



COUNCIL REGULAR SESSION

Wednesday, September 17, 2025

APPROVED MINUTES

MEMBERS PRESENT

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

STAFF PRESENT

John Walsh, City Administrator
Kathy Payne, City Recorder
Lisa Scholl, Deputy City Recorder
Jacob Graichen, City Planner
Ashley Wigod, Contracted City Attorney

OTHERS

Steve Topaz	Brad Monroe
Nicholas Hellmich	T. Curry
Brady Preheim	Ron Houghtelling
Adam St. Pierre	Chris Houghtelling
Tanner Boyle	

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

PLEDGE OF ALLEGIANCE

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

- ◆ Brady Preheim. Expressed concerns about a company that presented a proposal for the Riverfront property. He questioned the vetting process for this company, stating they didn't seem organized or professional enough for a multimillion-dollar project. He noted the City would be responsible for half of all costs if the project failed. Preheim also expressed concern about the use of "spiritofhalloweentown.co" instead of the city-owned "spiritofhalloweentown.com" domain.
- ◆ Adam St. Pierre. Commented on lighting differences throughout the City, explaining that different types of lighting serve different purposes such as area lighting, task lighting, and pathway lighting. He mentioned that government agencies consider light pollution when making lighting decisions. St. Pierre also congratulated Mayor Massey on becoming a grandmother.
- ◆ Nicholas Hellmich. Voiced concerns about the police chief selection process, stating it was conducted behind closed doors with nondisclosure agreements that prevented public input. He suggested the secrecy undermines public trust and confidence in City leadership. Hellmich noted the Police Department's budget has increased significantly from \$3.8 million in 2020-2021 to \$5.6

million in 2023-2024 and suggested considering contracting with the County Sheriff's Office for law enforcement services.

DELIBERATIONS

1. Sale of City-Owned Property at 1300 Kaster Road described as:
 - Tax Account No. 11362, Map No. 4N1W-4DD-11300
 - Tax Account No. 11361, Map No. 4N1W-4DD-10800
 - Tax Account No. 13215, Map No. 4N1W-9-100

Council briefly discussed the sale of city-owned property at 1300 Kaster Road with unanimous agreement to proceed with the sale.

ORDINANCES – *Final Reading*

2. **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

Mayor Massey read Ordinance No. 3314 by title. **Motion:** Motion made by Council President Chilton and seconded by Councilor Gundersen to adopt Ordinance No. 3314. **Vote:** Yea: Mayor Massey, Council President Chilton, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

3. **Ordinance No. 3317:** An Ordinance to Annex and Designate the Zone of Certain Property at 58506 Kavanagh Street (Avenue)

Mayor Massey read Ordinance No. 3317 by title. **Motion:** Motion made by Councilor Sundeen and seconded by Councilor Gundersen to adopt Ordinance No. 3317. **Vote:** Yea: Mayor Massey, Council President Chilton, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

RESOLUTIONS

4. **Resolution No. 2058:** A Resolution Establishing an Official Compensation Package for Members of the City of St. Helens Planning Commission, and other City Advisory Boards and Commissions for Food, Beverages, and Other City-Related Items

Mayor Massey read Resolution No. 2058 by title. **Motion:** Motion made by Council President Chilton and seconded by Councilor Gundersen to adopt Resolution No. 2058. **Vote:** Yea: Mayor Massey, Council President Chilton, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

5. PUBLIC COMMENT - Increase in Drop Box Rates

No public comments were received regarding the increase in drop box rates.

Resolution No. 2059: A Resolution Establishing Drop Box Rates and Superseding Resolution No. 2028

Motion: Motion made by Council President Chilton and seconded by Councilor Gundersen to adopt Resolution No. 2059.

During discussion, Mayor Massey mentioned she would like to see if the service provider would be willing to partner with the City for community projects. She asked City Administrator John Walsh to follow up on this possibility.

Councilor Sundeen asked about when the next franchise agreement negotiation would occur, noting it had been renewed not too long ago.

Vote: Yea: Mayor Massey, Council President Chilton, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

- 6. Resolution No. 2060:** A Resolution of the City Council of St. Helens, Oregon, Finding it Necessary and Convenient to Sell Real Property Located at Tax Account No. 11362 Map No. 4N1W-4DD-11300, Tax Account No. 11361 Map No. 4N1W-4DD-10800, and Tax Account No. 13215 Map No. 4N1W-9-100 and Authorizing the City to Enter into the Option to Purchase the Property in Compliance with ORS 221.725

Contracted City Attorney Ashley Wigod requested an amendment to the resolution to make the exercise of the option conditional upon the buyer owning the adjacent paper mill property.

Motion: Motion made by Council President Chilton and seconded by Councilor Hubbard to adopt Resolution No. 2060 and authorize the City Administrator to enter into the Option Agreement as substantially described and amended to make the exercise of the Option Agreement conditional upon the Buyer owning the Paper Mill property. **Vote:** Yea: Mayor Massey, Council President Chilton, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

APPROVE AND/OR AUTHORIZE FOR SIGNATURE

7. Agreement with Mackenzie for New Police Station at 1771 Columbia Blvd.
8. Exclusive Negotiating Agreement with Romano Properties for Proposed Development on Riverfront Property

Motion: Motion made by Council President Chilton and seconded by Councilor Gundersen to approve '7' and '8' above. **Vote:** Yea: Mayor Massey, Council President Chilton, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

APPOINTMENTS TO BOARDS AND COMMISSIONS

9. Reappoint Robert Dunn and Jana Mann and Appoint Kelsey Knutson to the Library Board

Motion: Motion made by Councilor Sundeen and seconded by Councilor Gundersen to reappoint Robert Dunn and Jana Mann and appoint Kelsey Knutson to the Library Board. **Vote:** Yea: Mayor Massey, Council President Chilton, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

CONSENT AGENDA FOR ACCEPTANCE

10. Library Board Minutes dated June 9, 2025
11. Library Board Special Meeting Minutes dated June 9, 2025
12. Library Board Special Meeting Minutes dated August 27, 2025

Motion: Motion made by Council President Chilton and seconded by Councilor Gundersen to approve '10' through '12' above. **Vote:** Yea: Mayor Massey, Council President Chilton, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

CONSENT AGENDA FOR APPROVAL

13. City Council Minutes dated September 3, 2025
14. Amended Recreation Manager Job Description (fka: Parks & Recreation Manager)
15. Declare Surplus Property - Police Department Vehicles
16. Accounts Payable Bill Lists

Motion: Motion made by Councilor Sundeen and seconded by Councilor Gundersen to approve '13' through '16' above. **Vote:** Yea: Mayor Massey, Council President Chilton, Councilor Gundersen, Councilor Hubbard, Councilor Sundeen

WORK SESSION ACTION ITEMS

No work session items were discussed.

COUNCIL MEMBER REPORTS

Councilor Sundeen reported...

- Parks and Trails Commission:
 - A new tool for parks assessment has been tested, enabling commissioners to document safety concerns and gather park user feedback.
 - There is an opening on the Parks and Trails Commission, with the application deadline next Tuesday.
- Historical information about the Plaza was shared:
 - Originally designed to showcase the courthouse.
 - Featured a fountain, replaced by a piece of German artillery after World War I, later scrapped for metal during World War II, and subsequently replaced with a flagpole removed following the Columbus Day storm.

Council President Chilton reported...

- Meetings with Treadway:
 - Provided support and guidance as they implement changes.
 - Spirit of Halloweentown preparations are underway with celebrities on board and events being planned.
 - An invitation for the Council to tour the gift shop and haunted house is forthcoming to view recent changes.

Councilor Hubbard reported...

- Joint Planning Commission and Council meeting:
 - Agreed with Councilor Sundeen's suggestion to meet less frequently, due to a lack of discussion topics.
 - This topic will be addressed in the next Planning Commission meeting.

Councilor Gundersen reported...

- Nothing to report.

MAYOR MASSEY REPORTS

- Thanked City Recorder Kathy Payne and Deputy City Recorder Lisa Scholl for their work in preparing meeting materials, noting it was Payne's birthday the previous day.
- She and Councilor Hubbard toured Arcadia (the paper mill property) last week and were impressed with the improvements already underway. She noted that next year would be the 100-year anniversary of the mill and expressed excitement about the partnership moving forward.
- Requested and received consensus from the Council to appoint Councilor Hubbard as liaison for the new police station construction project to ensure regular updates on progress, milestones, and budget adherence.
- Reviewed progress on various roadmap items from earlier in the year, noting completed items included:
 - Modifying news media policies to align with the Attorney General
 - Working on nuisance fees ordinance
 - Improving department reporting to Council
 - Improving reporting from Boards and Commissions
 - Updating the Governing Rules of the Council
 - Modifying Council meeting structure
 - Pursuing Human Resources consultant options
- Items still in progress or planned include:
 - 250th celebration for next year
 - City Charter update

- Full-time grant writer
- Town Halls
- Side-by-side vehicle regulations (tabled until December due to hunting season)
- Marine park contract compliance review scheduled for October 17

PROACTIVE ITEMS**OTHER BUSINESS**

Councilor Sundeen added that he would like to work with Walsh and Payne to establish a citizen committee for the 250th celebration of the country, noting that many cities are already planning their celebrations and suggesting this should be a community-wide effort involving organizations like the Lions Club.

ADJOURN – 7:27 p.m.

Respectfully transcribed by ClerkMinutes and submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

/s/ Kathy Payne
Kathy Payne, City Recorder

/s/ Jennifer Massey
Jennifer Massey, Mayor