

A regular meeting of the Astoria Common Council was held at the above place at the hour of 7:00 pm.

Councilors Present: Brownson, Rocka, Herman, Hilton, and Mayor Jones.

Councilors Excused: None

Staff Present: City Manager Estes, Parks and Recreation Director Dart-McLean, Community Development Director Leatherman, Finance Director Brooks, Fire Chief Crutchfield, Police Chief Spalding, Public Works Director Harrington, City Engineer Crater, Library Director Pearson, and City Attorney Henningsgaard. The meeting was live streamed and recorded, and will be transcribed by ABC Transcription Services, LLC.

REPORTS OF COUNCILORS

Item 3(a): Mayor Jones reported that the Public Works Department reacted quickly to an unexpected disruption to the water supply for some of the outlying districts. Major construction and excavation were required. Staff communicated quickly and clearly to the affected water users. He thanked Staff and Big River for their work on the project.

Director Harrington added that the water line failure was on a transmission main that serves Burnside, Olney Walluski, Willowdale, Fern Hill and John Day Water Districts. The failure caused the water line to lose pressure and none the affected water districts, except Burnside, had adequate pressure to maintain service. He thanked everyone who helped with the repair. Big River dropped everything to help the City do difficult work. The location of the failure was a difficult place to access and Big River did a minimal amount of disruption in order to be sensitive to the area. He recognized Jim Hatcher and Nathan Crater for their work on the project. Overnight on Thursday, the supervisory control and data acquisition (SCADA) system started tracking a drop in flows and the alarm was triggered at 3:41 am on Friday. By 3:45 pm, Staff was headed out into the field to look for the leak. The leak was found at about 5:30 am. Big River's geotechnical engineer was at the site by noon and made recommendations to stabilize the area, make repairs, and minimize erosion control risks. Mr. Hatcher coordinated with the affected districts throughout the weekend. Repair work began by 8:30 am and was completed by 1:00 am on Saturday. All of the pipes were refilled by noon. Water service in town was maintained because the reservoirs were able to feed water. Press releases and public service announcements included requests to conserve and boil water, as well as project updates. Clatsop County disseminated this information through the Clatsop Alert System.

Councilor Brownson said he had received texts and emails. He asked what other methods were used to contact the affected water users.

City Manager Estes explained that the water districts are Astoria's customers, but the individuals served by those water districts are not Astoria's customers. The County was having conversations with the water districts. Astoria issued press releases and communicated with media outlets. He encouraged people to sign up for Clatsop alerts. He noted that the City was in the process of updating the utility billing software, which could improve Staff's ability to contact Astoria's customers.

Director Harrington added that Staff's protocol for public service announcements and boil advisories is per State requirements. The purpose of the State's requirements is to protect public health by telling people what they need to do to protect their health. The water districts are responsible for flushing their lines and testing to verify that their water is safe for their customers. Therefore, each district will end the boil water advisory at different times, depending on when they get the test results. Mr. Hatcher worked with the districts to time their tests with Astoria's tests, but some districts still had to wait a couple of days to get their test results back. The Be Prepared section of the City's website links to Clatsop alerts and the Oregon State Homeowners Landslide Guide.

Councilor Herman said she appreciated the Public Works Staff for working in nasty conditions through the night to repair the water line quickly. It was amazing how quickly the location of the leak was found on the 12-mile-long transmission line.

Mayor Jones reported that he attended the first meeting of the Port of Astoria Waterfront Master Plan Advisory Committee, which included a nice report, proposals, and a lot of public input; more than 100 people attended.

City Manager Estes confirmed for Mayor Jones that updates based on the public input would be presented the second week of December.

Mayor Jones also reported that he attended the Astoria Downtown Historic District Association (ADHDA) meeting, where Chief Spalding addressed business owner's concerns about bad behavior downtown.

Item 3(b): Councilor Hilton reported that he also attended the Port of Astoria meeting. There was a lot of good discussion about the future of the Port and the west end. He met with constituents to discuss the weather. He thanked Staff and Big River for their outstanding job getting water back to the community.

Item 3(c): Councilor Brownson reported that Councilor Rocka was on KMUN's radio show called The Human Being last Monday to interview Clatsop Behavior Health (CBH) Director Amy Baker about homelessness. The interview will be available on KMUN's website for a couple of weeks. Chief Spalding also did an interview with the Daily Astorian on homelessness. He also reported that President Biden had signed the infrastructure bill and he hoped some of the funding would come to Astoria. He attended the Port of Astoria master plan meeting and he was impressed with how many people attended. The master plan will provide great opportunities for the Port to make improvements. Alongside the master plan, the Port is also working on solutions for the East Mooring Basin and the boatyard, and to expand facilities. He also attended the League of Oregon Cities regional conference. He reported that in the last 10 days, three people in Clatsop County had died of Covid-19 and daily infections had been reported since July. He encouraged people to get vaccinated.

Item 3(d): Councilor Herman reported that she attended the ADHDA meeting. She thanked Chief Spalding for sharing his time and knowledge. She toured Lucy's Books as part of a Chamber of Commerce after hours event. The owner is well stocked for the holidays. She encouraged everyone to shop at locally owned businesses because every purchase makes a difference. The ADHDA's Shop Local Shop Plaid event begins the day after Thanksgiving and runs for a week. Two days after Thanksgiving is the downtown lighting event at 4:30 pm at 12th and Commercial Streets. The Mayor and Santa will attend.

Item 3(e): Councilor Rocka reported that Public Works and Big River did a very good job over the weekend. He also reported that he spoke with Amy Baker about the challenges CBH has trying to meet a growing need for mental health services and her focus on housing. He attended the Port meeting and spoke with Bill Cook about Hyak Maritime's plans to get a mobile lift at Tongue Point to hoist large ships out of the water for repairs. He also attended the League of Oregon Cities discussion on small cities and Department of Commerce grants. He reported that the North Coast Land Conservancy held a celebration of the completion of the rain forest reserve, which required a lot of fundraising and negotiations. He received his booster at the fairgrounds and complimented the Clatsop County Health Department for doing so well. Volunteers run the vaccination events and they make the experience very easy and pleasant. He recommended people get a booster.

CHANGES TO AGENDA

No changes.

CONSENT CALENDAR

The following items were presented on the Consent Calendar:

- 5(a) City Council Minutes of October 8, 2021
- 5(b) City Council Minutes of October 14, 2021
- 5(c) City Council Minutes of October 18, 2021
- 5(d) Boards and Commission Minutes for Review
- 5(e) Assistance to Firefighters Grant (AFG) Program – Request to Submit Application for Radios
- 5(f) Assistance to Firefighters Grant (AFG) Program – Request to Submit Application for EMS Equipment
- 5(g) Consideration of Liquor License Application from The Vineside, LLC doing business as The Vineside Wine Bar located at 100 39th Street #504 for a Limited On-Premises and Off-Premises Sales License
- 5(h) Consider Resolution Amending Authorized Bank Signers

City Council Action: Motion made by Councilor Brownson, seconded by Councilor Herman, to approve the Consent Calendar. Motion carried unanimously. Ayes: Councilors Brownson, Herman, Rocka, Hilton, and Mayor Jones; Nays: None.

REGULAR AGENDA ITEMS

Item 6(a): Strategy for Expenditure of City of Astoria American Recovery Plan Act (ARPA) Funds and Council Concurrence Needed on Nearby Projects to Facilitate Infrastructure Upgrades

In August of this year, the City of Astoria received \$2,224,480.94 in American Rescue Plan Act (ARPA) Funds. These funds are discretionary funds that can be used for investments in critical infrastructure. Under the direction of the City Manager, staff has worked together to prepare a strategy for the expenditure of these funds on infrastructure-related projects that would be in the best interest of ratepayers and provide benefit for all residents of Astoria.

Public Works staff will present the proposed strategy for the expenditure of the funds and is asking Council to authorize the expenditure of these funds as outlined in the presentation. Staff is also working with a developer to participate in upsizing a waterline which will assist in needed waterflow to western Astoria. It is recommended that Council; support a partial Public Works fee waiver for participation in the water main improvement for Home2Suites, authorize the expenditure of \$25,000 of ARPA Funds to the County Organic Materials Recovery and Bioenergy Feasibility Study, approve the expenditure of approximately \$1,000,000 for the Hwy 202 Waterline Project (design and construction contracts to be brought back to Council for approval) and support the strategy to keep the remainder of the funds in reserve to support/leverage the additional ARPA Infrastructure Projects as presented.

Director Harrington and Engineer Crater gave a PowerPoint presentation on ARPA funding, upcoming ARPA funded projects, other projects that Staff was seeking grant funding for, and proposed action items. During the presentation, Staff answered clarifying questions from Councilors about the Highway 202 project, crosswalk projects, system development charges, the proposed fee waivers, and possible ODOT projects in Astoria. City Manager Estes advised the Council to prioritize a list of desired projects so that when future funding is available, Staff can move forward. He also provided details on the efforts of several State agencies to secure funding for infrastructure projects.

Mayor Jones called for public comments. There were none.

City Council Action: Motion made by Mayor Jones, seconded by Councilor Brownson, to support a partial Public Works fee waiver for participation in the water main improvement for Home2Suites, authorize the expenditure of \$25,000 of ARPA Funds to the County Organic Materials Recovery and Bioenergy Feasibility Study, approve the expenditure of approximately \$1,000,000 for the Hwy 202 Waterline Project, and support the strategy to keep the remainder of the funds in reserve to support/leverage the additional ARPA Infrastructure Projects as presented. Motion carried unanimously. Ayes: Councilors Brownson, Herman, Rocka, Hilton, and Mayor Jones; Nays: None.

Mayor Jones called for a recess at 8:41 pm. The meeting reconvened at 8:47 pm.

Item 6(b): Review of Code Enforcement Procedures and Protocols

The Community Development Department is responsible for much of the City's code enforcement coordination. Since the Department has experienced vacancies in the Building Official and City Planner positions, code enforcement activity was delayed. With the recent hire of a Building Official, City Planner, Associate Planner, and new Administrative Assistant, the Department is revisiting the Council's accepted standard operating procedures for code enforcement taking into consideration current City Council priorities, Department capacity, and existing staff responsibilities. In moving forward, staff wishes to convey prioritizations of code enforcement activity as well as approaches in addressing code enforcement. It is recommended that City Council review the Standard Operating Procedures for code enforcement program and

accept them if in concurrence. Additionally, it is recommended that Council provide any direction as to the prioritization and approach in code enforcement activities.

Director Leatherman said that since the Building Official had been with the City for about a month and the Administrative Assistant for two weeks, Staff had been strategizing on the best way to tackle the backlog of Code enforcement issues. She wanted to make sure that Staff's strategy was in line with the community and Council's goals. The City's existing process was updated to suit the current situation. She provided an overview of the significant changes Staff wanted to make to the Standard Operating Procedure and explained how each change would streamline the City's processes. She and City Manager Estes described issues with the current Code enforcement process and provided step by step details of Staff's proposed process and priorities.

Councilor Brownson said homes being used as vacation rentals that are not listed on Airbnb and are illegal should be identified as homestay lodgings, just like short term and vacation rentals. City Manager Estes clarified that whole house rentals are not permitted in any of the residential zones. However, single family homes in commercial zones are permitted to be whole house rentals.

Councilor Brownson said he wanted to make sure Staff was tracking down the illegal whole house rentals. City Manager Estes noted that Staff was not getting a lot of complaints.

Councilor Rocka stated he agreed with the proposed priorities and believed Staff's approach was balanced. He supported Staff's proposal. Mayor Jones and Councilor Herman said they supported Staff's proposal and priorities as well.

Mayor Jones called for public comments. There were none.

City Council Action: Motion made by Councilor Rocka, seconded by Councilor Herman, to accept the Standard Operating Procedures for Code Enforcement and priorities as proposed by Staff. Motion carried unanimously. Ayes: Councilors Brownson, Herman, Rocka, Hilton, and Mayor Jones; Nays: None.

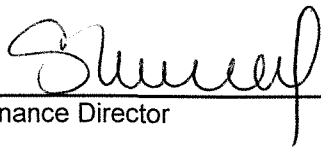
NEW BUSINESS & MISCELLANEOUS, PUBLIC COMMENTS (NON-AGENDA)

City Manager Estes announced a City Council work session had been scheduled for Wednesday, November 17, 2021 to discuss a bypass and the Industrial Wastewater Pre-Treatment Program.

ADJOURNMENT

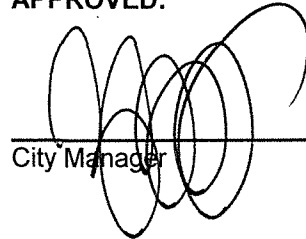
There being no further business, the meeting was adjourned at 9:18 pm.

ATTEST:



Finance Director

APPROVED:



City Manager