

MONDAY, MAY 4, 2020
CITY COUNCIL MEETING
Regular meeting 7:00 p.m.
Scappoose Council Chambers
33568 East Columbia Avenue

Call to Order

Mayor Burge called the City Council meeting to order at 7:00 p.m.

Pledge of Allegiance

Roll Call (present/in person)

Scott Burge	Mayor
Michael Sykes	City Manager
Susan M. Reeves	City Recorder
Laurie Oliver	City Planner

Remote/on the phone:

Council President Patrick Kessi
Councilor Megan Greisen
Councilor Joel Haugen
Councilor Josh Poling
Councilor Brandon Lesowske
Councilor Pete McHugh
Assistant City Manager Alexandra Rains
Legal Counsel Peter Watts

Approval of the Agenda

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

Public Comments

There were no emails/public comments received.

New Business

Proclamations ~

VFW Buddy Poppies

Mayor Burge read the VFW Buddy Poppies Proclamation.

National Small Business Month

Mayor Burge read the title of the National Small Business Month Proclamation.

National Law Enforcement Week

Mayor Burge read the title of the National Law Enforcement Week Proclamation.

National Public Works Week

Mayor Burge read the title of the National Public Works Week Proclamation.

Consent Agenda ~ April 6, 2020 City Council meeting minutes

Councilor Haugen moved, and Councilor McHugh seconded the motion to approve the Consent Agenda ~ April 6, 2020 City Council meeting minutes. Motion passed (7-0). Mayor Burge, aye; Council President Kessi, aye; Councilor Greisen, aye; Councilor Haugen, aye; Councilor Poling, aye; Councilor Lesowske, aye and Councilor McHugh, aye.

Peace Candle Easement Agreement

City Planner Laurie Oliver went over the staff report. She explained the FY 2019 - 2020 and FY 2020 - 2021 Council Goals included a goal to “Protect and Restore” the Peace Candle. The current owner of the property, VW I PDX LLC, has cooperated with staff’s request to grant an easement around the candle (Peace Candle Site Easement) and a separate easement that provides access from SE 2nd Street to the candle (Peace Candle Access Easement). The purpose for two separate easements is to ensure that each easement correctly states what the City is and is not responsible and/or liable for; e.g., within the site easement the City is responsible for repairing and maintaining the Peace Candle, the landscaping within the retaining walls, the retaining walls themselves, and lighting. Within the access easement, the City is not responsible/liable for the maintenance of the owner’s pavement, striping, curbs or crosswalks. The owner has applied for Site Development Review for a proposed 80-unit apartment complex to be located on SE 2nd Street, just north of Les Schwab and south of Goodwill, on the land where the Peace Candle is located. Prior to land use approval, the owner has agreed to sign the Peace Candle Easement Agreement. The Easement Agreement lays out the terms and conditions of the easements and demonstrates that the owner intends to record the easements after land use approval and building permit issuance. The site layout may change slightly so the final location of the access easement is still being determined. Staff has included a conceptual location of the easements (see last page of this packet); however, the final locations would be determined once the site layout is finalized. The owner has reviewed and approved the Peace Candle Easement Agreement, Peace Candle Site Easement, and Peace Candle Access Easement drafts. Since the recording of the easements will have a fiscal impact in FY 20- 21 and beyond, staff seeks City Council approval to direct the City Manager to enter into the Peace Candle Easement Agreement, thereby obligating the City to assume the maintenance and repair of the Peace Candle moving forward. Fiscal Impact: For FY 2020 – 2021, the proposed budget includes \$50,000 to perform initial repairs to the Peace Candle, including: structural repair to the top of the Peace Candle where the flame is attached,

replacement of the flame, new signage, electrical work, lighting, paint, and landscaping (within the existing retaining walls). For FY 2021 – 2022 and beyond, the fiscal impact is unknown. The initial repairs are expected to bring the Peace Candle up to standards so that minimal maintenance would be required moving forward. The Easement Agreement specifies that the City would complete minor landscaping within the retaining walls on a bi-monthly basis and would inspect the Peace Candle annually. Based on the annual inspection, staff would determine how much to include in that year's budget for ongoing maintenance. Staff recommends that the Council direct the City Manager to sign the Peace Candle Easement Agreement, as presented.

Council President Kessi asked does this easement obligate the City to maintain the candle if at some point it was cost prohibitive, could we not maintain it and maybe place it in a different area in the City.

City Planner Laurie Oliver replied on page four of five of the easement agreement, number 11 states ~ Termination Upon City's Removal. "Notwithstanding mutual agreement requirements in any other section of this Agreement, the City has the unilateral right to remove the Peace Candle, or parts thereof, from the Property, and is not obligated to rebuild it".

Councilor Poling stated he wants to make sure we handle this properly and we maintain the candle and he feels this is a good plan moving forward.

Councilor Lesowske asked if there are any liabilities that they should be made aware of by taking on the candle, especially with the property owner being so adjacent to the candle?

Legal Counsel Peter Watts replied that is one of the many issues that we had to go through, and we actually added this property owner as an additional insured on the City's general insurance policy. He explained if there is an event, like an earthquake, that would cause the candle to come down the City would be covered by any damage that it causes. He explained that is one of the reasons that they wrote the maintenance in the way that they did because if there were to be a natural disaster or something like that then at that point there could be a determination made of whether it made sense to rebuild it on that site or if it made sense to rebuild it on a City owned site or if it makes sense not to rebuild it at all. He explained they built that flexibility into the agreement.

Councilor Lesowske asked if there is a possibility to get an idea of what a maintenance operating budget would look like.

City Planner Laurie Oliver replied her understanding is the only thing staff would be maintaining on a monthly basis would be landscaping inside the retaining walls. She explained the idea is to have really low maintenance. She stated ideally staff would be going out twice a month to look at the area, not necessarily spending hours on site.

Councilor Haugen moved, and Council President Kessi seconded the motion that Council direct the City Manager to sign the Peace Candle Easement Agreement as presented.

Mayor Burge explained this is one of the priorities of the Council and it is saving a bit of history. He stated unfortunately, we aren't able to save both the barn and the candle. He believes in

discussions, the developer wanted to try to use the barn but the cost of upgrading the barn to current standards was too high. He stated we are saving what we can of our history, and he thinks that is a good thing.

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

Resolution No. 20-07: OWRD Water Project Grant

Assistant City Manager Alexandra Rains went over the staff report. She explained Over the past several years, City Council has identified local economic development as a priority and goal for the City. Within that goal, Council has also identified several objectives including support of OMIC and PCC, promotion of local businesses and support for development of the industrially zoned property in the NE portion of the City. In furtherance of that goal and its associated objectives, City Staff has worked to ensure that all master planning documents are up to date and that the infrastructure identified in those plans is available to support both the City's residents and development. Specifically, a comprehensive update to the City's Water Master was recently completed and the Plan identified the need for new sources of water in the near term, a need that staff hopes to be able to fulfill in significant part with the addition of a new basalt well near the Miller Rd. Treatment Plant. In order to help cover the cost of said well, Staff has identified the Oregon Water Resources Department's (OWRD) Water Project Grant Program and, with Council's approval, would like to submit an application for this grant cycle which closes on May 28th, 2020. Additionally, should Council wish to move forward with an application, Staff requests a letter of support from Council, a copy of which has been provided along with this report. Fiscal Impact: The City estimates that the Basalt Well at the Miller Rd. Treatment Plant will cost a total of \$1.7 million. The Water Project Grant has a match requirement of 25%, or \$425,000, in the case of this project. Those funds will be budgeted for FY 2020-2021. Staff recommends City Council approve Resolution No. 20-07, thereby authorizing the City Manager to submit an application to OWRD's Water Project Grant program and delegating authority to the Mayor to sign a letter of support on behalf of Council.

Councilor Haugen asked, going ahead with the grant, if things take a turn for the worst and economic development comes to a complete halt, are we going to be obligated to drill a well at some point?

Assistant City Manager Alexandra Rains replied, as far as the recommendations in the water master plan, we will need new sources of water in the not too distant future, regardless. She stated it is important that we do locate new sources of water and this particular well would actually be drilled into the basalt aquifer, which we haven't accessed yet.

Councilor Greisen moved, and Councilor Haugen seconded the motion that Council approve Resolution No 20-07, thereby authorizing the City Manager to submit an application to OWRD's Water Project Grant program and delegating authority to the Mayor to sign a letter of support on behalf of Council. Motion passed (7-0). Mayor Burge, aye; Council President Kessi, aye;

Councilor Greisen, aye; Councilor Haugen, aye; Councilor Poling, aye; Councilor Lesowske, aye and Councilor McHugh, aye.

COVID-19 Hardship Program

City Manager Michael Sykes went over the staff report. He explained the Scappoose community, like many communities across America and the World are suffering from the social, mental, health and economic hardships that are being triggered by the battle with the COVID-19 pandemic. Due to the devastating impact that the COVID-19 pandemic has had on our community, the City of Scappoose is considering offering a program that will help those affected. The City is proposing to assist those individuals who have recently lost their jobs, or who own a small business that has had to close their doors to the public because of the Governor's Executive Order No. 20-12. Our plan is to offer a onetime credit of up to a \$100 applied to their Utility bill for any individuals who after March 13, 2020, lost their job, or to small business that has had to close due to the virus. Citizens can download an application from our website or contact the City at 503-543-7146 x221 for an application to be mailed to them. Once received, the City will determine if the applicant is eligible and notify them of our decision. This program is not available to reimburse any payments that have already been received. Each applicant who is approved will have a onetime credit of up to a \$100 applied to their Utility Bill. This program expires on June 30, 2020. Fiscal Impact: The City will appropriate \$25,000 from water and sewer revenues to fund this program. Staff recommends that City Council authorize the City Manager to implement the COVID-19 Hardship program effective immediately.

Councilor Poling asked, how do people apply for this?

City Manager Sykes replied, we will have an application online that they will fill out and submit to City Hall.

Councilor Poling stated he thinks this is a good idea.

Councilor Lesowske stated he wants to applaud City Manager Sykes and his team for putting this together for our citizens and thinking about the hardship that some citizens are currently facing and that others will be facing potentially in the near future. He stated we are seeing an unprecedented number of people who are on unemployment and he knows we are all excited to see an opportunity to see people go back to work here shortly but it doesn't look like all of those people will have that opportunity, so he thinks having the \$100, one-time credit is a great step forward. He stated he is concerned about the long-term impact that this may have on our citizens. He stated he would also think about what we are planning to do in a future scenario if this is a long-term situation for them.

Mayor Burge explained he has had a lot of discussions with City Manager Sykes about this and what they decided to do is a program through the end of this fiscal year and then see where we are. He explained they wanted to do something quickly that was for the rest of this fiscal year and see where it goes, and then reassess.

Councilor Lesowske asked is there a program where people can round up and contribute a portion of their utility bill for grants, is that something we can implement?

Mayor Burge replied currently we don't have a program like that. He is not sure if it is a software issue with our billing system, but it is something we can look into.

Councilor Lesowske replied he thinks that would be a fantastic opportunity for those who could also support others with payments.

Councilor McHugh stated he thinks that is a good idea.

Councilor Lesowske moved, and Councilor Poling seconded the motion that Council adopt the COVID-19 Hardship program and direct the City Manager to implement the provisions as proposed. Motion passed (7-0). Mayor Burge, aye; Council President Kessi, aye; Councilor Greisen, aye; Councilor Haugen, aye; Councilor Poling, aye; Councilor Lesowske, aye and Councilor McHugh, aye.

Announcements ~ information only

Calendar

Mayor Burge went over the calendar.

City Manager, Councilors, and Mayor

City Manager Sykes explained even though City Hall is closed to the public, things are still very busy. He mentioned the Grabhorn property is now City of Scappoose property and there should be some design work in the next couple of weeks. He wanted to let Council know that since the sidewalk program was created, we have had three individuals sign up for that program. He explained we have also used some of those funds to fix City sidewalks. He explained Columbia Avenue by the Treatment Plant has been repaired. He explained there will be an informational brochure about the City coming out soon. He explained we are in the midst of putting an ad in the Spotlight that basically lets the community know what local restaurants are open for business. He explained the City hired Chrissy Marquardt and the ad is something she worked on. He explained the walls at PCC are going up. He explained we are in the process for advertising for a lateral Police Officer and lateral Police Sergeant.

Council President Kessi thanked City Manager Sykes for the candle because two years ago Council mentioned it at the goal setting meeting, and he appreciates Michael following up on that and preserving the peace candle. He explained he had a neighbor suggest a picnic table being placed at Creekview Park and so he would like to pass that along to the Park Committee and the Council Liaison to the Park Committee.

Councilor Haugen stated he just wants to remind everyone to be safe and wear a mask when you are in proximity to others.

Councilor Poling stated he would like to say everybody has done a phenomenal job and we are in unprecedented times. He explained everyone has stepped up and he would like to thank everyone for what they have done during this time to make this as easy of a process as possible.

Councilor Lesowske explained he would like to highlight the heroic work of our citizens that are on the frontlines; our health care workers, our first responders, our police officers and also the teachers that have been giving so much at this time. He knows there is a lot of additional stress on families right now. He is asking everyone to take the time to be kind to one another and work with each other. He stated it is nice to see small businesses looking like they potentially could start reopening some of their operations. He stated it looks like we are taking some strides to move forward through of all of this and keep optimistic that we will all work through it together.

Councilor McHugh stated he wanted to second what all the other Councilors said, he agrees with all of that. He would like to express a concern about the Scappoose Spotlight because business has changed there, and we lost our editor and he is a little concerned that we are strongly losing our identity as a town. He stated a newspaper is a very big part of who we are and right now we are pretty much sharing the paper with other communities. He explained he did send an email to the managing editor of the Pamplin Media Group and he responded back very promptly and professionally, and he is hopeful that the layoffs are temporary. He explained the managing editor did explain that it is their goal to at some point to return to business as usual and he is hopeful that will be sooner than later. He explained we have lost Darryl, who knows for how long, but he does think he has done a terrific job for us over the years. He would encourage anybody to send him a note of support.

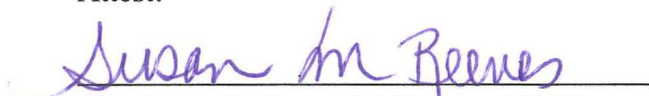
Mayor Burge explained he has been busy doing lots of things. He has been working closely with City Manager Sykes on issues regarding COVID, including sitting in on the League of Oregon Cities calls every Friday getting updates. He has been getting updates and responding to the Governor's Office regarding the reopening guidance, especially when it comes to the City. He explained one thing he responded to was regarding reopening public spaces and some of the guidance they were giving was having staff members observe public spaces to make sure people are obeying the social distancing and his response was that is a heavy lift for a small city to do with parks and we are just going to have to do signage and trust that people are going to do the right thing because we can't constantly monitor them. He stated reopening could happen sooner than we think just based on the numbers and what the criteria are. He is hopeful that we can start moving forward to start help the businesses. He is grateful that we have the utility bill program that we passed tonight. He asked if there is a way to program the fountain to come on and loop through the songs in a way to honor the frontline workers? He stated that would be neat to do this at night to have the lights going to get the full effect to honor people and show we are doing everything we can to support them and our community. He reminded Council to respond to the housing survey that went out from City Planner Laurie Oliver.

Adjournment

Mayor Burge adjourned the meeting at 7:56 p.m.


Mayor Scott Burge

Attest:


City Recorder Susan M. Reeves, MMC