



COUNCIL REGULAR SESSION

Wednesday, September 03, 2025 at 7:00 PM

COUNCIL MEMBERS:

Mayor Jennifer Massey
Council President Jessica Chilton
Councilor Mark Gundersen
Councilor Russell Hubbard
Councilor Brandon Sundeen

LOCATION & CONTACT:

HYBRID: Council Chambers & Zoom (details below)

Website | www.sthelensoregon.gov

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Phone | 503-397-6272

Fax | 503-397-4016

AGENDA

CALL REGULAR SESSION TO ORDER

PLEDGE OF ALLEGIANCE

SWEARING IN OF NEW POLICE CHIEF MATTHEW SMITH

PROCLAMATION

1. National Library Card Sign-Up Month - September 2025

VISITOR COMMENTS – *Limited to three (3) minutes per speaker*

DELIBERATIONS

2. Sale of City-Owned Property on Kelly Street described as:
- Tax Account No. 28848, Map No. 4N1W04-BB-03000, 9,583 Square Feet

ORDINANCES – *Final Reading*

3. **Ordinance No. 3315:** An Ordinance Amending the St. Helens Municipal Code Chapter 13.30, Adding a Sunset Provision to the Public Safety Fee
4. **Ordinance No. 3316:** An Ordinance Amending the St. Helens Municipal Code Chapter 13.32, Requiring Voter Approval Before the Establishment of New Fees on Utility Bills Unrelated to Utility Services

ORDINANCES – *First Reading*

5. **Ordinance No. 3314:** An Ordinance Revising Chapter 18.36, Environmental Protection, Erosion Prevention, and Sediment Control Rules, of the St. Helens Municipal Code to Meet the City's Requirement as a Designated Management Agency Under the DEQ's Willamette Basin Mercury Total Maximum Daily Load
6. **Ordinance No. 3317:** An Ordinance to Annex and Designate the Zone of Certain Property at 58506 Kavanagh Street (Avenue)

RESOLUTIONS

7. **Resolution No. 2051:** A Resolution of the City Council of St. Helens, Oregon Declaring City Owned Property on Kelly Street, Tax Map/Lot No. 4N1W04-BB-03000 as Surplus and Authorizing the Sale of the Property in Compliance with ORS 221.725

- 8. Resolution No. 2053:** A Resolution of the City Council of St. Helens, Oregon, Authorizing Amendment No. 2 to the Purchase and Sale Agreement of Property at 1300 Kaster Road, Tax Account Nos. 13249 and 13215, and Authorizing and Directing the City Administrator to Take Appropriate Steps to Effectuate Closing of the Sale of Property
- 9. Resolution No. 2054:** A Resolution Establishing an Official Compensation Package for the Mayor for Food, Beverages, and other City-Related Items
- 10. Resolution No. 2055:** A Resolution Establishing an Official Compensation Package for the City Councilor Position Currently Held by Mark Gundersen, the City Councilor Position Currently Held by Brandon Sundeen, and Applying to Any City Councilors Subsequently Holding those Positions, for Food, Beverages, and Other City-Related Items
- 11. Resolution No. 2056:** A Resolution Establishing an Official Compensation Package for the City Councilor Position Currently Held by Jessica Chilton, the City Councilor Position Currently Held by Russell Hubbard, and Applying to Any City Councilors Subsequently Holding those Positions, for Food, Beverages, and Other City-Related Items
- 12. Resolution No. 2057:** A Resolution Establishing an Official Compensation Package for City of St. Helens Employees, for Food, Beverages, and Other City-Related Items

AWARD BID/CONTRACT

13. Award Bid and Authorize Mayor to Sign Contract with Jeffries Construction, LLC for 2025 Storm Cleaning & CCTV, Project No. SD-201, in the Amount of \$63,613.00

APPROVE AND/OR AUTHORIZE FOR SIGNATURE

14. Agreement with Columbia County for Transfer of Jurisdiction for Portions of Gable Road, Columbia Boulevard, and Bachelor Flat Road

APPOINTMENTS TO BOARDS AND COMMISSIONS

15. Appoint Kelsey Knutson to the Library Board

CONSENT AGENDA FOR ACCEPTANCE

16. Parks and Trails Commission Minutes dated July 14, 2025

CONSENT AGENDA FOR APPROVAL

17. City Council Minutes dated August 27, 2025
18. Amended Police Sergeant Job Description
19. Accounts Payable Bill Lists

WORK SESSION ACTION ITEMS**COUNCIL MEMBER REPORTS****MAYOR MASSEY REPORTS****PROACTIVE ITEMS****OTHER BUSINESS****ADJOURN****VIRTUAL MEETING DETAILS**

Join: <https://us02web.zoom.us/j/85453106813?pwd=EjT9rDzzKVUvkVZssgSbjw7YjHAb49.1>

Passcode: 421963

Phone one-tap: +12532158782

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to City Hall at 503-397-6272.

Be a part of the vision and get involved...volunteer for a City Board or Commission! For more information or for an application, go to www.sthelensoregon.gov or call 503-366-8217.