



family, and the support of the core group of officers within the department that do an outstanding job of making him look better.

**1.2 Presentation of draft Vision Statement: Presentation of the draft Vision Statement for the City of Columbia City by Lisa Bush, Columbia City Steering Committee Member.**

Lisa Bush said there were 13 members on the Columbia City Steering Committee, and other community members attending the meetings periodically. She said the Steering Committee met over a five-month period, and there were three Steering Committee Meetings and two Community Visioning Workshops, and an enormous amount of information was gathered. She said David Stocker of the Columbia County Economic Team did an excellent job of facilitating the process and led the Steering Committee to full agreement on the following final proposed Vision Statement:

***Columbia City is the lower Columbia River's ideal small town - a city of beauty and livability.***

- ***Residents connect in safe, attractive, and quiet neighborhoods.***
- ***The city welcomes diverse community-sustaining businesses.***
- ***Engaged citizens and responsive local governments collaborate to preserve the city's distinctive identity and independence.***

She said the Steering Committee respectfully submits the draft Vision Statement to the City Council for approval.

Mayor Young said David Stocker did an amazing job of facilitating the process and keeping members on track.

Christine Ebrahimi said she served on the Steering Committee, and she also served on the Committee that developed the previous Vision Statement. She said the visioning process went very smoothly this time.

MOVED (MARSON), SECONDED (FROMM) AND CARRIED TO ACCEPT THE VISION STATEMENT BY THE COLUMBIA CITY STEERING COMMITTEE WITH OUR THANKS. Mayor Young abstained from voting because she was involved with the Committee.

**AGENDA ITEM 2**

**PUBLIC HEARINGS:**

**2.1 Public Hearing: To gather public testimony relating to proposed changes to the commercial and industrial sewer usage fees based upon recent winter water usage history.**

Public Hearing opened.

Leahnette said each year the City looks at the winter water usage for commercial and industrial accounts, and comes up with average usages for each account. She said those average winter usages are used to establish the sewer fee for each account during the next 12-month period.

Micah Rogers said he thought West Oregon Wood Products was battling a water leak this past winter, and he wondered if that would factor into their sewer rates.

Leahnette said adjustments would have been made for any known issues associated with water leaks during the rate calculations.

Chris Ebrahimi asked if the sewer rates were close to the rates charged in the City of St. Helens. She said she was just wondering if these rates are so different from other areas that they would discourage businesses from locating here.

Leahnette said she does not know how these rates compare with St. Helens rates. She said Columbia City is not currently changing its rate structure - instead, this is an annual re-adjustment as required by the existing rate structure. She said annually the commercial and industrial rates are recalculated based upon the new winter water usages, which is translated into an Equivalent Dwelling Unit (EDU) value. She said if a commercial account has an EDU value of three, the sewer charge will be three times the amount charged an average residential user. As a business grows and uses more water, which causes more sewage, they will pay higher rates, and vice versa.

Public Hearing closed.

### **AGENDA ITEM 3**

#### **CITIZEN INPUT:**

Mayor Young said it was her understanding that Mr. Kooyman was here tonight to speak to the Council about a requirement for a certificate of insurance as called for by an existing Agreement Relating to a Tree House between the City and the Kooymans.

Richard Kooyman said there have been no incidents associated with the tree house during the last 14 years, and he did install a trap door in the bottom so they can lock it up when they go on vacation. He said he has a granddaughter that is very concerned about what might happen with regard to the tree house.

Leahnette explained that City staff recently stumbled across the Kooyman Agreement while going through some files. She said the Agreement requires a certificate of insurance naming the City as an additional insured, which has never been provided to the City. She said the Kooymans did provide the City with proof of insurance many years back, but that does not satisfy the insurance requirements outlined in the Agreement. She said Mr. Kooyman's insurance carrier will not name the City as an additional insured. She said she has visited with Harold Olsen, City Attorney, and he is of the opinion that the insurance requirement should be fulfilled. She said she also checked with the City's insurance carrier, and they agreed that the City should be named as an additional insured.

Leahnette said it is her understanding that there are a couple of options available to Mr. Kooyman. She said he could purchase an insurance policy specifically written for the tree house. She said he could also petition the Council to vacate the section of Franklin Street right-of-way that the tree house sits in. She said the section of right-of-way drops steeply into McBride Creek, so she does not expect the City to have an interest in its use in the future.

Mr. Kooyman said he would like to discuss the street vacation option with his neighbor, Lance LeMont. He said the problem is that the tree house sits on Lance's half of the right-of-way, which complicates the situation.

Mayor Young suggested the matter be revisited at a future meeting.

### **AGENDA ITEM 4**

#### **COUNCIL REPORTS:**

**4.1 Parks Committee:** Mayor Young said Councilor Marson has done an outstanding job of pulling weeds around the entrance sign area.

**4.2 Water Source and Development Committee:** No report.

**4.3 Street Committee:** Chair Wheeler noted that some trees are being removed within the Fifth Street right-of-way. Leahnette said the City hired David Greenleaf to remove and/or trim the trees, because in their previous condition they were determined to

be a potential danger to traffic and/or pedestrians passing by. She said the City will accept sealed bids for the wood.

**4.4 Sewer Committee:** Chair Marson reported that the six- and eight-inch sewer lines have been cleaned and TV'd, and next they will begin looking at the four-inch lines.

Micah said they have not found any large issues. He said on this side of town they identified a few lateral T's that are shattered or crushed. He said the damage most likely occurred during the original system installation when they compacted the inadequate fill dirt around the pipes. He said the crushed T's will need to be replaced. He said the six-inch line along the bike path between "A" and Pacific Streets has quite a few bellies in the pipe, but until they have a chance to review the video they won't know if it's in a condition that will require immediate replacement.

Leahnette shared a sewer flow graph with the Council, which shows a significant increase in flows during recent years. She said the more sewer flow we have, the higher our treatment costs. She said this investigative work will help us identify areas of inflow and infiltration and prioritize projects and repairs that will reduce our sewer flow activity and increase the capacity of our system.

Micah said a number of the manholes in the southwest section of town have areas of failing grout and seams, and they will investigate repair options for them, including dropping in manhole liners.

**4.5 Audit Committee:** Secretary Wheeler said the Committee is working on scheduling their next meeting.

Leahnette said the auditors will be performing their field work during the month of June.

**4.6 Hazard Mitigation Planning Group:** No report.

**4.7 Other Reports:** None.

#### AGENDA ITEM 5

#### **CONSENT AGENDA:**

**5.1 Bills paid with check numbers 16534 through 16586 during the month of April 2012.**

**5.2 Investment and Cash Balance Summary for the quarter ending March 31, 2012.**

**5.3 Monthly written report from the Public Works Superintendent.**

**5.4 Written report from the City Administrator/Recorder.**

Items 5.3 and 5.4 were postponed until the next meeting.

MOVED (WHEELER), SECONDED (FROMM), AND CARRIED UNANIMOUSLY BY ROLL CALL VOTE TO APPROVE THE CONSENT AGENDA WITH THE DELETION OF ITEMS 5.3 AND 5.4.

#### AGENDA ITEM 6

#### **UNFINISHED BUSINESS:**

**6.1 Council Bill No. 12-630; Resolution No. 12-1046-R: A Resolution adopting a Code of Conduct for the City Council of the City of Columbia City, Oregon.**

The Council discussed the fourth bullet point on Page 1 of the proposed Code of Conduct dealing with political involvement and restricting members to supporting political candidates or issues as private citizens separate from their role as a Councilor. Some members felt that using their position in support of a political candidate or issue could be interpreted by the public as an endorsement by the City of Columbia City, and lead to confusion or draw unnecessary or controversial criticism of the City. Others disagreed, saying it was a common practice and feeling their election to the position entitled them to use their titles as

individual representatives of the community. Mayor Young noted that the practice extends far beyond local officials. She said, for example, that Senator Johnson frequently endorses a candidate or issue, and her actions are not interpreted to be representative of the entire Senate.

MOVED (WHEELER), SECONDED (MARSON) AND CARRIED TO APPROVE COUNCIL BILL NO. 12-630 AFTER STRIKING THE FOURTH BULLET POINT ON PAGE 1. Councilor Wheeler cast a nay vote.

**6.2 Second reading of Council Bill No. 12-634; Ordinance No. 12-670-O: An Ordinance declaring the City's election to receive state revenues.**

MOVED (WHEELER), SECONDED (MARSON) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 12-634.

**AGENDA ITEM 7**

**NEW BUSINESS:**

**7.1 Council Bill No. 12-638; Resolution No. 12-1048-R: A Resolution extending the City of Columbia City's workers' compensation coverage to volunteers of the City of Columbia City, Oregon, during the fiscal year 2012-13.**

MOVED (WHEELER), SECONDED (FROMM) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 12-638.

**7.2 Council Bill No. 12-639; Resolution No. 12-1049-R: A Resolution reiterating and confirming the annual license fee for mobile home parks within the City of Columbia City, Oregon, set forth by Ordinance No. 504.**

MOVED (FROMM), SECONDED (MARSON) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 12-639.

**7.3 Council Bill No. 12-640; Resolution No. 12-1050-R: A Resolution adopting sewer charges and rates for the City of Columbia City in accordance with Ordinance No. 470; rescinding Resolution No. 11-1009-R.**

MOVED (MARSON), SECONDED (FROMM) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 12-640.

**AGENDA ITEM 8**

**OTHER BUSINESS:**

**Real Estate Signs:** Councilor Fitzgibbons inquired about the legal placement of real estate signs. Leahnette said she'd review the City's sign regulations and get back to her. Harold said there may be some special regulations that apply to the placement of real estate signs.

**Kinder Morgan Coal Export Project:** Leahnette said she will be traveling to Newport News, Virginia, with several other public officials and community members from Columbia County. She said the Port of St. Helens is taking the group for a tour of the Kinder Morgan coal facility located within the Newport News community, where unit trains regularly deliver coal to a facility very similar to the one proposed for Columbia County. She noted that she will be out of town during the next City Council meeting.

**Police Update:** Chief McGlothlin said he will have his monthly report available for the next Council Meeting. He said he also plans to have the proposed Police Policies and Procedures Manual available for review at that time.

**Authorization to Abate Nuisance:** The Council reviewed a memo dated May 3, 2012, from Leahnette Rivers requesting authorization to abate noxious weeds on Tax Lots 5128-AD-05700, 5128-AD-05800, 5121-000-00200, 5121-000-00417, and 5121-CB-00200, all of which are under the ownership of Wayne Weigandt.

MOVED (MARSON), SECONDED (FROMM) AND CARRIED UNANIMOUSLY TO AUTHORIZE THE ABATEMENT OF THE PROPERTIES AS REQUESTED.

**Request to Purchase Telephone System:** The Council reviewed a memo dated May 1, 2012, from Leahnette Rivers regarding the purchase of a new phone system to replace the current system, which is nearly 20 years old and is failing. The memo outlined the various quotes received from four different vendors. In the memo, she explained that a Committee of three reviewed all of the quotes. She said the Committee unanimously recommends the purchase of an Avaya IP Office 500 system with nine new phones from Jerry's Telephone Service for \$3,348.00.

MOVED (WHEELER), SECONDED (MARSON) AND CARRIED TO APPROVE THE PURCHASE OF THE AVAYA IP OFFICE 500 SYSTEM WITH NINE PHONES FROM JERRY'S TELEPHONE SERVICE IN THE AMOUNT OF \$3,348.00. Mayor Young abstained from voting because she works with one of the vendors.

**AGENDA ITEM 9**

**ADJOURNMENT:**

There being no further business to come before the Council, the meeting adjourned at 7:52 p.m.

APPROVED:

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Cheryl A. Young  
Mayor

ATTEST:

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Leahnette Rivers  
City Administrator/Recorder