

CITY OF CLATSKANIE

Regular Meeting Agenda of the Clatskanie City Council
Clatskanie Council Chambers June 11th, 2025 @ 7:00 p.m.

1. Call meeting to order.
2. Pledge of Allegiance
3. Public Comment
4. Consent Agenda:
Regular meeting minutes May 7th, 2025
Action:
5. *Public Hearing: Agenda Item 2025-17; Second Reading of Ordinance 712, Revised "Time, Place and Manner" Ordinance.*
Discussion:
6. *Agenda Item 2025-18; Resolution 2025-04; A resolution renewing the franchise agreement with Hudson Garbage.*
Discussion/ Action:
7. *Agenda Item 2025-19; Resolution 2025-14; A resolution to approve a rate increase for Hudson Garbage.*
Discussion/Action:
8. *Public Hearing: Agenda Item 2025-20; Resolution 2025-05; A resolution adopting the City of Clatskanie's Building and Permit Fee Schedule.*
Discussion/Action:
9. *Public Hearing: Agenda Item 2025-21 ; Resolution 2025-06; A Resolution of the City of Clatskanie Oregon establishing Sewer Rates effective July 1, 2025*
Discussion/ Action:
10. *Public Hearing: Agenda Item 2025-22; Resolution 2025-07; A Resolution of the City of Clatskanie, Oregon establishing Water Rates effective July 1, 2025*
Discussion/ Action:
11. *Public Hearing: Agenda Item 2025-23 ; Resolution 2025-08; A Resolution of the City of Clatskanie, Raising Water and Sewer Consumption Rates effective July 1, 2025*
Discussion/ Action:
12. Agenda Item 2025-24;

- 12.1.1 *Resolution 2025-09 A Resolution authorizing a loan from the Timber and Infrastructure Improvement Fund to the General Fund for FY 2025-2026*
- 12.1.2 *Resolution 2025-10; A Resolution authorizing funds to be used in the financial management of the City beginning July 1, 2025*
- 12.1.3 *Resolution 2025-11; A Resolution extending Workers' Compensation coverage to volunteers of the City of Clatskanie*

Action:

13. Public Hearing: Agenda Item 2025-25;

- 13.1.1 *Resolution 2025-12; A Resolution declaring the City's election to receive State Shared Revenue*
- 13.1.2 *Resolution 2025-13; A Resolution adopting the Budget, making appropriations and imposing the City tax*

Action:

14. Agenda Item 2025-26; Resolution 2025-15; *A Resolution Authorizing a Transfer of Administration Funds*

Discussion/Action:

15. Manager Items:

16. Finance Manager Items:

17. Public Works Items:

18. Parks & Recreation items:

19. Sheriff and Code Compliance items:

20. Council Items:

21. Mayor Items:

22. Adjournment:

CITY OF CLATSKANIE

Regular Minutes of the Clatskanie City Council
City Council Chambers, May 7th, 2025 @ 7:00 PM

Present: Mayor Robert Brajcich, Russell Finney-Leggroan, Bob Emminger, Bruce Jolma, Jeff Horness, Amanda Owen

Absent: Heidi White

Staff Present: Greg Hinkelman, City Manager, Elisha Shulda, City Recorder/ Finance Manager, Dave True, Interim Public Works Director, Kelsey Seibel, City Attorney

1. Mayor Brajcich called the meeting to order at 7:00 PM and then lead the Pledge of Allegiance.

2. Public Comment:

Mayor called for public comment.

John Lillich at 289 North Nehalem Street had questions regarding the Wastewater Treatment Plant construction and the road.

4. Consent Agenda:

Regular meeting minutes April 2nd, 2025.

Action:

Mayor asked if there were any corrections or additions to the minutes. **Owen** made a motion to accept the minutes as written. **Finney-Leggroan** seconded. There was no discussion. **Mayor** called for a vote. The motion passed unanimously, no nay votes. **Emminger**, aye; **Jolma**, aye; **Horness**, Aye; **Finney-Leggroan**, aye, **Owen**, aye.

5. Agenda Item 2025-12; Presentation by Sheriff Pixley.

Discussion/Action:

Sheriff Pixley gave a presentation encouraging voters to renew the existing jail levy. He stated that this will not raise taxes and will increase community safety. He asked council to endorse this levy on the upcoming ballot. Joelle **Oulette** made a comment regarding reading a post questioning the way the tax money is being spent and needing to talk to the county commissioners. **Sheriff Pixley** gave details. **Emminger** asked if he is asking for council support. **Sheriff Pixley** answered. **Emminger** made a motion for council to support the levy. **Owen** seconded. **Mayor** called for a vote. The motion passed unanimously, no nay votes. **Emminger**, aye; **Jolma**, aye; **Horness**, Aye; **Finney-Leggroan**, aye, **Owen**, aye.

6. Public Hearing: Agenda Item 2025-14; Second Reading of Ordinance 709-Rezone of property on 40 Brayant from Commercial (C-1) to Residential (R-5) which amends the City's Comprehensive Plan Map

Discussion/Action:

Mayor opened the public hearing and recognized **Hinkelman**. He said he would address this and the next agenda item at the same time. **Hinkelman** gave details on the zone change and said it was a house cleaning issue that will make it a clean property in terms of the title.

Mayor asked for public comment. There was none. **Mayor** asked for council comment. There was none. **Emminger** made a motion to approve Ordinance 709. **Owen** seconded. **Mayor** called for a vote. The motion passed unanimously, no nay votes. **Emminger**, aye; **Jolma**, aye; **Horness**, Aye; **Finney-Leggroan**, aye, **Owen**, aye. **Mayor** closed the public hearing.

7. Public Hearing: Agenda Item 2025-15; Second Reading of Ordinance 710-Rezone of property on 5 Brayant from Commercial (C-1) to Residential (R-5) which amends the City's Comprehensive Plan Map
Discussion/Action:

Mayor opened the public hearing. **Mayor** asked for public comment. There was none. **Mayor** asked for council comment. There was none. **Owen** made a motion to approve Ordinance 710. **Horness** seconded. **Mayor** called for a vote. The motion passed unanimously, no nay votes. **Emminger**, aye; **Jolma**, aye; **Horness**, Aye; **Finney-Leggroan**, aye, **Owen**, aye. **Mayor** closed the public hearing.

8. Public Hearing: Agenda item 2025-16; Second reading of Ordinance 711- Clarifying Building Code Provisions.
Discussion/Action:

Mayor opened the public hearing. **Hinkelman** gave an overview of the ordinance. He noted that this is an enforcement mechanism. **Mayor** asked for public comment. John **Lillich** commented that commercial properties have a lot of restrictions and noted that insurance companies are making it expensive to maintain and permit. **Mayor** asked for council comment. **Jolma** asked if this put us into compliance with the county and state and if residents were giving up any rights. **Hinkelman** answered. **Emminger** asked if anything changes in terms of identifying places that are non-compliant. **Hinkelman** answered. **Finney-Leggroan** asked how far back it would go. **Hinkelman** said it would need to be current. Donna **Garlock** asked if it was commercial and residential. **Hinkelman** answered. Brandon **Shilling** asked what the probable cause is because the answer was vague, and he wanted to know if there are parameters. **Hinkelman** gave details. **Mayor** asked for any more council comments. There was none. **Owen** made a motion to approve Ordinance 711. **Emminger** seconded. **Mayor** called for a vote. The motion passed unanimously, no nay votes. **Emminger**, aye; **Jolma**, aye; **Horness**, Aye; **Finney-Leggroan**, aye, **Owen**, aye. **Mayor** closed the public hearing.

9. Public Hearing: Agenda Item 2025-17; First reading of Ordinance 712, Revised "Time, Plance, and Manner" Ordinance.
Discussion/Action:

Mayor opened the public hearing. **Hinkelman** stated that this ordinance had previously been passed in June 2023 but was missing the ordination clause. He gave details. **Jolma** asked what the ordination clause was. **Hinkelman** and **Seibel** explained. **Owen** wanted clarification that this was clean up. **Emminger** asked if there is anything in the ordinance that is similar. **Hinkelman** answered. **Mayor** asked for public comment. **Finney-Leggroan** asked what the clause approves. **Hinkelman** referred to city attorney. **Siebel** explained. **Finney-Leggroan** asked what Time, Place, and Manner was. **Siebel** gave further explanation. **Owen** confirmed it was a first reading. **Mayor** answered. The item was suspended until the second reading at the next meeting.

10. Manager Items:

Mayor recognized **Hinkelman**. **Hinkelman** gave an update on the Wastewater Treatment Plant. He noted that when the time comes, we will have a meeting with Mr. **Lillich**. He stated he will be going back to the legislature to request money for the Wastewater Treatment Plant. **Hinkelman** announced that Mitch **Warren** was hired as Public Works Director and will start May 17th. He gave his appreciation and thanks to Gerry **Simmons** who is stepping down as the Code Compliance Officer. He noted that we have posted the position and have had one inquiry and one application.

9. Finance Manager Items:

Mayor recognized **Shulda**. She brought up the accounts payable report for April. She noted highlighted payments. She noted a payment to Jake Schillios for training reimbursement. She noted payments to Consolidate Supply Co, Kynsi Construction, and Columbia County Finance Department. **Shulda** pointed out that budget transfers have been completed and reflected on the Budget Analysis Report. She asked for questions. There were none.

10. Public Works Director Items:

Mayor recognized **True**. **True** noted that they are working on the sidewalks on Park Street bridge. He stated that we have paved the patch on Nehalem Street where the main water leak occurred. He explained that the crew will be putting in the last water service for the Schoolhouse Townhouse Development. He said the crew is in the process of laying out the Bryant Street sewer line replacement job for work to be done in summer. He noted they are going to put in a water service for Veteran's Memorial and then had an emergency sewer repair on Spring Street. **True** explained that he submitted an application for a grant for street repairs on Bryant Street. He noted that interviews for summer help will take place next week. Larry **Reaundo** commented that the sidewalk by the Amber leads the electric wheelchairs into the road and asked about fixing that issue.

10. Park and Recreation: Cyndi **Warren** noted that they are getting the pool ready for the soft opening June 16th and then will be fully opened June 23rd. She said that the park has been dealing with vandalism issues. She gave details. She asked for questions. **Emminger** asked if they have hired all the lifeguards. **Warren** answered.

12. Sheriff and Code Compliance Items: Lieutenant **McQuiddy** noted that they received calls regarding teenage drivers driving poorly in the park. He stated they have increased police presence in the mornings, at lunch, and in the afternoon. He also met with the principal to help rectify the situation. Lieutenant **McQuiddy** informed council that Tim Trask is back from the academy and is on the Clatskanie Shift. He noted monthly call statistics. He asked for questions. There was none. **Mayor** recognized **Simmons**. He noted he contacted multiple residents before Bulky Waste; some complied and others did not. He stated he notified that Sheriff's office with vehicles that need to be tagged. **Simmons** met with a potential replacement for a Code Compliance Officer.

13. Council Items:

Mayor asked for counselor items. **Jolma** thanked **Simmons** for his three years of service. **Owen** welcomed Mitch Warren. **Finney-Leggroan** thanked **Simmons** and stated he is looking forward to Mitch **Warren** being an employee. **Horness** gave a ditto. **Emminger** welcomed Mitch **Warren**. He gave appreciation to the Sheriff's deputy who spent all day at the Easter Egg hunt.

14. Mayor items:

Mayor gave a shout out to Rainey **Palm** who broke Clatskanie High School's high jump school record. He gave a shout out to all the high school spring sports and gave details on their success. Mayor addressed John **Lillich's** previous comment regarding insurance. He noted that Clatskanie will have a transition period. He thanked **Simmons**. He thanked Sheriff **Pixley** for his presentation on the jail and gave praise to the deputies. He wished all mothers a Happy Mother's Day.

14. Adjourned: 7:54 p.m.



City of Clatskanie

Council Agenda Item 2025-17

Meeting Date: May 7th, 2025 & June 11th, 2025
Subject: Ordinance 712, Revised Time Place, and Manner Ordinance
Prepared By: Greg Hinkelman, City Manager

SUMMARY:

In June of 2023, the City Council passed an ordinance that regulates the “Time, Place, and Manner” (TPM) for which for homeless individuals can be in the City. The original Ordinance, Ordinance 707, did not contain the “Ordination Clause”. In order for that original Ordinance to be fully lawful and not face any legal challenges, this new Ordinance, 712 is identical to Ordinance 707 except that it now includes the Ordination clause.

RECOMMENDATION:

Pass Ordinance 712

ORDINANCE NO. 712
AN AMENDED ORDINANCE OF THE CITY OF CLATSKANIE PROHIBITING
CAMPING AT CERTAIN PUBLIC PROPERTIES

Whereas, on June 7, 2023, the City of Clatskanie passed Ordinance Number 707 which prohibited camping at certain public properties in the City of Clatskanie,

Whereas, the City of Clatskanie was informed that the Ordinance Number 707 did not contain the Ordaining Clause from the City Charter, which is required for all City ordinances,

Whereas, to ensure procedural compliance and validity of all city ordinances, the City of Clatskanie amends Ordinance Number 707 by adding the Ordaining Clause to the ordinance.

The city of Clatskanie ordains as follows:

Section 1. Purpose

This ordinance is intended to balance and prioritize several interests: recognition of the essential human dignity of everyone in the City of Clatskanie; the need to have safe and orderly conditions in City rights-of-way for the safety and benefit of everyone in Clatskanie; the right of everyone in Clatskanie to have shelter for sleep and safety; and respect for public spaces and public property in service to the entire community.

With this in mind, this ordinance is intended to regulate the use of public rights-of-way and City property to protect and preserve public places for their designed and intended purposes, while also making them available for shelter and sleeping by people who have no other options for shelter.

The City recognizes that surviving on City streets is typically an option of last resort. This chapter and the City's enforcement efforts will be focused on mitigating the impacts to public health and safety that can arise from survival camping in public places.

Section 2. Definitions.

For purposes of this section, the following words and phrases shall mean:

- a. To "Camp" means to occupy a Campsite for over 24 hours.
- b. "Campsite" means a location upon City Property where Camping Materials are placed.
- c. "Camping Materials" include, but are not limited to, tents, huts, awnings, lean-tos, chairs, tarps, collections of personal property and/or similar items that are, or reasonably appear to be, arranged and/or used as camping accommodations.
- d. "City Property" includes, but is not limited to, parks, rights of way, parking lots, easements, or other land owned, leased, controlled, or managed by the City.

- e. "Personal Property" means any item that can reasonably be identified as belonging to an individual and that has apparent value or utility.
- f. "Relocate" means to move off of City Property or to a different City Property. This definition does not include moving to another portion of the same City Property.

Section 3. Camping Prohibited Upon City Property

1. It is unlawful for any person to Camp upon City Property unless otherwise authorized by law or by declaration of the City Manager.
2. Unless otherwise authorized by law or by declaration of the City Manager, it is unlawful to establish a Campsite and a fire for any period of time at the following locations:
 - a. City Hall and adjacent sidewalks, 75 S Nehalem Street;
 - b. Clatskanie City Park 300 Park Street;
 - c. Waste Water Treatment Plant, 100 NW 4th Street; and
 - d. City sidewalk in front of any City licensed business.
3. At least once every 24 hours an individual that has placed a Campsite, Camping Materials or Personal Property on City Property must Relocate.
4. The City shall only remove individuals and unclaimed Personal Property from a Campsite as provided by ORS 195.505.
5. Violation of this section is punishable by a fine of no more than \$125. The amount imposed shall be at the discretion of the Judge.
6. If the City refers a service provider to an individual who is cited for a violation of this Section and the individual demonstrates they meaningfully engaged with that or another similar service provider after receiving the citation and before the hearing, the fine is eligible to be reduced or eliminated at the discretion of the Judge.

This Ordinance shall be in full force and effect from and after thirty (30) days from the date of its passage and publication as provided by law.

Passed by the City of Clatskanie Council and approved by the Mayor on the ____ date of ____, 2025.

Attested:

BY: _____

Robert Brajcich, Mayor

BY: _____

Greg Hinkelman, City Administrator

1st Reading: May7, 2025

2nd Reading: June 11, 2025

<u>ROLL CALL ADOPTION</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Mayor: Robert Brajcich	[]	[]	[]	[]
Councilor Amanda Owen	[]	[]	[]	[]
Bob Emminger	[]	[]	[]	[]
Jeff Horness	[]	[]	[]	[]
Bruce Jolma	[]	[]	[]	[]
Russell Finney-Leggroan	[]	[]	[]	[]
Heidi White	[]	[]	[]	[]



City of Clatskanie
Council Agenda Item 2025-18

Meeting Date: June 11th, 2025
Subject: Resolution 2025-04, Renewing Franchise Agreement with Solid Waste
Connections
Prepared By: Greg Hinkelman, City Manager

SUMMARY:

Solid Waste Connections, (dba “Hudson Garbage”) our current solid waste disposal contractor has a Franchise Agreement with the City which will expire on July 31, 2025. Hudson approached us for renewal with virtually identical terms and conditions as the current agreement. The changes to this agreement vs. the current one are:

1. Language included about recycling
2. Revised clause that should this agreement be terminated, Hudson Garbage had 120 days to remove their equipment from the City.

RECOMMENDATION:

Pass Resolution 2025-04

FINANCIAL IMPACTS:

This agreement continues the 5% franchise fee we currently receive.

CITY OF CLATSKANIE

RESOLUTION 2025-04

A RESOLUTION GRANTING A SOLID WASTE COLLECTION FRANCHISE
AND SETTING FORTH FRANCHISE CONDITIONS

WHEREAS, on April 1, 2015 the City of Clatskanie adopted Resolution No. 2015-04, thereby providing an exclusive franchise to a solid waste collection agency through a franchise agreement that concludes on July 31, 2025 which protected and maintained the public health, peace, safety, and welfare for the citizens of the City of Clatskanie; and

WHEREAS, the City of Clatskanie should enter into a new franchise agreement for the collection of solid waste within the City of Clatskanie limits to continue the protection and maintenance of the public health, peace, safety, and welfare of the citizens of the City of Clatskanie; and

WHEREAS, the City of Clatskanie now wishes to enter into an agreement granting such a franchise.

NOW, THEREFORE, BE IT RESOLVED BY THE City Council of the City of Clatskanie as follows:

Section 1. Grant of Exclusive Franchise. There is hereby granted by the City of Clatskanie, hereinafter referred to as "City," to Waste Connections of Oregon, Inc., an Oregon corporation doing business as Hudson's Garbage Service, hereinafter referred to as "Grantee," the exclusive right, privilege, and franchise to own and operate a solid waste, and recyclables collection business within the City limits of Clatskanie, Oregon, and any areas that may hereafter be annexed to the City. There shall be only one such franchise in effect in the City at any one time.

Section 2. Franchise Term. The rights, privileges, and franchise herein granted shall begin on August 1, 2025. Nothing in this section shall restrict the Council of the City from suspending, modifying, or revoking the franchise in accordance with Section 13 of this Resolution. The franchise shall continue until 12:00 midnight July 31, 2035, unless sooner extended, renewed, or terminated.

Section 3. Franchise Fee and Report of Gross Receipts. In consideration of the franchise granted by this Resolution, the Grantee shall pay to the City 5% (five percent) of all gross receipts collected under this franchise as a franchise fee. Payment of such fee shall be made on or before the 30th of January, April, July, and October for the preceding quarter. Each quarterly franchise fee payment from Grantee to City shall be accompanied with a report showing all gross receipts and calculations for the franchise fee payment. "Gross receipts" shall be defined as any revenue received by the Grantee in whatever form accrued from all sources in connection with the operation of this franchise in the City of Clatskanie, with the exception of revenue generated from the sale of recyclables.

Section 4. Accord and Satisfaction and Right to Conduct Audit. The acceptance of any franchise fee or other fee by the City shall not be construed as a release or as an accord and satisfaction of any claim the City may have for additional sums payable under this Franchise. The City has a right to conduct a financial audit of Grantee, at City's expense, at any time during the term of this franchise to determine compliance of the Grantee under this franchise. Such audit shall not be conducted more than once during any three-year period.

Section 5. Limitation on Recovery. In the event that any franchise fee or other fee payment or recomputed payment is not made on or before the dates specified herein, Grantee shall pay an interest charge, computed from such due date, at the annual rate of one percent over the prime interest rate. The period of limitation for recovery of any franchise fee or other fee payable hereunder shall be three (3) years from the day on which payment by the Grantee was due.

Section 6. Service. The Grantee shall provide solid waste and recycling collection service to all residents within the City of Clatskanie who request it and maintain an account in good standing with the grantee, and shall provide, at a minimum, service for other developed property that is necessary to prevent the accumulation of storage of solid waste that creates a fire, safety, health hazard or public nuisance.

Section 7. Community Service. The Grantee shall provide containers and services as needed to provide regular collection service at the following facilities and adequate collection service for the following:

- A. All City-owned facilities including the downtown City Park;
- B. All street litter cans provided by the City or Chamber of Commerce;
- C. Annual Heritage Days activities in the downtown City Park, which occur during a two-week period and include the 4th of July;
- D. Annual Bulky Waste Cleanup Day (disposal fees not included);
- E. Community containers for glass, newspaper, and magazines.

Section 8. Grantee Responsibilities. Additional responsibilities of the Grantee shall be the following:

- A. Disposal of all solid waste collected in Clatskanie at a site approved by the State of Oregon Department of Environmental Quality and the City in compliance with ORS Chapter 459 and 459A, City codes and regulations, and all applicable state and federal laws.
- B. Provide sufficient collection vehicles, containers, facilities, personnel, and finances to provide all types of necessary service. Any subcontracting must be with the written approval of the City. All equipment must be maintained in safe operating repair and operated and maintained in accordance with all applicable federal, state, county, and City ordinances and regulations.
- C. Operate this franchise under the rules and regulations of the Columbia County Solid Waste Management Ordinance, Exhibit A, adopted on August 3, 1977 and including all amendments now in effect and those that become effective during the term of this franchise.
- D. Forever hold the City of Clatskanie, its officials, agents, attorneys, and employees harmless from any liability to any person or party for injury to person or property arising from any operation or activity related to the exercise of the franchise, except to the extent arising from the negligence acts or omissions, or the willful misconduct of the City of Clatskanie, its officials, agents, attorneys, or employees. The Grantee shall at all times provide insurance in at least the following amounts:

Workers' Compensation

Statutory Limits

Employer's Liability	\$2,000,000 per occurrence
Commercial General Liability	\$2,000,000 per occurrence, Combined Single Liability (C.S.L.) \$4,000,000 General Aggregate
Auto Liability including coverage on all owned, non-owned hired autos Umbrella Liability	\$2,000,000 per occurrence C.S.L.
Umbrella Liability	\$1,000,000 per occurrence C.S.L.

The above limits may be reached in combination with an umbrella policy. The City shall be added as an additional insured to the above Commercial General Liability, Auto Liability, and Umbrella Liability insurance coverage.

- E. Within thirty (30) days of the adoption of this Resolution, Grantee shall file with the City a written acceptance of this franchise by providing an endorsement by an officer of the Grantee on this Resolution.
- F. Grantee shall respond within seven (7) business days to any complaint regarding service provided by Grantee.
- G. Grantee shall not transfer or assign this franchise or any portion thereof without prior written approval of the City Council. If the City Council approves such a transfer or assignment, the Council may impose such reasonable conditions it deems necessary to best serve the interests of the City and its residents.
- H. Grantee shall collect and dispose of grit from the City's wastewater treatment plant for a reasonable fee paid by the City to the Grantee.
- I. The waste materials to be collected and disposed of by Grantee pursuant to this Agreement specifically excludes and the City, and the residents within the City shall not deposit in Grantee's equipment or place for collection by Grantee any radioactive, volatile, corrosive, highly flammable, explosive, biomedical, infectious, bio-hazardous, toxic or hazardous material as defined by applicable federal, state or local laws or regulations ("Excluded Waste"). Notwithstanding any other term contained herein, Grantee shall have no obligation to collect any solid waste which is, or which Grantee reasonably believes to be, Excluded Waste. Title to and liability for any Excluded Waste shall remain with resident/generator of such Excluded Waste, even if Grantee inadvertently collects and disposes of such Excluded Waste. If Grantee finds what reasonably appears to be discarded Excluded Waste, Grantee shall notify the resident/generator, if such can be determined, that Grantee may not lawfully collect such Excluded Waste and leave a tag specifying the nearest location available for appropriate disposal.

Section 9. Inspection of Grantee Records and Equipment by City. The Grantee shall, on reasonable notice and at reasonable times, permit inspection of its books and records, facilities, and equipment at the request of the City.

Section 10. Recycling Collection Service. The Grantee shall provide a recycling program in accordance with City codes, Columbia County regulations, the Plastic Pollution and Recycling Modernization Act, and ORS 459A, together with the rules and regulations promulgated by the Department of Environmental Quality. Grantee shall be responsible for:

- A. A recycling collection service that is at least as frequent as required by applicable law and that collects recyclable materials included on the Uniform Statewide Collection List as promulgated and amended time-to-time by the Department of Environmental Quality, such as mixed paper/junk mail, milk cartons/drink boxes, cardboard, cans, plastic containers, and scrap metal.
- B. Recycle carts shall be provided by the Grantee for recycling customer use and will remain the property of the Grantee.
- C. The rates for recycling are included in the general service rates on Exhibit B. If a customer chooses not to utilize recycling services, this action will not affect the rate the customer pays for garbage collection service.

Section 12. Rates and Fees. The City of Clatskanie must approve all rates and fees charged for solid waste collection by separate Resolution, with the exception of pass-through fees, which are governed by the Columbia County Solid Waste Management Ordinance. This may include a starting fee for new service and a restart fee to any customer whose account has been previously terminated. A schedule of current rates and fees, Exhibit B, prepared by the Grantee is hereby approved by this Resolution. A current schedule of rates and fees shall be on file in City Hall at all times.

Section 13. Suspension, Modification or Revocation of Franchise.

- A. Failure to provide necessary service or otherwise comply with the provisions of this Resolution after written notice and a reasonable opportunity to comply shall be grounds for modification, suspension or revocation of the franchise. Such notice and reasonable opportunity shall be as follows:
 - 1. After written notice from the City that such grounds exist, the Grantee shall have not more than thirty (30) days from the date of the mailing of the notice in which to comply or request a public hearing before the Council.
 - 2. If a public hearing is held, the Grantee and other interested persons shall have an opportunity to present oral, written, or documentary evidence to the Council.
 - 3. If the Grantee fails to comply within the time specified or, if a public hearing is held, with the order of the Council entered upon the basis of findings at the public hearing, the Council may suspend, modify or revoke the franchise or make such action contingent upon continued noncompliance.

- B. This franchise may also be canceled by the City of Clatskanie for any lawful reason if a public hearing is called by the City Council to consider if it is in the best interest of the people of Clatskanie that this franchise continue. If, after such hearing, it is the judgment of the council that it is not in the best interest of the City that this franchise continue, the City Council may terminate this franchise at any time.
- C. If this franchise is terminated as provided for in this Section 13, Grantee shall have one hundred twenty (120) days from the date of receipt of written notice from the City of such termination to remove its collection equipment and containers from within the City.

Section 14. Default. In the event the Grantee fails to pay the franchise fee or any amount due hereunder within the time fixed, the City Manager is authorized to and shall institute an action in the appropriate court of the State of Oregon against the Grantee to recover any delinquent amounts and the amount of the attorney's fee, costs, and disbursements incurred in prosecuting this matter at trial and on appeal.

Section 15. Severability. In the event that any section or portion of the resolution is held unlawful and unenforceable by any court of competent jurisdiction, such section and portion shall be deemed a separate, distinct, and independent provision and each holding shall not affect the validity of the remaining portions thereof.

Adopted by the Council this 11th day of June, 2025.

<u>ROLL CALL ADOPTION</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Mayor: Robert Brajcich	[]	[]	[]	[]
Councilor: Amanda Owen	[]	[]	[]	[]
Jeff Horness	[]	[]	[]	[]
Bruce Jolma	[]	[]	[]	[]
Russel Finney-Leggroan	[]	[]	[]	[]
Bob Emminger	[]	[]	[]	[]
Heidi White	[]	[]	[]	[]

Robert Brajcich, Mayor

Elisha Shulda, City Recorder

Accepted and Agreed

Waste Connections of Oregon, Inc.
(dba "Hudson Garbage Service")

By: _____

Its: _____

Name: _____

Date: _____



City of Clatskanie

Council Agenda Item 2025-19

Meeting Date: June 11th, 2025
Subject: Resolution 2025-14; Solid Waste Collection Rate increase
Prepared By: Greg Hinkelman, City Manager

SUMMARY:

Hudson Garbage is requesting a rate increase for collection of garbage service in Clatskanie. This rate increase is 3% for both residential (32 gallon can per week) and commercial for a one-yard weekly dumpster pick-up. The rate increase is designed to cover two areas, first is the increased operational costs for Hudson and the second is the continued increase in disposal fees which is a pass-through cost. Referring to Hudson's cover letter, there are two causes for the increase; Price of diesel, labor and the county's tipping fee.

Attached Resolution, Cover letter from Hudson and Exhibit A for new proposed price list.

FINANCIAL IMPACT:

Residential customers will see a \$.90 per week increase on weekly pick up on a 35 gallon can. The rate increase will be effective July 1, 2025.

HUDSON GARBAGE
RATES EFFECTIVE July 1, 2025
CITY OF CLATSKANIE

		CITY OF CLATSKANIE			
		RATE	CURRENT		NEW
		FREQUENCY	RATE		RATE
RESIDENTIAL SERVICES					
WEEKLY					
(1) 35 Gallon Cart Weekly	PER MONTH	\$	30.00	\$	30.90
Each Additional 35 Gallon Cart Weekly	PER MONTH	\$	25.50	\$	26.30
(1) 65 Gallon Cart Weekly	PER MONTH	\$	53.70	\$	55.30
Each Additional 65 Gallon Cart Weekly	PER MONTH	\$	47.20	\$	48.60
(1) 95 Gallon Cart Weekly	PER MONTH	\$	76.90	\$	79.20
Each Additional 95 Gallon Cart Weekly	PER MONTH	\$	67.70	\$	69.70
EOW					
(1) 35 Gallon Cart Every Other Week	PER MONTH	\$	18.00	\$	18.50
Each Additional 35 Gallon Cart Every Other Week	PER MONTH	\$	14.20	\$	14.60
(1) 65 Gallon Cart Every Other Week	PER MONTH	\$	30.40	\$	31.30
Each Additional 65 Gallon Cart Every Other Week	PER MONTH	\$	26.70	\$	27.50
(1) 95 Gallon Cart Every Other Week	PER MONTH	\$	43.50	\$	44.80
Each Additional 95 Gallon Cart Every Other Week	PER MONTH	\$	38.30	\$	39.40
MONTHLY					
(1) 35 Gallon Cart OAM	PER MONTH	\$	6.80	\$	7.10
ON-CALL					
(1) 35 Gallon Cart On Call	PER PICKUP	\$	6.90	\$	7.10
Each Additional 35 Gallon On Call After First	PER PICKUP	\$	6.90	\$	-
RECYCLE					
(1) 95 Gallon Recycle EOW - Only Recyle or On Call Garbage	PER MONTH	\$	10.50	\$	10.80
(1) 95 Gallon Recycle EOW - Additional or OAM Garbage	PER MONTH	\$	5.60	\$	5.80

HUDSON GARBAGE
RATES EFFECTIVE July 1, 2025
CITY OF CLATSKANIE

		CITY OF CLATSKANIE	
	RATE FREQUENCY	CURRENT RATE	NEW RATE
DROP BOX			
5 Yard Dropbox Haul (\$350 DEPOSIT)	PER PICKUP	\$ 216.90	\$ 223.40
10 Yard Dropbox Haul (\$350 DEPOSIT)	PER PICKUP	\$ 216.90	\$ 223.40
20 Yard Dropbox Haul (\$350 DEPOSIT)	PER PICKUP	\$ 216.90	\$ 223.40
30 Yard Dropbox Haul (\$350 DEPOSIT)	PER PICKUP	\$ 216.90	\$ 223.40
40 Yard Dropbox Haul (\$475 DEPOSIT)	PER PICKUP	\$ 216.90	\$ 223.40
Daily Rental Fee (After 1 Week with no dump)	PER PICKUP	\$ 6.30	\$ 6.50
Pass Through Disposal Fee (Includes 5% Franchise Fee)	PER TON	\$ 115.73	\$ 118.27
RO Time Fee (Labor for Clean Up - Per Min)	PER MIN	\$ 1.40	\$ 1.40
COMMERCIAL			
Temp 2 Yard Container (First 7 Days)	PER PICKUP	\$ 83.30	\$ 85.80
Comm Daily Rental Fee (After 7 Days)	PER DAY	\$ 2.10	\$ 2.20
Comm Container Overfill/Overweight	PER YARD	\$ 18.30	\$ 18.80
Comm Container Extra Yardage Fee	PER YARD	\$ 18.30	\$ 18.80
Comm Time Fee (Labor for Clean Up - Per Min)	PER MIN	\$ 1.40	\$ 1.42
Comm Return Trip Fee	PER PICKUP	\$ 20.90	\$ 21.60
BULKY			
TIRE under 16" no/rim	PER PICKUP	\$ 6.60	\$ 6.80
TIRE under 16" w/rim	PER PICKUP	\$ 15.80	\$ 16.30
HOT WATER HEATER	PER PICKUP	\$ 35.60	\$ 36.70
SM MATTRESS	PER PICKUP	\$ 11.80	\$ 12.20
M/LG MATTRESS	PER PICKUP	\$ 21.80	\$ 22.50
SM FURNITURE	PER PICKUP	\$ 16.80	\$ 17.30
M/LG FURNITURE	PER PICKUP	\$ 35.20	\$ 36.30
SM APPLIANCE*	PER PICKUP	\$ 17.30	\$ 17.80
M/LG APPLIANCE*	PER PICKUP	\$ 35.60	\$ 36.70
*we cannot accept items containing Freon			

HUDSON GARBAGE
RATES EFFECTIVE July 1, 2025
CITY OF CLATSKANIE

		CITY OF CLATSKANIE	
	RATE FREQUENCY	CURRENT RATE	NEW RATE
WEEKLY WITH RECYCLE			
(1) 35 Gallon Cart Weekly Business	PER MONTH	\$ 30.00	\$ 30.90
Each Additional 35 Gallon Cart Weekly Business	PER MONTH	\$ 25.50	\$ 26.30
(1) 65 Gallon Cart Weekly Business	PER MONTH	\$ 53.70	\$ 55.30
Each Additional 65 Gallon Cart Weekly Business	PER MONTH	\$ 47.20	\$ 48.60
(1) 95 Gallon Cart Weekly Business	PER MONTH	\$ 76.90	\$ 79.20
Each Additional 95 Gallon Cart Weekly Business	PER MONTH	\$ 67.70	\$ 69.70
EOW WITH RECYCLE			
(1) 35 Gallon Cart Every Other Week Business	PER MONTH	\$ 18.00	\$ 18.50
Each Additional 35 Gallon Cart Every Other Week Business	PER MONTH	\$ 14.20	\$ 14.60
(1) 65 Gallon Cart Every Other Week	PER MONTH	\$ 30.40	\$ 31.30
Each Additional 65 Gallon Cart Every Other Week	PER MONTH	\$ 26.70	\$ 27.50
(1) 95 Gallon Cart Every Other Week	PER MONTH	\$ 43.50	\$ 44.80
Each Additional 95 Gallon Cart Every Other Week	PER MONTH	\$ 38.30	\$ 39.40
OTHER COMMERCIAL			
(1) 35 Gallon Can OAM Business	PER PICKUP	\$ 6.90	\$ 7.10
(1) 35 Gallon Can On Call Business	PER PICKUP	\$ 6.90	\$ 7.10
Comm Overfill/Overweight Can/Cart Business	PER PICKUP	\$ 3.10	\$ 3.20
(1) 95 Gallon Cart Every Other Week Recycle Business - Additional or OAM Garbage	PER MONTH	\$ 5.60	\$ 5.80
(1) 95 Gallon Recycle EOW - Only Recyle or On Call Garbage	PER MONTH	\$ 5.60	\$ 5.80
CONTAINER WITH RECYCLE			
1 Yard Container On Call - Additional Pick Up	PER PICKUP	\$ 40.30	\$ 41.50
1 Yard Every Other Week Service	PER MONTH	\$ 95.70	\$ 98.60
1 Yard Container Weekly Service	PER MONTH	\$ 174.80	\$ 180.00
1 Yard Container 2 x Weekly Service	PER MONTH	\$ 333.90	\$ 343.90
1.5 Yard Container On Call - Additional Pick Up	PER PICKUP	\$ 59.60	\$ 61.40
1.5 Yard Every Other Week Service	PER MONTH	\$ 136.60	\$ 140.70
1.5 Yard Container Weekly Service	PER MONTH	\$ 255.20	\$ 262.90
1.5 Yard Container 2 x Weekly Service	PER MONTH	\$ 492.50	\$ 507.30
1.5 Yard Container 3 x Weekly Service	PER MONTH	\$ 729.80	\$ 751.70

HUDSON GARBAGE
RATES EFFECTIVE July 1, 2025
CITY OF CLATSKANIE

	RATE FREQUENCY	CITY OF CLATSKANIE	
		CURRENT RATE	NEW RATE
2 Yard Container On Call - Additional Pick Up	PER PICKUP	\$ 79.10	\$ 81.50
2 Yard Every Other Week Service	PER MONTH	\$ 178.90	\$ 184.30
2 Yard Container Weekly Service	PER MONTH	\$ 337.00	\$ 347.10
2 Yard Container 2x Weekly Service	PER MONTH	\$ 668.50	\$ 688.60
3 Yard Container On Call - Additional Pick Up	PER MONTH	\$ 113.00	\$ 116.40
3 Yard Every Other Week Service	PER MONTH	\$ 258.50	\$ 266.30
3 Yard Container 1x Weekly Service	PER MONTH	\$ 488.80	\$ 503.50
3 Yard Container 2x Weekly Service	PER MONTH	\$ 972.10	\$ 1,001.30
3 Yard Container 3x Weekly Service	PER MONTH	\$ 1,455.30	\$ 1,499.00
4 Yard Container On Call - Additional Pick Up	PER MONTH	\$ 154.80	\$ 159.40
4 Yard Every Other Week Service	PER MONTH	\$ 306.20	\$ 315.40
4 Yard Container 1x Weekly Service	PER MONTH	\$ 590.60	\$ 608.30
4 Yard Container 2x Weekly Service	PER MONTH	\$ 1,153.70	\$ 1,188.30
4 Yard Container 3x Weekly Service	PER MONTH	\$ 1,709.00	\$ 1,760.30

OTHER RATES

Extra Can/Cart, Bag or Box (32-35 Gallons)	PER PICKUP	\$ 6.90	\$ 7.10
Every Other Week Off Week	PER PICKUP	\$ 6.90	\$ 7.10
Extra Bag (12 Gallon Kitchen Bag)	PER PICKUP	\$ 5.10	\$ 5.30
Overfill/Overweight Cart or Can	PER PICKUP	\$ 3.10	\$ 3.20
Oversize Can	PER PICKUP	\$ 3.10	\$ 3.20
Special Trip Off Day	PER PICKUP	\$ 20.90	\$ 21.60
Walk In Fee	PER MONTH	\$ 5.20	\$ 5.40
Drive In Fee	PER MONTH	\$ 5.20	\$ 5.40
Drive-In Additional 100Ft Increments	PER MONTH	\$ 2.60	\$ 2.70
Restart Fee - Includes Cart Re-delivery	ONE TIME	\$ 26.10	\$ 26.90
Returned Check Fee	ONE TIME	\$ 25.00	\$ 25.90
Time Fee (Labor for Clean Up - Per Min)	PER MIN	\$ 1.40	\$ 1.42
Lockbar Installment Fee	ONE TIME	\$ 40.00	\$ 40.00
Lock Replacement Fee	PER LOCK	\$ 20.00	\$ 20.00



May 15, 2025

Greg Hinkelman – City Manager
City of Clatskanie
75 S Nehalem St
Clatskanie, OR 97016

RE: Franchise Renewal and Rate Adjustment

Dear Mr. Hinkelman,

First, we want to thank you and the City of Clatskanie for such a strong business partnership we've had for so many years. The franchise system and our relationship have continued to produce positive results and sustained essential solid waste and recycling services. As we have been discussing we would like to renew our franchise agreement for an additional 10 years. Historically, many franchises in Oregon including Clatskanie, benefit from long-term agreements which keep costs low and ensure safe, sustainable, and efficient service to the community.

While we remain optimistic about the current and future economy, there is still uncertainty around the costs of goods and services specifically in our industry. Supply chain challenges and unknown tariffs may continue to have an impact on our business, causing increases in the costs of parts, materials, carts, containers, and trucks. We continue to see 14–18-month delays on new truck deliveries causing us to deploy older equipment at a higher operating cost. We also have continually evaluated and raised our employee wages to remain competitive, especially for drivers and mechanics. Wage pressures continue with skilled labor positions especially in Multnomah and Washington County, where we compete with other companies to recruit talented employees. This year we have implemented a 4.5% pay increase for all employees who live in the communities we serve.

Columbia County is increasing the disposal fee July 1 by 2.2%, which as you know is a large component of our operating costs. We are requesting a 3% rate adjustment along with the renewal on all services effective July 1, 2025. While it's always challenging for us to request rate adjustments, these increases are critical for our organization to remain competitive with employee wages, new truck and equipment purchases, and consistent customer experience improvement.

We look forward to meeting with the council to discuss our franchise renewal and price adjustment. Again, we are very fortunate to have the opportunity to serve the City of Clatskanie, and very proud to be your community partner!

Regards,

Kanale Tumlinson

Kanale Tumlinson
District Manager

CITY OF CLATSKANIE
RESOLUTION 2025-14

A RESOLUTION OF THE CITY OF CLATSKANIE, OREGON, ESTABLISHING NEW SOLID WASTE COLLECTION
RATES EFFECTIVE July 1, 2025

WHEREAS, on June 12th, 2024, the Council of the City of Clatskanie adopted Resolution 2024-08, Establishing Solid Waste Collection rates for FY 2024-25;

WHEREAS, Hudson Garbage Service has informed the City that due to increases in transfer rates imposed on them by the County, it needs to pass on that increase to customers to accommodate the commensurate increase in rates.

NOW, THERE, IT IS RESOLVED AND ORDERED by the Council of the City of Clatskanie that the solid waste collection rates as contained in Exhibit "A" to this resolution, entitled "Establishing New Solid Waste Collection Rates Effective July 1, 2025" are hereby adopted.

IT IS FURTHER RESOLVED, that Resolution 2024-08, adopted by the Council on June 12th, 2024, is hereby repealed in its entirety.

Adopted by Council this 11th day of June, 2025.

<u>ROLL CALL ADOPTION</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Mayor: Robert Brajcich	[]	[]	[]	[]
Councilor: Russell Finney-Leggroan	[]	[]	[]	[]
Jeff Horness	[]	[]	[]	[]
Bruce Jolma	[]	[]	[]	[]
Heidi White	[]	[]	[]	[]
Amanda Owen	[]	[]	[]	[]
Bob Emminger	[]	[]	[]	[]

Robert Brajcich, Mayor

Elisha Shulda, City Recorder



City of Clatskanie

Council Agenda Items 2025-20

Meeting Date: June 11th, 2025
Subject: Resolution 2025-05 Adopting ePermitting Fee schedule
Prepared By: Greg Hinkelman, City Manager

SUMMARY:

Back in the 2021 State of Oregon Legislative session, HB2415 codified in ORS 455.095 to direct the Department of Consumer and Business Services to develop and deploy an electronic processing system (i.e. on-line) a system for reviewing, issuing permits and collecting payments. The system is now “live” with staff going through extensive training on how to use the system.

The fee schedule proposed is a re-organization of existing fees broken down primarily by discipline (i.e. plumbing, electrical, & etc.). The fees are dictated by NW Code Professionals who we use as our contracted plan reviewers and building inspectors.

RECOMMENDATION:

Pass Resolution 2025-05

CITY OF CLATSKANIE
RESOLUTION 2025-05

WHEREAS, The State of Oregon’s House Bill 2415 (2021), codified in ORS 455.095, required the Department of Consumer and Business Services to develop an electronic system for electronic processing for reviewing, issuing permits, collecting payments (“ePermitting”), effective September 25, 2021; and

WHEREAS, the ePermitting system was made available to municipalities that administer and enforce building inspection programs to use for permitting in the municipality;

WHEREAS, The City of Clatskanie (“City”) is a municipality in Columbia County, Oregon that administers and enforces building inspection programs and therefore may utilize ePermitting for all applicable projects which require a permit from the City; and

WHEREAS, The City desires to opt into the use of ePermitting and adopt the required fee revision and methodology to bring the City’s current fee schedule into compliance with the Oregon Administrative Rules Chapter 918, Division 50, and to adopt a 3% Technology Fee for ePermitting transactions; and

WHEREAS, The City notified the Building Codes Division of the proposed fee revision on May 5, 2025, and the Building Codes Division posted notice of the upcoming fee revision on May 6, 2025 in compliance with OAR 918-020-0220; and

WHEREAS, The City provided an opportunity for interested persons to comment on the enactment of this fee revision at and prior to the June 11, 2025 City Council meeting;

NOW, THEREFORE, IT IS RESOLVED, that the following fee schedule is adopted and shall go into effect June 25, 2025.

ADOPTED by the Council of the City of Clatskanie on this 11th day of June, 2025.

	<u>ROLL CALL ADOPTION</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Mayor:	Robert Brajcich	[]	[]	[]	[]
Councilor:	Russell Finney-Leggroan	[]	[]	[]	[]
	Bob Emminger	[]	[]	[]	[]
	Jeff Horness	[]	[]	[]	[]
	Bruce Jolma	[]	[]	[]	[]
	Amanda Owen	[]	[]	[]	[]
	Heidi White	[]	[]	[]	[]

Robert Brajcich, Mayor

Elisha Shulda, City Recorder

Building and Permit Fee Schedule for City of Clatskanie

Structural Fees	Rate - Effective June 25, 2025
Structural - Minimum permit fee	\$75.00
<u>Valuation</u>	<u>Fee</u>
\$1 - \$500	\$75.00
\$501 - \$2,000	\$75 for the first \$501 plus \$8 each additional \$100 or fraction thereof up to and including \$2000
\$2,001-\$50,000	\$195.00 for the first \$2001 plus \$5 for each additional \$1000 or fraction thereof up to and including \$50,000
\$50,001 - \$100,000	\$435.00 for the first \$50,001 plus \$4 for each additional \$1000 or fraction thereof up to and including \$100,000
\$100,001 and above	\$635.00 for the first \$100,001 plus \$4 for each additional \$1000 or fraction thereof
When applicable, structural permits use valuation as determined by ICC Valuation Table current as of April 1 of each year, as per <i>OAR 918-050-0100</i> .	
Other Inspections and Fees - Structural	
Inspection outside of normal business hours inspection	\$88.00/hour
Reinspection - per each	\$88.00/each
Ea Addl Inspection (above allowable) - per each	\$88.00/each
Inspections for which no fee is specifically indicated (as required) - per hour	\$88.00/hour
Investigation fee, as applicable - per hour	\$88.00/hour
Structural Plan Review (when applicable)	65% of building permit fee
Fire Life Safety Plan Review (when applicable)	40% of building permit fee
Additional plan review required by changes, additions, or revisions	\$82/hour
Deferred Plan Review submittal fee	65% of the building permit fee using the value of the particular deferred portion or portions of the project, with a set minimum of \$75.00. This fee is in addition to the project plan review fee based on the total project value [OAR 918-050-0170]
Phased Project Plan Review fee	\$88.00 minimum phasing fee plus 10% of the total project building permit fee not to exceed \$1500.00 per phase [OAR 918-050-0160].
Structural Demolition - complete demolition, not subject to State Surcharge	\$50.00
Residential Fire Suppression - Structural	
Residential Fire Suppression - Standalone System, fee includes plan review [See Plumbing Fee section for Continuous Loop/Multipurpose System]	
<u>Square Footage of Area to be Covered</u>	<u>Fee</u>
0 - 2,000 sf	\$200.00
2,001 - 3,600 sf	\$250.00
3,601 - 7,200 sf	\$325.00
7,201 sf and greater	\$410.00
Commercial Fire Suppression - Sprinklers/Alarm	
Fee based on valuation of installation cost and system equipment	Fee based on valuation of installation cost and system equipment. Refer to building permit fee table.
Solar Structural Installation Permits - separate Electrical permit application may also be required	
Solar Permit (when required) – Prescriptive Path System, fee includes plan review	\$250.00
Solar Permit – Non-Prescriptive Path System	Fee as per Structural Permit Fee table by valuation to include the solar panels, racking, mounting elements, rails and the cost of labor to install. Solar electrical equipment including collector panels and inverters shall be excluded from the Structural Permit valuation.
Mechanical Permit Fees	
Residential Mechanical	
Residential Mechanical - Minimum permit fee	\$75.00
<u>Appliances</u>	<u>Rate</u>
Air conditioner	\$20.00/ea
Air handling unit of up to 10,000 cfm	\$20.00/ea
Air handling unit 10,001 cfm and over	\$20.00/ea
Appliance or piece of equipment regulated by code but not classified in other appliance categories	\$20.00/ea
Appliance vent installation, relocation or replacement not included in an appliance permit	\$20.00/ea
Attic/crawl space fans	\$20.00/ea
Chimney/liner/flue/vent	\$50.00/ea
Clothes dryer exhaust	\$20.00/ea
Decorative gas fireplace	\$50.00/ea
Ductwork – no appliance/fixture	\$20.00/ea
Evaporative cooler other than portable	\$20.00/ea

Floor furnace, including vent	\$20.00/ea
Flue vent for water heater or gas fireplace	\$50.00/ea
Furnace - greater than 100,000 BTU	\$20.00/ea
Furnace - up to 100,000 BTU	\$20.00/ea
Furnace/burner including duct work/vent/liner	\$20.00/ea
Gas or wood fireplace/insert	\$50.00/ea
Gas fuel piping outlets - any number of outlets, flat fee	\$20.00/ea
Heat pump	\$20.00/ea
Hood served by mechanical exhaust, including ducts for hood	\$20.00/ea
Hydronic hot water system	\$20.00/ea
Mini split system	\$20.00/ea
Oil tank/gas/diesel generators	\$50.00/ea
Pool or spa heater, kiln	\$20.00/ea
Radon mitigation	\$20.00/ea
Range hood/other kitchen equipment	\$20.00/ea
Suspended heater, recessed wall heater, or floor mounted unit heater	\$20.00/ea
Ventilation fan connected to single duct	\$20.00/ea
Ventilation system not a portion of heating or air-conditioning system authorized by permit	\$20.00/ea
Water heater	\$20.00/ea
Wood/pellet stove	\$50.00/ea
Other heating/cooling	\$20.00/ea
Other fuel appliance	\$50.00/ea
Other environment exhaust/ventilation	\$20.00/ea
Commercial Mechanical	
<u>Valuation</u>	<u>Fee</u>
\$1 - \$5000	\$100
\$5001 - \$10,000	\$100 for the first \$5000 plus \$10 each additional \$1000 or fraction
\$10,001 - \$100,000	\$150 for the first \$10000 plus \$9 each additional \$1000 or fraction thereof to and including \$100000
\$100,001 and above	\$960 for the first \$100000 plus \$8 for each additional \$1000 or fraction thereof
Other Fees and Inspections - Mechanical	
Reinspection fee	\$88.00/ea
Ea Addl Inspection (above allowable) - per each	\$88.00/ea
Inspections for which no fee is specifically indicated (as required) - per hour	\$88.00/hr
Inspections outside of normal business hours - per hour, min charge 2 hrs	\$88.00/hr
Investigation fee, as applicable - per hour	\$88.00/hr
Mechanical Plan Review	25% of Mechanical permit fees
Additional plan review required by changes, additions, or revisions - minimum 1 hour	\$88.00/hr
Plumbing Permit Fees	
Plumbing - Minimum permit fee	\$80.00
New One- and Two-Family Dwellings	
Includes one kitchen, first 100 feet each of site utilities, hose bibbs, icemakers, underfloor low-point drains, and rain drain packages that include the piping, gutters, downspouts, and perimeter system. Half bath counted as whole	
One bathroom, one kitchen	\$350.00
Two bathroom, one kitchen	\$470.00
Three bathroom, one kitchen	\$550.00
Each additional bathroom >3 or kitchen >1	\$20.00/each
Each additional 100 ft or fraction thereof of site utilities	\$45.00
Residential Fire Suppression - Plumbing	
Residential Fire Suppression - Continuous Loop/Multipurpose System, fee includes plan review [See Structural fee section for Standalone System]	
<u>Square Footage of Area to be Covered</u>	<u>Fee</u>
0 - 2,000 sf	\$200.00
2,001 - 3,600 sf	\$250.00
3,601 - 7,200 sf	\$325.00
7,201 sf and greater	\$410.00
Commercial and Non-New Residential	
Fixtures - all, per each	\$20.00/each
Commercial Plumbing - Medical Gas Installation	
Fees based on valuation of installation costs and system equipment, including but not limited to, inlets, outlets, fixtures and appliances. Commercial Plumbing Plan Review is required on all Medical Gas installations.	
<u>Valuation</u>	<u>Fee</u>
\$1 - \$5,000	\$100.00

\$5,001 - \$10,000	\$100.00 for the first \$5,000 plus \$1.50 for each additional \$100 or fraction thereof to and including \$10,000
\$10,001 - \$100,000	\$175.00 for the first \$10,000 plus \$10.20 for each additional \$1000 or fraction thereof to and including \$100,000
\$100,001 and above	\$1093.00 for the first \$100,000 plus \$7.00 for each additional \$1000 or fraction thereof
Site Utilities	
Sanitary Sewer	
First 100 ft	\$80.00
Each additional 100 ft or fraction thereof	\$45.00
Storm Services	
First 100 ft	\$80.00
Each additional 100 ft or fraction thereof	\$45.00
Water Services	
First 100 ft	\$80.00
Each additional 100 ft or fraction thereof	\$45.00
Other Fees and Inspections - Plumbing	
Reinspection fee	\$88.00/ea
Ea Addl Inspection (above allowable) - per each	\$88.00/ea
Inspections for which no fee is specifically indicated (as required) - per hour	\$88.00/hr
Inspections outside of normal business hours - per hour, minimum charge 2 hrs	\$88.00/hr
Investigation fee, as applicable - per hour	\$88.00/hr
Plumbing Plan Review, when applicable	25% of Plumbing permit fee
Additional plan review required by changes, additions, or revisions - minimum 1 hour	\$88.00/hr
Manufactured Dwelling	
Includes the concrete slab, runners or foundations that are prescriptive, electrical feeder and plumbing connections and all cross-over connections and up to 30 lineal feet of site utilities. Decks, other accessory structures, and foundations that are not prescriptive, utility connections beyond 30 lineal feet, new electrical services or additional branch circuits, and new plumbing - may require separate permits. All decks 30" above ground, carports, garages, porches, and patios are based on valuation and may also require separate permits	
Installation Fee	\$400.00
State Fee	\$30.00
<i>See Plumbing fee and Electrical schedules for additional applicable fees</i>	
Manufactured Dwelling/RV Park Construction – Area Development Permit (ADP)	
The Area Development Permit fee to be calculated based on the valuations shown in Table 2 of OAR 918-600-0030 for Manufactured Dwelling/Mobile Home Parks and Table 2 of OAR 918-650-0030 for Recreational Park & Organizational Camps – and applying the valuation amount to Table 1 as referenced for each.	
Electrical Permit Fees	
New Construction	
Residential	
First 1,000 sf or less	\$150.00
Each additional 500 sf or portion thereof	\$35.00
Limited Energy - new construction	\$35.00
Multifamily	
New Multifamily Construction	Fee for largest unit calculated using above sq ft rates - plus 50% of permit fee for each additional unit
Multifamily, new construction – Limited Energy System – per floor	\$35.00
Multifamily, new construction – Protective Signaling – per floor	\$35.00
Each Manufactured Home/Modular Dwelling Service	\$100.00
Services/Feeders - Installation, Alteration, Relocation	
200 amp or less	\$100.00
201 - 400 amps	\$125.00
401 - 600 amps	\$175.00
601- 1000 amps	\$275.00
Over 1000 amps or volts	\$550.00
Reconnect Only	\$80.00
Temporary Services/Feeders - Installation, Alteration, Relocation	
200 amp or less	\$80.00
201 - 400 amps	\$110.00
401 - 600 amps	\$140.00
601- 1000 amps	\$210.00
Over 1000 amps or volts	\$445.00
Branch Circuits - New, Alteration, Relocation	

With service or feeder	\$8.00/ea
Without service or feeder	\$80.00 for first branch circuit, \$8.00/ea additional
Renewable Energy	
Renewable energy for electrical systems - 5kva or less	\$79.00
Renewable energy for electrical systems - 5.01kva through 15kva	\$94.00
Renewable energy for electrical systems - 15.01kva through 25kva	\$156.00
Renewable energy - solar generation over 25 kva	\$156.00 for first 25 kva, \$6.25 per kva over 25 kva – <i>maximum fee at 100 kva</i>
Renewable energy for wind systems - 25.01kva through 50kva	\$204.00
Renewable energy for wind systems - 50.01kva through 100kva	\$469.00
Other Fees and Inspections - Electrical	
Each pump or irrigation circle - per each	\$80.00
Sign or outline lighting - per each	\$80.00
Signal Circuit(s) or Limited Energy system, alteration or extension, each system	\$80.00
Master Permit – application fee, one time at initial application; renews annually as applicable	\$80.00
Master Permit – inspection fee – per hour; includes travel time, inspection, and report writing	\$88.00/hr
Reinspection fee	\$88.00/ea
Ea Addl Inspection (above allowable) - per each	\$88.00/ea
Inspections for which no fee is specifically indicated (as required) - per hour	\$88.00/hr
Inspections outside of normal business hours - per hour, minimum charge 2 hrs	\$88.00/hr
Investigation fee, as applicable - per hour	\$88.00/hr
Electrical plan review, when applicable	25% of Plumbing permit fee
Additional plan review required by changes, additions, or revisions - minimum 1 hour	\$88.00/hr
Miscellaneous Fees	
Permit Reinstatement fee – to renew already expired permit, <u>is eligible</u> ; subject to State Surcharge	\$88.00
Permit Extension fee – to extend expiration on active permit; <u>not subject to State Surcharge</u> (admin fee)	\$88.00
Copy fees - Per City Fee Schedule	Per each
Returned Check Fee (NSF) - Per City Fee Schedule	\$25.00
Master Plans - Structural - setup fee	\$75.00
Master Plans - Structural - second and subsequent reviews	50% of Original Plan Review
Technology Fee	3% of Building Permit Fees



City of Clatskanie

Council Agenda Items 2025-21 & 2025-22

Meeting Date: June 11th, 2025
Subject: Utility Rate Increase Resolutions
Prepared By: Greg Hinkelman, City Manager

SUMMARY:

Resolution 2025-06; A Resolution Establishing Sewer Rates and Resolution 2025-07; A Resolution establishing Water Rates establishes a 3 % rate increase on Sewer and Water rates for the City effective July 1st, 2025. The last time we did a rate increase was 2024.

The impact of the increase on consumers will be roughly \$1.95 per month on base-rate only months and about \$3.05 on consumption-billed months for someone using about 100cuft of water. These are not huge increases.

FINANCIAL IMPACT:

We project, based on our current revenue that we will get an additional \$25,800 per year in revenue.

RECOMMENDATION:

Pass Resolutions 2025-06 and 2025-07

CITY OF CLATSKANIE
RESOLUTION 2025-06

A RESOLUTION OF THE CITY OF CLATSKANIE, OREGON, ESTABLISHING SEWER RATES
EFFECTIVE July 1, 2025.

WHEREAS, it has been determined by the City Council that revenue from users of the sewer system of the City of Clatskanie is insufficient to meet the operational and capital costs of the Sewer Enterprise Fund; and

WHEREAS, a full, open and public hearing with an opportunity for all interested parties to be heard has been held on the matter;

NOW, THEREFORE, IT IS RESOLVED, that the following sewer rates and low- income discount program are hereby established and continued effective July 1, 2025.

A. SEWER RATES

Section 1. Single Family Residential

- I. \$39.99 per month base charge per unit
- II. \$1.67 per hundred cubic feet for all water used
- III. A summer allowance of 400 cubic feet per month for the four months of July-August-September-October

Section 2. Commercial and Multi Family

- I. \$39.99 per month base charge per unit
- II. \$1.67 per hundred cubic feet for all water used

Section 3. Motel and Recreational Vehicle Parks

- I. \$18.99 per month base charge per unit
- II. \$1.67 per hundred cubic feet for all water used
- III. Motel with single family dwelling equals one unit
- IV. Motel with apartment equals one unit
- V. Four motel rooms equal one unit
- VI. Four recreational vehicle park pads equal one unit

Section 4. Outside of City

- I. \$79.99 per month base charge per unit
- II. \$3.34 per hundred cubic feet for all water used

B. LOW-INCOME DISCOUNT PROGRAM

- I. A 10% low-income discount is offered to qualified households
- II. The recipients of this discount must apply and be recertified for the discount program on an annual basis.

- III. It is the responsibility of the customer to report to the City any change in income or other status affecting eligibility for this discount program.
- IV. Household income will be at or below the United State Department of Agriculture guidelines for commodities.
- V. A household is defined as a single residence with its own individual meter.
- VI. The City may establish additional criteria, rules or forms necessary for participation in this program.

ADOPTED by the Council of the City of Clatskanie on this 11th day of June, 2025.

	<u>ROLL CALL ADOPTION</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Mayor:	Robert Brajcich	[]	[]	[]	[]
Councilor:	Russell Finney-Leggroan	[]	[]	[]	[]
	Bob Emminger	[]	[]	[]	[]
	Jeff Horness	[]	[]	[]	[]
	Bruce Jolma	[]	[]	[]	[]
	Amanda Owen	[]	[]	[]	[]
	Heidi White	[]	[]	[]	[]

Robert Brajcich, Mayor

Greg Hinkelman, City Manager

CITY OF CLATSKANIE
RESOLUTION 2025-07

A RESOLUTION OF THE CITY OF CLATSKANIE, OREGON, ESTABLISHING WATER RATES
EFFECTIVE July 1, 2025.

WHEREAS, it has been determined by the City Council that revenue from users of the water system of the City of Clatskanie is insufficient to meet the operational and capital costs of the Water Enterprise Fund; and

WHEREAS, a full, open and public hearing with an opportunity for all interested parties to be heard has been held on the matter;

NOW, THEREFORE, IT IS RESOLVED, that the following water rates and low- income discount program are hereby established and continued effective July 1, 2025.

A. WATER RATES

Section 1. Single Family Residential

- I. \$27.15 per month base charge per unit
- II. \$2.02 per hundred cubic feet for all water used

Section 2. Commercial and Multi Family

- I. \$27.15 per month base charge per unit
- II. \$2.02 per hundred cubic feet for all water used

Section 3. Motel and Recreational Vehicle Parks

- I. \$13.41 per month base charge per unit
- II. \$2.02 per hundred cubic feet for all water used
- III. Motel with single family dwelling equals one unit
- IV. Motel with apartment equals one unit
- V. Four motel rooms equal one unit
- VI. Four recreational vehicle park pads equal one unit

Section 4. Outside of City

- I. \$54.30 per month base charge per unit
- II. \$4.04 per hundred cubic feet for all water used

B. LOW-INCOME DISCOUNT PROGRAM

- I. A 10% low-income discount is offered to qualified households
- II. The recipients of this discount must apply and be recertified for the discount program on an annual basis.

- III. It is the responsibility of the customer to report to the City any change in income or other status affecting eligibility for this discount program.
- IV. Household income will be at or below the United State Department of Agriculture guidelines for commodities.
- V. A household is defined as a single residence with its own individual meter.
- VI. The City may establish additional criteria, rules or forms necessary for participation in this program.

ADOPTED by the Council of the City of Clatskanie on this 11th day of June, 2025.

	<u>ROLL CALL ADOPTION</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Mayor:	Robert Brajcich	[]	[]	[]	[]
Councilor:	Russell Finney-Leggroan	[]	[]	[]	[]
	Bob Emminger	[]	[]	[]	[]
	Jeff Horness	[]	[]	[]	[]
	Bruce Jolma	[]	[]	[]	[]
	Amanda Owen	[]	[]	[]	[]
	Heidi White	[]	[]	[]	[]

Robert Brajcich, Mayor

Greg Hinkelman, City Manager



City of Clatskanie

Council Agenda Items 2025-23

Meeting Date: June 11, 2025
Subject: Utility Consumption Rate Increase Resolution
Prepared By: Greg Hinkelman, City Manager

SUMMARY:

Resolution 2025-08; A Resolution increasing Water and Sewer consumption rates for the City effective July 1st, 2025. The last time we did a rate increase was 2024.

The impact of the increase on consumers will be roughly \$3.05 per month on residential accounts and commercial accounts.

FINANCIAL IMPACT:

We project, based on our current revenue, we will get an additional \$14,000 per year in water revenue and \$11,800 per year in sewer revenue.

RECOMMENDATION:

Pass Resolutions 2025-08

CITY OF CLATSKANIE
RESOLUTION 2025-08

A RESOLUTION OF THE CITY OF CLATSKANIE, OREGON, INCREASING WATER AND SEWER CONSUMPTION
RATES
EFFECTIVE July 1, 2025.

WHEREAS, it has been determined by the City Council that Water and Sewer Utility Consumption rates have not kept up with the cost of living;

WHEREAS, a full, open and public hearing with an opportunity for all interested parties to be heard has been held on the matter;

NOW, THEREFORE, IT IS RESOLVED, that the following Sewer and Water Consumption rates are hereby established and continued effective July 1, 2025

A. **WATER CONSUMPTION RATES**

Single Family Residential

\$2.02 per hundred cubic feet for all water used

Commercial and Multi Family

\$2.02 per hundred cubic feet for all water used

Motel and Recreational Vehicle Parks

\$2.02 per hundred cubic feet for all water used

Outside of City

\$4.04 per hundred cubic feet for all water used

B. **SEWER CONSUMPTION RATES**

Single Family Residential

\$1.67 per hundred cubic feet for all water used

Commercial and Multi Family

\$1.67 per hundred cubic feet for all water used

Motel and Recreational Vehicle Parks

\$1.67 per hundred cubic feet for all water used

Outside of City

\$3.34 per hundred cubic feet for all water used

A summer allowance of 400 cubic feet per month for the four months of July-August-September-October

C. LOW-INCOME DISCOUNT PROGRAM

- I. A 10% low-income discount is offered to qualified households
- II. The recipients of this discount must apply and be recertified for the discount program on an annual basis.
- III. It is the responsibility of the customer to report to the City any change in income or other status affecting eligibility for this discount program.
- IV. Household income will be at or below the United State Department of Agriculture guidelines for commodities.
- V. A household is defined as a single residence with its own individual meter.
- VI. The City may establish additional criteria, rules or forms necessary for participation in this program.

ADOPTED by the Council of the City of Clatskanie on this 11th day of June, 2025.

<u>ROLL CALL ADOPTION</u>		<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Mayor:	Robert Brajcich	[]	[]	[]	[]
Councilor:	Heidi White	[]	[]	[]	[]
	Bruce Jolma	[]	[]	[]	[]
	Jeff Horness	[]	[]	[]	[]
	Bob Emminger	[]	[]	[]	[]
	Amanda Owen	[]	[]	[]	[]
	Russell Finney-Leggroan	[]	[]	[]	[]

Robert Brajcich, Mayor

Greg Hinkelman, City Manager



City of Clatskanie

Council Agenda Items 2025-24

Meeting Date: June 11, 2025
Subject: Fiscal Year 2025-2026 Budget Resolutions
Prepared By: Elisha Shulda, Finance Manager

SUMMARY:

The three attached resolutions, which do not require a public hearing, comprise the legislation necessary for the City Council to adopt the Fiscal Year 2025-2026 Budget:

- Resolution 2025-09 – A resolution authorizing a loan from the Timber and Infrastructure Improvement Fund to the General Fund for FY 2025-2026
- Resolution 2025-10 – A resolution authorizing funds to be used in the financial management of the City beginning July 1, 2025
- Resolution 2025-11 – A resolution extending Workers' Compensation coverage to volunteers of the City of Clatskanie

RECOMMENDATION:

Approve all three resolutions.

CITY OF CLATSKANIE

RESOLUTION 2025-09

A RESOLUTION AUTHORIZING A LOAN FROM THE TIMBER AND INFRASTRUCTURE IMPROVEMENT FUND
TO THE GENERAL FUND FOR FY 2025-2026

Whereas, the City of Clatskanie does not have sufficient money in its General Fund to pay immediate and future operating costs; and

Whereas, property tax revenue will not be received within sufficient time to provide the money necessary to pay current operating expenses; and

Whereas, ORS 294.468 permits interfund loans;

Now, Therefore, Be It Resolved and Ordered, that the Council of the City of Clatskanie, Oregon does hereby authorize the General Fund of the City of Clatskanie to borrow from the Timber Infrastructure Improvement Fund of said city sufficient funds to operate the City, to be repaid in full to the Timber Infrastructure Improvement Fund on or before February 2026 and it is further resolved that the loan is made effective on July 1, 2025, upon passage of this resolution.

Approved by the Council and certified by the Mayor this 11th day of June 2025.

ATTEST: _____
Elisha Shulda, City Recorder

Bob Brajcich, Mayor

ROLL CALL ADOPTION

Mayor: Bob Brajcich
Councilor: Heidi White
Bruce Jolma
Jeff Horness
Russell Finney Leggroan
Amanda Owen
Bob Emminger

AYE NAY ABSENT ABSTAIN

CITY OF CLATSKANIE

RESOLUTION 2025-10

A RESOLUTION AUTHORIZING FUNDS TO BE USED IN THE FINANCIAL MANAGEMENT OF THE CITY
BEGINNING JULY 1, 2025

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLATSKANIE, OREGON that the following funds be authorized and established and used to record the financial affairs of the City of Clatskanie, Oregon, in accordance with applicable laws and administrative rules of the State of Oregon.

Governmental General Fund:

General Fund: This is the general purpose operating fund of the City. It accounts for Administration, Planning, Building, Law Enforcement, and the Municipal Court Prosecution functions of the City in addition to funding for other general-purpose needs. Principal revenue sources consist of franchise fees and property tax revenues.

Special Revenue Funds:

These funds account for the proceeds of specific revenue sources that are restricted to expenditure for specified purposes.

The Timber Infrastructure Improvement Fund is established to finance the maintenance and management of the watershed and the expansion and construction of infrastructure systems. Revenue is derived from timber harvesting and interest.

The Scout Lake Fund is established to account for the maintenance and management of Scout Lake and to provide youth and recreational grants and facilities. Revenue is derived from timber harvesting and interest.

The Street Fund is established to account for the maintenance of the City's street system including storm drainage and sidewalks. Revenues consist of Oregon gas taxes and street/storm drain utility fees.

The Enterprise Zone Fund is established to manage the utilization of the Zone Exemption payment received from Georgia-Pacific according to the Lower Columbia Maritime Enterprise Zone restrictions.

Enterprise Funds:

These funds account for operations of specific City services, which are financed with the intent that costs be recovered primarily from user charges.

The Sewer System Development Fund is established to account for Sewer System Development Charges, which are restricted to the expansion and construction of the Wastewater Treatment Plant and collection system.

The Water System Development Fund is established to account for Water System Development Charges, which are restricted to the expansion and construction of the Water Treatment Plan and distribution system.

The Sewer Fund is established to account for all activities related to operating the wastewater treatment and collection system of the City. Revenue is derived from sewer utility fees.

The Water Fund is established to account for all activities related to operating the water treatment and distribution system of the City. Revenue is derived from water utility fees.

The Infrastructure, Maintenance, and Improvement Fund is established to account for the maintenance and improvement of the city’s water and sewer systems. Revenue consists of a monthly surcharge dedicated to the infrastructure maintenance and improvement fund.

ADOPTED by the Council of the City of Clatskanie on this 11th day of June, 2025.

<u>ROLL CALL ADOPTION</u>		<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Mayor:	Robert Brajcich	[]	[]	[]	[]
Councilor:	Russell Finney-Leggroan	[]	[]	[]	[]
	Bob Emminger	[]	[]	[]	[]
	Jeff Horness	[]	[]	[]	[]
	Bruce Jolma	[]	[]	[]	[]
	Amanda Owen	[]	[]	[]	[]
	Heidi White	[]	[]	[]	[]
Robert Brajcich, Mayor		Greg Hinkelman, City Manager			

CITY OF CLATSKANIE
RESOLUTION 2025-11

A RESOLUTION EXTENDING WORKERS' COMPENSATION COVERAGE TO VOLUNTEERS OF THE CITY OF
CLATSKANIE IN WHICH THE CITY ELECTS THE FOLLOWING:

Pursuant to ORS 656.031, workers' compensation coverage will be provided to the classes of volunteers listed in this resolution, noted on CIS payroll schedule, and verified at audit:

1. Public Safety Volunteers

Applicable X Non-applicable

An assumed monthly wage of \$800 per month per volunteer will be used for public safety volunteers in police reserve and Community Emergency Response Team (CERT) volunteer positions

- ☐ Search and rescue
- ☐ Firefighter
- ☐ Emergency medical personnel
- ☐ Ambulance drivers
- ☒ CERT

2. Volunteer boards, commissions, and councils for the performance of administrative duties.

Applicable X Non-applicable

An aggregate assumed annual wage of \$2,500 will be used per each volunteer board, commission, or council for the performance of administrative duties. The covered bodies are:

- a. City Council
- b. Planning Commission
- c. Budget Committee
- d. Recreation Advisory Committee
- f. Development Review Committee

3. Manual labor by elected officials.

Applicable Non-applicable X

An assumed monthly wage of \$800 per month will be used for public officials for the performance of non-administrative duties other than those covered in paragraph 2 above.

4. Non-public safety volunteers

Applicable _____ Non-applicable X

All non-public safety volunteers listed below will track their hours and Oregon minimum wage will serve as assumed wage for both premium and benefits calculations. CIS will assign the appropriate classification code according to the type of volunteer work being performed. (List specific non-public safety volunteers below)

- ☐ Parks and recreation
- ☐ Senior center
- ☐ Public works Library
- ☐ Other

5. Public Events

Applicable _____ Non-applicable X

Volunteers at the following public events will be covered under workers' compensation coverage using verified hourly Oregon minimum wage as basis for premium and/or benefit calculation: (List specific events)

- a.
- b.
- c.

6. Community Service Volunteers/Inmates

Applicable _____ Non-applicable X

Pursuant to ORS 656.041, workers' compensation coverage will be provided to community service volunteers commuting their sentences by performing work authorized by City of Clatskanie.

Oregon minimum wage tracked hourly will be used for both premium and benefit calculations, verifiable by providing a copy of the roster and/or sentencing agreement from the court.

7. Other Volunteers

Volunteer exposures not addressed here will have workers' compensation coverage if, prior to the onset of the work provided that the City of Clatskanie:

- a. Provides at least two weeks' advance written notice to CIS underwriting requesting the coverage
- b. CIS approves the coverage and date of coverage
- c. CIS provides written confirmation of coverage

The City of Clatskanie agrees to maintain verifiable rosters for all volunteers including volunteer name, date of service, and hours of service and make them available at the time of a claim or audit to verify coverage.

Now, therefore, be it resolved by to provide workers' compensation coverage as indicated above.

Adopted by the City of Clatskanie this 11th day of June, 2025.

ATTEST: _____
Elisha Shulda, City Recorder

Bob Brajcich, Mayor

ROLL CALL ADOPTION

AYE

NAY

ABSENT

ABSTAIN

Mayor: Bob Brajcich

Councilor: Heidi White

Bruce Jolma

Jeff Horness

Russell Finney-Leggroan

Amanda Owen

Bob Emminger



City of Clatskanie

Council Agenda Items 2025-25

Meeting Date: June 11, 2025
Subject: Fiscal Year 2025-2026 Budget Resolutions
Prepared By: Elisha Shulda, Finance Manager

SUMMARY:

The two attached resolutions, which do require a public hearing, comprise the legislation necessary for the City Council to adopt the Fiscal Year 2025-2026 Budget:

- Resolution 2025-12– A resolution declaring the City’s election to receive State Shared Revenue
- Resolution 2025-13 – A resolution adopting the Budget, Making appropriations and Imposing City tax

The FY 2025-2026 Budget was presented to the Budget Committee with an overall appropriation of \$38,745,326. The biggest part of the budget is the construction of the Wastewater Treatment Plant, budgeted at \$29,000,000.

RECOMMENDATION:

Approve the two resolutions.

CITY OF CLATSKANIE

RESOLUTION 2025-12

A RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE SHARED REVENUE

The City of Clatskanie ordains as follows:

Section 1. Pursuant to ORS 221.770, the city hereby elects to receive state revenues for fiscal year 2025 - 2026.

Passed by the Council this 11th day of June 2025.

Approved by the Mayor this 11th day of June 2025.

Attest:

Elisha Shulda, City Recorder

Bob Brajcich, Mayor

I certify that a public hearing before the Budget Committee was held on May 14, 2025, and a public hearing before the City Council was held on June 11th, 2025, giving citizens an opportunity to comment on the use of State Revenue Sharing.

Elisha Shulda, City Recorder

ROLL CALL ADOPTION

Mayor:	Bob Brajcich
Councilor:	Heidi White
	Bruce Jolma
	Jeff Horness
	Russell Finney-Leggroan
	Amanda Owen
	Bob Emminger

AYE	NAY	ABSENT	ABSTAIN
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CITY OF CLATSKANIE
RESOLUTION 2025-13

A RESOLUTION ADOPTING THE BUDGET

BE IT RESOLVED that the City Council of the City of Clatskanie hereby adopts the budget, AS AMENDED, for the fiscal year 2025-2026 in the total amount of \$38,745,326. This budget is now on file at 75 S. Nehalem St., in Clatskanie Oregon.

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts shown below are hereby appropriated for the fiscal year beginning July 1, 2025, for the following purposes:

<u>General Fund</u>		<u>Timber Infrastructure & Improvement Fund</u>	
Administration	476,711	TIIF	539,000
Police	676,200	Transfers Out	125,000
Materials and Services	469,045	Contingency	1,300,000
<u>Not allocated to Organization Unit or Program:</u>		Unappropriated Funds	2,420,869
		Total	\$4,384,869
		<u>Scout Lake Fund</u>	
Transfers Out	0	Scout Lake	27,000
Combined Contingency	28,533	Transfers Out	0
		Contingency	228,311
Total	\$1,650,489	Total	\$255,311
<u>Street Fund</u>		<u>Enterprise Zone Fund</u>	
Streets	247,279	Transfers Out	0
Debt Service	0	Unappropriated Funds	76,213
Transfers Out	0	Total	\$76,213
Contingency	124,357	<u>Infrastructure Maintenance & Improvement Fund</u>	
Total	\$371,636	Transfers Out	80,000
<u>Sewer Fund</u>		Unappropriated Funds	203,610
Sewer	1,442,756	Total	\$283,610
Debt Service	0	<u>Sewer System Development</u>	
Transfers Out	0	Transfers Out	0
Contingency	58,974	Unappropriated Funds	49,997
Total	\$1,501,730	Total	\$49,997
<u>Water Fund</u>		<u>Water System Development</u>	
Water Fund	842,298	WSD	0
Debt Service	0	Transfers Out	0
Transfers Out	0	Unappropriated Funds	110,717
Contingency	218,456	Total	\$110,717
Total	\$1,060,754		

	<u>Sewer Treatment Plant Project</u>	
	Capital Improvement	29,000,000
	Total	\$29,000,000
	Total APPROPRIATIONS, All Funds....	\$35,883,920
Total Unappropriated and Reserve Amounts, All Funds.....		\$2,861,406
	TOTAL ADOPTED BUDGET.....	\$38,745,326

IMPOSING THE TAX

BE IT RESOLVED that the following ad valorem property taxes are hereby imposed upon the assessed value of all taxable property within the district for tax year 2025 – 2026:

At the rate of \$6.2088 per \$1,000 of assessed value for permanent rate tax.

CATEGORIZING THE TAX

BE IT RESOLVED that the taxes imposed are hereby categorized for purposes of Article XI section 11b as:

Subject to the General Government Limitation

Permanent Rate Tax \$6.2088/\$1,000

Passed by the Council this 11th day of June, 2025.

ATTEST: _____
Elisha Shulda, City Recorder

Bob Brajcich, Mayor

ROLL CALL ADOPTION

Mayor: Bob Brajcich

Councilor:

Jeff Horness
Heidi White
Russell Finney-Leggroan
Bruce Jolma
Bob Emminger
Amanda Owens

AYE NAY ABSENT ABSTAIN



City of Clatskanie

Council Agenda Items 2025-26

Meeting Date: June 11, 2025
Subject: Resolution Authorizing a Transfer of Administration Funds
Prepared By: Elisha Shulda, Finance Manager

SUMMARY:

The original Resolution 2024-13 adopting the 2024-2025 budget had a typographical error in the appropriation of the Administrative and Material & Services amounts. This resolution is a transfer within the General Fund to correct that error. Resolution 2025-15 transfers \$116,076 from General Fund – Administration to General Fund- Material & Services.

RECOMMENDATION:

Approve Resolution 2025-15

City of Clatskanie
Resolution 2025-15

A RESOLUTION AUTHORIZING A TRANSFER OF ADMINISTRATION FUNDS

Whereas, pursuant to ORS 294.463(1), the City of Clatskanie may make transfers of appropriations within a single fund; and

Whereas, due to a typographical error, the City must modify the allocations within the General Fund between the Administration budget and Materials and Services budget as adopted in Resolution 2024-13, and supplemented in Resolution 2025-02, for the fiscal year commencing July 1, 2024; and

Whereas, \$116,076 from the Administration budget must be moved to the Materials and Services budget to account for regular materials and services expenditures.

Now, therefore be it Resolved and Ordered, that the following transfers are authorized to and from the accounts specified:

General Fund Transfers

Materials and Services budget increase from \$279,585 to \$395,661.

Administration budget decrease from \$682,469 to \$566,393.

Adopted by Council this 11th day of June, 2025.

<u>ROLL CALL ADOPTION</u>	<u>AYE</u>	<u>NAY</u>	<u>ABSENT</u>	<u>ABSTAIN</u>
Mayor: Robert Brajcich	[]	[]	[]	[]
Councilor: Russell Finney-Leggroan	[]	[]	[]	[]
Bob Emminger	[]	[]	[]	[]
Jeff Horness	[]	[]	[]	[]
Bruce Jolma	[]	[]	[]	[]
Amanda Owen	[]	[]	[]	[]
Heidi White	[]	[]	[]	[]

Robert Brajcich, Mayor

Elisha Shulda, City Recorder