

**CITY OF SCAPPOOSE
REGULAR CITY COUNCIL MEETING
JANUARY 22, 2013 AT 7:00 P.M.
33568 EAST COLUMBIA AVENUE
SCAPPOOSE, OREGON**

Call to Order

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

Flag Salute

Attendance:

City Council Members:

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| Scott Burge | Mayor |
| Larry P. Meres | Council President |
| Donna Gedlich | Councilor |
| Jeff Erickson | Councilor |
| Mark Reed | Councilor |
| Jason Meshell | Councilor |
| Barbara Hayden | Councilor |

Staff:

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| Jon Hanken | City Manager |
| Doug Greisen | Police Chief |
| Susan Reeves | City Recorder |
| Brian Varricchione | City Planner |

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| Damien Hall | Legal Counsel |
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Press:

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| Shari Phiel | The Chronicle |
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Approval of the Agenda

Councilor Gedlich would like to moved 6.2 Appointment of Mitch Neilson to the Scappoose Budget Committee to New Business.

Mayor Burge explained 6.2 will get moved to 7.6 under New Business.

Councilor Hayden expressed her concern with the request from the Scappoose Community Club for the Sauerkraut Festival and the roads being blocked off on September 20, 2013 due to a wedding at the Watts House.

City Manager Hanken explained the only street that will get blocked off that day will be 2nd Street, all the other streets get blocked off the morning of the event.

Councilor Gedlich moved and Council President Meres seconded the motion to approve the agenda as amended. Motion passed (7-0). Mayor Burge, aye; Council President Meres, aye; Councilor Gedlich, aye; Councilor Erikson, aye; Councilor Reed, aye; Councilor Meshell, aye and Councilor Hayden, aye.

Public Comments

None

Consent Agenda ~ January 14, 2013 City Council meeting minutes, and Scappoose Community Clubs Annual Scappoose Sauerkraut Festival (September 21, 2013) Request

Councilor Gedlich moved and Councilor Hayden seconded the motion to approve the Consent Agenda ~ January 14, 2013 City Council meeting minutes and Scappoose Community Clubs Annual Scappoose Sauerkraut Festival (September 21, 2013) request. Motion passed (7-0). Mayor Burge, aye; Council President Meres, aye; Councilor Gedlich, aye; Councilor Erickson, aye; Councilor Reed, aye; Councilor Meshell, aye and Councilor Hayden, aye.

New Business

VFW Presentation

City Manager Hanken explained tonight we have members of the Local VFW here for a presentation to Council on behalf of the monument they are building at Veterans Park.

Frank Weber, Local VFW Post 4362, presented the City with a certification of appreciation. He explained this is in appreciate of the City's generous donation and support of the Armed Force Memorial that they are putting in at Veterans Park. He gave an update of the monument. He explained the weather has slowed down the process. He explained the dedication date, tentatively, is 18 May at 10:30 a.m. and they would like to have as many people there possible to help celebrate the dedication.

Council thanked Frank Weber and the other VFW members in the audience for this presentation.

Extension of Commercial Lease Agreement in Old Towne III Building

City Manager Hanken went over the staff report. He explained as part of the lease renewal agreements that the City did back in 2012 for units 120 and 130, Mr. Rosenthal offered to freeze the least rate for the five year term of the agreement. Mr. Rosenthal again is offering to the same for this unit. The lease amount for this unit is \$1,011 per month beginning March 1, 2013 and ending February 28, 2018. He explained staff is recommending that Council approve this as presented.

Councilor Gedlich moved and Councilor Erickson seconded the motion that Council approve a five year lease extension agreement for Unit 110 of the Old Towne III Building, located at 52610 N.E. 1st Street, with Brian Rosenthal beginning March 1, 2013 and ending February 28, 2018.

Councilor Meshell asked is there extra space in this location if the City wanted to expand and add more services or more City square footage.

City Manager Hanken replied yes there is another facility that the City does not have under lease however he has made our intentions in terms of wanted to take over that whole building at some point and time when the demand calls for it.

Motion passed (7-0). Mayor Burge, aye; Council President Meres, aye; Councilor Gedlich, aye; Councilor Erickson, aye; Councilor Reed, aye; Councilor Meshell, aye and Councilor Hayden, aye.

Website Design and Maintenance RFP

City Manager Jon Hanken went over the staff report. He explained this is a report only to go out for web designs, redesign, development and implementation services. He explained the City has been utilizing its current webmaster for about ten years and as a City we should be going out to bid on activities like this probably ten years at the most. The staff report explained the goal for the website is to provide easy access to City information, services and improve overall communication with the citizens Scappoose. The site will offer all city forms in fillable PDF format. The site offer access to customers signing up for new services, and making credit card and e-check payments, which currently is not available to our residents. Staff wants to improve the way citizens also have links to reporting street light outages, water leaks, and other issues around the city. The site will continue features like an online calendar and agendas of government meetings. One of the features that staff is wanting to achieve is a searchable data base for all meeting. For example, a citizen want so search "Parks" The search would highlight past meeting minutes, and from the time we start video recording meetings, the search will pull up the video clip related specifically to that topic.

Councilor Meshell stated Council approved \$10,000 for some audio, if this did go above \$10,000 would it come out of the same budget. He stated he believes it was a \$25,000 budget or is that going to be separate.

City Manager Hanken replied the website is a separate line item.

Mayor Burge explained for the record his father is currently doing the website and he wanted to announce now that if it does have to come to a vote before Council he does a potential conflict of interest and will not be voting.

Councilor Gedlich asked City Manager Hanken if he knows how long this project will take.

City Manager Jon Hanken replied it really shouldn't take too long. He is hoping to have this operational by the end of June.

Council President Meres stated when we do this website he wants to make sure that it is able to handle live streaming video. He wants to get cameras in the Council Chamber and he wants to get live streaming videos of the meetings.

City Manager Jon Hanken replied the one potential that he still has to go to back on that is making sure that we have the high speed cable line. He explained we haven't got that negotiation done with Comcast.

Update of NE 3rd Street Extension ~ Advertise for Bids

City Planner Brian Varricchione went over the staff report. He explained the plan is to extend NE 3rd Street northward from its current ending point by the manufactured home park and extend that northward until it meets with Crown Zellerbach Road and that will provide some additional traffic options in that end of town. He explained the property was purchased in 2008 and in 2011 Council authorized staff to proceed with the design, the City's consultants have been working on the design and at this point it is nearly done and we are on the cusp of advertising the project after just a few more minor revisions to the plan. He explained after the invitation to bids go out

we'll collect the bids and see how the prices come forward. He explained the engineer construction costs estimate was \$240,000 plus a contingency of \$75,000. He stated in terms of time frame construction is expected to start later in the spring and take place over the spring and summer. He explained attached to the staff report there are copies of draft plans.

Councilor Hayden asked at what point will the people on 3rd Street get notified of the project.

City Planner Brian Varricchione explained we have had discussions with various property members just when they are out on site. He explained the manufactured home park managers are aware of it and all the abutting property owners that they have touched bases with. He explained when they actually have dates specific then they will be sending out notice so people can anticipate the construction.

City Manager Hanken explained one of the things we also want to do is we may need to set up certain time restrictions because he knows there are some people who work night shift. He explained recognizing this is going to go through we try to do our best to make sure we are able to accommodate alternative schedules but still keep the project going.

Setting Date for Reviewing Goals

Mayor Burge explained he would like to have this on a Saturday and start at like 8:00 or 9:00 in the morning and then go until they are done setting goals and visioning and working through them.

Council decided the Goal setting and Vision workshop will be on March 16 starting at 9:00 a.m.

Appointment of Mitch Neilson to the Scappoose Budget Committee

Councilor Gedlich explained the reason she wanted to bring this up is because she is really concerned about some of the issues that have happened in the past four or five weeks. She stated the only thing she wants to comment on, that she is really concerned about, she has no objection to anyone that Mayor Burge has appointed on board or advisory committee, except one individual and what she wants to make sure of is at the bottom of the citizen interest application it says "Please Note: Appointments will be made subject to successful completion of a background check according to Scappoose Municipal Code 2.52, Volunteer City Employees. If you do not wish to have your contact information shared with other committee members, please notify the City Recorder". She stated she doesn't even know why we even need that sentence, because if you are going to volunteer for any kind of a position in this City whether it is elected, appointed or whatever it happens to be, it is open record and anybody who is on any committee, appointed, is insured by the City because of liability issues. What she wants to make sure of is we either bold under "Please note" and make sure that everybody understands that they are subject to a complete background check because she doesn't want a sex offender, a felon, or whoever it happens to be appointed all of the sudden have a criminal recorder and then they are on a committee that has to make a recommendation to the City Council. If that recommendation were to be appealed by anybody the first thing is the lawyer is going to find out that whoever was appointed on that committee is a felon and she does not want that to happen and all she is saying is she is has been dealing with the City since the mid 80's and we have never ever had to go through something like this before and she doesn't want it to go through again.

Police Chief Greisen explained he and City Manager Hanken have had conversations of this in the past, along with City Recorder Reeves. He explained basically for the police department to do background investigations we need a City ordinance passed. He explained we have been working on it and it will be coming before Council soon. This ordinance will allow the City of Scappoose Police Department to do a criminal history check on any applicant that volunteers for committees, employees, business licenses, misc.

Councilor Gedlich would really like to do this as soon as possible, she is just really concerned about the City liability.

Damien Hall, Legal Counsel, explained a criminal background doesn't automatically disqualify you from being an elected official or an appointee, but that information can be taken into account when deciding who to appoint. He explained the only disqualifying factor is actual current incarceration.

Mayor Burge stated his question on that is can the City then if it so chose extend that to mean that if you do have a conviction you're not eligible to serve or is there something that trumps that.

Damien Hall replied he thinks the City would be best advised to take a weigh their options on a case by case basis based on the entirety of an applicant's resume and qualifications and use a background check as one factor in that analysis.

Councilor Meres stated he certainly wouldn't approve of a business license criminal background check and he wouldn't approve prospected elected officials on a background check. He said if you are going to apply it to one you're going to have to apply it to everyone.

Councilor Gedlich stated she is not talking about business licenses, what she was worried about was having someone appointed to a committee or an advisory board and they would have a criminal record and that was her only concern because the one that we got was so bad everything the gentleman said he lied. She thinks a lot of it depends on who the person is, but an elected official is a little bit different and a potential employee is a little bit different than a business license but she thinks somebody that is going to be appointed to a committee she thinks for the City she thinks there should be some kind of standard.

Damien Hall replied we are talking about a couple of different subjects here: one is the City's policy on who gets a background check and when. He doesn't believe there is a proposal to change that currently. He stated what Chief Greisen has said is in the near future he is going to bring an ordinance that really cements the City's authority to actually do those background checks but as far as the timing of when and whom he thinks that policy is intended to remain the same unless Council would like to do something along those lines. He stated the other two issues are he thinks we have Councilor Gedlich expressing concern about the form and requesting a certain language to be bolded and then we have the original topic which is the appointment of Mitch Neilson.

Mayor Burge stated if we are going to bold that section then should we treat it more like an employment application where it says if you sign the bottom you are agreeing that if the City decides to do a background check it can be done.

Damien Hall stated he would take that as direction to make sure that the form is consistent with the laws that apply with authorizing a background check with association of applicant for appointment.

Mayor Burge replied he thinks that would work perfect.

Councilor Gedlich moved and Councilor Erickson seconded the motion that the Scappoose City Council authorize Mayor Burge's appoint for Mitch Neilson to serve on the Scappoose Budget Committee. Motion passed (7-0). Mayor Burge, aye; Council President Meres, aye; Councilor Gedlich, aye; Councilor Erickson, aye; Councilor Reed, aye; Councilor Meshell, aye and Councilor Hayden, aye.

Announcements

Mayor Burge went over the calendar.

City Manager

City Manager Hanken explained the head of the Department of State Lands will be in St. Helens Thursday evening and Senator Johnson will be showing the person around various issues related to State lands issues. He will be there discussing some of the issues that we have, one in particular related to the levee certification. He explained the other thing he would like to talk to them about is the expansion of the Urban Growth Boundary and what the levee recertification means to future economic growth in the City of Scappoose. He stated it is a public meeting and it will be at the St. Helens City Hall.

Police Chief

Police Chief Greisen explained during the last Council meeting Council approved a request to allow filming at Veterans Park and he wanted to let you know there were no issues with the filming during that time period.

Mayor Burge explained there was a complaint and he did have a discussion with the person who is a head of the filming and he hasn't had a chance to get back to the person who complained yet.

Police Chief Greisen explained there is freezing rain in the forecast tomorrow morning so drive careful.

Council

Councilor Gedlich thanked staff because they always do such a good job and they are always diligent about answering Councils concerns and questions. She stated to Damien Hall it was nice meeting him and she hopes he comes back again. She stated she is glad to see City Planner Brian Varricchione here. She wanted to thank City Manager Hanken, Chief Greisen and City Recorder Reeves for the back ground check ordinance that is coming forward; she thinks it is really important.

Councilor Hayden thanked everyone. She said it is good to see City Planner Brian Varricchione again.

Councilor Meshell stated there are a few agenda items that he would like to propose. He stated there is a vote for the fluoride coming up. He was wondering about the City having a town hall meeting. He wondered about hosting an information exchange and facilitate a conversation just so the community could actually have a chance to weigh in one more time.

Councilor Gedlich replied she really thinks we had one meeting with the pro's and con's and she thinks if we have another one here in this room it is almost like we are real proponents of what the issue is about. She personally thinks what they need to do is have the local newspapers put in some pro's and con's. She explained she probably received about 500 emails on that subject and she finally just deleted about half of them the first night and the second night she deleted the other half. She really thinks this is a real personal family issue and they are going to read about it in the election pamphlet whether they are going to want it or not want it and she is not going there for nothing again.

Councilor Meres explained there is someone from the Fitness Center that would like to have something.

Mayor Burge stated he and Councilor Meshell can talk after the meeting about this.

Councilor Meshell would like to get an agenda item to discuss the PEG Fee's for basically three reasons; maybe a three part plan to see what is potentially fundable out of the PEG Fee's, the Council Chambers to see if we could actually get the plan moving forward to stream our meetings so people that can't attend or want to see them later can. The second is to put a sign up so we can communicate with the community, like an electronic reader board, much like the High School has. It is another way to engage with the community. He stated the third thing is to see if there is a possibility of actually getting a video type studio built inside the Watts House, with a joint effort with the High School. They need facilities, they would like electronic recording equipment, and there are a lot of people who would like to be able to engage in that, that City and the School could work together. Then what we would have to make sure we did is when we put the video equipment in there we would have to make sure that the roof would protect that investment that we just made. He said if we can have just an agenda item to see what's available, how much money do we have and what it would take to look at these three options.

Mayor Burge asked for the PEG Fee discussion to be on the February 19 agenda.

Councilor Gedlich stated the only thing about doing the roof and making a studio in the Watts House is the Watts House is a museum, so we have to be very careful what we do inside that home, otherwise we could lose that designation, so we have to be real careful.

Councilor Meshell replied agreed, there would probably be things that we have to navigate.

Councilor Hayden stated the other thing is that the electrical system in the Watts House is very limited and old. She stated so if you are looking at doing something like that we are looking at an expenditure to upgrade the electrical system in that house.

Councilor Meshell replied sure, that is why his guess would be to put it on the agenda and thoroughly research it, see if it's there, and if it's not, and this isn't the way to do it, he is sure there are plenty of places we can spend the PEG Fee's outside of the Watts House.

Councilor Meshell stated finally he would like to have on the agenda in the upcoming weeks and or months is what he would call in his words a viability report and what he means by that is he would like to really understand from the local community four issues ~ hunger in Scappoose/Columbia County. He explained Marty Baldwin who ran for City Council is now on that board and he has talked with him and he said he would actually come in and talk about hunger in the City of Scappoose and how people are doing or not doing. He knows the Scappoose Four Square Church has a food bank, he knows the Catholic Church has a food bank that the City actually donates to. He really would like to see the Council the needs of our community and have Council get an understanding of what that looks like so as we go into our goal setting sessions we really understand which segments of our community are actually viable, which he means do they have enough to eat. He would really like to understand that from that perspective. He explained the second one is homelessness. He explained he is getting reports of people telling him that there are folks in our community living in their cars and this is something that is starting to be more and more prevalent in our City and he just thinks that as Council we need to understand that. He explained he doesn't think we here are going to solve all of these problems, we need to be aware of them so we can partner with organizations that do and maybe give information to people who need that type of information. He explained the third is just generally foreclosure information. He would like to know the amount of foreclosures that are actually in Scappoose, because as we move ahead we need to know what does that look like and what does that mean. In regards to viability he would like to also understand the budget for the City and what that means is, what is our projected shortfall for the year, based on revenues coming in and expenditures going out. He said because when you look at a City viability is can you feed yourself, are you safe, do you have a place to live and is there enough finances to actually keep the City operations going. He thinks it is that kind of information that will really empower this Council to make better decisions on issues that are affecting the citizens.

Councilor Meshell explained one of the things he would like to understand is, he reads the paper like everyone else, but as a Council sometimes people ask him information about the things that are happening in the City and often times the Council finds out via the paper. He stated he would really like to have the ability to get updates on things like the bomb scare, school scare and even what are our long term plans with the school on reinstated the officer that we used to have with the school in the past public, are there discussion going on. Just so Council has a real good understanding of what is our long term public safety position on things that are very visible in the community yet something's it seems like the information is slow to come out. He realizes there is a process that needs to be followed but that public safety update would be good for this Council to understand as well.

Mayor Burge stated February 27 is City Day at the Capitol, an all day event. If you plan on going please contact City Manager Hanken or Susan Reeves if you are going. Registration is due by 5:00 pm on February 13, 2013. Mayor Burge, Councilor Meres, Councilor Meshell and Councilor Hayden explained they plan on attending.

Mayor Burge explained he is on the Board of Directors for the Oregon Mayor's Association and they had their workshop and first board meeting on Friday and discussed a lot of items. He explained he volunteered for the third quarter of this year to do a city update on the City of Scappoose for the Oregon Mayor's Association Newsletter.

Mayor Burge explained after some brain storming with Councilor Meshell he likes his idea for having a section on the agenda for Council information. He knows they used to get the email

reports. He will work with City Recorder Reeves on this maybe to put on the Council agenda between Public Comments and Consent Agenda something like Council Report/Committee Reports. He would like to have updates from City Council members regarding City committees they are on, so the other Council members are aware what is going on with those committees.

Councilor Gedlich asked about weekly reports, she said we used to have them every week and she would like to get them again but maybe every two weeks.


Mayor Burge explained he did think of one thing to add to Councilor Meshell's viability reports. He wants to the Council to talk about building permits so they have an idea of building going on in our community and he would know where we are and how the recession is going.

Adjournment

Mayor Burge adjourned the meeting at 8:05 p.m.



Scott Burge, Mayor

Attest: 

Susan M. Reeves, MMC, City Recorder