



# SCAPPOOSE *Oregon*

**Monday, May 5, 2025  
City Council Meeting Agenda  
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=8D6UTrlsfX8&list=PL2\\_E5A2B34qTTpg03w9NKx31wjVu7BZDn](https://www.youtube.com/watch?v=8D6UTrlsfX8&list=PL2_E5A2B34qTTpg03w9NKx31wjVu7BZDn).

(Due to equipment failure the video does not have sound. There is a voice recording on file with the City Recorder).

## **Call to Order**

Mayor Backus called the May 5, 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
Kim Holmes	Councilor	Dave Sukau	Public Works Director
Andrew Lafrenz	Councilor	Susan M. Reeves	City Recorder/HR
Marisa Jacobs	Councilor	Charlotte Baker	Contract Administrator
Joel Haugen	Councilor		

**Excused:** Councilor Jeannet Santiago

## **Approval of the Agenda**

Mayor Backus explained agenda item #2 will need to be removed and will be at the next meeting.

Councilor Haugen moved, and Council President Miller seconded the motion to approve the agenda as amended. Motion passed (6-0). Mayor Backus, aye; Council President Miller, aye; Councilor Holmes, aye; Councilor Lafrenz, aye; Councilor Jacobs, aye; and Councilor Haugen, aye.

## **New Business**

### **Contract for On-Call Well Services**

Contract Administrator Charlotte Baker went over the staff. The City of Scappoose currently has six wells in its inventory, with one being drilled. During the course of normal maintenance of these wells, the Water Treatment Department sometimes requires services that are beyond the scope or capability of in-house resources. When such services are required, the City must enter into small contracts for each individual project, an inefficient and time-consuming process that is sometimes impossible in emergency situations. In order to streamline the process of obtaining these services, City staff determined that it is in the City's best interest to procure the services of a well servicer for a multi-year period on an on-call basis. The City is currently engaged in several contracts of this type; for example, the City is under a multi-year contract with two electricians for on-call electrical services. City staff worked together to create a scope of work that would encompass all the City's needs. While staff felt that cost of services was the most important consideration when selecting a contractor, staff also wanted to ensure that the contractor had the experience, equipment and knowledge required to successfully meet the City's needs. Given these considerations, staff chose to publish a Request for Qualifications instead of an Invitation to Bid, which allows staff more leeway in determining the winning bidder. Under Oregon state law, Invitations to Bid must only be evaluated based on price. Requests for Proposals and Requests for Qualifications may be evaluated on a variety of metrics. The RFQ for On-Call Well Services was advertised on March 25, 2025. Submissions were due April 24, 2025. Staff reached out to several firms to invite them to bid, as well as advertising in local publications as usual. Ultimately, only one firm bid on this project: Crow Water. City staff have worked with Crow on previous projects, and they have shown themselves to be capable of handling the work the City has requested of them. Therefore, City staff feel confident moving forward with Crow Water, despite not receiving other bids. The dollar value of these contracts will vary depending on the services provided. Staff recommends that Council authorize City Manager Benjamin Burgener to enter into a contract with Crow Water for the purpose of on-call well services.

Public Works Director Dave Sukau gave a brief overview of this project.

Council and staff had a discussion on this agenda item.

Council President Miller moved, and Councilor Jacobs seconded the motion that Council authorize City Manager Benjamin Burgener to enter into a contract with Crow Water for the purpose of on-call well services. Motion passed (6-0). Mayor Backus, aye; Council President Miller, aye; Councilor Holmes, aye; Councilor Lafrenz, aye; Councilor Jacobs, aye; and Councilor Haugen, aye.

Public Works Director Dave Sukau gave an update on the reservoir project.

**Carpenter Contract Amendment ~ Contract authorization for additional Phase 2 well shaft and screen drilling services for the Miller Road Basalt Well project**

Contract Administrator Charlotte Baker went over the staff report. Contract authorization for additional Phase 2 well shaft and screen drilling services for the Miller Road Basalt Well project. The City of Scappoose had multiple projects funded from the State of Oregon's ARPA allocation -- the engineering and construction of the Miller Road Basalt Well is one of those projects, with \$1.95 million dedicated for the completion of the Basalt Well. In 2023, City Council authorized then-City Manager Rains to enter into a contract with Carpenter Drilling for \$949,780. While Carpenter made good headway initially, unforeseen circumstances, varying from equipment issues to geological formations not being as anticipated, caused delays later on. Having reached a level of approximately 580' without reaching the basalt layer, the drilling was halted to determine next steps. City staff, the City's hydrogeology firm GSI, and the Carpenter Drilling team decided that the best way forward was for Carpenter to submit a new bid for exploratory drilling services to determine if the originally-planned basalt well is feasible at this site. In April 2025, Carpenter submitted a new bid for exploratory drilling. This additional work includes subcontracting to Yellow Jacket Drilling Services, a contractor with specialized equipment. Carpenter's bid encompasses two different scenarios that could arise as a result of the exploratory drilling: moving forward with drilling a basalt well or moving forward with drilling an alluvial well if a basalt well is not possible. Carpenter's bid for exploratory drilling then moving forward with a basalt well is \$893,486, and their bid for exploratory drilling then moving forward with an alluvial well is \$1,315,436. Both figures are based on worst case scenarios, and it is likely that final billing would be significantly less than the figures provided in the bid. Because GSI, Carpenter and City staff all feel that a basalt well is still a possibility at this time, staff would like to move forward with the proposed \$893,486 basalt well drilling. While these considerations were being made, Carpenter's original contract expired, necessitating the creation of an entirely new contract to cover the work moving forward. Under the original contract, the City paid Carpenter \$470,430 of the \$949,780 originally agreed upon. Any additional fees paid to Carpenter for work under the new contract will be in addition to the \$470,430 already paid, *not* the \$949,780 in the original agreement. In the interest of moving forward with this project as quickly as possible and preventing future delays, City staff would request that Council authorize City Manager Burgener to amend the contract up to \$1,500,000 if needed in the future. This would allow staff to keep the project moving and make decisions that may increase the contract price, if necessary, without having to come before Council for additional approval. This new contract will have a not to exceed value of **\$893,486**. Staff would request that City Manager Burgener be authorized to amend the contract up to \$1,500,000 in the case that a basalt well is not feasible and other changes need to be made. This contract will be funded through ARPA funds distributed by Business Oregon, as well as a forgivable loan through Business Oregon for \$350,000. Staff recommends that the Council authorize City Manager Burgener to enter the City into a contract with Carpenter Drilling to construct the Miller Road Basalt Well.

Public Works Director Dave Sukau gave a brief overview of this project.

Council and staff had a discussion on this agenda item.

Councilor Haugen talked about well logs that he sent to Public Works Director Dave Sukau. He suggests the City get a second opinion.

Public Works Director Dave Sukau stated you need Carpenter Drilling to do this work. They were the only bidders and they used their own tools to try this with the anticipation of hoping that we would hit it at 600 feet. He stated it is an unknown thing down there and until you punch down, you don't know what your water is going to look like. He stated that is why this is critical because this is going to help us decide if this is part of our future or if this is a bust.

Mayor Backus explained with these funds if we don't use them, we lose them.

Councilor Holmes moved, and Councilor Lafrenz seconded the motion that Council authorize City Manager Burgener to enter the City into a contract with Carpenter Drilling to construct the Miller Road Basalt Well. Motion passed (5-0). Mayor Backus, aye; Council President Miller, aye; Councilor Holmes, aye; Councilor Lafrenz, aye; and Councilor Jacobs, aye. Councilor Haugen voted present.

#### **Resolution 25-05: 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 updating the Veterans Park play area to be fully accessible and in alignment with ADA standards. The City is requesting a grant of \$100,000 to procure the new play equipment. 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. The City is required to provide a 40% match if selected for this grant. Staff recommends Council approve Resolution 25-05 and authorize the City Manager to submit an application for the Local Government Grant Program for the purpose of developing the Grabhorn Property.

The Council and staff had a discussion on this agenda item. Due to the recording system not working properly, it was hard to hear everyone.

Councilor Haugen moved, and Council President Miller seconded the motion that City Council approve Resolution 25-05 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 Holmes, aye; Councilor Lafrenz, aye; Councilor Jacobs, aye; and Councilor Haugen, aye.

## **Announcements – information only**

### **Calendar**

Mayor Backus went over the calendar.

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

City Manager Burgener explained the LOC Spring Conference was last week and the City submitted for an award. The City of Scappoose received the LOC's Award for Excellence for the biosolids upgrade project. Information for the LOC press release "The City recently completed the upgrade to address storage, land application sites, and nuisance odors. Scappoose contracted with Consor Engineering for project upgrades and researched a wide range of methods for biosolids handling. Ultimately, the city selected the BioDryer, an innovative technology that produces a nutrient-rich Class A material which greatly reduces storage requirements, removes the need for certified land application sites, and significantly reduces odors. The Biodryer is a modular configuration, allowing units to be added to increase capacity and production of rich organic material. Because it uses the metabolic energy of the bacteria that naturally occur in biosolids, instead of costly fossil fuels, the BioDryer can save up to 70% in energy costs compared to a conventional belt or paddle dryer. After six months of Class A biosolids production, the city is meeting project goals, and expects to execute the land application process with minimal impact".



Accepting the award at the LOC Conference was City Manager Burgener; Councilor Haugen, Councilor Santiago; and Treatment Plant Supervisor Kevin Turner.





City Manager Burgener; Mayor Backus; and Public Works Director Sukau with the plaque that was received at the LOC conference.

There was a discussion on the City creating their own compost which would be marketable.

Public Works Director Dave Sukau explained it is an option down the road, but you have to invest to get there and we are not there yet.

City Manager Burgener thanked Council for participating in the Earth Day event. He stated we gave out a bunch of swag. He spoke about the request for letters of support for the County Wide BEAD application, which would help provide fiber to remote areas that are underserved or not served by fiber. He stated this is not a commitment for it, it is just that we are in support of their application to get fiber out in those areas.

Chief Fluellen gave an update on the Police Department. He explained during the Earth Day they gave out all the hot dogs and burgers they grilled. He explained Sergeant Anderson started with the City on May 2, 2025. Sergeant Anderson and Sergeant McClure are currently at a training course. He explained this week he will be attending the Columbia County Traffic Safety Committee meeting. He explained he followed up on the public comment from the last Council meeting.

Councilor Haugen gave an overview of the LOC conference and said it was by far the best LOC conference that he has attended. The program and interaction was really great. He talked about one of the motivational speakers, Lou Radj, who he would really like everyone to have the opportunity to hear, as he was one of the best speakers Joel has ever heard, because it truly was inspirational. He feels it might be worth exploring to see if we could get him out in our area.

Council President Miller explained he thought the Earth Day event went really well. He thanked everybody for being there, the tent looked awesome. He thanked Susan Reeves for all her work

on that, it looked amazing. He stated we have the Budget Committee meeting coming up on May 12, and he is not going to have time to review the budget as he is leaving this week, so he will not be able to attend on May 12 or 13. He stated it is of interest to try to move that out because he thinks others cannot make it either.

City Manager Burgener explained the Budget Committee meetings have to be noticed well ahead of time. He explained it is very regulated how budget meetings are set up and scheduled. He explained it is possible to change it but it is also working with the other members and their schedules as well. He explained the ORS doesn't require getting the packet out ahead of time, you could technically bring it to the meeting, but any time before that is always nice. He explained if there were any major concerns they can be made at the Council level. He explained there cannot be additions, but it could always be reduced later.

Council President Miller explained next year he will press on this, because this is the single most important document of the City Council, he feels we need to make sure that everybody is going to be here in advance and kind of collaborate a little better on scheduling and when this comes out. He for one would like to review all of the budget because considering that we don't have as much coming in as we have going out and we are eating into reserves we need to really dive into this and make sure we understand where we are with our financials and not wait until the last, even two years before we are out of money.

Mayor Backus stated maybe we take some more time this year and we don't try to get through it in one night.

City Manager Burgener explained he is always open to sitting down and going through the whole document separate from the budget meeting. He does think it is important that they understand the budget as they are approving the budget. He stated we are working with a lot of different schedules. He explained Council and staff can make adjustments throughout the year, we just have to do supplemental budget or a resolution depending on what we are making adjustments for, we just have make sure it meets the right public process.

Council President Miller explained in years past we have done a really good job of saving and stocking up our reserves. He explained now what concerns him is we seem to be in a spend, spend mode. He just wants to understand from all of us and City Manager Burgener what the expectation is, what we are all comfortable with because he doesn't want to get in a situation ever where we have to lay people off and we go backwards.

City Manager Burgener replied the spending that we are doing is the result of savings for those projects. He explained nothing in the budget is new that we haven't brought or that has not been identified by Council.

Public Works Director Sukau explained in regards to the Public Works budgets they are the healthiest they have ever been. He explained when there is a concern about reserves, don't worry about the utility funds they are fine, it is the general fund that needs the attend.

Council President Miller replied it is the general fund that he is worried about.

City Manager Burgener explained this year we have a very healthy general fund. It is the future that we are concerned about. He explained there is already a path that has been done by the majority of cities out there that we haven't touched. He is not as concerned about the general fund, it is just a matter of when we pull the triggers.

Mayor Backus stated the Earth Day event was great and he thanked Susan. The Earth Day event was the same day as the Grant Watts Parent Association fundraiser. This last weekend was the Salmon Derby. He stated a lot of people have really stepped up and helped the school, he appreciates that. He thanked Dave and Charlotte for everything they do. He explained the fall LOC Conference will be in Portland and he hopes all the Council can attend.

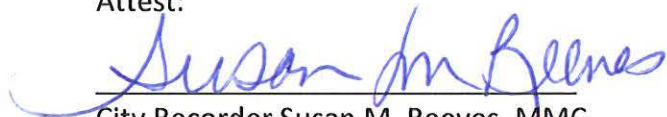
### **Adjournment**

Mayor Backus adjourned the meeting at 8:39pm.



Mayor Joseph A. Backus

Attest:



City Recorder Susan M. Reeves, MMC