



SCAPPOOSE *Oregon*

MONDAY, MARCH 17, 2025
CITY COUNCIL MEETING MINUTES
REGULAR MEETING 7:00 PM

COUNCIL CHAMBERS, 33568 EAST COLUMBIA AVENUE, SCAPPOOSE, OREGON 97056

Disclaimer: These minutes are intended to summarize the conversations that took place in this meeting rather than provide a full transcript. Anyone wishing to view the full conversation can find a recording of this meeting on YouTube at www.youtube.com/watch?v=7GSely_j71E & www.youtube.com/watch?v=F7GVyGbkY8Y.

Call to Order

Mayor Backus called the March 17, 2025 City Council meeting to order at 7:00 pm.

Pledge of Allegiance

Roll Call

Joseph A. Backus	Mayor	Benjamin Burgener	City Manager
Tyler Miller	Councilor President	Chris Fluellen	Police Chief
Jeanette Santiago	Councilor	Susan M. Reeves	City Recorder
Kim Holmes	Councilor	Charlotte Baker	Contract Administrator
Andrew Lafrenz	Councilor	(left at 7:48pm)	
Joel Haugen	Councilor		

Excused: Councilor Jacobs

Remote: Jennifer Parral (joined at 7:06pm and left at 7:16pm)

Approval of the Agenda

Council President Miller moved, and Councilor Santiago seconded the motion that Council approve the Agenda. Motion passed (6-0). Mayor Backus, aye; Council President Miller, aye; Councilor Santiago, aye; Councilor Holmes, aye; Councilor Lafrenz, aye; and Councilor Haugen, aye.

Public Comment

There will no public comments.

Consent Agenda ~ March 3, 2025 City Council work session minutes; and March 3, 2025 City Council meeting minutes

Councilor Haugen moved, and Councilor Lafrenz seconded the motion that Council approve the Consent Agenda ~ March 3, 2025 City Council work session minutes; and March 3, 2025 City Council meeting minutes. Motion passed (6-0). Mayor Backus, aye; Council President Miller, aye; Councilor Santiago, aye; Councilor Holmes, aye; Councilor Lafrenz, aye; and Councilor Haugen, aye.

If I Were Mayor Contest (1-essay submitted & 1-video submitted)

Mayor Backus explained the If I Were Mayor Contest process. He explained this year we received two applications: one essay and one digital presentation. He explained both will be sent to the State.

Congratulations, Baylee and Conrad!

New Business

Update from Columbia County Department of Emergency Management

Corey Padron, Director, Columbia County Department of Emergency Management, gave an update. He explained he received a number of the Council's questions ahead of time, which he will address. He explained in attendance with him this evening is Jessica Kosydar, PHEP Coordinator at Columbia County Public Health, and Jolene Day, with Clatskanie CERT/Columbia County CERT.

Corey Padron thanked Council for being a part of the Homeland Security Emergency Management Commission. This is the group that provides the guidance and priorities suggestions to the Board of County Commissioner's. He explained what the Commissioner's really rely on as well as his input and other subject matter experts on what they are going to prioritize. He explained that all gets kind of put together into the integrated preparedness plan, which is a very comprehensive document. He explained in that document the goal is to outline those priorities and what it's going to take to have a very comprehensive emergency management plan. He explained they are working now to update the intergovernmental agreement, which looks like it has not been updated in quite a while. They are going through their fourth revision right now and they have no anticipation of fee increases on that. He explained he has been doing a lot of work lately with the Regional Disaster Preparedness Organization (RDPO). They are the regional organization that looks at kind of the big picture and helps coordinate all of the emergency managers in this area, and work with the UASI funding, which is the Urban Area Security Initiative. He explained these were federal dollars that are passed through for locations that tend to be border locations or port locations that

have a higher threat level for terrorist attacks. The RDPO is chosen to handle these funds and distribute them. We come up with projects, a lot of them based on supporting the volunteer groups we have like the CERT, and Medical Reserve Corps. We have the HAM Radio Groups like the Aries. Those are very important in the county. We do have a couple outstanding grants that are waiting to come in through the US funding, which will do more to strengthen some regional deployment capabilities with the CERT teams where they can go out and they can assist the first responders when they're hitting big events to help set up warming tents and shelters and things to provide the responders somewhere to get out of the weather. They go to community events and do other activities. This would get them a trailer that'll have all their equipment in it. Medical Reserve Corps, additional supplies, first aid, CPR training, supplies and everything that's needed to support any kind of medical surge. So those are all in the works with that. On our planning it was requested, which he sent out and hopefully Council got it, their latest updated Emergency Operation Plan Base plan. Emergency Operation Plan is made-up of many parts and many appendices and annexes that cover, hopefully, everything we can think of that could possibly go wrong and who might respond to it. It's an ongoing living document that's continuously being improved upon and added to. When he came on board this emergency operation plan base plan was just about complete. He had been working on it a lot prior, did a lot of getting into it. He just had to take it through the goal posts and get it out there. Now what we're working on is the comprehensive Emergency Management plan, which is made-up of well over 100 different planning documents that look into mitigation, preparedness, response and recovery, and each of those sections is broken down into smaller, simpler documents that address a specific section. That includes like the continuity of operations plans. So that will hopefully have a draft of the expansion of the integrated preparedness plan looks at as a integrating all that CEM apprehensive Emergency Management plan that'll be reflected in that IPP there. He explained he is happy to come meet with any of you individually, send him an e-mail, give him a ring and he will come and sit down and chat about plans as long as you would like. One thing he did want to mention is that he is working on access to some funding on the continuity of Operations Plans. He explained the State would like to see us all have our COOP Plans updated by the end of the year. If he can manage to get this funding done, this organization will put on a training and will do a training in each community, we will spend half a day and kind of go down the COOP and what makes up what goes into the COOP. Then there will be some time set aside for each community to access them one-on-one, help with the development, working with him as well on how he can best work with all of you going past that point on finishing up COOPS and getting them where you want them to be. So again, he'll be talking to all the other communities more in the future on the continuity of operation plans, what those look like. He will also be working on with the State. They awarded a sub grantee to start working on the Natural Hazard mitigation plan and the Community Wildfire Protection Plan.

Mayor and Council continued discussions with Corey, Jessica and Jolene.

Mayor and Council thanked Corey, Jessica and Jolene.

Resolution No. 25-02: Resolution Authorizing Application for Local Government Grant Program

Contract Administrator Charlotte Baker went over the staff report. The City is planning to apply for the Oregon State Parks and Recreation Department's Local Government Grant Program for the purpose of developing the Grabhorn Property into a City park. The City is requesting a grant of \$1,000,000 to construct frontage improvements, a parking lot, a restroom, a walking path, a mixed-use field, and a disc golf course on the Grabhorn Property. Part of the application process is the successful passage of a resolution by City Council authorizing the City Manager to submit the application for this grant. Staff recommends Council approve Resolution 25-02 and authorize the City Manager to submit an application for the Local Government Grant Program for the purpose of developing the Grabhorn Property.

Mayor, Council and staff discussion the grant.

Councilor Santiago moved, and Councilor Haugen seconded the motion that City Council approve Resolution 25-02 and authorize the City Manager to submit an application for the Local Government Grant Program for the purpose of developing the Grabhorn Property. Motion passed (6-0). Mayor Backus, aye; Council President Miller, aye; Councilor Santiago, aye; Councilor Holmes, aye; Councilor Lafrenz, aye; and Councilor Haugen, aye.

Council Liaison

Mayor Backus discussed Council liaisons.

Columbia County:

Columbia Economic Team (CET):

Economic Development Committee:

Historical Society/Watts House:

Parks Committee:

Schools:

Senior Center:

Traffic Safety:

50-Year Vision Process:

911 Communications:

Mayor Backus explained this liaison list will come back for approval at the next meeting.

Announcements – information only

Calendar

Mayor Backus went over the calendar.

Updates: City Manager; Police Chief; Councilors; and Mayor

City Manager Burgener gave an update on the City. He explained everybody that he works with has been really fantastic and seeing the staff continue to grow and improve, and their relationships and their goals and how they obtain, those have been phenomenal.

Chief Fluellen gave an update on the Police Department.

Councilor Lafrenz thanked Corey, Jessica and colleagues for coming this evening to give the update on the County Emergency Operations Plan.

Councilor Holmes reminded everyone regarding Earth Day on April 26. She wanted to give a shout out to JJ as she knows she works very hard.

Councilor Santiago explained the EDC meeting is cancelled this week. She explained today she attended Senator Wyden's Federal Employee Town Hall. She explained her number wasn't called out today but that is okay. She stated "But I witnessed firsthand the dedication of Federal workers who shared their passion and how their work impacts the community, economy and safety. DOGE claims to be working efficiency and modernization yet, but what I've seen is nothing but. While DOGE employees receive top Federal pay, they are dismantling agencies, without due process. These aren't just organization being dissolved; they represent real people with families and livelihoods. I personally be caught in the roller coaster of uncertainty and today's town hall, I've heard Veterans concerned about losing their PSLF benefits while carrying hundreds of thousands of student loans. Others spoke of medical benefits simply vanishing. Some of whose been reinstated wondered what they're returning to and many question if they even want to continue civil service. I share this not from a partisan perspective, but a place of recognizing right and wrong. My position in this Council may be nonpartisan, but my conscience isn't. If I remain silent, I'm part of the problem. This it still America land of the free, but we value freedom of speech. In times like this we must use our voices when it matters the most. Thank you.

Council President Miller explained he attended the County Commission meetings virtually and there is nothing of relevance to report for the City or City Council. He explained the Grant Watts Spring Auction is Saturday, April 5, 2025, at 4:30pm. At the Columbia County Fair Grounds. He explained he submitted his candidacy for Zone 5 Columbia 911 Communications District position, and he will be seeking endorsements from those who want to give him endorsements as well.

Mayor Backus explained he went to the Homeland Security meeting last week and he is looking forward to us working together on a preparedness plan.

Executive Session ~ ORS 192.660(2)(i) Employee Evaluations

Mayor Backus read the Executive Session statement and went into Executive Session at 8:10pm.

Open Session

Mayor Backus came out of Executive Session and into open session at 9:00 pm.

Council President Miller moved, and Councilor Holmes seconded the motion that Council extend the meeting past 9:00pm. Motion passed (6-0). Mayor Backus, aye; Council President Miller, aye; Councilor Santiago, aye; Councilor Holmes, aye; Councilor Lafrenz, aye; and Councilor Haugen, aye.

City Manager Review/Salary Adjustment

Mayor Backus explained he really appreciates the first six months with City Manager Burgener, as he has been very information, and helpful and easy to work with and he looks forward to many more years.

City Manager Burgener explained his recommendation is 2.5% adjustment, and then with the market range adjustment anywhere between a 10% and 14% adjustment.

There was a discussion on a pay increase for City Manager Burgener.

Council President Miller moved, and Councilor Haugen seconded the motion that Council approve a market rate adjustment to \$173,600 effective for the March 2025 pay period and then a 3% COLA effect July 1, 2025. Motion passed (6-0). Mayor Backus, aye; Council President Miller, aye; Councilor Santiago, aye; Councilor Holmes, aye; Councilor Lafrenz, aye; and Councilor Haugen, aye.

Council President Miller want to confirm that all the topics in City Manager Burgener's 6-month evaluation check in that Council went over in executive session, every one of them were a yes for meets or exceeds expectations.

The Councils consensus was yes.

Councilor Santiago moved, and Councilor Holmes seconded the motion that Council accepted City Manager Burgener's 6-month evaluation review, and that Council President Miller will summary the review for City Manager Burgener's file, and authorization for Mayor Backus to sign. Motion passed (6-0). Mayor Backus, aye; Councilor Miller, aye; Councilor Santiago, aye; Councilor Holmes, aye; Councilor Lafrenz, aye; and Councilor Haugen, aye.

Adjournment

Mayor Backus adjourned the meeting at 9:36 pm.



Mayor Joseph A. Backus

Attest:



City Recorder Susan M. Reeves, MMC