

MONDAY, JANUARY 23, 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
Rich Riffle	Councilor
Patrick Kessi	Councilor
Megan Greisen	Councilor
Natalie Sanders	Councilor

Staff Present:

Michael Sykes	City Manager
Norm Miller	Police Chief
Susan M. Reeves	City Recorder
Darryl Sykes	Treatment Plant Supervisor
Laurie Oliver	City Planner
Chris Negelspach	City Engineer

Legal Counsel Shelby Rihala

Press: Courtney Vaughn, Spotlight

Excused: Councilor Barb Hayden

Also in audience Ben Tolles, RARE Americorp Member.

Approval of the Agenda

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

Public Comments

Craig Marquardo, Scappoose, spoke in regards to the plan for the City park on Seeley Lane. He explained there is a total of approximately 250 residences that abut the property, including residents in his apartments. He stated unlike most parks in the City either existing or proposed this park would be incredibly close to residences and will be separated from homeowners by only a fence. He stated with the exception of him forcing the issue the City has not in any way reached out to or included the stakeholders the park would impact. He stated this would create significant critical impacts on parking, traffic and noise to the area. He stated the current plan calls for a parking lot on Meersburg Street side of the park, and he would bet the contents of his

bank account that less than 10% of the City has ever heard of or could find Meersburg Street if they tried, instead they are far more likely to use JP West and 4th Street to access the park. He said on a Saturday in that area there are very few street spots. He would like to ask the Council to suspend the Seely Park planning for a brief moment and gather a citizen group of stakeholders in the affected area and include them in the planning process so they can be heard and not feel like this is being forced on them. He put together a list of residents, along with their phone numbers, who would be happy to participate in the planning of the park. He stated they love the idea of a park but the particular plan is troubling, there aren't enough accommodations made for the problems it is going to create. They just feel like there should be a bigger group involved because they make the decisions.

Old Business

Ordinance No. 861: An Ordinance Relating to Land Use and Amending the Scappoose Municipal Code Chapter 17.74 (Airport Employment Overlay Zones) & Chapter 17.162 (Procedures for Decision Making- Quasi-Judicial) and the Scappoose Comprehensive Plan Text for the Airport Employment (AE) Plan Designation

Mayor Burge read the title of Ordinance No. 861 for the second time.

City Planner Laurie Oliver explained this is on second reading tonight. She gave a brief overview.

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

An Ordinance Approving Annexation of Property to the City of Scappoose and Amending the Zoning Map ~ Request by Airpark Development, LLC to annex approximately 358 acres of land east of the Scappoose Industrial Airpark

Mayor Burge read the title of Ordinance No. 860 for the second time.

City Planner Laurie Oliver explained this is on second reading tonight. She gave a brief overview.

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

New Business

Res No. 17-01 Whistleblower Protection Policy

City Manager Sykes went over the staff report. He explained the Oregon Legislature passed House Bill 4067 last session on February 29, 2016, and this House Bill changes the process for an employee to report improper or unlawful conduct and the City's responsibility to protect the

employee from retaliation. He explained City staff is in the process of updating our Policies and Procedures but we felt that given the potential liability with this it would be appropriate to go ahead and adopt this today.

Councilor Riffle moved, and Councilor Greisen seconded the motion that Council adopt Res No. 17-01 Whistleblower Protection Policy, Updating the Language in 106 in the Personnel Policy Manual. Motion passed (6-0). Mayor Burge, aye; Council President Reed, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye, and Councilor Sanders, aye.

Res No. 17-02 Risk Management Program

City Manager Sykes went over the staff report. He explained this is really some more housekeeping and it would allow us to adopt a process to better address our risk management. He stated this will also be included in the Policies and Procedures Manual.

Councilor Riffle moved, and Council President Reed seconded the motion that Council adopt Res No. 17-02 Establishing Risk Management Program. Motion passed (6-0). Mayor Burge, aye; Council President Reed, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye, and Councilor Sanders, aye.

Res No. 17-03 Accident Reporting and Analysis Policy

City Manager Sykes went over the staff report. He explained this is really another housekeeping matter that helps us formalize our accident reports and practices. He explained by adopting this policy it helps give us incentive points that helps to reduce the cost of our insurance.

Councilor Riffle moved, and Council President Reed seconded the motion that Council adopt Res No. 17-03 Establishing an Accident Reporting and Analysis Policy.

Council President Reed asked if our employees are under DOT or non DOT.

City Manager Sykes and Chief Miller replied both.

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

Res No. 17-04 Extended Enterprise Zone Benefits for Cascade Tissue

City Manager Sykes went over the staff report. He explained this is a resolution that was presented to us by Chuck Daugherty and this is part of the Cascade Tissue incentive program that was discussed with them when they came in. He explained they automatically get a three year incentive, however in order to qualify for a five year incentive they have to create a number of family waged jobs and they qualify for that.

Chuck Daughtry, Columbia County Economic Team Executive Director, explained how it came about that Cascade Tissue came to Scappoose. He explained they looked at other sites but some of them weren't adequate. He explained one of the tools they have is the enterprise zone which allows for a short duration property tax abatement for investment. He stated as part of the effort they told Cascade Tissue that they would request an extension of the standard enterprise zone from three years to five years. He explained with this it would require them to look locally first to hire qualified people in the area. He explained they have done everything they asked them to do. He explained the City has been great to work with. He stated we are really happy that we are able to do this. He explained a couple of years ago he started researching what other enterprise zones do and the one he saw that he liked the best was the Portland Development Commission and they have more enterprise applications than any other agency in the State and what they did is they financed their economic development efforts through the betterment of the enterprise zone. He explained in the past they were capturing less than 1% of the betterment which is a percentage of the taxes collected back from the company and used and invested locally. So based on that analysis they went to all the districts and asked to increase it to 10%. He explained so 10% of the tax will come back ~ 50% to the City, and 50% to CCET and hopefully he can get a staff person.

Program Analyst Alexandra Rains explained Scappoose will receive \$39,240 every year for five years.

Councilor Kessi stated it says in the resolution it could be delayed until 2018. He asked why would it be delayed?

Chuck Daughtry replied it has to do with the timing of when the taxes are assessed.

Mayor Burge thanked Chuck for his work on this.

Council President Reed Moved, and Councilor Kessi Seconded the Motion to Adopt Res No. 17-04: A Resolution of the Council of the City of Scappoose to Extend Enterprise Zone Benefits For a Fourth and Fifth Year to Cascades Tissue Group-Oregon Converting, A Division of Cascades Holding U.S. Inc (Cascades), Located In The South Columbia County Enterprise Zone. Motion Passed (6-0). Mayor Burge, Aye; Council President Reed, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye, and Councilor Sanders, aye.

Purchase of Chemical Feed Pumps

Treatment Plant Darryl Sykes went over the staff report. He explained the caustic feed pumps at the Keys Road Water Treatment Plant need to be replaced due to regular wear and tear. The feed pumps are original equipment to the treatment plant and are almost 40 years old. Although the pumps have essentially been bulletproof, they have been obsolete for several years and staff has had a difficult time finding replacement parts to make necessary repairs. Based on these concerns, it is necessary to move forward with replacement of these pumps. The manufacturers quote for the purchase and installation of two replacement pumps is \$19,538.00. In an effort to limit inventory of spare parts, staff has standardized purchasing to the Blue White brand exclusively for all of the chemical feed pumps. These pumps are proprietary so there will be only

one quote. Staff recommends purchase and installation of new Blue White chemical feed pumps to the Keys Road Treatment Plant from TMG services in the amount of \$19,538.00. This purchase is included in the current 2016-2017 budget.

Mayor Burge asked if freight is included in that price?

Darryl Sykes replied he is not sure.

Mayor Burge stated when a motion is made please make sure freight is included in the motion.

Councilor Riffle moved, and Councilor Sanders seconded the motion to approve the purchase of replacement Chemical Feed Pumps, including installation and shipping for the Keys Road Treatment Plant from TMG Services for the amount of \$19,538, plus the shipping costs. Motion passed (6-0). Mayor Burge, aye; Council President Reed, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye, and Councilor Sanders, aye.

Preliminary Design for the Dutch Canyon Replacement Well Pump Station Improvements Project

Treatment Plant Darryl Sykes went over the staff report. He explained the Dutch Canyon Well is 39 years old and is approaching its expected duration of reliable service (typically 40 to 50 years). There are issues with the existing well screen as noted by observed production of sand which has limited the City in taking advantage of the full water rights at this location. The primary benefits to drilling an additional well is the ability to ensure the City has a higher yield well that would allow the City to increase production at this site by as much as 250 to 300 gallons per minute. With new development and growing population occurring throughout the City, the increased yield is critical to the City's water production inventory. The City currently has \$380,000 budgeted for FY 16-17 for the engineering design, support and construction of the new well building and pump station improvements. City staff received three bids for the preliminary design of the replacement well pump station (attached) and staff is requesting Council authorize the City Manager enter into a contract with Carollo Engineering for \$10,000.

Councilor Greisen asked if we treat for iron?

Darryl Sykes replied yes we do.

Councilor Greisen asked what is the depth of the current well and is the replacement well going to be different?

Darryl Sykes replied the depth of the current well is 250 feet and the replacement well will be about the same.

Mayor Burge asked if the current well will be left there?

Darryl Sykes replied yes, and both wells might be used.

Council President Reed moved, and Councilor Greisen seconded the motion to authorize City Manager Sykes to enter into a contract with Carollo Engineering for the preliminary design of the replacement well pump station improvement project and approve an amount not to exceed \$10,000. Motion passed (6-0). Mayor Burge, aye; Council President Reed, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye, and Councilor Sanders, aye.

Appointment of Audit RFP Review Ad hoc Committee

Mayor Burge explained we previously discussed this and as he recalls that the committee would be Councilor Riffle, Councilor Sanders, and himself.

Councilor Kessi moved, and Councilor Riffle seconded the motion to appoint Councilor Riffle, Councilor Sanders, and Mayor Burge to the Audit RFP Ad hoc Committee. Motion passed (6-0). Mayor Burge, aye; Council President Reed, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye, and Councilor Sanders, aye.

Appointment of County Commissioner Alex Tardif to the EDC

Mayor Burge explained County Commissioner Alex Tardif would be replacing Tony Hyde's position.

Councilor Riffle moved, and Council President Reed seconded the motion to appointment of County Commissioner Alex Tardif to the EDC. Motion passed (6-0). Mayor Burge, aye; Council President Reed, aye; Councilor Riffle, aye; Councilor Kessi, aye; Councilor Greisen, aye, and Councilor Sanders, aye.

Announcements ~ information only

Calendar

Mayor Burge went over the calendar.

City Manager

City Manager Sykes stated Council has a copy of his written report. He stated we have had some difficult weather to deal with the last couple of weeks, and City Staff has done a good job. He talked about the water break that occurred. He stated he is very proud of staff because they really went the extra mile to address that leak and he thanked staff who was involved in that. He explained on January 25, 2017, DLCD is coming to Scappoose and staff is going to give them an update on what is going on in Scappoose. He talked about the One Stop Shop meeting that will be held on January 31, at City Hall. He reminded everyone the Annual Town Meeting will be on February 11, at the Scappoose Middle School.

Police Chief

Chief Miller explained he and Program Analyst Alex Rains have been working on a traffic complaint form for the website. He explained this form can be filled out online and sent directly to the Police Department, then it will be sent to the Traffic Safety Committee. He stated in review for 2016 they had hosted the Suicide Walk and they were able to donate \$10,000 to Columbia County for Suicide Prevention. He stated with all the Police events they received around \$16,000 that was donated back to the community. He wants to say thank you to the community for stepping up in the last two years.

Councilors & Mayor

Councilor Kessi thanked City Manager Sykes for the Council Orientation on Saturday. It was a really thorough orientation. He stated it was a pleasure to meet all staff members. He stated to City Manager Sykes you have surrounded yourself with a group of "A" players. He thanked City Manager Sykes for putting that on.

Councilor Greisen seconded what Councilor Kessi said about the Orientation. She stated it was amazing and she walked away feeling like we are working with topnotch people here and she is really proud of where we live. She explained one of her opportunities on Council is to be the School & Park and Recs Liaison. She explained she has met with all of the Principals and toured all of the schools and made those connections with them. She stated hats off to our School Resource Officer. She heard lots of compliments on how he is working in the schools. She explained she got some background information on how the recreational fields are used.

Councilor Sanders agrees with what was said about the Council Orientation, it was very great and she appreciates it. She stated she appreciates all the work that the City employees do. She thanked Chief Miller for sharing the information about the money that has been donated by the community and she thanked him for their work on that.

Council President Reed also thanked staff for the Council Orientation. He explained Gary Liao and he took a tour of Heritage Park and he thinks it is really going to be neat. He stated he is glad to see that some of our infrastructure is being repaired or replaced, especially in water and water treatment.

Mayor Burge agrees that the Council orientation was great. He also talked about the staff responding quickly to get the water repair done because we had a quarter of our City that, had we not been able to get the pipes fixed as fast as we did, would have been running out of water, because the only water they had left was what was in the reservoirs up above them. He stated good job and it was good to see how the team worked together to get it done.

Darryl Sykes explained the system sensed a low level in the Bella Vista reservoir, and from the moment he took that call to a little over two hours or so later they were able to isolate that leak, we lost 2/3's of our inventory in the reservoir.

Mayor Burge stated it was really impressive to see staff working together and brainstorming.

Mayor Burge gave an overview of the first Scappoose Business network meeting.

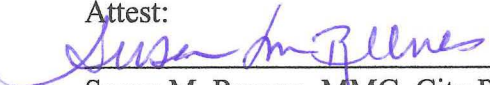
Adjournment

Mayor Burge adjourned the meeting at 7:50 p.m.



Scott Burge, Mayor

Attest:



Susan M. Reeves, MMC, City Recorder