

**CITY OF SCAPPOOSE  
REGULAR CITY COUNCIL MEETING  
JUNE 18, 2012 AT 7:00 P.M.  
33568 EAST COLUMBIA AVENUE  
SCAPPOOSE, OREGON**

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

**Flag Salute**

**Attendance:**

**City Council Members:**

Scott Burge	Mayor
Donna Gedlich	Councilor
Larry P. Meres	Councilor
Mark Reed	Councilor
Ron Guerra	Legal Counsel

**Staff:**

Jon Hanken	City Manager
Norm Miller	Police Lieutenant
Susan Reeves	City Recorder
Jill Herr	Finance Administrator
Kevin Turner	WWTP Operator
Darryl Sykes	WTP Operator

**Press:** none

**Excused:** Council President Bernhard, Councilor Judie Ingham and Councilor Jeff Erickson

**Approval of the Agenda**

Councilor Gedlich moved and Councilor Reed seconded the motion that the Scappoose City Council approve the agenda. Motion passed (4-0). Mayor Burge, aye; Councilor Gedlich, aye; Councilor Meres, aye and Councilor Reed, aye.

**Public Comments**

Al Petersen, St. Helens and Bill Blank, Scappoose were here this evening to show the banners that they have produced that will be hung in Scappoose. Al Petersen explained they are getting together with Comcast to hopefully install the banners in the next week or so.

Al Peterson explained there will be a photo op with Senator Betsy Johnson next Monday, June 25, at 3:00 p.m. in front of Scappoose City Hall. He explained they did great on their fundraising activities and they actually came in under budget on the printing and the bracket costs.

Councilor Gedlich stated the banners are beautiful, you did a wonderful job.

Council thanked Mr. Petersen and Mr. Blank.

Al Petersen explained they will be purchasing extra banners and brackets.

Paula Sheely, Scappoose and Denny Evan, Scappoose, explained they are with the Scappoose Dog Group.

Denny Evan explained they wanted to thank Council for showing up to the opening of the dog park. He explained they would like to build a kiosk to display their plaques and information on dogs, etc.

Paula Sheely explained it would be for community information.

Councilor Gedlich asked how large is it going to be.

Denny Evans replied it would probably be about 4 X 4.

Councilor Gedlich replied she wouldn't mind the 4 X 4 but nothing bigger.

Denny Evan explained they would like to see about getting a sign that directs people to the dog park.

Mayor Burge asked City Manager Hanken if we can look into that.

City Manager Hanken replied yes.

Denny Evans explained eventually they would like to get some more bag stations inside the park, but that's probably something they could do.

Councilor Gedlich asked if they are still getting donations.

Denny Evans replied yes.

Councilor Gedlich replied you might want to do that.

Council thanked Paula Sheely and Denny Evans.

### **Consent Agenda ~ June 4, 2012 City Council meeting minutes**

Councilor Gedlich moved and Councilor Reed seconded the motion that the Scappoose City Council approve the Consent Agenda ~ June 4, 2012 City Council meeting minutes. Motion passed (4-0). Mayor Burge, aye; Councilor Gedlich, aye; Councilor Meres, aye and Councilor Reed, aye.

### **New Business**

#### **Resolution No. 12-09: A Resolution Adopting a Supplemental Budget, Establishing Appropriations within the 2011-2012 Budget**

City Manager Hanken explained what you have before you is a resolution related to the supplemental budgets. He explained we do this every year when we have to make changes at the end of the year related to expenditures or revenues coming in. He explained we have three areas that we need to address in this resolution.

Jill Herr went over the resolution. She explained the first item is the Watts House Fund and at the time that we prepared last years budget we had an estimate for the cost for the new furnace and we felt it would be coming out of capital outlay, the cost came in less so it didn't qualify for capital outlay any longer so we will be moving that same amount of money up to materials and services

line item. She explained in the General Fund Administration the advanced funding for SE 2<sup>nd</sup> Street we really had no idea when people were going to pay throughout the year. There is supposed to be one more payment coming in before the end of the year and this would cover the revenue and the expenditure for the advanced funding.

Jill Herr explained in the Police Fund when they purchased the new vehicles they went over budget just a small amount \$177.00 and this adjust for that.

Councilor Gedlich moved and Councilor Reed seconded the motion that the Scappoose City Council adopt Resolution No. 12-09: A Resolution Adopting a Supplemental Budget, Establishing Appropriations within the 2011-2012 Budget. Motion passed (4-0). Mayor Burge, aye; Councilor Gedlich, aye; Councilor Meres, aye and Councilor Reed, aye.

### **Consideration of the 2012/2013 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 7:16 p.m.

Jason Meshell asked if there are requirements to accepting State Shared Revenues.

City Manager Hanken explained the gasoline tax has requirements that need to be filled. He explained the other revenues generally get put in to the General Fund and are used to pay general fund operations police expenses.

Mayor Burge closed the public hearing at 7:18 p.m.

#### **Consider Resolution No. 12-10: A Resolution Declaring the City's Election to Receive State Revenues for the Fiscal Year 2012/2013, for the City of Scappoose**

Councilor Gedlich moved and Councilor Reed seconded the motion that the Scappoose City Council adopt Resolution No. 12-10: A Resolution Declaring the City's Election to Receive State Revenues for the Fiscal Year 2012/2013, for the City of Scappoose. Motion passed (4-0). Mayor Burge, aye; Councilor Gedlich, aye; Councilor Meres, aye and Councilor Reed, aye.

#### **Adopting the City of Scappoose 2012-2013 Budget ~ Resolution No. 12-11 Hold a Public Hearing on the proposed budget for the fiscal year 2011/2012, making Appropriations, Imposing the Tax and Categorizing the Tax**

Mayor Burge opened the public hearing at 7:18 p.m. and closed the public hearing due to no one wanting to comment.

Councilor Gedlich moved and Councilor Reed seconded the motion that the Scappoose City Council adopt Resolution No. 12-11 Hold a Public Hearing on the proposed budget for the fiscal year 2011/2012, making Appropriations, Imposing the Tax and Categorizing the Tax. Motion passed (4-0). Mayor Burge, aye; Councilor Gedlich, aye; Councilor Meres, aye and Councilor Reed, aye.

Councilor Gedlich asked on 7.2 b for the City's election is there a reason why we don't put the amount that we have budgeted.

Mayor Burge replied he thinks it's because if we put in an amount and we get more we can't more than what is listed.

Jill Herr explained we use the State's format.

Councilor Gedlich explained in the past we use to do that and she often wondered why but she thinks it was because years ago the State would tell used exactly what we were getting.

Legal Counsel Ron Guerra replied they changed the law on how to do this and the instructions are to leave it broad because they don't know exactly what dollars are going to be given and so if you lock yourself in and you won't receive more than what is listed.

Councilor Gedlich replied she thought that's probably it, but she basically asked the question for our budget committee member so he would understand.

### **Resolution No. 12-12: A Resolution Addressing the Deficiencies in Scappoose's FY '10-11 Budget Year Financial Audit Report**

City Manager Hanken went over the staff report. He explained as you recall the first of May the City Council received a letter identifying nine deficiencies in our audit and as staff we received a copy of that as well. He explained in talking with the State audit personal, there was a change with the law. Normally what happened was when there were deficiencies in an audit the letter went only to the auditor, the cities never received it, so this is a first year change in that and that is why we received it. He explained as we sat down the State to go through the letter and their points the deficiencies related to the presentation, not the dollar figures. He explained staff had the opportunity to sit down with our auditor, Dennis Conner, to review the letter to kind of go through how we make adjustments to that. There is a letter that Mr. Conner sent to the State in the staff report.

Councilor Gedlich moved and Councilor Reed seconded the motion that the Scappoose City Council to adopt Resolution No. 12-12: A Resolution Addressing the Deficiencies in Scappoose's FY '10-11 Budget Year Financial Audit Report as presented. Motion passed (4-0). Mayor Burge, aye; Councilor Gedlich, aye; Councilor Meres, aye and Councilor Reed, aye.

### **Awarding Construction Contract for Miller Road Filter Improvement Project**

Darryl Sykes went over the staff report. He explained the City issued an invitation to bid for the Miller Road Filter Improvement project. The bid has two components: The base bid (filter wall repair and media replacement to both Miller Rd. filters) and the additive alternate bid (media replacement only to Keys Rd. filter number 3). The Water Department Superintendant with the advice of the City's engineer selected the Miller filter project due to concerns that the well water along with the addition of treatment chemicals have been reacting negatively with the filter wall concrete. Essentially the chemical make up of the water being treated is attacking the concrete in the filter walls. Over time this could lead to significant structural damage to the filter walls. Since the filter media is at the end of its useful live and needs to be replaced, staff feels this would be a good time to address the filter wall concerns. The bid alternative was added because the media in the Keys Rd. filter number 3 is well beyond its useful life. It now takes hours for the media to

become effective after backwash which wastes water, electricity, and staff time. Also, by combining both projects, the City should see a savings as compared to doing both projects separately. Five contractors submitted bids. The tabulation of all bids and the engineer's recommendation to award contract are attached. Note that all of the bids were complete. Staff recommends that Council award the base bid portion of the project to Stettler Supply & Construction for \$209,950.00 at this time. Staff does not recommend awarding the additive alternate #1 bid at this time. The funds budgeted for this project would cover the total bid amount but leave little room for unforeseen costs. For this reason staff would like to reassess after the base bid project is complete and then go from there.

Councilor Gedlich asked Darryl Sykes why is there such a difference between the low bid and the high bid, it's almost like \$89,000.

Darryl Sykes replied it is kind of unexplainable. He thinks there are typically some companies, because of the market bidding projects, that they don't normally bid on, would be about the only explanation he could give.

Councilor Gedlich asked what is the time line of this project.

Darryl Sykes explained once the bid is awarded there is a one week waiting period, intent to award and then once that ten day period is done it would take about three to four weeks for the contractor to get all their necessary paperwork in order and then anytime there after. He doesn't know for sure but he thinks we are looking at about two months.

Councilor Gedlich moved and Councilor Reed seconded the motion that City Council award the base bid for the contract for the Miller Road Water Treatment Plant Filter Improvement project to the low bidder, Stettler Supply, for the amount not to exceed \$209,950.00, as presented.

Mayor Burge explained this was a project that was brought up during the Public Works Advisory Committee Meetings and the \$300,000 was the money that was carried over and that committee recommended to the Council and Council accepted it to use that money for this project. He stated to Darryl Sykes he thought there was three that had damage.

Darryl Sykes replied after looking further they thought that filter three at Keys was okay.

Motion passed (4-0). Mayor Burge, aye; Councilor Gedlich, aye; Councilor Meres, aye and Councilor Reed, aye.

### **Awarding Wastewater Bid for Secondary Clarifier Maintenance Project**

Kevin Turner went over the staff report. He explained what he is bringing tonight is phase two of the wastewater clarifier project, they did the other one last year. He explained they advertised in the Daily Journal of Commerce and the Scappoose Spotlight. They received six qualifying bids. He explained Long Painting was the apparent low bidder because they were so low staff gave them the opportunity to look at their bid again and after review they withdrew. Kennedy Jenks reviewed the experience and qualifications of the low bidder and recommends the City award the contract to Extreme Coatings in the amount not to exceed \$37,288.00. Extreme Coatings are the people who did it last year. He explained contract work would begin after July 1, 2012 and would need to be completed by September 15, 2012. The timeframe has been selected by staff due to the low flows

anticipated at the Wastewater Treatment Plant. He explained this project is to be paid out of the Wastewater Equipment Maintenance Fund 41-410-202 in the amount of \$37,288.00. Staff recommends awarding the contract to Extreme Coatings for the amount of \$37,288.00.

Councilor Gedlich stated to Kevin Turner there won't be a lot of change orders with this project will there.

Kevin Turner replied we had two last year and this bid price is what the total was last year after those two. He explained there are those unexpected things. He explained it is a two week project and they did it last year in August.

Councilor Gedlich moved and Councilor Meres seconded the motion that City Council award the Secondary Clarifier Maintenance Project to Extreme Coating for the bid amount not to exceed \$37,288.00 as presented. Motion passed (4-0). Mayor Burge, aye; Councilor Gedlich, aye; Councilor Meres, aye and Councilor Reed, aye.

### **Announcements**

Mayor Burge went over the calendar.

### **City Manager**

City Manager Hanken explained the City/County meeting is tomorrow night in Clatskanie. He explained Council should have received an email from him related to the States approval of the Urban Growth Boundary application approval. He stated just because they approved it doesn't mean the process is over. He explained this is the first time that he is aware of that an application has gone through and the Department did not ask for some sort of change.

Mayor Burge stated he credits Brian Varricchione and Jon Hanken for dotting the "i's" and crossing the "t's". He stated usually it is paperwork that gets kicked back, he thanked City Manager Hanken.

### **Police Lieutenant**

Lieutenant Miller went over his hand of the traffic survey on SW 4<sup>th</sup> Street. He explained it is just information for Council. He explained this radar trailer is getting moved to different locations every week.

City Manager Hanken explained this is some of the information that we use when someone says we need a speed bump, stops, etc., this is how staff makes the determination whether to recommend to Council.

Lieutenant Miller explained the Police Department is using it also because it shows them where the major traffic is and what time of the day.

### **Council**

Councilor Gedlich thanked staff for all of their hard work. She thanked City Manager Hanken and his staff for all their hard work on the budget and they appreciate all that they have done.

Councilor Meres stated the barriers are down at Rose Valley Assisted Living facility.

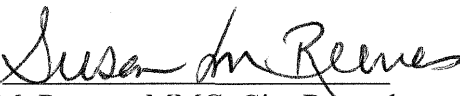
City Manager Hanken stated what he knows is there was negotiations between the Assisted Living Facility and Leahy Construction.

Councilor Meres and Councilor Reed explained they both have been to the new restaurant Fultano's.

**Adjournment**

Mayor Burge adjourned the meeting at 7:47 p.m.

  
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Scott Burge, Mayor

Attest:   
Susan M. Reeves, MMC, City Recorder