

**CITY OF SCAPPOOSE
CITY COUNCIL MEETING
MARCH 1, 2010 AT 7:00 P.M.
SCAPPOOSE, OREGON**

Call to Order

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

Flag Salute

Roll Call

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

City Council Members:

| | |
|----------------|-------------------|
| Scott Burge | Mayor |
| Jeff Bernhard | Council President |
| Donna Gedlich | Councilor |
| Judie Ingham | Councilor |
| Larry P. Meres | Councilor |
| Jeff Erickson | Councilor |

Staff:

| | |
|---------------------|---------------|
| Jon Hanken | City Manager |
| Doug Greisen | Police Chief |
| Susan Reeves | City Recorder |
| Press: none present | |

Excused: Councilor Heerwagen and Legal Counsel

Also present: Jill Schull Budget Committee member

Approval of Agenda

Councilor Ingham moved and Council President Bernhard seconded the motion to approve the agenda. Motion passed (6-0). Mayor Burge, aye; Council President Bernhard, aye; Councilor Gedlich, aye; Councilor Ingham, aye; Councilor Meres, aye and Councilor Erickson, aye.

Public Comments

Myron Smiens, Hardcore Construction LLC, St. Helens, is here tonight to ask permission from City Council to work from 8:00 p.m. to 5:00 a.m. to remove and replace the concrete paving in the parking lot at the Road Runner. He explained they would be making some noise around midnight to about 1 to 2 o'clock in the morning. He explained the closet resident is located behind Varsity Bar & Grill about 200 feet away from where they would be working.

Councilor Gedlich's asked Mr. Smiens if he has talked to the property owner. Mr. Smiens replied no, they have not. Councilor Gedlich explained her main concern is public safety, not only for the citizens but for the students and traffic.

Councilor Gedlich moved and Councilor Meres seconded the motion that Scappoose City Council allow Hardcore Construction permission to do early morning hour labor work from mid to the end of March.

Mr. Smiens explained the work would be end of March dependent upon the weather. He explained he will let City Manager Hanken and Police Chief Greisen know what is going on so if they do get phone calls.

Councilor Meres asked if the noisiest part of the construction is tearing up the concrete. Myron Smiens replied yes. They will be using a jack hammer and a small skid steer loader; both of them are 4 cylinder diesels. He feels most of the demo should be able to be done from 8:00 p.m. to midnight.

Council President Bernhard asked the work that is being done is at the front of the building, correct; it doesn't having anything to do with the highway right? Mr. Smiens replied correct. Council President Bernhard replied from a safety standpoint the only thing we are talking about is people actually pulling in to Road Runner. Mr. Smiens replied correct. He explained the Road Runner previous had some work done and they had issues with traffic and safety.

Council President Bernhard explained he doesn't have a problem with this as long as the closet property owner agrees to it.

Mayor Burge asked Mr. Smiens if he has a problem talking to the closet home owner. Mr. Smiens replied no, he doesn't and he will speak with him. Mayor Burge stated maybe the Council should put it as a condition that Mr. Smiens needs the okay of the one home owner that would be directly impacted. Mr. Smiens replied he is fine with that.

Councilor Gedlich stated if the property owner doesn't want the noise and this is part of the condition, then what?

Councilor Ingham stated there is a train that runs through our town three times a night, every night. She stated this is not going to be any louder than that, she doesn't think it will be an issue. She doesn't feel there needs to be a condition on the motion.

Motion passed (5-1). Mayor Burge, aye; Councilor Gedlich, aye; Councilor Ingham, aye; Councilor Meres, aye and Councilor Erickson, aye. Council President Bernhard, nay.

Duane Meissner, Associate Director of the Columbia County Soil & Water Conservation District, Scappoose, gave Council and staff a handout from the Columbia Soil & Water Conservation District. He explained as some of you probably already know the Columbia County Soil & Water Conservation now has a tax base and they were able to expand in to a number of different areas that they were never been able to be concerned with before and one of them is storm water in urban areas. He has been asked to present the material that he handed out. He explained this is one of the new neat things that is happening in the State and he thinks it is a win/win for everyone who is concerned with it, home owners, the City, the developers. He explained the conservation director, whose card is on the material he handed out, suggest that he

invite the City Council to go on a field trip in the St. Helens area to look at some of the problems that they have had in that area and also some of the possible solutions to those problems. He would recommend, if Council feels this is good for the City of Scappoose, is to contact the conservation resource person and to start relationships with the Soil Water Conservation District because he would think it would be a benefit to both the City and the Conservation District.

Council thanked Mr. Meissner.

Consent Agenda

February 16, 2010 City Council Meeting

Councilor Ingham and Council President Bernhard seconded the motion to approve the February 16, 2010 City Council meeting minutes. Motion passed (6-0). Mayor Burge, aye; Council President Bernhard, aye; Councilor Gedlich, aye; Councilor Ingham, aye; Councilor Meres, aye and Councilor Erickson, aye.

New Business

Columbia County Economic Development Presentation ~ Brian Little, Director

Brian Little explained he was the City Administrator for the City of St. Helens for 12 or 13 years. Prior to that he was Community Development Director. He explained he retired 3 years in June. About 5 years ago he and City Manager Hanken talked to Commissioner Tony Hyde and they discussed the County really needing to do something about economic development. He and City Manager Hanken also talked about the need to have someone help the Cities but the budget in St. Helens couldn't support that type of person in the budget and Scappoose couldn't support that either. He explained together we couldn't even come up with enough money to do it. They explained to Commissioner Tony Hyde that this is something that really needs to be done at a County level and Commissioner Hyde agreed but said he was really working on the Homeland Security Emergency Management. Both Brian Little and City Manager Hanken stated to Commissioner Hyde that is a perfect model to use for this; you really need to do this. He explained last October he received a call from Commissioner Hyde and they met up. Commissioner Hyde asked Brian Little if he would he like to run this project because he thought he could get this project kicked off for him.

Here is the power point presentation he presented to Scappoose City Council ~

COLUMBIA COUNTY ECONOMIC
DEVELOPMENT COUNCIL
CCEDCO

Presented by
Brian Little

Why create CCEDCO?

- Economic Development in Columbia County is diffused and confusing for businesses
- No "One Stop" shop for businesses looking to expand or locate in county
- Lack of coordinated communications between economic development entities
- No cohesive multi-partner countywide economic development delivery service
- Lost opportunities to retain, expand and/or attract businesses

What is CCEDCO?

- 501 C 6 federal and ORS Chapter 65 mutual benefits corporation
- Board of Directors from private and public sector
- Umbrella entity to assist existing economic development agencies and promote economic development countywide
- 2-year pilot program that will be results oriented

Who would serve on the CCEDCO Board?

- Public/Private partnership
- 25 Board members – 12 public agencies and 13 private
 - Columbia County
 - City of Clatskanie
 - City of Columbia City
 - City of Rainier
 - City of Scappoose
 - City of St. Helens
 - City of Vernonia
 - Portland Community College
 - Port of St. Helens
 - Clatskanie PUD
 - Columbia River PUD
 - West Oregon Electrical Cooperative, Inc.
 - Plus 13 private sector members appointed by the above directors

What is the Mission of CCEDCO?

- Deliver business-driven economic development services to create, grow and retain Columbia County businesses through a coordinated delivery approach

What are the Goals of CCEDCO?

- Expand, retain and recruit businesses and industries to include existing and new industry clusters
- Increase per-capita income, diversify the economy and promote managed economic growth through year-round family wage jobs
- Coordinate delivery of professional economic development services by networking existing and newly created multi-organizations' efforts

What would be some of the
Deliverables of CCEDCO?

Business retention and expansion

Business Visitation Program –

With local partner identify key industries
and business to visit and identify
immediate opportunities

Small Business Assistance Program –

Work with PCC, MTC and Oregon
Employment to provide counseling

Results:

- \$500,000 in new public/private investment in Columbia County
- 100 new work advancements opportunities

Business Recruitment

- Provide a coordinated system for responding to business leads
- Up to date inventory of commercial and industrial lands
- Property profiles sheets
- Local community/developer development preferences

Results:

- 6 new business starts
- \$300,000 new capital infusion into Columbia County
- \$1 million in new business sales/receipts

Economic Development Services Capacity

- Participate as a partner in workforce development activities through NW Oregon's Workforce Response Team (WRT)
- Participate as a partner in infrastructure development, planning and permitting

Results:

- Minimum of 2 businesses using workforce investment training resources;
- Minimum of 2 new public infrastructure project funded and implemented

How will these goals be implemented?

- The Board of Directors would be assisted by a paid executive director with experience in economic development issues.

What is the estimated budget for CCEDCO?

- It is estimated that \$115,000 would be needed for each year during the two-year project for a total two-year budget of \$230,000

How would CCEDCO be funded?

- Public entities will be asked to support this two-year program. If successful, the private sector would be asked to provide funding.

What benefits will be derived from
CCEDCO?

- **For the private sector:**
 - A coordinated economic development initiative
 - Access to valuable training and business assistance programs
 - A better opportunity to succeed in business
 - Public/Private partnership able to operate as a flexible organization

What benefits will be derived from
CCEDCO?

- **For the public sector:**
 - A coordinated economic development initiative
 - A closer partnership with the private sector
 - Increased revenues to pay for vital services

Brian Little explained he is looking for \$10,000.00 in the 2010/2011 budget from the City of Scappoose to help pay for this. Then they would be back requesting a similar amount for the following year. He explained he has commitments from Chad Olson who is the City Administrator in St. Helens that he would ask to put \$15,000.00 in the budget, Clatskanie has also pledged \$2,500.00, Clatskanie PUD has pledged \$5,000.00. He explained all total they are not quit to \$100,000 in what he would call pledges.

Councilor Ingham thanked Brian Little for his presentation. She asked what happens if you go over the dollar amount that you say you need. Brian Little replied they can't go over the amount they receive; what ever money we come up with is going to be the maximum amount of dollars ~ they will not be going over that amount.

Council President Bernhard explained one of the issues that the City has is the ongoing challenge of working through communication issues with the Port of St. Helens. He asked Brian Little to touch on it a little bit on how he thinks this is going to be a break through between economic development and how the Port is going to be able to work in coordination with this group. Brian Little explained he feels the Port is beginning to see some positives things to this and he feels the Port is on board with this. He explained to Council President Bernhard your feelings are no different than the City of Clatskanie or the City of Rainier. He explained there seems to be a general frustration that the Port of St. Helens is not doing what you as a City wants to do.

Mayor Burge replied he would just like to see the Port of St. Helens communicating with us.

Brian Little stated they are either going to be drug along or left behind and part of that is going to be then getting that better at communication. Council President Bernhard replied he really sees that being one of the biggest challenge and he thinks that will be the keys of the success or failure of this particular committee. He also wanted to say that he feels they City has challenges with the Port, not frustrations.

Councilor Ingham stated noting our challenges and frustration with the Port she would just hate to see the Port dig their heels in and derail this. She stated there were a lot of businesses that wanted to come to Scappoose but it was dependent on the opportunity out at the airport.

Councilor Gedlich asked Brian Little when he talked to the Port Commissioners did they indicate any kind of dollars to you what they would be willing to participate in this program. Brian Little replied he can tell you what he asked them for preliminarily is \$5,000.00. He stated to be honest with you he thinks it is going to be a hard sell for their organization. He explained it is really secondary to if we get the money, we will figure out a way with what ever budget money we have but we want them to be a part of this and if economically they can't fund it; we still want them to be a part of it.

Mayor Burge replied he explained there are opportunities out there and he doesn't want to see this not get a chance. He feels it is more important that we are moving forward on opportunities. He feels for a two year pilot program this is a good investment.

Councilor Gedlich stated she thinks when you look at the members of who is involved, the public and the private working together, she thinks that is really going to help.

Councilor Ingham stated she would hope the Port would realize that if they are the only entity that doesn't jump in and work with us monetarily as well as being involved that it won't look good on them.

City Manager Hanken stated one thing that he would like Council to remember is he knows there is a focus on the two year time frame, but he would like the Council to look beyond that two years, because one of the things this model focuses on is again getting the private sector more involved in the economic efforts.

Brian Little stated the best comment he heard was that Cities don't create jobs for economic development, private businesses create jobs.

Councilor thanked Brian Little.

Resolution 10-04: A Resolution Adopting a Supplemental Budget, Establishing Appropriations Within the 2009-2010 Budget

City Manager Hanken went over the staff report. He stated he hopes Council has all had the opportunity to go by Veterans Park and see the progress that has been made. He explained there are a few other expenses that were listed that staff was not fully aware of when we developed the budget. Then when going through the budget process he overlook a few of the costs in terms of constructing the concession stand/restroom facilities. He explained what this resolution would do is two things: it would transfer \$100,000.00 out of contingency to the park fund to allow us to cover the cost there and the other thing is we have a \$50,000.00 retainage that the State pays back. They paid everything except \$50,000.00 of the cost of the park and that won't be paid until they do the final walk through. He is not sure when that will be issued. He explained one of the things as a precautionary measure he would like to do is ask Council to also transfer \$50,000.00 out of the Parks SDC contingency to the operational fund to cover just incase those retainages aren't in at that particular time.

Councilor Gedlich moved and Council President Bernhard seconded the motion that Scappoose City Council approve Resolution 10-04: A Resolution Adopting a Supplemental Budget, Establishing Appropriations Within the 2009-2010 Budget Motion passed (6-0). Mayor Burge, aye; Council President Bernhard, aye; Councilor Gedlich, aye; Councilor Ingham, aye; Councilor Meres, aye and Councilor Erickson, aye.

Gunsmithing as a Home Occupation

City Manager Hanken went over the staff report. He explained at the February 16 Council meeting, Matthew Browning approached the Council stating that he had been unable to obtain a license from the Federal Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF) for a gunsmithing home occupation. ATF requires a firearms dealer license for gunsmithing (including

of engraving, customizing, refinishing or repairing firearms). The City's rules for home occupations state in part that:

"H. The following uses shall not be allowed as home occupations:

1. Auto-body repair and painting;
2. Ongoing mechanical repair conducted outside of an entirely enclosed structure;
3. Junk and salvage yards;
4. Storage and/or sale of fireworks or firearms." [SMC 17.143.050]

In light of this prohibition on storage or sale of firearms, staff issued a Type I Home Occupation permit with conditions limiting the business to restoration of firearms, not authorizing the storage or sale of firearms, and prohibiting clients at the house (unless the applicant obtained a Type II Home Occupation permit). It appears that either the Code language of the conditions of approval are preventing the applicant from obtaining the license from ATF. The applicant would not face this prohibition if the business were located outside the home.

City Manager Hanken explained there is another gunsmithing home occupation business in town that has never had issues with ATF as far as he knows. He is not sure what is different about this one. Mayor Burge would like City Manager Hanken to contact the other gunsmithing business.

Councilor Ingham asked City Manager Hanken if he knows why this Ordinance was passed in the first place. City Manager Hanken replied there are a lot of municipalities that have the same type of boiler plate language because of guns and all that they restrict or limit that from a residential use and try to keep it in a commercial use. Councilor Ingham feels this activity is already regulated by the ATF. She feels the public's welfare is already addressed by the ATF and doesn't understand why the City should put more restrictions on this activity. City Manager Hanken replied because it is in our municipal code and in order that change that Council has a process that they have to go through.

Councilor Ingham stated she wants to ask Council is the ordinance prohibiting that type of business in this City justified.

Councilor Gedlich stated she has a family member that builds rifles and repairs them and he said since 9/11 there have been lots of changes.

Mayor Burge discussed the issue of staff issuing a type I home occupation. City Manager Hanken replied Mr. Browning didn't ask for a Type II. He stated we can go back and talk to Mr. Browning about doing a Type II. Mayor Burge replied if it gets him over the hurdle than that is the easiest way. Councilor Ingham and Councilor Gedlich agree with Mayor Burge. Council President Bernhard stated to City Manager Hanken that he would like him to have the conversation with Mr. Browning and see if he would like to go that route. He stated maybe we can waive the fee. Mayor Burge stated why don't we investigate that as well, he likes that idea. Councilor Gedlich is concerned with waiving fees because what about the next guy that comes before us with an issue, is he going to get his fee waived also? She feels we need to be very careful if we are waiving fees. Councilor Ingham feels this is a very special situation, it doesn't happen all the time.

Announcements

Mayor Burge went over the calendar.

City Manager Hanken

City Manager Hanken explained he and Brian Little are discussing needs and issues tomorrow. Wednesday he will be at the County meeting regarding Waste Management fee increase. Again he stated to Council if they haven't been to the park lately they should go by.

Police Greisen

Police Greisen explained he knows the construction request was a hard decision but it is going to help the Police Department out during the day with traffic flow. He explained the Police Department will be having the CERT academy in April. In fall the Police Department will have their citizen's academy.

Councilors

Councilor Gedlich thanked staff for their hard work. She stated "Welcome back Judie we missed you in February." She explained the quarterly financial reports look wonderful, staff is being very conservative. She asked City Recorder Reeves to RSVP for her for the City/County Dinner.

Councilor Meres explained he won't be here for the Goal Setting Session on March 13, he has to work.

Council President Bernhard explained he also enjoyed the reports that he got from Jill Herr. He explained the bar graph was extremely user friendly, in fact he called Jill up and thanked her. He stated the little additional effort when it came to that makes a big difference to understand exactly where we stand and where we are going to go. He stated he told Jill this is fantastic and we should have been doing this forever.

Council President Bernhard asked about the traffic counter on JP West and asked how long will it be there. Police Chief Greisen replied it will be there for about 2 weeks, then they will compile their information and forward it to the County Road Department. Council President Bernhard feels that information would be useful to have in order to go in front of the County in order to try to speed up construction on the bridge on JP West. Mayor Burge replied he has talked to Commissioner Hyde and Commissioner Bernhard and he knows they have forwarded information to and they are working with our Congressional staff on getting some funding for the bridge. He explained it has been moved up to one of the top projects for bridge work. He explained he did also hear they were looking at reopening the bridge to regular traffic if they did some repair work to it.

Council President Bernhard stated he knows during the baseball season it is going to be a very busy area. Councilor Ingham stated it is going to be a nightmare. Council President Bernhard stated it is also going to be a safety issues and that is what the community in that particular area wants to bring in front of the County is that it is going to turn in to a safety issue.

Councilor Ingham asked if the Little League has looked in to a lot that they can have people park and then bus people over the bridge. Council President Bernhard replied he is not sure but he can ask. Councilor Ingham feels they should have a back up plan. City Manager Hanken replied this year is going to be a learning experience.

Councilor Ingham stated it is nice to see students here this evening. She thanked them for attending.

Councilor Erickson asked as a parent of kids that are in little league as they are signing up are they getting any kind of hand out or notification stating the bridge is under construction or a map showing an alternate route. Council President Bernhard stated that is a great question. He doesn't think Little League has even addressed the issue about the bridge. He stated that is a tough call because it is a County bridge. Councilor Ingham feels City Manager Hanken should sit down with Little League and state these are the problems that the City sees are going to happen and these are our suggestions. She stated it might be a County bridge but it is going to be a City problem. Council President Bernhard asked if City Manager Hanken could send an email tomorrow to the County expressing Councils views of what is going on and with the contact information of Little League and see if something happens that way. Councilor Gedlich suggested putting information about the bridge in the school news letters. Councilor Ingham stated it is the players parents that are going to be there so if the coaches could send something home with the players to the parents.

Jill Schull explained she use to be on the Little League board and she offered to help notify Little League. Mayor Burge thanked Jill. He asked City Manager Hanken to work with Jill Schull on this.

Mayor Burge stated Congratulations to the Scappoose Wrestling team and their State Championship. He explained the City will be presenting them something this week.

One of the High School students in the audience stated the Swimmers went to State too. Mayor Burge congratulated the Swim Team also.

Adjournment

Mayor Burge adjourned the meeting at 8:25 p.m.

City of Scappoose, Oregon

Scott Burge, Mayor

Attest: _____
Susan M Reeves, CMC
City Recorder