

# City Council Meeting Minutes

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THURSDAY, JULY 16, 2015

CITY HALL COUNCIL CHAMBERS

CITY OF COLUMBIA CITY, COLUMBIA COUNTY, OREGON

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

**CONVENED:**

Council President Marson called the regular meeting to order at 6:00 p.m. and led the flag salute.

**COUNCIL MEMBERS PRESENT:**

Mayor Cheryl A. Young (arrived 6:05 p.m.)  
Council President Sally Ann Marson  
Councilor Josh Fromm  
Councilor Nell Harrison  
Councilor Gordon Thistle

**COUNCIL MEMBERS ABSENT:**

None

**ALSO PRESENT:**

Michael 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 Parks Committee will pursue another grant to complete Phase III improvements at the Veterans Park.

**4.2      Water and Sewer Committee:** Chair Fromm said we are preparing to hire a new contractor for the Sewer Improvements Project. In the absence of Micah Rogers, Leahnette reported that the well is holding steady at a pumping rate of 160 gpm. She said we have been supplementing the supply with wholesale water purchased from the City of St. Helens.

**4.3      Street Committee:** No report.

**4.4      Audit Committee:** No report.

**4.5 Hazard Mitigation Planning Group:** Team Member Fromm said the Group will be meeting later this month.

**4.6 Other Reports:** None.

**AGENDA ITEM 5 CONSENT AGENDA:**

**5.1 Minutes of the Regular City Council Meeting on June 4, 2015.**

**5.2 Minutes of the Regular City Council Meeting on June 18, 2015.**

**5.3 Bills paid with check numbers 18762 through 18836 during the month of June 2015.**

**5.4 Activities Report from the City Administrator/Recorder.**

Item 5.4 was struck from the Consent Agenda because it was not included in the packet.

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

**AGENDA ITEM 6 UNFINISHED BUISNESS:**

None.

**AGENDA ITEM 7 NEW BUSINESS:**

**7.1 Council Bill No. 15-763; Resolution No. 15-1150-R: A Resolution authorizing application under the Special City Allotment Program.**

MOVED (FROMM), SECONDED (MARSON) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 15-763.

**7.2 Bid Results:** Review of bids received for the Columbia City Sewer System Improvements Project.

The Council reviewed the following bid results from the Columbia City Sewer Improvements Project:

<u>Contractor</u>	<u>Base Bid</u>	<u>Alternate A</u>	<u>Alternate B</u>	<u>Total Bid</u>
Emery and Sons	\$484,500	\$ 90,000	\$229,000	\$803,500
Landis and Landis	\$548,000	\$ 50,000	\$ 89,600	\$687,600

MOVED (HARRISON), SECONDED (MARSON) AND CARRIED UNANIMOUSLY TO ACCEPT THE BID RESULTS FOR THE COLUMBIA CITY SEWER IMPROVEMENTS PROJECT.

**7.3 Recommendation for Contract Award: Recommendation that a contract be awarded for the Columbia City Sewer System Improvements Project.**

The Council reviewed a letter dated July 14, 2015, from Rob Peacock of Kennedy/Jenks Consultants recommending the City award the contract for the Sewer System Improvements Project to the low bidder, Landis and Landis, in the amount of \$687,600.

MOVED (FROMM), SECONDED (THISTLE) AND CARRIED UNANIMOUSLY TO AWARD THE CONTRACT FOR THE SEWER IMPROVEMENTS PROJECT TO THE LOW BIDDER, LANDIS AND LANDIS, IN THE AMOUNT OF \$687,600.

**AGENDA ITEM 8 OTHER BUSINESS:**

**Police Department Update:** Chief McGlothlin said activity levels remain steady, and Officer Bubar recently attended Taser Instructor School and will now serve as the

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department's instructor. He said Officer Vance is progressing very well and is about to finish his first training module. He said he is serving as Officer Vance's training officer, and Officer Vance works with him every Wednesday and every other Thursday.

**City Administrator Evaluation:** Councilor Marson distributed City Administrator evaluation forms to Council Members, and asked them to return their input to her within the next few weeks for tabulation.

**Office Clerk Hiring Process Update:** Leahnette said 45 applications were received for the Office Clerk position. She said 21 applicants were selected for clerical testing, and 19 applicants completed the testing. She said of those that testing, five applicants were interviewed by an interview committee. She said she extended a job offer to the top candidate, Laura Markham, earlier today, and Laura will begin working next week.

**AGENDA ITEM 9**

**ADJOURNMENT:**

There being no further business to come before the Council, the meeting adjourned 6:21 p.m.

APPROVED:

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Cheryl A. Young  
Mayor

ATTEST:

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Leahnette Rivers  
City Administrator/Recorder