

CITY OF CLATSKANIE

Regular Meeting Agenda of the Clatskanie City Council  
Clatskanie Council Chambers July 2<sup>nd</sup>, 2025 @ 7:00 p.m.

1. Call meeting to order
2. Pledge of Allegiance
3. Public Comment
4. Consent Agenda:  
*Regular meeting minutes June 11th, 2025*  
Action:
5. *Agenda Item 2025-27; Approve contract award to Sarkinen Industrial Pipelining for SW Bryant Street Sewer Liner Installation (CIP 151).*
6. Manager Items:
7. Finance Manager Items:
8. Public Works Items:
9. Parks & Recreation:
10. Sheriff and Code Compliance items:
11. Council Items:
12. Mayor Items:
13. Adjourn

CITY OF CLATSKANIE

Regular Minutes of the Clatskanie City Council  
City Council Chambers, June 11th, 2025 @ 7:00 PM

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

**Absent:** Heidi White and Amanda Owen

**Staff Present:** Greg Hinkelman, City Manager, Elisha Shulda, City Recorder/ Finance Manager, Mitch Warren, 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.

Donna **Garlock** at, 1075 SE Bellflower, commented on speeding traffic on Bellflower Street and wants speed bumps or signs, anything to slow traffic down. She also commented on cars parked along the corner of Bryant and 2<sup>nd</sup> Street stating it makes it hard to see oncoming traffic. She inquired if it could be made a no parking zone.

Nikole **Young** at, 235 SE 3<sup>rd</sup> Street, expressed concerns about speeding issues on Third Street. She noted there are 8 children under the age of 14 living on her block who play outside. She brought her child as a visual aid to emphasize the importance of addressing the speeding problem.

Larry **Reandeau** at 840 SW Laurel, commented that the grass on Belair Drive needs to be mowed. He also commented that the noticeboard at the Post Office is full and was wondering if the City could have their own designated spot to post notices at the Post Office.

Jasmine **Lillich** commented that market season has started and would love to see everyone out there spending local dollars in the community. She noted that on Saturday, June 21<sup>st</sup> from 10:00 am to 2:00pm there will be a kid's market. She informed people to sign up for her newsletter to get information about upcoming markets.

**4. Consent Agenda:**

*Regular meeting minutes May 7th, 2025.*

Action:

**Mayor** asked if there were any corrections or additions to the minutes. **Horness** 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.

**5. Public Hearing: Agenda Item 2025-17; Second Reading of Ordinance 712, Revised “Time, Place and Manner” Ordinance.**

Discussion/Action:

**Mayor** opened the public hearing and recognized **Hinkelman**. **Hinkelman** reminded the council that this was a redraft of an ordinance passed earlier in the year, which did not contain the ordination clause. The revised ordinance deals with camping on public spaces, addressing potential issues with homeless populations camping on streets. It was noted that while Clatskanie hasn't experienced this issue yet, the ordinance is being put in place as a precautionary. **Mayor** asked for public comment. There was none. **Mayor** asked for council comment. There was none. **Jolma** made a motion to approve Ordinance 712. **Emminger** seconded. **Mayor** called for a vote. The motion passed unanimously, no nay votes. **Emminger**, aye; **Jolma**, aye; **Horness**, Aye; **Finney-Leggroan**, aye. **Mayor** closed the public hearing.

**6. Agenda Item 2025-18; Resolution 2025-04; A resolution renewing the franchise agreement with Hudson Garbage**

Discussion/Action:

**Hinkelman** introduced representatives from Hudson Garbage to discuss the renewal of the franchise agreement and proposed new rates for the 2025-2026 fiscal year. The franchise agreement with Hudson Garbage expires at the end of June. The main change to the agreement was the inclusion of language about recycling, reflecting recent state legislation. The terms remain the same, with a 10-year agreement period. **Josh Brown** from Hudson Garbage thanked the council for the opportunity and echoed the strong relationship between the company and the City of Clatskanie. **Finney-Leggroan** inquired about section 10 of the agreement and the recycling process. **Brown** explained that recyclables are collected together, taken to a transfer station in St. Helens, and then sent to a facility where they are sorted using robots, optical sorters, and people. He noted that many recycling commodities are now processed domestically, though some are still shipped overseas. Discussion occurred regarding recycling glass. **Jolma** made a motion to approve Resolution 2025-04. **Horness** seconded. **Mayor** asked for council comment. There was none. **Mayor** called for a vote. The motion passed unanimously, no nay votes. **Emminger**, aye; **Jolma**, aye; **Horness**, Aye; **Finney-Leggroan**, aye.

**7. Agenda Item 2025-19; Resolution 2025-14; A resolution to approve a rate increase for Hudson Garbage.**

Discussion/Action:

**Hinkelman** discussed Resolution 2025-14, proposing a 3% rate increase for Hudson Garbage. This increase is for residential and commercial customers. **Larry Reaundo** inquired when the last rate increase was. **Hinkelman** answered. **Emminger** made a motion to approve Resolution 2025-14. **Finney-Leggroan** seconded. **Mayor** asked for council comment. There was none. **Mayor** called for a vote. The

motion passed unanimously, no nay votes. **Emminger**, aye; **Jolma**, aye; **Horness**, Aye; **Finney-Leggroan**, aye.

**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:

**Mayor** opened the public hearing. **Hinkelman** introduced the resolution to adopt the City of Clatskanie's Building and Permit Fee Schedule. He explained that the city staff had been working to get up to speed with the e-permitting system implemented by the state. The new fee schedule expands and more appropriately identifies various fees required in the permitting process. **Finney-Leggroan** asked for clarification on whether these fees were separate from county building fees, to which **Hinkelman** confirmed they were separate and that county building fees do not apply. **Mayor** asked for public comment. There was none. **Mayor** asked for council comment. **Lillich** suggested it would be helpful to see the fees broken out in more detail, especially for residents who may not understand the components of building permit costs. **Horness** made a motion to approve Resolution 2025-20. **Emminger** seconded. **Mayor** called for a vote. The motion passed unanimously, no nay votes. **Emminger**, aye; **Jolma**, aye; **Horness**, Aye; **Finney-Leggroan**, aye. **Mayor** closed the public hearing.

**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:

**Mayor** opened the public hearing. **Hinkelman** addressed Resolutions 2025-06, 2025-07, and 2025-08 together, as they all pertained to water and sewer rate increases. He explained that the city was seeking a 3% increase in water and sewer base rates and consumption. The city manager noted that this had been previously discussed at the budget committee meeting. **Emminger** asked if the base rate was increasing 3% and the water usage. **Hinkelman** confirmed. **Mayor** asked for public comment. There was none. **Mayor** asked for council comment. **Horness** asked when the last rate increase was, and **Hinkelman** answered last July. **Finney-Leggroan** inquired how much the rates increased last year. **Hinkelman** answered. **Jolma** made a motion to approve Resolution 2025-06. **Finney-Leggroan** seconded. **Mayor** called for a vote. The motion passed unanimously, no nay votes. **Emminger**, aye; **Jolma**, aye; **Horness**, Aye; **Finney-Leggroan**, aye. **Mayor** closed the public hearing.

**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:

**Mayor** opened the public hearing. **Mayor** asked for public comment. **Reandeanu** asked if this included the summer provisions. **Hinkelman** answered. **Mayor** asked for council comment. There was none. **Horness** made a motion to approve Resolution 2025-06. **Jolma** seconded. **Mayor** called for a vote. The motion passed unanimously, no nay votes. **Emminger**, aye; **Jolma**, aye; **Horness**, Aye; **Finney-Leggroan**, aye. **Mayor** closed the public hearing.

**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:

**Mayor** opened the public hearing. **Mayor** asked for public comment. There was none. **Mayor** asked for council comment. There was none. **Horness** made a motion to approve Resolution 2025-08. **Jolma** Seconded. **Mayor** called for a vote. The motion passed unanimously, no nay votes. **Emminger**, aye; **Jolma**, aye; **Horness**, Aye; **Finney-Leggroan**, aye. **Mayor** closed the public hearing.

**12. Agenda Item 2025-24;**

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

Action:

**Hinkelman** addressed three resolutions under Agenda Item 2025-24: Resolution 2025-09: This allows the use of timber fund money to operate the financial business of the city until property tax monies are received in November. He described this as a standard bookkeeping measure that has been done for many years. Resolution 2025-10: This resolution authorizes funds to be used in the financial management of the city beginning July 1, 2025. It was described as a housekeeping measure that allows the City to have funds and pay bills. Resolution 2025-11: This resolution extends workers' compensation coverage to volunteers for the City of Clatskanie. **Hinkelman** explained that this primarily covers volunteer boards such as the City Council, Planning Commission, and potentially the Recreation Advisory Committee. It also covers the CERT team. He noted that this resolution needs to be passed annually. **Emminger** made a motion to pass Resolution 2025-09, Resolution 2025-10, Resolution 2025-11. **Finney-Leggroan** seconded. **Mayor** asked for council comment. There was none. **Mayor** called for a vote. The motion passed unanimously, no nay votes. **Emminger**, aye; **Jolma**, aye; **Horness**, Aye; **Finney-Leggroan**, aye.

**13. Public Hearing: Agenda Item 2025-25;**

- 1. *Resolution 2025-12; A Resolution declaring the City's election to receive State Shared Revenue*

**Mayor** opened the public hearing. **Hinkelman** explained that Resolution 2025-12, declaring the City's election to receive State Shared Revenue, is required by state law for any entity that receives state shared revenue. He noted that a hearing on this matter had previously been held at the budget committee meeting. **Mayor** asked for public comment. There was none. **Mayor** asked for council comment. There was none. **Jolma** made a motion to pass Resolution 2025-12. **Horness** seconded. **Mayor** called for a vote. The motion passed unanimously, no nay votes. **Emminger**, aye; **Jolma**, aye; **Horness**, Aye; **Finney-Leggroan**, aye. **Mayor** closed the public hearing.

- 2. *Resolution 2025-13; A Resolution adopting the Budget, making appropriations and imposing the City tax.*

**Mayor** opened the public hearing. **Mayor** asked for public comment. There was none. **Mayor** asked for council comment. There was none. **Hinkelman** stated that this resolution adopts the budget that the budget committee had previously approved. **Horness** made a motion to pass Resolution 2025-13. **Jolma** seconded. **Mayor** called for a vote. The motion passed unanimously, no nay votes. **Emminger**, aye; **Jolma**, aye; **Horness**, Aye; **Finney-Leggroan**, aye. **Mayor** closed the public hearing.

#### **14. Agenda Item 2025-25; Resolution 2025-15; A Resolution Authorizing a Transfer of Administration Funds**

Discussion/Action:

**Hinkelman** explained that at the end of every fiscal year, the city reviews budgets to identify any errors or necessary fund movements. He noted that one error had been found, and this resolution corrects that error without changing the bottom line of the budget as originally approved. **Horness** made a motion to pass Resolution 2025-15. **Finney-Leggroan** seconded. **Mayor** called for a vote. The motion passed unanimously, no nay votes. **Emminger**, aye; **Jolma**, aye; **Horness**, Aye; **Finney-Leggroan**, aye.

#### **Manager Items:**

**Mayor** recognized **Hinkelman** reported that all paperwork and necessary items for the State Revolving Fund, which applies to the Wastewater Treatment Plant, has been completed. He mentioned an upcoming review scheduled for the following Monday regarding the implementation of the State Revolving Fund. **Hinkelman** also noted that they were still waiting to hear from the legislature about potential grant monies that could reduce the amount needed from the State Revolving Fund. **Larry Reaundo** inquired about insurance coverage for liabilities related to road repairs. **Hinkelman** confirmed that the City is insured for such liabilities.

#### **9. Finance Manager Items:**

**Mayor** recognized **Shulda**. **Shulda** highlighted four checks from the accounts payable report: a payment to ABCDE Paving for fixing paving on Nehalem Street due to a water leak, a payment to Pacific Int-R-Tek for sewer inspection on Highway 30, a payment to Cummins Sales and Service for generator maintenance at Nehalem Street and the Wastewater Treatment Plant, and a payment to Tetra Tech for work on the Wastewater Treatment Plant. **Shulda** also mentioned that the budget status was on track as the fiscal year was coming to an end. **Finney-Leggroan** inquired about an item labeled "Columbia County Homeland Security," which **Shulda** explained was an annual fee. **Hinkelman** elaborated that this fee is for the City's participation in the State Homeland Security Commission, which provides emergency management planning and helps the City secure grants for emergency preparedness.

#### **10. Public Works Director Items:**

**Mayor** recognized **Warren**. **Warren** reported on several completed and upcoming projects:

- New controls were installed at the Haven Acre pump station.
- Repaired water leak due to Ziply contractors on Howard drive. He noted Ziply will need to re-pave.
- Wooden planter boxes on Nehalem Street were anchored to prevent tipping.
- A vault repair was done on Clatskanie Woods to fix exposed hinges that could puncture tires.
- Pump went out at the park bathrooms; it is currently on bypass until the new one arrives.
- Upcoming work includes Memorial Park water installation and replacing batteries for the generators.
- Public Work's has started striping curbs and parking spots in town.
- Street sweeper is coming the week of June 23<sup>rd</sup> to clean the streets
- CIP 151 bids are due next Wednesday.

**Horness** asked about the three cones on Geraldine drive. **Warren** answered and discussion occurred. **Finney-Leggroan** inquired about the possibility of installing speed bumps between South Nehalem and the fire station, and on Bellflower. **Mayor** responded that the fire department would likely object due to concerns about equipment damage when driving over speed bumps. **Jolma** inquired about liability issues. **Hinkelman** answered.

**10. Park and Recreation:** Cyndi **Warren** provided updates on the parks and recreation department. She noted that the pool is preparing to open, with 14 lifeguards if the 5 currently testing pass their exams. She noted challenges in hiring enough lifeguards and mentioned modifications to pool hours and pricing to reflect staffing issues. The pool's soft opening is scheduled for June 17th, with full scheduled lessons starting on June 23rd. **Warren** mentioned that there will be lifeguard training activities visible at the pool over the weekend. She asked for questions. There was none.

## **12. Sheriff and Code Compliance Items:**

**Lieutenant McQuiddy** presented the sheriff's report. There was an increase in calls for service in Clatskanie, with 337 calls in May compared to 233 in April and 229 in March. He provided details. Traffic stops increased from around 60 per month to 120, attributed to a new officer becoming more comfortable after academy training. Property crimes remained consistent with previous months. He mentioned ongoing active investigations, including a week-long search warrant case directly related to Clatskanie, though details couldn't be shared due to the ongoing nature of the investigation. He asked for questions. There was none.

### **13. Council Items:**

**Jolma** mentioned positive feedback regarding the wood planter boxes in town. **Finney-Leggroan** encouraged council members to go to the farmers market and food hub. **Horness** asked what happened if the old concrete planters were redistributed. He noted that the grass at Geraldine and East 5<sup>th</sup> Street needs mowed and asked if Public Works could take care of it.

**Mayor** asked for counselor items.

### **14. Mayor items:**

**Mayor** congratulated Cole **Escola**, a Clatskanie native, on winning a Tony Award for his lead role performance on Broadway. **Mayor** addressed concerns about the county potentially privatizing the ambulance service, stating that he had spoken with commissioners who assured him this would not happen. He discussed the widespread issue of speeding in the community and suggested holding a public hearing in the fall or winter to address citizens' concerns about traffic speed. The **Mayor** concluded by stating that the next meeting would be on July 3rd, before the 4th of July holiday.

**14. Adjourned: 8:11 p.m.**



**City of Clatskanie**  
Council Agenda Item 2025-27

Meeting Date: July 2, 2025

Subject: Contract Award – SW Bryant St Sewer Liner Installation – CIP 151

Prepared By: Mitch Warren, Public Works Director

---

**AGENDA ITEM:** 2025-27

**PROJECT SUMMARY:**

Reline the vitrified clay tile pipes running across Hwy 30.

- 12" line from manhole (MH) in Hwy 30 to MH north of highway in Anchor Park
- 8" line from MH in Hwy 30 to first MH on SW Bryant St

**BID SUMMARY:**

The following requested bid packages with corresponding bid amounts for the CIP 151-SW Bryant St Sewer Liner Installation

- |                                  |                  |
|----------------------------------|------------------|
| • Sarkinen Industrial Pipelining | \$102,724        |
| • Underground Tech               | No Bid Submitted |

Staff seeks an award of the contract for the CIP 151 – SW Bryant St Sewer Liner Installation Project to the low bidder, Sarkinen Industrial Pipelining, for an amount of \$102,724.

**RECOMMENDATION:**

Approve the award of the contract to Sarkinen Industrial Pipelining.

**ALTERNATIVE:**

The Council may choose to deny the request and not award the contract for the work at this time.