



COUNCIL REGULAR SESSION

Wednesday, March 06, 2024 at 7:00 PM

COUNCIL MEMBERS:

Mayor Rick Scholl
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

Email | kpayne@sthelensoregon.gov

Phone | 503-397-6272

Fax | 503-397-4016

UPDATED AGENDA

CALL REGULAR SESSION TO ORDER

PLEDGE OF ALLEGIANCE

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

ORDINANCES – *Final Reading*

- 1. Ordinance No. 3299:** An Ordinance Amending the St. Helens Municipal Code Chapter 13.30 Regarding the St. Helens Public Safety Fee, to Expand the Use of the Fee to Public Safety Operations

AWARD BID/CONTRACT

- 2.** Award Contract to Landis & Landis for the S. 1st Street and St. Helens Street Intersection Joint Utility Trenching & Electrical Services Undergrounding Project (R-685A) in the Amount of \$454,912.50
- 3.** Award Purchase of New Mini Excavator for Public Works Operations to Pape Machinery, Inc. for \$86,812.50

APPROVE AND/OR AUTHORIZE FOR SIGNATURE

- 4.** Extension of Contract with Hasa, Inc. for Sodium Hypochlorite for the Wastewater Treatment Plant
- 5.** Agreement with Xpress Bill Pay for Payment Processing Services
- 6.** Agreement with Bend Mailing Service for Utility Bill Mailing Services

CONSENT AGENDA FOR APPROVAL

- 7.** Council Minutes dated January 10, 2024
- 8.** OLCC Licenses
- 9.** Accounts Payable Bill Lists

WORK SESSION ACTION ITEMS

COUNCIL MEMBER REPORTS

MAYOR SCHOLL REPORTS

OTHER BUSINESS

ADJOURN

VIRTUAL MEETING DETAILS

Join: <https://us02web.zoom.us/j/89960844009?pwd=dHAwbTRGR1JwWjBoajZhenhpanlHZz09>

Passcode: 261732

Dial: 669-444-9171

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.

City of St. Helens
ORDINANCE NO. 3299

AN ORDINANCE AMENDING THE ST. HELENS MUNICIPAL CODE
CHAPTER 13.30 REGARDING THE ST. HELENS PUBLIC SAFETY FEE,
TO EXPAND THE USE OF THE FEE TO PUBLIC SAFETY OPERATIONS

WHEREAS, the mission of the City of St. Helens is to provide quality, effective and efficient service to our community. By doing so we will develop and preserve the highest possible quality of life for residents, businesses, and visitors. Provide a safe and healthy environment within a sound economic framework. Provide leadership which is open and responsive to the needs of the community and works for the benefit of all; and

WHEREAS, the mission of the St. Helens Police Department is to work with all citizens to make our city a place where people live safely and to promote individual responsibility and community commitment; and

WHEREAS, additional flexibility in the use of the Public Safety Fee is desired by our community to provide our Police Department with the necessary tools and staffing resources to respond to emergencies, solve problems, and be good community members.

NOW, THEREFORE, THE CITY OF ST. HELENS ORDAINS AS FOLLOWS:

Section 1. Chapter 13.30 of the St. Helens Municipal Code ("SHMC") regarding the Public Safety Fee, is hereby amended, attached hereto as **Attachment "A"**, and made part of this reference.

Section 2. Severability. If any section, provision, clause, sentence, or paragraph of this Ordinance or the application thereof to any person or circumstances shall be held invalid, such invalidity shall not affect the other sections, provisions, clauses, or paragraphs of this Ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this Ordinance are declared to be servable. This City Council hereby declares that it would have adopted this ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed and the balance of the ordinance be enforced.

Section 3. Provisions of this Ordinance shall be incorporated in the St. Helens Municipal Code and the word "ordinance" may be changed to "code," "article," "section," or another word, and the sections of this Ordinance may be renumbered, or re-lettered, provided however that Whereas clauses and boilerplate provisions need not be codified.

Section 4. The effective date of this Ordinance shall be 30 days after approval, in accordance with the City Charter and other applicable laws.

Read the first time: February 21, 2024
Read the second time: March 6, 2024

Item #1.

APPROVED AND ADOPTED this 6th day of March 2024 by the following vote:

Ayes:

Nays:

Rick Scholl, Mayor

ATTEST:

Kathy Payne, City Recorder

underlined words are added
~~words stricken~~ are deleted

[...] means skipping text as it reads in the code (e.g., to focus on text being edited in this document)

Chapter 13.30

ST. HELENS PUBLIC SAFETY FEE

13.30.020 Purpose and intent.


(1) The purpose of the public safety fee is to provide additional funding to safeguard, facilitate and encourage the health, safety and welfare of the residents, businesses and visitors of the city as well as maintaining and operating the city of St. Helens police department.

(2) The intent of the public safety fee is to provide a funding mechanism to pay for the benefits conferred on residents, businesses and visitors of the city, including but not limited to expenditures related to the acquisition, improvement, replacement and/or construction of public safety facilities.

13.30.070 Use of funds.

All funds collected by the city from the public safety fee shall be deposited into a separate and distinct account for ~~the~~ purposes included, but not limited to; operations, sworn personnel, equipment, training, and other related costs associated with the operation of the city of St. Helens police department as well as capital costs for the ~~of funding the~~ acquisition, improvement, replacement and/or construction of public safety facilities. The fees paid and collected by virtue of this chapter shall not be used for general or other governmental or proprietary purposes of the city, except to pay for the equitable share of the cost of accounting, management and government which is attributable to the public safety fee.

COUNCIL ACTION SHEET

To:	The Mayor and Members of City Council	
From:	Mouhamad Zaher, Public Works Director	
Date:	March 6, 2024	
Subject:	S 1st and St. Helens Intersection Joint Utility Trenching & Electrical Services Undergrounding Project No. R-685A	

Background: In September 2022 the City contracted with Moore Excavation to perform improvements at the S. 1st Street/St. Helens Street intersection under Project No. R-685. Planned improvements include a complete rebuild of the existing asphalt intersection into a concrete intersection, with curb extensions, stormwater planters, and site furnishings. Prior to completing hardscape improvements, the City wished to underground the overhead utilities at the intersection. This work was not part of the original scope of work for the project. City staff was directed to begin work to incorporate this additional scope into the project. In November 2022, staff solicited proposals to underground electrical services on the waterfront. One proposal was received by Moore Excavation which was rejected because the services and price offered were unclear. In July 2023, the staff solicited bids for undergrounding electrical services on the waterfront and no bids were received.

On December 6, 2023, the St. Helens City Council passed Resolution No. 1995 authorizing staff to proceed with an emergency procurement for the work based on the critical nature of the work and the previous attempts made to secure a contractor to perform the work. This modified procurement process shortened the procurement timeline and allowed staff to directly solicit bids from at least three contractors for the work. Four contractors were directly solicited for bids on January 29, 2024. They were Moore Excavation, TFT Construction, Landis & Landis Construction, and Advanced Excavating Specialists. TFT Construction and Advanced Excavating Specialists chose not to submit bids. Bids were received on February 22, 2024 and are as follows,

FIRM	LOCATION	BID AMOUNT
Moore Excavation Inc.	Fairview, OR	\$788,387.50
Landis & Landis Construction, LLC	Marylhurst, OR	\$454,912.50

The project estimate was \$510,000 and will be funded through a Business Oregon Loan.

Recommendation: Council award the contract for the S 1st and St. Helens Intersection Joint Utility Trenching & Electrical Services Undergrounding (R-685A) to Landis & Landis Construction as the lowest responsive bidder and authorize the Mayor to execute a Standard Public Improvement Contract for the Work. The contract will be for the amount specified in the firm's bid, plus standard contingency.

Attachment: Solicitation documentation, Bidder's Spreadsheet, and Tabulation of Bids.



DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION

UNOFFICIAL BID RESULTS

PROJECT NAME: S 1ST AND ST HELENS INTERSECTION JOINT UTILITY TRENCHING & ELECTRICAL SERVICES UNDERGROUNDING PROJECT NO. R-685A
BID OPENING: 2:00 P.M., Tuesday, February 22, 2024 ENGINEER'S ESTIMATE: \$510K

Contractor's Name and Address	10% Bid Bond <u>or</u> Check Enclosed	Bid Signed	Addendum(s) Acknowledged	Bid Schedule A	Bid Schedule B	Total Bid Amount
Landis & Landis Construction, LLC PO Box 50 Marylhurst, OR 97036	YES	YES	YES	\$365,370.00	\$89,542.50	\$454,912.50
Moore Excavation Inc. 5501 NE 223rd Ave Fairview, OR 97024	YES	YES	YES	\$658,150.00	\$130,237.50	\$788,387.50

RECOMMENDATION (APPARENT RESPONSIVE LOW BIDDER): LANDIS & LANDIS CONSTRUCTION, LLC



BID TABULATION

PROJECT: S 1ST AND ST HELENS INTERSECTION JOINT UTILITY TRENCHING & ELECTRICAL SERVICES UNDERGROUNDING, #R-685A

Bid Opening Date: Thursday, February 22, 2024, 2:00 PM

Bid Item No	Description	Unit	Qty	MOORE EXCAVATION INC.		LANDIS AND LANDIS, INC.		Engineer's Estimate	
				UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
BID SCHEDULE A									
1	Mobilization (00210)	LS	1	\$60,000.00	\$60,000.00	\$35,000.00	\$35,000.00	\$36,000.00	\$36,000.00
2	Temporary Work Zone Traffic Control (00225)	LS	1	\$25,000.00	\$25,000.00	\$28,000.00	\$28,000.00	\$31,000.00	\$31,000.00
3	Flaggers (00223)	HR	160	\$85.00	\$13,600.00	\$72.00	\$11,520.00	\$76.00	\$12,160.00
4	Erosion Control (00280)	LS	1	\$4,000.00	\$4,000.00	\$7,000.00	\$7,000.00	\$500.00	\$500.00
5	Remove Existing Tree	EA	4	\$125.00	\$500.00	\$150.00	\$600.00	\$200.00	\$800.00
6	Construction Survey Work (00305)	LS	1	\$5,000.00	\$5,000.00	\$14,000.00	\$14,000.00	\$9,000.00	\$9,000.00
7	Removal of Structures and Obstructions (00310)	LS	1	\$25,000.00	\$25,000.00	\$11,000.00	\$11,000.00	\$7,000.00	\$7,000.00
8	General Excavation (00330)	CY	80	\$275.00	\$22,000.00	\$40.00	\$3,200.00	\$70.00	\$5,600.00
9	Rock Excavation (00405)	CY	470	\$225.00	\$105,750.00	\$20.00	\$9,400.00	\$220.00	\$103,400.00
10	Vibration Monitoring (00405)	LS	1	\$30,000.00	\$30,000.00	\$45,000.00	\$45,000.00	\$20,000.00	\$20,000.00
11	Trench Resurfacing (00495)	SY	240	\$125.00	\$30,000.00	\$80.00	\$19,200.00	\$160.00	\$38,400.00
12	Trench Resurfacing, Temporary (00495)	SY	67	\$50.00	\$3,350.00	\$60.00	\$4,020.00	\$120.00	\$8,040.00
13	Aggregate Base (00640)	TON	27	\$95.00	\$2,565.00	\$50.00	\$1,350.00	\$92.00	\$2,484.00
14	Level 3, 1/2 inch ACP Mixture (00744)	TON	10	\$350.00	\$3,500.00	\$240.00	\$2,400.00	\$200.00	\$2,000.00
15	Concrete Curbs, Standard 6" Curb (00759)	LF	87	\$80.00	\$6,960.00	\$43.00	\$3,741.00	\$75.00	\$6,525.00
16	Concrete Curbs, Standard Curb and Gutter (00759)	LF	20	\$145.00	\$2,900.00	\$65.00	\$1,300.00	\$75.00	\$1,500.00
17	Concrete Walks (00759)	SF	402	\$30.00	\$12,060.00	\$10.00	\$4,020.00	\$18.00	\$7,236.00
18	Installing Conduit Furnished By Comcast, 2" (00966)	LF	946	\$15.00	\$14,190.00	\$9.00	\$8,514.00	\$10.00	\$9,460.00
19	Installing Conduit Furnished By Lumen, 4" (00966)	LF	911	\$15.00	\$13,665.00	\$9.00	\$8,199.00	\$10.00	\$9,110.00
20	Installing Conduit Furnished By Fatbeam, 2" (00966)	LF	721	\$15.00	\$10,815.00	\$9.00	\$6,489.00	\$10.00	\$7,210.00
21	Installing Conduit Furnished By CRPUD, 2" (00966)	LF	2733	\$15.00	\$40,995.00	\$9.00	\$24,597.00	\$10.00	\$27,330.00
22	Joint Utility Trench (00966)	SF	1680	\$110.00	\$184,800.00	\$60.00	\$100,800.00	\$60.00	\$100,800.00
23	Installing Utility Vaults Furnished By Utility (28" x 41" x 36") (00966)	EA	4	\$4,000.00	\$16,000.00	\$1,000.00	\$4,000.00	\$300.00	\$1,200.00
24	Installing Utility Vaults Furnished By Utility (78" x 36" x 48") (00966)	EA	2	\$4,000.00	\$8,000.00	\$2,000.00	\$4,000.00	\$500.00	\$1,000.00
25	Installing Utility Vaults Furnished By Utility (17" x 30" x 24") (00966)	EA	1	\$1,000.00	\$1,000.00	\$3,900.00	\$3,900.00	\$300.00	\$300.00
26	Installing Utility Vaults Furnished By Utility (60" x 84") (00966)	EA	2	\$8,000.00	\$16,000.00	\$2,000.00	\$4,000.00	\$2,000.00	\$4,000.00
27	Bark Mulch (01040)	CY	4	\$125.00	\$500.00	\$30.00	\$120.00	\$250.00	\$1,000.00
BID SCHEDULE A TOTAL					\$658,150.00		\$365,370.00		\$453,055.00

Bid Item No	Description	Unit	Qty	MOORE EXCAVATION INC.		LANDIS AND LANDIS, INC.		Engineer's Estimate	
				UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
BID SCHEDULE B									
1	3" PVC	LF	415	\$50.00	\$20,750.00	\$30.00	\$12,450.00	\$28.94	\$12,010.43
2	3" RGS	LF	30	\$275.00	\$8,250.00	\$175.00	\$5,250.00	\$73.96	\$2,218.88
3	3" PVC FACTORY ELBOW	EA	6	\$450.00	\$2,700.00	\$310.00	\$1,860.00	\$86.63	\$519.75
4	3" RGS FACTORY ELBOW	EA	3	\$900.00	\$2,700.00	\$610.00	\$1,830.00	\$240.68	\$722.05
5	3/0 AWG CU XHHW	CLF	0.3	\$10,000.00	\$3,000.00	\$10,000.00	\$3,000.00	\$1,066.70	\$320.01
6	METERBASE 200A	EA	1	\$5,000.00	\$5,000.00	\$4,500.00	\$4,500.00	\$698.80	\$698.80
7	TRENCHING & BACKFILL	LF	298	\$150.00	\$44,700.00	\$115.00	\$34,270.00	\$73.80	\$21,992.40
8	TRENCH RESURFACING	SY	33.1	\$125.00	\$4,137.50	\$75.00	\$2,482.50	\$132.04	\$4,370.67

BID TABULATION

PROJECT: S 1ST AND ST HELENS INTERSECTION JOINT UTILITY TRENCHING & ELECTRICAL SERVICES UNDERGROUNDING, #R-685A

Bid Opening Date: Thursday, February 22, 2024, 2:00 PM

Bid Item No	Description	Unit	Qty	MOORE EXCAVATION INC.		LANDIS AND LANDIS, INC.		Engineer's Estimate	
				UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
9	Mobilization	LS	1	\$12,000.00	\$12,000.00	\$10,000.00	\$10,000.00	\$1,737.72	\$1,737.72
10	Erosion Control	LS	1	\$4,500.00	\$4,500.00	\$3,000.00	\$3,000.00	\$1,320.00	\$1,320.00
11	Traffic Control	LS	1	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$1,320.00	\$1,320.00
12	Permitting 200A Services	EA	3	\$3,000.00	\$9,000.00	\$300.00	\$900.00	\$396.00	\$1,188.00
13	Pull Box, 223-LA	EA	1	\$8,500.00	\$8,500.00	\$5,000.00	\$5,000.00	\$7,000.00	\$7,000.00
BID SCHEDULE B TOTAL					\$130,237.50		\$89,542.50		\$55,418.71

BID TOTALS (A+B):

Comments:

\$788,387.50	\$454,912.50	\$508,473.71
MOORE EXCAVATION INC.	LANDIS AND LANDIS, INC.	Engineer's Estimate

Project R-685A - S 1st and St Helens Intersection Joint Utility Trenching & Electrical Services Undergrounding



Alex Bird

To Luke Price

Cc Sharon Darroux; Tim Underwood; Mouhamad Zaher



Reply



Reply All



Forward

Item #2.



Mon 1/29/2024 2:07 PM

ADVANCED EXCAVATING SPECIALISTS

Luke,

Below is a Sharefile link that will take you to the following Bid Documents:

- 1_R-685A_Public Improvement Contract
- 2_1st & St Helens Franchise Utilities_Plans_Signed
- 3_R-685A Electrical Services Drawings

 [R-685A S 1st and St Helens Intersection Joint Utility Trenching & Electrical Services Undergrounding](#)

Please review these documents and submit a bid before **2:00pm, February 15th, 2024.**

We appreciate you expressing interest on bidding this project. Please let us know if you have any questions.

Thank you,

Alexander Bird, PE* | Engineer II

City of St. Helens | Public Works – Engineering Division

265 Strand Street, St. Helens, OR 97051 | www.sthelensoregon.gov

p: (503) 366-8223 | c: (971) 246-2000 | abird@sthelensoregon.gov

*Licensed to practice in the State of Oregon

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Project R-685A - S 1st and St Helens Intersection Joint Utility Trenching & Electrical Services Undergrounding



Alex Bird
To Calvin Huitt
Cc Sharon Darroux; Tim Underwood; Mouhamad Zaher; Kim Smith

Reply

Reply All

Forward

Item #2.

Mon 1/29/2024 2:09 PM

You forwarded this message on 1/29/2024 2:20 PM.

MOORE EXCAVATION INC

Cal,

Below is a Sharefile link that will take you to the following Bid Documents:

- 1_R-685A_Public Improvement Contract
- 2_1st & St Helens Franchise Utilities_Plans_Signed
- 3_R-685A Electrical Services Drawings

[R-685A S 1st and St Helens Intersection Joint Utility Trenching & Electrical Services Undergrounding](#)

Please review these documents and submit a bid before **2:00pm, February 15th, 2024.**

We appreciate you expressing interest on bidding this project. Please let us know if you have any questions.

Thank you,

Alexander Bird, PE* | Engineer II
City of St. Helens | Public Works – Engineering Division
[265 Strand Street, St. Helens, OR 97051](#) | www.sthelensoregon.gov
p: (503) 366-8223 | c: (971) 246-2000 | abird@sthelensoregon.gov
*Licensed to practice in the State of Oregon

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Project R-685A - S 1st and St Helens Intersection Joint Utility Trenching & Electrical Services Undergrounding

 Sharon Darroux
To Michael Landis
Cc Mouhamad Zaher; Alex Bird; Tim Underwood

  Reply  Reply All  Forward

Item #2.

Mon 1/29/2024 2:21 PM

 You forwarded this message on 1/29/2024 2:24 PM.

LANDIS & LANDIS CONSTRUCTION, LLC

Hi Myke,

It was nice talking to you last week and catching up. Here are the project documents for the intersection work we talked about,

- ☐ [R-685A S 1st and St Helens Intersection Joint Utility Trenching & Electrical Services Undergrounding](#)
- 1_R-685A_Public Improvement Contract
 - 2_1st & St Helens Franchise Utilities Plans
 - 3_R-685A Electrical Services Drawings

Please review these documents and submit a bid by **2:00pm, February 15th, 2024.**

The main contact for the project is Alex Bird, PE, Engineer II, abird@sthelensoregon.gov or (503) 366-8223.

I appreciate your expressing interest on bidding this project.

Thank you,

Sharon Darroux, PMP | Engineering Manager
City of St. Helens | Public Works – Engineering Division
265 Strand Street, St. Helens, OR 97051 | www.sthelensoregon.gov
p: (503) 366-8243 | c: (503) 936-0813 | sdarroux@sthelensoregon.gov

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Project R-685A - S 1st and St Helens Intersection Joint Utility Trenching & Electrical Services Undergrounding



Sharon Darroux
To Erik Olsen
Cc Mouhamad Zaher; Alex Bird; Tim Underwood

Reply

Reply All

Forward

Item #2.

Mon 1/29/2024 2:25 PM

T.F.T. CONSTRUCTION, INC.

Hi Erik,

Here are the project documents for the intersection work we talked about,

- ☐ [R-685A S 1st and St Helens Intersection Joint Utility Trenching & Electrical Services Undergrounding](#)
- 1_R-685A_Public Improvement Contract
 - 2_1st & St Helens Franchise Utilities Plans
 - 3_R-685A Electrical Services Drawings

Please review these documents and submit a bid by **2:00pm, February 15th, 2024.**

The main contact for the project is Alex Bird, PE, Engineer II, abird@sthelensoregon.gov or (503) 366-8223.

I appreciate your expressing interest on bidding this project.


Thank you,

Sharon Darroux, PMP | Engineering Manager
City of St. Helens | Public Works – Engineering Division
265 Strand Street, St. Helens, OR 97051 | www.sthelensoregon.gov
p: (503) 366-8243 | c: (503) 936-0813 | sdarroux@sthelensoregon.gov

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COUNCIL ACTION SHEET

To:	The Mayor and Members of City Council	
From:	Public Works Director	
Date:	3/1/2024	
Subject:	Purchase John Deere Mini Excavator	

Background: The Public Works Operations department would like to replace the 2011 Bobcat Mini Excavator which is outdated and very difficult to find parts for anymore. We are looking at a 2024 John Deere Mini Excavator with all the attachments the department would need. We would receive \$27,000.00 for the trade in of our current 2011 Mini Excavator.

The cost of the 2024 John Deere is \$122,530.93, with the trade in of the Bobcat -\$27,000.00 and, a line item in the quote for an ME Compactor that we would not need, so we would be able to deduct another, -\$9,091.00 from the total cost.

This would bring the final cost down to \$86,812.50, which is an excellent cost saving by leveraging our existing / old Bobcat.

The cost of the new Mini Excavator is available in our Public Works Operational budget, and it has been confirmed with finance. We do not need to request any additional or new funding, nor any supplementals budget changes.

Recommendation: Council award the purchase of the 2024 John Deere Mini Excavator in the amount of \$86,812.50.

Attachment: Quote from PAPE Machinery.

Quote Id: 30365903

Prepared For:
CITY OF ST HELENS - ST HELENS

Prepared By: **RICHARD ISETT**
Pape Machinery, Inc.
1425 Ne Columbia Blvd
Portland, OR 97211
Tel: 503-289-1103
Fax: 503-283-4549
Email: risett@papemachinery.com

Date: 12 February 2024

Offer Expires: 13 March 2024

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Confidential

MACHINERY
Quote Summary
Prepared For:

CITY OF ST HELENS - ST HELENS
OR

Prepared By:

RICHARD ISETT
Pape Machinery, Inc.
1425 Ne Columbia Blvd
Portland, OR 97211
Phone: 503-289-1103
risett@papemachinery.com

This sale is subject to Papé's Terms and Conditions of Sale effective on the date hereof, which are incorporated in full by this reference. The Terms and Conditions of Sale are available at www.pape.com/terms, and will also be sent by mail or e-mail to the purchaser upon request.

Quote Id: 30365903
Created On: 12 February 2024
Last Modified On: 20 February 2024
Expiration Date: 13 March 2024

Equipment Summary

2024 JOHN DEERE 50 P-Tier
Compact Excavator - 05692246

Selling Price	Qty	Extended
\$ 122,530.93 X	1 =	\$ 122,530.93

Equipment Total
\$ 122,530.93
Trade In Summary

2011 BOBCAT E50M - AG3N11746

PayOff

Total Trade Allowance

Qty	Each	Extended
1	\$ 27,000.00	\$ 27,000.00
		\$ 0.00
		\$ 27,000.00

Trade In Total
\$ 27,000.00
Quote Summary

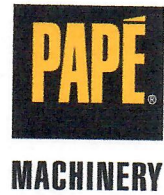
Equipment Total	\$ 122,530.93
Trade In	\$ (27,000.00)
SubTotal	\$ 95,530.93
Sales Tax - (0.39%)	\$ 372.57
Total	\$ 95,903.50
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 95,903.50

Salesperson : X _____

Accepted By : X _____

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Selling Equipment



Item #3.

Quote Id: 30365903

2024 JOHN DEERE 50 P-Tier Compact Excavator - 05692246

Hours: 0
Stock Number: 05692246

			List Price
			\$ 104,541.00
Code	Description	Qty	Extended
0180FF	JOHN DEERE 50P Excavator	1	\$ 92,597.00
Standard Options - Per Unit			
F0202	DESTINATION CODE - US	1	\$ 0.00
F0259	ENGLISH CUSTOMER DELIVERY OM	1	\$ 0.00
F0408	Cab, Rubber, Susp, Long Arm + EX C/ W, Angle Blade	1	\$ 11,944.00
Warranty - Standard			
John Deere Standard Warranty - 24 Month / 2,000 hour Full Machine			\$ 0.00
Dealer Attachments			
	John Deere Manual Wedge QC - Standard	1	\$ 0.00
	John Deere Hydraulic Thumb - installed	1	\$ 3,085.00
	24" HD Dig Bkt-BYT10980 (DEERE)	1	\$ 1,306.00
	48" CU Bkt w/BOCE JDOEMQC-PSM - Freight	1	\$ 2,112.00
	Brandt - 18" Clean Up Bucket - Freight	1	\$ 1,385.00
	Brandt - 42" Brush Rake - Freight	1	\$ 2,973.00
	Rock Hough 30EX - Flail Mower - PDI and Freight	1	\$ 10,796.00
	ASTEC - TC71FC ME Compactor- PDI and Freight	1	\$ 9,091.00
	ASTEC - BX/CX8 (800 ft lb) Breaker- PDI and Freight	1	\$ 10,909.00
	Install-QC's on Ball Valve Bulkhead	1	\$ 387.00
	50P Machine - Freight in and Delivery	1	\$ 3,236.00
	50P Machine - PDI	1	\$ 936.00
	Dealer Attachments Total		\$ 46,216.00
Machine List Price			\$ 104,541.00
Less Sourcewell Discount (27%)			\$ - 28,226.07
Adjusted Sourcewell Price			\$ 76,314.93
Dealer Attachments Total			\$ 46,216.00
Total Selling Price			\$ 122,530.93

Trade In

Quote Id: 30365903

2011 BOBCAT E50M	
SN# AG3N11746	
Machine Details	ROPS • Pilot Controls • Rubber Tracks • w/ Bucket • Aux Hydraulics • Blade • Compactor • Coupler • Hammer • Hydraulic Thumb • Angle Blade
Description	Net Trade Value
2011 BOBCAT E50M	\$ 27,000.00
SN# AG3N11746	
Stock Number : G3N11746	
Your Trade In Description	
Additional Options	
Hour Meter Reading	2267
Total	
\$ 27,000.00	

Notice: When operated in California, any off-road diesel vehicle may be subject to the California Air Resources Board In-Use Off-road Diesel Vehicle Regulation. It therefore could be subject to retrofit or accelerated turnover requirements to reduce emissions of air pollutants. For more information, please visit the California Air Resources Board website at:

<http://www.arb.ca.gov/msprog/ordiesel/ordiesel.htm>.

EXTENSION OF MATERIALS AND SERVICES CONTRACT

This Extension is made on March 6, 2024, between City of St. Helens, an Oregon municipal corporation (“St. Helens”), and **Hasa, Inc.** (“Contractor”).

RECITALS

A. WHEREAS, on or about March 23, 2022, St. Helens and Contractor entered into a contract (“Contract”) in which Contractor agreed to provide materials (“Materials”) and services (“Services”) of 12.5% Sodium Hypochlorite to the Wastewater Treatment Plant; and

B. WHEREAS, Paragraph 6 of the Contract provides that the contract terminates on March 31, 2023, and that the City reserves the right to extend the contract for a period of two (2) years in one (1) year increments; and

C. WHEREAS, on April 5, 2023, the Council approved an extension to March 31, 2024; and

D. WHEREAS, St. Helens and Contractor mutually desire to extend the term of the contract for an additional year.

AGREEMENT

NOW, THEREFORE, the parties mutually agree as follows:

1. The termination date of the contract signed on or about March 23, 2022, shall be amended to reflect a **termination date of March 31, 2025**, unless earlier terminated according to the terms of the Contract.

2. There are no more extensions reserved under the terms of the agreement.

3. All other terms and conditions of the Contract, as previously amended, shall remain in full force and effect other than as specifically amended herein.

ST. HELENS:

CONTRACTOR:

CITY OF ST. HELENS, an Oregon
municipal corporation

HASA, INC.

By: _____

By: _____

Name: _____

Name: _____

Its: _____

Its: _____

To: City Council
RE: Payment Processing and UB Mailing Services

John Walsh City Administrator
Gloria Butsch Finance Director



BACKGROUND

Due to what appeared to be extremely high costs for credit card fees and payment receipt processing, the finance & utility billing staff researched and requested proposals from Tyler Incite (current), Xpress Bill Pay (XBP) and Paymentec for comparing costs and potential savings for processing payment receipts.

Changing from Tyler Incite/Global to XBP will be an estimated savings of \$26k per month.

We also identified potential cost savings from mailing services. The city currently contracts with Metro Mailing Services for mailing the utility bills. We requested proposals from DataBar and Bend Mailing Services and compared them to Metro.

Changing from Metro to Bend Mailing Services will be an estimated savings of \$1,200 per month.

Combined savings between Xpress Bill Pay and Bend Mailing Services are estimated to be \$327,500 annually.

We will also plan on integrating the Recreation, Library, Planning & Administration credit card terminals for additional savings.

RECOMMENDATION

City staff recommend approving payment processing services agreement with Xpress Bill Pay and utility bill mailing service agreement with Bend Mailing Service and authorize the City Administrator to sign the agreement(s).

Proposed Utility Billing -
Bank Fee Changes By Month

Service	Current	Proposed	Savings	Proposed Vendor
Statement Printing & Mailing	4,847.76	3,615.11	(1,232.65)	DMS Technologies
UB Card Payment Processing	27,020.13	7,058.60	(19,961.53)	Xpress Bill Pay
Easy Pay/Insite Payments	7,030.00	2,680.10	(4,349.90)	Xpress Bill Pay
Wells Fargo Lock Box (Mailed in payments)	945.50	372.86	(572.64)	Xpress Bill Pay
Wells Fargo E Box (Bank to Bank Payments)	16.68	41.50	24.82	Xpress Bill Pay
Total Savings a month			(26,091.90)	
Total Savings a year			(313,102.80)	

Additional Items to Note

*Xpress charges based on December 2023 for Card & Easy Pay payments & January 2024 for Lock & E Box

*This does not include the expense for implementation

*Additional savings could come by bringing other departments to Xpress

To: City Council
RE: Payment Processing and UB Mailing Services

John Walsh City Administrator
Gloria Butsch Finance Director



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City of St. Helens
Consent Agenda for Approval
CITY COUNCIL MINUTES

Presented for approval on this 6th day of March, 2024 are the following Council minutes:

2024

- Special Session Minutes dated January 10, 2024

After Approval of Council Minutes:

- ☐ Scan as PDF Searchable
- ☐ Make one double-sided, hole-punched copy and send to Library Reference
- ☐ Minutes related to hearings and deliberations get copied to working file
- ☐ Save PDF in Minutes folder
- ☐ Update file name & signature block on Word document & copy Word document into Council minutes folder in Shared Drive
- ☐ Upload & publish in MuniCode
- ☐ Email minutes link to distribution list
- ☐ Add minutes to HPRMS
- ☐ Add packet and exhibits to HPRMS
- ☐ File original in Vault
- ☐ Update minutes spreadsheet



COUNCIL SPECIAL SESSION

Wednesday, January 10, 2024

DRAFT MINUTES

MEMBERS PRESENT

Mayor Rick Scholl
 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
 Gloria Butsch, Finance Director
 Suzanne Bishop, Library Director
 Brian Greenway, Police Chief
 Jose Castilleja, Police Sergeant
 Jon Eggers, Police Sergeant
 Doug Treat, Police Sergeant
 Pati Ruiz, Records & Evidence Specialist
 Tina Curry, Contracted Event Coordinator

Dylan Gaston, Police Officer
 Bryan Cutright, Police Officer
 Jamin Coy, Police Officer
 Jeremy Howell, Police Officer
 Kolten Edwards, Police Officer
 Terry Massey, Police Officer
 Adam Hartless, Police Officer
 Adam Raethke, Police Officer
 McKenzie McClure, Police Officer
 Everardo Medina, Code Enforcement Officer

OTHERS

Patricia Mason	Jenni Gilbert	Jenn Massey
Brady Preheim	Steve Toschi	Brianna Gaston
Stephanie Patterson	Don Patterson	Mercedes Massey
Michelle	Jim Coleman	Lisa Marsh
Robyn	Molly Matchak	Steve Topaz

CALL SPECIAL SESSION TO ORDER – 6:00 p.m.

DISCUSSION TOPICS

1. Discussion regarding Current Fiscal Year Police Department Budget

City Administrator Walsh agreed with the need for more officers and a new police station. Funding is the challenge. The location of the proposed police station is being appealed. There is a \$750,000 annual debt service the City will need to pay from Bonds sold to pay for the new station. They are looking at ways to use that money in the interim while they figure out the new station.

Mayor Scholl talked about the police station and staffing discussions that have taken place. If there was a choice between the two, additional officers was the priority. They discussed selling the debt service of the police station to the Urban Renewal Agency for the Waterfront development. The \$10 utility fee could be amended to pay for public safety staffing now. Following the retirements, that fee could be amended again to pay for the new station.

Officer Bryan Cutright, resident and St. Helens Police Association Vice President, passed around pictures of the current building to show their poor working conditions. He has attended numerous meetings and spoken about the staffing crisis. Nothing has changed. Why have all the concerns fallen on deaf ears? They were told by Mayor Scholl and City Administrator Walsh that they would look at creative ways to increase staffing. They were promised five additional officers since 2022. Since that time, three officers left for other agencies and three were hired. They were then told they couldn't hire additional officers because of the budget crisis. Now they're back to having no additional officers. He pointed out that Mayor Scholl has repeatedly said the Police budget was increased. However, that increase was to retain officers, not add positions. What percentages have other departments increased with inflation? The Council and administration need to determine what is the most important. Waterfront or law enforcement? Library or a detective to investigate rape cases? They are tired of the inaction. Hiring two to three new officers is not enough when they are expecting a minimum of three retirements this year. Why does the City insist on keeping numbers low? They need 29 sworn officers to properly staff the city. The City holds tourism events for thousands of attendees. What's going to happen if something bad happens? The City has ignored risk assessments to keep the community safe. Where is the \$10 utility fee going if they don't build a new station? He heard they are going to reallocate the loan money for the Waterfront project. They need to add another \$15 utility fee in addition to the \$10 fee to employ six more officers. There needs to be specific language so that the fee can only be used for the Police Department and staffing. He talked about the poor condition of the current police station. Upgrades are needed. It's time for Mayor Scholl and City Administrator Walsh to resign their positions. It appears they care more about the Waterfront project and tourism than police staffing. He implored the Council to force them out of their positions if they do not willfully resign.

Mayor Scholl was hoping for a productive meeting. He has never called anyone out. He has a fiscal responsibility to hold each department accountable to their budget. He is proud of the Police Department.

Officer Dylan Gaston, resident and St. Helens Police Association President, read the definition of "defund." To suggest taking the money allocated for the Police Department and using it for the Waterfront project is an example of defunding the police. He talked about some of the necessities that the Police Department funding has provided to do their jobs, including to retain officers. Everyone agrees a new police station is needed. The Association is not opposed to building a new station on the current property. They are opposed to moving the funding to use on less important projects. Staff can't keep up with the growth without additional officers. There are 21 sworn officers and the goal is 29. The City recently suggested the police station loan and utility fee be used to hire three officers. That does not financially add up and appeared to be a way to funnel money into other projects. If the City decides they are opposed to the police station and staffing, they need to return the money to the payers. The Waterfront project is not a necessity. He disagrees that all departments are equal. The Police Department and Public Works are expected to be at work during inclement weather, while other departments can remain closed. Speaking for himself, he argues that the Police Department is the most important department in the City. He has great relationships with other departments, but if the City is not safe then the other departments cannot function as intended. They need to stop neglecting the Police Department or let someone with a better understanding of public safety run the City. Modifications of schedules were discussed but he disagrees with asking already overworked officers to work more. Two detectives could not begin to keep up with the workload and now they are down to one. The City has let the budget get to a very bad place and he understands the need for alternative funding. One suggestion is to raise the utility fee from \$10 to \$25, allowing the City to build a station and add staffing. The Library does not have to choose between books and librarians. E2C does not have to choose between a boat and a tram. Other departments get what they need to effectively do their job. Why should the Police Department be the exception? They need staffing and a station now. Tonight's decision will be a clear indication of how they feel about police.

Mayor Scholl pointed out that it is not stealing money when they owe debt. It's debt services and not money that is already allocated. He has never tried to make this personal. He serves all citizens. He has lived here all his life. The community and officers mean a lot to him. He also has empathy for those struggling to meet daily needs. He requested Butsch speak about the debt service. It's covering a debt and not stealing. Council President Chilton said it's whether it is ethically right, not whether it's legal.

Mayor Scholl appreciates Cutright and Gaston for being direct and opened it for further discussion.

Councilor Gundersen agreed they need to find the funding for additional staffing. The \$15 added to utility bills for staffing is reasonable and allows them to build a police station now. He suggests relocating the station so they don't have to spend additional money on attorneys with LUBA. The Urban Renewal Agency is separate funding for the Waterfront. Cutright pointed out that the loan was obtained to pay for the police station and not the Waterfront. Councilor Gundersen responded that was a way to get more money for the officers without having to put the cost on the taxpayers. Cutright understands. It's not their fault that it has taken the City this many years to build a new station. It's the City's fault. They should be finding other solutions. There are other properties they could be using. They can also sell property to help fund it. The loan for the police station is now proposed to be reallocated to the Waterfront project. The City cannot afford that project. Councilor Gundersen responded that the Urban Renewal Agency funds would still fund that project without rolling the police station funding into it. Walsh clarified that the purpose would be to preserve the value of the \$13 million sitting there. It continues to go down in value, between inflation and interest payments. Putting that money into use for current projects will help them borrow less money. They are separate streams of money. Once they have a site, design, and bids, they'll go back and do the same thing they did the first time and get another loan. Gaston said it would significantly delay the police station. Walsh confirmed that it's delayed anyway because of LUBA or a new site design to move it to another site. Cutright said they should be working towards that now. Walsh said they've done some of that already. Cutright said more importantly, the \$15 utility fee would allow them to hire more officers immediately. He's a resident and willing to pay the additional fee for more officers. He's already paying the \$6,000/year for the Sheriff's Office, which the Council recommended voters approve the levy. Mayor Scholl pointed out that he did not vote in favor of that. Citizens don't want more taxes and likely will not vote in favor of it.

Mayor Scholl talked about the budget increasing from \$2.4 million in 2017 to \$5.6 million in 2023. He voted no against the Sheriff's levy because they would not provide information to show they needed the additional funding.

Chief Brian Greenway said there's never been a bottom line for how many officers are needed to safely police St. Helens. They need to do an updated staffing study and suggests using a college student or contractor. There are three officers who could retire right now and four who will be eligible this year. The process to hire a new officer takes six months to a year. They are certain to lose two officers and possibly four this year. To safely patrol 24/7, they operate three 10-hour shifts, which requires 14 officers. Depending on the time, there is a requirement for a minimum of two or four officers on duty. The 10-hour shifts allow an overlap to write reports, impound evidence, download body worn camera footage, conduct mandatory training, serve search warrants, follow up on leads and calls, and serve the schools. There is no overlap with eight-hour shifts. State will de-certify officers if they don't meet mandatory training requirements. St. Helens has a goal to exceed those requirements. They also need to prepare for officers leaving or on medical leave. If they reach the point of not having enough officers, they could reduce to two 10-hour shifts. Officers would be called out from their homes during those four hours if there is an emergency. Sheriff Pixley agreed to triage calls during that time. St. Helens is very busy with arrests. Walsh will work with the Union and City to create call-out language. Greenway went on to review the benefits of Enterprise leasing. He agreed that it's expensive, but the technology and safety of new cars every five years is priceless to protect the officers and assist in their duties. The Budget Committee and Council will need to decide whether to lease or buy.

Mayor Scholl agreed with Greenway. He talked about the number of staff and the budget increase of \$3.2 million. Greenway responded that 85% of the budget is spent on salary and benefits, which is set by Council. The officers were thankful for the wage increase that kept them in line with other agencies. It also helped to retain officers. Previously, the City would hire, train, and then they would leave for a better paying agency. They have very stringent safeguards in place to control what is spent from materials and services. The three major purchases are the lease program, body worn cameras, and the report writing system.

Mayor Scholl asked if there is room for cuts. Greenway talked about expenses, such as earmarking money for new equipment if they hire new officers and the increase in the cost of ammunition, fuel, and travel for training. They are also eliminating the awards banquet to save cost.

Discussion ensued about staffing and conducting a study of what is needed. Calls have increased as well as the complexity of each. Decisions they make will affect their ability to recruit officers. Local agencies are struggling. Officers in this room are being recruited by other agencies. Mayor Scholl pointed out that it's a nationwide problem, not just local. He talked to the lieutenant about the reserve program and its ability to create a pool of potential recruits. Council President Chilton said there's a culture change. A reason to choose to work in St. Helens is because they support their officers. Cutright pointed out that the culture only goes so far. They won't be able to recruit if the pay isn't adequate, the facility isn't adequate, the vehicles and equipment have aged, and the schedules are not enticing. They can't wait for people to leave to fill positions because of how long it takes to train.

2. Discussion regarding Police Station Project

Mayor Scholl reminded everyone that Council decisions are based on a three to five vote. He is an advocate for the new police station and loved the design. The cost was expensive and they must be fiscally responsible. He agreed to go back to the design consultants and make reductions. The proposal does not steal the funding. It's taking the debt service to pay the interest only. It allows them to hire officers. Sergeant Castilleja interjected that it will not alleviate the problem. A new officer takes 20-22 months from the hiring. They will be lucky if they can hire three qualified applicants. If he takes all the thoughts and feelings out of it, there were funds earmarked for the police station, designs for the station, plans to move forward for the station, and then someone made a complaint about the location. Now it's held up in the process. He saw the designs and heard promises when the old building was going to be remodeled. But they never had the funding and the building was never remodeled. It will always be too expensive. They must build for the future. Is it the best long-term decision to move money?

Mayor Scholl asked Finance Director Butsch to explain the finance concept. Finance Director Butsch confirmed that it is not stealing. The concept is to take the balance of the bonds sold, which is about \$13 million, and redirect those to projects happening now. That frees up the Public Safety fee to use for police operations. Urban Renewal funds or a different project could pay for the debt service. They could identify a new site for the police station and then get bonding at the right time. Those funds have been sitting there for 2.5 years. They will have to start paying interest, identified as arbitrage, to the bond holders for not doing the project. They are paying debt service and don't have a project. It's possible to get a better rate next time as well. Council President Chilton asked for other options. Butsch said they can let it sit there but they will have to pay the \$71,000 back to the bond holders, which is over and above the debt service payments. If they don't have a project well underway by September 2024 they will be in that situation.

Cutright said promises were made in the past just like now. The plans were done and now they want to move the funds and reevaluate when they have a new location in a couple of years. Gaston asked if they could put that \$13 million in an account for the Police Department until they are ready to break ground. Butsch said they could do that but would be paying arbitrage. Council President Chilton asked how far along the project must be to not pay arbitrage. Butsch said it would need to be in construction. Councilor

Hubbard said the Planning Commission looked at the proposed location as strictly being in a flood plain, which the engineer never went through the first steps to find out. They can get everything they need for less money. Castilleja said it's not about the aesthetics but the functionality to conduct business and grow. They must plan for the future. They need space for investigations, store property, training, etc. Cutright pointed out that Sandy and Lincoln City buildings were already too small when built. Mayor Scholl said he's been adamant about not taking the funding away from the police station. It was Cutright and Gaston who said if there was a choice, they would choose officers. Cutright confirmed. But now they're getting neither. Castilleja proposes moving forward with a new building, hiring more officers, and temporarily adjusting work hours with the goal of going back to where they are now.

Mayor Scholl said they didn't anticipate Cascades leaving. That was a \$1.4 million loss to the City.

Greenway asked how much of the Urban Renewal funds would go to hiring officers. Mayor Scholl clarified that would be if the debt service was sold to the Urban Renewal Agency. That would allow them to hire three officers right away. Castilleja said that was not enough. There is a way to build a station, hire officers, and adjust their schedules. Cutright suggests increasing the utility bill by \$15 to cover additional officers. Discussion of making the best use of the money. Mayor Scholl had push back on the \$10 fee. The jail levy is coming up this year as well. Officers were taking people to the jail and then watching them walk away. Cutright said the only requirement for the Sheriff's Office is that they have a jail. They're not required to have road deputies. The matrix laws are created by the State.

Councilor Hubbard pointed out a perception of the utility bill. It started as \$3 for Recreation with a promise to sunset. Then it went up to \$10 and now they want another \$15. It's just an access to charge when you need money. Council President Chilton pointed out that the \$3 Recreation fee did go away. She attended a seminar at the League of Oregon Cities about the legality of the fee. Oregon taxes cannot be increased, so a lot of cities use the utility bill to add fees. Councilor Sundeen asked Butsch to speak about its legality. Butsch confirmed there are a lot of cities that utilize it. To her knowledge, there is nothing illegal about it as long as there is a public process and an opportunity for the public to speak. Cutright said that Portland lied about the use of their utility fee, which is why there was a lawsuit. Butsch confirmed that it needs to be clearly stated what the use is. Councilor Sundeen asked Butsch to look at numbers. Butsch said she did look. The \$10 fee pays for the debt service. To pay for more officers, they would need an additional \$15. Reallocating the bond funds to different projects would free up the \$10 fee and be used for officers. If they stay with the project and keep the debt service, they will need the additional \$15 to fund more officers. There is a risk of breaking ground in time and the \$13 million dwindling.

Discussion of being fiscally responsible and providing what is needed.

Cutright understood that they acted when they did on the loan because of the low interest rate, so they likely won't get a lower rate now. Mayor Scholl clarified that he didn't know the loan was being taken out. The Council's vote was for the process and not the loan. Cutright was concerned that Mayor Scholl says he supports the Police Department but then wants to redirect the funding to the Waterfront project. Mayor Scholl argued that he did not say that. He wants to know the dollar amount they would save by rolling it into the Urban Renewal. It's going to take time to relocate the police station and the penalties will increase in that time.

Council President Chilton pointed out the money already wasted with the location and design. Walsh said the building design will fit in another location. However, design for road improvements, access, yard storage, would still be an additional cost. Council President Chilton said there will be wasted money no matter what they do due to the LUBA appeal. Gaston suggests leaving the money where it's at. Walsh said everyone wants the police station. It's a matter of the best way to utilize the money.

Castilleja encouraged them to move forward. They do not have adequate facilities and not proceeding will continue to negatively affect generations to come.

Councilor Sundeen worries if they continue to put it off longer, they will have nothing to show for it and will lose money either way. They can look at areas to trim, work that can be done by staff, donations, etc.

Discussion ensued about funding the police station. A few highlights were:

- Incremental utility fee increases to help pay for a new station and more officers
- Industrial development
- Build it in a different location

Discussion of backfilling for pending retirements. A few highlights were:

- Increase advertising area
- Competing with other agencies. Need to over hire to prepare for retirement.
- Pay compares fairly with other agencies
- Consider incentives to work here
 - Better facility
 - Take-home cars
 - Workout area
 - Specialty positions

Mayor Scholl said they need to make sure there are adequate services throughout all City departments. The \$25 utility fee is way too aggressive. He would like an opportunity for public testimony. His stance is less taxing and more fiscal responsibility. Cutright responded that the City is already failing to live within its means.

Castilleja restated the need for a new police station and more personnel. Based on conversations, he suggests moving forward with finding a new location to build the station and finding a way to get funding for the police positions. A lot can be done between now and September. Cutright added if they choose to not add the \$15 utility fee, they will not have the funding to hire more officers.

Councilor Gundersen said that public safety is the number one job of government. They have done a poor job of supporting the police. They need to move forward hiring officers. Cutright sees other cities putting 45% into public safety, but St. Helens is putting in 30%. Every other department has increased as well. The Police Department is the most important department in the City. They are working 24/7 and others are not. Councilor Hubbard agreed that safety is the most important.

Councilor Sundeen requested Butsch show an incremental approach. He would be fine with \$25, but some will struggle with that. There needs to be a public meeting to share the proposal and how it will affect them. They need to work as a team. He appreciates the Police Department and wants to figure it out together.

Council President Chilton agrees. They need to take time to make an educated decision and don't know if that means a \$25 fee.

Walsh thanked everyone for being here. The impact is a result of losing industry. Industry really subsidizes the City. They'll get back there.

Mayor Scholl came here to have an open discussion. He wants to hear from everyone and how it will impact them. It's a decision made by the entire Council and not just him. He appreciates all the officers and is in favor of a new police station.

Motion: Motion made by Councilor Sundeen and seconded by Councilor Gundersen to investigate incremental increases in utility bills, a flat increase in utility bills, separate line items on the utility bills,

timelines, and moving forward with finding a new location that will fit the current design and building the facility.

Discussion based on motion.

Mayor Scholl reported that he will not be at the next meeting. He has a prescheduled vacation.

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

OTHER BUSINESS

ADJOURN – 8:49 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

Kathy Payne, City Recorder

Rick Scholl, Mayor

City of St. Helens
Consent Agenda for Approval

OLCC LICENSES

The following businesses submitted a processing fee to the City for a Liquor License:

2024 RENEWALS

<u>Licensee</u>	<u>Tradename</u>	<u>Location</u>	<u>Purpose</u>
SAFEWAY INC	SAFEWAY STORE 424	795 S COL RIV HWY	RENEWAL
WALMART INC	WALMART #2422	2295 GABLE RD	RENEWAL
REHMATSUKH INC	AMERICAN MARKET B	115 N 18 TH ST	RENEWAL
CHAMPAGNE TO SHOTS LLC	PLYMOUTH PUB	298 S 1 ST ST	RENEWAL
ST HELENS MARINA LLC	ST HELENS MARINA	134 N RIVER ST	RENEWAL
KIRAT CORP	SHERLOCKS GROCERY	155 N VERNONIA RD	RENEWAL
DOUBLE N ENTERPRISES INC	O'NAMMY'S	343 S COL RIV HWY	RENEWAL
JIMIKAT INC	JOHNNY'S BAR & GRILL	1750 OLD PORTLAND RD	RENEWAL
WALGREEN CO	WALGREENS #10056	175 S COL RIV HWY	RENEWAL
TD MONTOYA INC	COLUMBIA TAVERN	467 COLUMBIA BLVD	RENEWAL
HOOK LINE & SINKER LLC	PASTIME TAVERN	2019 COLUMBIA BLVD	RENEWAL
OGAN INC	KOZY KORNER	371 COLUMBIA BLVD	RENEWAL
THAI JASMINE LLC	ORIENTAL CAFÉ	555 S COL RIV HWY	RENEWAL
BIGFOOD CART & BREW LLC	BIGFOOD CART & BREW	175 BOWLING ALLEY LN	RENEWAL

2024 NEW & CHANGE IN PRIVILEGE OR OWNERSHIP

A copy of the OLCC application documents submitted for the businesses listed below were emailed to the Police Department for review. No adverse response was received.

<u>Licensee</u>	<u>Tradename</u>	<u>Location</u>	<u>Purpose</u>
MOLLY'S MARKET	MOLLY'S MARKET	290 S 1 ST ST	NEW OFF PREM
BEYOND THE FOREST LLC	BEYOND THE FOREST	245 S 1 ST ST	NEW FULL ON PREM



St. Helens, OR

Item #9.

Expense Approval Register

Packet: APPKT00932 - 2.22.24 Bail Refund

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL FUND					
Lapping, Steven Ray	INV0006852	02/12/2024	Bail Refund-Lapping, Steven ...	100-000-20200	625.00
Loos, Damien Michael	INV0006853	02/16/2024	Bail Refund - Loos, Damien M..	100-000-20200	275.00
Fund 100 - GENERAL FUND Total:					900.00
Grand Total:					900.00

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	900.00
Grand Total:	900.00

Account Summary

Account Number	Account Name	Expense Amount
100-000-20200	Court - Bail	900.00
Grand Total:		900.00

Project Account Summary

Project Account Key	Expense Amount
None	900.00
Grand Total:	900.00



St. Helens, OR

Expense Approval Register

Item #9.

Packet: APPKT00928 - AP 2.16.24 & 2.23.24

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 100 - GENERAL FUND					
COLUMBIA COUNTY COMM. ...	20241CSH	02/15/2024	WORK CREW	100-708-52019	1,875.00
RUBENS LAWN SERVICE	0006461	02/16/2024	MONTHLY LAWN SERVICE	100-705-52023	40.00
STEVEN LESKIN	00226	02/16/2024	COURT ATTORNEY FEES	100-704-52019	200.00
PORTLAND GENERAL ELECTR...	01.09.24-02.12.24 5940	02/16/2024	0153585940	100-709-52003	471.16
CENTURY LINK	02.02.24	02/16/2024	162	100-712-52010	89.53
CENTURY LINK	02.02.24	02/16/2024	796	100-712-52010	44.15
CENTURY LINK	02.02.24	02/16/2024	818	100-712-52010	401.03
CENTURY LINK	02.02.24	02/16/2024	909	100-712-52010	102.90
CENTURY LINK	02.02.24	02/16/2024	228	100-712-52010	92.05
CENTURY LINK	02.02.24	02/16/2024	699	100-712-52010	132.42
CENTURY LINK	02.02.24	02/16/2024	579	100-712-52010	47.91
CENTURY LINK	02.02.24	02/16/2024	967	100-712-52010	139.93
CENTURY LINK	02.02.24	02/16/2024	130	100-712-52010	143.34
CENTURY LINK	02.05.24	02/16/2024	632B	100-712-52010	42.94
CONSERVATORSHIP OF DAVI...	02.13.24	02/16/2024	REFUND OVERPAYMENT PUB...	100-000-37004	107.25
DANNY KIM	02.14.24	02/16/2024	REFUND PUBLIC RECORDS R...	100-000-37004	20.00
DAWN RICHARDSON	02.15.24	02/16/2024	MILEAGE REIMBURSEMENT ...	100-707-52001	110.55
OREGON SECRETARY OF STA...	02.16.24	02/16/2024	SUMMARY OF REVENUES & ...	100-707-52019	350.00
GLOBAL PAYMENTS	055-70-024-013-000	02/16/2024	MERCHANT CARD FEES	100-707-52020	23,092.64
EBSCO INFORMATION SERVI...	0566028	02/16/2024	MATERIALS DIGITAL	100-706-52032	496.89
HR ANSWERS INC	100963	02/16/2024	INVESTIGATION OF COMPLA...	100-701-52019	560.25
HR ANSWERS INC	100963	02/16/2024	INVESTIGATION OF COMPLA...	100-702-52019	560.25
HR ANSWERS INC	100963	02/16/2024	INVESTIGATION OF COMPLA...	100-703-52019	560.25
CARDINAL SERVICES INC	1233477	02/16/2024	TEMPORARY EMPLOYMENT-...	100-706-52023	605.15
CARDINAL SERVICES INC	1233477	02/16/2024	TEMPORARY EMPLOYMENT-...	100-708-52023	58.19
CARDINAL SERVICES INC	1233477	02/16/2024	TEMPORARY EMPLOYMENT-...	100-709-52023	186.20
LEAGUE OF OREGON CITIES	12498	02/16/2024	JOB POST	100-702-52014	40.00
BUCHALTER A PROFESSIONAL..	1265714	02/16/2024	LEGAL SERVICES L6142	100-704-52019	150.00
A + ENGRAVING LLC	1482	02/16/2024	NAMEPLATES- PLANNING C...	100-710-52001	24.00
MORE POWER TECHNOLOGY...	15868	02/16/2024	PREMIUM AGREEMENT MO...	100-712-52019	9,887.17
SIERRA SPRINGS	21814586020324	02/16/2024	WATER BOTTLED COURT / UB...	100-715-52001	50.74
ORKIN	254967797	02/16/2024	PEST CONTROL POLICE	100-705-52023	74.99
ORKIN	256379142	02/16/2024	375 S 18TH ST LIBRARY	100-706-52023	100.00
OREGON ASSOCIATION CHIE...	5058	02/16/2024	MEMBERSHIP RENEWAL-B G...	100-705-52018	1,050.00
SENSOURCE	58516	02/16/2024	ANNUAL DATA HOSTING SER...	100-706-52006	236.00
CANON SOLUTIONS AMERICA..	6006935018	02/16/2024	COPIER MAINTENANCE	100-706-52019	10.05
SHRED-IT C/O STERICYCLE INC	8006081860	02/16/2024	CITY HALL SHRED SERVICE	100-715-52001	231.65
VERIZON	9955521023	02/16/2024	CELL SERVICE ACCT 2420601...	100-712-52010	169.44
METRO PRESORT	IN662825	02/16/2024	UB BILL PRINTING	100-707-52008	693.22
METRO PRESORT	IN662962	02/16/2024	UB BILL PRINTING	100-707-52008	4,154.53
AXON ENTERPRISE INC	INUS219115	02/16/2024	BWC UNLIMITED W/ TAP, C...	100-705-52002	2,803.22
THE LIBRARY CORPORATION	INV1 1000154	02/16/2024	ANNUAL LIBRARY SOLUTION ...	100-706-52006	6,614.00
STEVEN LESKIN	00227	02/20/2024	COURT ATTORNEY FEES	100-704-52019	200.00
STEVEN LESKIN	00228	02/20/2024	COURT ATTORNEY FEES	100-704-52019	200.00
STEVEN LESKIN	00230	02/20/2024	COURT ATTORNEY FEES	100-704-52019	125.00
STEVEN LESKIN	00231	02/20/2024	COURT ATTORNEY FEES	100-704-52019	125.00
STEVEN LESKIN	00232	02/20/2024	COURT ATTORNEY FEES	100-704-52019	200.00
STEVEN LESKIN	00233	02/20/2024	COURT ATTORNEY FEES	100-704-52019	200.00
STEVEN LESKIN	0029	02/20/2024	COURT ATTORNEY FEES	100-704-52019	200.00
SUNSET AUTO PARTS INC - N...	01.31.24	02/20/2024	AUTO PARTS ACCT 6355	100-705-52001	264.24
SUNSET AUTO PARTS INC - N...	01.31.24	02/20/2024	AUTO PARTS ACCT 6355	100-705-52098	72.06
BRADY PREHEIM	02.07.24	02/20/2024	REFUND PUBLIC RECORDS R...	100-000-37004	20.00
ST. HELENS SCHOOL DISTRICT	02.09.24	02/20/2024	QTRLY BUILDING EXCISE TAX...	100-000-20400	4,223.94

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
DCBS FISCAL SERVICES	02.09.24	02/20/2024	JULY / AUG STATE SURCHARE...	100-000-20700	2,542.38
CARDINAL SERVICES INC	1233215	02/20/2024	TEMPORARY EMPLOYMENT-...	100-706-52023	721.53
CARDINAL SERVICES INC	1233215	02/20/2024	TEMPORARY EMPLOYMENT-...	100-708-52023	81.46
CARDINAL SERVICES INC	1233215	02/20/2024	TEMPORARY EMPLOYMENT-...	100-709-52023	244.39
A + ENGRAVING LLC	14488	02/20/2024	NAME PLATE	100-705-52001	15.50
OCCUPATIONAL SAFETY HEA...	1632	02/20/2024	VACCINATION CLINIC	100-705-52019	378.71
NW NATURAL GAS	2.13.24	02/20/2024	5638	100-705-52003	174.50
NW NATURAL GAS	2.13.24	02/20/2024	7673	100-706-52003	1,137.59
NW NATURAL GAS	2.13.24	02/20/2024	3047	100-708-52003	109.14
NW NATURAL GAS	2.13.24	02/20/2024	8563	100-708-52003	17.47
NW NATURAL GAS	2.13.24	02/20/2024	6430	100-709-52003	359.50
NW NATURAL GAS	2.13.24	02/20/2024	0109	100-709-52003	396.33
NW NATURAL GAS	2.13.24	02/20/2024	5285	100-715-52003	194.19
NW NATURAL GAS	2.13.24	02/20/2024	2848	100-715-52003	165.90
ZOOBEAN INC	31082	02/20/2024	BEANSTACK PLUS YEAR 3 OF ...	100-706-52028	895.00
MIDWEST TAPE	504905555	02/20/2024	DVD / ABD 2000010011	100-706-52034	12.99
MIDWEST TAPE	504961949	02/20/2024	DVD / ABD 2000010011	100-706-52034	42.99
MIDWEST TAPE	504996641	02/20/2024	DVD / ABD 2000010011	100-706-52034	44.99
COUNTRY MEDIA INC	679966	02/20/2024	PUBLIC NOTICE	100-710-52011	232.50
INGRAM LIBRARY SERVICES	76964604	02/20/2024	BOOKS 20C7921	100-706-52033	42.11
INGRAM LIBRARY SERVICES	79694603	02/20/2024	BOOKS 20C7921	100-706-52033	41.49
INGRAM LIBRARY SERVICES	79694605	02/20/2024	BOOKS 20C7921	100-706-52033	73.86
INGRAM LIBRARY SERVICES	79694606	02/20/2024	BOOKS 20C7921	100-706-52033	61.79
INGRAM LIBRARY SERVICES	79946807	02/20/2024	BOOKS 20C7921	100-706-52033	573.01
INGRAM LIBRARY SERVICES	79946808	02/20/2024	BOOKS 20C7921	100-706-52033	453.23
INGRAM LIBRARY SERVICES	80014305	02/20/2024	BOOKS 20C7921	100-706-52033	557.03
INGRAM LIBRARY SERVICES	80142004	02/20/2024	BOOKS 20C7921	100-706-52033	175.14
INGRAM LIBRARY SERVICES	80142005	02/20/2024	BOOKS 20C7921	100-706-52033	55.07
INGRAM LIBRARY SERVICES	80142006	02/20/2024	BOOKS 20C7921	100-706-52033	195.73
INGRAM LIBRARY SERVICES	80142006	02/20/2024	BOOKS 20C7921	100-706-52035	8.24
INGRAM LIBRARY SERVICES	80142007	02/20/2024	BOOKS 20C7921	100-706-52033	12.43
INGRAM LIBRARY SERVICES	80142008	02/20/2024	BOOKS 20C7921	100-706-52033	57.74
CINTAS	8406680959	02/20/2024	PARKS FIRST AID CABINET SE...	100-708-52001	114.06
CINTAS	8406680960	02/20/2024	CITY HALL FIRST AID CABINET...	100-715-52001	109.13
EATONS TIRE AND AUTO REP...	84322	02/20/2024	BRAKES 2019 DODGE DURA...	100-705-52098	393.76
ASIFLEX	A00145624aeJ5g	02/20/2024	ADMIN FEES 9/1-9/30	100-707-52019	52.50
ABC TRANSCRIPTION SERVI...	STH0224020	02/20/2024	TRANSCRIPTION SEVICE STH...	100-702-52019	728.00
KJ SECURITY SOLUTIONS & L...	0006182	02/21/2024	REKEY	100-705-52023	104.00
LACEY HOWELL	02.09.24	02/21/2024	JURY DUTY PAY	100-704-52019	10.00
MARILYN DAVIS	02.09.24	02/21/2024	JURY DUTY PAY	100-704-52019	10.00
DONALD MOGENSEN	02.09.24	02/21/2024	JURY DUTY PAY	100-704-52019	10.00
JACOB HILSINGER	02.09.24	02/21/2024	JURY DUTY PAY	100-704-52019	10.00
DEBORAH NELSON	02.09.24	02/21/2024	JURY DUTY PAY	100-704-52019	10.00
DAVID WARD	02.09.24	02/21/2024	JURY DUTY PAY	100-704-52019	10.00
JOSEPH PLETSCH	02.09.24	02/21/2024	JURY DUTY PAY	100-704-52019	10.00
SYLVIA HOLMES	02.09.24	02/21/2024	JURY DUTY PAY	100-704-52019	10.00
DIANA NISH	02.09.24	02/21/2024	JURY DUTY PAY	100-704-52019	10.00
IAN KELLEY	02.09.24	02/21/2024	JURY DUTY PAY	100-704-52019	10.00
JAMES JENNINGS	02.09.24	02/21/2024	JURY DUTY PAY	100-704-52019	10.00
TERESA GILDERSLEEVE	02.09.24	02/21/2024	JURY DUTY PAY	100-704-52019	10.00
CYNTHIA NOLLETTE	02.09.24	02/21/2024	JURY DUTY PAY	100-704-52019	10.00
ANNETTE JENSEN	02.09.24	02/21/2024	JURY DUTY PAY	100-704-52019	10.00
JENNIFER MYERS	02.09.24	02/21/2024	JURY DUTY PAY	100-704-52019	10.00
TERESA MCCANN COY	02.09.24	02/21/2024	JURY DUTY PAY	100-704-52019	10.00
MARSHA CATON	02.09.24	02/21/2024	JURY DUTY PAY	100-704-52019	10.00
LISA PARIS	02.09.24	02/21/2024	JURY DUTY PAY	100-704-52019	10.00
ROBIN ZIMBRICK	02.09.24	02/21/2024	JURY DUTY PAY	100-704-52019	10.00
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	150 S 13TH ST- POLICE	100-705-52003	239.43
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	150 S 13 ST POLICE STATION ...	100-705-52003	440.62
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	375 S 18TH ST COLUMBIA CE...	100-706-52003	759.93

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	264 STRAND ST- COL VIEW P...	100-708-52003	81.15
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	475 S 18TH ST - MCCORMICK...	100-708-52003	169.88
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	162 MCMICHAEL ST - CAMPB...	100-708-52003	152.74
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	50 PLAZA SQ- PLAZA OUTLETS	100-708-52003	51.04
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	299 N 6TH ST - PARKS	100-708-52003	36.36
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	200 N 7TH ST - PARK	100-708-52003	36.67
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	475 S 18TH ST- MCCORMICK ...	100-708-52003	40.42
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	265 STRAND ST. - SPLASH PA...	100-708-52003	37.68
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	200 N RIVER ST - GREY CLIFFS...	100-708-52003	105.69
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	475 S 18TH ST	100-708-52003	178.42
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	475 S 18 ST METER 10220167	100-708-52003	188.53
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	475 S 18TH ST	100-708-52003	183.53
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	265 STRAND ST. - DOCKS	100-708-52046	176.68
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	264 STRAND ST- PARKS/ GAZ...	100-708-52046	46.74
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	264 STRAND ST- COL VIEW P...	100-708-52046	81.22
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	2625 GABLE RD REC CENTER	100-709-52003	182.95
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	265 STRAND ST- CITY HALL ...	100-715-52003	965.43
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	275 STRAND ST- CITY HALL U...	100-715-52003	103.19
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	277 STRAND ST- CITY HALL U...	100-715-52003	81.33
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	277 STRAND ST -	100-715-52003	36.67
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	265 STRAND ST- CITY HALL ...	100-715-52003	217.96
FLATLINE	02.20.24	02/21/2024	REFUND-CANCELED EVENT ...	100-000-35019	190.00
LIBBY A HASENKAMP	02.21.24	02/21/2024	BASKETBALL REFEREE 20 PER...	100-709-52019	420.00
COLUMBIA COUNTY CLERK	1036	02/21/2024	COPY FEES APRIL, AUGUST, S...	100-710-52001	5.00
OREGON RIFLEWORKS LLC	1801	02/21/2024	PARACLETE RIFFLE PLATE	100-705-52002	599.99
ORKIN	256377987	02/21/2024	265 STRAND PEST SERVICE Cl...	100-715-52023	117.99
ORKIN	256378156	02/21/2024	1810 OLD PORTLAND RD PES...	100-709-52023	192.99
QWEST DBA CENTURYLINK A...	3263X204-S-24042	02/21/2024	5163X204S3	100-712-52010	80.33
STEVEN R SCHARFSTEIN	45	02/21/2024	COURT ATTORNEY FEES	100-704-52019	125.00
STEVEN R SCHARFSTEIN	46	02/21/2024	COURT ATTORNEY FEES	100-704-52019	400.00
STEVEN R SCHARFSTEIN	47	02/21/2024	COURT ATTORNEY FEES	100-704-52019	125.00
CENTURY LINK BUSINESS SER...	676469241	02/21/2024	ACCT 88035002	100-712-52010	163.96
ENTERPRISE FM TRUST	FBN4966849	02/21/2024	596107 BUILDING	100-711-52097	522.55
Fund 100 - GENERAL FUND Total:					81,951.68

Fund: 201 - VISITOR TOURISM

NW NATURAL GAS	2.13.24	02/20/2024	7764	201-000-52003	242.34
NW NATURAL GAS	2.13.24	02/20/2024	9614	201-000-52003	118.63
COLUMBIA RIVER PUD	02.21.24 94111	02/21/2024	94111	201-000-52130	395.82
Fund 201 - VISITOR TOURISM Total:					756.79

Fund: 202 - COMMUNITY DEVELOPMENT

OTAK INC	000012400493	02/16/2024	1ST AND STRAND ST P 01982...	202-723-52019	9,299.21
OTAK INC	00012400564	02/16/2024	1ST AND STRAND ST P 01982...	202-723-53102	4,490.76
PORTLAND GENERAL ELECTR...	01.10.24-02.09.24 0585	02/16/2024	1277060585	202-722-52003	198.82
PORTLAND GENERAL ELECTR...	01.10.24-02.09.24 1000	02/16/2024	7357701000	202-722-52003	32.66
PORTLAND GENERAL ELECTR...	01.10.24-02.09.24 16509310...	02/16/2024	1650931000	202-722-52003	22.63
PORTLAND GENERAL ELECTR...	01.11.24-02.09.24 3302	02/16/2024	8863163302	202-722-52003	22.63
PROPANE NORTHWEST	1512684542	02/16/2024	PROPANE	202-722-52019	641.46
MOORE SITE SERVICES LLC	24007	02/16/2024	MECHANICAL SUPPORT MILL...	202-722-52019	8,859.20
MOORE SITE SERVICES LLC	24008	02/16/2024	CONSULTING SUPPORT FOR...	202-722-52019	3,668.50
MAUL FOSTER ALONGI INC	58814	02/16/2024	WWTP LAGOON ON CALL SE...	202-726-52019	1,686.25
MAUL FOSTER ALONGI INC	58815	02/16/2024	CENTRAL WATERFRONT SCO...	202-726-52019	2,118.75
STATE OF OREGON WATER R...	148588	02/20/2024	SALMONBERRY RESERVOIR	202-724-52019	230.00
TIBERIUS SOLUTIONS LLC	2019	02/20/2024	FINANCE CUNSLTANT	202-721-52051	660.00
COLUMBIA PACIFIC EDD	1218	02/21/2024	MEMBERSHIP DUES OCT 202...	202-721-52019	250.00
PROPANE NORTHWEST	1512754445	02/21/2024	YEARLY TANK AND MONITOR...	202-722-52019	75.00
Fund 202 - COMMUNITY DEVELOPMENT Total:					32,255.87

Fund: 203 - COMMUNITY ENHANCEMENT

CARDINAL SERVICES INC	1233411	02/16/2024	TEMPORARY EMPLOYMENT	203-709-50001	296.80
CARDINAL SERVICES INC	1233477	02/16/2024	TEMPORARY EMPLOYMENT-	203-709-50001	2,397.97

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CARDINAL SERVICES INC	1233215	02/20/2024	TEMPORARY EMPLOYMENT	203-709-50001	3,118.81
AMY STOBBE	02.21.24	02/21/2024	TEACHER LIAISON FOR 21ST ...	203-709-52140	2,579.00
Fund 203 - COMMUNITY ENHANCEMENT Total:					8,392.58

Fund: 205 - STREETS

PORTLAND GENERAL ELECTR...	01.08.24-02.07.24 1000	02/16/2024	4854421000	205-000-52003	59.94
TFT CONSTRUCTION INC	2789640	02/16/2024	COLUMBIA BLVD CULVERT -...	205-000-53101	10,151.56
TFT CONSTRUCTION INC	2789670	02/16/2024	RETAINAGE RELEASE	205-000-53101	3,691.89
TFT CONSTRUCTION INC	2789671	02/16/2024	COLUMBIA BLVD SIDEWALKS...	205-000-53101	40,137.27
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	715 S COLUMBIA RIVER HWY ..	205-000-52003	47.13
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	1370 COLUMBIA BLVD.- FOU...	205-000-52003	50.41
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	191 N MILTON WAY- LANDS...	205-000-52003	36.67
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	58651 COL HWY GATEWAY A...	205-000-52003	37.31
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	265 STRAND ST	205-000-52003	3,708.27
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	35320 SYKES RD	205-000-52003	44.17
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	495 S 18TH ST - LIGHT SIGNAL	205-000-52003	59.24
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	2198 COLUMBIA BLVD - SIG...	205-000-52003	51.43
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	191 N MILTON WAY - SIGNAL	205-000-52003	45.73
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	1800 COLUMBIA BLVD - SIG...	205-000-52003	116.61
Fund 205 - STREETS Total:					58,237.63

Fund: 601 - WATER

LAWRENCE OIL COMPANY	CFSI-19066	02/16/2024	247752 WATER	601-732-52022	25.85
SUNSET AUTO PARTS INC - N...	01.31.24	02/20/2024	AUTO PARTS ACCT 6355	601-731-52001	25.98
NW NATURAL GAS	2.13.24	02/20/2024	2942	601-732-52003	100.55
THE AUTOMATION GROUP I...	W14121	02/20/2024	PROGAMING FOR SCADA SYS...	601-732-52019	6,011.99
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	35261 PITTSBURG RD- PW W...	601-731-52003	39.09
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	END OF KESTREL VIEW DRIVE	601-731-52003	184.21
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	57500 OLD PORTLAND RD - ...	601-731-52003	120.33
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	1680 1 ST -	601-731-52003	2,082.38
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	62420 COLUMBIA RIVER HWY..	601-731-52003	336.60
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	2300 STRAND ST - WELL 2	601-731-52003	313.50
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	1215 FOURTH ST - WFF	601-732-52003	5,228.41
NORTHSTAR CHEMICAL	274567	02/21/2024	SODIUM HYPOCHLORITE 25%	601-732-52083	9,901.71
Fund 601 - WATER Total:					24,370.60

Fund: 603 - SEWER

CENTURY LINK	02.02.24	02/16/2024	688	603-736-52010	23.95
CENTURY LINK	02.02.24	02/16/2024	654	603-736-52010	23.95
CENTURY LINK	02.02.24	02/16/2024	600	603-736-52010	23.95
CENTURY LINK	02.02.24	02/16/2024	293	603-736-52010	23.96
CENTURY LINK	02.02.24	02/16/2024	688	603-737-52010	23.96
CENTURY LINK	02.02.24	02/16/2024	293	603-737-52010	23.95
CENTURY LINK	02.02.24	02/16/2024	654	603-737-52010	23.96
CENTURY LINK	02.02.24	02/16/2024	600	603-737-52010	23.96
CARDINAL SERVICES INC	1233477	02/16/2024	TEMPORARY EMPLOYMENT-...	603-736-52023	93.10
EAGLE STAR ROCK PRODUCTS..	42683	02/16/2024	ROCK	603-735-52001	527.00
EAGLE STAR ROCK PRODUCTS..	42688	02/16/2024	ROCK	603-735-52001	260.60
CORE & MAIN	U319605	02/16/2024	MATERIALS	603-735-52001	1,125.00
NW NATURAL GAS	2.13.24	02/20/2024	5750	603-736-52003	129.06
NW NATURAL GAS	2.13.24	02/20/2024	5750	603-737-52003	129.05
OREGON DEQ BUSINESS OFF...	01.29.24	02/21/2024	CWSRF LOAN #R6801 PAYM...	603-000-55001	50,000.00
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	240 CLARK ST PUMP STATION	603-735-52003	37.07
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	451 PLYMOTH ST - WWTP L...	603-736-52003	1,188.05
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	451 PLYMOTH ST - WWTP L...	603-737-52003	1,188.03
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	240 MADRONA CT	603-738-52003	324.68
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	58360 OLD PORTLAND RD - P...	603-738-52003	324.17
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	58791 58725 COL RIV HWY P...	603-738-52003	60.97
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	35120 MAPLE ST. - PS 11	603-738-52003	155.58
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	134 N 1ST- PS 2 8873519	603-738-52003	435.00
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	318 S 1ST ST- PS #1 8805564	603-738-52003	212.96
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	110 S 4TH ST - PS 3	603-738-52003	62.04

Expense Approval Register

Packet: APPKT00928 - AP 2.

Item #9.

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	169 S 4TH ST WATER FLOW ...	603-738-52003	43.23
				Fund 603 - SEWER Total:	56,487.23
Fund: 605 - STORM					
LAKESIDE INDUSTRIES INC	259663	02/20/2024	EZ STREET ASPHALT	605-000-52001	904.01
				Fund 605 - STORM Total:	904.01
Fund: 703 - PW OPERATIONS					
ALL TRAFFIC DATA SERVICES ...	31021	02/16/2024	DATA COLLECTION	703-733-52019	400.00
LAWRENCE OIL COMPANY	CFSI-19066	02/16/2024	247748 PUBLIC WORKS	703-734-52022	1,665.65
SUNSET AUTO PARTS INC - N...	01.31.24	02/20/2024	AUTO PARTS ACCT 6355	703-734-52001	75.27
SUNSET AUTO PARTS INC - N...	01.31.24	02/20/2024	AUTO PARTS ACCT 6355	703-739-52099	1,075.69
COLUMBIA RIVER FIRE AND ...	02.01.24	02/20/2024	SHARED COST JOINT MAINT ...	703-739-52099	2,254.38
NW NATURAL GAS	2.13.24	02/20/2024	7720	703-734-52003	19.21
NW NATURAL GAS	2.13.24	02/20/2024	8675	703-734-52003	86.30
LES SCHWAB TIRE CENTER	22900591659	02/20/2024	INSTALL TUBE INDUSTRIAL TI...	703-739-52099	25.98
CINTAS	8406680958	02/20/2024	FIRST AID CABINET SERVICE	703-734-52019	117.75
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	984 OREGON ST - PW SHOP	703-734-52003	199.61
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	984 OREGON ST	703-734-52003	756.58
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	650 OREGON ST -LEMONT P...	703-734-52003	327.65
COLUMBIA RIVER PUD	02.14.24 7493	02/21/2024	1230 DEER ISLAND RD - PW	703-734-52003	220.54
PEAK ELECTRIC GROUP LLC	28140	02/21/2024	ELECTRICAL WORK WWTP	703-734-52023	418.50
ENTERPRISE FM TRUST	FBN4966810	02/21/2024	ENTERPRISE FLEET LEASE & ...	703-734-52097	783.13
				Fund 703 - PW OPERATIONS Total:	8,426.24
				Grand Total:	271,782.63

Fund Summary

Fund	Expense Amount
100 - GENERAL FUND	81,951.68
201 - VISITOR TOURISM	756.79
202 - COMMUNITY DEVELOPMENT	32,255.87
203 - COMMUNITY ENHANCEMENT	8,392.58
205 - STREETS	58,237.63
601 - WATER	24,370.60
603 - SEWER	56,487.23
605 - STORM	904.01
703 - PW OPERATIONS	8,426.24
Grand Total:	271,782.63

Account Summary

Account Number	Account Name	Expense Amount
100-000-20400	Building - Excise Tax	4,223.94
100-000-20700	Building - State Surcharge	2,542.38
100-000-35019	Fees - Parks	190.00
100-000-37004	Miscellaneous	147.25
100-701-52019	Professional Services	560.25
100-702-52014	Recruiting	40.00
100-702-52019	Professional Services	1,288.25
100-703-52019	Professional Services	560.25
100-704-52019	Professional Services	2,440.00
100-705-52001	Operating Supplies	279.74
100-705-52002	Personnel Uniforms Equ...	3,403.21
100-705-52003	Utilities	854.55
100-705-52018	Professional Developme...	1,050.00
100-705-52019	Professional Services	378.71
100-705-52023	Facility Maintenance	218.99
100-705-52098	Enterprise Fleet Mainte...	465.82
100-706-52003	Utilities	1,897.52
100-706-52006	Computer Maintenance	6,850.00
100-706-52019	Professional Services	10.05
100-706-52023	Facility Maintenance	1,426.68
100-706-52028	Projects & Programs	895.00
100-706-52032	Digital Resources	496.89
100-706-52033	Printed Materials	2,298.63
100-706-52034	Visual Materials	100.97
100-706-52035	Audio Materials	8.24
100-707-52001	Operating Supplies	110.55
100-707-52008	Printing	4,847.75
100-707-52019	Professional Services	402.50
100-707-52020	Bank Service Fees	23,092.64
100-708-52001	Operating Supplies	114.06
100-708-52003	Utilities	1,388.72
100-708-52019	Professional Services	1,875.00
100-708-52023	Facility Maintenance	139.65
100-708-52046	Dock Services	304.64
100-709-52003	Utilities	1,409.94
100-709-52019	Professional Services	420.00
100-709-52023	Facility Maintenance	623.58
100-710-52001	Operating Supplies	29.00
100-710-52011	Public Information	232.50
100-711-52097	Enterprise Fleet	522.55
100-712-52010	Telephone	1,649.93
100-712-52019	Professional Services	9,887.17
100-715-52001	Operating Supplies	391.52
100-715-52003	Utilities	1,764.67
100-715-52023	Facility Maintenance	117.99
201-000-52003	Utilities	360.97

Account Summary

Account Number	Account Name	Expense Amount
201-000-52130	Building Lease & Utilities	395.82
202-721-52019	Professional Services	250.00
202-721-52051	Urban Renewal	660.00
202-722-52003	Utilities	276.74
202-722-52019	Professional Services	13,244.16
202-723-52019	Professional Services	9,299.21
202-723-53102	Downtown Infrastructure	4,490.76
202-724-52019	Professional Services	230.00
202-726-52019	Professional Services	3,805.00
203-709-50001	Wages	5,813.58
203-709-52140	Contract Programs	2,579.00
205-000-52003	Utilities	4,256.91
205-000-53101	Columbia Blvd Sidewalks	53,980.72
601-731-52001	Operating Supplies	25.98
601-731-52003	Utilities	3,076.11
601-732-52003	Utilities	5,328.96
601-732-52019	Professional Services	6,011.99
601-732-52022	Fuel	25.85
601-732-52083	Chemicals	9,901.71
603-000-55001	Principal	50,000.00
603-735-52001	Operating Supplies	1,912.60
603-735-52003	Utilities	37.07
603-736-52003	Utilities	1,317.11
603-736-52010	Telephone	95.81
603-736-52023	Facility Maintenance	93.10
603-737-52003	Utilities	1,317.08
603-737-52010	Telephone	95.83
603-738-52003	Utilities	1,618.63
605-000-52001	Operating Supplies	904.01
703-733-52019	Professional Services	400.00
703-734-52001	Operating Supplies	75.27
703-734-52003	Utilities	1,609.89
703-734-52019	Professional Services	117.75
703-734-52022	Fuel	1,665.65
703-734-52023	Facility Maintenance	418.50
703-734-52097	Enterprise Fleet	783.13
703-739-52099	Equipment Operations	3,356.05
Grand Total:		271,782.63

Project Account Summary

Project Account Key	Expense Amount
None	271,782.63
Grand Total:	271,782.63