



COUNCIL WORK SESSION

Wednesday, September 07, 2022

APPROVED MINUTES

MEMBERS PRESENT

Mayor Rick Scholl
Council President Doug Morten
Councilor Patrick Birkle
Councilor Stephen R. Topaz
Councilor Jessica Chilton via Zoom

STAFF PRESENT

John Walsh, City Administrator
Kathy Payne, City Recorder
Lisa Scholl, Deputy City Recorder
Mouhamad Zaher, Public Works Director

Suzanne Bishop, Library Director
Bill Monahan, City Attorney
Tina Curry, Event Coordinator

OTHERS

Nancy Whitney	Amy Bynum
Justin Watson	Lynne Pettit
Arthur Leskowich	Connie Parr
Brady Preheim	Kelly Harmon
Scott	

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

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

- Kelly Harmon. Discussed the nuisance Code violation at 424 N. 7th Street and confirmed a new Code enforcement officer had been hired. She read her complaint into the record, citing the deplorable conditions of the property and the lack of action by the City and provided a copy of the complaint and accompanying pictures to City Recorder Kathy Payne.

Mayor Scholl stated he will forward the complaint to Police Chief Brian Greenway. City Administrator John Walsh noted he had talked to the property owner who acknowledged the City had been contacting her.

- Connie Carr. She lives next door to the subject property. [424 N. 7th Street] She has worked hard to clean up her yard, but next door is a mess and can be seen by her visitors. People coming to St. Helens should not see such living arrangements. The property owner has done some work, but not enough was being done.

City Recorder Payne explained the nuisance process, noting several such complaints were on the books.

Kelly said she first reported the concerns about six months ago; nothing was said about a nuisance report. She was told going through law enforcement or coming to City Council would be quicker.

Connie stated she had contacted Code enforcement a year ago and hoped to have a time frame for when the property would be cleaned up.

Mayor Scholl assured the nuisance process had officially started.

DISCUSSION TOPICS - *The Council will take a break around 3:00 p.m.***1. Semi-Annual Senior Center Report - Justin Watson, Executive Director**

Justin Watson reviewed his report. A copy is included in the archive packet for this meeting. Key items highlighted via PowerPoint included the work being done with partners to inspire intergenerational living, Senior Nutrition and Pleasure Program (SNAPP), the volunteer work at and revenues generated by the Top-Notch Thrift Store, and plans for new ghost kitchen to better use resources and provide additional food options for SNAPP and potential service into Scappoose.

Comments and questions from the Council were as follows with responses provided by Mr. Watson as follows:

- The Senior Center has two membership types: Voting Members were Seniors 55+ years old and Associate Members were under 55 years old. Both memberships cost \$20/year, but for two people living in the same home, membership was \$32/year.
- Mr. Watson would meet with Library Director Bishop, along with Rachael Barry, on August 20th to discuss a potential partnership in the near future.
- The Senior Center does receive food from the Food Bank and bases its purchases each month around what the Food Bank could provide to reduce purchases.
- Mr. Watson had not talked with the Food Bank about training people to cook at its facilities; however, Broadleaf Arbor is building a kitchen for conducting future cooking classes, which he believed would be done in the senior buildings.
 - Mayor Scholl emphasized the need to emphasize Broadleaf to seniors, noting he wanted St. Helens residents to be the majority there. He noted the great value of a \$20 annual membership and encouraged Justin to apply for a grant in January.
- Meals on Wheels routes are getting longer, and more drivers are needed. People were encouraged to participate, including riding along to help other volunteers.
 - Drivers do report back on who needs help and about their conditions, and the Community Action Team responds to those needs. In delivering meals, drivers are able to see the evolution of conditions and catch things before they get too bad.

2. Review Proposed Rates Increases for Waste Management Drop Box Services

City Administrator Walsh Rate reviewed the rate increases, noting Waste Management is requesting a maximum rate increase of 1.5% and the effective date is October 1. A letter and a billing schedule discussing the rates were in the packet. There is an opportunity for public comment at tonight's meeting. He was unsure if Waste Management asks for the maximum rate increase every year.

Council noted citizens should be informed drop boxes are an option to use at their discretion and that the increase did not affect typical curbside service. Drop boxes were generally used by construction contractors.

Unsure as to whether Waste Management typically asks for the maximum rate every year, Council agreed it would be best to alert the citizens on options to use at their discretion.

3. Review Proposed Amendments to Council Operating Rules & Procedures

Councilor Topaz proposed waiting on the amendments to the Council Operating Rules & Procedures until the new Council is in place in January. Council President Morten responded he saw no reason not to proceed as the wisdom and experience of the current Council is needed to give direction and address the amendments. If needed, the new Council can review it again.

Councilor Topaz noted there were about 15 conflicts between this document and the Charter, one being the Council is responsible for the City; however, the City Administrator has a huge amount of authority

over the Council's direction according to the language. Though part of the original decision making in adopting the rules, he now questioned certain sections of the document.

Councilor Birkle noted that considering these were minor amendments to change the start time of work sessions and some pronouns, there was no reason not to proceed.

Key discussion items regarding the proposed amendments included the following:

- The matter was being addressed now following the decision to change the start time of work sessions to 2:00 p.m. to accommodate Councilor Birkle's and Council President Morten's schedules. If meetings were run more efficiently, Council should be able to complete work sessions within three hours.
- The proposed changes were reviewed. Work sessions would change from a start time of 1:00 p.m. to 2:00 p.m., and if needed, the regular session could be changed to 7:30 p.m. The changes to gender neutral pronouns, reducing public comment times, electronic communication, and meeting format options, etc. should not be controversial.
- Councilor Topaz reviewed other needed changes in the document, which conflicted with the Council Charter in several areas. He reiterated the amendments should be done by the new Council, so everybody is on the same page. Some of the good things Council does are not reflected in the Rules document.
 - Clarifications were provided about some of Councilor Topaz's comments and proposed additional changes, including that tonight's discussion only regarded the proposed small amendments. The new Council could address other sections as it desired.

The Council consented to move forward with the amendments and let the new Council revisit the Rules if desired. City Administrator Walsh noted the Charter is silent on the Council Rules, which was a living document that could be easily changed.

4. Assignment of Voting Delegate and Alternate for LOC Business Meeting

Council discussed the need for a Delegate and Alternate for the October LOC Business Meeting in Bend because Council President Morten will be gone in October.

Councilor Jessica Chilton agreed to be the Delegate, and Mayor Rick Scholl agree to be the Alternate.

5. Report from City Administrator John Walsh

City Administrator Walsh presented his report, updating on upcoming events and activities, tonight's regular meeting agenda items, and the following key items with comments and questions from Council as noted:

- Harbor Master Personal Services Agreement draft was ready. Concern was expressed about how the agreement would address boats docking, sometimes overnight, where big ships come in.
- The City authorized the construction of cabins and shelters at the Sand Island Campground. The owner wanted to provide more amenities, so they wanted to drill a well and put in a septic system, which required the City's consent as the owner. Commissioner comments and responses to Commissioner questions from City Administrator Walsh were as follows:
 - If they drill a well, the water will be either be a potable or non-potable depending on which level is achieved through various technologies. The County determines the quality and approves the use of the water.
 - Brad Hendrickson submitted a bill for paying for these upgrades. When the lease ends, the City would assume the ownership of those amenities and would need to reimburse the cost of those improvements to Mr. Hendrickson.
 - The safety and security improvements Mr. Hendrickson has brought to the island were discussed. The City also saved time and resources by not having to provide maintenance.
 - The septic would be susceptible if there was another flood, but there are containers that float and insurance would avoid liability issues.

- Council supported the improvements, noting people spent money in town before going to the island.
- Article 13 of the Sand Island lease agreement was cited, which discussed the tenant yielding possession of City park and tenant improvements to the landlord when the lease ends.
- The City resubmitted for a grant for the Oregon Community Pathways Program, which connects trails between places off the highway. The planning grant funding had doubled since the last round when the City was only one project away from being funded. The City was working on a pedestrian connection between Scappoose and St. Helens with as few road crossings as possible.
- Work continues with Strategic Network Groups on a broadband feasibility study funded by ARPA money. The surveys show good support for a local broadband option. He hoped to have the firm present the information to Council, adding the information is also being shared with the Broadband Advisory Committee and Col-Pac, which has prioritized broadband service in the region. Having a robust, expandable fiber network would be powerful here.
 - He clarified multiple fiber cables ran along Highway 30 and came through town, noting he was not familiar with companies wanting to connect to cable in Washington.
- The Streets and Utilities Project would be about a two-year project that had three phases; the first being improvements to the St Helens/First Street intersection, which included all the water and sewer connections. The related projects were discussed. Public Works hoped to get three different contractors to work all at once to be less disruptive to citizens by working around high traffic times and minimize business interruption as much as possible.
- The Public Safety Facility project had a lot of moving parts, but the design was moving forward as initially proposed. The cost is approximately \$19 to \$23 million with a \$3 million contingency. Prices seem to be stabilizing but the City wanted to make sure it can afford the new building.

ADJOURN – 2:42 p.m.**EXECUTIVE SESSION**

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

/s/ Kathy Payne
Kathy Payne, City Recorder

/s/ Rick Scholl
Rick Scholl, Mayor