

City Council Meeting Minutes

THURSDAY, JANUARY 4, 2018

CITY HALL COUNCIL CHAMBERS

CITY OF COLUMBIA CITY, COLUMBIA COUNTY, OREGON

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

CONVENED:

Mayor Cheryl A. 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 Karli Ebert
Councilor Nell Harrison
Councilor Sally Ann Marson
Councilor Gordon Thistle

COUNCIL MEMBERS ABSENT:

None

ALSO PRESENT:

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 Committee will meet later this month.

4.2 Water and Sewer Committee: Leahnette reported that staff met with a Protective Security Advisor from the Department of Homeland Security and the Columbia County Emergency Manager to kick-off a vulnerability assessment of our City water system. She said the Protective Security Advisor will also be conducting an "Active Shooter" workshop on February 1st, and City staff will be attending. At a later date, the Protective Security Advisor will return to City Hall to conduct a security survey of the City Hall facility.

Leahnette said the Water Reservoir and Waterline Improvements and the Sewer Tank Replacement projects are currently in design.

Leahnette said a request for bids for the Stormwater Improvements associated with the Water Source Protection project was distributed in late November, but we did not receive any. She said we are currently putting together another list of contractors to send the request for bids to.

4.3 Street Committee: Chair Marson said everyone in the upper neighborhood was thankful that the crew cleared the streets on Christmas eve.

4.4 Audit Committee: No report.

4.5 Hazard Mitigation Planning Group: Team Member Ebert said the Group will meet on January 22nd.

4.6 Other Reports: None.

AGENDA ITEM 5

CONSENT AGENDA:

- 5.1 Minutes of the Regular City Council Meeting on December 7, 2017.**
- 5.2 Minutes of the Special City Council Meeting on December 20, 2017.**
- 5.3 Financial Report for the month ending November 30, 2017.**
- 5.4 Annual Accounting of System Development Charges for 2015-16 Fiscal Year.**
- 5.5 Annual Accounting of System Development Charges for 2016-17 Fiscal Year.**
- 5.6 Activities report from the Public Works Superintendent.**
- 5.7 Activities report from the Chief of Police.**
- 5.8 Activities report from the City Administrator.**
- 5.9 Ratify OLCC Temporary Use Application for Sun Shine Pizza.**
- 5.10 Reappoint Barbara Gordon and Suella Kovich to the Audit Committee.**
- 5.11 Reappoint Lyle Bluhm to the Budget Committee.**
- 5.12 Reappoint Kelly Niles, Karli Ebert, Gary Hudson, Frank Hupp and Dan McGraw to the Hazard Mitigation Team.**
- 5.13 Appoint City Administrator, Leahnette Rivers, as Budget Office for 2018 calendar year.**
- 5.14 Reappoint existing City Council Committee assignments.**

Item 5.6 was not available and was removed from the Consent Agenda.

MOVED (HARRISON), SECONDED (MARSON) AND CARRIED UNANIMOUSLY BY ROLL CALL VOTE TO APPROVE THE CONSENT AGENDA.

AGENDA ITEM 6

UNFINISHED BUSINESS:

None.

AGENDA ITEM 7

NEW BUSINESS:

7.1 Grant Agreement: Agreement between the City of Columbia City and the State of Oregon Military Department Office of Emergency Management pertaining to a Hazard Mitigation Grant for Seismic Retrofits for Reservoirs in an amount not to exceed \$225,000.00.

MOVED (EBERT), SECONDED (THISTLE) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 17-832.

7.2 Council Bill No. 18-834; Resolution No. 18-1203-R: A Resolution authorizing a transfer of appropriations within the General Fund during the fiscal year beginning July 1, 2017.

MOVED (THISTLE), SECONDED (EBERT) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 18-834.

7.3 Annual Financial Report: City of Columbia City Annual Financial Report for the year ended June 30, 2017.

MOVED (HARRISON), SECONDED (EBERT) AND CARRIED UNANIMOUSLY TO APPROVE THE ANNUAL FINANCIAL REPORT FOR JUNE 30, 2017.

7.4 Progress Report - Goals and Objectives: City Administrator's six-month progress report for 2017-18 Policy Goals and Objectives.

The Council reviewed the progress report provided by the City Administrator.

AGENDA ITEM 8

OTHER BUSINESS:

Subdivision Application: Leahnette said the Planning Commission's meeting about the subdivision application on Chimes Crest may be postponed until the February meeting at the request of the applicant.

McBride Creek Trail System Planning Project: Leahnette said staff is actively working on this project with Dan Miller of the National Park Service and representatives of other affected agencies. She said the current priority is identifying the best place for the parking area and how best to get pedestrians across Highway 30. She said the Port of St. Helens plans to hire a park consultant to help them decide how best to proceed with the development of the Trestle Beach area.

Council President Election: MOVED (THISTLE), SECONDED (EBERT) AND CARRIED UNANIMOUSLY TO ELECT COUNCILOR MARSON AS CITY COUNCIL PRESIDENT FOR THE 2018 CALENDAR YEAR.

Carolyn King Memorial Park: Councilor Ebert expressed an interest in periodically doing some landscape maintenance work in Carolyn King Memorial Park with the assistance of one of her neighbors.

Administrative Office Update: Leahnette said staff has been very busy. She said Colleen's doing an excellent job of training Kim and also training Laura on her new assignments.

AGENDA ITEM 9

ADJOURNMENT:

There being no further business to come before the Council, the meeting adjourned at 6:15 p.m.

APPROVED:

Cheryl A. Young
Mayor

ATTEST:

Leahnette Rivers
City Administrator/Recorder