

City Council Meeting Minutes

THURSDAY, NOVEMBER 15, 2018

CITY HALL COUNCIL CHAMBERS

CITY OF COLUMBIA CITY, COLUMBIA COUNTY, OREGON

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

CONVENED:

Council President Sally Ann Marson called the Regular Meeting to order at 6:03 pm.

COUNCIL MEMBERS PRESENT:

Councilor Sally Ann Marson
Councilor Karli Ebert
Councilor Gordon Thistle
Councilor Nell Harrison

COUNCIL MEMBERS ABSENT:

Mayor Cheryl Young

ALSO PRESENT:

Michael McGlothlin, Chief of Police
Leahnette Rivers, City Administrator

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, Port of Columbia County Commissioner, updated the Council on recent developments and issues specific to the Port of Columbia County. He said that the Korean electromagnetic bumper manufacturer, Dong Chun Co. LLC, still has plans to develop in Columbia City after their company footprint is established via the St. Helens initial site. Mr. Trapp also said that rezoning decision for the Port Westward site is pending, with a potential decision being reached on November 29, 2018. Mr. Trapp said that their Railroad Avenue property is under feasibility study and remedial investigation by DEQ, which has been working on for approximately 23 years, as to determine what contaminants are still present and what needs to be done to clean the site. Mr. Trapp also briefed Council on a \$20,000.00 tourism grant to invest in the Scappoose Bay RV Park, which will possibly allow for Phase II plans to proceed. Mr. Trapp finished his input by informing Council about the St. Helens Kiwanis Club/Salvation Army efforts during the upcoming holiday season in regards to fundraising and Holiday Hope food baskets. He said that 2 hour shifts were available for volunteers to act as "bell ringers" during their annual drive.

AGENDA ITEM 4 COUNCIL REPORTS:

4.1 Parks Committee: Chair Marson said the next Parks Committee will be held on December 4, 2018. City Administrator Leahnette Rivers advised that the Parks Committee would be updated on the status of the Trestle Beach project at their next committee meeting.

4.2 Water and Sewer Committee: City Administrator Leahnette Rivers updated that the Water Source Project is still underway with bid, contract, and project work continuing to be a work in progress.

4.3 Street Committee: Chair Marson said the Public Works crew continues to finish up the work on the Sixth Street project.

4.4 Audit Committee: Chair Harrison said that the last audit was completed on October 23, 2018, and that the next is scheduled for January 29, 2019.

4.5 Hazard Mitigation Planning Group: Member Ebert said they just finished up review of the Hazard Mitigation Plan and they are getting ready to start reviewing the City's Emergency Operations Plan. The next meeting is set for November 26, 2018.

4.6 Other Reports: None.

AGENDA ITEM 5 CONSENT AGENDA:

5.1 Financial Report for the month ending October 31, 2018.

5.2 Bills paid with check numbers 31000 through 31034 during the month of April 2018.

5.3 Bills paid with check numbers 31035 through 31108 during the month of May 2018.

5.4 Bills paid with check numbers 31362 through 31443 during the month of October 2018.

5.5 Minutes of the Regular City Council Meeting on October 18, 2018.

5.6 Minutes of the Regular City Council Meeting on November 1, 2018.

5.7 Activities Report from the Public Word Superintendent. (Removed)

5.8 Activities Report from the City Administrator.

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

AGENDA ITEM 6 UNFINISHED BUSINESS:

None.

AGENDA ITEM 7 NEW BUSINESS:

7.1 FCS Group Presentation: Review of Economic Opportunities Draft report, dated October, 2018

Todd Chase of the FCS group led the review of the draft Economic Opportunities Analysis Report where he noted that fifty-six (56) surveys were returned for the bedroom community

of Columbia City. Mr. Chase noted that Columbia City residents possessed relatively high incomes, but that due to limited retail establishments approximately \$26 million is being spent annually out of the Columbia County area. Mr. Chase noted respondent interest in restaurant(s) and/or a small grocery store in the area, pointing out the 4 acre commercial property for sale along Highway 30 next to the Columbia City Mini Mart that could help in meeting the retail needs of the City.

Mr. Chase noted the potential for the Dong Chun Co. LLC moving into the area at the Port of Columbia County site, as well as the potential for capturing the growth associated with the OMIC site in Scappoose. He also noted the potential for economic growth associated with the large site area between Columbia City and the Dyno Nobel plant, citing the recommendation that Columbia City entertain the option of serving the site with utilities and bringing it into the UGB in the future. He closed by stating that the Economic Opportunities Analysis Report could be adopted as a single document, or that separate goals and objectives could be utilized to the benefit of the City.

7.2 Council Bill No. 18-874: A Resolution adopting a job description for the City of Columbia City, Oregon.

MOVED (THISTLE), SECONDED (EBERT) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 18-874.

7.3 Software License and Service Agreement between the City and Mark43 for Police Department Records Management System.

MOVED (HARRISON), SECONDED (EBERT) AND CARRIED UNANIMOUSLY TO AUTHORIZE SIGNATURE.

7.4 Executive Session: The Council met in Executive Session in accordance with ORS 192.660(2)(a) to consider the employment of a public employee.

The Council convened in Executive Session at 6:32 pm and reconvened at Open Session at 6:35 pm.

7.5 Professional Services Agreement between the City of Columbia City and Michael S. McGlothlin.

MOVED (THISTLE), SECONDED (HARRISON) AND CARRIED UNANIMOUSLY TO APPROVE PROFESSIONAL SERVICES AGREEMENT.

AGENDA ITEM 8 OTHER BUSINESS:

8.1 Refund of Columbia City Community Hall rental fees to Monique Christiansen, less \$35.00 administrative fee.

MOVED (THISTLE), SECONDED (EBERT) AND CARRIED UNANIMOUSLY TO REFUND FEES AS NOTED.

AGENDA ITEM 9 ADJOURNMENT:

There being no further business to come before the Council, the meeting adjourned at 6:38 pm.

APPROVED:

Sally Ann Marson
Council President

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ATTEST:

Leahnette Rivers
City Administrator/Recorder