

MONDAY, FEBRUARY 6, 2017
CITY COUNCIL MEETING
Regular meeting 7:00 p.m.
Scappoose Council Chambers
33568 East Columbia Avenue

Call to Order

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

Pledge of Allegiance

Roll Call

City Council Members Present:

Scott Burge	Mayor
Mark Reed	Council President
Barb Hayden	Councilor
Rich Riffle	Councilor
Patrick Kessi	Councilor
Megan Greisen	Councilor

Staff Present:

Michael Sykes	City Manager
Norm Miller	Police Chief
Susan M. Reeves	City Recorder
Kevin Turner	Treatment Plant Supervisor
Chris Negelspace	City Engineer
Alexandra Rains	Program Analyst
Robyn Bassett	Public Works Director

Legal Counsel Shelby Rihala

Press: none present

Excused: Councilor Natalie Sanders

Approval of the Agenda

Councilor Hayden moved, and Council President Reed seconded the motion to approve the agenda. Motion passed (6-0). Mayor Burge, aye; Council President Reed, aye; Councilor Hayden, aye; Councilor Riffle, aye; Councilor Kessi, aye, and Councilor Greisen, aye.

Public Comments

There were no public comments.

Consent Agenda ~ January 3, 2017 City Council meeting minutes, January 21, 2017 City Council Orientation minutes and January 23, 2017 City Council meeting minutes

Councilor Hayden moved, and Councilor Kessi seconded the motion to approve the Consent Agenda ~ January 3, 2017 City Council meeting minutes, January 21, 2017 City Council Orientation minutes and January 23, 2017 City Council meeting minutes. Motion passed (6-0). Mayor Burge, aye; Council President Reed, aye; Councilor Hayden, aye; Councilor Riffle, aye; Councilor Kessi, aye, and Councilor Greisen, aye.

New Business

Appointment of Alternate Planning Commissioner

Mayor Burge explained Tim Connell has applied for the Alternate Planning Commissioner position. He is going to have Tim come up so Council can ask him questions.

Tim Connell, Scappoose, explained he is a ten year resident of Scappoose and has been in the engineering field, as a design drafter, for an engineering designer for almost thirty years now. He submitted his application for the Planning Commission because he wants to do something a little more in his community and help out and he figured this would be a good way to start.

Councilor Kessi asked Tim in his opinion what does he think we should do as a City to take the City's performance from good to excellent?

Tim Connell replied it is kind of hard to beat something that he thinks is already pretty good. He thinks the performance of the City is going great. He stated if he has to mention anything he would say maybe try to work on getting some bigger business type things here, and some more money to help fix roads.

Council President Reed moved, and Councilor Riffle seconded the motion to appoint Tim Connell as the Alternate Planning Commissioner. Motion passed (6-0). Mayor Burge, aye; Council President Reed, aye; Councilor Hayden, aye; Councilor Riffle, aye; Councilor Kessi, aye, and Councilor Greisen, aye.

Resolution No. 17-05 Dedication of Heritage Farm Reserve Strips

City Engineer Chris Negelspach went over the staff report. He explained this is a resolution to eliminate a reserve strip that was placed at the end of the Heritage Farm plat subdivision. He explained it was determined that there was no longer a need to have the reserve strip to control access between the Unger Subdivision and Heritage Farm. It is staff's recommendation to have City Council approve the resolution as presented.

Councilor Hayden moved, and Council President Reed seconded the motion to approve Resolution No. 17-05 dedicating the reserve strips near Diess Way and Kale Street for use as right-of-way and authorizing the City Manager to execute and record the dedication deed and take all other actions necessary to complete the dedication on behalf of the City. Motion passed (6-0). Mayor Burge, aye; Council President Reed, aye; Councilor Hayden, aye; Councilor Riffle, aye; Councilor Kessi, aye and Councilor Greisen, aye.

Resolution No. 17-06 Transfer of Jurisdiction over Right-of-way on West Lane Road from Columbia County to the City of Scappoose

Program Analyst Alexandra Rains went over the staff report. The City of Scappoose has been working with Cascade Tissue since 2015 to assist the Company with a significant expansion project. The Company purchased 50 acres of privately owned industrial land on West Lane

Road, which is owned by Columbia County and within City Limits. As part of Cascades' approved development plans, the company was required to improve 1,031 linear feet of West Lane Road to City standards in order to accommodate trucks entering the site. To assist Cascades Tissue with said improvement requirements, and promote economic development in general through expansion of the project beyond Cascades' frontage to adjoining property owners, the City secured grant funds from the IOF and IFA, as well as a contribution from Airpark Development LLC. The expanded project will include widening of approximately 2,000 linear feet of West Lane Road between the S.E. corner of Crown Zellerbach Road and Wagner Court to accommodate a three lane collector (two travel lanes and a center turn lane) without parking. Improvements will begin from centerline east to include a 14-foot center turn lane, 12-foot northbound travel lane, 6-foot bike lane, curb and gutter, 6-foot sidewalk, storm drainage, street trees, lighting, paving and two commercial driveways. Although West Lane Road is owned by the County, the City recognizes that it is critical to local economic development, particularly for industrial use. This is why the City has made significant efforts to raise funds to improve West Lane Road and now seeks to acquire jurisdiction from E Columbia Ave to Wagner Court. In the past, the City has not sought to acquire jurisdiction over County roads within City limits unless they were brought up to City Standards, however, the City recognizes that this is a unique situation for the following reasons: 1) Much of the improvements are already being funded by the City through the IOF and IFA grants and property owner contributions, 2) The County, historically, has not had the funds to upgrade roads to City Standards and it is likely that will continue into the future, 3) The unimproved west side of the road may never improve because of the presence of the gravel pit, 4) The City can require improvement of the west side of the road upon further development of the area.

City Manager Sykes stated he thinks it is important to note that this really just starts the process, and there are a number of things that have to happen before staff brings it back to Council to accept the road.

Councilor Riffle moved, and Council President Reed moved to approve Resolution No. 17-06 and hereby request that the Columbia County Board of Commissioners transfer jurisdiction to the portion of West Lane Road between Columbia Ave and Wagner Court to the City of Scappoose.

Councilor Hayden asked is this taking into account that there is going to be a collector road dissecting that here in the near future?

City Manager Sykes replied that is why we stopped it and we didn't go all the way to the intersection because we knew that had to be determined before we move forward.

Councilor Hayden asked since there are no sidewalks from Crown Zellerbach Trail south until you get to the new housing development, are we going to add sidewalks?

City Manager Sykes replied what we determined is that section, like every other County road in the City, doesn't have sidewalks, and so it would be in our interest to take over so we can put it on the City's Master Plan.

Motion passed (6-0). Mayor Burge, aye; Council President Reed, aye; Councilor Hayden, aye; Councilor Riffle, aye; Councilor Kessi, aye and Councilor Greisen, aye.

Dewatering Screw Press

Treatment Plant Supervisor Kevin Turner went over the staff report. He explained staff has researched and collaborated with different consultants for alternatives and direction for the biosolids process. Dewatering has been determined to be the best method for current and future biosolids processes. Staff has done pilot testing on different units, visited other units in operation, and talked with plant operators about unit performance and maintenance. Our top concerns with the units are percent solids discharged, maintenance, operator attention, and price. Two manufactures (BDP Industries, and Huber Technology Inc.) responded to the request for bids that was advertised in the Daily Journal of Commerce, Scappoose Spotlight, and the City website. The table below shows the results of the bid opening. The low bid of \$357,500 would be paid from the Utility Wastewater Fund 41 and the Wastewater SDC Fund 55. The screw press is sized for future capacity which allows for thirty-three percent (\$117,975) to be paid out of the SDC fund. Staff recommends that council approve the purchase of the skid mounted dewatering screw press and accessories from BDP Industries Inc. for \$357,500.

City Manager Sykes explained it is also good to note that we have gone a long ways towards finishing our Waste Water Master Plan and we have had Carollo also look at that Master Plan and some of the recommendations and this is a piece of equipment that is probably the most critical expenditure that we are going to need to make that is going to buy us time. He thinks it is important to move forward with this.

Council President Reed stated even though this is financed over two years, you are going to get it right away.

Treatment Plant Supervisor Kevin Turner replied yes, we will probably get it around May.

Councilor Kessi asked if Council can commit funds now for next year's budget?

Legal Counsel Shelby Rihala replied yes, then they will have to be reviewed again during budget.

Councilor Kessi just wanted to make sure we are okay there. He asked if we have to get three bids.

Public Works Director Robyn Bassett replied we went out for RFP and only received two bids.

Councilor Hayden asked how much would it cost the City to build two more ponds?

Treatment Plant Supervisor Kevin Turner replied probably between one and two million dollars.

Council President Reed moved, and Councilor Greisen seconded the motion that Council approve the purchase of the skid mounted dewatering screw press and accessories from BDP Industries Inc. for \$357,500. Motion passed (6-0). Mayor Burge, aye; Council President Reed, aye; Councilor Hayden, aye; Councilor Riffle, aye; Councilor Kessi, aye and Councilor Greisen, aye.

Emergency Waterline Repair at Shoe Factory Lane

Public Works Director Robyn Bassett went over the staff report. She explained at approximately 7:30 pm on January 18, 2017, a landslide occurred and severed a main transfer line to the Bella Vista Reservoirs in the vicinity of 52828 NW Shoe Factory Lane. Staff was able to isolate the problem and prevent draining the City's water supply; that evening approximately 20 customers were without water. On the morning of January 19, 2017, water was restored to most customers with the exception of West Coast Shoe Company and two residential customers that live in the NW Eastview Ln. area. The location of the severed line was in a steep ravine and access to repair the line was limited. With the assistance of TFT Construction and City staff, water was restored to all customers by January 21, 2017. A federal emergency declaration has been issued for the January 10-19, 2017 winter storm event and this emergency repair has been submitted to Columbia County Emergency Management for FEMA participation and reimbursement (75% FEMA and 25% City). To date, there is sufficient funding available in the Water Fund to pay the TFT invoice of \$18,319.89. She explained staff recommends City Council approve the City Managers review and approve payment of the TFT invoice.

Mayor Burge stated good work by the staff.

Councilor Riffle moved, and Council President Reed seconded the motion that City Council approve City Manager review and approve payment of the TFT invoice. Motion passed (6-0). Mayor Burge, aye; Council President Reed, aye; Councilor Hayden, aye; Councilor Riffle, aye; Councilor Kessi, aye and Councilor Greisen, aye.

Discussion of Councilor Hayden's Resignation

City Manager Sykes explained staff wanted to alert you that Councilor Hayden is going to resign and looking to see how Council would like staff to proceed.

Mayor Burge stated as soon as possible we would like to solicit for the replacement and in March have interviews and replace her. He would like to have a work session to do interviews with questions, then make a selection. He thanked Barb for her service.

Announcements ~ information only

Calendar

Mayor Burge went over the calendar.

City Manager

City Manager Sykes reminded everyone about the Annual Town Meeting Saturday, February 11. He explained staff is preparing a Comp Plan Map and Zoning amendment to the pool property that the City owns. He stated we have had a lot of excitement from Scappoose Sand & Gravel to annex into the City. He explained City Recorder Susan Reeves is working on trying to upgrade our equipment in the Council Chambers. Also we have talked a little bit about putting devices so Council have better access to information, and possibly having wi-fi. He explained the lease for the Community Development Building is up and if Council is okay, he is going to move forward in that direction. He stated the Spotlight recently did an article about Cities being transparent, and they were pretty kind to the City of Scappoose in that article, which was nice.

Police Chief

Chief Miller stated as Council can see by the press releases they have been pretty busy. He explained on March 11, starting at 4pm to 8pm, will be the Scappoose Police Department's Tip a Cop at Ixtapa. He explained all the proceeds go to the Special Olympics in Columbia County.

Councilors & Mayor

Councilor Riffle stated he is sorry to see Barb leave, and he wished her good luck on her next adventure, and he appreciates all her input.

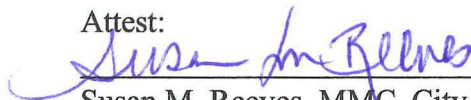
Mayor Burge stated this Wednesday is City Day at the Capitol. He talked about the City hosting DLCD while they were here in Scappoose, and that he received a nice thank you note from them.

Adjournment

Mayor Burge adjourned the meeting at 7:43 p.m.


Scott Burge, Mayor

Attest:


Susan M. Reeves, MMC, City Recorder