City and State have recently adopted laws regarding inappropriate workplace harassment. It applies to all employees, Councilor members, and Board and Commission members. The claims potentially put the City at risk. All staff and volunteers need to be aware that the City has a process in place to address harassment. You have the right to make complaints known to the City. If Brady's statements are found to be true, that is a real problem for the City. It is unacceptable and he would like to open an investigation to look into the allegations about Councilor Topaz's conduct.

Motion: Motion made by Mayor Scholl and seconded by Councilor Locke for the City Administrator to gather and provide the necessary and factual information on topics raised by Brady Preheim, so the Council can direct the next steps in the investigation.

Discussion.

Mayor Scholl said that Brady addressed finances, staff grievances, etc. To not investigate would not be serving the citizens.

Councilor Topaz asked what the recourse is if the allegations are wrong. He assumes the situation is false and made by a citizen, which he has the right to do under the First Amendment. What is the Council's action if his statements are false? Mayor Scholl responded that they would do an investigation to find out and they will make a statement. Right now, they are gathering information to determine if it warrants an investigation.

Councilor Locke reported that there have been several letters of complaints from staff. If an investigation is going to happen, the investigator will do the work and then Council can make a decision from that. Mayor Scholl added that anyone who has a complaint needs to submit it. The City cares.

Council President Morten has heard complaints of harassment from staff. Grievances have been filed regarding Councilor Topaz. Some of those complaints have been read in the record. Councilor Topaz has thrown the Council under the bus. He filed an ethics complaint to the State Ethics Board. An error did occur in the opening of an educational, fact-finding session under executive session, regarding the City's wastewater lagoon. Councilor Topaz named Mayor Scholl, Councilor Locke, Councilor Carlson, and Council President Morten in the filing of the complaint. However, he did not include himself in the complaint. He was there and participated. Council President Morten compared what Councilor did with team sports. Morten has coached sports over 30 years, and he has never experienced anything like that. It cost him and cost taxpayers. It is wrong. This is more of a personal thing for him. Citizens need to know what he did.

Mayor Scholl agreed. Councilor Topaz immediately went to the newspaper with what was discussed during the executive session. What he did was dirty and blindsided.

Councilor Carlson agreed with the motion. She is glad to see that something is going to be done about it now. It is not acceptable to not act on it.

Voting: Yea: Mayor Scholl, Council President Morten, Councilor Locke, Councilor Carlson, Councilor Topaz

- The Chamber of Commerce is holding a grand opening and ribbon cutting at Purrz and Pawz at the corner of Columbia Blvd. and Fourth Street.

COUNCIL MEMBER REPORTS

Council President Morten reported...

- Parks & Trails Commission recommended a concrete pad be placed to hold three benches and install one bench at the north end of Grey Cliffs Waterfront Park.

Motion: Motion made by Council President Morten and seconded by Mayor Scholl for staff to pour a concrete pad for three benches and install the one bench at the north end of Grey Cliffs Waterfront Park. Voting Yea: Mayor Scholl, Council President Morten, Councilor Locke, Councilor Carlson, Councilor Topaz

- The Parks & Trails Commission was directed by the Council to discuss the playground design at McCormick Park as part of the MODA Assist Grant. Parks Field Supervisor Thad Houk was asked earlier on to propose a design, which he had done. However, there are still questions about funding. Council President Morten suggests that Parks Field Supervisor Thad Houk, Interim Public Works Director Sue Nelson, Associate Planner Jenny Dimsho, and Recreation Manager Shanna Duggan work together on the proposal with the community. Mayor Scholl agreed. Councilor Carlson emphasized the need to make sure it is all-inclusive. Consensus of Council for staff to move forward as suggested by Council President Morten.

Councilor Locke reported...

- He met with Johnathon at Cascades. They agreed to disagree and came up with a compromise. The compromise said we need to start drawing the line. He intends to do that before leaving Council.

Councilor Carlson reported...

- Planning Commission has two expiring positions with members who have served two or more terms. It will be open to the community now. It is a four-year term.
- Her job is Direct Support for people with disabilities. This is the national week recognizing people who do home care. As an essential worker on the front lines, some people get no time during the pandemic. It is an everyday job and they are appreciated.
- Need to keep Christmas Ships on the radar since Councilor Locke is retiring this year. Mayor Scholl volunteered to follow Councilor Locke and learn what to do this year if another Councilor will join him. Councilor Carlson helps as well. She suggested the possibility of boxed dinners. Mayor Scholl talked to Tina about doing fireworks at Christmas again. There is plenty room to physically distance on the Waterfront property. Christmas Ships will be here on Saturday, December 12. It takes work and money to do fireworks in December.

Councilor Topaz reported...

- Next week, he and Government Affairs & Project Support Specialist Rachael Barry are going to have a re-education program for the Arts & Cultural Commission. He hopes to incorporate the bureaucratic mechanism that Boards and Commissions are supposed to follow.
- He checked with Chris Iverson about our Spirit of Halloweentown insurance. Insurance does not cover infection diseases. There is some money in the insurance policy for some legal fees but damages beyond that are not covered. We still have not seen a document from a safety committee for Spirit of Halloweentown that needs Council approval.
- He has been requested by several citizens to make a motion to stop Spirit of Halloweentown as of tonight.

Motion: Motion made by Councilor Topaz and seconded by Council President Morten to abandon the 2020 Spirit of Halloweentown.

Discussion.

Councilor Carlson visited Mainstreet merchants over the last week. They thanked her for continuing to hold events, trust citizens to wear a mask if they need it, and stay home if they need it. She heard from four of them and they want to continue Spirit of Halloweentown.

Mayor Scholl said the City was the first to declare a State of Emergency with the pandemic. Spirit of Halloweentown has been downsized. It will only allow 250 people during the ticketed hours on the

weekend. Masks will be required and there will be hand sanitation. There are no major pumpkin lightings, no parades, and no major celebrities unless they are in small groups. If there are any issues, it will be cancelled.

Council President Morten heard Tina Curry speak at the Kiwanis meeting. She is limiting attendance to control safety. Tina is taking the responsibility to manage the event.

Voting: Yea: Councilor Topaz; Nay: Mayor Scholl, Council President Morten, Councilor Locke, Councilor Carlson; motion failed.

OTHER BUSINESS – None

ADJOURNMENT – 8:00 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Lisa Scholl, Deputy City Recorder

Rick Scholl, Mayor