

TUESDAY, FEBRUARY 19, 2019
CITY COUNCIL MEETING AGENDA
Regular meeting 7:00 p.m.
Scappoose City Council Chambers

Call to Order

Mayor Burge called the City Council meeting to order at 7:03 p.m.

Pledge of Allegiance

Roll Call

Scott Burge	Mayor	Michael Sykes	City Manager
Patrick Kessi	Council President	Norm Miller	Police Chief
Megan Greisen	Councilor	Susan M. Reeves	City Recorder
Natalie Sanders	Councilor	Laurie Oliver	City Planner
Joel Haugen	Councilor	Alexandra Rains	Assistant to City Manager
Josh Poling	Councilor		
Brandon Lesowske	Councilor		

Peter Watts Legal Counsel

Press: Courtney Vaughn,
Columbia County Spotlight

Approval of the Agenda

Councilor Sanders moved, and Councilor Haugen seconded the motion to approve the agenda. Motion passed (7-0). Mayor Burge, aye; Council President Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye; Councilor Haugen, aye; Councilor Poling, aye and Councilor Lesowske, aye.

Public Comments

Carroll Sweet, Scappoose, explained she is here to talk about a very exciting thing that is happening at the Legislature. She explained there is a railroad safety bill in the legislation right now, it is SB2099, and it is put together so that Oregon will come up to the same standards that surround us. She gave a handout with a chart. She explained this is just for safety. She explained there were some citizen groups that got together and submitted some amendments to the safety bill. She explained they are hoping that it passes and that it doesn't cost a lot of money. She explained they are asking to get people to support it, to call your Representatives and say they think this is a good thing please vote for it. She explained they have written Betsy Johnson a letter congratulating her on supporting this, even though she hasn't supported it yet. She explained they are asking Council to make a phone call or send an email supporting this.

Judy Thompson, Scappoose, explained she is here representing the Community and Senior Center. She explained there are a couple of things that the City could help them with. One being the maintenance of the road by the thrift store and the bread store because it is in very bad

condition. She said another thing that they are looking at is having a sign put on the Highway directing people to the store and to the Community Center.

Legal Counsel Peter Watts explained ODOT regulates all signs inside City jurisdictions that are located on State Highways.

Judy Thompson replied what about a sign that goes onto Old Portland Road.

City Manager Sykes replied we can talk to Columbia County regarding that.

Judy Thompson stated if anyone has any ideas or know of people who could utilize the facility they would appreciate hearing from them.

Consent Agenda ~ January 22, 2019 City Council meeting minutes, and appointment of Lindsay Goodwick as full member to Parks & Rec Committee

Councilor Sanders moved, and Councilor Poling seconded the motion to approve the Consent Agenda ~ January 22, 2019 City Council meeting minutes, and appointment of Lindsay Goodwick as full member to Parks & Rec Committee. Motion passed (7-0). Mayor Burge, aye; Council President Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye; Councilor Haugen, aye; Councilor Poling, aye and Councilor Lesowske, aye.

Presentation by Cindy Krieck ~ Scappoose Middle School Feather Bazaar & Raffle

Cindy Krieck explained she is here with students Emma and Aeria from the Scappoose Middle School. She explained the students would like to show their appreciation for the donation the City gave them to help fund their Middle School Holiday Bazaar. They explained how the program works and explained a lot of the students are so happy because through this program they are able to get their family members presents.

Cindy Krieck submitted a copy of the items they purchased for the bazaar and raffle.

Economic Development Committee Interview

Mayor Burge explained there were three applicants. He explained one applicant is Jeff from the Library and they will be appointing him as the liaison from the Library. He explained tonight Council will be interviewing Jeanett Santiago.

After the interview Mayor Burge explained the process will be at the next meeting. He explained he will make an appointment of Jeanett to the Economic Development Committee that the Council will then approve or not approve. He explained to Jeanett if she can make it to the next meeting, even though she couldn't vote on anything, he could introduce her to the other members.

New Business

Food Cart Pod Permit, Type I and Type II Fee Res No. 19-01

City Planner Laurie Oliver explained as you know last month Council adopted the food cart ordinance. She looked at comparable fees to see where the fee should be. She went over the staff report and explained Ordinance No. 877, which amended Chapters 17.62, 17.68, 17.69, 17.70, 17.162, and added a new Chapter, 17.126 – Food Cart Pod Permits, was adopted by City Council on January 22, 2019 and will become effective on February 22, 2019. Prior to accepting an application for a Food Cart Pod Permit, appropriate fees must be established for this use. Planning Department staff reviewed current fees for applications that require a similar amount of time to review, process and approve as what would be required for the new use of Food Cart Pod Permits.

City Planner Laurie Oliver explained for Type I Food Cart Pod Permits, which are administratively approved, staff looked at the following comparables to establish a reasonable fee (all of which are also administratively approved applications):

- Minor Partition – \$400
- Property Line Adjustment - \$400
- Minor Variance - \$250
- Similar Use Determination - \$250

City Planner Laurie Oliver explained for Type II Food Cart Pod Permits, which require Planning Commission approval and are processed as Quasi-Judicial Decisions, staff considered the fees established for Conditional Use applications to be most applicable:

- Conditional Use1 – Conditional Use fees are based on Construction Value (CV)
Planning Department Fees: \$0-\$50,000 CV = \$1,250
\$50,000 - \$500,000 CV = \$1,500
\$500,000 – 1 Million CV = \$2,200
1 Million – 5 Million CV = \$3,850
Over 5 Million CV = \$6,600
Engineering Fees: \$950

City Planner Laurie Oliver explained the Proposed Fees are:

Type I:

Planning Department Fee: \$400, Engineering Fee: \$0

Renewal Fee (every two years): \$125

Type II:

Planning Department Fee: \$1,250 – flat fee

Engineering Fee: \$950

Mayor Burge opened the public hearing at 7:30 p.m. and closed due to no one wanting to speak on this matter.

Council President Kessi asked how long would a Type I approval take City Planner Oliver to process?

City Planner Oliver replied since she hasn't processed one yet she would guess. She explained there would be noticing requirements, then review, then an appeal period after, so it would probably be about six weeks from the beginning to the end, and maybe ten to twelve hours.

Councilor Haugen moved, and Councilor Greisen seconded the motion that Council Adopt Resolution No. 19-01: A Resolution Establishing the Food Card Pod Permit and Renewal Fees for the City of Scappoose.

Councilor Poling stated he appreciates keeping the fees low.

Motion passed (7-0). Mayor Burge, aye; Council President Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye; Councilor Haugen, aye; Councilor Poling, aye and Councilor Lesowske, aye.

Financing Res No. 19-02 & Contract for Seismic Risk Assessment and Mitigation Plan

Assistant to City Manager Alexandra Rains went over the staff report. She explained On March 23rd, 2018, the City received a notification from the Oregon Health Authority regarding a new requirement that all Water Master Plans include a Seismic Risk Assessment and Mitigation Plan, effective as of January 10th, 2018. In response, Staff requested Carollo develop a scope of work and budget for this additional task order and add it to the ongoing, comprehensive Water Master Plan update. Additionally, Staff identified the Safe Drinking Water Revolving Loan Fund, operated by the Oregon Business Development Department (OBDD), as a potential source of funding to help cover the additional costs. Staff prepared and submitted a grant application in August of 2018 and received an official notice of award for \$20,000 in January 2019. In order to begin receiving reimbursements for work completed on the project, OBDD requires that the City pass the Borrowing Resolution No. 19-02, included with this staff report, and authorize the Mayor and City Manager to execute the financing agreement and any other documents necessary to satisfy OBDD's requirements for the release of funds. The total cost of the Seismic Risk Assessment and Mitigation Plan is \$33,206.00. The Safe Drinking Water Revolving Loan Fund of OBDD has awarded a \$20,000 forgivable loan to the City for the project and all remaining costs will be covered using existing City funds. She explained staff recommends City Council pass the Borrowing Resolution No. 19-02 and then authorize the City Manager and Mayor to execute the financing agreement and any other documents necessary to satisfy OBDD's requirements for the release of funds.

Council President Kessi asked if this money is in the budget?

Assistant to City Manager Alexandra Rains replied no, it was not originally in the budget for the Water Master Plan. She explained we had already started the Water Master Plan then received this letter. She explained the money will come from the water fund.

City Manager Sykes explained we are in really good shape in the water fund. He explained if we don't do this were not going to be eligible for any grant dollars with the State until we get our Water Master Plan adopted.

Councilor Sanders moved, and Councilor Greisen seconded the motion City Council pass the Borrowing Resolution No. 19-02 and authorize the City Manager and Mayor to execute the financing agreement and any other documents necessary to satisfy OBDD's requirements for the release of funds. Motion passed (7-0). Mayor Burge, aye; Council President Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye; Councilor Haugen, aye; Councilor Poling, aye and Councilor Lesowske, aye.

Announcements ~ Information only

Calendar

Mayor Burge went over the calendar.

City Manager, Police Chief, Councilors, and Mayor

City Manager Sykes stated Council has a copy of his report. He wanted to complement staff and their performance and coordination during the flood event. He explained staff meet with Genesee & Wyoming Railroad to talk about issues that the City has expressed concerns about as far as trying to make sure that the rail is a good neighbor. He explained he was very encouraged about the support they seemed to receive from the railroad. He thinks they were very genuinely interested in helping us make sure we can make some improvements to rail crossings at Maple Street and Columbia Avenue. He talked about the agreement between the City and the Rail Road, and how some of the language is really not very clear so staff will be cleaning that up. He explained staff had a meeting with the Columbia County Economic Development Team, staff from Business Oregon, and also from the Port to talk about improvements to the sewer line that we tried to get a grant for. He explained with businesses going in on Waggoner Court, that line is a critical issue. He explained staff met with them to talk about ways we can try to have that funded. He talked about our partnership with PSU and their engineering department. He explained last year we had them do a couple different projects, and this year we would like them to help design our sidewalk program.

Council President Kessi asked if there is anything we need to look at in the future relative to flood intervention?

City Manager Sykes replied he will be meeting with someone from Columbia County Emergency Services regarding the hazard mitigation plan, and we want to make sure that plan is

current and includes all the properties along the floodplain that might be good candidates for acquisition. He explained the Watershed Council might be able to do another section of the creek bank.

Council President Kessi stated he was involved with one of the affordable housing calls, and it is not necessarily looking at the low-income affordable housing (Capitol A), but it is more of the general affordable housing within the City of Scappoose. He stated hopefully we can come up with a plan, and he hopes we are not going quickly just to put a plan in place. He wants to make sure that we have a plan that we think is the best for the City.

Councilor Greisen mentioned the proactiveness with the flood situation that the City had. She explained it just seemed seamless between the City and Public Works, Police, Fire, Schools. She stated it was all very professional and was handled really well. She congratulated the Scappoose Police Department and the SRO for putting on several I Love U Guys presentations, and now hosting something for the community to attend. She appreciates them making that a priority.

Councilor Haugen talked about a couple of ideas from City Day at the Capital. He talked about a school's council and how they parallel the Council's action in regards to decision making. He attended the Salmon Berry Intergovernmental Agency meeting and the Mayor of Tillamook was there. He explained it seems like with a little more push this could happen, which would create an elegant world class trail system, part of it starting in Scappoose. He explained after City of Tillamook does an official proclamation of support, it might be something we should entertain as a community. He explained he walked the road where the Senior Center store is and there were some big pot holes.

Councilor Lesowske explained last week he attended his first Scappoose Community Club meeting. He explained they do have some new leadership. He explained they will be putting on their annual recycling event on April 20, and they are looking for volunteers. He explained he plans on attending future meeting and looking to build the relationship.

Mayor Burge stated after the flood he was on tv and spoke about the work that had been done. He and Michael talked about the impact of the flood and how it could have been different. He talked about the Columbia County Economic Team is reworking the bylaws to make it a more effective organization.

Mayor Burge read the opening statement and then went into Executive Session at 7:57 p.m.

Executive Session ~ ORS 192-660(2)(e) Real Property Transaction

In attendance: Mayor Burge, Council President Kessi, Councilor Greisen, Councilor Sanders, Councilor Poling, Councilor Haugen, Councilor Lesowske, City Manager Sykes, Legal Counsel Peter Watts, City Recorder Susan Reeves, and Courtney Vaughn with the Columbia County Spotlight.

The Council will be meeting again in open session after the Executive Session to discussion real property.

Mayor Burge came out of Executive Session into open session at 8:02 pm.

City Manager Sykes explained the City has an agreement that was proposed to us by the Columbia County Board of Commissioners to transfer title of Chapman Landing from the County to the City with terms as prescribed in the agreement and staff would recommend approval.

Council President Kessi moved, and Councilor Poling seconded the motion to approve the real property transaction for Chapman Landing.

Mayor Burge stated to City Manager Sykes good job on the vision and working toward this, and now we can move forward on the next steps.


Motion passed (7-0). Mayor Burge, aye; Council President Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye; Councilor Haugen, aye; Councilor Poling, aye and Councilor Lesowske, aye.

Adjournment

Mayor Burge adjourned the meeting at 8:04 p.m.



Mayor Scott Burge

Attest: 

City Recorder Susan M. Reeves, MMC