

CITY OF CLATSKANIE

Regular Meeting Agenda of the Clatskanie City Council
Clatskanie Council Chambers April 1st, 2026 @ 7:00 p.m.

1. Call meeting to order
2. Pledge of Allegiance
3. Public Comment
4. Consent Agenda: *Regular Meeting Minutes March 4th, 2026* Action:
5. Agenda item 2026-08: Resolution 2026-03 Support for Multi-sport Court Grant
Discussion:
Action:
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, March 4th, 2026 @ 7:00 PM

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

Absent: Amanda Owen

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:**

Karen **Marx** requested a resolution and letter of support from the City related to the multi-sport court grant application presented at the last council meeting. **Hinkelman** confirmed a resolution would be brought forward at the next meeting.

No further public comment was received.

3. **Consent Agenda:** *Regular meeting minutes, February 4th, 2026.*

Jolma made a motion to accept the minutes as written; **Horness** 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**, absent.

4. **Agenda item 2026-06: Presentation of FY25 Audit by Kathy Wilson, SingerLewak CPAs**

Kathy **Wilson** presented the FY 2024–2025 audit results, noting:

- An unmodified (clean) audit opinion
- Increase in assets and slight increase in cash and capital outlay
- Increase in liabilities primarily related to PERS
- General Fund ending balance at approximately 48% of expenditures, indicating a strong financial position
- Increase in net pension liability (~\$500,000), driven by actuarial factors outside City control

Wilson also noted an over-expenditure in one department of the general fund due to issues with applications of supplemental budget changes. Additionally, that contingency funds should not exist as standalone line items without associated operating categories and recommended adjustments in future budgets to fix that issue.

5. Agenda 2026-07: Presentation by Jeremy Hipes with Columbia 9-1-1: Operations Levy Support

Sally **Jones**, former executive director of Columbia 9-1-1, spoke along with Jeremy **Hipes**, the current executive director to give an update on the district including:

- District structure and governance
- Importance of maintaining operational funding
- History of levy funding and recent operational challenges
- Ongoing improvements under new leadership

Hipes further explained that about 50% of their entire operations budget is funded by the levy and they are only asking for the same amount that has been in prior levies. He mentioned that the reserve funds they have are currently being used to maintain operations and will be running out shortly which will lead to layoffs, service degradation, and delayed response times if no additional funds come. **Hipes** also noted that they handle 85,000 calls annually with approximately 97% answered within 10 seconds.

There was discussion with the council involving what equipment was around, how old it was, and what was needed for upgrades along with potential federal funding opportunities. The role of AI in dispatch was also touched upon but isn't a priority with the district at this time. **Jones** and **Hipes** were requesting council support for the upcoming levy.

6. Manager Items:

Hinkelman gave an update on continued work with the Representative's office to put in for congressional directed spending requests for the wastewater treatment plant construction. He also publicly thanked Councilors Horness and Finney-Leggroan for providing testimony on a state appropriations bill where the City was requesting \$5m. **Hinkelman** further updated that the changed bill was released and Clatskanie was not on the list for funding.

7. Finance Manager Items:

Hammill reported notable payments and updates including:

- Payable Items
 - Ongoing significant payments for the sewer plant construction including about \$1.5M to Tapani, \$104k to Tetra Tech, and \$5k to Columbia West for specialized testing
 - Springbrook software annual invoice of about \$20k
- Sewer Plant Funding Updates
 - First submission of the SRF loan draw is complete
 - Continuing working with EPA to meet requirements to access the \$3M in grant funding

- Budget is generally tracking on target for the current point of the year except for IT costs which has temporary increases due to onboarding costs, needed equipment purchases, and previously unbilled invoices, all mentioned previously.

8. Public Works Director Items:

Mitch **Warren** gave updates on the public works items including:

- Continued progress on wastewater treatment plant construction
- Work completed on subdivision near the high school
- Sewer line maintenance and inspection activities
- Ongoing meter reading and infrastructure inspections
- Planning for future paving and water line projects

9. Park and Recreation:

Cyndi **Warren** reported on current items for the Parks district:

- New picnic structure installed at Kiwanis Kiddie Park with positive community feedback
- Landscaping and maintenance position currently posted

10. Sheriff and Code Compliance Items:

Brian **Guinther** gave an update on the leaking trailer off 6th street noting that the property owner's had been contacted and that they were coordinating with the Sheriff's Office as appropriate. He further mentioned that easement issues are a civil matter needing to be worked out between the parties, not the City, unless ordinances were violated such as continued living in trailers. **Guinther** reminded everyone that they can contact him directly or City Hall with code violation concerns and he'd be out to review.

11. Council Items:

Jolma thanked the other **Horness** and **Finney-Leggroan** for traveling to Salem for the testimony and expressed disappointment that no further funding was awarded.

Horness thanked **Finney-Leggroan** for going with him and being the navigator for the journey,

Emminger provided an updated on the City Manager recruitment process noting that there were ten applicants from the recruitment firm who would be sending over their recommendations of all qualified candidates after their interviews that were happening shortly. There were two additional application sent directly to the City. A work session for the following week on March 9th at 6 p.m. was agreed upon to discuss how the candidate selection and interview process would be held with a tentative interview date of later in March mentioned.

12. Mayor items:

Mayor Brajcich also thanked the councilors for their testimony and accepted a public comment from Larry **Reandeau** who asked if the council would vote to support the Columbia 9-1-1 levy. After confirming councilor approval was all that was needed the **Mayor** agreed he'd be willing to hear a motion to support the levy.

Emminger made a motion to support the Columbia 9-1-1 levy; **Horness** 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**, absent.

The motion passed and it was confirmed that a letter of support would be sent to the Columbia 9-1-1 district.

13. Adjourned Meeting: 7:56 p.m.



City of Clatskanie

Council Agenda Item 2026-08

Meeting Date: April 1st, 2026
Subject: Resolution 2026-03 Support for Multi-Sport court refurbishment
Prepared By: Greg Hinkelman, City Manager

SUMMARY:

This resolution is required by the Oregon Parks and Recreation Department for any monies that are being sought from their grant program. The resolution formalizes the Council's support for the project which is being headed up by Karen Marx. The refurbishment project will take the two existing tennis courts and Kiwanis "kids' slab" and rebuild them into a tennis court, basketball court and two pickleball courts. The grant being sought is for \$225,000. The City is going to budget \$25,000 out of the Scout Lake Fund to support in the upcoming fiscal year. The Grant award decision will happen sometime in September or October.

CITY OF CLATSKANIE

RESOLUTION 2026-03

WHEREAS, the Oregon Parks and Recreation Department is accepting applications for the Local Government Grant Program; and

WHEREAS, the City of Clatskanie desires to participate in this grant program to the greatest extent possible as a means of providing required park and recreation acquisitions, improvements, and enhancements; and

WHEREAS, the Clatskanie City Council has identified improvements at The Clatskanie City Park as a high priority requirement in the City of Clatskanie; and

WHEREAS, the proposed Multi-Sport Court Rehab Project will replace an existing pad with a new pad designed for tennis, basketball, and pickleball; and

WHEREAS, the City of Clatskanie has available local matching funds to fulfill its share of obligation related to this grant application should the grant funds be awarded; and

WHEREAS, the City of Clatskanie and the Clatskanie Parks and Recreation District will support on-going operations and maintenance of this park and recreation facility should the grant funds be awarded; and

Now, the City of Clatskanie RESOLVES and ORDERS:

- Section 1: The Clatskanie City Council supports the submission of a grant application to the Oregon Park and Recreation Department for the Multi-Sport Court Rehab Project at the Clatskanie City Park.
- Section 2: The Clatskanie City Council authorizes Karen Marx to apply for a local government grant from the Oregon Parks and Recreation Department for a Multi-Sport Court Rehab Project at the Clatskanie City Park and delegates authority to Karen Marx to sign the application.
- Section 3: This Resolution shall be effective following its adoption by the Clatskanie City Council.

ADOPTED by the Council of the City of Clatskanie on this 1st day of April, 2026.

	<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