CITY OF CLATSKANIE

Regular Meeting Agenda of the Clatskanie City Council
Clatskanie Council Chambers March 4th, 2026 @ 7:00 p.m.

1. Call meeting to order
2. Pledge of Allegiance
3. Public Comment
4. Consent Agenda: *Regular Meeting Minutes February 4th, 2026*
   Action:
5. Agenda item 2026-06: Presentation of FY25 Audit by Kathy Wilson, SingerLewak CPAs
   Discussion:
6. Agenda Item 2026-07: Presentation by Jeremy Hipes with Columbia 9-1-1: Operations Levy Support
   Action:
7. Manager Items:
8. Finance Manager Items:
9. Public Works Items:
10. Parks & Recreation:
11. Sheriff and Code Compliance items:
12. Council Items:
13. Mayor Items:
14. Adjourn

CITY OF CLATSKANIE

Regular Minutes of the Clatskanie City Council
City Council Chambers, February 4th, 2026 @ 7:00 PM

**Present:** Mayor Robert Brajcich, Bob Emminger, Jeff Horness, Russel Finney-Leggroan, Bruce Jolma, Amanda Owen, Heidi White

**Staff Present:** Greg Hinkelman, City Manager; Mitch Warren, Public Works Director; Kierza Hammill, Finance Manager/City Recorder; Brian Guinther, Code Enforcement; Henry Perlstein, City Attorney

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

2. **Public Comment:**

   **Kris Lillich** thanked the City for establishing an alternate route related to wastewater treatment plant construction, noting reduced dust and improved conditions for the road.

   **John Lillich** made a comment regarding City anniversary and new trash bins – it was noted that this matter would be best resolved by the Chamber of Commerce.

   **Robin Drey** spoke regarding concerns about affordability impacts from the sewer loan rate increase for residents on fixed incomes and encouraged consideration of an income-based approach similar to other communities.

   **Victoria Erickson (Zoom)** asked whether the new wastewater treatment plant would provide sustainable/renewable water sanitation and referenced global water insecurity concerns. **Hinkelman** responded that the plant is being designed to meet stringent water quality standards and that discharged water would meet regulatory requirements.

3. **Consent Agenda:** *Regular meeting minutes, January 7th, 2026.*

   **Horness** made a motion to accept the minutes as written; **Emminger** seconded the motion. The **Mayor** called a vote. The motion passed. **Mayor**, aye; **Emminger**, aye; **Horness**, aye; **Finney-Leggroan**, aye**, Jolma,** aye; **White**, aye; **Owen**, aye.

4. **Agenda item 2026-04: Dave True Presentation – Parks & Recreation Support**

   Mayor **Brajcich** introduced **Dave True** from the Parks & Recreation board regarding Parks & Recreation funding and pool operations.

   Mr. True presented on increased operating costs and reduced pool open-swim hours. The board is requesting a one-time allocation of $30,000 from Scout Lake fund to support expanded open swim hours during the upcoming summer season, including evening and weekend availability. Mr. True noted the Parks & Recreation Board is considering pursuing a local option levy this November and described potential impacts if additional funding is not secured, including revisiting the City's maintenance agreement.

The council questioned the local pool fees compared to other localities and whether there was staffing for extended hours. Cyndi **Warren** confirmed that the pool had been slowly raising their prices to be more comparable with other public pools and that staffing feasibility would be sorted before the funds were granted. The purpose of Scout Lake Funds is specifically for the children of the community and prior funds have been used for the skate park and pool refurbishment.

**Hinkelman** reported the Scout Lake Fund balance is approximately $250,000 and noted potential commitments including the pickleball court match of $25,000 in addition to this request. The Scout Lake funds are received through timber harvests, and it's not expected to have another thinning for a significant amount of time. He noted that if Scout Lake funds were used for personnel costs, an addendum to the existing agreement may be needed.

**Public comment (Robin Drey)** spoke in support of the pool and the community benefit for children and families.

5. **Agenda Item 2026-05: Resolution 2026-02: Authorizing Implementation of a Fee on Municipal Sewer Customers**

Mayor **Brajcich** opened the public hearing.

**Hinkelman** reviewed revisions made to Resolution 2026-02 and summarized the proposed implementation:

- $5 per month fee beginning with March billing, increasing by $5 each month until reaching $120 per month.
- The phased-in approach would take 24 months to reach the full amount.
- The fee relates to the wastewater treatment plant loan funding requirements from the State Revolving Fund with repayment timing discussed.

Public comment included:

- Larry **Reandeau** requested clarification on project amount, asked about fund segregation and whether fees could change if additional funding reduced the loan. **Hinkelman** confirmed that the funds would be going into their own account and he was pursuing additional grants to lower the loan. Staff subsequently verified the construction contract to be $25.77 million.

- Robin **Drey** asked whether the Public Utility Commission applies and if so, had they approved the increase. Staff confirmed that the City is not under the PUC.

- Kris **Lillich** raised concern about impacts to residents on fixed incomes and high-meter users, including RV park impacts; staff explained EDU-based charging vs single meter hook-ups and noted ongoing discussions with the RV park owner regarding a potential future proposal.

**Horness** made a motion to approve Resolution 2026-02; **Owen** seconded the motion. The **Mayor** called a vote. The motion passed. **Mayor**, aye; **Emminger**, aye; **Horness**, aye; **Finney-Leggroan**, aye**, Jolma,** aye; **White**, aye; **Owen**, aye.

Mayor Brajcich closed the public hearing.

## 6. Manager Items:

**Hinkelman** reported on:

- Legislative session ("short session") is underway; Senator Weber has included the City's WWTP as one of her capital funding requests, with staff pursuing $5,000,000.
- Congressional Directed Spending (earmarks) process is open; staff are working with Senator Merkley's office on a potential additional request related to the sewer project.
- Bulky Waste event is scheduled for April 11, 2026, from 8:00 a.m. to noon at the City Park.
- Hazardous waste event anticipated first weekend in October also at the City Park

## 7. Finance Manager Items:

**Hammill** reported notable payments and updates including:

- Payable Items
  - Approximately $6,000,000 in invoices was paid out to the plant contractor, Tapani.
  - Ongoing monthly invoice to plant engineers, Tetra Tech, for about $173k.
  - Quarterly police invoice of about $140k.
  - Payments of about $11k to More Power, the new IT company, for onboarding and firewall upgrades.
- Sewer Plant Funding Updates.
  - The prior ARPA draw for that $6M was received, and the 6th draw was currently being prepped. That will leave a remaining balance of $88k from the $10M grant.
  - The EPA approved the cost share waiver releasing the City from needing to make a 20% match on the $3M grant.
  - Currently working with Tapani to get necessary paperwork to access SRF and EPA funds.
- Audit is complete and submitted. Auditors to arrange date for a financial presentation to the council soon.

## 8. Public Works Director Items:

**M. Warren** provided an update on current public works projects including:

- WWTP excavation and structural work progress (SBR pit, manholes, UV trench/structures).
- Subdivision road paving completed; infrastructure in place and preparing for spec home construction.

- Storm drain replacement on 4th Street due to root intrusion.
- RAS pump replacement at current WWTP.
- Sewer and water service installation at 40 Bryant Street.
- Planned work for Bryant Street sewer main issues and upcoming CIP replacements.

**M. Warren** also later gave an update to **Reandeau** who asked about the status of the no parking on Bel Air. **Warren** noted that they were waiting for one more quote on signage and then they would be installing the no parking signs in the area requested.

**9. Park and Recreation:**

Cyndi Warren gave an update on current projects and issues for the Park and Recreation district which included:

- Restrooms temporarily closed due to major blockage; repair scheduled.
- Pump house door replaced following vandalism.
- Girl's locker room plumbing and fixtures update was completed.
- Pool roof project starting next month.
- Kiwanis Kiddie Park project underway (footings inspection/concrete scheduled).
- Tree limb trimming completed along walking path to improve safety.
- Some park closures noted for active work areas.

**10. Sheriff and Code Compliance Items:**

**Lt. McQuiddy** reported that all within the City has been stable.

**Guinther** reported an uptick in homeless and vehicle camping concerns. He noted appreciation for community members sharing what they have seen and encouraged residents to reach out to City Hall. **Guinther** mentioned that sometimes would fall under the Sheriff's office jurisdiction, but they worked together to resolve issues. He further answered a concern from the **Mayor** about vehicles blocking the road on 6th street and that the immediate problem has been resolved.

**11. Council Items**:

**Finney-Leggoran** noted community contacts regarding grant opportunities to offset WWTP costs and shared that he provided potential candidate names to Prothman for the City Manager recruitment and that he was impressed so far with Prothman and the lead recruiter.

**Horness** thanked **M. Warren** for the WWTP tour and complimented park maintenance. He also later brought up the idea of the council sending a thank you letter to Stimson Lumber for allowing the access road for the WWTP construction.

**Emminger** echoed the appreciation for the construction tour and provided an update that the City Manager recruitment posting is active and the City is awaiting applications.

12. **Mayor items:**

Mayor **Brajcich** didn't have items of his own for this meeting but answered John **Lillich** that the City has taken note of the two unoccupied restaurants and the owners will be contacted about maintenance concerns.

13. **Adjourned Meeting:** 7:49 p.m.

# City of Clatskanie

Council Agenda Items 2026-06

Meeting Date: March 4th, 2026
Subject: Presentation on FY25 Audit by Kathy Wilson, CPA
Prepared By: Kierza Hammill, Finance Manager

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**SUMMARY:**

The City's audit firm, SingerLewak, has completed the FY25 audit and submitted all required reporting to the State. The lead CPA on the audit, Kathy Wilson, is attending to present the audit results, review the financial statements, and respond to any Council questions.