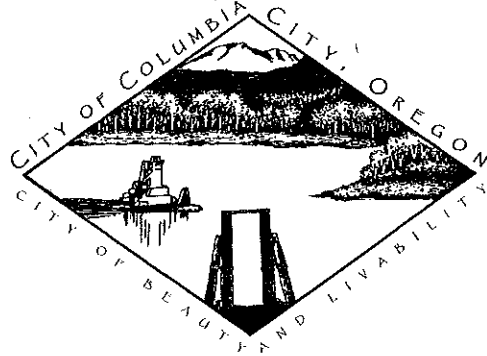


The City of Columbia City

In Columbia County on the Columbia River



**CITY COUNCIL REGULAR MEETING AGENDA
OCTOBER 15, 2020 - 6:15 PM
VIA CONFERENCE CALL ONLY
PHONE NUMBER: 425-436-6318
ACCESS CODE: 752011*
*AMENDED October 12, 2020***

1. **CALL TO ORDER/ROLL CALL**
2. **CITIZEN INPUT**
3. **COUNCIL REPORTS**
4. **STAFF REPORTS**
 - 4.1 Activity Report from the Public Works Superintendent.
5. **CONSENT AGENDA**
 - 5.1 Bills paid with check numbers 32743 through 32792 during the month of September, 2020.
 - 5.2 Financial Report for the month ending September 30, 2020.
 - 5.3 Minutes of the September 17, 2020 Regular City Council Meeting.
6. **UNFINISHED BUSINESS**
 - 6.1 Second Reading of Council Bill 20-905: An Ordinance Amending Ordinance No. 03-586-O, the Columbia City Development Code, Chapter 7.60 (C) Commercial Zone.
7. **NEW BUSINESS**
 - 7.1 Ratification of an Intergovernmental Agreement (IGA) between the Lane Council of Governments (LCOG) and the City of Columbia City, as signed by the City Administrator, regarding technical assistance for the City's ePermitting Program.
 - 7.2 Council Bill 20-907: A Resolution Amending Ordinance No. 03-588-O; An Ordinance Prohibiting Outdoor Burning; Providing Exemptions; Establishing Penalties.

- 7.3 Review and receipt of letter from Paulette Lichatowich, President of the Friends of the Columbia City Community Library.
- 7.4 Review and approval of an Application for a Portable Basketball Hoop in Right-of-Way (ROW) Permit, as submitted by Faye Rehse of 2025 5th Street.
- 7.5 *Council Bill 20-908: A Resolution Adopting Amendments to the City of Columbia City Personnel Policies and Procedures Manual Dated April 18, 2002.*
- 7.6 *First Reading of Council Bill 20-909: An Ordinance Relating to the City's Uniform Fire Code, Adopting the 2019 State of Oregon Uniform Fire Code as Amended, and Repealing Ordinance No. 00-556-O.*
- 7.7 *Council Bill 20-910: A Resolution Adopting Sewer Charges and Rates for the City of Columbia City In Accordance With Ordinance No. 470; Amending Resolution No. 20-1254-R.*

8. **OTHER BUSINESS**

9. **ADJOURNMENT**

RESOLUTION NO. _____

A RESOLUTION ADOPTING AMENDMENTS TO THE CITY OF COLUMBIA CITY PERSONNEL POLICIES AND PROCEDURES MANUAL DATED APRIL 18, 2002.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLUMBIA CITY, OREGON.

Section 1. BE IT RESOLVED that Policy 4: Other Benefits, Section I, be amended to read as follows:

I. WORK BOOT ALLOWANCE/PROTECTIVE FOOTWEAR PROVISION:

If any employee is required to wear a steel-toed or hard-toed safety boot as a condition of employment the City will provide the work boot to the employee as personal protective equipment (PPE) under the following conditions:

1. The City's approval of a replacement purchase rather than repair; and
2. The work boot meets the requirements set forth in the Columbia City Safety Manual, Chapter 13, Section 5, "Foot Protection"; and
3. The employee will only use the work boots while conducting City work and/or business related activities, and not for personal use; and
4. The City has determined that the employee's current work boots no longer meet the requirements for "Foot Protection" as defined above, and cannot be repaired.

As work boots are not disposable PPE; differing from ear plugs, nitrile gloves, face masks, etc. the City will provide the work boots to the employee on a schedule. The City will provide \$250.00 to be used during a two (2) year time period. At the end of the two (2) year time period the allowed amount will "reset" to \$250.00. Any remaining unused amount from the previous two (2) year time period will NOT carry over to subsequent time periods for work boot replacement.

If the employee elects to purchase the work boots utilizing their own funds, the employee must submit a City reimbursement form, with a receipt from the purchase, to the City in order to be reimbursed.

If the City opts to repair the boot, it may fulfill the requirements of this Section by the City paying for sole/heel replacement when needed. Boots will not be replaced unnecessarily.

Council Bill 20-909

ORDINANCE NO. _____

AN ORDINANCE RELATING TO THE CITY'S UNIFORM FIRE CODE, ADOPTING THE 2019 STATE OF OREGON UNIFORM FIRE CODE AS AMENDED, AND REPEALING ORDINANCE NO. 00-556-O

The City of Columbia City ordains as follows:

Section 1. Adoption of State Code. Pursuant to OARS 837-039-0006, ORS 476.030 and 476.120; a publication, a copy of which is on file with the City Building Official, marked and entitled 2019 Oregon Fire Code as adopted and amended by the Office of the State Fire Marshal under OAR 837-040-0010, is hereby adopted as the Fire Code for the City of Columbia City, Oregon for regulating and controlling the hazards from storage, handling and use of hazardous substances, materials and devices and conditions hazardous to life, property and the use or occupancy of buildings or premises in the City; said Fire Code by this reference is made a part of this article as though fully set out herein. All provisions of the Fire Code shall be administered and enforced by the Fire Chief of Columbia River Fire and Rescue or his/her designee.

Ordinance No. _____



Columbia River Fire & Rescue

ADMINISTRATION OFFICES

270 Columbia Blvd * St Helens, Oregon * 97051
Phone (503)-397-2990 * www.crfrr.com * FAX (503)-397-3198

City of Columbia City Council
Mayor Wheeler
City Administrator McGlothlin
PO Box 189
Columbia City, OR 97018

Re: 2019 Oregon Fire Code Adoption

Honorable Mayor Wheeler, City Council members and Mr. McGlothlin:

Columbia River Fire and Rescue (CRF&R) provide fire and EMS services to your community. This includes fire and life safety through the administration of fire codes, inspections, investigations, and prevention. Over the last few years, our District was part of an intergovernmental agreement (IGA) with Scappoose Rural Fire Protection District and shared resources between each District. As part of that IGA, the Fire Marshal duties were completed by a Division Chief from Scappoose. This IGA was terminated effective July 1, 2020, and subsequently, the Fire Marshal duties are now retained by CRF&R.

CRF&R has and will continue to meet the needs of our stakeholders, public, and the communities we provide service to with professionalism, respect, and trust. During the transition of Fire Marshal duties, we noted some outdated information that requires City Council approval. Currently, the Oregon Fire Code which your city is operating under is outdated. Every three years the code is updated. We are requesting that your city adopt the most current standard.

The minimum Fire Code requirements can be found under OARS 837-039-0006, ORS 476.030 and 476.120. The reading, for adoption, is as follows:

A publication, a copy of which is on file with the City Building Official, marked and entitled 2019 Oregon Fire Code as adopted and amended by Office of State Fire Marshal under OAR 837-040-0010, is hereby adopted the Fire Code for the City for regulating and controlling the hazards from storage, handling and use of hazardous substances, materials and devices and conditions hazardous to life, property and the use or occupancy of buildings or premises in the City; said Fire Code by this reference is made a part of this article as though fully set out herein. All provisions of the Fire Code shall be administered and enforced by the Fire Chief of Columbia River Fire and Rescue or his/her designee.

Columbia River Fire and Rescue is actively recruiting a Fire Marshal for the District. Currently, the District has a Fire Inspector assisting with the inspections and investigations. We are also receiving assistance from Oregon State Fire Marshal in the interim. It is our goal that the service you receive will remain seamless.

If you need further information or assistance, please contact me or Marit Nelson, Finance Director.

Sincerely,



Eric Smythe
Interim Fire Chief
Columbia River Fire and Rescue
270 Columbia Blvd.
St. Helens OR 97051
503-397-2990
smythee@crfr.com

RESOLUTION NO. _____

A RESOLUTION ADOPTING SEWER CHARGES AND RATES FOR THE CITY OF COLUMBIA CITY IN ACCORDANCE WITH ORDINANCE NO. 470; AMENDING RESOLUTION NO. 20-1254-R.

WHEREAS, the City of Columbia City has previously established sewer charges and rates under Resolution No. 20-1254-R; and,

WHEREAS, Ordinance No. 470 calls for sewer charges and rates to be established by Resolution of the City Council; and,

WHEREAS, the City of Columbia City Council has determined that an adjustment in sewer rates is needed to cover operation and maintenances costs, capital project needs, and debt payments; and,

WHEREAS, the City Council has determined that the average monthly usage per equivalent dwelling unit (EDU) is 500 cubic feet based upon the historical average water used by Columbia City residential users; and,

WHEREAS, the City Council has established EDU equivalents for existing commercial and industrial customers based upon their water usage from December, 2019 through March, 2020.

NOW, THEREFORE, BE IT RESOLVED that the City of Columbia City does hereby adopt the following sewer charges and rates for the City of Columbia City:

SECTION 1. CHARGES AND RATES:

1.4 Residential Monthly Sewer System User Charges – Outside City:

For each single family dwelling, multiple family dwelling unit and mobile home park dwelling unit the minimum monthly sewer charge shall be \$54.64.

In addition to the above charge, a sewer usage fee of \$0.0102 shall be charged for each cubic foot of water used, except that the sewer usage fee shall not apply to usage during the months of June, July, August or September.

BE IT FURTHER RESOLVED that said sewer charges and rates took effect on June 26, 2020 and were reflected on the July 26, 2020 billings.