



COUNCIL WORK SESSION

Wednesday, June 16, 2021

APPROVED MINUTES

MEMBERS PRESENT

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

STAFF PRESENT

John Walsh, City Administrator
Matt Brown, Deputy City Administrator
Kathy Payne, City Recorder
Lisa Scholl, Deputy City Recorder
Brian Greenway, Police Chief
Mike De Roia, Building Official

Mouhamad Zaher, Public Works Director
Carol Green, Accountant
Heidi Davis, Building & Administration Secretary
Crystal King, Communications Officer
Matthew Kahl, City Attorney
Tina Curry, Event Coordinator

OTHERS

Kanale T. Andrew Schlumpberger
Josh Brown Brady Preheim
Paul Barlow

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

Due to technical difficulties, the Zoom video did not record. See YouTube video.

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

No visitor comments.

DISCUSSION TOPICS

1. Employee Length of Service Recognition - Carol Green (25 yrs) & Heidi Davis (15 yrs)

Two employees have reached milestones in their employment with the City of St. Helens.

25 Years

Carol Green began working for the City on June 14, 1996, as an Accounting Assistant. In 2013, her position was reclassified to Accounting Technician and then in 2020 to Accountant, where she still serves today.

15 Years

Heidi Davis began working for the City on June 14, 2006, as a Receptionist/Counter Clerk. In 2008, she was promoted to Building & Administration Secretary where she still serves today.

Congratulations, Carol and Heidi, and thank you for your service!

2. Annual Report from Insurance Agent Hagan Hamilton - *Chris Iverson*

1:17 p.m.

Chris Iverson reviewed his report. A copy is included in the archive packet for this meeting.

3. Review Proposed Rates Increase for Garbage & Recycling Services - *Josh, Hudson Garbage*

1:06 p.m.

Josh Brown, Hudson Garbage, reviewed the proposed rate increase. Columbia County recently passed a 2.6% disposal increase for the transfer station, which has an impact on their rates and collection services. Also, some of their cost structures changed significantly over the past 12-18 months. Costs for labor, fuel, metal, etc. are all factors in the increased rates. Hudson Garbage did not pass any of the increased costs on to their customers in 2020. They are requesting a 2.6% increase to service rates.

City Administrator Walsh talked about the good partnership the City has with Hudson Garbage.

Councilor Birkle referred to a letter to the editor in today's Chronicle. There was a question about glass recycling. Glass recycling can be taken to the transfer station, but it cannot be picked up at the curb. Can it be added to the service? Josh responded that he also oversees the Portland market, where they pick up glass at the curb. They are open to evaluating it. There will be cost associated with an additional container, truck, and labor. It is challenging to haul and recycle.

Council President Morten met with the Parks & Trails Commission on Monday. They briefly discussed franchise agreements. Comcast gave an additional contribution to the City and another industry contributes to the City. There was discussion about the shortage of port-a-potties in the parks during events. There was never a motion to request a donation. Josh acknowledged that they are willing to contribute.

4. Annual Report from Parks & Trails Commission - *Paul Barlow*

1:24 p.m.

Paul Barlow reviewed the Parks & Trails Commission report. A copy is included in the archive packet for this meeting.

Councilor Chilton attended Monday's meeting Parks & Trails Commission meeting. There was discussion about vandalism and graffiti in the parks. She has heard from citizens that stuff is happening at the brand-new playground. Is there a way to focus on protecting them more? Paul said he has noticed it also. He suggested better lighting in the parks.

Council President Morten said there is security at McCormick Park. He suggested increasing the security with the caretaker living there. Additional cameras would be helpful. Paul suggested putting information in the City's newsletter to encourage citizens to be more aware and watch for vandals.

Councilor Chilton reported that she just received a message from Chief Greenway that the Police Department will make McCormick Park a priority for monitoring.

5. Public Safety Facility Timeline Discussion and Next Steps - *John/Matt*

1:42 p.m.

On hold until tonight due to technical difficulties.

6. Review New Water System Operator II Job Description - *Mouhamad*

1:45 p.m.

Public Works Director Zaher reviewed the job description. It is a hybrid position that works at both the Wastewater Treatment Plant and Water Filtration Facility. It is an existing position that was restructured, so does not impact the budget. A copy is included in the archive packet for this meeting.

Councilor Topaz asked about cutting torches and welding. Do they need to be a certified welder? Zaher responded that basic knowledge would be beneficial but is not required.

7. Review New Records and Evidence Specialist Job Description - *Brian*

1:48 p.m.

On hold until tonight due to technical difficulties.

Mayor Scholl reported that Officers Coy and Howell normally observe an elderly citizen on a daily basis near IGA, where they stop to get sandwiches for lunch. They did not see him for a few days, so researched where he lives, and went to his home. After knocking, they heard a faint thumping and forced entry into the home. They found him on the floor. He had suffered a massive stroke on Sunday. They called the paramedics, and he was transported. This is only part of the reason it is important to retain officers long-term. They make relationships and notice when things are different. He is hoping for a speedy recovery!

8. Review Community Support Fund Grant Application - *Kathy*

1:50 p.m.

On hold until tonight due to technical difficulties.

9. Discuss Plans for Citizens Day in the Park

1:51 p.m.

- City Council sponsored event
- Scheduled for August 7
- Mayor Scholl will work on contacting past donators. He will need help picking stuff up that morning.
 - IGA – meat and buns
 - Sunshine Pizza – pasta salad
 - Skinny's Texaco – water
 - Stan's Refrigeration – ice
- Police Department, Fire Department, and National Guard usually attend
- Car show
- Nonprofits can set up
- Vendors have set up and paid a fee. May want to consider waiving the fee this year.
- Need help this year due to COVID restrictions.
- Discussion to hold a meeting to plan this year's event. The meeting was scheduled for Wednesday, July 14, 6 p.m. at McCormick Park. Public notice will be distributed.
- Need to recognize donators and sponsors more
- Possibility of 4-H animals
- Pay a few employees overtime to help during the event

Announcement that there is a Comcast outage at City Hall.

10. Strategic Action Plan Updates

2:03 p.m.

On hold until tonight due to technical difficulties.

11. City Administrator Report

2:04 p.m.

- He and Associate Planner Dimsho made a presentation to the Infrastructure Finance Board requesting \$14.5 million. They were unanimously awarded the \$14.5.

- 13 Nights on the River has been going well.
- Requesting Council consider allowing open containers in the event area for 13 Nights and 4th of July. No outside alcohol is allowed in for 13 Nights. It has been done in the past and is a revenue generator. Currently, alcohol is only allowed in the beer garden, and this would allow them to enter the park/event area.

Council President suggested moving forward. If there are problems, they can discontinue it.

Councilor Birkle clarified that people can bring their own. Mayor Scholl said only on the 4th of July. It has to be purchased at the beer garden for 13 Nights. Councilor Birkle asked about insurance. Councilor Chilton said people are already sneaking it in.

It will be voted on at tonight's meeting.

- 4th of July is coming up
 - Hit machine will perform
 - Looking forward to getting back to normal
 - Tina is doing a lot of the planning
 - Waiting for a volunteer organization to take over the event. Main Street is discussing it.
 - May need to hire a group to conduct parking and traffic control
 - Heather from Western Fireworks has been a big help
 - Public Works is a huge support. On the Friday prior to 4th of July, Public Works needs to go over to Sand Island to put in barricades at the end of Sand Island.
- Public Forum tonight at 6 p.m. It is all about road connections, and not the Riverwalk this time.

Councilor Chilton asked Walsh about a Halloweentown store in St. Helens. She was surprised to hear about it. Where is the money coming from to open the store and buy the product? Where is the money going? Walsh responded that it is all Tourism. It is quite interesting, and he encouraged everyone to check it out. The merchandise is centralized from other stores, plus some new stuff. The cost comes out of Tourism funding. Councilor Chilton requested an informational email with these types of updates. Walsh said it is also to help maintain street life with the building the City is leasing.

ADJOURN – 2:25 p.m.

EXECUTIVE SESSION – recessed until after tonight's Regular Session

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

/s/ Kathy Payne
Kathy Payne, City Recorder

/s/ Rick Scholl
Rick Scholl, Mayor