

# City Council Meeting Minutes

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THURSDAY, OCTOBER 20, 2016

CITY HALL COUNCIL CHAMBERS

CITY OF COLUMBIA CITY, COLUMBIA COUNTY, OREGON

**AGENDA ITEM 1**      **CALL TO ORDER/ROLL CALL:**

**CONVENED:**

Mayor Young called the regular meeting to order at 6:00 p.m. and led the flag salute.

**COUNCIL MEMBERS PRESENT:**

Mayor Cheryl A. Young  
Council President Sally Ann Marson  
Councilor Nell Harrison  
Councilor Gordon Thistle

**COUNCIL MEMBERS ABSENT:**

Councilor Josh Fromm

**ALSO PRESENT:**

Michael S. McGlothlin, Chief of Police  
Leahnette Rivers, City Administrator/Recorder

**ATTORNEY PRESENT:**

None

A quorum was present and due notice had been published.

**AGENDA ITEM 2**      **PUBLIC HEARINGS:**

None

**AGENDA ITEM 3**      **CITIZEN INPUT:**

None

**AGENDA ITEM 4**      **COUNCIL REPORTS:**

**4.1**      **Parks Committee:** Chair Marson said the report is in the recent set of meeting minutes.

**4.2**      **Water and Sewer Committee:** No report.

**4.3**      **Street Committee:** Leahnette said the Sixth and K Street storm system project is underway.

Chair Marson said the crew did a great job preparing the storm system for the recent storm.

**4.4**      **Audit Committee:** Secretary Harrison said the Committee recently met and the report is in the minutes.

**4.5 Hazard Mitigation Planning Group:** In the absence of Councilor Fromm, Chief McGlothlin said the next meeting will be held on Monday, October 24th at 6 p.m.

**4.6 Other Reports:** None.

**AGENDA ITEM 5 CONSENT AGENDA:**

**5.1 Minutes of the Regular City Council Meeting on October 6, 2016.**

**5.2 Financial reports for the month ending September 30, 2016.**

**5.3 Investment and cash balance summary for the quarter ending September 30, 2016.**

**5.4 Activities report from the Chief of Police.**

**5.5 Activities report of the Public Works Superintendent.**

**5.6 Activities report from the City Administrator.**

MOVED (THISTLE), SECONDED (MARSON) AND CARRIED UNANIMOUSLY TO APPROVE THE CONSENT AGENDA AS AMENDED.

**AGENDA ITEM 6 UNFINISHED BUSINESS:**

None.

**AGENDA ITEM 7 NEW BUSINESS:**

**7.1 Council Bill No. 16-797; Resolution No. 16-1177-R: A Resolution authorizing a transfer of appropriations within the General Fund during the fiscal year beginning July 1, 2016.**

MOVED (HARRISON), SECONDED (THISTLE) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 16-797.

**7.2 Grant Contract: Safe Drinking Water Revolving Loan Fund Grant Contract for Source Water Protection between the State of Oregon Infrastructure Finance Authority and the City of Columbia City.**

MOVED (MARSON), SECONDED (HARRISON) AND CARRIED UNANIMOUSLY TO APPROVE THE CONTRACT.

**7.3 Utility Worker position: Recommendation from the City Administrator to replace the seasonal Utility Worker position with a full-time Utility Worker position.**

The Council reviewed a memo dated August 5, 2016 from the City Administrator recommending the seasonal Utility Worker position (0.50 FTEs) be replaced with a full-time Utility Worker position.

MOVED (HARRISON), SECONDED (THISTLE) AND CARRIED UNANIMOUSLY TO APPROVE THE RECOMMENDATION TO REPLACE THE SEASONAL UTILITY WORKER POSITION WITH A FULL-TIME UTILITY WORKER POSITION.

**7.4 First reading of Council Bill No. 16-799: An Ordinance granting a franchise to CenturyTel of Oregon D/B/A CenturyLink on behalf of itself and its operating affiliates ("CenturyLink") to operate and maintain a telecommunications system ("the System") in the City of Columbia City, Oregon ("the City").**

The Council completed the first reading of Council Bill No. 16-799.

**7.5 Clean Water State Revolving Fund Program loan application: Oregon Department of Environmental Quality Clean Water State Revolving Fund Program request for loan in the amount of \$476,000 for sewer system improvements.**

Leahnette explained that the current terms of the loan are 20 years at 1.6% interest plus a 0.5% annual fee. She said the funds would be used to abandon or replace 16 septic tanks, add 10 manholes, and upsize 1,550 feet of small diameter sewer main to accommodate solids.

MOVED (THISTLE), SECONDED (MARSON) AND CARRIED UNANIMOUSLY TO AUTHORIZE SIGNATURE TO THE POINT SOURCE PROJECT APPLICATION REQUESTING A LOAN IN THE AMOUNT OF \$476,000 FROM THE CLEAN WATER STATE REVOLVING FUND PROGRAM.

**7.6 Backflow Inspection Work Proposal and Contract: Review proposals received for Backflow Inspection Work and Award a Contract:**

The Council reviewed proposals for backflow inspection work received from Molico Inc. (dba PM Backflow) and Olson LLC, and considered a recommendation from the review committee to award the contract to Olson LLC.

MOVED (HARRISON), SECONDED (MARSON) AND CARRIED UNANIMOUSLY TO AWARD THE CONTRACT TO OLSON LLC.

**AGENDA ITEM 8 OTHER BUSINESS:**

None

**AGENDA ITEM 9 ADJOURNMENT:**

There being no further business to come before the Council, the meeting adjourned at 6:16 p.m.

APPROVED:

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Cheryl A. Young  
Mayor

ATTEST:

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Leahnette Rivers  
City Administrator/Recorder