

MONDAY, JUNE 22, 2020
CITY COUNCIL MEETING
Regular meeting 7:00 p.m.
Scappoose Council Chambers
33568 East Columbia Avenue

Call to Order

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

Pledge of Allegiance

Roll Call

Present: Mayor Scott Burge, Council President Patrick Kessi, Councilor Megan Greisen, Councilor Josh Poling, Councilor Brandon Lesowske, and Councilor Pete McHugh.

Staff: City Manager Michael Sykes, Police Chief Norm Miller, Finance Administrator Jill Herr, Public Works Director Dave Sukau, and City Recorder Susan Reeves.

Remote (via phone): Councilor Joel Haugen and Legal Counsel Peter Watts.

Approval of the Agenda

Councilor Poling 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.

Consent Agenda ~ June 1, 2020 City Council Work Session minutes and June 1, 2020 City Council meeting minutes

Councilor Greisen moved, and Council President Kessi seconded the motion to approve the Consent Agenda ~ June 1, 2020 City Council Work Session minutes and June 1, 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.

New Business

Old Portland Road Sidewalk Infill Project – Engineering Agreement

Public Works Director Dave Sukau went over the staff report. He explained the City of Scappoose has recognized a need for improvements to sidewalks within the City. These improvements involve both the construction of new and repair of existing sidewalks. A priority project for the City is the infill of missing segments along Old Portland Road from the intersection of Dutch Canyon Rd., North to the intersection of Hwy 30. This project will require engineering to gather topography, evaluate storm drainage, design sidewalks and wheelchair ramps and provide construction drawings. City Staff met with multiple engineering firms on site and requested proposals that included both recommended services and pricing. The following are the pricing results:

- 1) 3J Consulting - \$46,350
- 2) Kittredge Engineers - \$46,350
- 3) Kittelson & Associates - \$52,926

Public Works Director Sukau explained the submitted Proposals were also evaluated for level of detail and thoroughness. With the lowest price being identical between two Firms, the decision was driven by the level of detail and project understanding provided in the Proposals. It is apparent to City Staff that Kittredge Engineers provided the City with a more comprehensive proposal. Fiscal Impact: The City's proposed agreement with Kittredge Engineers to complete the engineering for the project totals \$46,350.00. The City has budgeted for these services in the 2020-21 Streets Fund and Street SDC Budgets. He explained staff recommends Council authorize the City Manager to contract with Kittredge Engineers to complete engineering for the Old Portland Road Sidewalk Infill Project.

City Manager Sykes explained Kittredge is the same firm that did the Caswell Subdivision. He also wanted to mention that staff plans to do Old Portland first then we are going to enter into 10% contracts, which don't require Council approval because it is a smaller amount, for the engineering for SE 3rd Place and also Vine and our hope is to get enough information that we can plug into a Safe Route to School Grant this fall.

Public Works Director Sukau explained in the 2020-2021 budget there is \$100,000 set aside assigned to these projects for engineering and another \$100,000 to complete the projects.

Councilor Lesowske asked for clarification, is it best practice for when we go out for these contracts that we have scoring matrixes and that the selection committee does a full review. He asked staff to share what that process is.

City Manager Sykes replied basically Alex usually coordinates that bid process and helps develop a scope of work.

Public Works Director Sukau explained we have the legal right to contract solely with an engineering firm for up to \$100,000 based on what the City views is best. He explained when you do a scored matrix you don't always fully know if they understand the project. He stated it is based on the qualifications of the proposal and you don't necessarily get into the nuts and bolts of it until you actually make that contract. The way they catered to this one is they personally took these people down and having those conversations one on one to make sure they fully understood, and we are picking what we need as the right firm tailored to that particular project.

He said one of these firms might be great for one project and maybe not the other and this allows staff to make that determination.

Councilor Lesowske replied he agrees that it is great to have when appropriate an on site tour to get a better understanding rather than it just being through an RFP process, so he applauds staff for taking that initiative and bringing those folks out here and to create those relationships. His biggest concern is making sure the City is going through the proper process, which it sounds as though we try our best and he says thank you for that. He said by doing it we can see that it is a competitive bid process and then that way there is clarity in our selection and our reasoning for that.

Legal Counsel Peter Watts explained in the past decade the State of Oregon has gone away from just low bid and many of the reasons are what Dave just brought up and so in the last few years the State has allowed cities to come up with prequalified experts so we can expedite the process in order to get to the project sooner depending on the circumstance. He explained he would expect the Council to see more and more of these prequalified companies.

Councilor Lesowske moved, and Councilor Poling seconded the motion that Council authorize the City Manager to contract with Kittredge Engineers to complete engineering for the Old Portland Road Sidewalk Infill Project. 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.

Community Enhancement Program (CEP) Recommendations

City Manager Michael Sykes explained before Council is a summary of the recommendations from the Council on how you wanted to appropriate your funds.

Council President Kessi asked about someone receiving more than they ask for, is that okay?

City Manager Sykes replied he would recommend reducing the amount to what they requested.

Councilor Lesowske moved, and Councilor McHugh seconded the motion that City Council adopt the community grant dollars with the amendment of \$70.44 being removed from the Society of St. Vincent DePaul's award amount to reflect the \$3,000 that was originally requested and release the funds.

Council President Kessi asked where will the \$70.44 go?

Mayor Burge replied it will just go back into the general fund.

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. 20-11: Extending Workers' Compensation Coverage to Volunteers

Police Chief Norm Miller explained in front of you is Resolution No. 20-11 which repeals Resolution No. 19-06 for extending workers' compensation. He explained this is for the volunteers throughout the community, which includes community services, reserves, CERT members, etc.

Councilor Greisen moved, and Councilor Lesowske seconded the motion that Council approve Resolution No. 20-11: Extending Workers' Compensation Coverage to Volunteers. 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.

2020-2021 Budget

Consideration of the 2020-2021 Fiscal Year Budget

Hold a Public Hearing to determine if the City should elect to receive State Shared Revenues

Mayor Burge open the public hearing at 7:15 pm and closed it due to no one wanting to comment on this matter.

Resolution No. 20-12: A Resolution Certifying that the City of Scappoose Meets All Requirements to Receive State Shared Revenues for Fiscal Year 2020-2021

Consider Resolution No. 20-13: A Resolution Declaring the City's Election to Receive State Revenue for the Fiscal Year 2020-2021, for the City of Scappoose Staff: City Manager

City Manager Michael Sykes explained this is pretty straight forward.

Councilor Poling moved, and Council President Kessi seconded the motion that Council adopt Resolution No. 20-12: A Resolution Certifying that the City of Scappoose Meets All Requirements to Receive State Shared Revenues for Fiscal Year 2020-2021 and Consider Resolution No. 20-13: A Resolution Declaring the City's Election to Receive State Revenue for the Fiscal Year 2020-2021, for the City of Scappoose Staff: City Manager. 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.

Adopting the City of Scappoose 2020-2021 Budget

Mayor Burge open the public hearing at 7:17 pm and closed it due to no one wanting to comment on this matter.

Resolution No. 20-14: Hold a Public Hearing on the proposed Approval budget for the Fiscal Year 2020-2021, Making Appropriations, Imposing the Tax, and Categorizing the Tax

City Manager Sykes stated he thinks this is an excellent budget and conservative budget, given the times, but at the same time there are a lot of fairly significant projects that are going to be really important for the City of Scappoose. He explained it also keeps us whole at the City, as far as staffing goes, and he would just like to complement Jill for doing an excellent job of putting this together.

Councilor McHugh moved, and Councilor Poling seconded the motion that Council adopt Resolution No. 20-14: Hold a Public Hearing on the proposed Approval budget for the Fiscal Year 2020-2021, Making Appropriations, Imposing the Tax, and Categorizing the Tax. 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. 20-15: Supplemental Budget Transfer of Appropriations, Establishing Appropriation with the 2019-2020 Budget

City Manager Michael Sykes explained this item is a supplemental budget which is required because on April 6 the City Council authorized him to negotiate a purchase of the Grabhorn property and we were successful in that effort and that basically allowed us to take \$730,000 that had been in the pool fund and apply it to this purchase.

Mayor Burge open the public hearing at 7:19 pm and closed it due to no one wanting to comment on this matter.

Council President Kessi moved, and Councilor seconded the motion that Council adopt Resolution No. 20-16: 2020-2021 Fee Resolution. 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. 20-16: 2020-2021 Fee Resolution

City Manager Michael Sykes explained before Council is the fee resolution that outlines any changes that are being recommended for fees in all departments.

Mayor Burge open the public hearing at 7:21 pm and closed it due to no one wanting to comment on this matter.

Councilor Lesowske asked on average is the 2% what we have done or is that just reflective of inflation at this point and time?

City Manager Sykes replied it is the cost of living.

Council President Kessi asked if these are the ongoing rates also?

Finance Administrator Jill Herr replied correct.

Council President Kessi asked within these rates are we projecting to pay the rate increase that we were having for the loan.

City Manager Sykes replied yes. He explained we ended up reducing the potential rate by 2% and the way we did that we were able to set aside \$150,000 from unappropriated and that allows us to cover that cost.

Council President Kessi moved, and Councilor Greisen seconded the motion that Council adopt Resolution No. 20-16: 2020-2021 Fee Resolution. 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.

Discussion on Future City Council meetings

- **July 6, 2020 ~ cancel**

City Manager Sykes explained there isn't really any business for the July 6 agenda, and we are proosing to cancel that meeting and just have one meeting in July.

- **August 3, 2020 and August 17, 2020 ~ switch to August 10, 2020**

City Manager Sykes explained he thinks we would be fine with just one meeting in August as well and suggested holding it on August 10, if that works for Council.

Mayor Burge stated we will go ahead and cancel the July 6, August 3 and August 17 meetings and call a special meeting for August 10.

Announcements ~ information only

Calendar

Mayor Burge went over the calendar.

City Manager, Police Chief, Councilors, and Mayor

City Manager Sykes talked about the League of Oregon Cities legislative priorities. He asked Council to rank their priorities and get them back to staff by the July 20 meeting. He talked about the three letters that he received, two positive letters about the Police Department and one positive letter about the Planning Department. He explained one of the projects that Public Works has been focused on it rehabbing the Miller well pumps. He explained the last time we

did the rehabbing we really didn't have a lot of return but this time they were really able to help us improve our production from 325 gallons a minute to 460, and that is significant. He explained the Dutch Canyon well we rehabbed last year is producing very good water and it is at about 400 gallons per minute. He wanted to complement Dave, Darryl and Crow Water for an excellent job. He explained we finally heard from the County regarding the Chapman Landing rezoning hearing and it will be held in September, so we are glad to know that is moving forward. He explained Ed Freeman is moving forward with the grading permit for Phase 3 and 4 of that project and we have been able to negotiate an agreement with them to make about 2.8 million dollars available to help fund that road. He explained the Municipal Judge applications will be due this week. He explained a few months ago Scappoose City Council met with the Columbia County Commission, Columbia City Council, St. Helens Council and the Port of St. Helens and they did a SWOT analysis. He explained since that time he has been meeting with staff from those agencies on a monthly basis and from the SWOT they came up with four goals that really make a lot of sense for the different entities to be working on together and they have put together action plans for those. He said it has been really exciting for them to find ways to work together as a region. He stated they are at a point now that they are hoping in late September that they can have a meeting with all of the elected officials to find out if they are on board with the goals, and if they adopt them as collective goals, to work on. He explained it has been a real productive and positive process.

Councilor McHugh stated he really appreciates when people take the time to write letters and when staff shares them, he likes seeing them. He talked about the comments Mayor Burge said at the last meeting about community policing, he thinks they were well received by everyone. He wanted to make sure that his comments from the last meeting were not taken as criticism of anybody and what they are doing. He thinks very highly of all the City employees. He thinks we are very blessed to have so many capable, competent and dedicated people. He was really surprised that there isn't more actual input from the citizens in regard to putting up a big project. He stated as far as the Planning Commissions, if the boxes are checked and they pretty much have to approve it. He doesn't know if that is bad, he is just really surprised that there wasn't more input at some point. He just wants to make sure everyone knows that his comments weren't met to criticize anybody, especially Joe Kessi because he does a really good job. He asked about the work session that was discussed.

City Manager Sykes replied it will be on the schedule.

Council President Kessi explained in July he has a meeting scheduled with the Chair of the School Board and the Superintendent to go over how they can work with them to make the community better.

Councilor Greisen asked Council President Kessi to discuss the School Resource Officer with them. She thanked Chief Miller and everyone he works with. She explained there is a lot going on about #defundthepolice. She feels if there is any way they can help the Police Department by

giving them more, support them more and train them more, that is what they deserve. She doesn't know any other way to thank them more than by giving them what they need.

Chief Miller replied thank you.

Councilor Haugen explained the Park and Rec Committee is planning some safe community fun sometime for August or September so stay tuned for that. He stated just be safe out there.

Councilor Lesowske talked about reading over the If I Were Mayor student contest entries and he was really happy to be able to participate in that and he wanted to say thank you for offering that to the students here in the City. He explained what he found very interesting is many of the applicants had indicated inclusion and diversity as being something that they found as being important in our community and he really applauds our young people for having an open mind and open heart in looking to include everyone in our community in all walks of life. He hopes that our leadership within the schools can also see that same value and character traits as being important.

Mayor Burge replied it was great seeing 28 responses for the If I Were Mayor contest. He explained the local winner's essay has been forwarded to the Oregon Mayors Association for the Statewide competition, which is a much larger prize. He stated over the years we have had multiple winners of the Statewide prize.

Mayor Burge talked about mental health being a huge issue because we are failing to properly fund services. He talked about the LOC Legislation list and how they could do it at the Council level and give it to the Senator or Representative.

City Manager Sykes replied that is a good idea. He said maybe this fall we could invite the Senator and Representative in and give them our local list. He thinks that would be time well spent.

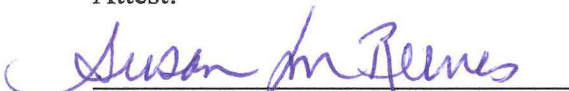
Adjournment

Mayor Burge adjourned the Council meeting at 7:45 p.m.



Mayor Scott Burge

Attest:



Susan M. Reeves, MMC
City Recorder