

# City Council Meeting Minutes

---

THURSDAY, JUNE 16, 2011

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. Mayor Young delivered the invocation and led the flag salute.

**COUNCIL MEMBERS PRESENT:**

Mayor Cheryl A. Young  
Councilor Shannon Fitzgibbons  
Councilor Josh Fromm (by telephone)  
Councilor Sally Ann Marson  
Councilor Casey Wheeler

**COUNCIL MEMBERS ABSENT:**

None

**ALSO PRESENT:**

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

**ATTORNEY PRESENT:**

Harold Olsen, City Attorney

A quorum was present and due notice had been published.

**1.1      Swearing in: Swearing in of Reserve Officer Patricia Erickson.**

Chief McGlothlin said he is very proud to once again bring forward a very qualified, outstanding and hard working reserve officer, Patricia Erickson. He said Patricia recently graduated from the Mid Valley Reserve Program. He said she did a fantastic job in the Academy, and he received several commendations on her performance and leadership within her class. He said Patricia was recognized formally during her graduation ceremony for her leadership skills. He said he believes the members of the department has selected a very good candidate to join the department and its Reserve Program.

Leahnette administered the Oath of Office to Patricia, and Chief McGlothlin presented her with a badge.

Officer Erickson said she is very honored, and the Mayor, Council and staff congratulated her.

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

**2.1 Public Hearing: To receive comments about the approved budget for the 2011-12 fiscal year.**

Public Hearing opened.

No comments were heard from the public.

Public Hearing closed.

**AGENDA ITEM 3 CITIZEN INPUT:**

None

**AGENDA ITEM 4 COUNCIL REPORTS:**

**4.1 Parks Committee:** Chair Fitzgibbons said Jonathan Harrel will be completing his Eagle Scout Project in Ruth Rose Richardson Park this Saturday, and the Parks Committee will meet next Monday evening.

**4.2 Water Source and Development Committee:** Leahnette said the parts needed to connect the second well to the chlorination house are being ordered.

**4.3 Street Committee:** Leahnette said now that school is out, the Public Works crew will start preparing for the overlay project on "I" and Second Streets. She said they'll be reconstructing the base in the pothole areas, and adding some water line crossings.

**4.4 Sewer Committee:** Chair Marson reported that all is quiet in the Sewer Department.

**4.5 Audit Committee:** Secretary Wheeler said the Audit Committee will meet tomorrow at 10 a.m.

**4.6 Library Report:** Liaison Marson said she has delivered several batches of books this week to the library that were donated by various residents. She said the community is doing their best to donate to the Library, and the volunteers have been very enthusiastic.

**4.7 Hazard Mitigation Planning Group:** Leahnette noted that the Hazard Mitigation Planning Group will meet next Thursday at 5 p.m.

**4.8 Other Reports:** None.

**AGENDA ITEM 5 CONSENT AGENDA:**

**5.1 Minutes of the Regular City Council Meeting of June 2, 2011.**

**5.2 Bills paid during the month of June 2011 with check numbers 15832 through 15889.**

**5.3 Financial Report for the month ending May 31, 2011.**

**5.4 Written report from the City Administrator/Recorder.**

Leahnette noted a correction is needed to the motion approving the consent agenda as listed on page 2 of the minutes. She said the motion under Agenda Item 5 was moved by Marson and seconded by Fitzgibbons, and she asked that the minutes be corrected to reflect those changes.

MOVED (WHEELER), SECONDED (MARSON), AND CARRIED UNANIMOUSLY BY ROLL CALL VOTE TO APPROVE THE CONSENT AGENDA WITH THE CORRECTION TO THE MEETING MINUTES.

**AGENDA ITEM 6**      **UNFINISHED BUSINESS:**

**6.1**      **Second reading of Council Bill No. 11-598: An Ordinance declaring the City's election to receive state revenues.**

The Council completed the second reading of Council Bill No. 11-598.

MOVED (FROMM), SECONDED (MARSON) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 11-598.

**AGENDA ITEM 7**      **NEW BUSINESS:**

**7.1**      **Council Bill No. 11-601; Resolution No. 11-1013-R: A Resolution adopting the budget, making appropriations, and levying taxes for the 2011-12 fiscal year.**

Leahnette distributed copies of a corrected version of Council Bill No. 11-601.

MOVED (WHEELER), SECONDED (MARSON) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 11-601 AS CORRECTED.

**7.2**      **Council Bill No. 11-602; Resolution No. 11-1014-R: A Resolution authorizing ORPET extended Enterprise Zone Benefits for a Fourth and Fifth year in the South Columbia County Enterprise Zone.**

MOVED (WHEELER), SECONDED (FITZGIBBONS) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 11-602.

**7.3**      **Council Bill No. 11-603; Resolution No. 11-1015-R: A Resolution establishing Fund Balance Policies for the City of Columbia City, Oregon.**

MOVED (FITZGIBBONS), SECONDED (MARSON) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 11-603.

**7.4**      **Canvass of Votes: Official canvass of votes cast at the Special Election held on Tuesday, May 17, 2011.**

MOVED (WHEELER), SECONDED (FITZGIBBONS) AND CARRIED UNANIMOUSLY TO ACCEPT THE OFFICIAL CANVASS OF VOTES CAST AT THE SPECIAL ELECTION HELD ON TUESDAY, MAY 17, 2011.

**AGENDA ITEM 8**      **OTHER BUSINESS:**

**Jake Brakes:** Leahnette said she has looked into the issue of regulating the use of Jake brakes within Columbia City. She said the City cannot prohibit the use of muffled Jake brakes on an Oregon State Highway - they are a legal safety tool. She said unmuffled Jake brakes are already unlawful, but they are very uncommon. She said the City could develop an ordinance that prohibits the use of Jake brakes on local streets, but they have not been a problem on our local streets. She said ODOT will allow us to post signs stating that the use of unmuffled Jake brakes is prohibited, but unmuffled Jake brakes are rarely found any longer, and ODOT representatives cautioned that these signs often tempt truckers to use their legal Jake brakes.

**Community Hall rental fees:** Leahnette said due to an unanticipated sharp decline in attendance, Janel Weilert was forced to move her Tuesday evening classes to Saturday mornings at 7 a.m. beginning during the month of May. At the time of the class change, she had already paid for seven 1-hour rentals. Leahnette explained that Janel has asked the Council to authorize a transfer of the rental credit (an \$87.50 value) to accommodate the new class schedule.

MOVED (MARSON), SECONDED (FITZGIBBONS) AND CARRIED UNANIMOUSLY TO ALLOW A TRANSFER OF RENTAL CREDIT FOR JANEL WEILERT AS REQUESTED.

Leahnette said Linda Cervone had reserved the Community Hall back on Saturday, January 8, 2011, to celebrate her 50th birthday. However, on the morning of her birthday, Linda became very ill and was forced to cancel the party. The Council previously approved a request to use the rental credit (a \$75.00 value) on another day. However, Linda is now scheduled to have surgery, and it's been six months since her 50th birthday and she no longer wants to throw a party. Leahnette said Linda has no other use for the rental credit, and would appreciate a refund.

MOVED (FITZGIBBONS), SECONDED (MARSON) AND CARRIED UNANIMOUSLY TO APPROVE A REFUND OF THE RENTAL CREDIT.

Leahnette said the Friends of the Library have reserved the Community Hall during the weekend of September 10th as they have taken on the responsibilities associated with the annual Celebration. She asked the Council if they will waive the rental fees for the annual Celebration activities.

MOVED (MARSON), SECONDED, (WHEELER) AND CARRIED UNANIMOUSLY TO WAIVE THE COMMUNITY HALL RENTAL FEES FOR THE CELEBRATION ACTIVITIES.

**5-Year Local Option Levy:** The Council and staff reviewed Police Department revenue and expenditure trends with and without the proposed 5-Year Local Option Levy at \$0.67 per \$1,000 assessed value. Leahnette noted that because the start of the levy continues to be pushed out, it no longer generates quite enough revenue to fully fund the projected Police Department expenditures at current levels, assuming there are no ODOT grant funds available in future years. She said the levy would need to be set a \$0.79 to fully fund projected Police Department expenditures. It was the consensus of all present that the City proceed with a levy request set at \$0.67 per \$1,000 during the November election.

**Prosecutor Services:** Chief McGlothlin said he has checked with Chief Salle of St. Helens and Chief Griesen of Scappoose, and they both contract with Laurie Seldon for prosecutor services. He said he has spoke with Laurie and she will be submitting a letter of interest.

**AGENDA ITEM 9**

**ADJOURNMENT:**

There being no further business to come before the Council, the meeting adjourned at 6:40 p.m.

APPROVED:

\_\_\_\_\_  
Cheryl A. Young  
Mayor

ATTEST:

\_\_\_\_\_  
Leahnette Rivers  
City Administrator/Recorder