

**CITY OF SCAPPOOSE  
CITY COUNCIL WORKSHOP  
REGARDING SPECIAL EVENT PERMITS  
6:00 P.M.**

In attendance: Mayor Burge, Council President Ingham, Councilor Gedlich, Councilor Bernhard, Councilor Smith, Councilor Meres, City Manager Hanken, Police Chief Greisen and City Recorder Pentecost.

City Manager Hanken went over the staff report. He explained City Council requested the discussion related to the issues of special event permits be place on the September 4<sup>th</sup> Council workshop agenda. He explained he gathered information from other communities. He explained he included information regarding block parties.

Councilor Smith asked City Manager Hanken if there is one of the applications that he favors. City Manager Hanken replied he stated there was something in a lot of them that he found. He liked the idea of defining the special events because that kind of helps to lay things out.

Council President Ingham feels the applicant that is having a private function should pay the fees that the City has to pay to monitor the event. She feels the fee should be incorporated in to the application.

Councilor Gedlich liked the copies of the ordinances that she received related to special event and noise.

Councilor Smith explained the copy of the special event that Council Gedlich is referencing is based on Hood River and the noise ordinance is the League of Oregon Cities model.

Mayor Burge discussed the issue of the last event at Varsity. He explained they still had the parking issue. Mr. Bauer hired a new towing company and Retriever Towing had no problem with coming out and towing three cars. He feels people attending a Varsity event won't park in Mr. Bauer's lot if they know they are going to get towed. He explained he was told that Varsity announced that people would get towed if they were parked in non-permitted lots. He feels noise is the most important issues and that the City needs a noise ordinance so we can regulate and control noise in to the evening. He explained as far as regulating the parking in a private parking lot unfortunately that is the owner of the properties responsibility.

Council President Ingham addressed the issue of parking at the theater. She explained they are not going to announce in the middle of a movie for some one to go move there car out of Ixtapa's parking lot. Mayor Burge replied the movie theater is not a special event. Council President Ingham replied we are addressing parking as an issue for all of this.

Councilor Smith stated we don't know that there won't be special events at that facility or some other facility or the movies in the park. Mayor Burge replied but again the movies in the park are on public property. He stated he feels you have the noise ordinance and then the Police Department is notified that the event is going, then is some shifting of resources that have to happen the Chief is able to do that or the City Manager, not necessarily costing any one more money. He just doesn't feel regulating, regulating and regulating is the answer.

Councilor Bernhard replied he agrees with Mayor Burge. He doesn't think it is our right to tell a private business owner that it has already been established that they can't have a certain event because of a parking issues. He explained if the parking overflows in to somebody else's property that is that properties right and ability to tow them, it has nothing to do with the City. He doesn't feel he has a right as a public official to

tell the business they can't have an event because people might park in another businesses lot. It is that businesses responsibility to tow them.

Councilor Smith replied true if the businesses parking lot remains open, but when they business covers the parking lot with a tent the business is not consistent with the land use anymore.

Councilor Gedlich replied she agrees with Mayor Burge and Councilor Bernhard. She also knows where Council President Ingham is coming from regarding Ixtapa. She feels the parking problem is all over the community. She feels people have to start communicating with each other. She feels Chief Greisen and staff should be able to come up with an adequate application and a resolution for fee for these events.

Council President Ingham explained by the time the tow truck comes to Subway to tow the three, or four, or five cars that are parking there, because he can only tow one car a time, Subway has lost business because there is no parking spots available for the customers that want to come right then and buy a sandwich. She asked how long does it take to tow a car and come back.

Mayor Burge replied it depends on how many tow trucks are sent out. He explained some towing companies have a fleet of hundreds.

Councilor Smith explained she likes the LOC noise ordinance.

Councilor Meres agrees with Mayor Burge and Councilor Bernhard, He doesn't want to get in the business of regulating. He doesn't have a problem with cars being towed out of lots. He does feel this community should pull together and businesses need to pull together because this community is growing.

Council President Ingham hopes that who ever is having the event is told at the door where they should and shouldn't be parking.

City Manager Hanken asked if Council President Ingham wants to see a parking plan incorporated in to an application. Council President Ingham replied absolutely.

Mayor Burge would like to see something really basic that just says there is an event so the city knows. He wants to see the noise ordinance. He also would like to see some cleaning up of the code so it would allow some one to put up a small size tent.

Councilor Smith explained the people having the event have the ability to say the excess parking is at the High School or what ever other location, then if people go park on the neighbors property and the neighbor has them towed. The owner did talk some type of action. She feels the City did their job by requiring that an option exist for other parking.

Councilor Judd arrived at 6:42 p.m.

Mayor Burge stated he feels people under 48 hours should be able to put up a tent and take it down without having to go through the whole process.

Mayor Burge explained the first part will be a basic application for noise and it will have to include a parking plan and it doesn't have to be approved by Council. Councilor Smith would like the permit to state it can be appealed to council if it gets denied.

Mayor Burge ended the workshop at 6:55 p.m.

**CITY COUNCIL MEETING  
SEPTEMBER 4, 2007  
AT 7:00 P.M.  
SCAPPOOSE, OREGON**

**Flag Salute**

**Call to Order**

Mayor Burge called the meeting to order at 7:03 p.m.

**Roll Call**

The meeting of the City of Scappoose was held at 7:00 p.m. in the Council Chambers; 33568 East Columbia Avenue; Scappoose, Oregon with the following present:

**City Council Members:**

<b>Scott Burge</b>	Mayor
<b>Judie Ingham</b>	Council President
<b>Donna Gedlich</b>	Councilor
<b>Lisa Smith</b>	Councilor
<b>Jeff Bernhard</b>	Councilor
<b>Charles Judd</b>	Councilor
<b>Larry P. Meres</b>	Councilor

**Staff:**

<b>Jon Hanken</b>	City Manager
<b>Doug Greisen</b>	Police Chief
<b>Susan Pentecost</b>	City Recorder
<b>Terry Andrews</b>	Field Services Supervisor

**Excused:** Legal Counsel

**Approval of Agenda**

Council President Ingham moved, and Councilor Bernhard seconded the motion to approve the agenda. Motion passed (7-0). Mayor Burge, aye; Council President Ingham, aye; Councilor Gedlich, aye; Councilor Bernhard, aye; Councilor Smith, aye; Councilor Judd, aye and Councilor Meres, aye.

## **Public Comments**

Ted Moon, Scappoose, explained he received a letter in August from Waste Management regarding stating they were no longer going to receive recycling or yard waste. He explained the reason stated for not being able to receive it any more is a combination of size and weight of the truck, the limited radius area available for the turn around and the vertical stops for the drive created instability and liability for the damage to customer property or company vehicle. He explained he has been receiving recycling for about 2 years with no problems. He explained, according to the driver, they are increasing the size of their truck by 4 feet so they will not receive any recycling as a result of that. He explained he contacted Waste Management and what they have told me is at this time they won't receive recycling. He was informed that his choices are to reduce the price of the monthly bill by \$3.29 or he can pull his container to Cliff and Ridge. He doesn't feel that is something he wants to do in the middle of the winter. He feels they should receive recycling. He explained over on Bella Vista some how they receive recycling, then the back the truck down the hill. He explained he spoke with John from Waste Management this afternoon and backing the truck down is not an exceptional option. He explained he is here because they want to recycle. He explained if they can recycle it will go in the garbage and he doesn't think that is right.

Councilor Smith explained this is the first that she has heard about this. She feels it is a much bigger issue then public comments, unprepared type situation and she would like to request that Mayor Burge place this on an agenda. She would like to know the full scope of impact with the franchise agreement. She would like to hear from Mr. Roth, from Waste Management and she would like to know how many property owners were told this. City Manager Hanken explained he has been working on this issue. Mayor Burge would like this on the 17<sup>th</sup> of September as an agenda item.

Rob Leipzig, Scappoose, explained about 90% of his waste is recycling, he has very little garbage. He stated to him losing this is a big factor.

Don Davis, Scappoose, explained his sewer plugged up on City sewer in the middle of a City street. He explained he was told it is his responsibility to take care of, which he is not arguing that point. He asked what can the City do. City Manager Hanken explained (by drawing on the board). He explained usually in many municipalities you have two things, the main sewer line, which runs in the middle of the street, then you have the lateral lines that go to individual properties. He explained what he believes Mr. Davis is talking about here is a plug on the lateral. Mr. Davis stated as near as they can figure it is 63 feet out from his property. City Manager Hanken explained in many communities and he believes in the public works design standards the City's responsibility for maintenance is the main line, He explained the home owners responsibility are the laterals that go from their house to the main line.

Mr. Davis explained he has to send Roto Rooter down about every 6 months to up plug the line. He explained his house was built in 1984. He stated it could be right on the sewer line itself.

Councilor Bernhard asked when was the last time that line has been tv'd? Field Services Supervisor Terry Andrews replied they would have to go back and look at the records. He explained a crew went out of tv's and the blockage is before it goes in to the main. He believes it is about 5 feet from the main. Mr. Davis feels it a big root ball and something is broke down there. He explained the pipe from his house is closed. Councilor Bernhard explained in all reality the Council won't be able to solve this problem for Mr. Davis tonight, but what they can do is ask staff to try and find some resolution for him and try and work on it.

Field Services Supervisor Terry Andrews explained staff will be scheduling a meeting to address this issue through the City. He explained it becomes a question in the building department. The Building Official

only has jurisdiction from the property line in, whose jurisdiction is it then to inspect and verify the main line to the property. Mr. Davis feels the damage could be from the big heavy trucks.

Councilor Smith would like staff to let Council know what the condition of the road is and all the factors are.

Lisa Smith, Community Club President, is requesting on behalf of the Farmers Market closure of NW 1<sup>st</sup> Street from Columbia Avenue to Prairie Street on September 15, 2007, for that one day. Staff doesn't have any issues with closing the street.

Council President Ingham moved and Councilor Judd seconded the motion to allow the Scappoose Farmers Market to close NW 1<sup>st</sup> Street for September 15, 2007 only. Motion passed (6-0). Mayor Burge, aye; Council President Ingham, aye; Councilor Bernhard, aye; Councilor Gedlich, aye; Councilor Judd, aye and Councilor Meres, aye. Councilor Smith abstained.

### **Consent Agenda**

Councilor Smith moved and Councilor Judd seconded the motion to approve the minutes from the August 20, 2007 Council meeting. Motion passed (6-0). Mayor Burge, aye; Council President Ingham, aye; Councilor Bernhard, aye; Councilor Smith, aye; Councilor Judd, aye and Councilor Meres, aye. Councilor Gedlich abstained due to not being present at the last meeting.

### **Old Business**

#### **Appointment of Planning Commission Alternate**

Mayor Burge explained he is deferring this agenda item until the next meeting.

#### **Automated Meter Reading**

Terry Andrews, Field Services Supervisor, went over the staff report. City Manager Hanken explained when we look at replacing meters even in our current program it takes us about an hour to replace water meter on average. As we start looking at this program if again we were to focus on doing 426 meters over the course of a summer one of the things we could look at in terms of a part time positions, the employee would just need to have some basic mechanical ability, you could replace the 426 meters in about 6 weeks, with 2 staff people.

Councilor Smith asked how long it would take to pay back \$500,000.00.

Bob Sanchez, HD Fowler Company, explained in the handout that he gave to Council and staff there is a standard value analysis sheet. He gave history on HD Fowler and Master Meter. He showed a meter and explained how it works. He went through the handout. He explained if there are any issues HD Fowler has well trained staff available to assist us. He explained radio read is the kind of the latest current thing in the market today. He explained Master Meter has taken all the electronics and vacuum sealed it all into the register itself, so everything is self contained, there are no wires, no antennas, all you need is this meter. He explained something unique about their radio read drive by is that it is a component of the next step, the next generation.

Mr. Sanchez explained the next step to go to fix base from this would be to add what they call a booster to this meter and towers. To do this it is a lot more expensive. He explained if you have any disputed bills you

can go back to any meter in your system that is radio read and you can interrogate it with you handheld or lap top system and you can data log 4,000 reads, 1 per hour, 166 days. You can show them what day, what time and how much water they used. He explained if a customer turns the meter around these meters will detect that. He explained there is an alarm that will come up on the handheld during reading if there is something wrong.

Mr. Sanchez explained with the City of Scappoose having almost 2,000 meters the projected read time for Scappoose would be probably about 6 hours. He explained on the customer service end of it you'll have accuracy of reads.

Mayor Burge discussed the issue that there are other people that make this style of meter. Mr. Sanchez replied there are other people that make the meters but they are the only ones that don't require an FCC License. He explained another thing to take into consideration is with system it just replaces the meter that the city is currently using. With other systems there are wires to be hooked up, lids to be replaced and all that adds up.

Councilor Gedlich asked how often is the software upgraded? Mr. Sanchez explained the upgrades are posted on the internet and when you upgrade your route to go read it upgrades any upgrade that is out there. He explained the upgrades are free.

Mayor Burge asked about the training. Mr. Sanchez explained there are two days of training included to the package they provide. He explained one day is for the billing people only and the other day is for the meter reading people only. He explained Master Meter will ask you to please have more then one person trained. He explained they will gladly come back out but it will cost the City.

Councilor Smith asked how many other companies sell this meter. Terry Andrews explained in the local area there are two other companies. City Manager Hanken explained if Council wanted to go proceed, then the City would have write up specification.

Council would like to see a cost benefit ratio and a return on investment to show how much the proposed system would save the City compared to the current system.

## **New Business**

### **Acceptance of Vehicle Bid and Vehicle Lease**

Chief Greisen went over the staff report.

Council President Ingham moved and Councilor Bernhard seconded the motion to approve Vehicle Fleet Lease through Ford Motor Company with Option A, Council can approve the potential vehicle lease with all vehicle installation of four (4) years not to exceed \$9,461.02 a year, and accept bid option 1, Emergency Response Services \$34,508.72, and the vehicle lease agreement between the City of Scappoose and Ford Credit.

Councilor Smith asked about the amount \$34,508.72 and the payments of \$9,461.02. Chief Greisen explained there is interest with Ford Motor Credit.

Motion passed (7-0). Mayor Burge, aye; Council President Ingham, aye; Councilor Bernhard, aye; Councilor Gedlich, aye; Councilor Smith, aye; Councilor Judd, aye; and Councilor Meres, aye.

## **Announcements**

Mayor Burge went over the Calendar. The next meeting will be on September 17, 2007.

## **City Manager**

City Manager Hanken explained the annual city audit is on its way and the auditors are here. He explained he has been in discussions with the little league related to the notice to proceed and he will be meeting with them in the next week or so to layout the schedule for what improvements can be done before the rainy season starts. He explained the photo of the National Guard will be at the framers tomorrow. He explained he will hand out items from LOC for Council.

## **Police Chief**

Police Chief Greisen explained the Scappoose Police Department and Scappoose Rural Fire District are working together to help notify drivers that school is back in session. He explained September is National Preparedness month for emergency. Be prepared and make sure you have your 72 hour kits. At the Sauerkraut Festival they will have some kits available and take preorders for those who want to buy one for others. He explained with all the events that have come through the City of Scappoose there have not been any problems. He explained the National Center for Rural Law Enforcement out of Little Rock, Arkansas is coming back out this way. He explained we are sponsoring two training sessions and they are already filled up. The City of Scappoose is sending 4 officers to the training. He explained after seeing many Farmers Market he is happy that the City holds it in the back parking lot. He explained it is really neat walking through the market.

## **Councilors**

Councilor Gedlich thanked staff for making the grounds look so much better and she really appreciates what staff has done. She thanked Terry and staff for the presentation tonight.

Councilor Bernhard would like City Manager Hanken to check into the fields being possibly used for soccer, when baseball is not using the fields. He would like to see some type of report dealing with vandalism in this area.

Council President Ingham would like to have a copy of the layout of the park.

Councilor Judd stated it is kind of exciting to see the changes of the season and the kids are back in school.

Councilor Smith discussed the location of the farmers market. She explained the vendors are ecstatic about the new location.

Mayor Burge explained this week the Spotlight will run the notice on the contest for "Naming the Park".

## **Adjournment**

Mayor Burge adjourned the meeting at 8:44 p.m.

**City of Scappoose, Oregon**

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Scott Burge, Mayor

Attest: 

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Susan M Pentecost, City Recorder