

City of St. Helens

CITY COUNCIL

Regular Session Minutes

August 17, 2016

Members Present: Randy Peterson, Mayor
Doug Morten, Council President
Keith Locke, Councilor
Susan Conn, Councilor
Ginny Carlson, Councilor

Staff Present: John Walsh, City Administrator
Matt Brown, Finance Director
Kathy Payne, City Recorder
Margaret Jeffries, Library Director
Sue Nelson, Public Works Engineering Director

Others: Nicole Thille Cody Mann A Boy Scout Group



7:00PM – Call Regular Session to Order – Mayor Peterson

Pledge of Allegiance – Mayor Peterson

Invitation to Citizens for Public Comment

No comments received.

Ordinances – Final Readings

A. **Ordinance No. 3208:** An Ordinance Amending the St. Helens Municipal Code Chapter 12.20 Regarding Camping in the Public Rights of Way and on Public Property
Mayor Peterson read Ordinance No. 3208 by title for the final time. **Motion:** Upon Morten's motion and Carlson's second, the Council unanimously adopted Ordinance No. 3208. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

Ordinances – First Readings

A. **Ordinance No. 3209:** An Ordinance Amending the St. Helens Municipal Code Chapter 12.08 Regarding Planning Commission Rules of Operation
This item is postponed until a future meeting.

Resolutions

A. **Resolution No. 1757:** A Resolution to Establish Municipal Court Administration Fees Pursuant to Chapter 3.32 of the St. Helens Municipal Code and Superseding Resolution No. 1586

Mayor Peterson read Resolution No. 1757 by title. **Motion:** Upon Morten's motion and Locke's second, the Council unanimously adopted Resolution No. 1757. [Ayes: Locke, Carlson, Conn, Morten, Peterson; Nays: None]

B. **Resolution No. 1758:** A Resolution to Establish Administrative Rules for Water, Sewer and Storm Drainage Utilities

Mayor Peterson read Resolution No. 1758 by title. **Motion:** Upon Locke's motion and Conn's second, the Council unanimously adopted Resolution No. 1758. [Ayes: Locke, Carlson, Conn,

Morten, Peterson; Nays: None]

Award Contract for 2MG Reservoir Rehab Project to Western Partitions Inc.

Motion: Upon Conn's motion and Locke's second, the Council unanimously awarded the contract for the two million gallon reservoir rehabilitation project to Western Partitions Inc.

Approve and/or Authorize for Signature

- A. Amendment No. 7 to IGA with Columbia County for Community Corrections Work Crews
- B. Personal Services Agreement with Terri Etter for Administrative Assistance in Police Department
- C. IGA with State of Oregon Department of Administrative Services for Disposal of Surplus Property
- D. Personal Services Agreement with Anya Moucha for Administrative Assistance in Support of Spirit of Halloweentown Activities
- E. Amendment to License/Permit to Enter Premises for Port of Portland Tide Gauge at City Docks
- F. Agreement for Opening Account with TVI Investments
- G. Contract Payments
- H. Amendment No. 3 to Clean Water State Revolving Fund Loan Agreement No. R80163 (I&I Project)

Motion: Upon Conn's motion and Morten's second, the Council unanimously approved 'A' through 'H' above.

Consent Agenda for Acceptance

- A. Arts & Cultural Commission Minutes dated February 23 and April 26, 2016
- B. Parks Commission Minutes dated April 11, 2016
- C. Accounts Payable Bill List

Motion: Upon Locke's motion and Morten's second, the Council unanimously accepted 'A' through 'C' above.

Consent Agenda for Approval

- A. Job Description: Municipal Court Assistant to the City Prosecutor Re-titled to Legal Assistant
- B. Council Work Session and Regular Session Minutes dated June 15 and July 20, 2016
- C. Accounts Payable Bill List

Motion: Upon Carlson's motion and Locke's second, the Council unanimously approved 'A' through 'C' above.

Council Reports

Mayor Peterson reported...

- Nothing to report.

Councilor Conn reported...

- Nothing to report.

Council President Morten reported...

- Condolences to Sue Nelson for her loss. He is happy to have her back.
- Well-deserved award for Lisa during the work session for her work with Relay for Life.
- Field Supervisor/Safety Coordinator Dave Elder and Water Filtration Facility Supervisor/Operator Howie Burton joined him on KOHI last week to talk about the safety of our water. It is the safest in the nation.

Councilor Carlson reported...

- She appreciates Lisa and how hard she worked on Relay for Life.

Councilor Locke reported...

- In the process of a background check for the Code Enforcement Officer.

Department Reports

Public Works Engineering Director Nelson reported...

- Acknowledged a great job done by Lisa on Relay for Life. Also thanked Councilor Carlson and her kids for their participation.

Library Director Jeffries reported...

- Nothing to report.

Finance Director Brown reported...

- Nothing to report.

City Recorder Payne reported...

- The League of Oregon Cities Conference will be held in September. The City needs to appoint a voting delegate and alternate. Council President Morten was appointed as voting delegate and Councilor Conn as alternate.
- City Hall Week will be held in Astoria and Scappoose. Council should let her know if they can attend.
- Councilor Carlson requested City note cards. They are available at City Hall.
- The summer City Employee Picnic is on Sunday. It will be moved into the Council Chambers if it gets too hot.

City Administrator Walsh reported...

- Nothing to report.

Executive Session

ORS 192.660(2)(e) Real Property Transactions

Motion: At 7:09 p.m., upon Locke’s motion and Morten’s second, the Council unanimously voted to move into executive session under ORS 192.660(2)(e) Real Property Transactions.

Motion: At 7:39 p.m., upon completion of the executive session, Carlson moved to go back into work session, seconded by Morten, and unanimously approved.

Adjourn - There being no further business, the meeting adjourned at 7:39 p.m.



Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:



Kathy Payne, City Recorder



Randy Peterson, Mayor