



**MONDAY, FEBRUARY 4, 2019  
WORK SESSION ~ I LOVE YOU GUYS, 6:00 p.m.**

**CITY COUNCIL MEETING AGENDA  
Regular meeting 7:00 p.m.  
Scappoose City Council Chambers**

<b><u>ITEM AGENDA TOPIC</u></b>	<b><u>Action</u></b>
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**Call to Order**

**Pledge of Allegiance**

**Roll Call**

**Approval of the Agenda**

**Public Comments**

- 1. Consent Agenda ~ January 22, 2019 City Council meeting minutes**
- 2. Presentation by Cindy Kriek ~ Scappoose Middle School Feather Bazaar & Raffle**

**New Business**

- 3. Commercial/Vehicle Traffic Discussion**  
Staff: Chief Norm Miller

**Announcements ~ Information only**

- 4. Calendar**

**City Manager, Police Chief, Councilors, and Mayor**

**Adjournment**

This meeting will be conducted in a handicap accessible room. If special accommodations are needed, please contact City Recorder, Susan Reeves at (503) 543-7146, ext. 224 in advance.

TTY 1-503-378-5938

**TUESDAY, JANUARY 22, 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	Dave Sukau	Public Works Director
Josh Poling	Councilor	Darryl Sykes	Treatment Plant Supervisor
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.

**Public Comments**

There were no public comments.

**Consent Agenda ~ January 7, 2019 City Council meeting minutes**

Councilor Sanders moved, and Councilor Lesowske seconded the motion to approve the Consent Agenda ~ January 7, 2019 City Council meeting minutes. 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.

**Old Business**

**ORD. No. 877: An Ordinance Amending Chapters 17.62, 17.68, 17.69, 17.70, and 17.162 and Adding a New Chapter, 17.126 – Food Cart Pod Permits to the Scappoose Municipal Code**

Mayor Burge explained this is on second reading and there is a motion on the floor that has been seconded.

City Planner Laurie Oliver explained she is happy to answer any questions that Council may have. She explained staff's recommendation is that Council pass the ordinance as presented.

Mayor Burge read the title for the second time ~ Ordinance No. 877: An Ordinance amending Chapters 17.62, 17.68, 17.69, 17.70, and 17.162 and adding a New Chapter, 17.126 – Food Cart Pod Permits to the Scappoose Municipal Code.

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.

### **New Business**

#### **Dutch Canyon Well No. 2 Contract**

Public Works Director Dave Sukau went over the staff report. He explained over the Fall of 2018, Murray Smith completed engineering for the Dutch Canyon Well No. 2 Project and delivered bid ready construction documents to the City. The City then advertised an Invitation to Bid (ITB) to solicit bids from contractors to complete construction of the well. The ITB was issued on December 6, 2018 and the following bids were received on January 8, 2019:

1) PCR Inc. \$335,345.00, 2) Stettler \$307,950.00, 3) R.L. Reimers Co. \$327,875.00, 4) Tapani \$383,000.00. He explained a final recommendation was made by staff on January 8, 2019 to enter into a contractual agreement with Stettler to complete construction of Dutch Canyon Well no. 2. Final award of the contract is scheduled to take place following Council's approval and expiration of the challenge period. The cost of completing Dutch Canyon Well No. 2 is \$307,345.00. It will be funded by the City's Water Fund. He explained staff recommends Council authorize City Manager Sykes to execute a contract with Stettler for \$307,345.00 in order to complete the Dutch Canyon Well No. 2 Project.

Council President Kessi asked if there are any concerns that this might be more than \$307,345?

Public Works Director replied not at this time. He explained we don't see any reason for change orders. He explained this bid package had an offer for two alternates and one modification. Staff has elected not to do those at this time because the price just wasn't where we wanted it to be.

Council President Kessi moved, and Councilor Greisen seconded the motion that Council authorize City Manager Sykes to execute a contract with Stettler for \$307,345.00 in order to complete the Dutch Canyon Well No. 2 Project. 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.

#### **Inspector Contract**

Public Works Director Dave Sukau went over the staff report. He explained the Crown Zellerbach Road Extension Project, phases I and II, is well underway. The project is quite significant both in its size, its valued at approximately \$12 million, and in its expected impact to the community. A project of this magnitude requires a considerable amount of inspections and oversight, more than can be accommodated with the City's current staffing levels. Therefore,

staff invested time to locate an Inspector qualified to perform this work, which requires a very specific and uncommon skill set, to ensure the project receives sufficient oversight. He explained quotes for inspection services were collected from the following: 1) 3J Engineering ~ \$118 per hour, 2) Cardno Engineering ~ \$109 per hour, 3) CMTS ~ \$88 per hour. Ultimately, the Public Works Director and City Engineer identified working with CMTS, a company that specializes in staffing construction projects with qualified individuals on a contract basis, as the best method to quickly locate an individual with the requisite skill at the lowest hourly rate of the quotes received. The contract Inspector position will be paid for entirely out of the inspection fees paid by the developer. The contract will be billed at \$88 per hour, plus mileage, at an average of 20 hours per week. Staff recommends Council authorize the City Manager to execute the Inspector Contract with CMTS.

City Manager Sykes stated the inspection fees that we received from the airport area more than cover this cost.

Council President Kessi asked if there is a way to put down not to exceed a certain amount, like twenty hours a week?

Public Works Dave Sukau replied to get this kicked off they are going to exceed twenty hours, because they have to play catchup. He explained it is based on what the City requests of them, they don't dictate to us, and if we are not comfortable with what they are doing we can change it. He explained this project has a very fast pace.

City Manager Sykes explained he feels we will be well below the budget when we are done. He explained it is really critical for us to have a presence out there because at the end of the day we are going to inherit the system and if we are not out there inspecting it, we might not like what we end up with. He explained it is hard to gauge how many hours it will be because that is a big project out there.

Councilor Sanders moved, and Councilor Poling seconded the motion that Council authorize the City Manager to execute the Inspector Contract. 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.

### **Assign City Council Liaisons**

Mayor Burge explained he and City Manager Sykes worked on the liaisons. He explained they placed Councilor Haugen on the Parks Committee, he will continue on the Economic Development Committee, Councilor Greisen Schools, along with the Traffic Safety Committee, and Public Works Director Dave Sukau will be on the ACT Committee.

Mayor Burge asked Councilor Poling if he would be interested in working with the Port of St. Helens?

Councilor Poling replied sure.

Mayor Burge asked Councilor Sanders if she would like to work with the Historical Society?

Councilor Sanders replied yes, she would like to.

Mayor Burge explained Councilor Lesowske will be the liaison for the Community Club. He explained for COLPAC it will be City Manager Sykes. He explained there is still the Senior Center.

Councilor Haugen replied he will take that.

Council President Kessi moved, and Councilor Sanders seconded the motion to approve the 2019 City Council Liaisons. 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.

### **Announcements ~ Information only**

#### **Calendar**

Mayor Burge went over the calendar.

#### **City Manager, Police Chief, Councilors, and Mayor**

City Manager Sykes explained Council has his written department report in front of them. He explained he received an email from County Commissioner Margaret Magruder and she wanted to let Council know that Representatives from Multnomah County Transportation Division and Communication office will be present at the January 23 Columbia County Board of Commissioners meeting to provide an update on the proposed Cornelius Pass road work and closures scheduled to begin in June of 2019. He stated if anyone would like to attend, just let him know. He will give Council feedback at the next Council meeting.

Mayor Burge talked about the ODOT closure list on I-405.

City Manager Sykes explained Thursday, January 24 is City Hall Day at the Capitol, and he and Councilor Haugen will be attending.

City Manager Sykes explained they had a meeting with the Port of St. Helens and all the railroad users, and it was really a pretty positive meeting. He explained one of the things that there was clear consensus on was that there was a need to update the Rail Corridor Study. He explained it looks like some of the rail users, the Port, and others are going to contribute to that. He stated they explained the concern is just more than Scappoose, it includes Johnsons Landing Road and Wikstrom Road and if they could do something about those it might help clear congestion in town. He explained Commissioner Erickson was clear to note that he received the City of Scappoose's request for some pedestrian improvements and a walking path and he felt like that was something they should participate in and take care of for us. He explained he appreciates

Commissioner Erickson's leadership on that. He explained the Annual Town Meeting is coming up and staff is working really hard to prepare for that. He thinks it is going to be a good one.

Chief Miller explained the Tip a Cop event will be on March 2, 2019, from 5:00 p.m. to 8:00 p.m. at Ixtapa. He explained the proceeds will go to the Columbia County Special Olympics which will help them continue to do stuff that they weren't able to do this past year. He explained they are doing oral boards Thursday night for two positions in the Police Department. He explained Councilor Lesowske and Councilor Poling are helping out. He explained he is doing another I Love You Guys class with the School District, and then there will be a work session with Council to go through the program.

Councilor Greisen gave an updated of the Parks & Rec Committee. She explained they are working on their goal list, and that list will be given to Council at the Council Retreat to look at and see how they can fit those goals into the Council goals for the upcoming year. She explained the Friends of the Park Committee is looking at kicking off their work with an Earth Day event. She explained the Friends of the Park Committee will have a booth at the Annual Town Meeting. She explained she has been working closely with the schools, more as an educator. She explained she was asked to help them with their strategic planning and then they have been coming up with the profile of a graduate. She explained it is really kind of a vision of this is what our kindergartens look like, the middle schoolers, this is what we expect of them. She explained that process that she helped lead was really eye opening because there were a lot of stake holders in the room ~ Senator Betsy Johnson, some OMIC and Boeing Representatives, community leaders, and teachers and at the core of it they just wanted Scappoose students to be good people. She stated the message that kept coming up that people wanted to hold on to was that people from Scappoose are good people, are genuine people and it is a great place to live. She explained everyone out there, even attending a meeting that has to do with the School District, is talking about the City and staff in a really positive way.

Councilor Sanders thanked City Planner Laurie Oliver for the food cart ordinance.

Mayor Burge read the opening statement and then went into Executive Session at 7:26 p.m.

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

**Executive Sessions:**

- 1. ORS 192-660(2)(e) Real Property Transaction**
- 2. ORS 192-660(2)(e) Real Property Transaction**
- 3. ORS 192-660(2)(e) Real Property Transaction**

Mayor Burge came out of Executive Session into open session.

## **Adjournment**

Mayor Burge adjourned the meeting at 7:48 p.m.

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Mayor Scott Burge

Attest:

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City Recorder Susan M. Reeves, MMC

DRAFT

# CITY OF SCAPPOOSE

## February 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 City Council Work Session 6pm  Council meeting 7pm	5	6	7	8	9 Annual Town Meeting (ATM) 8:30am to Noon Scappoose Middle School Cafeteria
10	11	12	13	14	15	16
17	18 President's Day  City offices closed	19 EDC Interviews 6:30pm  City Council 7pm	20	21 EDC ~ noon  Park & Rec Comm. & Friends of Park meeting ~ 6pm	22	23 Council Retreat 8:30 – Noon
24	25	26	27	28 Planning Commission 7pm		