

City Council Meeting Minutes

THURSDAY APRIL 4, 2019

CITY HALL COUNCIL CHAMBERS

CITY OF COLUMBIA CITY, COLUMBIA COUNTY, OREGON

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

CONVENED:

Mayor Casey Wheeler called the Regular Meeting to order at 6:01 pm.

COUNCIL MEMBERS PRESENT:

Mayor Casey Wheeler
Councilor Sally Ann Marson
Councilor Gordon Thistle
Councilor Karli Ebert
Councilor Susan Ziglinski

COUNCIL MEMBERS ABSENT:

None

ALSO PRESENT:

Mike McGlothlin, City Administrator/Recorder
Sergeant Gerald Bartolomucci, Police Operations Sergeant
Micah Rogers, Public Works Superintendent
Helen Johnson, Planning Clerk

ATTORNEY PRESENT:

None

A quorum was present and due notice had been published.

AGENDA ITEM 2 **CITIZEN INPUT:**

Colleen Menze, of 3560 Tahoma Street in Columbia City, Oregon, addressed Council in support of the first reading of Council Bill No. 19-885; located at Council Agenda item 7.2. Mrs. Menze gave personal testimony in regards to support of Accessory Dwelling Unit's (ADU'S) as it relates to her residential property, and the positive impacts that having the option to maintain such a unit provided her and her family. Mrs. Menze also stated that she had shared this testimony with the Columbia City Planning Commission during their respective work session.

Mayor Wheeler recognized three Saint Helens High School students who were observing the City Council Meeting due to a class assignment.

AGENDA ITEM 3 **COUNCIL REPORTS:**

3.1 **Other Reports:** None.

AGENDA ITEM 4 **STAFF REPORTS:**

4.1 **City Administrator:** City Administrator Mike McGlothlin reviewed with Council the status of the Request for Proposal (RFP) for Insurance Agent of Records services

to be provided to the City. Mayor Wheeler, along with Councilors Marson and Thistle, volunteered to be a part of the Selection Committee in order to review the submitted RFP's. Council directed the City Administrator to complete the staffing of the Selection Committee, and to schedule the review for Wednesday April 10, 2019 at 2:00 pm.

The City Administrator informed Council that City Clerk Laura Markham had received recognition from Oregon PERS in regards to her 100% reporting to PERS on or before due date of required submissions. Council expressed their congratulations on the recognition received from PERS and extended thanks for the level of service provided by Mrs. Markham. The City Administrator also informed Council that the City had once again received the Distinguished Budget Presentation Award from the Government Finance Officers Association for the 2018-19 budget, as submitted by retired City Administrator Leahnette Rivers. The Council expressed their thanks and gratitude for the hard work conducted by Mrs. Rivers, and the City Administrator said that the sentiments had been forwarded to Mrs. Rivers.

City Administrator Mike McGlothlin reported that he had completed the financial analysis of the usage of The Spotlight Newspaper for legal and business postings in comparison to the historical use of The Chronicle Newspaper. Upon completion of the comparative analysis it was found that significant financial savings should be expected in utilizing The Spotlight versus The Chronicle. The Council directed the City Administrator to conduct the transition, as well as to inform citizens through the Columbia City Newsletter of the future changes.

The City Administrator also briefed Council on the potential of an approximate three acre business development within the City, located along Highway 30 at the site north of McBride Creek and south of the Dyno Nobel facility. The portion of land for potential development is already within the city limits and involves a company named Cut My Timber Inc. The prospective business would employ 4-14 employees and would need both water and sewer services. After consulting with Public Works Superintendent Micah Rogers it was confirmed that the current water and sewer service lines do not extend to this proposed site. The need for this development of services was passed to Chuck Daughtry, of the Columbia County Economic Team, who had informed the City Administrator of the potential for the development.

AGENDA ITEM 5 CONSENT AGENDA:

- 5.1 **Minutes of the Regular City Council Meeting on March 21, 2019.**
- 5.2 **Review and approval of OLCC Application for Temporary Use of an Annual License (TUAL) for Todd Stansbury re: Michael Allen Harrison Concert on May 6, 2019.**

CARRIED UNANIMOUSLY BY ROLL CALL VOTE TO APPROVE THE CONSENT AGENDA.

AGENDA ITEM 6 UNFINISHED BUSINESS:

- 6.1 **Review of email correspondence received from City Attorney Stephen Petersen regarding Council authorization for the City Administrator to review and approve/disapprove requests for partial/full refunds of Community Hall reservations, pursuant to Council Resolution No. 18-1234-R.**

CITY COUNCIL CONDUCTED REVIEW OF THE EMAIL CORRESPONDENCE RECEIVED FROM CITY ATTORNEY STEPHEN PETERSEN.

- 6.2 **Review of email correspondence received from City Attorney Stephen Petersen regarding Council authorization for the City Administrator to initiate and conduct nuisance abatement for Noxious Weeds as a fire safety hazard, pursuant to City Ordinance No. 517, Section 12.**

CITY COUNCIL CONDUCTED REVIEW OF THE EMAIL CORRESPONDENCE RECEIVED FROM CITY ATTORNEY STEPHEN PETERSEN.

AGENDA ITEM 7 NEW BUSINESS:

7.1 Council Bill No. 19-884: A Resolution Amending the Rental Agreement, Rules, Regulations and Rates for the Columbia City Community Hall; as Adopted by Resolution No. 18-1234-R.

MOVED (MARSON), SECONDED (THISTLE) AND CARRIED UNANIMOUSLY TO APPROVE COUNCIL BILL NO. 19-884: A RESOLUTION AMENDING THE RENTAL AGREEMENT, RULES, REGULATIONS AND RATES FOR THE COLUMBIA CITY COMMUNITY HALL; AS ADOPTED BY RESOLUTION NO.18-1234-R.

7.2 First reading of Council Bill No. 19-885: An Ordinance Amending the Columbia City Development Code, Chapter 7.112 Accessory Dwelling Units and Chapter 7.45 R-2 Moderate Density Residential Zone.

COUNCIL CONDUCTED THE FIRST READING OF COUNCIL BILL NO. 19-885: AN ORDINANCE AMENDING THE COLUMBIA CITY DEVELOPMENT CODE, CHAPTER 7.112 ACCESSORY DWELLING UNITS AND CHAPTER 7.45 R-2 MODERATE DENSITY RESIDENTIAL ZONE.

7.3 Review of Council Letter submitted and Presentation by Todd Wood, Columbia County Rider Transit Program Administrator, regarding proposed plans for Columbia County Rider future operations.

COUNCIL REVIEWED THE LETTER SUBMITTED BY COLUMBIA COUNTY RIDER TRANSIT PROGRAM ADMINISTRATOR TODD WOOD IN REGARDS TO SUPPORT OF THE COLUMBIA COUNTY BOARD OF COMMISSIONERS SPONSORING A NOVEMBER BALLOT MEASURE THAT WOULD FORM A TRANSIT SERVICE DISTRICT WITHIN COLUMBIA COUNTY, WITH A PERMANENT PROPERTY TAX RATE OF \$.18 PER \$1,000.00 OF ASSESSED VALUE. MR. WOOD THEN CONDUCTED A POWER POINT PRESENTATION IN WHICH HE OUTLINED THE OPERATIONAL AND FINANCIAL NEEDS OF THE COLUMBIA COUNTY RIDER, PROVIDING JUSTIFICATION FOR REQUESTED SUPPORT. THE POWER POINT PRESENTATION WAS SUBMITTED FOR THE RECORD AND, UPON CONSENSUS OF COUNCIL, THE CITY ADMINISTRATOR WAS DIRECTED TO DRAFT A RESOLUTION OF SUPPORT FOR CONSIDERATION AT THE APRIL 18, 2019 REGULAR CITY COUNCIL MEETING.

7.4 Review of Council Letter for support from Port of Columbia County Executive Director Doug Hayes regarding the Columbia County Rail Safety and Mobility Project.

MOVED (MARSON), SECONDED (EBERT) AND CARRIED UNANIMOUSLY TO APPROVE A FINANCIAL PLEDGE IN THE AMOUNT OF \$1,000.00 TO THE PORT OF COLUMBIA COUNTY FOR THE SUPPORT OF THE COLUMBIA COUNTY RAIL SAFETY AND MOBILITY PROJECT.

AGENDA ITEM 8 OTHER BUSINESS:

8.1 Review and Discussion regarding the appointment of Charles Ramsdell to the City of Columbia City Budget Committee.

UPON REVIEW AND DISCUSSION, AND WITH THE CONSENSUS OF COUNCIL, MAYOR WHEELER APPOINTED CHARLES RAMSDELL TO THE BUDGET COMMITTEE FOR THE CITY OF COLUMBIA CITY.

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AGENDA ITEM 9 ADJOURNMENT:

9.1 There being no further business to come before the Council, the meeting adjourned at 7:18 pm. The Council then proceeded to the 2019-20 Goal Setting Workshop.

APPROVED:

Casey Wheeler
Mayor

ATTEST:

Michael S. McGlothlin
City Administrator/Recorder