

# City Council Meeting Minutes

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THURSDAY, SEPTEMBER 6, 2018

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 pm.

**COUNCIL MEMBERS PRESENT:**

Mayor Cheryl A. Young  
Councilor Karli Ebert  
Councilor Nell Harrison  
Councilor Sally Ann Marson  
Councilor Gordon Thistle

**COUNCIL MEMBERS ABSENT:**

None

**ALSO PRESENT:**

Michael McGlothlin, Chief of Police

**ATTORNEY PRESENT:**

None

A quorum was present and due notice had been published.

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

None

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

Patrick Trapp introduced himself as a newly appointed Port Commissioner, and shared his contact information with the City Council. He said he served as the Port Director for six and a half years before retiring 18 months ago. He said he has had an opportunity to travel during the past 18 months, and now he is interested in getting reacquainted with the priorities of each of the communities within the Port's district.

**AGENDA ITEM 4**      **COUNCIL REPORTS:**

**4.1 Parks Committee:** Chair Marson gave an overview of the activities from the recent Parks Committee Meeting as outlined in the minutes which were included in tonight's meeting packet. She said the meeting included an update about the Veterans Park improvements, most of which were paid for by grants, donations and volunteers. She said there was also an update about the Trestle Beach/McBride Creek Trail planning project which involves identifying parking and access solutions. She said some landscape border work is being done in Carolyn King Park, and there are plans to install a shade sail in Harvard Park. She said the City helps to maintain Pixie Park, which is owned by the DAR, and is a popular public destination. She said the Committee is thinking about

developing a shelter in the park for picnics and other uses, and Mr. Cisneros has expressed objections to the shelter.

Frank Cisneros of Columbia City said he lives across the street from Datis Park and there has been very little activity within the park since its development. He said he does not see a demonstrated need to improve the park, other than replacing the existing picnic table. He said he was surprised that no one had contacted him prior to discussing changes to the park. He suggested the City postpone changing anything in the park this season – and said input should first be obtained from neighbors. He said there are several hazards in Datis Park that should be addressed including the access to the beach, the steep drop off on the other side of the fence, and the storm drainage area.

Chair Marson said it will be some time before anything happens because of lack of funding. Mayor Young thanked Mr. Cisneros for his input.

**4.2 Water and Sewer Committee:** Chair Thistle said the Committee met recently and the meeting minutes have been included in the packet.

Chief McGlothlin said the City is hiring a leak detection service to conduct survey work because our water loss continues to climb despite our own leak detection efforts. He said the survey work will cost about \$4,000, but we are currently losing about 280,000 cubic feet per month, which costs about \$6,500 if we purchase it from the City of St. Helens.

**4.3 Street Committee:** Chair Marson said the Public Works crew has been busy preparing for the street widening work along Sixth Street between J and K Streets.

**4.4 Audit Committee:** Secretary Harrison said the Audit Committee will meet again on September 20<sup>th</sup>

**4.5 Hazard Mitigation Planning Group:** Member Ebert said the Group continues to review the Hazard Mitigation Plan for updating and is ready for the Prepare Fair.

**4.6 Other Reports:** Councilor Marson said there is a Town Hall meeting on September 12<sup>th</sup> in the St. Helens Library, and Suzanne Bonamici will be holding a meeting on September 22<sup>nd</sup> in the Scappoose Middle School.

**AGENDA ITEM 5**

**CONSENT AGENDA:**

**5.1 Minutes of the Regular City Council Meeting on August 16, 2018.**

**5.2 Activities Report from the City Administrator.**

**5.3 Bills paid with check numbers 31190 through 31243 during the month of July 2018.**

**5.4 Ratify the rescheduling of a Community Hall rental reservation date for Dani Boring.**

**5.5 Ratify the Application for Temporary Use of an Annual License as applied for by Stansbury Management, Inc., for an August 25, 2018 event at the Knapp Social Center.**

**5.6 Columbia City Community Library request to close Second Street between G and E Streets and to close F Street between First and Second Streets on Saturday, September 15, 2018 between 6 am and 3 pm for the Columbia City Celebration.**

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

**AGENDA ITEM 6**

**UNFINISHED BUSINESS:**

**6.1 Second reading of Council Bill No. 18-864; Ordinance No. 18-708-O: An Ordinance amending Ordinance No. 346, an Ordinance establishing regulations and rates for the City water system.**

The Council completed the second reading of Council Bill No. 18-864.

MOVED (MARSON), SECONDED (HARRISON) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 18-864.

**AGENDA ITEM 7**

**NEW BUSINESS:**

**7.1 LEDS User Agreement: LEDS User Agreement between the Department of State Police Criminal Justice Information Services (CJIS) and the Columbia City Municipal Court.**

MOVED (MARSON), SECONDED (HARRISON) AND CARRIED UNANIMOUSLY TO AUTHORIZE SIGNATURE TO THE AGREEMENT.

**7.2 Council Bill No. 18-859; Resolution No. 18-1228-R: A Resolution adopting an amendment to the City of Columbia City Personnel Policies and Procedures Manual dated April 18, 2002.**

MOVED (HARRISON), SECONDED (THISTLE) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 18-859.

**7.3 Council Bill No. 18-865; Resolution No. 18-1229-R: A Resolution assessing abatement costs, unpaid water and sewer utility charges, fees and accrued interest as a lien against property described as Tax Account No. 5121-CA-05300, located at 3320 Fifth Street, Columbia City, Oregon, currently under the ownership of James Gary Everaert; rescinding Resolution No. 18-1227-R.**

MOVED (MARSON), SECONDED (EBERT) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 18-865.

**7.4 Council Bill No. 18-866; Resolution No. 18-1230-R: A Resolution assessing abatement costs, fees and accrued interest as a lien against property described as Tax Account No. 5128-AD-05500; located at 100 K Street, Columbia City, Oregon, currently under the ownership of Jeffrey L. Clement, Jr.; rescinding Resolution No. 18-1226-R.**

MOVED (MARSON), SECONDED (HARRISON) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 18-866.

**7.5 Council Bill No. 18-867; Resolution No. 18-1231-R: A Resolution assessing abatement costs, fees and accrued interest against property described as Tax Account No. 5128-AD-04700 located at 1715 Second Street, Columbia City, Oregon, currently under the ownership of Residential Asset Securities Corp.**

MOVED (MARSON), SECONDED (EBERT) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 18-867.

**7.6 Deed of Dedication: Deed of Dedication from River Club Estates Association, Inc., to the City of Columbia City for the Spinnaker Way public right-of-way.**

It was the consensus of the Council that the Deed of Dedication be signed.

**7.7 Engineering Services Amendment: Amendment Request from Kennedy/Jenks Consultants for Additional Engineering Services for the 2018 Water System Improvements Project in the amount of \$15,522.00.**

MOVED (THISTLE), SECONDED (HARRISON) AND CARRIED UNANIMOUSLY TO APPROVE THE ENGINEERING SERVICES AMENDMENT REQUEST IN THE AMOUNT OF \$15,522.00.

**7.8 Review Bid: Review bid received in the amount of \$10,001.00 from Philip and Melissa Howard for the purchase of real property described as a 0.38 acre portion of Tax Lot 5121-BC-02600.**

MOVED (MARSON), SECONDED (EBERT) AND CARRIED UNANIMOUSLY TO ACCEPT THE BID IN THE AMOUNT OF \$10,001.00 FROM PHILIP AND MELISSA HOWARD FOR THE PURCHASE OF A 0.38 ACRE PORTION OF TAX LOT 5121-BC-02600.

**AGENDA ITEM 8 OTHER BUSINESS:**

**Police Department Update:** Chief McGlothlin said the Department has been very busy during the past few weeks. He said they have made several arrests, including one that had made several previous escapes and was wanted for several violent charges. He said they have also had quite a few calls dealing with some of our citizens that are in mental crisis. He said the new District Attorney has been a tremendous addition to the local law enforcement family.

**Tourism Initiative:** Chief McGlothlin said the Columbia County Economic Team is looking for Steering Committee Members for the Tourism Initiative, and they are asking for elected officials and/or City Managers. He said Casey Wheeler has volunteered, and he would be happy to work with Casey on the Steering Committee. No objections were heard from the Council.

**Water Rates:** Chief McGlothlin said Leahnette is looking for direction with regard to the water rate proposal she distributed during the last meeting. It was the consensus of the Council to move forward with the newly proposed rate structure for outside City service connections.

**Assessment Center for Police Operations Sergeant Position:** Chief McGlothlin said two candidates for the Police Operations Sergeant position will be participating in an Assessment Center on Thursday, September 20, from 10 am to 3 pm, and Council Members are invited to attend and monitor the process. He said a panel consisting of law enforcement personnel, primarily from our Department, will conduct the interviews. He said there will be a three part process, along with an interactive lunch period.

**City Celebration:** Councilor Thistle asked for good weather for the Show and Shine on September 15<sup>th</sup>, and Councilor Marson reminded everyone to stop in and have a strawberry pancake breakfast, and said Casey Wheeler will be cooking for us this year.

**AGENDA ITEM 9 ADJOURNMENT:**

There being no further business to come before the Council, the meeting adjourned at 6:41 pm.

APPROVED:

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Cheryl A. Young  
Mayor

ATTEST:

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Michael McGlothlin, Chief of Police,  
in the absence of the City Administrator/Recorder