

**MONDAY, JUNE 19, 2017  
CITY COUNCIL MEETING  
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
Rich Riffle	Councilor
Patrick Kessi	Councilor
Megan Greisen	Councilor
Natalie Sanders	Councilor
Joel Haugen	Councilor

**Staff Present:**

Michael Sykes	City Manager
Norm Miller	Police Chief
Susan M. Reeves	City Recorder
Jill Herr	Finance Administrator
Darryl Sykes	Treatment Plant Operator
Laurie Oliver	City Planner
Ben Tolles	AmeriCorps RARE Participant

Legal Counsel Shelby Rihala

Press: none

**Excused:** Council President Mark Reed

**Approval of the Agenda**

Mayor Burge added the purchase of a dump truck and a utility truck to the agenda for approval.

Councilor Riffle moved, and Councilor Kessi seconded the motion to approve the Agenda as amended. Motion passed (6-0). Mayor Burge, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye, and Councilor Haugen, aye.

**Public Comments**

There were no public comments.

**Consent Agenda ~ June 5, 2017 City Council meeting minutes**

Councilor Riffle moved, and Councilor Kessi seconded the motion to approve the Consent Agenda ~ June 5, 2017 City Council meeting minutes. Motion passed (6-0). Mayor Burge, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye, and Councilor Haugen, aye.

## **2017-2018 Budget**

### **Consideration of the 2017-2018 Fiscal Year Budget**

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

Mayor Burge opened the public hearing at 7:01 p.m. and closed due to no one wanting to speak on this matter.

#### **Consider Resolution No. 17-19: A Resolution Declaring the City's Election to Receive State Revenue for the Fiscal Year 2017-2018, for the City of Scappoose**

Councilor Riffle moved, and Councilor Greisen seconded the motion to approve Resolution No. 17-19: A Resolution Declaring the City's Election to Receive State Revenue for the Fiscal Year 2017-2018, for the City of Scappoose. Motion passed (6-0). Mayor Burge, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye, and Councilor Haugen, aye.

#### **Adopting the City of Scappoose 2017-2018 Budget**

#### **Resolution No. 17-20: Hold a Public Hearing on the proposed Approval budget for the Fiscal Year 2017-2018, Making Appropriations, Imposing the Tax, and Categorizing the Tax**

Mayor Burge opened the public hearing at 7:02 p.m. and closed due to no one wanting to speak on this matter.

Councilor Riffle moved, and Councilor Greisen seconded the motion to approve Resolution No. 17-20: Hold a Public Hearing on the proposed Approval budget for the Fiscal Year 2017-2018, Making Appropriations, Imposing the Tax, and Categorizing the Tax.

City Manager Sykes stated he thinks it is a very good budget.

Councilor Kessi asked on the Pool Fund, the contingency of \$302,000, what is that going to be for?

City Manager Sykes replied basically that we are using that for paying debt service on the land.

Motion passed (6-0). Mayor Burge, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye, and Councilor Haugen, aye.

#### **No. 17-21: A Resolution Regarding a Supplemental Budget**

City Manager Sykes explained the financial impact of this budget transfer is the Parks SDC Fund revenue will increase \$350,000 and capital outlay will increase \$350,000. The General Fund non-departmental transfers out will increase from \$20,000 to \$370,000 and General Fund contingency will decrease by \$350,000. The Building Fund will have increased revenue of in excess of \$20,000 and materials & services will increase from \$56,297 to \$76,297.

Finance Administrator Jill Herr explained in regards to the Building Fund, Cascade Tissue did pay that same amount so it is really just pass through money.

Mayor Burge opened the public hearing at 7:06 p.m. and closed due to no one wanting to speak on this matter.

Councilor Kessi asked if there is any sort of regulation with regard to how much contingency we can have?

Finance Administrator Jill Herr replied not that you can have, but there is an ideal number.

Councilor Riffle moved, and Councilor Haugen seconded the motion to approve Resolution No. 17-21: A Resolution Regarding the Transfer of Appropriations within the 2016-2017 Budget. Motion passed (6-0). Mayor Burge, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye, and Councilor Haugen, aye.

## **New Business**

### **Community Enhancement Program Recommendations**

City Manager Sykes explained in the packet is the listing of the CEP funds, which he went over.

Amani Center ~ \$4,367  
CASA for Children ~ \$4,088  
Columbia County Rider ~ \$1,614  
Scappoose Dog Owners Group ~ \$2,967  
Scappoose Historical Society ~ \$2,673  
Scappoose Kiwanis ~ \$4,342  
Scappoose Middle School ~ \$1,558  
Scappoose Parents Association ~ \$4,884  
South Columbia County Chamber ~ \$3,478  
St. Vincent De Paul Food Bank ~ \$2,845  
VFW Post 4362 ~ \$2,024

In attendance is Laura with Scappoose Parents Association (KidCare), Cindy with the Scappoose Middle School, Denny with the Scappoose Dog Owners Group, and Michael with Columbia County Rider.

Councilor Greisen moved, and Councilor Sanders seconded the motion to approve the Community Enhancement Program Recommendations. Motion passed (6-0). Mayor Burge, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye, and Councilor Haugen, aye.

### **Resolution No. 17-22: A Resolution Establishing All Fees and Charges for the City of Scappoose and Rescinding Resolution No. 16-12**

City Manager Sykes explained annually staff makes modifications to the fee structure to make sure we cover the cost of services provided. He explained any changes, or new fees proposed will be in red.

Finance Administrator Jill Herr went over the proposed administration fees. She explained most of them are from previous resolutions that have been passed this previous year.

City Planner Laurie Oliver gave an overview of the planning fee updates. She explained prior to 2014 the City had one employee who was operating both as the Planner and part-time City Engineer and because of this some of the engineering and planning fees were combined and not really separated out. She explained the last major adjustment to the planning fees was in 2004. She explained the intent is to bring the fees up to a level that captures more of the real costs for staff time, but still remaining affordable.

Mayor Burge opened the public hearing at 7:14 pm and closed due to no one wanting to speak on this matter.

Councilor Riffle moved, and Councilor Sanders seconded the motion to approve Resolution No. 17-22: A Resolution Establishing All Fees and Charges for the City of Scappoose and Rescinding Resolution No. 16-12. Motion passed (6-0). Mayor Burge, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye, and Councilor Haugen, aye.

#### **Resolution No. 17-23: Extending Workers' Compensation Coverage to Volunteers**

Police Chief Norm Miller explained every year we are required to pass this resolution in order to keep our workers comp on volunteer programs. He explained CERT is one of the programs, along with Reserves. He explained the only change this year is the sub-committee looking at the municipal court is looking at possibly using people to do stuff outside of court for part of their fines, and we want to make sure that is covered also.

Councilor Riffle moved, and Councilor Haugen seconded the motion to approve Resolution No. 17-23: Extending Workers' Compensation Coverage to Volunteers. Motion passed (6-0). Mayor Burge, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye, and Councilor Haugen, aye.

#### **Award of Dutch Canyon Production Well Bid**

Treatment Plant Supervisor Darryl Sykes went over the staff report. On March 8, 2016 with Council's approval the City entered into a contractual agreement with GSI Water Solutions to design a higher yield replacement well at the Dutch Canyon Road well site. The design of the new well has been completed. On May 29<sup>th</sup>, 2017, the City began advertising for sealed bids from qualified firms to perform well drilling and construction services. He explained on June 16<sup>th</sup>, 2017 the City received bids from the following contractors:

- 1) Holt Services Inc. ~ \$205,120
- 2) Schneider Equipment Inc. ~ \$227,560
- 3) Carpenter Drilling LLC ~ \$263,060

Treatment Plant Supervisor Darryl Sykes explained the low bid of \$205,120 will come out of the capital improvement line item in the 2017-2018 budget. The new well was included in next year's budget which has been approved by the City's budget committee. City Staff is requesting Council approve spending \$205,120 for construction and development of the replacement well at the Dutch Canyon Road well site.

City Manager Sykes explained that with the success of this well it would probably give us another 300,000 gallons of water.

Councilor Riffle moved, and Councilor Greisen seconded the motion that Council authorize City Manager Sykes to award the contract for construction and development of a replacement well at the Dutch Canyon well site to the low bidder, Holt Services Inc., for the amount of \$205,120, pending review of bid by GSI to assure completeness. Motion passed (6-0). Mayor Burge, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye, and Councilor Haugen, aye.

#### **Dump Truck Purchase/Lease & Utility Truck Purchase/Lease**

City Manager Sykes explained Council has a copy of the Dump Truck Purchase/Lease information. He explained the dump truck the City currently has is a 5 yard dump truck, so by buying a larger dump truck staff can be a lot more efficient. He explained also this truck will be able to plow, sand, and de-ice, it is the whole package. He explained the utility truck purchase would allow the crews to carry all the necessary equipment with them in the field along with materials.

Councilor Riffle asked if both of these are in the budget.

City Manager Sykes replied yes.

Councilor Riffle moved, and Councilor Sanders seconded the motion to approve the Dump Truck Purchase/Lease & Utility Truck Purchase/Lease as presented.

Councilor Greisen asked if the newest pickup purchase for Public Works was in last year's budget.

City Manager Sykes replied yes.

Motion passed (6-0). Mayor Burge, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye, and Councilor Haugen, aye.

**Ordinance No. 862 Parks Master Plan ~ An Ordinance Adopting the 2017 Scappoose Parks, Trails and Open Space Plan; Amending the Inventories Section of the Scappoose Comprehensive Plan; Updating the Natural Factors and Local Resources, and Open Space, Goals and Policies of Scappoose Comprehensive Plan; and Adding an Appendix to the Scappoose Comprehensive Plan**

Mayor Burge read the public hearing opening statement.

AmeriCorps RARE Participant Ben Tolles went over the staff report. He explained after the work session Council had regarding this he made some updates that Council asked of him. He explained before Council tonight is the updated version of the Parks Master Plan. He explained during the meeting with the Planning Commission they did receive some comments in regards to the plan, most of them were in regards to a potential park on the hill between Luma Vista and Bella Vista. He explained before Council tonight is not an application for a park, it is just conceptual plans and a guiding document for the next 20 years. Staff knows the concerns and whenever they do plan a park they hope to have all the stakeholders involved. He explained they had nineteen Parks and Recreation meetings that reviewed this document and other related issues, they had two open houses for the Annual Town Meeting that had a certain degree of the parks component, they had two open house held at City Hall, multiple private stakeholder meetings, and two City Council work sessions. Staff is recommending Council approve the application and adopt the Ordinance as presented.

Mayor Burge opened the public hearing at 7:33 p.m. and asked if there were any proponents that would like to speak.

Dave Powers, Chair of the Scappoose Parks & Rec Committee, explained he is testifying as someone who loves parks and uses them. He hopes this is a slam dunk, it is really a no brainer adopting the Parks Master Plan. He thinks that with the amount of public input and support it all points to slam dunkness of adopting the policy. He thinks it makes Scappoose a better place to live and it improves the quality of life. He is 110% behind adopting the plan. He explained in regards to the proposed Bella Vista Park he wants to emphasize that there was extreme support for this. He explained Scappoose currently only has a little over three acres of park land for every thousand residents, which is less than half of the minimum level that the State sets for park space. He explained he empathizes with the residents by Bella Vista, but if you look at the what the proposed treatments are, the options the City has, the risks to the City, in terms of fire risks, and the risk to infrastructure, he is not trying to diminish the testimony that has been heard but he would pose the question what options are there. He thanked Councilor Sanders for helping at Chapman Landing.

Mike Sheehan, Scappoose, explained he has reviewed the report and it seems to him that this looks like a really nice job. He thinks with respect to what is going on with the Bella Vista project that is going to be a natural space park, you are not putting in a football stadium, to the extent you can leave some trees and you are also doing things in the plan where you'll control light and noise. He explained as the population grows the City needs more parks, trails, etc. He stated also with respect to the SDC's with developments coming up, he thought the idea of setting up a special district makes sense.

JJ Duehren, member of the Scappoose Parks & Rec Committee, explained 200 years ago the idea of parks was nonexistent. She explained it is essential for any healthy community to have a healthy economy, but also healthy parks because those things go hand in hand. She explained she created a CZ Trail Facebook page which gets between 2,000 to 4,000 visitors a week. She gives them information about trees that are down, or things they can do on the trail and that just gives you an idea of how important these things are. She explained we need the proposed Vista area to go to parks and not to housing. She explained it is more important than ever to provide green space for people to go so we can continue to have the quality of life that we have all come to know and love very much.

Mayor Burge asked if there were any opponents, seeing none he closed the hearing at 7:44 p.m.

Mayor Burge explained the first thing Council will do is discuss and pass the findings.

Councilor Riffle moved, and Councilor Sanders seconded the motion that Council approve the application and adopt the findings in the CPTA 2-17 2-16 staff report dated June 1, 2017.

Mayor Burge stated he saw some comments about the open spaces.

Ben Tolles explained staff received a comment from Patrick Miles in regards to removing the "Open Space" section within inventories. Open space is a vital source for wild life Open space and it's inventories of natural growth contributes to air quality. Ben explained they removed that section within the Comprehensive Plan. He explained because the Parks Master Plan is a component of the Comprehensive Plan they have actually expanded on that and more property and identified it more clearly.

Motion passed (6-0). Mayor Burge, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye, and Councilor Haugen, aye.

Councilor Riffle moved, and Councilor Haugen seconded the motion to adopt Ordinance No. 862 as presented.

Councilor Kessi asked in regards to the proposed Dutch Canyon park and based on neighbors comments if in the parks we could place the noisy items away from the houses. He would just like this in the notes, and we should make this a priority.

Ben Tolles explained in the plan noise reduction is one of the goals.

Councilor Kessi stated in reference to Chapman Park he thinks it is a good opportunity right now to have a motorized dock. He stated it seems like that is a consideration rather than a project scope.

Mayor Burge explained he would need a vote to amend the motion to add the motorized boat dock.

City Planner Laurie Oliver explained each park would actually have to go through a site development review. She explained Chapman Landing is in the County and will remain in the County and she is not sure what their process is.

Ben Tolles explained they did have a Chapman Landing Committee that was specifically created for that park.

Councilor Haugen explained he is not sure we want to encourage a lot of motor traffic by the Chapman Landing area.

Councilor Kessi moved, and Councilor Riffle seconded the motion to move the motorized water sports docking at Chapman Park from the considerations to the scope of the project within the Parks Master Plan. Motion failed (1-5). Councilor Kessi, aye. Mayor Burge, nay; Councilor Riffle, nay; Councilor Greisen, nay; Councilor Sanders, nay, and Councilor Haugen, nay.

Councilor Kessi asked if there have been anymore discussions on where the primary and secondary entrances would be for the Luma Vista/Bella Vista proposed park?

Ben Tolles replied there hasn't been any more discussion regarding that because staff hasn't heard back from the grant applicant, and are not sure if we are moving ahead on building a park. He explained he did pretty extensive research on that parking situation specifically before it came for approval. He explained having primary access off of Bella Vista Drive does not allow for ADA access to really any portion of the park.

Councilor Haugen thinks we should be applauding the efforts of City Staff for all the work on the Parks Master Plan.

Mayor Burge thanked Ben for all of his work with this. He also thanked members of the Parks and Rec Committee as well.

Mayor Burge read Ord No. 862 for the first time.

### **Announcements ~ information only**

#### **Calendar**

Mayor Burge went over the May calendar.

#### **City Manager, Police Chief, Councilors, and Mayor**

City Manager Sykes explained the City will be doing interviews for the Building Official position, since Don Saltee will be retiring. He explained we were informed that the City will have an Americorps RARE Participant again next year. He explained we received official notice that we received the grant for the park on Seely Lane. He explained Alex Rains, Ben Tolles and Dave Powers went to present the grant proposal and did a great job. He explained Heritage Park is moving ahead. He explained staff had a meeting about the dog park and he thinks they came



up with a resolution. He explained that Councilor Kessi, Mayor Burge and he went to the Port of St. Helens meeting to discuss railroad pedestrian safety, and he thinks it was a positive meeting. He explained staff is working with PSU, they have an engineering program where they actually have engineers available as part of a school project to help Cities work on different projects and it looks like we might have access to that program. He explained we received notice that our permit for a well by the airport was approved.

Chief Miller stated the Police Department has been very busy ~ lots of traffic crashes and lots of drug cases. He wanted to add recognition of people, which is a goal he has for himself, one is Susan Reeves for behind the scenes, she does a ton of work for a lot of us, and then Shelby Rihala. He explained when we call Shelby she picks up the phone and gets right on it. He stated they do a great job behind the scenes of helping with a lot of day to day operations that nobody ever gets to see above the department heads.

Councilor Kessi stated the Port of St. Helens meeting went well. He stated the Finance Department is doing a tremendous job here. He stated City Manager Sykes is doing a great job in managing a balanced budget, it is really great and he appreciates that.

Councilor Greisen explained she met with City staff and a gal from a playground equipment business and they picked some equipment for Miller Park and they came up with a plan to get things rolling for that. She stated hopefully we will get that in the works in the next few months.

Councilor Sanders thanked Ben Tolles for his work and said it's been very nice working with him. She stated she agrees with what Chief Miller said about Susan. She stated she doesn't work with Shelby as much..... (couldn't hear her very well).

Councilor Haugen stated Happy Summer Break Everyone.

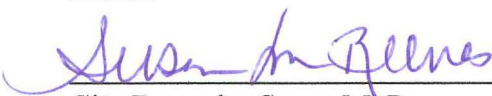
Mayor Burge stated the meeting went well with the Port of St. Helens. He also wanted to thank City Manager Sykes for volunteering Ben Tolles to work on the Destination Forest Plan. He stated he hopes everyone has a very Happy 4<sup>th</sup> of July, and stays safe.

### **Adjournment**

Mayor Burge adjourned the meeting at 8:15 p.m.

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

Attest:

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