

# City Council Meeting Minutes

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THURSDAY, AUGUST 22, 2013

CITY HALL COUNCIL CHAMBERS

CITY OF COLUMBIA CITY, COLUMBIA COUNTY, OREGON

**AGENDA ITEM 1**      **CALL TO ORDER/ROLL CALL:**

**CONVENED:**

Mayor Young called the regular meeting to order at 6:00 p.m. Mayor Young delivered the invocation and led the flag salute.

**COUNCIL MEMBERS PRESENT:**

Mayor Cheryl A. Young  
Councilor Shannon Fitzgibbons  
Councilor Josh Fromm  
Councilor Sally Ann Marson  
Councilor Casey Wheeler

**COUNCIL MEMBERS ABSENT:**

None

**ALSO PRESENT:**

Michael McGlothlin, Chief of Police  
Micah Rogers, Public Works Superintendent  
Leahnette Rivers, City Administrator/Recorder

**ATTORNEY PRESENT:**

Harold Olsen, City Attorney (arrived 6:05 p.m.)

A quorum was present and due notice had been published.

**AGENDA ITEM 2**      **PUBLIC HEARINGS:**

None.

**AGENDA ITEM 3**      **CITIZEN INPUT:**

Joe Turner of Columbia City said during the last meeting, a presentation was made about the funding needs of the jail, but there was no explanation as to why the jail is two to three times larger than it needs to be.

Joe said he recently received a call requesting his support of a bond levy for the fire department. He said he asked the person that was calling some questions about the purpose of the bond levy, and she was not able to answer any of his questions.

Mike Simpson of Columbia City asked if there is a list of Exception Permits available for public inspection. He said it bothers him that some enforcement is being made, but not city-wide. He suggested some sort of signage or sticker be displayed on-site when a permit is issued.

Leahnette said only a few permits have been issued, and the information is readily available by contacting City Hall. She said enforcement is underway City-wide, and all areas of the City are currently under some level of enforcement at this time.

**AGENDA ITEM 4      COUNCIL REPORTS:**

**4.1      Parks Committee:** Chair Fitzgibbons said the Parks Committee will meet on Tuesday, August 27, 2013 at 6 p.m.

**4.2      Water and Sewer Committee:** Chair Fromm said we are going through the revised bid process for the Water Meter Project.

**4.3      Street Committee:** No report.

**4.4      Audit Committee:** No report.

**4.5      Hazard Mitigation Planning Group:** Team Member Wheeler said the Hazard Mitigation Team will meet on Monday, September 9, 2013 at 6 p.m.

**4.6      Other Reports:** Councilor Marson reported that the CC Rider is finishing the parking lot paving work and looking at grants for the development of a parking area in Scappoose.

**AGENDA ITEM 5      CONSENT AGENDA:**

**5.1      Minutes of the Regular City Council Meeting of July 18, 2013.**

**5.2      Minutes of the Regular City Council Meeting of August 1, 2013.**

**5.3      Bills paid with check numbers 17409 through 17463 during the month of July 2013.**

**5.4      Financial Reports for the month ending July 31, 2013.**

**5.5      Activities report from the City Administrator/Recorder.**

**5.6      Activities report for the month of July 2013 from the Chief of Police.**

**5.7      Activities report for the month of July 2013 from the Public Works Superintendent.**

MOVED (MARSON), SECONDED (FITZGIBBONS), AND CARRIED UNANIMOUSLY BY ROLL CALL VOTE TO APPROVE THE CONSENT AGENDA.

**AGENDA ITEM 6      UNFINISHED BUSINESS:**

None.

**AGENDA ITEM 7      NEW BUSINESS:**

**7.1      OLCC Application for Temporary Use of an Annual License: Ratify OLCC Application for Temporary Use of an Annual License as applied for by Stansbury Management, Inc., dba Sunshine Pizza, for an event at the Caples House, 1925 First Street, Columbia City, on August 10, 2013.**

MOVED (MARSON), SECONDED (FITZGIBBONS) AND CARRIED UNANIMOUSLY TO RATIFY THE OLCC APPLICATION FOR TEMPORARY USE AS APPLIED FOR BY STANSBURY MANAGEMENT, INC., DBS SUNSHINE PIZZA.

**7.2      Petition for Street Vacation: Petition to vacate a portion of "I" Street between Fifth Street and the Fifth Place Alley as applied for by Dennis Applegate and Janet Meyers of the Viola Applegate Trust.**

The Council reviewed a memo dated August 7, 2013 from Leahnette Rivers, City Administrator/Recorder, indicating that the petition to vacate appears to be complete and

contains the required number of signatures from abutting properties and within the affected area.

Staff noted that if the Council moves forward with the vacation, utility easements will need to be reserved. Staff discussed the application with the Mayor and Council at length. Mayor Young questioned the number of trustee signatures that are required for the Viola Applegate Trust.

Harold suggested we obtain a copy of the property deed and the trust documents to verify the signature requirements for the trust. Leahnette will obtain the copies for Harold's review.

**7.3 Weed Abatement: Request for Council authorization to abate weeds at 445 Skookum Court, Columbia City, Oregon.**

The Mayor and Council reviewed photos and a request from the City Administrator/Recorder dated August 20, 2013 requesting permission to abate the weeds at 445 Skookum Court.

MOVED (MARSON), SECONDED (FITZGIBBONS) AND CARRIED UNANIMOUSLY TO AUTHORIZE THE ABATEMENT OF WEEDS AT 445 SKOOKUM COURT.

**7.4 Review of Bid Results: Review bids received for the Columbia City Water Meter Installation Project.**

The Mayor and Council reviewed the following bid results for the Columbia City Water Meter Installation Project:

Olson LLC, Redmond, Oregon	\$40,718.16
UWS Inc., Trion, Georgia	22,955.00
Molico Inc. (dba PM Backflow), Wilsonville, Oregon	46,128.60

**7.5 Accept Bids and Award Contract: Accept bids received for the Water Meter Installation Project and move forward with awarding a contract.**

Micah said he had checked with references, and UWS Inc. comes highly recommended. He recommended the Council award the contract to the low bidder, UWS Inc. Leahnette concurred with the recommendation.

MOVED (FROMM), SECONDED (WHEELER) AND CARRIED TO ACCEPT THE BIDS AND MOVE FORWARD WITH AWARDING THE CONTRACT TO THE LOW BIDDER, UWS INC.

**7.6 Council Bill No. 13-688: A Resolution setting a date for a public hearing pertaining to the proposed vacation of "I" Street between Fifth Street and the Fifth Place Alley.**

No action was taken pending further investigation of the signature requirements for the Viola Applegate Trust.

**7.7 Council Bill No. 13-689; Resolution No. 13-1092-R: A Resolution assessing abatement costs, fees and accrued interest as a lien against property described as Tax Account No. 5128-BA-01905, located at 2455 Sixth Street, Columbia City, Oregon, currently under the ownership of Dennis K. Burchett.**

MOVED (FITZGIBBONS), SECONDED (FROMM) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 13-689.

**7.8 Council Bill No. 13-690; Resolution No. 13-1093-R: A Resolution assessing abatement costs, fees and accrued interest as a lien against property described as**

**Tax Account No. 5121-CA-05900, located at 3325 Fifth Street, Columbia City, Oregon, currently under the ownership of Tye E. and Rebecca A. Holien.**

MOVED (FITZGIBBONS), SECONDED (FROMM) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 13-690.

**7.9 Municipal Court Clerk Hours: Recommendation from the City Administrator/Recorder to reinstate the Municipal Court Clerk to a 20-hour work week.**

The Council reviewed a recommendation dated August 20, 2013 from the City Administrator/Recorder to reinstate the Municipal Court Clerk to a 20-hour work week due to an increased work load.

MOVED (MARSON), SECONDED (FITZGIBBONS) AND CARRIED UNANIMOUSLY TO APPROVE THE REQUEST TO REINSTATE THE MUNICIPAL COURT CLERK TO A 20-HOUR WORK LOAD.

**AGENDA ITEM 8**

**OTHER BUSINESS:**

**Police Update:** Chief McGlothlin said Officer Cowen has been very busy. As an example, he said yesterday Officer Cowen stopped a motor carrier for a violation, ran the driver's license, and found a 10-year old warrant outstanding from Jackson County. The driver was subsequently arrested and the truck was towed.

Leahnette noted that just a few days ago Officer Cowen arrested someone in Columbia City on a warrant out of St. Helens and was transporting them to the jail in his police car, and a bystander in St. Helens threw a beer bottle that shattered into bits when it hit the police car, which resulted in a second arrest.

**Public Works Update:** Micah said his crew has been very busy. He said they are gearing up to begin the water meter installation project. He said our seasonal Utility Worker, Kenny Thomas, is a great mechanic and metal fabricator and his talents have been extremely helpful to the department.

**McBride Creek Trail:** Curtis LeMont of Columbia City voiced concerns about the development of the trail system along the creek frontage, and asked if the trail plans included the creek frontage on his property. He asked whether or not the trail system will be lighted and if the City plans to police it. He expressed concerns about the potential for young people to use it as a place to congregate and get into trouble. Staff discussed the trail plans with Curtis at length.

**AGENDA ITEM 9**

**ADJOURNMENT:**

There being no further business to come before the Council, the meeting adjourned at 6:49 p.m.

APPROVED:

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Cheryl A. Young  
Mayor

ATTEST:

\_\_\_\_\_  
Leahnette Rivers  
City Administrator/Recorder