



## **CITY COUNCIL REGULAR SESSION**

**Wednesday, April 04, 2018**

265 Strand Street, St. Helens, OR 97051

[www.ci.st-helens.or.us](http://www.ci.st-helens.or.us)

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### **Welcome!**

All persons planning to address the Council, please sign-in at the back of the room. When invited to provide comment regarding items not on tonight's agenda, please raise your hand to be recognized, walk to the podium in the front of the room to the right, and state your name only. You are not required to give your address when speaking to the City Council. If you wish to address a specific item on the agenda, you should make your request known to the Mayor as soon as possible before the item comes up. The Council has the authority to grant or deny your request. Agenda times and order of items are estimated and are subject to change without notice.

1. **Call Regular Session to Order - 7:00 p.m.**
2. **Pledge of Allegiance**
3. **Visitor Comments - Limited to five (5) minutes per speaker**
4. **Deliberations: Planned Development Overlay Zone at 34759 Sykes Road (Kessi Engineering & Consulting)**
5. **Ordinances - Final Reading**
  - 5.a. Ordinance No. 3226: An Ordinance to Annex and Designate the Zone of Certain Property at 2130 Gable Road  
[Ord No 3226 - Annex 2130 Gable Road PENDING 040418](#)
6. **Ordinances - First Reading**
  - 6.a. Ordinance No. 3222: An Ordinance Vacating a Portion of North First Street Right of Way and Reserving Public Utility and Construction Easements  
[Ord No 3222 - Vacate Portion of N 1st St ROW - PENDING 041818](#)
7. **Resolutions**
  - 7.a. Resolution No. 1811: A Resolution of the Common Council of the City of St. Helens, Oregon, Adopting a Supplemental Budget for Making Appropriations for Fiscal Year 2017-18

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**The St. Helens City Council Chambers are handicapped accessible. If you wish to participate or attend the meeting and need special accommodation, please contact City Hall at 503-397-6272 in advance of the meeting.**

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For more information or for an application, stop by City Hall or call 503-366-8217.**

[Res No 1811 - Budget Appropriations for FY17-18 PENDING 040418](#)

- 7.b. Resolution No. 1812: A Resolution in Support of a Feasibility Study for Ferry Service from South Columbia County, Oregon to Washington State

[Res No 1812 - Supporting Feasibility Study for Ferry PENDING 040418](#)

- 7.c. Public Comments - Proposed Increase in Garbage & Recycling Rates

- 7.d. Resolution No. 1813: A Resolution Establishing Garbage & Recycling Rates and Superseding Resolution No. 1792

[Res No 1813 - Establish Garbage & Recycling Rates Superseding Res 1792 PENDING 040418](#)

## 8. **Approve and/or Authorize for Signature**

- 8.a. [Ratify] Agreement with Miller Consulting Engineers, Inc. for Professional Structural Engineering Services

[2018.10 - Miller Consulting Engineers - Professional Structural Engineering Svcs](#)

## 9. **Consent Agenda for Acceptance**

- 9.a. Planning Commission Minutes dated February 13, 2018

[021318 PC Minutes APPROVED](#)

## 10. **Consent Agenda for Approval**

- 10.a. Work Session, Executive Session, Public Hearing, and Regular Session Minutes dated March 7 & 21, 2018

[040418 Council Minutes TO BE APPROVED](#)

- 10.b. Declare Surplus Property - Water Filtration Facility Equipment

[040418 Declare Surplus Property](#)

- 10.c. Street Closure Request from Amani Center for Race Against Child Abuse

[Street Closure - Race Against Child Abuse](#)

- 10.d. OLCC Licenses

[OLCC 04-04-18 CC Mtg](#)

- 10.e. Accounts Payable Bill Lists

[AP Bill Lists](#)

## 11. **Mayor Scholl Reports**

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12. **Council Member Reports**
13. **Department Reports**
14. **Other Business**
15. **Adjourn**

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**City of St. Helens**  
**ORDINANCE NO. 3226**

AN ORDINANCE TO ANNEX AND DESIGNATE THE ZONE  
OF CERTAIN PROPERTY AT 2130 GABLE ROAD

**WHEREAS**, applicant JLJ Earthmovers, LLC has requested to annex to the City of St. Helens certain property at 2130 Gable Road. This property is also described per **Exhibit A** and depicted per **Exhibit B**; and

**WHEREAS**, the applicant has consented in writing to the proposed annexation; and

**WHEREAS**, the applicant constitutes 1) all the owners of the property to be annexed, and 2) more than half of the owners of the property to be annexed own more than half of such property representing more than half of the assessed value pursuant to ORS 222.170(1); and

**WHEREAS**, the City Council must determine the incorporated Comprehensive Plan Map designation and the Zone Map designation; and

**WHEREAS**, appropriate notice has been given and a public hearing was held March 7, 2018 on the annexation proposal; and

**WHEREAS**, the Council has considered findings of compliance with criteria and law applicable to the proposal.

**NOW, THEREFORE, THE CITY OF ST. HELENS ORDAINS AS FOLLOWS:**

**Section 1.** The above recitations are true and correct and are incorporated herein by this reference.

**Section 2.** The property described in **Exhibit A** and depicted in **Exhibit B** is hereby accepted for annexation to the City of St. Helens.

**Section 3.** The St. Helens Zoning Ordinance Map is hereby amended to reflect that the property described herein shall be zoned Light Industrial, LI.

**Section 4.** The St. Helens Comprehensive Plan Map is hereby amended to reflect that the property described herein shall be designated as Light Industrial, LI.

**Section 5.** Minor arterial frontage improvements (e.g., curb, landscape strip, sidewalk) shall be constructed and completed per City standards and approved engineering/construction plans along the subject property's entire Gable Road frontage. Completion hasn't occurred until final approval by the City.

**Section 6.** In support of the above annexation and amendments described herein, the Council hereby adopts the Annexation A.2.17 Findings of Fact and Conclusions of Law, attached hereto as **Exhibit C** and made part of this reference.

**Section 7.** The effective date of this Ordinance shall be 30 days after approval, in accordance with the City Charter and other applicable laws.

Read the first time: March 21, 2018

Read the second time: April 4, 2018

**APPROVED AND ADOPTED** this 4<sup>th</sup> day of April, 2018 by the following vote:

Ayes:

Nays:

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Rick, Scholl

ATTEST:

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Kathy Payne, City Recorder

EXHIBIT A  
LEGAL DESCRIPTION

A parcel of land located in the SW ¼ of the NW ¼ of Section 9, Township 4 N., Range 1 W., Willamette Meridian, Columbia County, Oregon, most specifically described as follows:

Beginning at a point, the **True Point of Beginning**, where the Northerly right-of-way line of Gable Road and the Northwesterly right-of-way line of 9<sup>th</sup> Street as depicted on the Plat of South St. Helens intersect;

Thence North 77°18'49" West, along the Northerly right-of-way line of Gable Road, a distance of 358.42 feet;

Thence North 36°12'25" East a distance of 364.24 feet to a point on the Southerly right-of-way line of the Portland and Southwestern Railroad Spur;

Thence Southeasterly, along said Southerly right-of-way line, to a point on the Northwesterly right-of-way line of 9<sup>th</sup> Street as depicted on the Plat of South St. Helens;

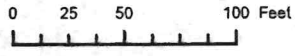
Thence South 42°05'03" West, along said Northwesterly right-of-way, a distance of 203.80' to the **True Point of Beginning**.

N.W.1/4 N.W.1/4 SEC.9 T.4N. R.1W. W.M.  
COLUMBIA COUNTY

04 01 09 BB  
ST. HELENS

CANCELLED:  
400

CEN  
NW 1/4



100  
3.91 Ac.

SEE MAP 40109B0

P. & S.W. RAILROAD SPUR

200  
2.22 Ac.

2-01



PT IS: S25°15'55"E 851.7' &  
S83°52'55"E 143.0' &  
S39°11'55"E 52.1' &  
S75°31'55"E 100.00' &  
S76°40'55"E 51.95' &  
S76°48'55"E 753.47' &  
N13°00'55"E 15.21' FROM  
INTERSEC E LINE BNSF RR RW  
& S LINE T H SMITH DLC.

ROAD

(McCORMACK CUTOFF CO. RD. NO. P-189)

GABLE ROAD  
(C.N. GABLE CO. RD. NO. 40)

POINT OF TRUE BEGINNING

ST. CHESTER AVE.  
RAILROAD AVE.  
P & S.W. RRR

ORD. 3226 Exhibit B

500  
0.14 Ac.  
600  
0.18 Ac.  
700  
0.36 Ac.  
800  
2.12 Ac.

9TH

2000

13 14 15 16 17

RAIL

**CITY OF ST. HELENS PLANNING DEPARTMENT  
FINDINGS OF FACT AND CONCLUSIONS OF LAW  
Annexation A.2.17**

**APPLICANT:** JLJ Earthmovers LLC  
**OWNERS:** Ronald & Tamara Schlumpberger  
James & Laura Ives  
JLJ Earthmovers, LLC  
**ZONING:** Columbia County’s Light Manufacturing, M-2 zoning  
**LOCATION:** 4N1W-9BB-200  
**PROPOSAL:** The property owner filed consent to annex to connect to City water services

**The 120-day rule (ORS 227.178) for final action for this land use decision is n/a [Clark v. City of Albany, 142 Or App 207, 921 P2d 406 (1996)].**

**SITE INFORMATION / BACKGROUND**

The subject property is about 2.25 acres located off Gable Road. It is accessed from Gable Road. Gable Road lacks right-of-way frontage improvements (sidewalk, landscape strip, curb) in front of the subject property. Through Columbia County’s Land Development Services, the site was approved for equipment storage and an office (DR 17-05). During review of this annexation, another Site Design Review application (DR 18-04) was submitted to the County for review and as of the date of this report, has been approved with conditions. The proposal includes the development of an approximately 8,000 square foot truck maintenance building and administrative offices.

**PUBLIC HEARING & NOTICE**

Hearing dates are as follows: February 13, 2018 before the Planning Commission and March 7, 2018 before the City Council.

**At their Feb. 13<sup>th</sup> meeting, the Planning Commission unanimously recommended approval of this proposal per staff recommendation.**

Notice of this proposal was sent to surrounding property owners within 300 feet of the subject property(ies) on January 8, 2018 via first class mail. Notice was sent to agencies by mail or e-mail on the same date. Notice was published in the The Chronicle on January 31, 2018. Notice was sent to the Oregon Department of Land Conservation and Development on December 19, 2017 via e-mail.

**APPLICABLE CRITERIA, ANALYSIS & FINDINGS**

**SHMC 17.08.040 (1) – Quasi-judicial amendment and standards criteria**

- (a) A recommendation or a decision to approve, approve with conditions, or to deny an application for a quasi-judicial amendment shall be based on all of the following standards:



- (i) The applicable comprehensive plan policies and map designation; and that the change will not adversely affect the health, safety, and welfare of the community; and
  - (ii) The applicable Oregon Statewide Planning Goals adopted under ORS Chapter 197, until acknowledgment of the comprehensive plan and ordinances; and
  - (iii) The standards applicable of any provision of this code or other applicable implementing ordinance.
- (b) Consideration may also be given to:
- (i) Any applicable evidence of change in the neighborhood or community or a mistake or inconsistency in the comprehensive plan or zoning map as it relates to the property which is the subject of the development application.

**Discussion: (a)(i)** The Comprehensive Plan designation for the subject property is Unincorporated Light Industrial (ULI). Applicable designation and zoning district for annexation are discussed later.

There is no known conflict with the general Comprehensive Plan policies identified in Chapter 19.08 SHMC. Note that SHMC 19.08.030 discusses public services and facilities and includes utility provisions (e.g., water and sewer) as well as services such as police and library. In sum, all services are intertwined; the consent to annexation allows connection to City sewer to support existing and future development on the subject property, and, once annexed, all other City services/facilities. By this process, the proposal complies with this aspect of the Comprehensive Plan.

There is no known conflict with the specific Comprehensive Plan policies identified in Chapter 19.12 SHMC.

There is no known conflict with the addendums to the Comprehensive Plan which includes Economic Opportunities Analysis (Ord. No. 3101), Waterfront Prioritization Plan (Ord. No. 3148), the Transportation Systems Plan (Ord. No. 3150), the Corridor Master Plan (Ord. No. 3181), and the Parks & Trails Master Plan (Ord. No. 3191).

Finally, there is no evidence that this proposal will be contrary to the health, safety and welfare of the community.

**(a)(ii)** The City’s Comprehensive Plan has been adopted by the State, thus, the applicable Oregon Statewide Planning Goals adopted under ORS Chapter 197 do not need to be analyzed per this section.

**(a)(iii)** In addition, Section 3 of the City’s Charter states that “annexation, delayed or otherwise, to the City of St. Helens, may only be approved by a prior majority vote among the electorate.” However, during the 2016 Legislative Assembly, Senate Bill 1578 was passed. It states that a City shall annex the territory without submitting the proposal to the electors if certain criteria are met:

1. Property is within the UGB
2. Property will be subject to the City’s Comprehensive Plan
3. Property is contiguous to the City limits or is separated by only a public right of way or body of water
4. Property conforms to all other City requirements

As this proposal meets these criteria, this property will not be subject to a majority vote among the electorate.

Other provisions applicable to this proposal are discussed elsewhere herein.

**(b)** There is no evidence of a change in neighborhood, or mistake or inconstancy in the Comprehensive Plan or Zoning Map.

**Finding:** The quasi-judicial amendment and standards criteria are met.

### **SHMC 17.08.060 – Transportation planning rule compliance**

- (1) Review of Applications for Effect on Transportation Facilities. A proposed comprehensive plan amendment, zone change or land use regulation change, whether initiated by the city or by a private interest, shall be reviewed to determine whether it significantly affects a transportation facility, in accordance with OAR 660-012-0060 (the Transportation Planning Rule (“TPR”)). “Significant” means the proposal would:
  - (a) Change the functional classification of an existing or planned transportation facility (exclusive of correction of map errors in an adopted plan);
  - (b) Change standards implementing a functional classification system; or
  - (c) As measured at the end of the planning period identified in the adopted transportation system plan:
    - (i) Allow land uses or levels of development that would result in types or levels of travel or access that are inconsistent with the functional classification of an existing or planned transportation facility;
    - (ii) Reduce the performance of an existing or planned transportation facility below the minimum acceptable performance standard identified in the TSP; or
    - (iii) Worsen the performance of an existing or planned transportation facility that is otherwise projected to perform below the minimum acceptable performance standard identified in the TSP or comprehensive plan.
- (2) Amendments That Affect Transportation Facilities. Comprehensive plan amendments, zone changes or land use regulations that significantly affect a transportation facility shall ensure that allowed land uses are consistent with the function, capacity, and level of service of the facility identified in the TSP. This shall be accomplished by one or a combination of the following:
  - (a) Adopting measures that demonstrate allowed land uses are consistent with the planned function, capacity, and performance standards of the transportation facility.
  - (b) Amending the TSP or comprehensive plan to provide transportation facilities, improvements or services adequate to support the proposed land uses consistent with the requirements of OAR 660-012-0060.
  - (c) Altering land use designations, densities, or design requirements to reduce demand for vehicle travel and meet travel needs through other modes of transportation.
  - (d) Amending the TSP to modify the planned function, capacity or performance standards of the transportation facility.
- (3) Traffic Impact Analysis. A traffic impact analysis shall be submitted with a plan amendment or zone change application, as applicable, pursuant to Chapter 17.156 SHMC.

**Discussion:** This section reflects State law regarding the Transportation Planning Rule (TPR): Transportation Planning Rule (TPR), OAR 660, Division 12. The TPR requires that where an amendment to a functional plan, an acknowledged comprehensive plan, or a land use regulation would significantly affect an existing or planned transportation facility, the local government shall put in place measures to assure that allowed land uses are consistent with the identified

function, capacity, and performance standards of the facility. **Current zoning of the property is Columbia County’s Light Manufacturing, M-2 and the City zoning option given annexation is Light Industrial, LI.**

Generally, when comparing potential land use impact on transportation facilities, the *reasonable worst case scenario* for the existing and proposed designation/zone are considered. The potential land uses are very similar for both the City and County. The City’s zoning is comparable to the County with regards to the possible intensity of uses allowed and potential vehicular trips generated. Thus, this proposal will not affect an existing or planned transportation facility.

**Finding:** No transportation facility will be significantly affected by this proposal. No traffic impact analysis is warranted.

**SHMC 17.28.030 (1) – Annexation criteria**

- (a) Adequate public facilities are available to the area and have sufficient capacity to provide service for the proposed annexation area; and
- (b) Comply with comprehensive plan amendment standards and zoning ordinance amendment standards and not be in conflict with applicable comprehensive plan policies and implementing ordinances; and
- (c) Complies with state laws; and
- (d) Abutting roads must meet city standards or property owner will be required to sign and record an irrevocable consent to local improvement district; and
- (e) Property exceeding 10 acres in gross size must show a need on the part of the city for such land if it is designated residential (e.g., less than five years’ supply of like designated lands in current city limits).

**Discussion:** (a) Since filing this consent to annex on December 6, 2017, the property has connected to City water. The City’s current water capacity is 6 million gallons/day and the peak flow, usually in the summer, is 3 to 4 million gallons/day. Additionally, the City has the capacity of approximately 10 million gallons to meet future demands. Any additional uses that occur on the subject property can be accommodated by the City’s municipal water system as infrastructure has substantial capacity available.

The closest City sewer line is approximately 940 feet away in the Old Portland Rd. right-of-way, just north of Port Ave. Through the land use application process with Columbia County (DR 17-05), a 3,000 gallon holding tank with contracted pumping services was approved for the proposed uses on the site.

However, should the property owner wish to connect the property to City sewer in the future, the City’s waste water treatment plant currently has the capacity (physically and as permitted by DEQ) to handle 50,000 pounds of Biochemical Oxygen Demand (BOD), which is the “loading” or potency of the wastewater received by the plant. The average daily BOD is well below this at only 1,500 pounds. Thus, any potential uses that occur on the subject property can be accommodated by the City’s sanitary sewer system as infrastructure is in place or can be upgraded and there is substantial capacity available.

As described above, this proposal poses no significant affect on a transportation facility.

Adequate public facilities are available to the area and have sufficient capacity to provide service for the proposed annexation area.

**(b)** Per DR 17-05, under the County's approval process, the site has been approved to be developed as an outdoor storage facility with an office use. The City provided recommended conditions of approval to ensure it met the City's standards. During review of this annexation request, an additional land use application (DR 18-04) has been reviewed and approved by the County. This includes conditions that predominately address the City's requirements for street improvements.

There are no known conflicts with the Comprehensive Plan and implementing ordinances.

**(c) With regards to Oregon Revised Statutes (ORS), city annexations of territory must be undertaken consistent with ORS 222.111 to 222.183.**

Pursuant to ORS 222.111(1), a City may only annex territory that is not within another City, and the territory must either be contiguous to the annexing City or be separated from the City only by a body of water or public right-of-way. The subject property is not within another City's jurisdiction and City of St. Helens corporate limits lies on two sides of the subject property.

Although undertaking an annexation is authorized by state law, the manner in which a city proceeds with annexation is also dictated in the city charter. ORS 222.111(1) references a city's charter as well as other ORS. St. Helens' Charter requirements pertaining to annexations are noted above.

Per ORS 222.111(2) an annexation may be initiated by the owner of real property or the city council. This annexation request was initiated by the property owners. Further, ORS 222.125 requires that that all property owners of the subject property to be annexed and at least half of the electors residing on the property consent in writing to the annexation. These documents were submitted with the annexation application.

**ORS 197.175(1) suggests that all annexations are subject to the statewide planning goals.**

The statewide planning goals that could technically apply or relate to this proposal are Goals 1, 2, 11 and 12.

- ***Statewide Planning Goal 1: Citizen Involvement.***  
*Goal 1 requires the development of a citizen involvement program that is widespread, allows two-way communication, provides for citizen involvement through all planning phases, and is understandable, responsive, and funded.*

Generally, Goal 1 is satisfied when a local government follows the public involvement procedures set out in the statutes and in its acknowledged comprehensive plan and land use regulations.

The City's Development Code is consistent with State law with regards to notification requirements. Pursuant to SHMC 17.20.080 at least one public hearing before the Planning Commission and City Council is required. Legal notice in a newspaper of general circulation is also required. The City has met these requirements and notified DLCD of the proposal.

- ***Statewide Planning Goal 2: Land Use Planning.***

*This goal requires that a land use planning process and policy framework be established as a basis for all decisions and actions relating to the use of land. All local governments and state agencies involved in the land use action must coordinate with each other. City, county, state and federal agency and special districts plans and actions related to land use must be consistent with the comprehensive plans of cities and counties and regional plans adopted under Oregon Revised Statutes (ORS) Chapter 268.*

Generally, Goal 2 requires that actions related to land use be consistent with acknowledged Comprehensive Plans and coordination with affected governments and agencies and be based on an adequate factual base. The City has an adopted Comprehensive Plan, compliance of this proposal which is addressed herein. Moreover, explanation and proof of coordination with affected agencies and factual base are described herein, as well, including inventory, needs, etc.

- ***Statewide Planning Goal 11: Public Facilities and Services.***

*Goal 11 requires cities and counties to plan and develop a timely, orderly and efficient arrangement of public facilities and services to serve as a framework for urban and rural development. The goal requires that urban and rural development be "guided and supported by types and levels of urban and rural public facilities and services appropriate for, but limited to, the needs and requirements of the urban, urbanizable and rural areas to be served."*

City water and sewer capacities are adequate to serve the subject property. This is explained above. Moreover, there is no evidence that adequate infrastructure cannot be made available to serve the annexed area if redeveloped. The existing development is adequately served.

- ***Statewide Planning Goal 12: Transportation.***

*Goal 12 requires cities, counties, metropolitan planning organizations, and ODOT to provide and encourage a "safe, convenient and economic transportation system." This is accomplished through development of Transportation System Plans based on inventories of local, regional and state transportation needs. Goal 12 is implemented through OAR 660, Division 12, also known as the Transportation Planning Rule ("TPR"). The TPR contains numerous requirements governing transportation planning and project development.*

Traffic impacts and the City's provisions that address the TPR are explained above. This proposal will not significantly affect an existing or planned transportation facility.

**(d)** The subject property abuts Gable Road, which is a City road at this location.

The City's Transportation Systems Plan designates Gable Road as a Minor Arterial and is subject to Minor Arterial standards. The existing right-of-way widths for Gable Road is sufficient for this classification of street. Therefore, right-of-way dedication is not necessary.

Along the subject property, Gable Road is improved (asphalt) but lacks frontage improvements such as sidewalk and curb, along the subject property's frontage. City standards require such improvements. Development land use review provides the legal nexus and proportionality to require such improvements. During review of this annexation, an application was submitted and is under review with the County (County file DR 18-04). The City is recommending that frontage improvements be completed as a condition of that proposal, given its cost and scale. This shall also be a condition of this annexation.

**(e)** The subject property is not designated residential. Thus a needs analysis is not necessary.

**Finding:** The annexation approval criteria are met for this proposal.

#### **SHMC 17.28.030 (2) – Annexation criteria**

The plan designation and the zoning designation placed on the property shall be the city's zoning district which most closely implements the city's comprehensive plan map designation.

**Discussion:** The Comprehensive Plan designation is currently Unincorporated Light Industrial (ULI). Upon annexation, the Comprehensive Plan designation would thus be Light Industrial (Incorporated). The zoning would be Light Industrial, LI.

**Finding:** The subject property shall be designated Light Industrial (Incorporated), LI and zoned Light Industrial, LI upon annexation.

#### **SHMC 17.112.020 – Established & Developed Area Classification criteria**

- (1) Established Area.
  - (a) An "established area" is an area where the land is not classified as buildable land under OAR 660-08-0005;
  - (b) An established area may include some small tracts of vacant land (tracts less than an acre in size) provided the tracts are surrounded by land which is not classified as buildable land; and
  - (c) An area shown on a zone map or overlay map as an established area.
- (2) Developing Area. A "developing area" is an area which is included in the city's buildable land inventory under the provisions of OAR except as provided by subsection (1)(b) of this section.

**Discussion:** OAR 660-008-0005 generally defines "Buildable Land" as vacant residential property not constrained by natural hazards or resources, and typically not publicly owned. The subject property is not zoned residential. This provision does not apply.

**Finding:** This provision is not applicable.

### **CONCLUSION & DECISION**

**Based upon the facts and findings herein, the City Council approves this annexation and that upon annexation, the subject property have a Comprehensive Plan designation of Light Industrial (incorporated), LI, and be zoned Light Industrial, LI, with the following condition:**

Given the proposal addressed in County file DR 18-04, Gable Road frontage improvements shall be completed along the entire subject property's street frontage per City standards and City approved engineering/construction plans. *The improvements are not completed until they have been approved by the City.*

\_\_\_\_\_  
Rick Scholl, Mayor

\_\_\_\_\_  
Date

**City of St. Helens**  
**ORDINANCE NO. 3222**

**AN ORDINANCE VACATING A PORTION OF NORTH FIRST STREET RIGHT OF WAY AND RESERVING PUBLIC UTILITY AND CONSTRUCTION EASEMENTS**

**WHEREAS**, a petition to vacate a portion of the North 1<sup>st</sup> Street right of way was filed with the City Recorder on or about November 2, 2017; and

**WHEREAS**, a Notice of Street Vacation was published December 6, 2017 and December 13, 2017 in *The Chronicle* describing the property to be vacated, the date the petition was filed, the date and location for objections, and the date of the hearing; and

**WHEREAS**, copies of the Notice of Street Vacation were posted near the property proposed to be vacated December 1, 2017; and

**WHEREAS**, a public hearing was held on December 20, 2017 and testimony was received for the record.

**NOW, THEREFORE, THE CITY OF ST. HELENS ORDAINS AS FOLLOWS:**

**Section 1.** The City Council hereby adopts the following findings based on the record:

- a. The Council received notice of the petition and set the public hearing date.
- b. The Notice of Street Vacation was duly published and posted in the manner required by law.
- c. The City Recorder has searched the City records and certified that there are no outstanding liens against the property to be vacated. They also certified that the real estate taxes on this property are also current.
- d. The majority of affected property owners support the street vacation request.

**Section 2.** The portion of North 1<sup>st</sup> Street (Columbia Street) right of way requested to be vacated, hereby vacated from and after the effective date of this ordinance, is underdeveloped right of way that is described as follows:

**The west 15 feet of the N. 1<sup>st</sup> Street right-of-way abutting Lots 14-18, Block 16 of the St. Helens Subdivision, City of St. Helens, Columbia County, Oregon; and**

**The east 15 feet of the N. 1<sup>st</sup> Street right-of-way abutting Lots 6-10, Block 13 of the St. Helens Subdivision, City of St. Helens, Columbia County, Oregon; and**

**As described per Exhibit "A" and depicted per Exhibit "B" attached hereto.**

The above described vacated area is also depicted in entirety per **Exhibit "C"** attached hereto, subject to the easement reservations in Sections 3 and 4.

**Section 3.** The City reserves to itself and any operating public utility provider, and the underlying fee title owner hereby grants to City and any operating public utility provider, a perpetual Public Utility Easement over the entire N. 1<sup>st</sup> Street (Columbia Street) right-of-way vacated pursuant to this Ordinance



for installation, access, maintenance and repair of any existing or future public facility or public utility, including but not limited to: water, sanitary sewer, storm sewer, natural gas, electricity, and communication fiber. No person shall place any structure within this Public Utility Easement without the written approval of City, which may be granted or denied in City's sole discretion. This Public Utility Easement includes the right to order the removal of any vegetation or structures in the Public Utility Easement and to remove or relocate any vegetation or structures at the option of City or the public utility as necessary and without compensation or liability to the owner thereof.

**Section 4.** The City reserves to itself, and the underlying fee title owner hereby grants to City, a perpetual Construction Easement over the entire N. 1<sup>st</sup> Street (Columbia Street) right of way vacated by this Ordinance for construction of a public street in that portion of N. 1<sup>st</sup> Street (Columbia Street) not hereby vacated. Such Construction Easement shall include all normal and customary street construction activities, including but not limited to staging, equipment and personnel access, grading, slope and other lateral support for the street. No person shall place any structure within this Construction Easement without the written approval of City, which may be granted or denied in City's sole discretion. This Construction Easement includes the right to order the removal of any vegetation or structures in the Construction Easement and to remove or relocate any vegetation or structures at the option of City as necessary and without compensation or liability to the owner thereof.

**Section 5.** The City Recorder shall file a certified copy of this Ordinance with the County Clerk, the County Assessor, and the County Surveyor of Columbia County, Oregon.

Read the first time: April 4, 2018  
Read the second time: April 18, 2018

**APPROVED AND ADOPTED** this 18<sup>th</sup> day of April, 2018 by the following vote:

Ayes:

Nays:

---

Rick Scholl, Mayor

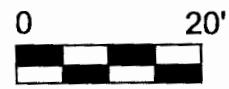
ATTEST:

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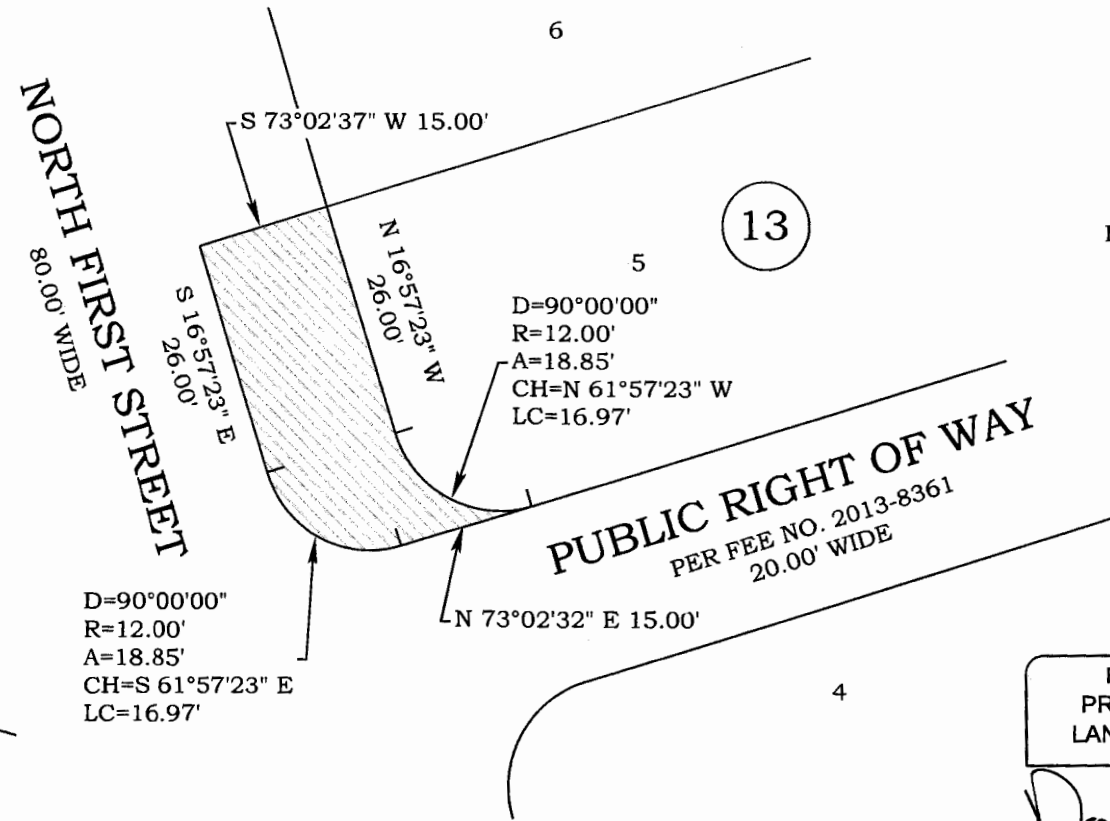
Kathy Payne, City Recorder



**EXHIBIT B**  
**ROAD VACATION FOR**  
**BRAD HENDRICKSON**  
**A PORTION OF NORTH 1ST STREET & THE PUBLIC RIGHT OF WAY**  
**LOCATED IN THE SW 1/4 OF SECTION 34, T5N, R1W, W.M.,**  
**CITY OF ST HELENS, COLUMBIA COUNTY, OREGON**



20 Ft/In  
 DWG NO. VACATION EXHIBIT  
 JOB NO. 16-258  
 3-21-2018



13



**K.L.S. SURVEYING INC.**  
 1224 ALDER STREET  
 VERNONIA, OREGON 97064  
 (503) 429-6115

REGISTERED  
 PROFESSIONAL  
 LAND SURVEYOR

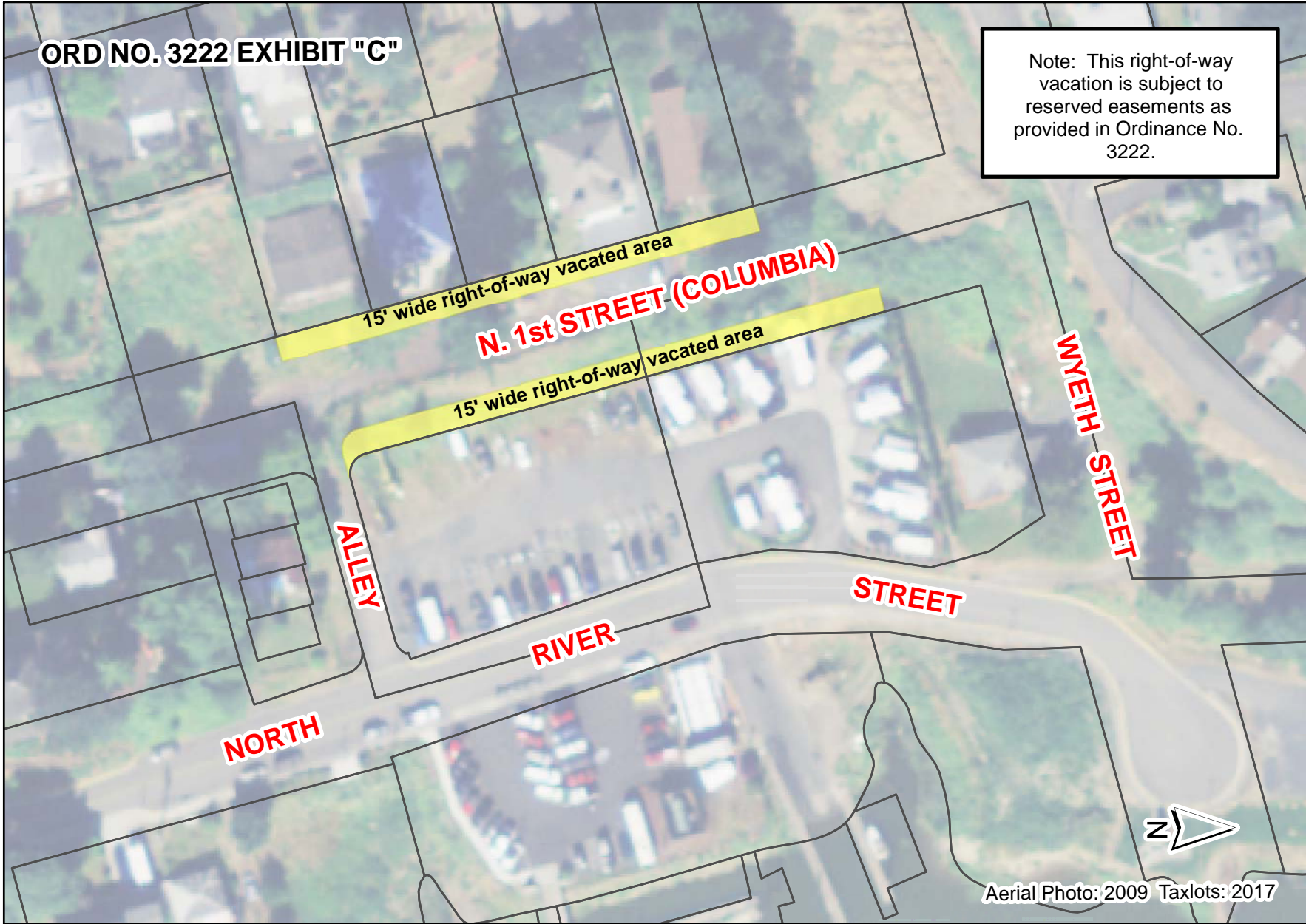
*Donald D. Wallace, Jr.*

OREGON  
 JANUARY 19, 1993  
 DONALD D WALLACE, JR  
 2601

RENEWAL DATE 6/30/18

**ORD NO. 3222 EXHIBIT "C"**

Note: This right-of-way vacation is subject to reserved easements as provided in Ordinance No. 3222.



*City of St. Helens*  
**RESOLUTION NO. 1811**

A RESOLUTION OF THE COMMON COUNCIL OF THE CITY OF ST. HELENS,  
OREGON, ADOPTING A SUPPLEMENTAL BUDGET FOR MAKING  
APPROPRIATIONS FOR FISCAL YEAR 2017-18

**WHEREAS**, the Common Council of the City of St. Helens finds it necessary to revise previous appropriations for the purpose of providing category balances which will be adequate to cover unexpressed liabilities and additional accruals relating to the fiscal year 2017-18; and

**WHEREAS**, a supplemental budget for all funds for the period of July 1, 2017 through June 30, 2018, inclusive, has been prepared, published and submitted to as provided by statute; and

**WHEREAS**, a hearing to discuss the supplemental budget was held before the City Council on April 4, 2018; and

**WHEREAS**, it further appears that it is in the best interest of the City to approve the change in appropriations for the period of July 1, 2017 through June 30, 2018

**NOW, THEREFORE, THE CITY OF ST. HELENS RESOLVES AS FOLLOWS:**

**Section 1.** Pursuant to its authority under ORS 294.480, the supplemental budget be adopted and appropriations established as shown in attached Exhibit A which by this reference is made part of this resolution.

**Approved and adopted** by the City Council on April 4, 2018, by the following vote:

Ayes:

Nays:

\_\_\_\_\_  
Rick Scholl, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Payne, City Recorder

**NOTICE OF SUPPLEMENTAL BUDGET HEARING**

A public hearing on a proposal supplemental budget for City of St Helens, Oregon for fiscal year July 1, 2017 to June 30, 2018, will be held at 265 Strand Street, St. Helens, Oregon. The hearing will take place on the 4th day of April, 2018 at 6:00 p.m. The purpose of the hearing is to discuss the supplemental budget with interested persons.

A copy of the supplemental budget document may be inspected or obtained on or after March 21, 2018, at 265 Strand Street, St. Helens, 97051, between the hours of 8:30 a.m. and 5:00 p.m.

**SUMMARY OF SUPPLEMENTAL BUDGET****Fund:** Facility Major Maintenance

<b>Resources</b>		<b>Requirements</b>	
1 Fund Balance	\$ 254,825	1 Materials & Services	\$ 115,000
2	\$ -	2 Capital Outlay	\$ 42,100
3	\$ -	3 Contingency	\$ 147,725
Revised Total Resources	<b>\$ 254,825</b>	Revised Total Requirements	<b>\$ 304,825</b>

*Comments:*

Change in Beginning Fund Balances, Updating Expenditures to Year-End Estimates
--

**Fund:** PW Operations Fund

<b>Resources</b>		<b>Requirements</b>	
1 Fund Balance	\$ 76,979	1 Contingency	\$ 4,579
2 Charges For Services	\$ 3,005,000	2	\$ -
Revised Total Resources	<b>\$ 3,081,979</b>	Revised Total Requirements	<b>\$ 4,579</b>

*Comments:*

Change in Beginning Fund Balances, Updating Expenditures to Year-End Estimates
--

**Fund:** IT Services Fund

<b>Resources</b>		<b>Requirements</b>	
1 Fund Balance	\$ 65,959	1 Materials & Services	\$ 275,000
2 Charges For Services	\$ 280,000	2 Contingency	\$ 13,459
3 Miscellaneous	\$ 2,800	3	\$ -
Revised Total Resources	<b>\$ 348,759</b>	Revised Total Requirements	<b>\$ 288,459</b>

*Comments:*

Change in Beginning Fund Balances, Updating Expenditures to Year-End Estimates
--

**Fund:** Equipment Fund

<b>Resources</b>		<b>Requirements</b>	
1 Fund Balance	\$ 491,485	1 Personnel Services	\$ 275,000
2 Charges For Services	\$ 676,000	2 Materials & Services	\$ 13,459
3	\$ -	3 Capital Outlay	\$ 372,872
4	\$ -	4 Contingency	\$ -
Revised Total Resources	<b>\$ 1,167,485</b>	Revised Total Requirements	<b>\$ 661,331</b>

*Comments:*

Change in Beginning Fund Balances, Updating Expenditures to Year-End Estimates
--

**Fund: Parks SDC**

<b>Resources</b>	
1 Fund Balance	\$ 181,506
2	\$ -
Revised Total Resources	<b>\$ 181,506</b>

<b>Requirements</b>	
1 Capital Outlay	\$ 224,006
2 Transfers	\$ 2,500
Revised Total Requirements	<b>\$ 226,506</b>

*Comments:*

Change in Beginning Fund Balances, Updating Expenditures to Year-End Estimates

**Fund: Storm SDC**

<b>Resources</b>	
1 Fund Balance	\$ 180,617
2	\$ -
Revised Total Resources	<b>\$ 180,617</b>

<b>Requirements</b>	
1 Capital Outlay	\$ 203,617
2 Transfers	\$ 2,000
Revised Total Requirements	<b>\$ 205,617</b>

*Comments:*

Change in Beginning Fund Balances, Updating Expenditures to Year-End Estimates

**Fund: Storm**

<b>Resources</b>	
1 Fund Balance	\$ 400,000
2 Transfers	\$ 2,266,884
3	\$ -
Revised Total Resources	<b>\$ 2,666,884</b>

<b>Requirements</b>	
1 Materials & Services	\$ 203,617
2 Transfers	\$ 2,000
3 Contingency	\$ 341,914
Revised Total Requirements	<b>\$ 547,531</b>

*Comments:*

Change in Beginning Fund Balances, Updating Expenditures to Year-End Estimates

**Fund: Sewer SDC**

<b>Resources</b>	
1 Fund Balance	\$ 1,212,622
2	\$ -
Revised Total Resources	<b>\$ 1,212,622</b>

<b>Requirements</b>	
1 Capital Outlay	\$ 1,327,622
2 Transfers	\$ 10,000
Revised Total Requirements	<b>\$ 1,337,622</b>

*Comments:*

Change in Beginning Fund Balances, Updating Expenditures to Year-End Estimates

**Fund: Sewer**

<b>Resources</b>	
1 Fund Balance	\$ 3,385,597
2 Transfers	\$ 1,500,000
3	\$ -
Revised Total Resources	<b>\$ 4,885,597</b>

<b>Requirements</b>	
1 Materials & Services	\$ 1,936,313
2 Transfers	\$ 700,000
3 Contingency	\$ 76,760
Revised Total Requirements	<b>\$ 2,713,073</b>

*Comments:*

Change in Beginning Fund Balances, Updating Expenditures to Year-End Estimates

**Fund: Streets SDC**

<b>Resources</b>		<b>Requirements</b>	
1 Fund Balance	\$ 3,385,597	1 Capital Outlay	\$ 1,044,857
2	\$ -	2 Transfers	\$ 6,000
3	\$ -	3	\$ -
Revised Total Resources	<b>\$ 3,385,597</b>	Revised Total Requirements	<b>\$ 1,050,857</b>

*Comments:*

Change in Beginning Fund Balances, Updating Expenditures to Year-End Estimates
--

**Fund: Streets**

<b>Resources</b>		<b>Requirements</b>	
1 Fund Balance	\$ 877,334	1 Materials & Services	\$ 451,292
2	\$ -	2 Contingency	\$ 91,059
Revised Total Resources	<b>\$ 877,334</b>	Revised Total Requirements	<b>\$ 542,351</b>

*Comments:*

Change in Beginning Fund Balances, Updating Expenditures to Year-End Estimates
--

**Fund: Water SDC**

<b>Resources</b>		<b>Requirements</b>	
1 Fund Balance	\$ 598,491	1 Capital Outlay	\$ 653,491
2	\$ -	2 Transfers	\$ 5,000
Revised Total Resources	<b>\$ 598,491</b>	Revised Total Requirements	<b>\$ 658,491</b>

*Comments:*

Change in Beginning Fund Balances, Updating Expenditures to Year-End Estimates
--

**Fund: Water Fund**

<b>Resources</b>		<b>Requirements</b>	
1 Fund Balance	\$ 3,118,856	1 Personnel Services	\$ 918,500
2	\$ -	2 Materials & Services	\$ 1,566,000
3	\$ -	3 Contingency	\$ 446,649
Revised Total Resources	<b>\$ 3,118,856</b>	Revised Total Requirements	<b>\$ 2,931,149</b>

*Comments:*

Change in Beginning Fund Balances, Updating Expenditures to Year-End Estimates
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**Fund:** Community Enhancement

**Resources**

1 Fund Balance	\$ 81,706
2 Intergovernmental Rev	\$ 154,985
Revised Total Resources	<b>\$ 236,691</b>

**Requirements**

1 Materials & Services	\$ 234,575
2 Contingency	\$ 22,966
Revised Total Requirements	<b>\$ 257,541</b>

*Comments:*

Change in Beginning Fund Balances, Updating Expenditures to Year-End Estimates

**Fund:** Community Development

**Resources**

1 Fund Balance	\$ 108,557
2	\$ -
3	\$ -
4	\$ -
Revised Total Resources	<b>\$ 108,557</b>

**Requirements**

1 Materials & Services	\$ 280,600
2 Debt Service	\$ 275,000
3 Capital Outlay	\$ 455,000
4 Contingency	\$ 231,945
Revised Total Requirements	<b>\$ 1,242,545</b>

*Comments:*

Change in Beginning Fund Balances, Updating Expenditures to Year-End Estimates

**Fund:** Tourism

**Resources**

1 Fund Balance	\$ 98,641
2 Transfer	\$ 240,000
3 Grants	\$ 20,000
4 Misc Revenue	\$ 186,000
5 Intergovernmental Rev	\$ 150,000
Revised Total Resources	<b>\$ 694,641</b>

**Requirements**

1 Materials & Services	\$ 475,527
2 Contingency	\$ 6,278
3	\$ -
4	\$ -
5	\$ -
Revised Total Requirements	<b>\$ 481,805</b>

*Comments:*

Change in Beginning Fund Balances, Updating Expenditures to Year-End Estimates

**Fund:** General Fund

<b>Resources</b>	
1 Fund Balance	\$ 2,001,302
2	\$ -
<b>Revised Total Resources</b>	<b>\$ 2,001,302</b>

<b>Requirements</b>	
<b>Administration</b>	
1 Personnel Services	\$ 315,000
2 Materials & Services	\$ 55,794
<b>City Recorder</b>	
1 Personnel Services	\$ 231,220
2 Materials & Services	\$ 63,645
<b>Council</b>	
1 Personnel Services	\$ 54,800
2 Materials & Services	\$ 50,027
<b>Court</b>	
1 Personnel Services	\$ 214,100
2 Materials & Services	\$ 174,127
<b>Police</b>	
1 Personnel Services	\$ 2,401,500
2 Materials & Services	\$ 352,000
<b>Library</b>	
1 Personnel Services	\$ 474,500
2 Materials & Services	\$ 178,573
<b>Finance</b>	
1 Personnel Services	\$ 597,000
2 Materials & Services	\$ 163,781
<b>Parks</b>	
1 Personnel Services	\$ 212,200
2 Materials & Services	\$ 145,500
<b>Planning</b>	
1 Personnel Services	\$ 206,200
2 Materials & Services	\$ 68,700
<b>Building</b>	
1 Personnel Services	\$ 232,500
2 Materials & Services	\$ 27,230
<b>Non Department</b>	
1 Personnel Services	\$ -
2 Materials & Services	\$ 179,000
<b>Revised Total Requirements</b>	<b>\$ 6,397,397</b>

*Comments:*

Change in Beginning Fund Balances, Updating Expenditures to Year-End Estimates
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**City of St. Helens**  
**RESOLUTION NO. 1812**

A RESOLUTION OF THE CITY OF ST. HELENS IN SUPPORT OF A  
FEASIBILITY STUDY FOR FERRY SERVICE FROM SOUTH COLUMBIA  
COUNTY, OREGON TO WASHINGTON STATE

**WHEREAS**, the City of St. Helens is located on the Columbia River and the City is interested in encouraging partnerships for developing transportation systems that support the City, County, and Region; and

**WHEREAS**, the City of St. Helens is interested in economic development, tourism, and daily commuter benefits, and the development of a ferry system to connect south Columbia County with the State of Washington across the Columbia River; and

**WHEREAS**, the City of St. Helens is promoting the investigation to determine the feasibility of establishing ferry service between places in Washington and Oregon as a way to improve the economic conditions of communities on both sides of the Columbia River.

**NOW, THEREFORE, BE IT RESOLVED**, that the City of St. Helens City Council does hereby declare support of the research, organization, and consensus building that will hopefully lead to a feasibility study for ferry service between Washington State and south Columbia County, Oregon.

**Approved and adopted** by the City Council on April 4, 2018, by the following vote:

Ayes:

Nays:

\_\_\_\_\_  
Rick Scholl, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Payne, City Recorder

**City of St. Helens**  
**RESOLUTION NO. 1813**

**A RESOLUTION ESTABLISHING GARBAGE & RECYCLING  
RATES AND SUPERSEDING RESOLUTION NO. 1792**

**WHEREAS**, until recently, China imported approximately 60% of the world's recycled mixed paper and in an effort to clean up their environment, China enacted a policy which bans certain recycling material and mandates that contamination levels be less than .5% causing a dramatic increase in processing costs as recycling facilities slow down their machines to better remove contaminants, resulting in dramatically lower prices being paid for mixed paper; and

**WHEREAS**, processors are now paying up to \$30 per ton to alternate markets (South Korea, India, etc.) to take the paper, dramatically increasing the cost to the hauler to drop off recycling than it does to dispose of garbage at the transfer station; and

**WHEREAS**, the increased cost from this disruption in the recycling market is appropriate to pass on to Waste Connections of Oregon, Inc., dba: Hudson Garbage Service customers.

**NOW, THEREFORE, THE CITY OF ST. HELENS RESOLVES AS FOLLOWS:**

**Section 1.** Effective May 1, 2018, garbage and recycling rates for the City of St. Helens are hereby adopted as set forth in **Exhibit A**, attached hereto and made a part hereof by this reference.

**Section 2.** This Resolution supersedes Resolution No. 1792.

**Approved and adopted** by the City Council on April 4, 2018, by the following vote:

Ayes:

Nays:

\_\_\_\_\_  
Rick Scholl, Mayor

ATTEST:

\_\_\_\_\_  
Kathy Payne, City Recorder

**HUDSON GARBAGE SERVICE  
RATES EFFECTIVE MAY 1, 2018  
CITY OF ST. HELENS**

**ST. HELENS CITY**

<b>Service Description</b>	<b>FREQUENCY</b>	<b>Current Rate</b>	<b>New Rate</b>
<b><u>RESIDENTIAL</u></b>			
<b><u>WEEKLY SERVICE</u></b>			
1 35 Gallon Cart Weekly	PER MONTH	\$ 25.34	\$ 26.96
2 35 Gallon Carts Weekly	PER MONTH	\$ 38.91	\$ 41.40
3 35 Gallon Carts Weekly	PER MONTH	\$ 52.45	\$ 55.81
4 35 Gallon Carts Weekly	PER MONTH	\$ 62.93	\$ 66.96
5 35 Gallon Carts Weekly	PER MONTH	\$ 79.54	\$ 84.63
6 35 Gallon Carts Weekly	PER MONTH	\$ 94.70	\$ 100.76
1 65 Gallon Cart Weekly	PER MONTH	\$ 38.91	\$ 41.40
2 65 Gallon Carts Weekly	PER MONTH	\$ 62.93	\$ 66.96
1 95 Gallon Cart Weekly	PER MONTH	\$ 52.45	\$ 55.81
2 95 Gallon Carts Weekly	PER MONTH	\$ 93.21	\$ 99.18
1 32 Gallon Cart Weekly - No Recycle	PER MONTH	\$ 17.29	\$ 18.40
2 32 Gallon Cart Weekly - No Recycle	PER MONTH	\$ 29.17	\$ 31.04
4 32 Gallon Carts Weekly	PER MONTH	\$ 52.66	\$ 56.03
<b><u>EVERY-OTHER-WEEK SERVICE</u></b>			
1 35 Gallon Cart Every Other Week	PER MONTH	\$ 18.34	\$ 19.51
2 35 Gallon Cart Every Other Week	PER MONTH	\$ 28.13	\$ 29.93
3 35 Gallon Cart Every Other Week	PER MONTH	\$ 37.70	\$ 40.11
1 65 Gallon Cart Every Other Week	PER MONTH	\$ 28.13	\$ 29.93
1 95 Gallon Cart Every Other Week	PER MONTH	\$ 37.70	\$ 40.11
1 32 Gallon Cart Every Other Week	PER MONTH	\$ 18.34	\$ 19.51
1 32 Gallon Cart Every Other Week - No Recycle	PER MONTH	\$ 10.21	\$ 10.86
<b><u>MONTHLY SERVICE</u></b>			
35 gallon 1x Monthly	PER MONTH	\$ 5.54	\$ 5.89
2 35 gallon 1x Monthly - No New Customers	PER MONTH	\$ 9.06	\$ 9.64
3 35 gallon 1x Monthly - No New Customers	PER MONTH	\$ 12.62	\$ 13.43
35 gallon 1x Monthly - with Recycle	PER MONTH	\$ 10.15	\$ 10.80
65 gallon 1x Monthly	PER MONTH	\$ 9.06	\$ 9.64
95 gallon 1x Monthly	PER MONTH	\$ 12.62	\$ 13.43
32 gallon 1x Monthly	PER MONTH	\$ 5.15	\$ 5.48

**HUDSON GARBAGE SERVICE  
RATES EFFECTIVE MAY 1, 2018  
CITY OF ST. HELENS**

**ST. HELENS CITY**

<b>Service Description</b>	<b>FREQUENCY</b>	<b>Current Rate</b>	<b>New Rate</b>
<b><u>ON-CALL SERVICE</u></b>			
35 Gallon On Call Pickup	PER PICKUP	\$ 5.07	\$ 5.39
65 Gallon On Call Pickup (2 35 Gal) No New Customers	PER PICKUP	\$ 8.67	\$ 9.22
95 Gallon On Call Pickup (3 35 Gal) No New Customers	PER PICKUP	\$ 12.27	\$ 13.06
32 Gallon On Call Pickup	PER PICKUP	\$ 5.07	\$ 5.39
4 35 Gallon On Call Pickup - No New Customers	PER PICKUP	\$ 15.89	\$ 16.91
<b><u>RECYCLE/GREENWASTE RATES</u></b>			
RECYCLE SERVICE ONLY	PER MONTH	\$ 8.19	\$ 8.71
RESI RECYCLE WITH GARBAGE	PER MONTH	\$ 4.61	\$ 4.91
GREENWASTE ONLY - RES	PER MONTH	\$ 8.19	\$ 8.71
GREENWASTE SERVICE - RES	PER MONTH	\$ 3.79	\$ 4.03
RECYCLE WITH GREENWASTE	PER MONTH	\$ 11.98	\$ 12.75
<b><u>COMMERCIAL</u></b>			
TEMP 2YD CONT	PER PICKUP	\$ 63.18	\$ 67.22
XTRA PER DAY	PER DAY	\$ 2.05	\$ 2.18
CONTAINER OVERLOAD	PER YARD	\$ 15.08	\$ 16.05
CONTAINER PER/EXTRA YD	PER YARD	\$ 15.08	\$ 16.05
LABOR FEE FOR CLEAN-UP (PER 10 MINS)	PER PICKUP	\$ 10.24	\$ 10.90
LOCK BAR FOR CONTAINER	PER PICKUP	\$ 25.00	\$ 26.60
Walk-In - Business	PER PICKUP	\$ 4.00	\$ 4.26
<b><u>OTHER CAN SERVICES</u></b>			
EXTRA CAN (32 OR 35 GAL)	PER PICKUP	\$ 3.89	\$ 4.14
EOW OFF WEEK	PER PICKUP	\$ 5.03	\$ 5.35
EXTRA BAG OR BOX	PER PICKUP	\$ 2.76	\$ 2.94
OVERWEIGHT CAN	PER PICKUP	\$ 2.26	\$ 2.40
OVERLOADED CAN	PER PICKUP	\$ 2.26	\$ 2.40
OVERSIZE CAN	PER PICKUP	\$ 2.26	\$ 2.40
SPECIAL TRIP-ON SERVICE DAY	PER PICKUP	\$ 5.12	\$ 5.45
SPECIAL TRIP-OFF DAY	PER PICKUP	\$ 20.00	\$ 21.28
ROLL CAN WALK/DRIVE-IN	PER MONTH	\$ 4.00	\$ 4.26
DRIVE-IN ADDI'L 100 FT. INCREMENTS	PER MONTH	\$ 2.05	\$ 2.18
SERVICE RESUME/CART REDELIVERY	ONE TIME	\$ 25.00	\$ 26.60
COLLECTION FEES PAID TO 3RD PARTY COLLECTORS PASSED THROUGH IN FULL	ONE TIME		
RETURNED CHECK FEE		\$ 20.00	\$ 21.28
<b><u>OTHER RATES</u></b>			
TIRE under 16" no/rim	PER PICKUP	\$ 5.26	\$ 5.61
TIRE under 16" w/rim	PER PICKUP	\$ 12.33	\$ 13.13
BATTERY	PER PICKUP	\$ 5.16	\$ 5.50
HOT WATER HEATER	PER PICKUP	\$ 27.63	\$ 29.40
SM MATTRESS	PER PICKUP	\$ 9.11	\$ 9.69
M/LG MATTRESS	PER PICKUP	\$ 13.60	\$ 14.47
SM FURNITURE	PER PICKUP	\$ 13.08	\$ 13.92
M/LG FURNITURE	PER PICKUP	\$ 27.29	\$ 29.04
SM APPLIANCE*	PER PICKUP	\$ 13.43	\$ 14.29
M/LG APPLIANCE*	PER PICKUP	\$ 27.63	\$ 29.40

**HUDSON GARBAGE SERVICE  
RATES EFFECTIVE MAY 1, 2018  
CITY OF ST. HELENS**

**ST. HELENS CITY**

<b>Service Description</b>	<b>FREQUENCY</b>	<b>Current Rate</b>	<b>New Rate</b>
<b><u>WEEKLY COMMERCIAL CAN SERVICE</u></b>			
1 32 Gallon Can Weekly Business	PER MONTH	\$ 17.29	\$ 18.40
2 32 Gallon Can Weekly Business	PER MONTH	\$ 29.17	\$ 31.04
3 32 Gallon Can Weekly Business	PER MONTH	\$ 40.91	\$ 43.53
4 32 Gallon Can Weekly Business	PER MONTH	\$ 52.66	\$ 56.03
13 32 Gallon Can Weekly Business	PER MONTH	\$ 158.26	\$ 168.39
1 32 Gallon Can 2x Weekly Business	PER MONTH	\$ 29.17	\$ 31.04
1 35 Gallon Can Weekly Business	PER MONTH	\$ 17.29	\$ 18.40
2 35 Gallon Can Weekly Business	PER MONTH	\$ 29.17	\$ 31.04
3 35 Gallon Can Weekly Business	PER MONTH	\$ 40.91	\$ 43.53
4 35 Gallon Can Weekly Business	PER MONTH	\$ 52.66	\$ 56.03
5 35 Gallon Can Weekly Business	PER MONTH	\$ 64.38	\$ 68.50
6 35 Gallon Can Weekly Business	PER MONTH	\$ 76.12	\$ 80.99
1 35 Gallon Can 2x Weekly Business	PER MONTH	\$ 29.17	\$ 31.04
2 35 Gallon Can 2x Weekly Business	PER MONTH	\$ 52.54	\$ 55.90
3 35 Gallon Can 2x Weekly Business	PER MONTH	\$ 72.90	\$ 77.57
4 35 Gallon Can 2x Weekly Business	PER MONTH	\$ 95.64	\$ 101.76
5 35 Gallon Can 2x Weekly Business	PER MONTH	\$ 117.21	\$ 124.71
1 35 Gallon Can 3x Weekly Business	PER MONTH	\$ 44.07	\$ 46.89
2 35 Gallon Can 3x Weekly Business	PER MONTH	\$ 79.52	\$ 84.61
3 35 Gallon Can 3x Weekly Business	PER MONTH	\$ 110.32	\$ 117.38
4 35 Gallon Can 3x Weekly Business	PER MONTH	\$ 141.12	\$ 150.15
5 35 Gallon Can 3x Weekly Business	PER MONTH	\$ 171.89	\$ 182.89
1 65 Gallon Can Weekly Business	PER MONTH	\$ 29.17	\$ 31.04
2 65 Gallon Can Weekly Business	PER MONTH	\$ 52.66	\$ 56.03
3 65 Gallon Can Weekly Business	PER MONTH	\$ 71.59	\$ 76.17
1 95 Gallon Can Weekly Business	PER MONTH	\$ 40.91	\$ 43.53
2 95 Gallon Can Weekly Business	PER MONTH	\$ 81.82	\$ 87.06
3 95 Gallon Can Weekly Business	PER MONTH	\$ 122.74	\$ 130.60
4 95 Gallon Can Weekly Business	PER MONTH	\$ 163.64	\$ 174.11
5 95 Gallon Can Weekly Business	PER MONTH	\$ 206.26	\$ 219.46

HUDSON GARBAGE SERVICE  
 RATES EFFECTIVE MAY 1, 2018  
 CITY OF ST. HELENS

ST. HELENS CITY

<u>Service Description</u>	<u>FREQUENCY</u>	<u>Current Rate</u>	<u>New Rate</u>
<b>Business recycle:</b>			
Office paper weekly			
Cardboard weekly			
Newspaper/Mag weekly			
Glass weekly	PER MONTH	\$ 16.90	\$ 17.98
Tin weekly	PER MONTH	\$ 16.90	\$ 17.98
Milk Jugs weekly	PER MONTH	\$ 16.90	\$ 17.98
<b>Multi-family unit recycle: (5 or more units)</b>			
Office paper weekly			
Cardboard weekly			
Newspaper/Mag weekly			
Glass weekly			
Tin weekly			
Milk Jugs weekly			
<b><u>EVERY-OTHER-WEEK COMMERCIAL CAN SERVICE</u></b>			
1 Can Every Other Week--Business	PER MONTH	\$ 10.37	\$ 11.03
35 Gallon Every Other Week Business	PER MONTH	\$ 10.37	\$ 11.03
2 35 Gallon Every Other Week Business	PER MONTH	\$ 17.72	\$ 18.85
65 Gallon Every Other Week Business	PER MONTH	\$ 19.30	\$ 20.54
<b><u>OTHER COMMERCIAL CAN SERVICE</u></b>			
32 gallon 1x Monthly Business	PER MONTH	\$ 5.54	\$ 5.89
32 Gallon On Call Pickup Business	PER PICKUP	\$ 5.07	\$ 5.39
Overfill/Overweight Can Business	PER PICKUP	\$ 2.26	\$ 2.40



**HUDSON GARBAGE SERVICE  
RATES EFFECTIVE MAY 1, 2018  
CITY OF ST. HELENS**

**ST. HELENS CITY**

<b>Service Description</b>	<b>FREQUENCY</b>	<b>Current Rate</b>	<b>New Rate</b>
<b><u>CONTAINER SERVICE</u></b>			
1 Yard Container Weekly Service = 6.3 32 gal cans	PER MONTH	\$ 87.07	\$ 92.64
*Each additional	PER MONTH	\$ 80.27	\$ 85.41
1 Yard Container 2 x Weekly Service	PER MONTH	\$ 161.75	\$ 172.10
*Each additional	PER MONTH	\$ 148.77	\$ 158.29
1 Yard Container 3 x Weekly Service	PER MONTH	\$ 239.74	\$ 255.08
*Each additional	PER MONTH	\$ 209.51	\$ 222.92
1 Yard Container 4 x Weekly Service	PER MONTH	\$ 308.72	\$ 328.48
*Each additional	PER MONTH	\$ 264.48	\$ 281.41
1 Yard Container 5 x Weekly Service	PER MONTH	\$ 387.47	\$ 412.27
*Each additional	PER MONTH	\$ 334.18	\$ 355.57
1 Yard Every Other Week Service	PER MONTH	\$ 54.03	\$ 57.49
1YD OAM (not offered to new customers)	PER MONTH	\$ 26.80	\$ 28.52
1Yard On Call Pickup (not offered to new customers)	PER PICKUP	\$ 26.20	\$ 27.88
1.5 Yard Container Weekly Service = 9.5 32 gal cans	PER MONTH	\$ 122.87	\$ 130.73
*Each additional	PER MONTH	\$ 113.88	\$ 121.17
1.5 Yard Container 2 x Weekly Service	PER MONTH	\$ 233.73	\$ 248.69
*Each additional	PER MONTH	\$ 217.74	\$ 231.68
1.5 Yard Container 3 x Weekly Service	PER MONTH	\$ 344.58	\$ 366.63
*Each additional	PER MONTH	\$ 318.21	\$ 338.58
1.5 Yard Container 4 x Weekly Service	PER MONTH	\$ 437.91	\$ 465.94
*Each additional	PER MONTH	\$ 403.93	\$ 429.78
1.5 Yard Container 5 x Weekly Service	PER MONTH	\$ 554.30	\$ 589.78
*Each additional	PER MONTH	\$ 501.35	\$ 533.44
1.5 Yard Every Other Week Service	PER MONTH	\$ 77.14	\$ 82.08
1.5YD OAM (not offered to new customers)	PER MONTH	\$ 38.75	\$ 41.23
1.5YD OPU (not offered to new customers)	PER PICKUP	\$ 34.39	\$ 36.59
2 Yard Container Weekly Service = 12.6 32 gal cans	PER MONTH	\$ 162.82	\$ 173.24
*Each additional	PER MONTH	\$ 150.81	\$ 160.46
2 Yard Container 2x Weekly Service	PER MONTH	\$ 307.61	\$ 327.30
*Each additional	PER MONTH	\$ 284.37	\$ 302.57
2 Yard Container 3x Weekly Service	PER MONTH	\$ 461.48	\$ 491.01
*Each additional	PER MONTH	\$ 402.22	\$ 427.96
2 Yard Container 4x Weekly Service	PER MONTH	\$ 585.06	\$ 622.50
*Each additional	PER MONTH	\$ 508.76	\$ 541.32
2 Yard Container 5x Weekly Service	PER MONTH	\$ 730.14	\$ 776.87
*Each additional	PER MONTH	\$ 626.60	\$ 666.70
2 Yard Every Other Week Service	PER MONTH	\$ 84.72	\$ 90.14
2YD OAM (not offered to new customers)	PER MONTH	\$ 47.96	\$ 51.03
2 Yard On Call (not offered to new customers)	PER PICKUP	\$ 41.24	\$ 43.88

**HUDSON GARBAGE SERVICE  
RATES EFFECTIVE MAY 1, 2018  
CITY OF ST. HELENS**

**ST. HELENS CITY**

<b>Service Description</b>	<b>FREQUENCY</b>	<b>Current Rate</b>	<b>New Rate</b>
3 Yard Container 1x Weekly Service	PER MONTH	\$ 212.88	\$ 226.50
3 Yard Container 2x Weekly Service	PER MONTH	\$ 397.26	\$ 422.68
3 Yard Container 3x Weekly Service	PER MONTH	\$ 581.65	\$ 618.88
3 Yard Container 4x Weekly Service	PER MONTH	\$ 766.04	\$ 815.07
3 Yard Container 5x Weekly Service	PER MONTH	\$ 950.34	\$ 1,011.16
3 Yard On Call (not offered to new customers)	PER PICKUP	\$ 52.65	\$ 56.02
4 Yard Container 1x Weekly Service	PER MONTH	\$ 260.23	\$ 276.88
4 Yard Container 2x Weekly Service	PER MONTH	\$ 506.09	\$ 538.48
4 Yard Container 3x Weekly Service	PER MONTH	\$ 751.91	\$ 800.03
4 Yard Container 4x Weekly Service	PER MONTH	\$ 997.76	\$ 1,061.62
4 Yard Container 5x Weekly Service	PER MONTH	\$ 1,243.61	\$ 1,323.20
4 Yard Every Other Week Service	PER MONTH	\$ 161.35	\$ 171.68
5 Yard Container 1x Weekly Service	PER MONTH	\$ 359.53	\$ 382.54
5 Yard Container 2x Weekly Service	PER MONTH	\$ 703.61	\$ 748.64
5 Yard Container 3x Weekly Service	PER MONTH	\$ 1,047.75	\$ 1,114.81
5 Yard Container 4x Weekly Service	PER MONTH	\$ 1,391.83	\$ 1,480.91
5 Yard Container 5x Weekly Service	PER MONTH	\$ 1,695.61	\$ 1,804.13
6 Yard Container 1x Weekly Service	PER MONTH	\$ 415.75	\$ 442.36
6 Yard Container 2x Weekly Service	PER MONTH	\$ 831.52	\$ 884.74
6 Yard Every Other Week Service	PER MONTH	\$ 207.92	\$ 221.23
6 Yard On Call (not offered to new customers)	PER PICKUP	\$ 102.93	\$ 109.52
7 Yard Container 1x Weekly Service	PER MONTH	\$ 539.08	\$ 573.58
7 Yard Container 2x Weekly Service	PER MONTH	\$ 887.92	\$ 944.75
7 Yard Container 3x Weekly Service	PER MONTH	\$ 1,301.16	\$ 1,384.43
7 Yard Container 4x Weekly Service	PER MONTH	\$ 1,682.19	\$ 1,789.85
7 Yard Container 5x Weekly Service	PER MONTH	\$ 2,063.24	\$ 2,195.29



MILLER  
CONSULTING  
ENGINEERS

**LETTER OF AGREEMENT BETWEEN  
CITY OF ST. HELENS AND MILLER CONSULTING ENGINEERS, INC.  
FOR PROFESSIONAL STRUCTURAL ENGINEERING SERVICES**

This agreement is made as of the 26 day of March 2018, between the **City of St. Helens, Community Development Dept.** (the City) and **Miller Consulting Engineers, Inc.** (Miller) agree as follows:

A. SERVICES:

1. The **City of St. Helens** authorizes **Miller Consulting Engineers, Inc.**, acting as an independent contractor, to perform the following services for the City:
  - a. Act as a structural consultant to the City of St. Helens
  - b. To review plans submitted for building permit to the City of St. Helens for general structural conformance to the current building code as adopted and amended by the State of Oregon, and to comment on such plans on behalf of the City.
2. The City of St. Helens will provide the following to Miller Consulting Engineers, Inc.: plans, calculations, and specifications as provided to the City of St. Helens for examination.
3. Miller Consulting Engineers, Inc. will perform the services as follows:
  - a. Work to be completed in a timely manner.
  - b. Structural submittals to be reviewed and commented on for conformance to the latest applicable editions of the current building code, as adopted and amended by the State of Oregon, to the extent Miller Consulting Engineers, Inc. in its professional judgement, and based on its experience, deems necessary. Single family residential projects will not be considered as part of the scope of plan review services provided by Miller.
4. Whenever a conflict of interest may arise or if requested by other parties for a specific project, at the discretion of the City of St. Helens or when requested by Miller Consulting Engineers, Inc., plan review responsibility would be forwarded, by the City of St. Helens, to the State of Oregon or other parties other than Miller.
5. Services not included:
  - a. Exhaustive review of plans, calculations, and specifications.
  - b. Multiple reviews of inadequate or incomplete submittals.
  - c. Review of non-structural items or work by other disciplines that may affect the structure unless indicated in the structural comments by Miller.
  - d. Review of construction means, methods, techniques, sequences, procedures, safety precautions or programs, even when included with plans and specifications.

B. BASIS OF FEE AND BILLING:

1. Structural plan review services will be provided at current hourly rates; see the attached current rate schedule for the current hourly rates.
2. Structural consultation, not part of a plan review or to address inadequate or incomplete submittals, will be provided at current hourly rates.
3. Additional charges will be billed for the City of St. Helens' authorized special mailings, special deliveries, or other approved expenses, all to be billed at cost plus 10%.
4. Payment is due to Miller Consulting Engineers, Inc. upon receipt of the invoice for services to the City of St. Helens.

C. INDEMNITY and LIMIT OF LIABILITY:

1. The City and Miller each agrees to defend, indemnify and hold harmless the other, and its respective directors, officers, members, shareholders, agents and employees from and against any and all claims, suits, actions, demands, losses, expenses, damages, and liabilities of any kind, including without limitation reasonable attorney's and expert's fees, to the extent caused by or contributed to by its ordinary or professional negligence, including without limitation the ordinary or professional negligence of those for whose acts or omissions they are legally responsible.

The City and Miller each agrees that the maximum combined joint, several, and individual liability (a) of Miller (including without limitations its partners, members, shareholders, officers, directors, employees, and consultants) to the City and all contractors of any tier in connection with this Agreement and the Project, and (b) of the City to Miller (including without limitations its partners, members, shareholders, officers, directors, employees, and consultants), for any claims or damages whatsoever, irrespective of the number of claims and whether in contract, tort (including without limitation ordinary and professional negligence) or otherwise, shall in no event exceed \$50,000 per individual City of St. Helens project for which plans are reviewed by Miller, and \$300,000 in the aggregate for all claims arising out of or relating to this Agreement. Nothing in this section shall be interpreted as an implied obligation of the City to indemnify Miller. It is intended that this limitation apply to any and all liability or causes of action however alleged or arising, except to the extent otherwise prohibited by law.





D. DISPUTES:

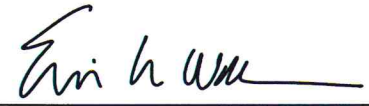
The parties agree to exercise their best efforts in good faith to amicably resolve all disputes via direct negotiations or in mediation, including without limitation disputes involving other participants in the Project in a combined mediation. In the event of a dispute between the parties arising out of or relating to this contract that is not settled by direct negotiations, the parties agree to submit such dispute to a mediator agreed to by both parties as soon as practicable after the dispute arises, and preferably before commencement of litigation or arbitration. Cost of a mediator shall be split evenly among the parties participating.

E. TERMINATION:

This Agreement may be terminated by either party within 30 days after written notice is received by the terminated party of intent to terminate.

F. NO THIRD PARTY RIGHTS

This Agreement is solely for the benefit of Miller and the City of St. Helens, their representatives, successors and assigns, and nothing in this Agreement shall be considered to benefit or create rights in any other person or entity.

  
\_\_\_\_\_

Miller Consulting Engineers, Inc.  
Eric R. Watson, PE, SE  
Principal  
March 26, 2018

  
\_\_\_\_\_

City of St. Helens  
Name: John Walsh  
Title: City Administrator  
Date: 3/26/18





MILLER  
CONSULTING  
ENGINEERS

## 2018 RATE SCHEDULE

### Professional, Technical and Project Staff

Services performed by **Miller Consulting Engineers, Inc.** shall be compensated at the following hourly billing rates:

<u>Position</u>	<u>Hourly Billing Rate</u>
Senior Engineer	\$172.00
Principal Engineer III	\$172.00
Principal Engineer II	\$164.00
Principal Engineer I	\$156.00
Associate Engineer	\$148.00
Structural Designer II	\$128.00
Structural Designer I	\$120.00
BIM Technician	\$104.00
CAD Technician	\$ 84.00
Administrative Assistant	\$ 84.00
Engineering Intern	\$ 40.00

The hourly rates shown above are subject to modification as costs and policies change. Client will be promptly notified in the event of change.

### PREMIUM TIME

Salary premiums are paid to non-exempt staff for premium time when it is approved by the client. Time expended by exempt personnel is paid on a straight-time basis.

### EXPENSES

Expenses for services by Miller Consulting Engineers, Inc. shall be invoiced at reasonable and normal rates. All expenses for "outside" services properly incurred in the performance of the work, including traveling and living expenses, deliveries, reproduction and other such services and materials, as may be required, shall be invoiced at cost plus 10 percent, as an administrative allowance.

St. Helens Middle School  
 BLDG PERMIT NO. BP-14038  
 354 N 15<sup>th</sup> Street  
 March xx, 2018  
 Sheet 1 of x

City of St. Helens  
 PO Box 278  
 St. Helens, Oregon 97051

MCE Project No. 180408

**STRUCTURAL PLAN REVIEW #1**  
**Plans Printed 1-16-2018**

Corr. Made	Item No.	Page No.	Comments	Code Section
	1			ASCE 7-10 14.4
	2			SDPWS 4.3.4.2 and 4.3.4.3
	3			OSSC 107.1
	4			OSSC 1604.4 ACI 318
	5			OSSC 1604.4 SDPWS 3.3 ASCE 7-10 12.1.3
	6			OSSC 1604.4
	7			OSSC table 1609.2
	8	General	Submit one set of wood truss shop drawings, which have been reviewed and initialed by the project engineer, to be filed with the City of St. Helens before placement.	
	9	General	Approved resolution of the above items shall be incorporated into submittal plans before a permit will be issued. Submit four (4) sets of revised plans to the City of St. Helens.	

# City of St. Helens Planning Commission

Approved Minutes

February 13, 2018

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**Members Present:** Russell Hubbard, Chair  
Dan Cary, Vice Chair  
Sheila Semling, Commissioner  
Audrey Webster, Commissioner  
Greg Cohen, Commissioner  
Julie Stenberg, Commissioner  
Kathryn Lawrence, Commissioner

**Members Absent:** None

**Staff Present:** Jacob Graichen, City Planner  
Jennifer Dimsho, Associate Planner  
Ginny Carlson, City Council Liaison

**Others:** Ray Vanderwall  
Howard Blumenthal  
Jesse Vanderwall  
Frank Brandon

- 1) **Call to Order and Flag Salute - 7:00 p.m.**
- 2) **Consent Agenda: Approval of Minutes**  
2.A Draft Minutes Dated January 9, 2018

**Motion:** Upon Commissioner Semling's motion and Vice Chair Cary's second, the Planning Commission unanimously approved the Planning Commission Minutes dated January 9, 2018. [AYES: Commissioner Semling, Commissioner Webster, Commissioner Cohen, Commissioner Stenberg, Vice Chair Cary, Commissioner Lawrence; Nays: None]

- 3) **Topics from the Floor: Limited to 5 minutes per topic (not on public hearing agenda)**

There were no topics from the floor.

- 4) **Public Hearings (times reflect earliest start time)**  
4.A 7:00 p.m. - Annexation at 2130 Gable Road - JLJ Earthmovers, LLC

Chair Hubbard opened the Public Hearing at 7:01 p.m., There were no ex-parte contacts, conflicts of interests, or bias in this matter. City Planner Jacob Graichen entered the Staff Report dated January 29, 2018 into the record.

Graichen described the proposal to the Commission, as presented in the staff report. The applicant wishes to connect to City water services, so they applied for an annexation into the City. There is one recommended condition of approval related to frontage improvements along the subject property.



Graichen said this is included only in the unlikely event that the frontage improvements are not complete prior to annexation.

Graichen said the Commission must decide whether or not to make a recommendation of approval to the City Council. He noted that even though the City's Charter requires voter approval for annexations, state legislation overrides this requirement.

Vice Chair Cary asked about the timing of Columbia County's review. Graichen said the County is taking the lead on the building permit and land use permit until it is annexed. Vice Chair Cary asked if the County's requirements for frontage improvements will look like our requirements for frontage improvements. Graichen said the County communicates with us during this process, since the street is within our jurisdiction.

Chair Hubbard asked about the sewer system. Graichen said they have an approved on-site sewer system because the nearest sewer line is too far away for it to be "legally and physically available," per Oregon Revised Statutes. Graichen noted that the County will still have jurisdiction of the on-site septic system, even once it is annexed. Commissioner Lawrence asked if they will be required to connect if a sewer line is extended in the future. Graichen said if there is a sanitary sewer main line within 160 feet of a property, they could be required to connect and abandon the on-site septic system. Commissioner Cohen asked if this needed to be included in the conditions. Graichen said no, this is already addressed in the Development Code.

#### **In Favor**

No one spoke in favor of the proposal.

#### **In Opposition**

No one spoke in opposition of the proposal.

#### **End of Oral Testimony**

There were no requests to continue the hearing or leave the record open.

#### **Close of Public Hearing & Record**

The applicant waived the opportunity to submit final written argument after the close of the record.

#### **Deliberations**

Commissioner Cohen thinks the annexation is pretty clear cut. The Commission agrees.

**Motion:** Upon Commissioner Cohen's motion and Commissioner Semling's second, the Planning Commission unanimously recommended approval of the Annexation to the City Council as written by staff. [AYES: Commissioner Semling, Commissioner Webster, Commissioner Cohen, Commissioner Stenberg, Vice Chair Cary, Commissioner Lawrence; Nays: None]

#### **4.B 7:30 p.m. - Variance (Lot Dimension) & Partition at 321 Tualatin Street - Vanderwall**

Chair Hubbard opened the Public Hearing at 7:30 p.m. There were no ex-parte contacts, conflicts of interest, or bias in this matter. Graichen introduced the proposal and went through the recommended conditions of approval, as presented in the staff report.

Graichen said that this lot is larger than a standard 5,800 square foot lot because of a previously approved street vacation along S. 3rd Street and Tualatin Street that made the lot 8,395 square feet. The request is to divide the property into two parcels, one 3,395 square foot lot and one 5,000 square foot lot. He said the Variance Permit is required in order to receive a Partition, so they will be reviewed simultaneously. Graichen went through a number of conditions related to utilities in and around the subject property, including water, storm, sewer, and street conditions.

Vice Chair Cary asked about the City Engineer's comment relating to fill material on the new lot to be created. Graichen said the lack of information related to the soil characteristics is why a geotechnical report is a recommended condition of approval. Commissioner Semling asked if the site is below grade. Associate Planner Dimsho said the lot to be created is below grade from the street and there is storm infrastructure that collects storm water on site.

### **In Favor**

**Ray Vanderwall, Applicant.** Vanderwall bought the property sometime between 1998 and 2000. He said the existing home was built by him shortly after he purchased the property. The previous home was destroyed in a storm. He said the water line was recently repaired by the City, which is why the site is wet right now. He said the site does get wet periodically, but not any more than any properties in the area. Vanderwall said he is aware of the conditions of the report and asked for questions from the Commission. Cohen asked what he plans on developing the new lot with. Vanderwall said he was considering a duplex if he can meet the minimum lot size. Commissioner Webster asked if the existing home would remain. Vanderwall said yes. He said if he cannot make the square footage requirement for a duplex, he might put in townhouses. Graichen clarified that townhomes would require an additional lot division and subsequent variance to the lot depth requirement. Vanderwall said he may propose an additional lot partition and variance in the future if he decides to go that route, but for now he will build a single-family dwelling or a duplex if the minimum lot size is met.

### **Neutral**

**Frank Brandon, 330 Tualatin Street.** Brandon lives directly across the street. He asked if the property will stay residential. Graichen said yes.

### **In Opposition**

**Howard Blumenthal, 462 S. 3<sup>rd</sup> Street.** Blumenthal has lived at this address for 30 years. He said he has heard water travelling under the ground at this location. He said the travel trailer that was removed from the site almost fell over because the ground is so soft. He described multiple vehicles that sunk into the ground on the site. Blumenthal said he is also concerned about people parking on S. 3rd Street if they don't have enough room to park on their property, especially when they have visitors. Graichen said any new detached single-family dwellings are required to provide two off-street, paved, non-tandem parking spaces. Blumenthal said there are homes with way more than two cars, boats, and trailers throughout the neighborhood. He is concerned about visibility on the corner if people start parking on the corner. He does not want to see new development that will sink into the lot and lower property values. Commissioner Cohen said they will require a geo-technical report to determine soil stability.

Commissioner Lawrence asked if the property would go through Site Design Review. Graichen said no. This zoning district permits the proposed residential uses outright, but the Building Permit review process would include the issues he is concerned about. Blumenthal asked if there are rules to prohibit parking on S. 3rd Street. Graichen said there are potentially rules about restricting fire access, but he does not deal with parking enforcement issues, so he is unsure.

## Rebuttal

**Ray Vanderwall, Applicant.** Vanderwall said he has no problem with conducting a geo-technical report. Vanderwall said he will develop the lot according to City standards, which will require two on-site parking spaces.

## End of Oral Testimony

There were no requests to continue the hearing or leave the record open.

## Close of Public Hearing & Record

The applicant waived the opportunity to submit final written argument after the close of the record.

## Deliberations

Graichen asked the Commission to consider the variance approval standard that requires that the existing physical and natural systems will not be adversely affected any more a result of the variance than would occur if the development complied with the code. He asked the Commission to consider the difference between dividing the lot as proposed versus the lot orientation that would not have required a Variance Permit. Commissioner Cohen said if it was divided the way that code allows without a variance, it would have to be developed with a very skinny house. He also noted they would still have a storm water drainage issue that would need to be addressed either way. Vice Chair Cary said it makes sense to divide and shape the lot as proposed, rather than have super skinny lots and homes. Commissioner Lawrence feels confident that the geo-technical report will confirm unknowns.

**Motion:** Upon Commissioner Semling's motion and Vice Chair Cary's second, the Planning Commission unanimously approved the Variance Permit as written. [AYES: Commissioner Semling, Commissioner Webster, Commissioner Cohen, Commissioner Stenberg, Vice Chair Cary, Commissioner Lawrence; Nays: None]

**Motion:** Upon Commissioner Cohen's motion and Commissioner Webster's second, the Planning Commission unanimously approved the Partition as written. [AYES: Commissioner Semling, Commissioner Webster, Commissioner Cohen, Commissioner Stenberg, Vice Chair Cary, Commissioner Lawrence; Nays: None]

**Motion:** Upon Commissioner Cohen's motion and Vice Chair Cary's second, the Planning Commission unanimously approved Chair Hubbard to sign the Findings of Fact and Conclusions of Law when they are prepared. [AYES: Commissioner Semling, Commissioner Webster, Commissioner Cohen, Commissioner Stenberg, Vice Chair Cary, Commissioner Lawrence; Nays: None]

### 5) **Acceptance Agenda: Planning Administrator Site Design Review**

- 5.A Site Design Review at 58144 Old Portland Road - Multnomah Industrial Park new building

**Motion:** Upon Commissioner Webster's motion and Commissioner Cohen's second, the Planning Commission unanimously approved the Planning Administrator Site Design Review. [AYES: Commissioner Semling, Commissioner Webster, Commissioner Cohen, Commissioner Stenberg, Vice Chair Cary, Commissioner Lawrence; Nays: None]

### 6) **Planning Director Decisions**

- a. Temporary Use Permit at 1300 Kaster Road - Fence for bale storage
- b. Accessory Structure Permit at 365 S. 13th Street - New storage shed
- c. Home Occupation (Type I) at 244 N. 1st Street - Home-based construction business
- d. Home Occupation (Type I) at 2735 Columbia Blvd. - Home-based house cleaning
- e. Home Occupation (Type I) at 254 Madrona Ct. - Home-based craft beer brewery
- f. Home Occupation (Type II) at 779 Mango Street - Home-based tree trimming
- g. Sign Permit (Banner) at 2100 Block of Columbia Blvd. - St. Helens Sports Booster Club Auction Fundraiser
- h. Sensitive Lands Permit at 58144 Old Portland Road - Building in a flood plain
- i. Home Occupation (Type I) at 465 S. 3rd Street - Home-based janitorial services

Vice Chair Cary asked about the Sensitive Lands Permit at the Multnomah Industrial Park. He asked if the proposal was related to wetlands, in addition to development in a flood plain. Graichen said no. The applicant moved the development to ensure it was comfortably away from the wetlands.

## 7) **Planning Department Activity Report**

7.A January 30, 2018 Department Report

Commissioner Cohen asked if the Access Management Plan that the School District submitted met the Planning Commission's request. Graichen said yes. Graichen said he recalled that it was Councilor Carlson who asked about the safety of children getting to school during construction, and her question resulted in a condition requiring the Access Management Plan. He said this was a good example about how the Council Liaison, as a non-voting member, should function in relationship to the Commission. Vice Chair Cary said he was pleased with the Access Management Plan. Councilor Carlson said she was pleased as well. She said the Access Management Plan was distributed to parents and students in the District.

## 8) **For Your Information Items**

There was no discussion.

## 10) **Adjournment**

There being no further business before the Planning Commission, the meeting was adjourned at 8:21 p.m.

Respectfully submitted,

Jennifer Dimsho  
Associate Planner

**City of St. Helens**  
*Consent Agenda for Approval*

**CITY COUNCIL MINUTES**

Presented for approval on this 4<sup>th</sup> day of April, 2018 are the following Council minutes:

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2018

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- Work Session, Executive Session, Public Hearing, and Regular Session Minutes dated March 7, 2018
- Work Session, Executive Session, and Regular Session Minutes dated March 21, 2018

**After Approval of Council Minutes:**

- Scan as PDF Searchable
- Make one double-sided, hole-punched copy and send to Library Reference
- Minutes related to hearings and deliberations get copied to working file
- Save PDF in Minutes folder
- Update file name of Word document in Granicus & Publish
- Copy Word document into Council minutes folder on Administration drive
- Email minutes link to distribution list
- Add minutes to HP Trim
- File Original in Vault

# City of St. Helens City Council

Work Session Minutes

March 7, 2018

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**Members Present:** Mayor Rick Scholl  
Council President Doug Morten  
Councilor Ginny Carlson  
Councilor Susan Conn  
Councilor Keith Locke

**Members Absent:** None

**Staff Present:** John Walsh, City Administrator  
Kathy Payne, City Recorder  
Matt Brown, Finance Director  
Sue Nelson, Public Works Engineering Director  
Margaret Jeffries, Library Director  
Neal Sheppard, Public Works Operations Director  
Terry Moss, Police Chief  
Jacob Graichen, City Planner  
Jenny Dimsho, Associate Planner

**Others:** Tracie Murray                  Frank Perea  
Nicole Thill                          Steve Topaz

1) **Call Work Session to Order - 1:00 p.m.**

2) **Visitor Comments**

- ◆ Steve Topaz. Last time he was here, he asked what type of businesses were preferred on the Waterfront or Paper Mill site. Since then, there was an article about the Armstrong ceiling tile plant. Part of the article mentioned that toxic waste from Armstrong would be dumped in the cooling pond. He assumes that the City has opened up the possibility to other businesses other than just the Port of Portland. He still hasn't received a list of other businesses that would locate on the property.

Council President Morten acknowledged Steve's testimony and that staff would look into it.

3) **Discussion Topics**

3.A **Discuss Trail Easement at 2480 Gable Road**

City Planner Graichen reviewed his memo. A copy is included in the archive meeting packet. The trail connects Gable Road to Sykes Road. It will be on tonight's agenda for approval.

3.B **Discuss Proposed Billing Insert Program**

Finance Director Brown reviewed his memo. A copy is included in the archive meeting packet. Discussion ensued.

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Council was in consensus to allow non-profits and City information to go in the bills.

**3.C Review Requests for Proposals for Judicial Services & Prosecutorial Services**  
Finance Director Brown reviewed the RFP process.

Council was in consensus to go forward with the RFPs as presented.

**3.D Review Draft Transient Room Fee Ordinance**

City Administrator Walsh presented the draft of the transient room fee amendments. A copy is included in the archive meeting packet. The hotel owners were notified of this meeting but they are not in attendance. It is on tonight's agenda for approval.

Councilor Locke asked if this would include camping. Council President Morten has never seen the tax charged on camping. City Administrator Walsh will research that before tonight's meeting and report back.

**3.E Discuss Lease of FARA Building/Lot**

Tracie Murray was here to talk about the Fitness and Recreation Association (FARA) building/lot. Councilor Carlson and Council President Morten talked about FARA appearing to be a private, exclusive club. There is no advertising. Tracie explained that it's by word of mouth. They've never had a need to advertise. Morten asked if she plans to advertise now that it's on public property. Tracie responded that she doesn't plan to. It's self-ran and that's how costs are kept down.

Councilor Carlson emphasized that it's now public property and Council needs to know if FARA's benefit aligns with public ownership.

City Administrator Walsh encouraged Tracie to apply with the County as nonprofit, since they currently have that status. That may significantly reduce the costs involved.

Council President Morten asked Tracie if she has any recommendations on how Council can validate their low lease payment. This was brought to their attention by a citizen and now the Council needs to address it. Tracie said they would have to close if the price is increased too much. She feels a reasonable cost would be \$1,200 - \$1,500 per year. Mayor Scholl pointed out that would only be about \$100 a month. Morten requested financial reports for FARA.

Council thanked Tracie for being in here and will be in contact.

**4) Department Reports**

**4.A Administration/Community Development Department Report**

Police Chief Moss reported...

- Cocoa with a Cop is taking place at Burgerville tonight at 6 p.m.

Public Works Engineering Director Nelson reported...

- Nothing to report.

Public Works Operations Director Sheppard reported...

- Nothing to report.

Library Director Jeffries reported...

- Just finished interviews and the selection process for the new library assistant. They will be making an offer soon.

Finance Director Brown reported...

- Distributed a Court report to update the Council on current financial status.
- He is requesting to come back to Council with a proposal for a part-time limited term court position through the end of June. The budget originally funded a part-time position. He will return with more information.

City Recorder Payne reported...

- She was contacted about an online public surplus program. It allows you add items to an international program. The purchaser would pay any applicable fees. She talked to staff and they were in agreement to try it. Council concurred.
- She attended the CIS conference last week. The City received a plaque in recognition of 60 years with CIS benefits.
- She will be serving on Grand Jury for the next two months on Tuesdays.

City Administrator Walsh reported...

- Distributed information on opportunity zones. A copy is included in the archive meeting packet. Incentives were created to encourage long-term investments to low income communities designated as opportunity zones to the US Treasury Department. The Waterfront Property is within that zone. It offers an incentive for property investment.
- Commented on Steve's testimony about the Armstrong property. He used the word "toxic waste." Walsh emphasized that the City is not going to be a toxic waste repository. There are environmental impacts that Armstrong has been working on with DEQ.
- The Food Bank is acquiring property on Columbia Blvd. Casey Wheeler has requested assistance from Associate Planner Jenny Dimsho with writing a Community Development Block Grant (CDBG).

Councilor Carlson asked how that would impact an already busy Planning Division. Dimsho explained that she is meeting with Casey on Friday to discuss the scope of work. The Food Bank will be taking the lead to write the grant. She will review it and offer guidance. The City will not be managing the grant if it's received.

Mayor Scholl added that the City will also be applying for a CDBG at the same time. It is for an expansion of the Alano Club, a bathroom, and playground for the 6<sup>th</sup> Street Ball Field, and developing the road by the Alano Club, which is a City owned building. Dimsho did say that it's unlikely that Columbia County would receive two grants in the same cycle. The Food Bank has a critical need to move quickly over a short amount of time. The 6<sup>th</sup> Street Ball Field is a needed project but is not as cut and dry as the Food Bank. Councilor Conn agreed with the need to make park improvements but feels that feeding people is a bigger priority. For the record, Mayor Scholl explained that the Alano Club serves CCMH, Drug Court, DHS, high school senior projects, AA, NA, GA, OA, SA, karaoke, etc. The Alano Club pays \$250/month and they don't receive assistance. Council talked about this when former City Administrator Chad Olsen was here.



## 5) Council Reports

Councilor Locke reported...

- Nothing to report.

Councilor Carlson reported...

- Nothing to report.

Councilor Conn reported...

- The Arts & Cultural Commission is reviewing the budget to bring the new Chair and Vice Chair up to speed. Will be interviewing candidates for the open positions soon.
- Columbia County Job Fair is on April 6<sup>th</sup>.
- There is a group working towards the feasibility of the City and School District working together on a project.

Council President Morten reported...

- Parks agendas:
  - Working with the Marina to solve problems on the island and docks.
    - Regulating camping on Sand Island.
    - Tightening the rules at the Sand Island docks.
  - Excited about the \$100,000+ expansion of the McCormick Park Veterans Plaza. Work will be done this summer with a celebration at the Veterans Day ceremony. He'll have a proposed concept plan at tonight's meeting.

Mayor Scholl reported...

- Likes the idea of partnering with the Marina. Chief Moss talked about the Code Enforcement working on Saturdays during the summer to regularly patrol the docks. It's a struggle for the Police Department to access the island without a boat. Council President Morten talked about forming a Code Enforcement Committee and Ethics Commission, which has been very successful in other communities. He would like to talk further about these commissions at a future meeting.
- Suggested holding a Council retreat in April. It was the consensus of the Council to hold the retreat on Wednesday, April 25<sup>th</sup> at 5 p.m.

## 6) Other Business

City Recorder Payne noticed that Executive Session was not included on the agenda. It will be held following this meeting.

## 7) Adjourn – 2:35 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

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Kathy Payne, City Recorder

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Rick Scholl, Mayor

**City of St. Helens**  
**CITY COUNCIL**

**Executive Session Summary**

**March 7, 2018**

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**Members Present:** Rick Scholl, Mayor  
Doug Morten, Council President  
Keith Locke, Councilor  
Susan Conn, Councilor  
Ginny Carlson, Councilor

**Staff Present:** John Walsh, City Administrator  
Matt Brown, Finance Director  
Kathy Payne, City Recorder  
Sue Nelson, Public Works Engineering Director  
Margaret Jeffries, Library Director

**Others:** Nicole Thill, Spotlight  
Frank Perea, Chronicle



Mayor Scholl opened the Executive Session at 2:38 p.m. and gave Council roll call.

The Council met in Executive Session pursuant to ORS 192.660(2)(e) Real Property Transactions to discuss various topics concerning City-owned properties and (b) to Consider the Dismissal of a Public Officer/Employee. Some staff were asked to leave during the discussion regarding dismissal of a public officer/employee. The only staff left for the discussion were from Human Resources and were John Walsh and Kathy Payne.

The Executive Session was adjourned at 3:24 p.m.



ATTEST:

\_\_\_\_\_  
Kathy Payne, City Recorder

\_\_\_\_\_  
Rick Scholl, Mayor

# City of St. Helens City Council

Public Hearing Minutes

March 7, 2018

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**Members Present:** Mayor Rick Scholl  
Council President Doug Morten  
Councilor Ginny Carlson  
Councilor Susan Conn  
Councilor Keith Locke

**Members Absent:** None

**Staff Present:** John Walsh, City Administrator  
Kathy Payne, City Recorder  
Matt Brown, Finance Director  
Margaret Jeffries, Library Director  
Neal Sheppard, Public Works Operations Director  
Sue Nelson, Public Works Engineering Director  
Jacob Graichen, City Planner

**Others:** None

1) **Open Public Hearing - 6:30 p.m.**

2) **Topic**

**2.A** [Annexation of 2130 Gable Road](#)

City Planner Graichen presented the staff report dated February 14, 2018. Mayor Scholl declared that he is related to Ronald and Tamara Schlumpberger but it would not affect his decision in this matter. There was no objection for Mayor Scholl to participate in the decision. There were no other ex-parte contacts, conflicts of interest, or bias in this matter.

Planning Commission unanimously recommended approval of the annexation and upon annexation, the subject property have a Comp Plan designation of Light Industrial, be zoned Light Industrial, with the following condition:

Given the proposal addressed in County file DR 18-04, Gable Road frontage improvements shall be completed along the entire subject property's street frontage per City standards and City approved engineering/construction plans. The improvements are not completed until they have been approved by the City.

There was discussion regarding frontage improvements.

None spoke in favor or opposition.

3) **Close Public Hearing** – 7 p.m.

Deliberations will be held during the regular session following this meeting.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

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Kathy Payne, City Recorder

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Rick Scholl, Mayor

# City of St. Helens City Council

Regular Session Minutes

March 7, 2018

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**Members Present:** Mayor Rick Scholl  
Council President Doug Morten  
Councilor Ginny Carlson  
Councilor Susan Conn  
Councilor Keith Locke  
Youth Councilor David Ryder

**Members Absent:** None

**Staff Present:** John Walsh, City Administrator  
Kathy Payne, City Recorder  
Matt Brown, Finance Director  
Margaret Jeffries, Library Director  
Neal Sheppard, Public Works Operations Director  
Sue Nelson, Public Works Engineering Director  
Jacob Graichen, City Planner

**Others:** St. Helens High School Students

- 1) **Call Regular Session to Order - 7:02 p.m.**
- 2) **Pledge of Allegiance**
- 4) **Visitor Comments - No visitor comments**

**Deliberations: Annexation of 2130 Gable Road (JLJ Earthmovers LLC)**

**Motion:** Upon Conn's motion and Locke's second, the Council unanimously approved the Annexation as recommended by the Planning Commission and staff.

- 5) **Ordinances - First Reading**
    - 5.a Ordinance No. 3223: An Ordinance Amending St. Helens Municipal Code Section 8.12.090 Regarding Weeds and Grass inside City Limits
    - 5.b Ordinance No. 3224: An Ordinance to Amend the City of St. Helens Comprehensive Plan Map for Certain Property from the Highway Commercial (HC) Designation to the General Commercial (GC) Designation and the Zoning District Map from the Highway Commercial (HC) Zone to the General Commercial (GC) Zone
    - 5.c Ordinance No. 3225: An Ordinance Amending St. Helens Municipal Code Chapter 3.20 Regarding Transient Room Fees
  - 6) **Approve and/or Authorize for Signature**
    - 6.a Easement Agreement for Trail Located at 2480 Gable Road
-

**Motion:** Upon Locke's motion and Carlson's second, the Council unanimously approved '6a' above.

7) **Appointments to Boards/Commissions**

7.a [Appointments to Boards & Commissions](#)

**Motion:** Upon Carlson's motion and Locke's second, Leah Tolletson was unanimously appointed to the Budget Committee.

8) **Consent Agenda for Approval**

8.a OLCC Licenses

8.b Council Work Session, Executive Session and Regular Session Minutes dated January 17, 2018

8.c Request for Proposals for Judicial Services

8.d Request for Proposals for Prosecutorial Services

8.e Accounts Payable Bill Lists

**Motion:** Upon Morten's motion and Conn's second, the Council unanimously approved '8a' through '8e' above.

9) **Mayor Scholl Report**

- Acknowledged the high school students in attendance.
- Moving forward with the Waterfront property.
- Requested City Recorder Payne add the Ferry discussion to the next agenda.

10) **Council Member Reports**

Council President Morten reported...

- Distributed and reviewed the conceptual plans for the McCormick Park Veterans Plaza.

Councilor Locke reported...

- The Youth Council is in need of more students to participate.

Councilor Carlson reported...

- The Easter Bunny will be at the Spirit of Halloweentown gift shop on the weekends.

Councilor Conn reported...

- The Columbia County Job Fair will be held at the Columbia City Community Hall on April 6, 10 a.m. – 3 p.m. Contact Keep it Local Columbia County to participate as a vendor.

Youth Councilor Ryder reported...

- Youth Council members will be talking to Mr. Meeuwsen to see if there are any students in Debate class that would like to join Youth Council.
- Will have a social mixer to invite students in for more information.
- Considering a clean-up day to get more involvement.
- At the last meeting, they discussed ways to make students feel safer at the school.

11) **Department Reports**

Public Works Engineering Director Nelson reported...

- Nothing to report.

Public Works Operations Director Sheppeard reported...

- Nothing to report.

Library Director Jeffries reported...

- Nothing to report.

Finance Director Brown reported...

- Nothing to report.

City Recorder Payne reported...

- Nothing to report.

City Administrator Walsh reported...

- He and Councilor Conn will attend the Col-Pac meeting in Tillamook. They will be talking about regional tourism and economic development.

12) **Other Business**

A student spoke from the audience but was inaudible.

13) **Adjourn** – 7:28 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

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Kathy Payne, City Recorder

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Rick Scholl, Mayor

# City of St. Helens City Council

Work Session

March 21, 2018

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**Members Present:** Mayor Rick Scholl  
Council President Doug Morten  
Councilor Ginny Carlson  
Councilor Susan Conn  
Councilor Keith Locke

**Members Absent:** None

**Staff Present:** John Walsh, City Administrator  
Kathy Payne, City Recorder  
Matt Brown, Finance Director  
Margaret Jeffries, Library Director  
Neal Sheppard, Public Works Operations Director  
Sue Nelson, Public Works Engineering Director  
Terry Moss, Police Chief  
Aaron Kunders, WWTP Superintendent  
Jacob Graichen, City Planner

**Others:**

Teresa Knight	Julie Thompson
Steve Topaz	Stephanie Patterson
Nicole Thill	Tina Curry
Leah Tillotson	Mitzi Ponce

1) **Call Work Session to Order - 1:00 p.m.**

2) **Visitor Comments - Limited to five (5) minutes per speaker**

- ◆ Teresa Knight, Columbia Art Guild President. Requested Concession Agreement fees be waived for their upcoming art event at the Columbia Center. They are a nonprofit organization and funds raised pay for next year's event and to save for a location to gather art in the community.

After discussion, it was the consensus of the Council to collect the Concession Agreement fee based on booth sales. Columbia Art Guild can then request the fee be donated back to them.

Teresa proposed the Columbia Art Guild and the St. Helens Arts & Cultural Commission work together to frame the 1958 storefront paintings. After they're framed, she proposes having an art show and with a car show displaying "Then and Now." She has received bids from:

Michaels: \$4,607

I've Been Framed: \$1,723

Mayor Scholl suggested that be displayed at Citizens Day in the Park on August 18. Teresa will see if they can get it together that quickly. It still needs to go to the Arts & Cultural Commission for review.

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- ◆ Steve Topaz. He submitted his ideas in favor of a St. Helens ferry prior to the Council meeting. A copy is included in the archive meeting packet. He spoke to the environmental impact, economic impact, and long-term social effects.

### 3) Discussion Topics

#### 3.A Discuss Possibility of Ferry To/From Washington - Mayor Scholl

After hearing Steve's ideas, the Council voiced their own.

##### Mayor Scholl

- Important for natural disaster relief.
  - The National Guard Armory would have direct access to the ferry.
  - Transportation for residents and employees to get home during an emergency.
- Reduction of emissions.
- Increase in good-paying jobs.

##### Councilor Locke

- This has been discussed many times and he has spent hours researching it.
- It's a great idea. Suggested Mayor Scholl begin looking at it again and bring the effected agencies together.
- Ship captains were not in favor of it.

##### Councilor Conn

- The Port of St. Helens expressed barriers.
- Legislators were not interested in pursuing it.
- Funding.
- It's necessary and it's the future.
- Economic development takes place along I-5. It can affect our:
  - Transportation
  - Employment
  - Disaster relief

##### Council President Morten

- It's all there and makes sense. Getting agencies on board is the issue.
- No support from State legislators and ODOT.
- Approached City of Woodland several years ago and did not receive a response.
- Suggested the City form a resolution in support of a feasibility study for a ferry.

##### City Administrator Walsh

- Complex project. Suggested it be elevated through the Waterfront Redevelopment project, since the State is part of it.

##### Councilor Carlson

- Expressed that some of our community members would be opposed to inviting I-5 into our backyard. They don't want to live in Jantzen Beach and connect to I-5. We saw what happened when I-5 was closed and traffic was routed through our community.
- Encouraged more citizen outreach.

The Council was 4:1 in favor of a resolution in support of a feasibility study for a ferry.

**3.B Request to Donate Audio Cassettes to Columbia County Museum Association - Margaret**

Library Director Jeffries reviewed the request. A copy is included in the archive meeting packet. The Council was in support of the request.

**3.C Request Authority to Spend up to \$16,000 for Painting Exterior of Columbia Center - Margaret**

Library Director Jeffries reviewed the request. A copy is included in the archive meeting packet. Council was in consensus to allow Jeffries to spend up to \$16,000 for painting the exterior of the Columbia Center.

Councilor Locke pointed out areas on the steps that are a safety hazard. Someone distracted could fall off the ledge. Jeffries will look into it.

**3.D Review Annual Recommendation to Adjust Cascades Reserve Allocation - Sue**

Public Works Engineering Director Nelson reviewed the report. A copy is included in the archive meeting packet.

Councilor Locke asked what the increase was for solids being added to the lagoon since the clarifier broke down. He will recuse from further discussion because his wife works for Cascades.

WWTP Superintendent Kunders explained that the clarifier has been down since August 2015. He does not have an exact number on the solids. He will be reviewing his report with more details. Nelson added Cascades's allocation was 52.9% in 2015. This year, it's being adjusted to 86.3%. That's how much more loading they are responsible for.

**Department Report - Aaron Kunders, WWTP**

- Cascades pre-treatment permit was issued in February. It was effective March 1. The compliance schedule gives the City more control over the amount and types of waste.
- In early 2016, the State Pre-Treatment Coordinator performed an audit.
  - The biggest issue that needs to be addressed is a local limits, which is a study of what is in our waste stream that comes from the domestic side. It shows what our system can handle. Steve Anderson was hired to help with that. He has compiled the report and is waiting for final approval.
  - Procedural and documentation inadequacies were found. They have all been corrected and approved.
  - There is a lack of adequate resources. They recommend additional staffing.
- Improvements have been made to lift stations.

Council President Morten thanked Kunders for being here. He asked Kunders what the City's liability would be if Cascade left. Kunders responded that he is not familiar enough with the lease to answer that completely. If they are responsible for taking out all of the sludge, we have

a very large lagoon for a very small town. If they don't have to take care of the sludge, the City would be liable.

Mayor Scholl wants to put our most aggressive attorney on this. Cascades needs to repair the clarifier.

**3.E Review Low Income Water-Sewer-Storm Assistance Program Proposal - Matt**  
Finance Director Brown reviewed the program proposal. A copy is included in the archive meeting packet. It is included on tonight's agenda for approval. He does propose one change. The agreement says that CAT will issue vouchers to Utility Billing as payment. He requests it be simplified. The City will send CAT a check for the annual amount and CAT would cut an actual check for the user to pay Utility Billing. That makes it easier and faster to process.

#### 4) **Department Reports**

4.A Public Works Department Report

4.B Administration/Community Development Department Report

Event Manager Tina Curry reported...

- 13 Nights on the River
  - Bands have been selected.
  - Postcards have been ordered.
  - Have assigned almost all the vendor carts.
- Spirit of Halloweentown
  - Museum of Peculiarities and Gift Shop has been busy.
    - Easter photos available.
    - Rock painting has been successful drawing people from out of town.
  - Received a letter from a little girl in Brandon, Texas. She loves Halloween, especially Sally, who lives in Halloweentown. Tina would like to send a reply. That gave her the idea of encouraging people to send their favorite character a letter and when they come visit, there will be a coin available for them to pick up.
  - Receiving several emails a week asking when they should come visit.
  - Attended the CCEC meeting in Portland. Will work on applying for grants with other cities in the County.
  - Thank you to Cascadia Home Loans for sponsoring the museum for three months.
  - Have assigned almost all of the vendor carts.
- 4<sup>th</sup> of July
  - Cascadia Home Loans proposed an idea of a singing contest to raise money for fireworks.
  - Walsh proposed a fundraiser idea of making a donation in memory or honor of a person who makes 4<sup>th</sup> of July special for them.
  - Some of the funds raised will go to veterans services.
- Sponsorships have raised about \$15,000.
- Festival of the Fairies
  - Set-up has begun.
  - Community members are contributing props.
  - Hopes to have it open by the end of April.
- Thanked Public Works crew and Administration staff for all of their assistance.

- The first merchants meeting was very successful. The next meeting is Tuesday. There should be over 20 people in attendance. Much of the concerns from the first meeting have already been addressed.

Mayor Scholl said that everyone is welcome to be part of the events. However, you have to play by the rules and SHEDCO has not been. The Council is in support of Tina and what she is doing. Councilor Carlson appreciates what Tina has done to protect the City.

Walsh talked about the rekindled relationship with Travel Oregon and Travel Portland. Their support has been positive. They are seeing the results of our social media presence. In one month's time, the Spirit of Halloweentown page received 29 million views.

City Recorder Payne acknowledged how well Tina has worked with the merchants. Tina expressed that Stephanie Patterson has helped with that.

Police Chief Moss reported...

- The Police Department recently changed from iPads to a Windows based computer system in the vehicles to allow better access to databases. Tonight's agenda includes a declaration of surplus for those iPads to be donated to the School District.

Public Works Engineering Director Nelson reported...

- Thanked the Council for allowing Kunders to report today. One thing he mentioned was the pre-treatment program and needing additional staffing. Nelson and Brown have been in discussions about funding to address those concerns.
- Tonight's agenda includes two bids to award.

Public Works Operations Director Sheppard reported...

- The UTC Code changed for street signs about a year ago. The City has a surplus of spare signs. The City of Newberg recently implemented a program to sell the signs to citizens for \$5/each and received great response. He requested to do the same. Council concurred.

Library Director Jeffries reported...

- The Library's Book Club is being combined with Columbia County Reads this year. It will include all the County's libraries hosting Columbia County Author Willy Vlautin. He has written four books. St. Helens will host on Thursday, April 26 at 7 p.m.
- She and the Scappoose Library Director submitted a proposal to the State Library to pursue a union catalog. They have returned comments with how to strengthen the proposal. However, they felt that it was a strong proposal and grant funds are available. They are looking at hosting the data in the Cloud.
- Excited to have new Library Assistant Cameron Burkhart on board. He is a free-lance writer.

Finance Director Brown reported...

- The informational Budget Committee meeting was held last week. It included an opportunities list to generate discussion. One item on the list was a Facilities Maintenance Manager position. He apologized for not being clear as to what the opportunity is trying to accomplish. The position would manage properties and projects. He never intended to take staff away from Public Works and apologized to Sheppard and Nelson for the misunderstanding.

City Recorder Payne reported...

- Nothing to report.

City Administrator Walsh reported...

- Received a request to pay half of the directors and officers insurance for the Columbia Tech Center. We have never received that request before and Council was not aware of it. Walsh will look into it further.
- Approached by a group of students who want to raise money to purchase cameras at the high school. They are proposing a walk around the Waterfront property. Typically, it is done with a Special Use Permit. They are proposing a weekend day in late May or early June. Councilor Locke suggested they bring the proposal to Youth Council.
- Met with Hudson Garbage earlier today about the recycling market. The recycling supply to China has been cut off. They are having to pay triple the amount to recycle. Hudson Garbage is proposing to either increase the cost to users or change what can be recycled. Hudson will bring a proposal back to the next meeting.

## 5) Council Reports

Councilor Locke reported...

- OR Grow Tech is moving forward on occupying the St. Helens Industrial site. He can take the Council on a tour in the next couple weeks if they're interested.
- Clarified the confusion of the disruption during the school walkout. It was the past Youth Council Chair and former member who was being rude during the event, not the current Chair.

Councilor Carlson reported...

- Excited about upcoming development.
- Diane Dillard is unable to attend tonight's meeting to receive her appreciation plaque. Carlson wants to take the time to deliver the plaque and flowers to Diane. Council concurred. Carlson and Conn will go together.

Councilor Conn reported...

- Groundbreaking tonight for the Columbia County Education Campus (CCEC).

Council President Morten reported...

- Interesting tour of the grow facility at Cascades. He was impressed by the clearing that Public Works has done. He hopes to continue clearing it to encourage new industries. He would like to see it included in the Budget opportunities.
- There were many things missing from the Budget opportunity list. He asked for the restructuring to be removed but apparently it's staying. If we restructure our government, it needs to be done right. The department leadership is equipped with the ability to make economic decisions. He looks forward to hearing from department heads.

Mayor Scholl reported...

- The Garden Club attended the Budget Committee meeting. He requested we reimburse them \$1,000 for the materials they have put into the triangle on Columbia Blvd. and around the Veterans Memorial. Carlson and Conn agreed with recognizing them for their time and funds spent on City property. Morten abstained from comment because he is a Garden Club member. Locke is concerned about the precedent it would set. There are a lot of people who do the same and do not get compensated. Scholl, Carlson, and Conn were all in favor of donating \$1,000 to the Garden Club with a Thank You card.

- Rezoning the Millard Road property needs to happen soon. There is an easement on Chase Road. He directed Walsh to move forward on rezoning it to a residential use.
- Would like to move forward on a Request for Proposals (RFP) position for the St. Helens Industrial Park. He talked about the need for a Grade and Fill Permit. Nelson explained that plans would need to be submitted with the permit application. A surveyor would need to map the area. Graichen pointed out some of the Planning regulations with moving rock. Walsh added that the first process would be the RFP for a contractor. Discussion of logging and rock removal on the property.

6) **Other Business**

7) **Adjourn** – 3:29 p.m.

**Executive Session**

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

\_\_\_\_\_  
Kathy Payne, City Recorder

\_\_\_\_\_  
Rick Scholl, Mayor

**City of St. Helens**  
**CITY COUNCIL**

**Executive Session Summary**

**March 21, 2018**

**Members Present:** Rick Scholl, Mayor  
Doug Morten, Council President  
Keith Locke, Councilor  
Susan Conn, Councilor  
Ginny Carlson, Councilor

**Staff Present:** John Walsh, City Administrator  
Kathy Payne, City Recorder  
Sue Nelson, Public Works Engineering Director  
Neal Sheppard, Public Works Operations Director  
Margaret Jeffries, Library Director

**Others:** Nicole Thill, Spotlight  
Julie Thompson, Chronicle



Mayor Scholl opened the Executive Session at 3:33 p.m. and gave Council roll call.

The Council met in Executive Session pursuant to ORS 192.660(2)(e) Real Property Transactions to discuss various topics concerning City-owned properties and (b) to Consider the Dismissal of a Public Officer/Employee.

The Executive Session was adjourned at 3:55 p.m.



ATTEST:

\_\_\_\_\_  
Kathy Payne, City Recorder

\_\_\_\_\_  
Rick Scholl, Mayor

# City of St. Helens City Council

Regular Session Minutes

March 21, 2018

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**Members Present:** Mayor Rick Scholl  
Council President Doug Morten  
Councilor Ginny Carlson  
Councilor Susan Conn  
Councilor Keith Locke  
Youth Councilor David Ryder

**Members Absent:** None

**Staff Present:** John Walsh, City Administrator  
Kathy Payne, City Recorder  
Matt Brown, Finance Director  
Margaret Jeffries, Library Director  
Neal Sheppard, Public Works Operations Director  
Sue Nelson, Public Works Engineering Director  
Terry Moss, Police Chief

**Others:**

Terry McGettigan	Jake Barlow
Lisa Brooke	Dakotah Camberg
David Brooke	Joshua Teyema
Shirley Barlow	Daniel Lujano
Clyde Barlow	Paul Barlow

1) **Call Regular Session to Order - 7:00 p.m.**

2) **Pledge of Allegiance**

4) **Presentation of Plaques to Outgoing Budget Committee Members**

Mayor Scholl thanked Paul Barlow for his six years of service on the Budget Committee. Council members added their sentiments of appreciation to Paul and his family for their years of service in the community.

5) **Visitor Comments - Limited to five (5) minutes per speaker**

- ◆ Lisa Brooke, Arts & Cultural Commission member and 4-H leader. A downtown 4-H mural project has been launched. There are 19 kids participating, between 7<sup>th</sup> – 12<sup>th</sup> grade. The building being painted faces the downtown parking lot. Lisa spoke of the process and time frame. She invited the Council to attend their meetings.

6) **Ordinances - Final Reading**

- 6.a Ordinance No. 3223: An Ordinance Amending St. Helens Municipal Code Section 8.12.090 Regarding Weeds and Grass inside City Limits



Mayor Scholl read Ordinance No. 3223 by title for the final time. **Motion:** Upon Locke's motion and Conn's second, the Council unanimously adopted Ordinance No. 3223. [AYES: Scholl, Carlson, Conn, Locke, Morten; Nays: None]

- 6.b Ordinance No. 3224: An Ordinance to Amend the City of St. Helens Comprehensive Plan Map for Certain Property from the Highway Commercial (HC) Designation to the General Commercial (GC) Designation and the Zoning District Map from the Highway Commercial (HC) Zone to the General Commercial (GC) Zone

Mayor Scholl read Ordinance No. 3224 by title for the final time. **Motion:** Upon Carlson's motion Morten's second, the Council unanimously adopted Ordinance No. 3224. [AYES: Scholl, Carlson, Conn, Locke, Morten; Nays: None]

- 6.c Ordinance No. 3225: An Ordinance Amending St. Helens Municipal Code Chapter 3.20 Regarding Transient Room Fees

Mayor Scholl read Ordinance No. 3225 by title for the final time. **Motion:** Upon Conn's motion and Carlson's second, the Council unanimously adopted Ordinance No. 3225. [AYES: Scholl, Carlson, Conn, Locke, Morten; Nays: None]

7) **Ordinances - First Reading**

- 7.a Ordinance No. 3226: An Ordinance to Annex and Designate the Zone of Certain Property at 2130 Gable Road

8) **Resolutions**

- 8.a Resolution No. 1810: A Resolution Adopting a Universal Fee Schedule and Superseding Resolution No. 1804

**Motion:** Upon Locke's motion and Morten's second, the Council unanimously adopted Resolution No. 1810. [AYES: Scholl, Carlson, Conn, Locke, Morten; Nays: None]

9) **Award Contract/Purchase**

- 9.a S. 7th Street & Columbia Blvd. Sewer Replacement Project to Turney Excavating, Inc. for \$274,450
- 9.b 2018 Crack Sealing Project to CR Contracting LLC for \$72,474.48

**Motion:** Upon Morten's motion and Carlson's second, the Council unanimously approved '9a' and '9b' above.

10) **Approve and/or Authorize for Signature**

- 10.a Low Income Water-Sewer-Storm Assistance Program Proposal with Community Action Team

**Motion:** Upon Carlson's motion and Conn's second, the Council approved '10a' above. Locke abstained; all others in favor.

11) **Appointments to Boards/Commissions**

- 11.a Appointment to Boards & Commissions

**Motion:** Upon Locke's motion and Carlson's second, Paul Barlow and Sean Cearly were unanimously re-appointed to the Bicycle & Pedestrian Commission.

12) **Consent Agenda for Acceptance**

- 12.a Arts & Cultural Commission Minutes dated January 23, 2018

**Motion:** Upon Conn's motion and Morten's second, the Council unanimously accepted '12a' above.

**13) Consent Agenda for Approval**

- 13.a Declare Surplus Property - Scrap Metal
- 13.b Declare Surplus Property - Police Department iPads
- 13.c Cascades Reserve Allocation Annual Adjustment from 73% to 86.3%
- 13.d OLCC Licenses
- 13.e Animal Facility Licenses
- 13.f Council Work Session, Executive Session, Public Hearing, and Regular Session Minutes dated February 7, 2018 and February 21, 2018
- 13.g Accounts Payable Bill List
- 13.h Exclusive Use Permit - St. Helens Little League

**Motion:** Upon Carlson's motion and Conn's second, the Council approved '13a' through '13h' above. Councilor Locke abstained from '13c' above; all others in favor.

**14) Mayor Scholl Reports**

- He and Conn attended the ground-breaking at CCEC. It's nice to see it moving forward.

**15) Council Member Reports**

Council President Morten reported...

- It's nice to see art projects in the community. He suggested researching the idea of a fine arts and performing arts studio. The old John Gumm School would be a good fit.

Councilor Conn reported...

- Nothing to report.

Councilor Carlson reported...

- Appreciate what the School District is doing to provide a variety of opportunities at our schools.

Councilor Locke reported...

- A couple of the partners from Grow Tech will be in town next week. They will be meeting with PGE on Thursday.

Youth Councilor Ryder reported...

- Recruiting new members for the Youth Council.
- Will be attending the next School Board meeting to discuss the need to fix the bathroom stall doors.
- Continuing discussions on ways to keep students in St. Helens after they graduate.

**16) Department Reports**

Chief Moss reported...

- Nothing to report.

Public Works Engineering Director Nelson reported...

- She and Sheppard will not be at the next meeting. They will be at the American Public Works Association (APWA) Conference.

Public Works Operations Director Sheppard reported...

- Nothing to report.

Library Director Jeffries reported...

- Invited the public to come by the Library to pick up a copy of "Lean on Pete," which is part of the Columbia County Reads program.

Finance Director Brown reported...

- Nothing to report.

City Recorder Payne reported...

- Gazette articles are due March 30.

City Administrator Walsh reported...

- Shared his fond memories of 4-H.
- The old John Gumm school is identified as an asset to the Waterfront Framework Plan.
- He will be in Salem on Friday with the League of Oregon Cities (LOC) Community Development Policy Committee.

17) **Other Business**

18) **Adjourn** – 7:25 p.m.

Respectfully submitted by Lisa Scholl, Deputy City Recorder.

ATTEST:

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Kathy Payne, City Recorder

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Rick Scholl, Mayor

*City of St. Helens*  
**Declare Surplus Property**  
**City Council Meeting**  
**April 4, 2018**

If approved, the following items will be disposed of per St. Helens Municipal Code Chapter 2.04.

**Water Filtration Facility**

- 1 – 1984, 24" Sanyo TV with remote
- 1 – Beta player
- 1 – VHS player
- 1 – DVD player
- 1 – Wooden stand that the TV and players sit on
- Assorted cables
- Assorted remotes for electronic devices

These are very old items that were surplus when we acquired them about 6 years ago, now they are ancient relics of days and an era gone by.

# PETITION FOR TEMPORARY CLOSURE OF CITY STREET(S)

You must attach a map of street area to be closed.

I/we, the undersigned, request that the St. Helens City Council allow temporary closure of the following streets.

Street Closure #1			
Street Name	Strand Street		
Beginning Point	265 Strand St	Ending Point	295 Strand St
Start Date	4/21/18	End Date	4/21/18
Time to Begin Closure	5:30 am	Time to Reopen	2:00 pm
Purpose of Closure	Amani Center 10th Annual Race Against child Abuse		
Street Closure #2			
Street Name			
Beginning Point		Ending Point	
Start Date		End Date	
Time to Begin Closure		Time to Reopen	
Purpose of Closure			
Street Closure #3			
Street Name			
Beginning Point		Ending Point	
Start Date		End Date	
Time to Begin Closure		Time to Reopen	
Purpose of Closure			

Approval of emergency responders: (required)

	3/21/18		03/21/18		3-21-18
<b>Fire District</b>	<b>Date</b>	<b>Police Department</b>	<b>Date</b>	<b>Public Works</b>	<b>Date</b>
270 Columbia Blvd.	503-397-2990	150 S. 13 <sup>th</sup> St.	503-397-3333	984 Oregon St.	503-397-3532

### DECLARATION

I/we understand that any barricades or other devices to close off the street must be provided at my (our) expense or may be provided by the City at my/our expense for specific times and dates. I/we also understand that arrangements for placement of barricades/devices must be made with the Public Works Department (503.397.3532). I/we certify that I/we have notified all affected property owners, business owners and/or tenants in person or in writing of my/our intent to close the street/s listed above and that written consents of each are attached. It is my/our belief that there are no major conflicts with this closure.

Petitioner Signature  Date Signed 3-20-18

Print Name Cassidy Miller, Executive Director Phone 503-366-4005

Mailing Address PO Box 1001 City, State, Zip St. Helens, OR 97051

Petitioner Signature \_\_\_\_\_ Date Signed \_\_\_\_\_

Print Name \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_ City, State, Zip \_\_\_\_\_

### FOR OFFICIAL USE ONLY

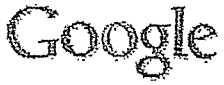
Date Rec'd 3/23/18 Rec'd by BB Date sent to CC 4/4 City Council  Approved  Denied Meeting date \_\_\_\_\_

Attested , City Administrator Date 3/26/18




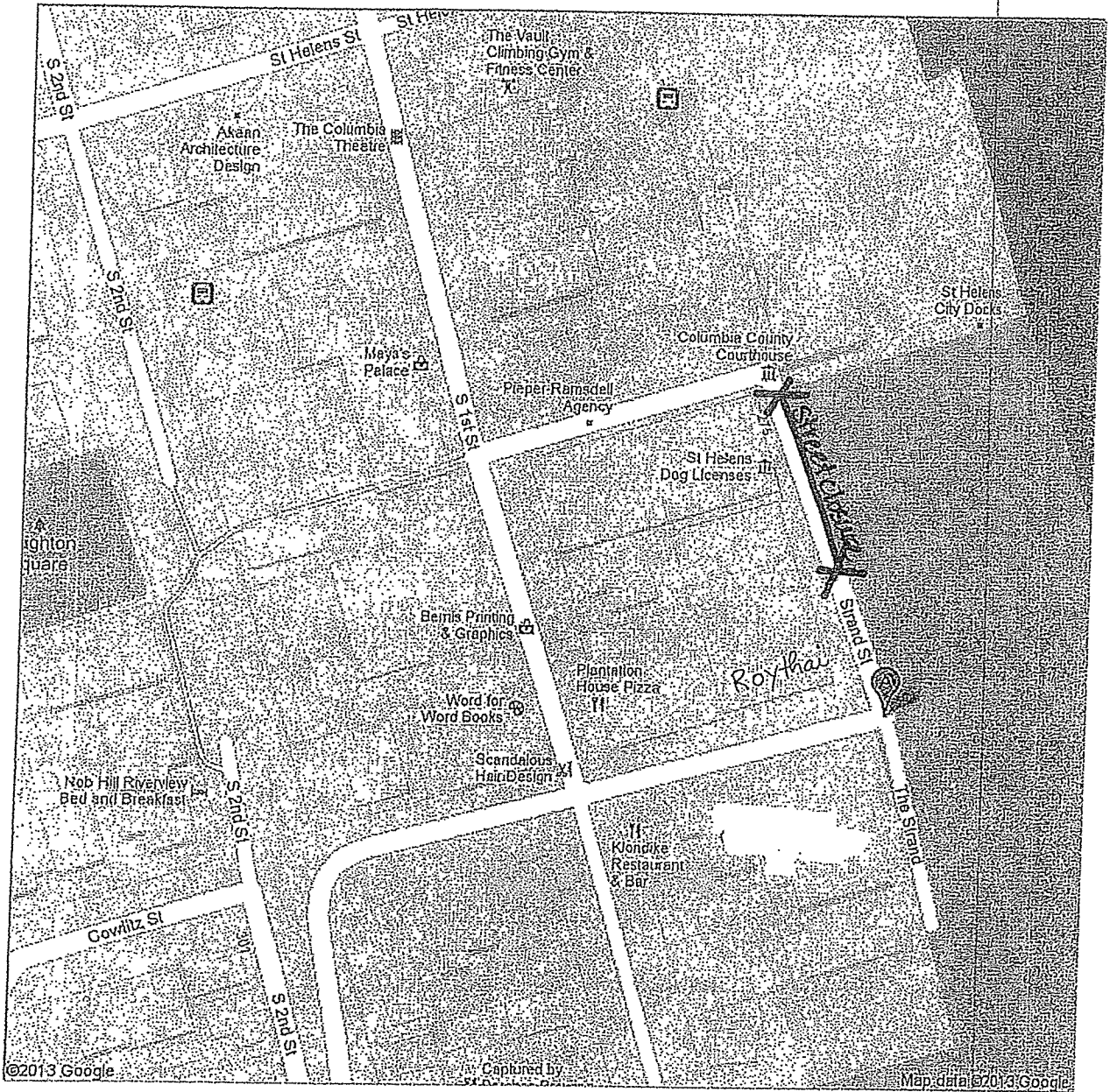
2/5/13

Strand Street, St. Helens, OR - Google Maps



Address Strand St  
St Helens, OR 97051

Get Google Maps on your phone  
 Text the word "GMAPS" to 466453



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
3/30/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Bliss Sequoia Insurance P.O. Box 826  Salem OR 97308		<b>CONTACT NAME:</b> Wauneta Ohnmacht <b>PHONE (A/C No. Ext):</b> (503) 364-5401 <b>FAX (A/C, No):</b> <b>E-MAIL ADDRESS:</b> wauneta@blissinsurance.com	
		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A:</b> Philadelphia Indemnity Ins. Co.	
		<b>INSURER B:</b> SAIF Corp.	
		<b>INSURER C:</b>	
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	

<b>COVERAGES</b>	<b>CERTIFICATE NUMBER:</b> (17-18)	<b>REVISION NUMBER:</b>
------------------	------------------------------------	-------------------------

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X		PHPK1623261	4/22/2017	5/20/2018	EACH OCCURRENCE \$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
							MED EXP (Any one person) \$ 20,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						GENERAL AGGREGATE \$ 3,000,000
							PRODUCTS - COMP/OP AGG \$ 3,000,000
							Employee Benefits \$ 1,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS			PHPK1623261	4/22/2017	5/20/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS						BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB						EACH OCCURRENCE \$
	<input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						\$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	923067	10/01/17	10/01/18	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
							E.L. EACH ACCIDENT \$ 500,000
							E.L. DISEASE - EA EMPLOYEE \$ 500,000
							E.L. DISEASE - POLICY LIMIT \$ 500,000
A	<b>PROFESSIONAL LIABILITY ABUSE/MOLESTATION</b>			PHPK1623261	4/22/2017	5/20/2018	1,000,000 PER OCCURRENCE 3,000,000 AGG
							1,000,000 PER OCCURRENCE 1,000,000 AGG

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Certificate holder is included as Additional Insured as respects insureds use of premises per PI-GLD-HS10/11 for Amani Center Race Against Child Abuse Event to be held on 04/21/18 from 5:30 am to 2:00 pm. Physical facility to use: Columbia View Park parade route for run/walk and assembly, including adjacent parking area.

<b>CERTIFICATE HOLDER</b>  City of St. Helens PO Box 278 St. Helens, OR 97051	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  Matthew Lokan/NETA

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**City of St. Helens**  
*Consent Agenda for Approval*

**OLCC LICENSES**

The following businesses submitted a processing fee to the City for a Liquor License:

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**2018 RENEWALS**

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<b><u>Business Name</u></b>	<b><u>Applicant Name</u></b>	<b><u>Location</u></b>	<b><u>Purpose</u></b>
• Noi's Thai Kitchen	Phongphutha, Somyot	524 Milton Way	Renewal
• Roof, The	St. Helens Rooftop Eatery LLC	31 Cowlitz Street	Renewal
• Roof, The	St. Helens Rooftop Eatery LLC	31 Cowlitz Street	Renewal
• Running Dogs Brewery	Clayton, Jaron S.	291 S. 1 <sup>st</sup> Street	Renewal
• Sunshine Pizza Exchange	Stansbury Management Inc.	2124 Columbia Blvd.	Renewal
• Tobacco World	Nishar, Vishal	335 S. Columbia River Hwy.	Renewal



# Accounts Payable

## To Be Paid Proof List

User: jenniferj  
 Printed: 03/15/2018 - 10:31AM  
 Batch: 00004.03.2018 - AP 3-16-18 FY 17-18



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
6 O'CLOCK INDUSTRIES									
152215									
03152018	3/15/2018	396.00	0.00	03/16/2018				False	0
100-705-052018 Professional Development				CITY OF ST. HELENS FOUR OFFICERS TRAINING					
03152018 Total:		396.00							
6 O'CLOCK INDUSTRIES		396.00							
COLUMBIA RIVER P.U.D.									
008325									
2040570	3/7/2018	224.03	0.00	03/16/2018				False	0
205-000-052003 Utilities				STREET LIGHT REPAIRS VARIOUS LOCATIONS					
2040570 Total:		224.03							
COLUMBIA RIVER P.U.D		224.03							
COMCAST									
COMCAST									
03072018	3/7/2018	122.58	0.00	03/16/2018				False	0
702-000-052003 Utilities				9144 PW					
03072018 Total:		122.58							
03092018	3/9/2018	62.45	0.00	03/16/2018				False	0
603-736-052003 Utilities				0082					
03092018	3/9/2018	62.45	0.00	03/16/2018				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
603-737-052003 Utilities				0082					
	03092018 Total:	124.90							
	COMCAST Total:	247.48							
DAILY JOURNAL OF COMMERCE, INC									
009900									
743657179	2/23/2018	549.70	0.00	03/16/2018				False	0
205-000-053001 Capital Outlay				2018 CRACK SEALING PROJECT R -659					
	743657179 Total:	549.70							
	DAILY JOURNAL OF CO	549.70							
HUDSON GARBAGE SERVICE									
015875									
9714172	3/1/2018	123.58	0.00	03/16/2018				False	0
603-736-052003 Utilities				8333					
9714172	3/1/2018	123.59	0.00	03/16/2018				False	0
603-737-052003 Utilities				8333					
	9714172 Total:	247.17							
9714319	3/1/2018	81.75	0.00	03/16/2018				False	0
703-734-052003 Utilities				7555					
	9714319 Total:	81.75							
9714320	3/1/2018	420.36	0.00	03/16/2018				False	0
100-705-052003 Utilities				7598					
	9714320 Total:	420.36							
9714321	3/1/2018	320.87	0.00	03/16/2018				False	0
100-715-052003 Utilities				7601					
	9714321 Total:	320.87							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
9714322	3/1/2018	162.82	0.00	03/16/2018				False	0
100-708-052003 Utilities				7636					
	9714322 Total:	162.82							
	HUDSON GARBAGE SER	1,232.97							
LANCE, CLAYTON J.									
007544									
03082018	3/8/2018	1,995.00	0.00	03/16/2018				False	0
100-704-052019 Professional Services				2/22-3/8 CITY PROSECUTOR					
	03082018 Total:	1,995.00							
03142018	3/14/2018	935.00	0.00	03/16/2018				False	0
100-704-052019 Professional Services				3/8-3/14 CITY PROSECUTOR					
	03142018 Total:	935.00							
	LANCE, CLAYTON J. Tot	2,930.00							
OREGON DMV									
023150									
61018-022818	2/28/2018	3.00	0.00	03/16/2018				False	0
100-702-052024 Miscellaneous				CERT COURT PRINT					
	61018-022818 Total:	3.00							
	OREGON DMV Total:	3.00							
RUIZ, DEBORAH									
RUIZ.D									
03152018	3/15/2018	150.00	0.00	03/16/2018				False	0
100-000-020500 Alcohol Substance Abuse Assist				GLENN RYAN HITTLE 2016CR000160					
	03152018 Total:	150.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	RUIZ, DEBORAH Total:	150.00							
TVW INC 033827									
0034021-IN	2/28/2018	1,616.22	0.00	03/16/2018				False	0
100-715-052023	Facility Maintenance			CITY HALL					
	0034021-IN Total:	1,616.22							
0034022-IN	2/28/2018	1,472.16	0.00	03/16/2018				False	0
100-706-052023	Facility Maintenance			COL CENTER					
	0034022-IN Total:	1,472.16							
0034023-IN	2/28/2018	570.37	0.00	03/16/2018				False	0
100-705-052023	Facility Maintenance			POLICE					
	0034023-IN Total:	570.37							
	TVW INC Total:	3,658.75							
VERIZON WIRELESS 000720									
9802600728	3/1/2018	168.80	0.00	03/16/2018				False	0
703-734-052010	Telephone			242060134-0001 PW					
	9802600728 Total:	168.80							
	VERIZON WIRELESS To	168.80							
VERNON, VICKI R. 034920									
03132018	3/13/2018	368.00	0.00	03/16/2018				False	0
100-704-052019	Professional Services			ROXANNA REDFIELD					
	03132018 Total:	368.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	VERNON, VICKI R. Total	368.00							
WAYNE MARTIN FLOOR CVR., INC. 019407									
1576	3/9/2018	292.00	0.00	03/16/2018				False	0
704-000-052028 Projects & Programs				VERTICAL BLINDS					
	1576 Total:	292.00							
	WAYNE MARTIN FLOOR	292.00							
WILCOX & FLEGEL 037003									
0237274-IN	3/8/2018	1,322.20	0.00	03/16/2018				False	0
100-705-052022 Fuel / Oil				POLICE FUEL					
	0237274-IN Total:	1,322.20							
	WILCOX & FLEGEL Tota	1,322.20							
	Report Total:	11,542.93							

# Accounts Payable

## To Be Paid Proof List

User: jenniferj  
 Printed: 03/22/2018 - 3:23PM  
 Batch: 00006.03.2018 - AP 3-22-18 FY 17-18



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description	Reference				
A+ ENGRAVING LLC									
45875									
916	2/23/2018	135.00	0.00	03/22/2018				False	0
100-703-052024 Miscellaneous				BUDGET CMTE M. FUNDERBURG, P. BARLOW. P. BI					
916 Total:		135.00							
A+ ENGRAVING LLC To		135.00							
ACE HARDWARE									
000500									
1217	2/28/2018	9.99	0.00	03/22/2018				False	0
100-706-052023 Facility Maintenance				METAL REPAIR TAPE					
1217	2/28/2018	40.63	0.00	03/22/2018				False	0
603-735-052001 Operating Supplies				MATERIALS					
1217	2/28/2018	121.72	0.00	03/22/2018				False	0
603-736-052001 Operating Supplies				MATERIALS					
1217	2/28/2018	124.72	0.00	03/22/2018				False	0
603-737-052001 Operating Supplies				MATERIALS					
1217	2/28/2018	-28.42	0.00	03/22/2018				False	0
603-737-052001 Operating Supplies				MATERIALS DISCOUNT					
1217 Total:		268.64							
1218	2/28/2018	49.84	0.00	03/22/2018				False	0
100-708-052047 Marine Board				MATERIALS					
1218	2/28/2018	142.37	0.00	03/22/2018				False	0
100-708-052001 Operating Supplies				MATERIALS					
1218	2/28/2018	125.42	0.00	03/22/2018				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
601-731-052001 Operating Supplies				MATERIALS					
	1218 Total:	317.63							
	ACE HARDWARE Total:	586.27							
ADVENTIST HEALTH- OCCUPATIONAL MEDICINE, ATTN: TECL									
000684									
74978	3/7/2018	1,220.00	0.00	03/22/2018				False	0
703-733-052019 Professional Services				AUDIOGRAM REVIEW T. UNDERWOOD / G. PAYNE					
	74978 Total:	1,220.00							
	ADVENTIST HEALTH- O	1,220.00							
AZIMUTH COMMUNICATIONS INC									
AZI									
39815	3/13/2018	1,031.00	0.00	03/22/2018				False	0
704-000-052028 Projects & Programs				DATA DROP LOCATIONS RELOCATION					
	39815 Total:	1,031.00							
	AZIMUTH COMMUNICA	1,031.00							
BEMIS PRINTING									
002701									
7946	2/8/2018	91.50	0.00	03/22/2018				False	0
100-705-052001 Operating Supplies				VEHICLE TOW REPORT					
	7946 Total:	91.50							
	BEMIS PRINTING Total:	91.50							

BOISE WHITE PAPER LLC  
003720

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
03152018	3/22/2018	12,500.00	0.00	03/22/2018				False	0
202-722-055001 Principal				APRIL 2018 NOTE PAYMENT					
	03152018 Total:	12,500.00							
	BOISE WIITE PAPER LL	12,500.00							
BROWN, MATTHEW									
BROWN.M									
03142018	3/14/2018	235.23	0.00	03/22/2018				False	0
100-707-052018 Professional Development				OGFOA SPRING CONF REIMB. MILES AND MEALS					
	03142018 Total:	235.23							
	BROWN, MATTHEW Tot	235.23							
BULLARD LAW									
004880									
32770	3/9/2018	2,457.00	0.00	03/22/2018				False	0
100-705-052019 Professional Services				LEGAL SERVICES GENERAL LABOR					
	32770 Total:	2,457.00							
	BULLARD LAW Total:	2,457.00							
CENTERLOGIC, INC.									
011595									
44527	2/6/2018	325.00	0.00	03/22/2018				False	0
702-000-052006 Computer Maintenance				SECURE BACKUP					
	44527 Total:	325.00							
45049	3/19/2018	506.00	0.00	03/22/2018				False	0
702-000-052001 Operating Supplies				TONER					
	45049 Total:	506.00							



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
45066	3/19/2018	262.20	0.00	03/22/2018				False	0
702-000-052001	Operating Supplies			TONER					
	45066 Total:	262.20							
45132	3/19/2018	448.99	0.00	03/22/2018				False	0
702-000-052006	Computer Maintenance			ADOBE					
45132	3/19/2018	2,775.00	0.00	03/22/2018				False	0
702-000-052019	Professional Services			IT SUPPORT					
	45132 Total:	3,223.99							
	CENTERLOGIC, INC. To	4,317.19							
CENTURY LINK									
034002									
03052018	3/5/2018	315.80	0.00	03/22/2018				False	0
702-000-052010	Telephone			818B					
03052018	3/5/2018	39.39	0.00	03/22/2018				False	0
702-000-052010	Telephone			796B CH					
03052018	3/5/2018	39.04	0.00	03/22/2018				False	0
702-000-052010	Telephone			651B CH					
03052018	3/5/2018	77.43	0.00	03/22/2018				False	0
702-000-052010	Telephone			162B CH					
03052018	3/5/2018	47.65	0.00	03/22/2018				False	0
702-000-052010	Telephone			131B CH					
03052018	3/5/2018	98.04	0.00	03/22/2018				False	0
702-000-052010	Telephone			967B CH					
03052018	3/5/2018	85.45	0.00	03/22/2018				False	0
702-000-052010	Telephone			798B CH					
03052018	3/5/2018	47.65	0.00	03/22/2018				False	0
702-000-052010	Telephone			130B CH					
03052018	3/5/2018	213.45	0.00	03/22/2018				False	0
702-000-052010	Telephone			488B CH					
03052018	3/5/2018	40.06	0.00	03/22/2018				False	0
702-000-052010	Telephone			579B PW					
03052018	3/5/2018	79.47	0.00	03/22/2018				False	0
702-000-052010	Telephone			228B PW					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
03052018	3/5/2018	64.84	0.00	03/22/2018				False	0
702-000-052010 Telephone				909B PW					
03052018	3/5/2018	80.12	0.00	03/22/2018				False	0
603-737-052010 Telephone				293B 688B 654B 600B WWTP					
03052018	3/5/2018	80.12	0.00	03/22/2018				False	0
603-736-052010 Telephone				293B 688B 654B 600B WWTP					
	03052018 Total:	1,308.51							
	CENTURY LINK Total:	1,308.51							
CINTAS CORPORATION									
037620									
8403578240	3/9/2018	61.74	0.00	03/22/2018				False	0
100-715-052004 Office Supplies				CABINET REFILL CITY HALL					
	8403578240 Total:	61.74							
	CINTAS CORPORATION	61.74							
CINTAS CORPORATION-463									
006830									
463244370	3/5/2018	53.28	0.00	03/22/2018				False	0
603-736-052023 Facility Maintenance				MATS					
463244370	3/5/2018	53.28	0.00	03/22/2018				False	0
603-737-052023 Facility Maintenance				MATS					
	463244370 Total:	106.56							
463251626	3/19/2018	53.28	0.00	03/22/2018				False	0
603-736-052023 Facility Maintenance				MATS					
463251626	3/19/2018	53.28	0.00	03/22/2018				False	0
603-737-052023 Facility Maintenance				MATS					
	463251626 Total:	106.56							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
		213.12							
CINTAS CORPORATION									
CITY OF PORTLAND, ATTN: GENERAL AR 025638									
10271920	3/14/2018	4,200.00	0.00	03/22/2018				False	0
100-705-052006 Computer Maintenance					POLICE REGJIN ACCESS CITIES LIC FEE				
		4,200.00							
10271920 Total:									
		4,200.00							
CITY OF PORTLAND, AT									
COLUMBIA COUNTY CULTURAL COALITION 007520									
03212018	3/21/2018	100.00	0.00	03/22/2018				False	0
100-707-052018 Professional Development					WORKSHOP GRANT WRITING J. EDWARDS S. DUGG				
		100.00							
03212018 Total:									
		100.00							
COLUMBIA COUNTY CU									
COLUMBIA COUNTY TRANSFER STATION 007579									
5969	2/28/2018	56.07	0.00	03/22/2018				False	0
703-734-052001 Operating Supplies					SOLID WASTE DUMP - TRANSIENT CAMP				
		56.07							
5969 Total:									
		56.07							
COLUMBIA COUNTY TR									
COLUMBIA RIVER P.U.D. 008325									
03132018	3/13/2018	441.26	0.00	03/22/2018				False	0
100-705-052003 Utilities					7493				
03132018	3/13/2018	751.69	0.00	03/22/2018				False	0
100-706-052003 Utilities					7493				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
03132018	3/13/2018	835.96	0.00	03/22/2018				False	0
100-708-052003				Utilities		7493			
03132018	3/13/2018	83.81	0.00	03/22/2018				False	0
100-708-052047				Marine Board		7493			
03132018	3/13/2018	218.51	0.00	03/22/2018				False	0
100-708-052046				Dock Services		7493			
03132018	3/13/2018	2,271.94	0.00	03/22/2018				False	0
205-000-052003				Utilities		7493			
03132018	3/13/2018	1,466.30	0.00	03/22/2018				False	0
100-715-052003				Utilities		7493			
03132018	3/13/2018	981.22	0.00	03/22/2018				False	0
703-734-052003				Utilities		7493			
03132018	3/13/2018	3,328.53	0.00	03/22/2018				False	0
601-731-052003				Utilities		7493			
03132018	3/13/2018	5,459.36	0.00	03/22/2018				False	0
601-732-052003				Utilities		7493			
03132018	3/13/2018	936.52	0.00	03/22/2018				False	0
603-737-052003				Utilities		7493			
03132018	3/13/2018	2,809.57	0.00	03/22/2018				False	0
603-736-052003				Utilities		7493			
03132018	3/13/2018	131.41	0.00	03/22/2018				False	0
605-000-052003				Utilities		7493			
03132018	3/13/2018	1,075.30	0.00	03/22/2018				False	0
603-738-052003				Utilities		7493			
03132018 Total:		20,791.38							
COLUMBIA RIVER P.U.D		20,791.38							
COMCAST									
COMCAST									
03122018	3/12/2018	130.07	0.00	03/22/2018				False	0
702-000-052003				Utilities		3238 WFF			
03122018 Total:		130.07							
03142018	3/14/2018	95.41	0.00	03/22/2018				False	0
702-000-052003				Utilities		9228			

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	03142018 Total:	95.41							
	COMCAST Total:	225.48							
DAHLGRENS DO IT BEST BUILDERS SUPPLY									
009800									
02272018	2/27/2018	1.80	0.00	03/22/2018				False	0
	100-715-052023 Facility Maintenance				MATERIALS				
02272018	2/27/2018	9.00	0.00	03/22/2018				False	0
	100-706-052023 Facility Maintenance				MATERIALS				
02272018	2/27/2018	2,101.01	0.00	03/22/2018				False	0
	601-731-052001 Operating Supplies				MATERIALS				
	02272018 Total:	2,111.81							
	DAHLGRENS DO IT BES	2,111.81							
E2C CORPORATION									
e2c									
4206	3/21/2018	2,250.00	0.00	03/22/2018				False	0
	201-000-052074 Events - 13 Nights				13 NIGHTS RIVER TALEN / OLCC				
4206	3/21/2018	750.00	0.00	03/22/2018				False	0
	201-000-052011 Public Information				SPONSOR WAUNA CR UNION SIGN ST HELENS				
4206	3/21/2018	7,182.72	0.00	03/22/2018				False	0
	201-000-052058 Events - Holloween				PRINTING PROPS PROPS MAJOR				
	4206 Total:	10,182.72							
	E2C CORPORATION Tota	10,182.72							
EAGLE STAR ROCK PRODUCTS, INC.									
010970									
33757	3/6/2018	139.30	0.00	03/22/2018				False	0
	605-000-052001 Operating Supplies				ROCK WYETT ST. STORM				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	33757 Total:	139.30							
	EAGLE STAR ROCK PRO	139.30							
FRESHWATER NEWS/ ISLAND CREATIVE FRESHWTR									
7230	3/12/2018	450.00	0.00	03/22/2018				False	0
201-000-052011 Public Information				CRYA CRUISE GUIDE 2018					
	7230 Total:	450.00							
	FRESHWATER NEWS/ IS	450.00							
GALLS, LLC - D.B.A BLUEMENTHAL UNIFORM 013074									
009397415	2/24/2018	176.60	0.00	03/22/2018				False	0
203-705-052028 Projects & Programs				KATE WELTER HANDCUFFS MAG POUCH					
	009397415 Total:	176.60							
	GALLS, LLC - D.B.A BLU	176.60							
INGRAM LIBRARY SERVICES, INC. 016240									
33532055	3/7/2018	34.51	0.00	03/22/2018				False	0
100-706-052033 Printed Materials				BOOKS 20C7921					
	33532055 Total:	34.51							
33532056	3/7/2018	21.50	0.00	03/22/2018				False	0
100-706-052033 Printed Materials				BOOKS 20C7921					
	33532056 Total:	21.50							
33532057	3/7/2018	50.56	0.00	03/22/2018				False	0
100-706-052033 Printed Materials				BOOKS 20C7921					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	33532057 Total:	50.56							
33532058	3/7/2018	771.52	0.00	03/22/2018				False	0
100-706-052033	Printed Materials			BOOKS 20C7921					
	33532058 Total:	771.52							
33532059	3/7/2018	600.48	0.00	03/22/2018				False	0
100-706-052035	Audio Materials			BOOKS 20C7921					
	33532059 Total:	600.48							
33614314	3/13/2018	124.14	0.00	03/22/2018				False	0
100-706-052033	Printed Materials			BOOKS 20C7921					
	33614314 Total:	124.14							
33614315	3/13/2018	65.19	0.00	03/22/2018				False	0
100-706-052035	Audio Materials			BOOKS 20C7921					
	33614315 Total:	65.19							
33614316	3/13/2018	49.73	0.00	03/22/2018				False	0
100-706-052033	Printed Materials			BOOKS 20C7921					
	33614316 Total:	49.73							
33614317	3/13/2018	22.66	0.00	03/22/2018				False	0
100-706-052033	Printed Materials			BOOKS 20C7921					
	33614317 Total:	22.66							
33628902	3/13/2018	11.92	0.00	03/22/2018				False	0
100-706-052033	Printed Materials			BOOKS 20C7921					
	33628902 Total:	11.92							
33628903	3/13/2018	17.81	0.00	03/22/2018				False	0
100-706-052033	Printed Materials			BOOKS 20C7921					
	33628903 Total:	17.81							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
33628904	3/13/2018	58.56	0.00	03/22/2018				False	0
100-706-052033				Printed Materials		BOOKS 20C7921			
	33628904 Total:	58.56							
33628905	3/13/2018	165.18	0.00	03/22/2018				False	0
100-706-052033				Printed Materials		BOOKS 20C7921			
	33628905 Total:	165.18							
	INGRAM LIBRARY SERV	1,993.76							
JOHNSON, JENNIFER A.									
017039									
03142018	3/14/2018	280.86	0.00	03/22/2018				False	0
100-707-052018				Professional Development		OGFOA SP. CONF REIMB. MEALS / MILES			
	03142018 Total:	280.86							
	JOHNSON, JENNIFER A.	280.86							
KINNEAR SPECIALTIES INC.									
017537									
5024807	3/14/2018	32.04	0.00	03/22/2018				False	0
701-000-052001				Operating Supplies		HOSE ASSEMBLY			
	5024807 Total:	32.04							
	KINNEAR SPECIALTIES	32.04							
LANCE, CLAYTON J.									
007544									
03222018	3/22/2018	1,700.00	0.00	03/22/2018				False	0
100-704-052019				Professional Services		3/15-3/22 CITY PROSECUTOR			
	03222018 Total:	1,700.00							



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	LANCE, CLAYTON J. Tot	1,700.00							
LAND DEVELOPMENT SERVICES, COLUMBIA COUNTY									
007550	JANUARY 2018	97.50	0.00	03/22/2018				False	0
	100-711-052019 Professional Services				MIKE SMITH INSPECTIONS MECHANICAL				
	JANUARY 2018 Total:	97.50							
	LAND DEVELOPMENT S	97.50							
LAWSON PRODUCTS, INC.									
018040	9305659958	308.99	0.00	03/22/2018				False	0
	701-000-052001 Operating Supplies				MATERIALS				
	9305659958 Total:	308.99							
	LAWSON PRODUCTS, IN	308.99							
LEXIPOL LLC									
LEXIPOL	23598	6,248.00	0.00	03/22/2018				False	0
	100-705-052019 Professional Services				POLICY MANUAL UPDATE SUBSCRIP. POLICE				
	23598 Total:	6,248.00							
	LEXIPOL LLC Total:	6,248.00							
LIQUIVISION TECHNOLOGY INC.									
018765	5929	2,600.00	0.00	03/22/2018				False	0
	601-731-052019 Professional Services				MOB FEE LEAK DETECTION 2 MG				

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	5929 Total:	2,600.00							
	LIQUIVISION TECHNOL	2,600.00							
MASONIC BUILDING LLC, C/O ELLIOT MICHAEL 012950									
03152018	3/22/2018	1,000.00	0.00	03/22/2018				False	0
201-000-052059 Events - General				APRIL 2018 LEASE PAYMENT					
	03152018 Total:	1,000.00							
	MASONIC BUILDING LL	1,000.00							
MASONS SUPPLY COMPANY 019416									
860577-00	3/7/2018	249.74	0.00	03/22/2018				False	0
601-731-052001 Operating Supplies				CEMENT					
860577-00	3/7/2018	249.74	0.00	03/22/2018				False	0
603-735-052001 Operating Supplies				CEMENT					
	860577-00 Total:	499.48							
	MASONS SUPPLY COMP	499.48							
MAUL FOSTER ALONGI, INC. 019555									
31224	3/15/2018	1,965.65	0.00	03/22/2018				False	0
202-722-052019 Professional Services				BWP ON CALL SERVICES					
31224	3/15/2018	12,794.69	0.00	03/22/2018				False	0
202-723-052019 Professional Services				WWTP LAGOON ON CALL SERVICES					
31224	3/15/2018	9,363.75	0.00	03/22/2018				False	0
202-721-052019 Professional Services				COMMUNITY WIDE ASSESSMENT					
	31224 Total:	24,124.09							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	MAUL FOSTER ALONGI	24,124.09							
MCNALLY, RHIANNON MCNA 0002830	2/18/2018	9,275.00	0.00	03/22/2018				False	0
100-000-020200 Bail Deposit				BOND TRANSFER RHIANNON MCNALLY					
	0002830 Total:	9,275.00							
	MCNALLY, RHIANNON	9,275.00							
METROPRESORT 020292 500561	3/15/2018	3,413.30	0.00	03/22/2018				False	0
100-707-052019 Professional Services				BILL PRINTING SERVICE REG BILLS					
	500561 Total:	3,413.30							
	METROPRESORT Total:	3,413.30							
MIDWEST TAPE 020427 95895059	3/9/2018	14.99	0.00	03/22/2018				False	0
100-706-052035 Audio Materials				DVD					
	95895059 Total:	14.99							
	MIDWEST TAPE Total:	14.99							
MISSION COMMUNICATIONS, LLC MISS.COM 1013704	2/7/2018	885.60	0.00	03/22/2018				False	0
603-738-052010 Telephone				SERVICE PACKAGE M110 S 3					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	1013704 Total:	885.60							
	MISSION COMMUNICAT	885.60							
MOEN, MARGARET MOEN 0002833	3/7/2018	115.00	0.00	03/22/2018				False	0
100-000-020200 Bail Deposit				BOND TRANSFER M MOEN					
	0002833 Total:	115.00							
	MOEN, MARGARET Tota	115.00							
NORTHSTAR CHEMICAL, INC. 021556									
119428	3/7/2018	502.60	0.00	03/22/2018				False	0
601-732-052083 Chemicals				SODIUM HYPOCHLORITE 12.5					
	119428 Total:	502.60							
	NORTHSTAR CHEMICAL	502.60							
NORTHWEST NATURAL GAS 021400									
03132018	3/13/2018	79.73	0.00	03/22/2018				False	0
703-734-052003 Utilities				8675					
03132018	3/13/2018	93.37	0.00	03/22/2018				False	0
100-708-052003 Utilities				3047					
03132018	3/13/2018	151.28	0.00	03/22/2018				False	0
100-705-052003 Utilities				5638					
03132018	3/13/2018	88.28	0.00	03/22/2018				False	0
603-736-052003 Utilities				5750					
03132018	3/13/2018	88.28	0.00	03/22/2018				False	0
603-737-052003 Utilities				5750					
03132018	3/13/2018	692.07	0.00	03/22/2018				False	0

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
100-706-052003 Utilities				7673					
03132018	3/13/2018	83.40	0.00	03/22/2018				False	0
100-715-052003 Utilities				2848					
03132018	3/13/2018	19.02	0.00	03/22/2018				False	0
100-708-052003 Utilities				8563					
03132018	3/13/2018	1,630.46	0.00	03/22/2018				False	0
601-732-052003 Utilities				2942					
03132018	3/13/2018	7.96	0.00	03/22/2018				False	0
603-735-052003 Utilities				7720					
03132018	3/13/2018	7.96	0.00	03/22/2018				False	0
601-731-052003 Utilities				7720					
	03132018 Total:	2,941.81							
	NORTHWEST NATURAL	2,941.81							
NORTHWEST OCCUPATIONAL									
021449									
03082018	3/8/2018	720.00	0.00	03/22/2018				False	0
100-705-052019 Professional Services				MICHAELA LANCASTER SCREENING EVAL					
	03082018 Total:	720.00							
	NORTHWEST OCCUPAT	720.00							
OPUS:INTERACTIVE, INC.									
021979									
290083	2/12/2018	10.00	0.00	03/22/2018				False	0
702-000-052006 Computer Maintenance				DNS HOSTING					
	290083 Total:	10.00							
	OPUS:INTERACTIVE, IN	10.00							
ORKIN									
ORKIN									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
166816912	3/21/2018	89.04	0.00	03/22/2018				False	0
100-705-052023 Facility Maintenance				PEST CONTROL					
	166816912 Total:	89.04							
168138265	3/21/2018	89.04	0.00	03/22/2018				False	0
100-705-052023 Facility Maintenance				PEST CONTROL					
	168138265 Total:	89.04							
	ORKIN Total:	178.08							
PACIFIC INDUSTRIAL SERV., INC.									
024225									
31218	3/12/2018	130.00	0.00	03/22/2018				False	0
603-000-053001 Capital Outlay				ELECTRIC CONTROL PANEL COVER POWERDERCO.					
	31218 Total:	130.00							
	PACIFIC INDUSTRIAL S	130.00							
PAPE MACHINERY									
024755									
10842753	3/8/2018	254.29	0.00	03/22/2018				False	0
701-000-052001 Operating Supplies				OIL FILTER					
	10842753 Total:	254.29							
	PAPE MACHINERY Total	254.29							
PAULSON PRINTING									
025300									
D1483	2/28/2018	120.00	0.00	03/22/2018				False	0
100-705-052001 Operating Supplies				CARDS EGGERS CUTRIGHT					
	D1483 Total:	120.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	PAULSON PRINTING To	120.00							
PCS MOBILE									
452218									
54390	2/16/2018	6,567.00	0.00	03/22/2018				False	0
701-000-053001	Capital Outlay				KEYBOARDS / ANTENNA / SIDE MOUNT / ADAPTER				
	54390 Total:	6,567.00							
54514	3/16/2018	33,157.00	0.00	03/22/2018				False	0
701-000-053001	Capital Outlay				TABLETS (8) BEHICLE DOCK / ADAPTERS - POLICE				
	54514 Total:	33,157.00							
	PCS MOBILE Total:	39,724.00							
PEAK ELECTRIC GROUP, LLC									
PEAK.ELE									
180059	3/8/2018	817.75	0.00	03/22/2018				False	0
100-715-052023	Facility Maintenance				REPLACE LIGHTS AT SR. CENTER				
	180059 Total:	817.75							
	PEAK ELECTRIC GROU	817.75							
PERMA-BOUND									
025410									
1759706-00	3/1/2018	252.90	0.00	03/22/2018				False	0
100-706-052033	Printed Materials				BOOKS				
	1759706-00 Total:	252.90							
	PERMA-BOUND Total:	252.90							

PETTY CASH LIBRARY- SHANNA DUGGAN

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
018754									
03142018	3/14/2018	17.14	0.00	03/22/2018				False	0
100-706-052028	Projects & Programs			BOOK CLUB REFRESHMENTS					
03142018	3/14/2018	15.99	0.00	03/22/2018				False	0
100-000-021300	Library Replacement Fines			REFUND LOST BOOK					
03142018	3/14/2018	16.80	0.00	03/22/2018				False	0
100-000-021300	Library Replacement Fines			REFUND LOST BOOK					
03142018	3/14/2018	13.50	0.00	03/22/2018				False	0
100-706-052024	Miscellaneous			BIRTHDAY TREATS					
	03142018 Total:	63.43							
	PETTY CASH LIBRARY-	63.43							
PHILLIPS, CYNTHIA									
025515									
03152018	3/15/2018	1,487.50	0.00	03/22/2018				False	0
100-704-052019	Professional Services			3/7-3/15 JUDICIAL SERVICES					
	03152018 Total:	1,487.50							
	PHILLIPS, CYNTHIA Tot	1,487.50							
PORTLAND COMPRESSOR									
025650									
652905	3/7/2018	6,449.00	0.00	03/22/2018				False	0
701-000-053001	Capital Outlay			GRACO LINELAZER V 3900					
	652905 Total:	6,449.00							
	PORTLAND COMPRESS	6,449.00							
PORTLAND GENERAL ELECTRIC									
025702									
03192018	3/19/2018	55.57	0.00	03/22/2018				False	0
202-722-052003	Utilities			9275					



Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
03192018	3/19/2018	33.79	0.00	03/22/2018				False	0
202-722-052003 Utilities				7687					
03192018	3/19/2018	43.87	0.00	03/22/2018				False	0
205-000-052003 Utilities				9724					
	03192018 Total:	133.23							
	PORTLAND GENERAL E	133.23							
SCAPPOOSE SAND & GRAVEL									
030050									
T25065	3/5/2018	102.40	0.00	03/22/2018				False	0
601-731-052001 Operating Supplies				SALT AND PEP SAND					
	T25065 Total:	102.40							
	SCAPPOOSE SAND & GR	102.40							
SHRED-IT USA, LLC									
SHRED-IT									
8123653499	11/30/2017	89.90	0.00	03/22/2018				False	0
100-702-052019 Professional Services				CITY HALL SHRED 13627551					
	8123653499 Total:	89.90							
8124052246	1/31/2018	893.10	0.00	03/22/2018				False	0
100-702-052019 Professional Services				CITY HALL SHRED 13627551 CLEAN UP DAY					
	8124052246 Total:	893.10							
8124258922	2/28/2018	179.80	0.00	03/22/2018				False	0
100-702-052019 Professional Services				CITY HALL SHRED 13627551					
	8124258922 Total:	179.80							
8124262391	2/28/2018	134.39	0.00	03/22/2018				False	0
100-705-052019 Professional Services				13664225 POLICE					

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
	8124262391 Total:	134.39							
	SHRED-IT USA, LLC Tot	1,297.19							
TCMS, TEMP CONTROL MECHANICAL SERVICE CORP									
033013									
017689	3/13/2018	1,467.75	0.00	03/22/2018				False	0
	100-715-052023 Facility Maintenance			C10630 3/1-5/31					
	017689 Total:	1,467.75							
017690	3/13/2018	396.75	0.00	03/22/2018				False	0
	100-715-052023 Facility Maintenance			C10000 3/1-5/31					
	017690 Total:	396.75							
017707	3/13/2018	242.00	0.00	03/22/2018				False	0
	603-737-052023 Facility Maintenance			C10855 3/1-5/31					
017707	3/13/2018	242.00	0.00	03/22/2018				False	0
	603-736-052023 Facility Maintenance			C10855 3/1-5/31					
	017707 Total:	484.00							
	TCMS, TEMP CONTROL	2,348.50							
THE LIBRARY CORPORATION									
018420									
2018080149	3/15/2018	200.00	0.00	03/22/2018				False	0
	100-706-052006 Computer Maintenance			SOFTWARE LIC SUPPORT					
	2018080149 Total:	200.00							
	THE LIBRARY CORPORA	200.00							
TVW INC									
033827									

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			
0034224-IN	2/28/2018	351.35	0.00	03/22/2018				False	0
603-736-052023 Facility Maintenance				FLOOR WAXING WWTP					
0034224-IN	2/28/2018	351.36	0.00	03/22/2018				False	0
603-737-052023 Facility Maintenance				FLOOR WAXING WWTP					
0034224-IN Total:		702.71							
TVW INC Total:		702.71							
U.S. BANK EQUIPMENT FINANCE									
033955									
353070022	3/15/2018	150.00	0.00	03/22/2018				False	0
100-715-052021 Equipment Maintenance				CONTRACT PAYMENT					
353070022 Total:		150.00							
U.S. BANK EQUIPMENT		150.00							
WILCOX & FLEGEL									
037003									
0241840-IN	3/21/2018	470.97	0.00	03/22/2018				False	0
100-708-052022 Fuel / Oil				PARKS FUEL					
0241840-IN Total:		470.97							
WILCOX & FLEGEL Total:		470.97							
WIRE WORKS LLC									
035698									
6198	3/8/2018	4,580.00	0.00	03/22/2018				False	0
100-705-052006 Computer Maintenance				MDT INSTALL FOR 8 VEHICLES POLICE					
6198 Total:		4,580.00							
WIRE WORKS LLC Total:		4,580.00							

Invoice Number	Invoice Date	Amount	Quantity	Payment Date	Task Label	Type	PO #	Close PO	Line #
Account Number				Description		Reference			

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Report Total:

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178,814.89  
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