

**MONDAY, NOVEMBER 5, 2018**  
**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**

Scott Burge	Mayor	Michael Sykes	City Manager
Mark Reed	Council President	Alexandra Rains	Assistant to City Manager
Patrick Kessi	Councilor	Laurie Oliver	City Planner
Megan Greisen	Councilor	Susan Reeves	City Recorder
Natalie Sanders	Councilor	Kim Mann	Office Administrator
Joel Haugen	Councilor		
Josh Poling	Councilor		

Peter Watts                      Legal Counsel

Press: Courtney Vaughn, Spotlight

**Approval of the Agenda**

Councilor Greisen moved, and Councilor Sanders seconded the motion to approve the agenda. Motion passed (7-0). Mayor Burge, aye; Council President Reed, aye; Councilor Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye; Councilor Haugen, aye, and Councilor Poling, aye.

**Public Comments**

Scappoose citizen Hal Ritz came to invite everyone to the next Town Hall Meeting on November 14, 2018 at 6:30pm at the Columbia Auditorium in St. Helens. The meeting will be about "Transportation, Potholes, and Possibilities." He hopes some of the City Council members can attend. He recently spoke to City Planner Laurie Oliver about ODOT, and the study ODOT did in 2016. Hal hopes to cover many issues at the meeting and thanked us for having him there. He also brought flyers to pass out.

Mayor Burge and Council thanked Mr. Ritz for coming in.

**Consent Agenda ~ October 15, 2018 Work Session minutes and October 15, 2018 City Council meeting minutes**

Council President Reed moved, and Councilor Sanders seconded the motion to approve the Consent Agenda ~ October 15, 2018 City Council Work Session and October 15, 2018 City Council meeting minutes. Motion passed (7-0). Mayor Burge, aye; Council President Reed, aye; Councilor Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye; Councilor Haugen, aye, and Councilor Poling, aye.

## **Swearing in of Municipal Court Judge Pro-Tem ~ Damien S. Donnelly-Cole**

Mayor Burge administered the Oath of Office to Damien Donnelly-Cole as Municipal Court Judge.

Mayor Burge thanked Council for appointing him as Municipal Court Judge.

Council thanked Damien.

Congratulations Judge Damien Donnelly-Cole.

## **New Business**

### **RSIS Program**

Mayor Burge opened the Public Hearing at 7:06 pm

Assistant to City Manager Alexandra Rains went over the staff report. During the City's work session on October 15, 2018, Daniel Holbrook and Melanie Olson presented on Business Oregon's newly established Regionally Significant Industrial Sites (RSIS) Program. The program provides a mechanism for the City to be compensated, via state income tax reimbursements, for infrastructure investments on industrial property that result in the creation of at least 25 FTEs, compensating at 150% of the average wage in Columbia County. Eligible expenses for reimbursement include planning, engineering, construction and some fees and 100% of these costs may be covered, provided that the program can only disburse \$10 million per year, to all RSISs statewide. Should Council be interested in participating, the City must apply to become part of the RSIS Program.

The RSIS Program provides a method to reimburse the City for investments in public infrastructure that support economic development on industrial lands. Funds are received slowly over time as income taxes are paid by the FTEs who are employed at the industrial sites which received financial investment by the City. Staff recommends Council authorize the City Manager to submit an application to Business Oregon's RSIS Program. I move Council authorize the City Manager to submit an application to Business Oregon's RSIS Program.

Councilor Kessi commented that it's pretty much a no-brainer. Other than the application process and the benefits for us, he agrees that we should move forward.

Councilor Haugen asked how much was the application process, and does it cost any money?

Assistant to City Manager Alexandra Rains replied she doesn't believe so, no. It's a little involved, it may take some time, but that's it.

City Manager Sykes commented that he thinks we should apply and come up with a plan and bring the plan back to Council for consideration and make sure the projects we put on there meet their approval.

Councilor Sanders moved, Councilor Kessi seconded the motion to authorize the City Manager to submit an application to Business Oregon's RSIS Program. Motion passed (7-0). Mayor Burge, aye; Council President Reed, aye; Councilor Kessi, aye; Councilor Greisen, aye; Councilor Sanders, aye; Councilor Haugen, aye, and Councilor Poling, aye.

## **Discussion on cancelling November 19, 2018 City Council Meeting**

City Manager Sykes spoke about cancelling the City Council Meeting on November 19, 2019.

Council agreed, and Mayor Burge stated that it doesn't require a motion so the meeting on the 19<sup>th</sup> is cancelled, and our next Council meeting is on December 3<sup>rd</sup>.

## **Announcements ~ information only**

### **Calendar**

Mayor Burge went over the calendar.

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

City Manager Sykes spoke about Chief Concomly Park and the new gazebo, he hopes we have a chance to go look at it and see how it's coming along so far. He says it's going to be a benefit for the community, it looks like it will hold about 100-120 people. The contractors are making good progress with the whole project; they are expecting to have pavement in the next 2-3 weeks and they hope to be done in about a month.

Assistant to City Manager, Alex Rains, commented that they should be done by the end of November, but anything is possible, considering the fact that we gave them until March so that they would reduce costs for us.

City Manager Sykes replied it's exciting to get that completed. The National Parks Service approved allowing the use of a planner for Vista Park to help us design trails. Alex will meet with them at Vista on Thursday. He mentioned Alex submitted a SIP grant for the seismic study of the water system, and she was successful with that grant. The grant was \$20,000 and we had \$18,000 set aside in our budget to help supplement that, so that will help us complete that project. He says Alex has been great about bringing in resources for the City and this is just another example of that (he thanks Alex).

Councilor Greisen asked Alex if she has a list of all the grants? Alex replied yes.

City Manager Sykes mentioned the Urban Renewal Kickoff is this Wednesday, they meet with ECONW to begin the process. He received an invitation to the Wesco 100-year anniversary on December 5<sup>th</sup> and they're going to have an Open House to celebrate being in business for 100 years. He says he doesn't know of any other company that's been in business that long in Scappoose. The Open House is from 9:00 am to 5:00 pm on Wednesday, December 5<sup>th</sup>.

Mayor Burge had a conversation with Wesco Shoes (he even purchased a pair). He will be out of town on December 5<sup>th</sup> but he thinks this is the perfect opportunity to present Wesco with a key to the city and to congratulate them for serving this community for 100 years. We can give it to them on December 3<sup>rd</sup> with a proclamation and urge people to attend.

City Manager Sykes replied that we will have the key ready by December 3<sup>rd</sup>, and if anyone wants to attend, he will respond and include them in the RSVP.

Council President Reed commented that he has already RSVP'd.

City Manager Sykes asked if anyone else wants to go? It's all day long, anyone can go. He says he will put down that 5 people are coming and if anyone changes their minds, that's fine. He thinks it should be a pretty exciting event.

Councilor Kessi replied that he will go.

Councilor Greisen replied that they have good quality shoes too. Everyone agreed.

City Manager Sykes commented that Len Waggoner came to his office and asked him if he would be interested in ringing a bell for the Salvation Army, which would benefit local charities. He has a list of dates and he told Mr. Waggoner that he would ask Council if anyone is interested in ringing the bell and Len was very excited about that. He has a schedule, so if anyone is interested in doing this please let Michael know. He thinks it will be a lot of fun, he did it last year and he says it's a great way to see a lot of folks and meet new people.

Councilor Haugen asked how long are the shifts? 4 hours?

City Manager Sykes replied from 12-2 or you can take 2 shifts, or you can work the whole day if you want, it's wide open.

Chief Miller spoke about Halloween night; it was a success again, over 200 people came by their tent and drank hot chocolate. It was their best year yet, they were out of hot chocolate by 7pm. They patrolled the City behind the High School, which was flooded with trick-or-treaters, but this year it was spread throughout the city which was neat to see it spread out and not in just one location. Troy, their SRO, did traffic safety for all the grade schools. They gave away over 1500 Halloween bags, which included a coloring contest where they can win a pizza party for their class. Troy and Chief Miller have both been working very closely with the schools on school safety. They tested the radio system and made some recommendations that they will start moving forward on; they're going to have great communication back and forth, which is great to have. Troy, Chief, and the Superintendent took a class in the Dalles on Reunification. The school is participating a lot with them, which is great, he says it's the most participation he's seen in a long time. On Friday Chief and Troy are giving a table top scenario at the High School to the Middle School staff to get their input and listen to what they have to say. They're going to break them up into teams where they talk about it and then bring it back to them. Donut Day is coming up and all proceeds go to the Scappoose Food Bank. It's on December 8<sup>th</sup> from 7 am – 1pm. It's been very successful every year.

Councilor Poling had no updates.

Councilor Kessi spoke about the Crown Zellerbach Trail from Hwy 30 to past the new Airport Industrial Development; about the lights and putting more lights on the road, to try to spread

over the CZ Trail so people can see better at night. He's trying to coordinate this so the CZ Trail can be well lit at night for runners. Maybe they can put in flood lights along the trail.

Councilor Greisen spoke about all the positive feedback on Concomly Park. She accompanied her son's kindergarten class on a community field trip; they came to City Hall, the Police Department, then to the library, and the City guys were here paving on the corner at Tinkertime and the kids were cheering them on, thanking them for being community helpers. Our guys waved and gave a little bow and she thought it was nice to see and very sweet of the workers to wave and be so nice to the kids. She spoke about the Senior Center and wanted to know where we were with any updates, or the status from the last discussion we had. Have we taken any action or found a way to try and help them?

City Manager Sykes replied that he talked to someone from Community Action Team (CAT), who is responsible for the Older Americans Act and Senior Programs in Columbia County. They are also the area agency on aging and they do the plan for services. He spoke with them and shared the City's concern about the loss of the meal program at the Senior Center and asked what can be done to try and reconstitute that, since there's still money available for a meal program. A couple of the other Senior Centers have struggled, Rainier was struggling to the point where they almost had no services, but they had some Senior volunteers step up and volunteer and take control of the program and they were able to use the money they got from CAT to hire a cook and provide some services. They have a real strong volunteer base which was led by a group of seniors. CAT is still willing to help and provide support, but they can't tell the seniors how to run their center. He also called the State Senior Services division and that's a real difficult organization, it's hard to find anyone in charge. He spoke to one lady and asked her about it and she told him they have very few services there, they're using what they have. He thinks she will get back to him, unfortunately there's not a lot of answers, but we'll continue to move forward. It's a hard issue to get your hands around because they have their own board. He will continue to try to find support at the State level, but he wasn't overly encouraged.

Mayor Burge replied he spoke to Julie, the Executive Director, and he made two suggestions to her, to get her to think outside the box. Other than charging \$1 to play pool, consider going to one of the local businesses and see if they will sponsor a year of free pool. They can make a sign saying, "Pool brought to you by 'so-so company.'" Find out how much revenue you make off of it, then charge a sponsorship for someone sponsoring a pool table. He recommended having an exit interview and ask why doesn't anyone come by anymore, ask them what services could they offer to bring them back. Julie thought they were really good ideas. It was a simple conversation, he was just throwing out ideas to get people to think outside the box. If you charge a senior \$1, they might not play pool because it's not the money it's the principle. If somebody sponsored it, if a company spent a couple hundred dollars to be the pool table sponsor, they get more revenue, and it gives people a reason to come play for free. The interview is just an exit interview idea, have them come in and find out why.

City Manager Sykes replied he went to the Senior Center Board Meeting after the Council Meeting (Mayor Haugen, Alex, and Michael all went) and it was a very uncomfortable meeting, there was some real tension in the room and it was very discouraging.

Mayor Burge replied that's what he was talking about; find out why people aren't coming around, find out instead of guessing, ask them.

Councilor Greisen replied about 6 months ago she was contacted by Julie, the Executive Director, and Julie made a point of reaching out to Megan. Julie was very transparent and told her that they are dying off and losing people. Alex and Megan started attending the meetings regularly and they were hearing from the Senior Community things that were of concern to them. They complained of nothing to do, or the things that there are to do now cost \$1.00. There're no nutritious meals at reasonable prices. Megan questions what are you doing with the money that you are receiving, from the Bread Store, the City (us, as members); we're paying you and we're not seeing any benefit to that. Everybody is frustrated and saying that they won't come back to the Senior Center anymore. We were invited into that situation and we're seeing Seniors are not being provided the basics, like not receiving nutritious meals, they're paying for these things but not reaping any benefits. They are not receiving anything vibrant or lively, if they want to listen to music or go dance, they should be able to. We need to continue to assist them, to find resources, especially the meals (that's a major concern). She thinks it is our responsibility to help them, we offer non-profit organizations grant funding, but we've never seen them here at our table to receive that money. She feels there are opportunities out there to help them to connect but there's only so much we can do; we're not in charge of the Senior Center or the Board but we can step in and help review their budget and find resources to help them thrive again for the senior population that they serve.

Mayor Burge replied if they are renewing their membership, they want it to be worth it.

Legal Counsel Peter Watts stated that the grant application might be the vehicle we can use in sorting through some of the issues. They provided us with one month of their budget and after reviewing it, a lot can probably be easily explained. Part of it might be a communication issue; if the seniors don't understand this is how much it costs to keep the doors open, this is why we need to do these things, then that's an opportunity for the leadership to explain that, for them to apply for grants and get grants, that's an opportunity for us to review it and come up with some best practices for them. Someone's skill set can be in running a senior center (or perhaps not), but it's making sure that they have the support they need to do their job and the seniors feel heard and they feel like they're part of the community.

Councilor Haugen replied it seems like there's a wealth of things that could be done that are low cost. One thing we discussed was to promote a chess tournament in the County. It's a great venue where people proficient in Chess can teach others how to play and compete. He had a conversation with Oregon Chess Federation and they are willing to hold the first tournament for us. They'll come out and provide all the equipment and everything, Joel says this is a great idea, we have a willing partner here. It's worth a try, even if it's not successful. It might be outside of the City's realm, but the City can encourage it. It would weigh well with the Oregon Chess Federation which operates out of Lewis & Clark College. Those kinds of things would be really beneficial, not only for the community and the Education system, but for the Senior Center as well.

Councilor Greisen asked Legal Counsel Peter Watts if there is someone specific we need to contact in regards to transparency of their budget or helping them find funds or making sure their funds are being used appropriately?

Legal Counsel Peter Watts replied its part of the grant process, they'd want an explanation of the funds, how they make money and how they spend money. He suggests training with some best practices. One thing that's been mentioned a lot is the cash flow (dollar here, dollar there), it's not good to have cash flowing around, it's best to have receipts for everything. Helping them understand what data a non-profit should provide to their board members, like a monthly budget, and making sure they have one person cashing checks, another person opening mail, etc., this would help them understand this is what they need. Anytime someone is looking for a grant, whether it's from the City or another entity, just being able to tell that story: this is who we are, this is how we helped them, this is how we paid for it, and this is how we can help them more with funds from you. The Senior Center would benefit from some training whether it's working with their accountant or someone else making sure they have their day-to-day needs in order to compete for those grants. They have a separate board, so Peter wonders if there are members of their board that want help? Would they be willing to come to our City and ask for help?

City Manager Sykes replied that the lady who spoke to the Council was chastised at the meeting for telling the City about Senior Center business. They were very critical of her. It seems like they're a tired group, they don't have a full Board, sometimes they meet, sometimes they don't.

Mayor Burge replied it's odd because they reached out to us. We can't help them unless we know what or who we're trying to help. He says that's why he was trying to give her suggestions on ways to find out. We go through a whole goal-setting process, we have goals. All our Council packets are on the city website for everyone to see.

City Manager Sykes commented he doesn't think they have a full board. He says it would be useful to have connections between the City and their Board.

Mayor Burge replied that's up to them.

Councilor Sanders spoke about the DHS Giving Tree. They reached out to Grocery Outlet who agreed to put up a Giving Tree in their store, as did Wauna Credit Union (both Scappoose and St. Helens branches), along with St. Helens Courthouse and Red Apple Market in St. Helens. Susan and Kim helped by putting the information in the Newsletter and on the website. If you want to make a donation, go to one of the locations and grab a tag and donate. Natalie thanked everyone.

City Manager Sykes stated that we have 2 or 3 days left to put it in the Newsletter.

Council President Reed spoke about West Coast Shoes. They have great significance to him because John Shoemaker Sr. and his wife Ella, who started the company, were Mark's great grandparents. His grandmother and father both worked there, and he used to go there as a boy. They are very unique, they don't do a lot of mass production, they do custom work. Mark has a pair of their boots, he's had them for about 15 years and says they are nowhere near close to wearing out yet. It's fascinating to see the process, to see how the shoes are made, the

craftsmanship of the guys that work there, and the things they are able to do by hand. Their event is on December 5<sup>th</sup> and 6<sup>th</sup>.

Councilor Haugen said Happy Election Day tomorrow!

Mayor Burge spoke about West Coast Shoes. As a child he used to cut through the field and walk through their facility all the time. What a unique business to have in our community. When you think about zoning laws and here we have this little shoe factory on the side of the hill that probably would have never been placed there today, but they have persevered and succeeded and are world renowned. People all over the world now buy their shoes.

Council President Reed commented the boots worn by the actor in the movie, "The Aviator", were made by West Coast Shoes.


Mayor Burge stated November 27<sup>th</sup> is the Rainier Dinner for the Senior Center, please RSVP by November 16<sup>th</sup>. There's a tourism meeting on Friday regarding an OMIC Innovation District discussion about marketing that area. They hired Columbia County Economic Team to put together the first phase of that, which is a 3D look at everything and the possibilities. They are holding a meeting with stakeholders on Friday.

#### **Adjournment**

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

  
Mayor Scott Burge

Attest:

  
Office Administrator, Kimberly Mann