



# COUNCIL WORK SESSION

Wednesday, March 19, 2025 at 3:00 PM

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## 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](http://www.sthelensoregon.gov)  
Email | [kpayne@sthelensoregon.gov](mailto:kpayne@sthelensoregon.gov)  
Phone | 503-397-6272  
Fax | 503-397-4016

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## AGENDA

### CALL WORK SESSION TO ORDER

### CLEARING CONFUSION AND SETTING THE FACTS STRAIGHT

1. Responses to March 5 Visitor Comments

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

### DISCUSSION TOPICS

2. Review Draft Monthly Report to Council Template - *City Administrator John Walsh and City Recorder Kathy Payne*
3. Report from City Administrator John Walsh

### EXECUTIVE SESSION

*Following the conclusion of the Council Work Session, an Executive Session is scheduled to take place to discuss:*

- *Real Property Transactions, under ORS 192.660(2)(e); and*
- *Exempt Records/Confidential Attorney-Client Privileged Memo, under ORS 192.660(2)(f); and*
- *Consult with Counsel/Potential Litigation, under ORS 192.660(2)(h).*

*Representatives of the news media, staff and other persons as approved, shall be allowed to attend the Executive Session. All other members of the audience are asked to leave the Council Chambers.*

### DISCUSSION TOPICS

4. Discussion of Police Chief Position - *Councilor Gundersen*

### ADJOURN

### FOR YOUR INFORMATION

Upcoming Dates to Remember:

- March 17, 5:30PM, City Council Special Session, Council Chambers/Zoom
- CANCELLED March 18, 3:00PM, City Council Special Session, Council Chambers/Zoom
- March 19, 3:00PM, City Council Work Session, Council Chambers/Zoom
- March 19, 6:00PM, City Council Special Session, Council Chambers/Zoom
- March 19, 7:00PM, City Council Regular Session, Council Chambers/Zoom

## Future Public Hearing(s)/Forum(s):

- SS: March 19, 6:00PM, Central Waterfront Project Update
- PH: April 16, 5:30PM, Appeal of PC Denial of Variances at 35732 Hankey Road (McCarter)
- PH: April 16, 6:00PM, Comp. Plan Amendments - Economic Opportunities Analysis (City)
- PH: May 7, 6:40PM, Zone Change at 1771 Columbia Blvd. (City)

**VIRTUAL MEETING DETAILS**

Join: <https://us02web.zoom.us/j/81641786070?pwd=Kr6V1R0maL6zGxfR5eWwwKXBlxUtPx.1>

Passcode: 374670

Phone one-tap: +12532050468

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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](http://www.sthelensoregon.gov) or call 503-366-8217.

# CLARIFICATION MEMO TO PUBLIC COMMENT



## For City Council Meetings held on March 5, 2025

### **1. The definition of news media and if the City Council have the right to define news media.**

The Public Meetings Law itself does not define “representatives of the news media” for the purposes of who may attend executive session under ORS 192.660(4). The Attorney General’s office has issued several opinions, including AG Opinion No. 8291, dated April 18, 2016, and the [Attorney General’s Public Record and Meetings Manual \(2024\)](#) which advise local governments on how to interpret the phrase. The City’s News Media Policy, adopted February 19, 2025, implements the Attorney General’s guidance.

### **2. Why did another Councilor and not the Councilor assigned to police bring forward the police chief position?**

Any City Councilor or the Mayor may direct an item to be placed on a City Council agenda ([Council Operating Rules and Procedures, Section III, #12, Order of Business, page 4](#)). In this instance, Councilor Gundersen requested the topic be added to the agenda.

### **3. Is the law firm that represents the City of St. Helens the same law firm that represents the St. Helens School District?**

Jordan Ramis, through its attorneys, represents the City of St. Helens in its standing as a public agency. Jordan Ramis does not represent the St. Helens School District or any of its individual board members.

# MONTHLY REPORT TO COUNCIL



Meeting Date:  
Prepared by:  
Department:  
Division:  
Reporting Period:  
CC: City Administrator John Walsh

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## 1. General Operations

- *[Update on ongoing department functions]*
- *[Key statistics or performance metrics]*

## 2. Staffing & Personnel

- *[Hiring updates, promotions, retirements, or vacancies]*
- *[Training programs or professional development initiatives]*

## 3. Projects & Initiatives

### A. Ongoing Key Projects

- *Project Name 1: [Status update, next steps]*
- *Project Name 2: [Status update, budget impact]*

### B. Upcoming Projects

- *Project Name 1: [Planned start date, funding needs]*
- *Project Name 2: [Expected benefits and outcomes]*

## 4. Upcoming Events & Important Dates

*(Provide information on city-related events, meetings, and deadlines relevant to the department.)*

- *Event 1: [Date, location, purpose]*
  - *Event 2: [Stakeholders involved, expected outcomes]*
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## Attachments (If Applicable)

*(Attach any supporting documents, reports, or visuals necessary for council review.)*

- *[Attachment Name 1]*
- *[Attachment Name 2]*