

# City Council Meeting Minutes

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THURSDAY, AUGUST 2, 2018

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 pm. 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:**

Michael McGlothlin, Chief of Police  
Micah Rogers, Public Works Superintendent  
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:**

**3.1 Daughters of the American Revolution (DAR):** Robin Fouche, Chair of the DAR Museum Board, spoke to the Council about the museum restoration project that is currently underway. She said the museum building was originally constructed in 1847, and they have recently replaced roofs, brought the electrical work up to code, replaced the furnace, and installed a new water heater. She said they still need to replace the foundation, repair the south side wall, and repair the front porch, all of which are currently failing.

She thanked the City Council for all of the City's support - including the recent Michael Allen Harrison fund raiser, the use of the City's piano, providing and setting up the stage, and the individual private donations.

**3.2 South Columbia County Chamber of Commerce:** Simon Date, Executive Director, gave the Council an overview of the Chamber of Commerce's history, described changes to its membership package, and discussed its current initiatives, goals and various community and business activities. He said the Chamber is back online, they are

trying to build closer relationships with all of the cities, they offer a Digital Magazine and website, they are making plans to move the museum into the Chamber, they are developing partnerships with schools in an effort to promote a younger workforce, they have developed a leadership program, and they are trying to promote more diversity in Columbia County.

**3.3 Columbia Pacific Food Bank:** Casey Wheeler, Executive Director, thanked the Council for the City's recent \$500 donation to the food bank. He said \$500 will generate 1500 meals, and the food bank greatly appreciates the City's support.

**AGENDA ITEM 4 COUNCIL REPORTS:**

**4.1 Parks Committee:** Chair Marson said the Parks Committee will meet again on August 28.

**4.2 Water and Sewer Committee:** Chair Thistle said the Water and Sewer Committee will meet on August 29 to discuss water conservation strategies.

**4.3 Street Committee:** Leahnette said she was really pleased to see the water leak in Sixth Street pop up before the upcoming paving work was completed. Micah said they plan to complete leak detection work within the entire project area before the paving work starts.

**4.4 Audit Committee:** Secretary Harrison said the Audit Committee will meet in September.

**4.5 Hazard Mitigation Planning Group:** Member Ebert said the Hazard Mitigation Planning Group has been reviewing the plan and finalizing the details for the 2018 Prepare Fair.

**4.6 Other Reports:** None.

**AGENDA ITEM 5 CONSENT AGENDA:**

**5.1 Minutes of the Regular City Council Meeting on July 19, 2018.**

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

**5.3 Investment and Cash Balance Summary for the quarter ending June 30, 2018.**

MOVED (HARRISON), SECONDED (THISTLE) 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 Council Bill No. 18-861; Resolution No. 18-1225-R:** A Resolution adopting hourly bill rates for public works equipment and crew for the City of Columbia City, Oregon, rescinding Resolution No. 13-1098-R.

MOVED (THISTLE), SECONDED (EBERT) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 18-861.

**7.2 Review Bids:** Review bids for the Sixth Street Paving Project (J to K Streets).

The Council reviewed bids received for the Sixth Street Paving Project as follows:

|                         |             |             |
|-------------------------|-------------|-------------|
| Knife River:            | Bid Item 1: | \$64,875.00 |
|                         | Bid Item 2: | 8,430.00    |
|                         | Total Bid:  | \$73,305.00 |
| TFT Construction, Inc.: | Bid Item 1: | \$50,974.00 |
|                         | Bid Item 2: | 5,000.00    |
|                         | Total Bid:  | \$55,974.00 |

Staff recommended the City Council award the bid to the lowest bidder, TFT Construction, Inc.

**7.3 Contract Award: Contract between the City of Columbia City and TFT Construction, Inc., for the Sixth Street Paving Project (J to K Streets) in the amount of \$55,974.00.**

MOVED (MARSON), SECONDED (EBERT) AND CARRIED UNANIMOUSLY TO AWARD THE CONTRACT TO TFT CONSTRUCTION, INC., IN THE AMOUNT OF \$55,974.00 AND AUTHORIZE SIGNATURE TO THE CONTRACT.

**7.4 Weed Abatement: Request from City Administrator for authorization to abate weeds on property located at 1640 Sixth Street, Columbia City, under the ownership of Steve and Jennifer Blanchard.**

Leahnette reported that the weeds have now been cut. No action was taken by the Council.

**AGENDA ITEM 8**

**OTHER BUSINESS:**

**Public Works Update:** Micah said his Department has been very busy. He said:

- The groundwater well was recently down for repairs during the hottest period of weather due to the level sensors failing, and we purchased over 300,000 cubic feet of water from the City of St. Helens during the 8-day shutdown.
- One of the water pumps at the L Street pump stations started to fail, so it has been pulled and is being rebuilt.
- A 22-year old sewer pump failed in one of our pump stations, so we are looking at rebuild and replacement costs.
- The PUD is replacing their buried power lines that are located in the same easement as the City's water main that extends from the lower reservoirs to the upper reservoir through the brush. As a result, the City crew needs to identify the location of the City water main, but we need to do some potholing to properly identify its true location in a few places.
- They need to complete the prep work for the Sixth Street Paving Project between J and K Streets prior to the mid-September paving work.
- As a result of the recent failure of the high pressure sewer main along Highway 30 between I and L Streets, we need to do some camera inspection work to determine the current condition of 40-year-old pipe, which extends all the way to the dog pound in St. Helens.

Mayor Young commended Micah and his crew for all of the work they do - especially over the weekends, through out the night, and out in the elements.

**Police Department Update:** Chief McGlothlin said they have been seasonally busy during the past month and had several arrests, and the officers are working hard and staying safe and hydrated.

**AGENDA ITEM 7**

**NEW BUSINESS (continued):**

**7.5 Executive Session: The Council met in Executive Session in accordance with ORS 192-660(2)(a) to consider the employment of a public employee.**

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The Council convened in Executive Session at 6:57 pm.

The Council reconvened in Open Session at 7:30 pm.

**AGENDA ITEM 9      ADJOURNMENT:**

There being no further business to come before the Council, the meeting adjourned at 7:30 pm.

APPROVED:

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Cheryl A. Young  
Mayor

ATTEST:

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Leahnette Rivers  
City Administrator/Recorder