

# City Council Meeting Minutes

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THURSDAY, NOVEMBER 16, 2023 – 6:00 PM  
COLUMBIA CITY, CITY HALL – 1840 SECOND STREET  
CITY OF COLUMBIA CITY, COLUMBIA COUNTY, OREGON

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

**CONVENED:**

Council President Gordon Thistle called the Regular Meeting to order at 6:00 pm.

**COUNCIL MEMBERS PRESENT:**

Council President Gordon Thistle  
Councilor Rob Forman  
Councilor Katrina Claridge  
Councilor Jeff Reinan

**COUNCIL MEMBERS ABSENT:**

None

**ALSO PRESENT:**

Kim Karber, Interim City Administrator/Recorder  
Gerald Bartolomucci, Police Chief  
Micah Rogers, Public Works Superintendent

**ATTORNEY PRESENT:**

None

A quorum was present and due notice had been published.

**AGENDA ITEM 2**      **CITIZEN INPUT:**

Stan Chiotti gave an update on the Gold Star Family Marker. He said they will have raised the money if the City approves a \$500 donation towards the marker. Other donors that will be engraved on the plaque will be the St. Helens Garden Club, Columbia River PUD, St. Helens Elks Lodge 1919, and American Legion Post 42.

No other citizens provided input to the City Council.

**AGENDA ITEM 3**      **COUNCIL REPORTS:**

None.

**AGENDA ITEM 4**      **CONSENT AGENDA:**

- 4.1 Bills paid with check numbers 34574 through 34631 during the month of October 2023.
- 4.2 Expense vs Budget Report for the month ending October 31, 2023.
- 4.3 Combined Balance Sheet for the month ending June 30, 2023.
- 4.4 Combined Balance Sheet for the month ending October 31, 2023.
- 4.4 Minutes of the October 19, 2023, Regular City Council Meeting.
- 4.5 Activity Report from the Chief of Police for October 2023.
- 4.6 Activity Report from the Public Works Superintendent for October 2023.

THE COUNCIL APPROVED THE CONSENT AGENDA BY UNANIMOUS ROLL CALL VOTE.

**AGENDA ITEM 5      UNFINISHED BUSINESS:**

None.

**AGENDA ITEM 6      NEW BUSINESS:**

**6.1      Review letter from Friends of the Library requesting increased porta potty service and expenses.**

MOVED (REINAN), SECONDED (CLARIDGE) AND CARRIED UNANIMOUSLY TO APPROVE THAT THE CITY WILL COVER THE ADDITIONAL EXPENSE OF HAVING THE PORTA POTTY CLEANED ONCE A WEEK, WHILE THE LIBRARY CONTINUES TO PAY THEIR CURRENT SHARE OF \$92.50 PER MONTH.

**6.2      Recommendation to rejoin the Chamber of Commerce.**

MOVED (CLARIDGE), SECONDED (FORMAN) AND CARRIED UNANIMOUSLY TO APPROVE TO REJOIN THE CHAMBER OF COMMERCE AT THE \$200 BRONZE LEVEL.

**6.3      Recommendation the City donate \$500 to Gold Star Family Marker.**

MOVED (REINAN), SECONDED (CLARIDGE) AND CARRIED UNANIMOUSLY TO ACCEPT THE CITY MAKING A \$500 DONATION TO THE ST. HELENS GARDEN CLUB TOWARDS THE GOLD STAR FAMILY MARKER TO BE PLACED IN VETERAN'S PARK.

**6.4      Determine steps for filling the mayor's position.**

After discussion, the council voted to move Katrina Claridge to Mayor and will fill her council position by advertising and accepting applications until December 14<sup>th</sup> and then they will be interviewed at the December 21<sup>st</sup> council meeting. The newly appointed mayor and councilor term of office will be until the next general election, November of 2024.

MOVED (THISTLE), SECONDED (FORMAN) AND CARRIED UNANIMOUSLY TO APPOINT KATRINA CLARIDGE AS MAYOR.

**AGENDA ITEM 7      OTHER BUSINESS:**

**Katrina Gardner:** Kim introduced the City's newly hired Finance/Court Clerk, Katrina Gardner.

**Pixie Park Update:** Kelly Ann Wiggins with D.A.R. had reached out and let us know they had their Management Board Meeting in November, and it was approved at that meeting to donate Pixie Park to the City and it will now move to the D.A.R. state meeting in May for final approval.

**City Administrator Position:** Wendy Wells, 2010 9<sup>th</sup> Ct, inquired about the filling of the City Administrator. Mayor and Council will revisit at the January Council Meeting.

**Nell's Birthday Celebration:** An open house is being planned for Nell's 95<sup>th</sup> birthday party. It will be held in the Council Chambers on 11/30 from 3:30-6.

**Holiday Party:** It was decided to have the City's holiday party at the Community Hall and have it catered.

3 Regular City Council Meeting  
November 16, 2023

**AGENDA ITEM 8      ADJOURNMENT:**

**8.1** There being no further business to come before the Council, the meeting adjourned at 6:37 pm.

APPROVED:

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Katrina Claridge  
Mayor

ATTEST:

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Kim Karber  
Interim City Administrator/Recorder