

City of Rainier
Regular City Council Meeting
December 7, 2020
6 p.m.
Rainier City Hall

Mayor Jerry Cole called the Regular Council Meeting to order at 6:01 p.m.

Council Present: Connie Budge, Robert duPlessis, Mike Kreger, Richard Sanders, Brenda Tschida

Council Absent: Steve Massey, Jenna Weaver

City Attorney Present: No

City Staff Present: Sarah Blodgett, City Recorder; Gregg Griffith, Police Chief; W. Scott Jorgensen, City Administrator; Sue Lawrence, Public Works Director

Flag Salute

Additions/Deletions from the Agenda: City Administrator W. Scott Jorgensen said that an issue has come up regarding the city's tree ordinance. Public Works Director Sue Lawrence said she could discuss it as part of her staff report.

Mayor's Address: Cole noted that it was the anniversary of the attack on Pearl Harbor and the city wanted to recognize that. He also wanted to wish everyone a Merry Christmas and said the city is following all the rules and regulations to prevent the spread of COVID. Cole appreciates the citizens' patience in dealing with it.

Visitor Comments: There were no visitor comments at this time.

Consider Approval of the Consent Agenda:

Consider Approval of the November 2, 2020 Regular Council Meeting Minutes—Council President Mike Kreger moved to approve the minutes. That motion was seconded by Councilor Robert duPlessis and adopted unanimously.

6. Unfinished Business:

- a. Riverfront Trail Update—Lawrence said drawings have been submitted for options behind the post office property for a lower level of the train. One recommendation is to have a zig zag pattern. Construction is set to start in January and shouldn't take long. She anticipates completion by the end of February. Jorgensen said he spoke with the owner of El Tapatio about obtaining an easement for the project's second phase and she was supportive. He sent the drawings over to the Eagles Lodge for their review. Lawrence said the proposed zig zag design will help with Americans with Disabilities Act compliance and will be a cost difference of between \$10,000 and \$15,000. Councilor Connie Budge asked about the deadline for the project. Lawrence said it is March 21. She will bring any change orders to council for approval.
- b. Fox Creek Update—Jorgensen said that officials from the Oregon Department of Fish and Wildlife did a site visit. He spoke with Sen. Betsy Johnson earlier in the day about funding options for the feasibility study. She suggested to him that the city seek smaller amounts of funding from multiple entities. He did a phone call with the governor's Regional Solutions office. They said that grant funding through the state Office of Emergency Management (OEM) is the city's best bet. That application deadline is late February. As part of that process, the county's hazard mitigation plan has to be approved by the Federal Emergency Management Agency. But the county's emergency manager position is in flux and Jorgensen doesn't want to rely on one single pot of money to fund the study.
- c. Senior Housing—Budge said she would like to be involved in those issues, like she was during her previous stints on council. Cole said he would support her involvement once the COVID pandemic has abated.

7. New Business

- a. Recognition of Outgoing Councilors James Bradfield, Sloan Nelson and Steve Massey-Cole thanked the outgoing councilors for their years of service.
- b. Acceptance of November 2020 General Election Results-Kreger moved to accept the results. That motion was seconded by Budge and adopted unanimously.
- c. League of Oregon Cities Elected Essentials Training-Jorgensen summarized the training and said it's particularly valuable for new councilors.
- d. League of Oregon Cities City Day at the Capitol-Kreger asked if the city has participated in this in the past. Cole said the city has and he recommends participation. Budge asked if it would be virtual this year.

- Jorgensen said the capitol has been closed for months due to COVID, so he expects it will be virtual. Cole said the last LOC conference was virtual and he participated in it.
- e. Forester Contract with CBR Forestry, LLC-Cole said the contract is a renewal. Kreger moved to approve the contract. That motion was seconded by duPlessis and adopted unanimously.
 - f. Resolution 20-12-01—Adopting the Updated Employee Handbook-Kreger moved to adopt Resolution 20-12-01. That motion was seconded by Sanders. Budge asked if the handbook has been reviewed. Jorgensen said the city’s current handbook is ten years old. CIS recommended that the whole thing be replaced, but he used the current handbook as a guide and added sections to reflect changes in state law around areas like sick leave and pay equity. The revised handbook has been reviewed by attorneys from CIS, the city’s union representative and the department heads. Council voted unanimously to adopt the motion.
 - f. Second Reading Ordinance 1077—Marijuana Facilities-Cole said the ordinance was more in line with state regulations and allowed for a larger showroom. Kreger moved to approve the ordinance. That motion was seconded by Sanders and adopted unanimously.
 - g. Award of Bid for Replacement of City Hall Entrance Doors-Lawrence said the proposal is for a touchless system with card readers. The project should be eligible for COVID grant funds if it’s done quickly enough. The current doors are obsolete and should be replaced. The newer ones would have magnetic locks that can be used to determine the hours that people come and go from city hall. They will also have a look like the original city hall doors. Budge said the entrance has historic value. Replacing the doors will be safer for everyone.
 - h. Award of Bid for Replacement of City Hall Internal Doors-Cole said the current internal door is a security issue for staff. The new doors would help the city comply with COVID regulations. The door replacements have to be done by December 30 to qualify for reimbursement. Budge moved to approve all of the bids for the internal and external door replacements. That motion was seconded by Kreger and adopted unanimously. Cole said that April 13 will be the 100-year anniversary of city hall. It’s important to him that its historic significance and value be maintained.
 - i. Award of Bid for Flow Monitoring Contract-Lawrence said there have been problems with inflow and infiltration at the city’s sewer plant. High levels of stormwater get into the collection system and end up in the wastewater plant, which causes a violation of the city’s permit. She has received three bids to study and design the engineering work that needs to be done. She recommends the \$21,000 bid from SFE global. Kreger moved to award the bid to SFE global. That motion was seconded by Budge and adopted unanimously.

8. Staff Report-Lawrence said she's awaiting the final numbers for the closeout of the "A Street" project. Records have been moved from upstairs to offsite to clear space for a staff break room. The water filter rehabilitation is underway. So is the line cleaning for the sewer lines as part of the 4th Street loop project. The slip lining will be next. Improvements to Lewis Road are complete. She's received a request for the city to help with a tree removal and would like direction from council. The trees are in the city's right of way, but homeowners are responsible for maintaining them. What kind of assistance should the city offer, if it does decide to help? An arborist has determined that two of three of the trees are not salvageable. They would cost \$2800 to remove. Cole asked if they are a danger. Lawrence said they are a potential danger. They are diseased and dying. Cole said if they are diseased and in the city's right of way, the city should take care of it. If the trees are healthy, it should be the homeowner's responsibility. It could be put on the next council agenda for more input. Maybe the city could pay half of the removal cost. Kreger said that taking care of everything in the city's right of way could get expensive. Council agreed by consensus to revisit the matter at its January meeting. Blodgett said she's been reviewing records as part of the break room project. The city's new IT service provider is in the process of onboarding. Jorgensen said he participated in the interview panel for Columbia River Fire and Rescue's fire marshal position. He will be participating in its panel for its fire chief position December 11. Jorgensen was the guest speaker at the November 12 meeting of the Chamber of Commerce. He's been working on OSHA compliance with COVID guidelines and submitted a letter of support for the city for the Port Westward expansion. City staff just put out the RFP for engineering services and he spent much time on the revisions to the employee handbook.

9. Council Reports-duPlessis said the boy scouts received food donations for the needy the previous weekend. They collected over 1,000 pounds of food, which is 300 more than last year. Councilor Brenda Tschida asked about installing additional stop signs on west C Street. Cole said Lawrence has ordered them.

10. City Calendar/Announcements

Cole adjourned the meeting at 7:27 p.m.

Mayor Jerry Cole

W. Scott Jorgensen, City Administrator