

# City Council Meeting Minutes

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THURSDAY January 16, 2020

CITY HALL COUNCIL CHAMBERS

CITY OF COLUMBIA CITY, COLUMBIA COUNTY, OREGON

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

**CONVENED:**

Mayor Casey Wheeler called the Regular Meeting to order at 6:00 pm.

**COUNCIL MEMBERS PRESENT:**

Mayor Casey Wheeler  
Councilor Sally Ann Marson  
Councilor Karli Ebert  
Councilor Gordon Thistle  
Councilor Susan Ziglinski

**COUNCIL MEMBERS ABSENT:**

None

**ALSO PRESENT:**

Mike McGlothlin, City Administrator/Recorder  
Micah Rogers, Public Works Superintendent  
Jerry Bartolomucci, Police Operations Sergeant

**ATTORNEY PRESENT:**

None

A quorum was present and due notice had been published.

**AGENDA ITEM 2**      **CITIZEN INPUT:** None

**AGENDA ITEM 3**      **COUNCIL REPORTS:** None

**AGENDA ITEM 4**      **STAFF REPORTS:**

**4.1 Monthly Report from the Police Operations Sergeant.**

The Police Operations Sergeant, Jerry Bartolomucci, submitted a departmental written report for the previous month's activities.

**4.2 Monthly Report from the Public Works Superintendent.**

The Public Works Superintendent, Micah Rogers, submitted a departmental written report for the previous month's activities.

**AGENDA ITEM 5**      **CONSENT AGENDA**

**5.1 Bills paid with check numbers 32169 through 32236 during the month of November, 2019.**

**5.2 Bills paid with check numbers 32237 through 32286 during the month of December, 2019.**

- 5.3 Financial Report for the month ending November 30, 2019.
- 5.4 Financial Report for the month ending December 31, 2019.
- 5.5 Minutes of the November 21, 2019 Regular City Council Meeting.
- 5.6 Minutes of the November 19, 2019 Parks Committee Meeting.
- 5.7 Ratification of an Application for an OLCC Temporary Use of an Annual License (TUAL), as submitted by Todd Stansbury of Sunshine Pizza on December 4, 2019.
- 5.8 Reappointment of Michael McGlothlin as Budget Officer.
- 5.9 Reappointment of Doug Calkins and Dana Marble to the Planning Commission.
- 5.10 Reappointment of Barbara Gordon and Suella Kovich to the Audit Committee.
- 5.11 Reappointment of Barbara Gordon and Rebecca Pickering to the Budget Committee.
- 5.12 Status Report to Council from the City Administrator regarding City Council Policy Goals and Objectives for 2019-20.

CARRIED UNANIMOUSLY BY ROLL CALL VOTE TO APPROVE THE CONSENT AGENDA.

**AGENDA ITEM 6** UNFINISHED BUSINESS: None

**AGENDA ITEM 7** NEW BUSINESS:

**7.1 Election of City Council President.**

MOVED (THISTLE), SECONDED (EBERT) AND CARRIED UNANIMOUSLY BY ROLL CALL VOTE TO ELECT COUNCILOR SALLY ANN MARSON AS COUNCIL PRESIDENT.

**7.2 Committee Appointments**

MAYOR WHEELER APPOINTED THE FOLLOWING COUNCILORS TO THE REFERENCED COMMITTEES: COUNCILOR ZIGLINSKI TO THE HAZARD MITIGATION COMMITTEE, COUNCILOR MARSON (CHAIR) TO THE PARKS COMMITTEE, COUNCILORS MARSON (CHAIR) AND THISTLE TO THE STREETS COMMITTEE AND COUNCILORS THISTLE (CHAIR) AND EBERT TO THE WATER AND SEWER COMMITTEE.

**7.3 Presentation by Michael Rigby, service consultant with TCMS, Inc., in regards to proposed HVAC Maintenance Program for the City of Columbia City systems.**

PRESENTATION WAS RE-SCHEDULED TO THE FEBRUARY 20, 2020 CITY COUNCIL MEETING.

**7.4 Review, discussion, and approval of Regional IGA# 717932-01: An Intergovernmental Cooperation Agreement for ePermit System and Services.**

MOVED (MARSON), SECONDED (EBERT) AND CARRIED UNANIMOUSLY TO APPROVE THE CITY OF COLUMBIA CITY'S PARTICIPATION IN REGIONAL IGA # 717932-01.

**7.5 Review, discussion, and approval of an Application for Portable Basketball Hoop in Right-of-Way (ROW) Permit, as submitted by M. Bridgett Harkins of 1825 8<sup>th</sup> Street.**

MOVED (EBERT), SECONDED (MARSON) AND CARRIED UNANIMOUSLY TO APPROVE PERMIT AS SUBMITTED BY M. BRIDGETT HARKINS OF 1825 8<sup>TH</sup> STREET.

**AGENDA ITEM 8      OTHER BUSINESS:**

**8.1** The City Administrator/Recorder informed Council of the following issues and activities:

Planning Clerk, Helen Johnson, had brought to the City Administrator's attention a deficiency in City Ordinance 05-604-O in regards to resident responsibility in maintenance of unimproved right-of-way adjacent to residential properties within the City. After discussion, the Council directed the City Administrator to draft amending language within the above referenced ordinance and submit at next City Council meeting for review, discussion, and approval.

The City Administrator briefed Council on the working luncheon that he attended on December 5, 2019 in regards to discussing local government working priorities with other municipalities and county government representatives. The purpose of the meeting was to identify and explore collaborative efforts where shared resources can be better utilized to provide more efficient services to our communities. Another staff work session will be conducted on January 17, 2020 focusing on planning and a SWOT exercise for the February 12, 2020 meeting, which will take place with staff and elected officials, at Meriwether Place in St. Helens from 5:30 pm until 7:00 pm.

The City Administrator shared the City's annual Audit Report for the year ended June 30, 2019, as compiled by certified public accountants Pauly Rogers and Co. PC,. No deficiencies, accounting errors, misstatements, or issues of noncompliance were noted as a result of this audit.

The City's annual budget development process has started for the 2020-21 fiscal year. Revenue, expenditure, and payroll analysis are underway and Committee meetings for the development of the City's Five Year Plan are scheduled to be completed in the month of February.

The City will be hosting the next City/County Dinner Meeting on March 5, 2020 at 6:00 pm in the Community Hall here in Columbia City. The menu for the event has been confirmed and invites to the meeting have been sent via email with RSVP requested.

**AGENDA ITEM 9      ADJOURNMENT:**

**9.1**      There being no further business to come before the Council, the meeting adjourned at 6:27 pm.

APPROVED:

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Casey Wheeler  
Mayor

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January 16, 2020

ATTEST:

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Michael S. McGlothlin  
City Administrator/Recorder