

**City Council Meeting Agenda  
Monday, August 16, 2021  
Regular Meeting, 7:00 PM  
Council Chambers  
33568 East Columbia Avenue  
Scappoose, Oregon 97056**

**Call to Order**

Mayor Burge called the meeting to order at 7:01 p.m.

**Pledge of Allegiance**

**Roll Call**

Scott Burge	Mayor	Alexandra Rains	Interim City Manager
Megan Greisen	Council President	Susan M. Reeves	City Recorder
Joel Haugen	Councilor	Isaac Butman	Program Analyst Intern
Josh Poling	Councilor		
Brandon Lesowske	Councilor		
Pete McHugh	Councilor		
Tyler Miller	Councilor		
Peter Watts	Legal Counsel		

**Excused:** Chief Miller

**Remote:** Michelle; Christine (left meeting at 7:21pm); one unidentified caller (left meeting at 7:21pm); and Dan McCoy.

**Also present in audience:** Justin Stevenson; Eric Zwald (left at 7:20pm); Collin Babcock (left at 7:20pm); Steve Barnes and Tim Thomson (left at 7:20pm).

**Approval of Agenda**

Mayor Burge explained there is one change on the agenda, Susie Wilson has decided not to be reappointed on the Economic Development Committee.

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

## Public Comments

Tim Lohman, Warren, thanked Council. He congratulated Council and all those who helped put on the 100-year celebration. He explained he and his wife really enjoyed it. He explained he is here this evening asking for the Moores Family and the local community to see if the City of Scappoose can help support what the Moores Family has been raising funds for in the last ten years, and that is for the Ryan Moores Field House, which would be South of the gymnasium. He explained their ask is for the permit fees, to try to escape the permit fees. He explained the community has raised about \$130,000 and there is not much contingency in there. He explained this building will be multi-use and used by all which is a dream of the Moores family because Ryan, who died unexpectedly of a brain injury aneurysm right after high school, had a great working relationship with a previous coach. He stated they would really hope that the City of Scappoose could waive the fee so they can move on with this project. He explained the fees are about \$7,500.

Councilor McHugh stated they have been frustrated at times with other Governmental Agencies not waiving fees for us and he thinks, knowing Ryan and knowing what is going on here, he thinks it would be very appropriate to honor this request, unless there are some legal reasons why we can't do this, he thinks it would be the right thing to do.

Legal Counsel Peter Watts explained the Scappoose Municipal Code does not give the City the discretion to waive system development charges. He explained that was done because of public concern that the Council would waive for some and not others.

Mayor Burge stated there might be some fees within this that we can waive. He asked staff to look into this and bring it back to the next Council meeting.

Tim Lohman stated he appreciates Council's time and effort.

Council thanked Tim.

Dan Thenell, Oregon State General Counsel, (he was very hard to hear) explained he is here on behalf of the Scappoose Police Guild regarding a no confidence vote by the police officers and this is not done lightly. This is after years and years of creation, management, lack of training, lack of the ability to have police coverage, and broken promises by the administration to have two officers on at all times to respond to code priority calls. He explained if you look at what happened last weekend with your 100-year celebration; some of your officers just got done working nine and seven days in a row because of the Police Chief, with the allowance of the Interim City Manager, left your City in the middle of this celebration and left you understaffed and understaffed. You had to be saved by the Sheriff's Office. He stated this is the last in a long time...by the Police Chief, talk to your officers, reach out to them and find out what they have

been complaining about, literally for years. He stated it is not being told, so this is their only option for him to step up tonight and tell you how long this goes back. He explained in March of 2020 Mr. Sykes, and Ms. Rains his assistant, were handed complaints from three police officers of whom are no longer here who have left because of Chief Miller. He stated if she has told you she is not aware of complaints, he would look at that issue. He explained a year ago he sent a department a book, meaning about at best probably...about whether background investigations are actually being done on officers. He stated that was sent back to Mr. Sykes and Ms. Rains and he never heard from them. He explained sometime after that period of ...the evaluation, which they have never seen. He asked have you seen that, if so, what does it say? He stated it should be released to the public. He has tried to see what it says on behalf of the officers but the City has fought.... The City would not hesitate.....files and rank and file office... Why is the City fighting this evaluation that came on the heels of a complaint? He explained you have officers that are about to leave and then resignation..... They complained about management. He stated now your City Manager is going to allow him to step down and become a police officer. She put that out in writing to representatives of the FOP. From a managerial standpoint, an insurance standpoint, and to fellow officers, that is a recipe for disaster. He asked, have you asked City County Insurance about whether that is a good idea. Has the City Council asked your insurance company if that is a good idea? He suggests someone do that. He stated you're creating a recipe for litigation between officers, amongst officers, whoever comes on your department if you can find someone to try to manage..... He represents police officers all over the State of Oregon and Washington and he has never heard of a worse idea.....That is absolutely setting this department and fellow officers up for failure. He stated at least nine police officers left this department in the past five years. He asked have you seen....because he knows what they say, he has seen them.... You need to ask them what is actually happening.....City Manager. He asked, have you seen the letter from..... He has sent a public records request for emails from Ms. Rains to Council..... Chief Miller.....or as a future officer. He stated the fact that there has not been an independent outside investigation by someone....is public...independent violation. If this were any other place.... amount of allegations there would have been an investigation...could have been facts. He stated there is a huge problem. He stated it should not have to take officers showing up here... He appreciates Council's time.

Mayor Burge and Councilor Miller thanked Mr. Thenell.

Councilor Haugen stated to Mr. Thenell that he articulated a number of problems there that he thinks they should look into, and he can't remember, but that was quite a long list. He asked Mr. Thenell if he can provide that in writing to Council?

Mr. Thenell replied, absolutely. He stated his question is, does he have the City's permission to send it directly to the mayor?

Mayor Burge replied if there are complaints regarding....

Legal Counsel Peter Watts replied you can send them to him.

Mayor Burge stated you can send them to Peter or to him.

Mr. Thenell replied that would be great, he appreciates that.

Councilor Lesowske asked Legal Counsel Peter Watts what is their right as Council to look at personnel files of City Staff?

Legal Counsel Peter Watts replied you as a City Council have three employees; the (interim) city manager; legal counsel and the municipal judge. He stated other than that your Council bylaws and team agreement do not allow you to go below the City Manager level or City Attorney level and do those sort of inquiries and the reason for that actually dates back to the Police Department in a series of investigations that was done in the past that resulted in a substantial lawsuit.

Mayor Burge replied it is also in the Charter.

Legal Counsel Peter Watts stated he is not the employment counsel, but he has been told that every time they receive a complaint it has been to the extent that the allegations in the complaint are specific enough to investigate and that they have been investigated by the employment counsel coordinated with CIS, which is our insurance carrier, and that they have been resolved. He stated there have been a couple of complaints in the past year that have come through him because of unusual circumstances. He explained there would be an issue with culture, but it wouldn't be a specific incident that happened on a certain date. He has conferred with insurance council on it. He explained he could understand why the person who made the complaint thought what they thought but in fact once they understood all facts and circumstances it was the opinion of the DA's office that everyone acted reasonably and as they had hoped people would act under those circumstances. He stated that is the only "complaint" that he has had a first party involvement in.

Dan McCoy explained he was speaking with Officer Barnes in regards to the vandalism and graffiti down by the JP West Bridge. He has been noticing that there is a lot more graffiti down there and also on the signage that they display the different types of plant life along the creek bed to help the erosion, someone tagged that also. He took pictures and sent them to Susan Reeves and she said she would forward that on to the Police. He has a concern that he is starting to see this type of behavior. In New York they call it the broken window concept; if you take care of the smaller stuff the big stuff won't come into your area as much. He stated if you want to talk offline and talk about technologies, there is a lot of technology out there that we

can catch these people with and have them clean it up instead of using our tax dollars to clean it up.

Mayor Burge replied if he can email the information that would be great.

Dan McCoy replied he has already sent all that information to Steve and Susan.

Mayor Burge thanked Dan McCoy.

Ray Horn, Scappoose, talked about back in the 70's and 80's (hard to hear)....the then City Manager Ken Taylor researched an idea and presented it to the Council and the idea was we could contract with Clackamas County for police services. He explained Clackamas County agreed to absorb off of the officers, so nobody lost their job and part of the agreement was that they had to have police cars in the Estacada City limits 24 hours a day and the Council adopted that idea. He stated they had a leadership problem there, they had a chief who was promoted way beyond his level of competency. He stated the officers were kind of a mixed bag, some were pretty good, some weren't, but they all got a chance to work with Clackamas County. He explained the other day he called the Estacada City Manager because he was curious about how this all worked out over the years, and she said they are pretty happy with it. They now pay \$700,000 a year for police services, which should be much less than if they had their own department. She also said that Happy Valley and Wilsonville contracts with the Sheriff's Department and in the case of those two cities, the cars are marked as Happy Valley and Wilsonville, not marked as Clackamas County, which is kind of nice. He realizes there is a lot of pride in your own department, but would it be a good idea for the Council to study this possibility and if it becomes apparent that you could secure equal service or maybe even better service for a lesser price, you owe it to the taxpayers of Scappoose to take a look at that. He stated that is the concept, pretty simple, and there are probably a number of cities in the NW that you could talk to about their experiences.

Council thanked Mr. Horn.

Marisa Jacobs, Scappoose, thanked Council and the Committee for putting on an awesome 100-year celebration. She stated it was outstanding, it was well organized and orchestrated. She stated her husband and her really enjoyed themselves. She thanked everybody, that was outstanding.

Marisa read her public comment.

Good evening Mayor Burge, City Council and City Staff:

I'm Marisa Jacobs speaking to you this evening as a resident citizen of Scappoose. Over the past 11 months I've been closely following the progression of the Grabhorn property. Within

the last few months, the Ad Hoc committee has done outstanding work to consolidate & categorize the community inputs, and identified opportunities and risks to developing the land. One of the major obstacles the committee had been working through was the pool. Last session after hearing the overwhelming results from the pool survey, you voted for the committee to not include a second design with a pool. Thank you for listening to the voters. Now is the time to remove the last obstacle to enable the committee to provide a thoughtful and realistic park design: The Road (expanding Cpt Roger Kucera Way to EJ Smith)

**Below are the facts:**

1. Legal Constraints due to Seller Covenants
  - a. Mr. Grabhorn specifically called out the land is to be used for a public park in perpetuity.
2. Geology of the Land
  - a. The land sits within the 100 year flood plain and flooded within the last year.
  - b. Oregon HazVu Geohazard Viewer & the Oregon Hazard Explorer provided by Oregon State O-Help, classifies the land as High liquefaction factor in the event of a severe earthquake and Very Strong for earthquake shaking, overall questions the stability of the land, and
  - c. Minimal 50 feet development barrier from the 27, 80+ year old trees to protect the root zone.
3. Survey Results
  - a. Fall 2020 results – negative comments on the road
  - b. Summer 2021 results – 70% do not want a road (a survey I’ve publicly contested even though the results favor my position)
4. Utility “Needs”
  - a. This term has been used in various conversations and never fully defined. The Master Water Plan has a redundancy design that does not require the Kucera Line, as it’s referred to in the wastewater master plan.
5. Dog Park
  - a. A highly utilized amenity does not have another location to be relocated as outlined by Jim Lykins

Given the facts above and the constraints each brings, and the task you’ve given the committee, it’s time to do the right thing and let the committee deliver for you. Vote to remove the road and any form of an emergency egress from consideration for this property. As our elected officials, your oath is to the people who voted you in. Please continue to listen to the people, and enable Grabhorn Ad Hoc committee to deliver a park design. Should you ignore the wants of your constituents and continue to pursue a road on the Grabhorn property, your actions will impact the committee’s ability to deliver a design which in turn would render their value time spent on this work as a waste and incomplete. Don’t let their time and commitment be for nothing.

Thank you, Marisa

**\*\*end of comment\*\***

Peggy Shoemaker LeBlanc explained she has sent in recently a letter from her arborist accompanied by a letter that she wrote. She is in agreement with Marisa, and she thinks the obstacle of the road needs to be either voted out or agreed upon so the ad hoc committee can move forward with the task that you have set forth for them. She stated it is a beautiful piece of property that lends itself to so many different ways that you could give a lot of ability to the public to use it in ways it's going to actually benefit people of all ages and she thinks that should be a major consideration that goes forth when the planning of it, but the ad hoc committee's hands are tied. She stated now that you have gotten rid of the obstacle of the pool, they have a little bit more maneuvering room but they don't know what they have to work with. She asks also that Council consider adding to the agenda to finally give them a vote on the road, whether you are going to do it or not going to do it so the ad hoc committee can move forward and complete a plan to present to Council in a timely fashion.

Mayor Burge and Councilor Haugen thanked Peggy Shoemaker LeBlanc.

August 16<sup>th</sup>, 2021

As promised, I have sent the letter from our Arborist speaking to the nature of our Incense Cedar Trees and the impact of excavation around them.

This subject of critical root zones and the trees preservation has been spoken of to both City Council and Ad Hoc and is now considered an integral part of the decision making for a plan presentation.

What is not determined, and of dire need to be decided upon, is the road or egress.

Knowing what you have to work with, would in my opinion, give the Ad Hoc committee the best chance of a timely design presentation.

Otherwise, Ad Hoc would have to submit two plans such as the original charter spoke to a design with or without a pool.

If the road is still in consideration, then in the best interest of the Ad Hoc Committee successfully completing the task set forth would then be to know the alternate location of a road or egress.

I do oppose the road, as I have noted in earlier letters and comments to you.

I believe this park extension could be a true gem of the city as a more natural less invasive and environmentally successful example of a true park for the people. A place to walk or ride a bike for healthy exercise at any pace. Open spaces for tag football or other sports that kids and adults can play, not just those belonging and restricted to a league. The greatest value being an area to let go of stress in a more peaceful environment. The best public benefit encompassing an extremely wide variety of all age groups.

No matter what the Ad Hoc committee decides, you need to untie their hands in order for them to do the task set before them.

Help them. You have the power to move this forward. I ask for a vote on the road or egress tonight.

Thank you,

Peggy Shoemaker-LeBlanc

July 28, 2021

Peggy LeBlanc  
33250 NW EJ Smith Road  
Scappoose, OR 97056

Dear Peggy,

I understand that the City of Scappoose is investigating the possibility of developing the property that is directly next to your land on the east side. City plans have shown that part of the development will include a new road. On the plans, this road is shown to be close to your property. You have asked me to weigh in on the potential for an adverse impact that this road may put upon the line of mature Incense cedars that line your property on the same side as the new development.

The plans that I have seen are not presented in scale. So, it is hard to truly determine how close the road does come to your property and the cedars. Also, the plans are not engineered so I have no ability to see/understand potential grade changes and any excavation depths.

However, it is fairly easy to surmise the approximate distance that the newly proposed road has to the property line and thus your cedars.

Your mature line of Incense Cedars are healthy. They show no signs of structural defects or vascular decline that would indicate that their demise is upcoming. Older mature trees always have something that is worrisome but in your cedars case those worries are minimal. Without measuring the trunk diameters I expect that 48" to 60" DBH (Diameter at Breast Height) is the norm.

These trees have been surrounded by a landscape that has not seen much, if any, change. The old Grabhorn property has maintained a hay field for many years and any soil disturbance would have been minimal.

The Grabhorn property seems to transition into a seasonal wetland in the winter time. Water collects during wetter periods before slowly filtering down and through the land. Your cedar trees sit on a bit of an uphill side to the wetland. Given the soil/wetlands conditions, Incense Cedars will keep their roots close to the surface preferring to stay out of a saturated soil.

## **HARRITY**

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**PROVIDING**

**KNOWLEDGEABLE**

**CARE FOR TREES**

**IN THE URBAN**

**ENVIRONMENT**



For a true analysis of the potential impact the development may have on these trees, it is necessary to have site plans that include scale and grade changes. The excavation for the new road may be problematic, but so will any changes to the grade that causes soil to pool up closer to the trees thus causing a long term soil saturation problem. Anaerobic soils will cause a slow dieback to occur, leading to an anemic look.

It is my expectation that to avoid negative impacts to these trees, the distance from their trunks to the edge of the new road should be 50'.

Climate change, rising heat indexes and longer dry periods are already testing the resolve of trees, especially mature native trees. The Incense Cedar, which is native, has been suffering through these extremes. Any disturbance to its' root system should be avoided so that the tree does not have to adjust to an environment that is quickly turning brutal with a weakened ability to store water and nutrients.

I am happy to review plans and help determine acceptable construction practices. Let me know if I can be of service.

Respectfully,

Joseph Harrity

**\*\*end of public comment\*\***

### **New Business**

#### **Coronavirus State and Local Fiscal Recovery Funds, established by the American Rescue Plan Act of 2021**

Interim City Manager Alexandra Rains explained before you is information regarding the City's ARP funding. The staff report explains in May of 2021, the Department of the Treasury announced the availability of Coronavirus State and Local Fiscal Recovery Funds, established by the American Rescue Plan Act of 2021. The Act identified \$350 billion in funding for state, local territorial and tribal governments for COVID emergency response. Scappoose is tentatively scheduled to receive \$1,679,132.67, although the Department of Administrative Services (DAS) has yet to certify that number. The funds will be received in two installments, with the first half expected in August of 2021 and the remaining half one year later. The exact delivery date of funds is unknown at this time; however, the League of Oregon Cities has indicated it could be within the next 4-6 weeks.

Allowable uses of this funding are broader than COVID relief funds received by the City in the past. The following list provides an overview of the general categories and page 3 of Exhibit A provides detailed descriptions of each:

- Support Public Health Expenditures
- Address Negative Economic Impacts caused by the Public Health Emergency
- Replace Lost Public Sector Revenue
- Provide Premium Pay for Essential Workers

- Invest in Water, Sewer and Broadband Infrastructure

Interim City Manager Rains explained the Columbia Economic Team (CET) has approached the City regarding financial support in the amount of \$25,000 for a Columbia County Small Business Resource Center, please see Exhibit B for a summary. CET's Executive Director, Paul Vogel, will be present to discuss this request and answer questions. Additionally, the Scappoose Rural Fire District has requested \$200,000 to purchase an ambulance, please see Exhibit C for a summary. Fire Chief Jeff Pricher will also be present to provide an overview of his request and answer questions.

#### **STAFF RECOMMENDATION FOR FUNDING:**

##### **Water Meter Replacement:**

- \$750,000
- Would complete the replacement of failing meters with new higher accuracy AMI meters
- These meters would help address the City's high water loss issues and provide the homeowner with a portal to monitor their own water use and possible leaks.
- Higher meter accuracy has potential to reduce rate increases by turning water loss into revenue which will help the community as well.

##### **Smith Road Pump Station Replacement (Wastewater):**

- \$129,132.60
- Identified in Masterplan as a priority, extremely critical infrastructure nearing the end of its useful life

##### **Employee COVID Bonuses:**

- \$175,000
- Each employee would receive a bonus in the amount of \$5,000 for working through the pandemic

##### **Premium Pay for Patrol Officers & Command Staff of Police Department:**

- \$400,000
- For FYs 2021/2022 and 2022/2023, \$200,000 would be applied per year to raise salaries in the Police Department (effective the pay period the funds are received)


\*Allocation amounts are approximate and subject to change

\*The City's legal counsel has confirmed that these are allowable expenses

Fire Chief Jeff Pricher thanked Council for the opportunity to be able to speak to them this evening. He also wanted to comment on the event that happened over the weekend, it was

very well organized. He explained the individual who was responsible for majority of the coordination is an intern and he thinks that individual definitely deserves some accolades and some praise for helping to keep this whole thing going. It was a wonderful event and it seemed like the community enjoyed it.

Fire Chief Jeff Pricher explained the reason they are asking for assistance is unfortunately the way the American Rescue Plan funding was delivered throughout the Country; Special Districts were left out of this. He explained Special Districts on the West Coast are fairly unique compared to the way most other government organizations are run nationally and that kind of left them in a pickle, especially with them being on the front lines. He explained they had their Fire Associations and EMS Associations lobbying the State, and the State basically said you need to go local because they are not going to provide any assistance. He stated when they approached the County, the County pretty much said the same thing about going local. He explained after exhausting all avenues, they are here before the Council asking for assistance to receive some funding so they can purchase a piece of equipment that is going to service the needs of our community. He explained basically, what they are asking for, is funding to replace an ambulance. He went over the presentation.



Scappoose Fire  
Ambulance  
Funding Request

American Rescue Plan  
Allocation Request

### Scappoose Fire Statistics

- Sole ambulance provider for the City of Scappoose
- 80% of calls originate from the city of Scappoose
- Scappoose Fire District writes off over \$1,000,000 per year due to our aging population that relies on Medicare / Medicaid
- Over 50% of the fleet is over 25 years old

## Ambulance Request (1 of 2)

- Scappoose needs to replace one ambulance which has close to 200,000 miles on it.
- This ambulance was the primary ambulance during peak COVID responses.
- Significant wear and tear has accumulated as a result of harsh decontamination procedures needed for COVID.

## Ambulance Request (2 of 2)

- New Ambulances cost around \$275,000.
- Scappoose Fire is requesting \$200,000 towards the purchase of a new ambulance.
- We are hoping that with the large ARP allocation, the city might be able to assist us with \$200,000 in funding.

## American Rescue Plan Funding Challenges

- Funds from the American Rescue Plan (ARP) were directed to States, Counties and Cities, only.
- Special Districts were not part of the distribution.
- The State and County are not willing to participate in local needs with these dollars.
- Scappoose Fire is always on the front line with COVID.

## Assistance Needed

- Special Districts are limited in their funding capabilities and are not privy to the same grants as the City, County and State.
- Scappoose Fire is trying to recoup un-allocated funds that had to be spent on the continuing COVID response.
- Scappoose needs help from the city, since the city was the sole recipient of ARP funds

Fire Chief Jeff Pricher explained the hope is if they can get a commitment from the City, then they can go ahead and put money down on something so they can get the ball rolling. He appreciates the Council's time to allow him to speak before them this evening.

Executive Director Paul Vogel thanked Council for letting him appear tonight. He would like to echo the congratulations on the event this weekend. He was there a couple of times, and it was very hot and the vendors and performer's that were here are a testament to their commitment to that event and the community. He stated people who showed up are a testament to the commitment to the community. He stated thank you for persevering and thank you for putting together a great event and thank you to the community for making it successful in spite of a lot of challenges that came up right at the end.

Paul Vogel explained he is here not on behalf of the economic team but on behalf of your small businesses and small businesses around the County. He gave an overview of their request. He explained he is here to request \$25,000 which will help leverage the four-year start up phase of a small business resource center, the first ever in Columbia County. He went over the information from the Summary page.

Thank you for the opportunity to approach the Mayor and Scappoose City Council regarding a tremendous development for the good of small business and economic recovery and future prosperity throughout every part of Columbia County.

This request is less for funding an organization than it is funding to help any small business in Scappoose, St. Helens, Vernonia, Clatskanie, Mist, Yankton, or the unincorporated reaches of Columbia County, establishing a critical foundation for small business pandemic and economic recovery, and growth and expansion on in a changed world, on a sustainable basis. A comprehensive plan has been drafted and adopted by key stakeholders. This is a summary of why, who and how the Columbia Small Business Resource Center is exactly the "teach them to



fish” asset our small businesses, and our local economy, need to recover from more than a year of crippling pandemic restrictions and economic dislocation being experienced local, regionally, nationally, and globally.

#### **Current small business environment**

- The COVID-19 Pandemic presented enormous challenges. Some of those challenges have eased, although they were terminal for some businesses and the lasting impacts on other sectors remain debilitating: Childcare is just one example. Recovery means learning new ways to operate in order to align with new workforce and consumer behaviors resulting from the pandemic.
- Over the past 16 months, some closed; some pivoted and prospered; all struggled, and the recovery isn’t complete. Serious challenges remain: workforce, supply chain, and more. Business models and business plans are out the window, especially for service sector, childcare, hospitality, and other workforce/work-model business – many of them women-owned.
- Small business is the backbone of our economy; if there is opportunity to assist in recovery and cultivate small business growth, there is no better time to seize that opportunity than right now – when our country, our state, our county, our communities, and businesses are working to recover. Fortunately, unprecedented federal and state funding opportunities can support recovery and re-positioning for small businesses in Columbia County.
- The pandemic shined a glaring light on the absence of small business services in Columbia County. The Columbia Economic Team stepped in to fill some gaps, but qualified business counseling and assistance is critical – and missing. Where small business counseling was needed before, in pandemic recovery it will be essential.
- Our experience of working with small businesses to assist with four rounds of grant funding was an opportunity to really get to know them, and the local business landscape. In one round alone, 36 Scappoose small businesses received \$190,425.00, and we worked closely with many of them to help complete the process.
- Knowing small business assistance exists elsewhere – nearly everywhere -- we determined to make it available to Columbia County businesses and residents. Successful clustering of economic and small business services are mainstays in adjacent counties. CEDR in Clatsop County served hundreds of small businesses during the pandemic in a county only 2/3 Columbia County’s size. The same goes for Tillamook County, roughly half the population as Columbia County. Its small business services, like CEDR in Clatsop, that are the foundation of all programs and funding for economic recovery in those parts of our region.
- The Tillamook and Clatsop County centers are, as with elsewhere around the state, co-located and affiliated with sponsor community colleges. That arrangement has never developed similarly in Columbia County: PCC has had no buildings or facilities to host a

center here. The practice of serving Columbia County from Portland offices or periodically scheduling appointment days at city or other buildings has not been successful by PCC/SBDC metrics and certainly not by comparison to the advisory portfolios (number of businesses being helped) maintained by CEDR and Tillamook. A constant, consistent, physical local presence and extensive outreach and engagement are essential to building a portfolio and operating effectively.

- With the goal of establishing a Small Business Resource Center here, locally, we began cultivating the necessary relationships – based upon the models well established in our neighboring counties within our region.
- Today, we have the opportunity to, together, establish the first-ever Small Business Resource Center (SBRC) as a locally driven, hybrid SBRC/SBDC – with all of the small business advisory capability of an SBBDC, but with additional capacity to better engage and serve our unique local communities. Doing so is essential to economic recovery of our small business sector.
- Structurally, the SBRC would operate under the umbrella of the Columbia Economic Team, as a separate but linked entity with a specific business advisory and assistance mandate, and trained professionals.

### **SBRC Function and Value**

A Small Business Resource Center/Small Business Development Center will be:

- A full range of business resources to local small businesses
- No-cost (free) 1:1 advising
- Locally initiated, supported, managed, and staffed
- Connected in partnership with PCC/SBDC & Oregon SBDC Network
- Connected to all SBDC software, programs, licenses, and resources
- Staffed by a full-time director who advises, markets, teaches and connects well in the community
- A start-up model to provide adequate capacity and traction time to establish a foothold, reputation, clientele, offerings portfolio, track record, value, and credibility, and simultaneously develop sustainable long-term funding
- A Small Business Resource Center (SBRC) that includes a Small Business Development Center (SBDC) within our family of services -- which is a formal entitlement with siting and set management structure, accountability, and metrics

### **SBRC Accountability**

Because the SBRC Director will also serve as the SBDC Director, specific hiring procedures will be implemented, focused on a local hire. Full training will be provided, as well as operating procedures and continuous collaborative assistance. Further, proven reporting procedures and metrics will be implemented, and the Director will report to a Small Business Advisory Board of experienced experts.

### **A partnership that's working**

Key partners in this unique start-up are the PCC/SBDC and the statewide, Oregon network of Small Business Development Centers, OSBDCN. These relationships are the result of changing perspectives, and funding sources -- opportunities borne by the COVID pandemic and the initiative to engage them.

- In April, the Columbia Economic Team Board voted its commitment to our concept paper to establish an SBRC, in order to solidify commitments, predicated on a four-year runway to allow the SBRC to start up, get traction and succeed.
- The four-year Phase 1 has a budget of \$700,000 (P. 6 of Plan), based on the SBDC model and budgets for comparable, neighboring SBDCs.
- Today, we're only \$150,000 from fulfilling that \$700,000 budget plan and announcing a Columbia County SBRC. It is the result of careful planning, relationship building and collaboration.
- Here's the composition:
  - The Oregon Small Business Development Network (OSBDCN) has now committed in writing to include our SBRC, as a hybrid, locally controlled model in its network, with a minimum funding commitment of \$150,000 per biennium.
  - In fact, the OSBDCN has borrowed our plan and model and is using it to help develop similar centers in other parts of the state.
  - Congresswoman Bonamici has honored our request and placed one year of funding (\$175,000) in the House Appropriations bill for Community Project Finding.
  - The Columbia Economic Team obtained a federal grant for \$75,000 specifically for this purpose.
  - The remaining \$150,000 gap must be bridged to complete the four-year funding of Phase 1.

### **What is needed**

Our partnership is seeking commitments from local jurisdictions as an optimal use of American Rescue Plan Act (ARPA) funds for local pandemic and economic recovery. The ARPA funding presents a valuable one-time opportunity; it's a significant responsibility to allocate these funds. Investing ARPA in small business recovery would provide important local demonstrated investment match to the 40% invested from OSBDCN and represents match to leverage additional dollars from external sources. We ask that you consider these things:

- How important existing small businesses are in your community.
- How many more businesses, how much small business growth you want in your city.
- Whether you know of any small business owner that could, or could have, used some help.
- How much it would be worth for that help to be available and accessible, for free, to anyone who needs it.
- A reasonable amount your council could commit from its ARPA for a full four-year start-up to ensure the SBRC gets established.



- Based upon existing small business base, future small business growth and expansion, and level of city ARPA funding, we'd ask your favorable consideration of \$25,000 contributed for the four-year Phase 1 start-up period.

Combined with other city requests, requests of the county, and potential leveraged match, the establishment of the Columbia County SBRC could happen as soon as September, and our center could be in operation by November of this year.

Councilor Haugen asked Paul, what is the total he is trying to collect?

Paul Vogel replied they are trying to fill a \$150,000 gap. He explained St. Helens just approved \$50,000. He stated honestly, they will take what they can get.

Council President Greisen asked, where would this be housed?

Paul Vogel replied they are not completely set, but they have been approached by the County to put this in the John Gumm building in St. Helens.

Legal Counsel Peter Watts explained he hasn't really had the time and opportunity to really review this, and this is contingent on other funding, so maybe we have a little bit of time to review this.

Paul Vogel replied they have a letter of commitment from the Oregon Development Center Network, in addition to a draft contract with the Small Business Administration. He would be more than happy to share those documents.

Councilor McHugh talked about not seeing in the presentation where businesses need this.

Paul Vogel explained he has two usb's at his desk with businesses looking for assistance.

Councilor McHugh replied it would be helpful if he included that information in his presentation.

Councilor Miller just wants to clarify that we are going to make this contingent upon legal Counsel's review.

Councilor Poling stated he can attest that there is a big need for businesses to have some sort of resource center, and he thinks you will see a big use out of it, especially as that is an area that we want to grow. He wants to make sure there is some sort of stipulation that says these funds have to be used for that going forward because there are so many moving parts to this, and he just wants to make sure we are heading in the right direction.

Paul Vogel replied, so do they, and they have set up a different chart of accounts for this.

Mayor Burge thanked Paul Vogel.

Mayor Burge asked about the premium pay for officers, what would the average bump in salaries be for officers during that pay period?

Interim City Manager Rains replied she doesn't have that information with her and would have to check into it.

Council President Greisen talked about COVID bonuses in the amount of \$175,000 to employees, that would include the staff in the Police Department. She wanted to thank Alex and Norm for recognizing not only that funding should be given in the amount of these bonuses to all staff, but that especially the patrol officers, command staff, and the police department do deserve more and if we can provide, that she is fully in support of that.

Councilor Lesowske replied tonight he would prefer to defer this decision. He would look at the employees' bonuses more of a hazard pay, it was not a bonus for those staff having to come in at that particular time, he would like to highlight it for what it is and in doing so he would actually ask that City staff look at how the State of Oregon is allocating hazard pay for those that did work during the COVID pandemic. He would also recognize that this would be for both hourly, represented employees and he would recommend that it goes to interns that have over a certain threshold of hours that they've contributed during that time. He would recommend to look at the States criteria. He explained in regard to premium pay for the patrol officers and command staff, his interpretation here is that this would be paid to them outside of their hourly wage, is that correct?

Councilor Lesowske explained he would like to see more information on how that would be delivered.

Councilor Miller wants to make sure we have legal counsel involved with regards to the hazard pay. He explained his other concern is if this is going to be considered wages, obviously the wages that are paid to city employees regardless of classification is all part of collective bargaining and he would be concerned that we are not setting a precedence and we are not going to create a situation where other classifications are going to come back also wanting the same pay increase because obviously the pay that different classifications get is all part of compensation studies that they bring to the table during negotiations. He wants to talk to the other unions to make sure there is an mou in place and they are not going take issue with this. He stated if the intent here is to attract and retain, he would like to see how this is going to look and be messaged to potential applicants. He would like to see the percentages that these different personnel would be getting, because he just sees lump sums here.

Councilor McHugh stated there is something disingenuous here about having the City staff recommend their own bonuses. He agrees with Councilor Lesowske that we need to defer this. He stated there is a lot out in this community who have suffered a lot more from this than what our City staff has, and he is not trying to be negative because he loves the staff, but what about the restaurants. He stated most of our buildings were closed during the pandemic, police officers, that is a little different story. He thinks that recommendation could come from a broader group than just staff. He would like to see a committee that includes a couple of Council members and a couple of citizens to look at this. He stated he doesn't really have any disagreements on anything but has a little bit of a problem with the \$5,000 for each of our employees. He looks at it from a different point of view, but he is the one who is going to have to defend this to the public.

Councilor Haugen stated he is going to side with Councilor Lesowske, he is not ready to move ahead with this tonight. He thinks we have a lot of issues. He stated Councilor McHugh brings up a lot of points, like the optics of this. He would like to look at a comparative stability issue with the compensation for our police department and turnovers. He asked if we can find some communities where there is a stable police force and then look at their compensation and see what they are doing right, because we obviously have some issues here.

Council President Greisen feels there are assumptions being made that the staff is saying there is free money and we should get paid extra because we worked during the pandemic, and it follows one of these bullet points. She would like to hear from Interim City Manager Rains on how this came about because she bets if we listen to how this happened it wasn't people knocking on the door begging for free money. She thinks maybe Alex wanted to acknowledge the staff that works for us, and this is a way to show gratitude for carrying us through this time.

Mayor Burge stated he wanted to remind everyone that last December as the restaurants all got shut down, we were in the process with CCET and putting out grants and gave several restaurants in our community grant money.

Legal Counsel Peter Watts explained this is something that he thinks he brought up to Alex because he has seen it in other jurisdictions and it is an acknowledgement that work has increased in a time where it was harder to work because of some lack of efficiency compared to how we normally do because normally we would all be in the same room, and more was expected by staff. He stated he has a deep appreciation for the employees, and he thinks he recommended it.

Mayor Burge stated he thinks the Interim City Manager during this meeting tonight said that she would forgo accepting the bonus if that is what is needed. He stated if you look at the staff report, that is why it came from not only Alexandra Rains, but him also.

Councilor Poling stated he respectfully disagrees because as a manager, as someone who runs a business, you want to do things for your employees and if you have the opportunity to

acknowledge them and are able to give them some sort of acknowledgement that they are doing a good job by giving them some sort of bonus, he sees that side of it.

Mayor Burge stated there are some questions that need to be answered, so he would like this to be deferred until the next meeting.

Councilor Haugen moved, and Councilor Poling seconded the motion to defer this agenda item until the next Council meeting. Motion passed (7-0). Mayor Burge, aye; Council President Greisen, aye; Councilor Haugen, aye; Councilor Poling, aye; Councilor Lesowske, aye; Councilor McHugh, aye and Councilor Miller, aye.

**Consent Agenda ~ July 19, Work Session minutes, July 19 City Council meeting minutes, August 2, 2021 City Council meeting minutes, reappointment of Jeannet Santiago, and Brenda Michael to the Economic Development Committee, appointment of Marisa Jacobs as a full member on the Planning Commission and appointment of Andrew Lafrenz as a full member on the Park and Recreation Committee**

Councilor Poling moved, and Councilor Haugen seconded the motion to approve the Consent Agenda ~ July 19, Work Session minutes, July 19 City Council meeting minutes, August 2, 2021 City Council meeting minutes, reappointment of Jeannet Santiago, and Brenda Michael to the Economic Development Committee, appointment of Marisa Jacobs as a full member on the Planning Commission and appointment of Andrew Lafrenz as a full member on the Park and Recreation Committee. Motion passed (7-0). Mayor Burge, aye; Council President Greisen, aye; Councilor Haugen, aye; Councilor Poling, aye; Councilor Lesowske, aye; Councilor McHugh, aye and Councilor Miller, aye.

#### **Ordinance No. 897: Amendments to Municipal Code Chapter 2.04, Council Meetings**

Interim City Manager Alexandra Rains explained on May 3, 2021, City Council instructed staff to review Scappoose Municipal Code Chapter 2.04, Council Meetings, compare it to the League of Oregon Cities (LOC) Model Rules of Procedure and make recommendations for modifications. In the staff report it includes proposed new language which has been underlined and deleted language which has been ~~stricken~~.

Mayor Burge opened the public meeting at 8:44 p.m.

Paul Fidrych, Scappoose, explained he had a chance to look over the draft ordinance in addition to looking at the LOC model rules procedures for council meetings. He explained the one question he had was the removal of 2.00.040 Conflicts of Interest. He read what it states and said this has been removed from the document and his question is, why was it removed when your goal was to reflect the League of Oregon Cities document. He stated there is an addition of 2.04.03 that does raise conflict of interest but only for voting. He explained he brings this up

because he has been working on the Parks and Rec Committee and had a lot of time working with the community around the Grabhorn Park ad hoc committee and the biggest issue that he heard from citizens was the lack of trust between the City and the citizens. His concern is removing this wording especially when it is in the model rules of procedures, does not make sense. He asked for it to be added back.

Legal Counsel Peter Watts explained under 2.04.030 he rewrote the conflict of interest. He is proposing *Voting. B. In the event of a potential conflict, councilors shall contact the Oregon Government Ethics Commission (OGE) and get a determination, if deemed a conflict, the councilor shall not vote. If it's deemed a potential conflict of interest, the councilor shall disclose that information.* He explained the conflict of interest would only come up on a matter where you would vote.

Paul Fidrych stated in his opinion if you remove the word voting it would make it clear.

Mayor Burge stated he reads a script before hearings which ask if Council has a conflict of interest. He stated removing the word voting does make sense.

Councilor Poling moved, and Council President Greisen seconded the motion to allow the meeting to go past 9:00 pm. Motion passed (7-0). Mayor Burge, aye; Council President Greisen, aye; Councilor Haugen, aye; Councilor Poling, aye; Councilor Lesowske, aye; Councilor McHugh, aye and Councilor Miller, aye.

Marisa Jacobs, Scappoose, explained she echo's Paul's sentiments regarding being transparent and clear. She explained as an observer of this process it does feel wrong that a conflict only is brought forward right when the vote is given that a lot of the issues that are being brought forward are ongoing for months in advance. She stated anyway you can clarify conflict of interest so that it does translate to the public as being transparent will be very helpful. She asked about 2.04.160 Personnel, she notices the entire section was struck out and asked why was that section removed and where will it be placed?

Legal Counsel Peter Watts replied this was a section that was unique to Scappoose and the attorney at the time it was drafted argued strongly against adopting it. He explained it was used in one instance and that instance resulted in a multimillion-dollar verdict against the City in a lawsuit. He stated there were a lot of issues that came out of that section that came to light as a result of it. He stated this created a lack of clarity of who the final decision maker is.

Councilor Haugen asked if the League of Oregon Cities has anything comparable?

Legal Counsel Peter Watts replied he has never seen anything comparable.

Mayor Burge stated we will continue the public hearing until the next meeting.

### **Announcements – information only**

#### **Calendar**

Mayor Burge went over the calendar.

#### **Updates: City Manager, Councilors, and Mayor**

Interim City Manager Rains explained the Chapman Landing Rezone was approved. She thanked Council and staff for centennial efforts, and in particular, Isaac for his contributions.

Councilor Miller thanked everybody for the 100-year event. He stated Isaac you really stood out and it was very apparent the effort and the role that you are taking, and everybody really appreciated it. He thanked Councilor McHugh for all of his efforts. He didn't know if there was something they could do to acknowledge all of the volunteers and City staff that contributed to the event.

Councilor Poling stated he thinks that the centennial was a huge success. All the work that Pete, Isaac and other City staff put in was phenomenal. It was a great success, and the community is excited and hopes they will do it again. He stated we've gone through a lot this last year and he really does want to recognize Alex, as she has really stepped up. He stated her communication has been phenomenal and he has nothing but good words for her and the job she has done. He stated, personally, he is very happy.

Council President Greisen stated the centennial was a heartwarming success and safe event in the midst of a heat wave and a pandemic and she thinks we came out really on top with it. She thought it was great that we were able to showcase some of our parks and local amenities by having some things split. It wasn't always ideal at some points to have two locations. She thanked Isaac, the whole team, committee, and everybody behind the scenes for making it happen. She stated she heard a lot of people saying we need an annual event. She stated in some capacity it would be nice to have some sort of annual City event. She thought it would be great if we could continue an annual run or event and the City could pick a project or cause that the funds could go towards. She would like to have a survey sent out to those who participated and attended the event. She said there was a lot of verbal feedback that would help with future events in addition to maybe getting a list of people who would assist at future events. She gave an overview of Police Chief Miller's time with the City. She explained on August 2, 2021, Chief Miller made the decision to step back from his role as Police Chief. She wants to personally thank Norm for his years of dedication to our community and she thanks him for continuing to serve our citizens. She stated in her opinion, it is unfortunate that the past and present police

personnel have failed to share their frustrations until this evening when they came in front of us. She also wants to remind Council that their role in personnel matters as they just talked about this evening, as the City transitions from an interim and then to a permanent hire of the police chief. She explained she knows that the Parks and Rec Committee, as well as the ad hoc committee, really wanted feedback or to kind of bridge the gap that we have with the school district and some of the field use and amenities that they have and what they can offer. She explained they had a meeting last week with representatives from the School District and it went in a semi-positive direction, and she thinks they ended on a good note and they acknowledged what the School District needs help in, whether it is parks maintenance or facilitation of use. She explained the City is willing to buy or help take care of some of these pieces that might be too overwhelming. She stated in the end, it does come across that there is a need for sports amenities. She stated this can be interpreted in a positive or a negative ~ she feels like personally, comments made by the public or comments made by Council or assumptions that have been presented come across as very disrespectful and she feels that when she looks at forums online of people discussing how the City functions or decisions that the City is making, they don't have all of the information that is correct. The thing that is disheartening to her is that they are not either willing or knowledgeable to know that there is a source that maybe has more accurate information and seeking out that accurate information in order to make decisions, so they have all the facts. She has never felt, as a citizen prior to joining the Council, that this is a place where the door is closed, and the blinds are shut. She doesn't feel like the Mayor runs a meeting that way. She doesn't feel like you are not present in the community or that they don't want to be a part of the community, that their faces aren't here to serve and she would encourage people not only to attend a meeting, but to make phone calls and email, whether that is to Council or staff. And, before coming in front of Council with accusations or really strong comments, that they have done some background work, just how they approach Council or staff in asking the question rather than forcefully saying something. She thinks the tone in this Council chambers and community needs to be a little more humble.

Councilor Haugen stated the marvelous centennial that we experienced is a tribute to our marvelous staff and Council and the amazing volunteers. He would like to acknowledge some absolutely extraordinary folks, starting with Isaac. He stated you can't believe what Isaac did under some tough situations. He stated Janet Williams is beyond belief, she kept a smile on her face, it is just absolutely extraordinary. He stated Robby Backus donated an unbelievable amount of time. He explained on Sunday Robby, Mike and Pete were out there cleaning up. He stated Paul Fidrych is amazing. He stated he is tipping his hat to Pete McHugh; he is absolutely extraordinary. He said these people are in a league amongst themselves, we are in a good position.

Councilor Lesowske explained he and his family had a great time at the centennial and it was great to see the number of people attending and just the excitement and to be able to have

something for our community to rally around was fantastic. He echoed everyone, he thanked Pete for his dedication and seeing the vision for this event because he doesn't think it would have been anywhere near what it was, and he appreciates all of his hard work, effort and time. He stated on top of that does want to point out our staff, especially Isaac. He stated to Isaac that his work and efforts to this show him that amazing things can come no matter where you are, no matter what position you are in, and he thinks it also speaks boldly of his person and so on behalf of our community, thank you for all of that energy and commitment that he put forth to make that event amazing. He stated we are getting way more for our dollar for the amount of expertise and professionalism that you bring to your role with the City, so thank you!

Councilor McHugh thanked everyone for the nice comments. He stated he doesn't want his comments earlier today to diminish how strongly he feels about the good work our staff does. He stated his comments were more directed toward the process and how it fits in with the grant we are looking at, he doesn't want to be misinterpreted on that. He stated regarding the centennial, Isaac did a fabulous job and kept us on track, and he really appreciates all that he did. He stated if we had an MVP, it would be Paul Fidrych. He did a website, the run and along with lots of other things. He stated anytime there was a problem Joel (Councilor Haugen) would figure it out. He thanked Joel for all he did. He thanked Tyler (Councilor Miller) who helped him a lot, even when it was really hot out. He stated it is really a team effort and he is really proud of our community. He would also like to say he appreciates a lot of what Chief Miller did also, really into community policing. He did a lot of good things, and he would like to acknowledge that. He has known Chief Miller for a long time, and he thinks he has always had the best interest of our community in mind. He stated it is not an easy job, even when you do the right things, a lot of times you are going to get criticized anyway. He stated an old saying no good turn goes unpunished and he thinks that applies to Chief Miller. He does appreciate all the support from the City for the centennial and their leader Mike Sykes did a fabulous job also.

Mayor Burge thanked Pete (Councilor McHugh) for all the work he did for the centennial. He also thanked the volunteers, including Paul Fidrych, it was a fantastic event. He talked about the run and sometimes finishing the race is more important than how you place. He stated the work that was done for this event was amazing. He stated Isaac kept him on track during the event. He is very proud of everyone on the committee, City staff, all the volunteers that made this event happen. He stated overall it was a great event. He stated when it comes to the Grabhorn ad hoc committee, he is pretty much going to accept whatever recommendation they present to the City, that is his position. He stated we have put this committee in charge to design the park. He is hoping we can have a future discussion on the ball field house request. He knows we can't waive SDC's, but it would be nice to know what we can do. He has known the Moores family for a long time, and it would be a really nice gesture from the City to be able to honor him. He thanked Council for everything. He stated to Pete keep being you. He stated we don't want to sit here doing the group think thing, we want people who have concerns or



thoughts to bring them up so that we are not all in line. He stated group think is the worst thing that could happen, there needs to be good solid discussion.

### **Adjournment**

Mayor Burge adjourned the meeting at 9:39 p.m.

  
\_\_\_\_\_  
Mayor Scott Burge

Attest:

  
\_\_\_\_\_  
City Recorder Susan M. Reeves, MMC