

City Council Meeting Minutes

THURSDAY, DECEMBER 7, 2017

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:

Micah Rogers, Public Works Superintendent
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:** No report.

4.2 **Water and Sewer Committee:** Micah reported that the crew started leak detection work today.

4.3 **Street Committee:** No report.

4.4 **Audit Committee:** No report.

4.5 **Hazard Mitigation Planning Group:** Member Ebert said the group plans to begin a review of the Emergency Operations Plan and Hazard Mitigation Plan.

4.6 **Other Reports:** None.

AGENDA ITEM 5 **CONSENT AGENDA:**

- 5.1 **Minutes of the Regular City Council Meeting on October 19, 2017.**
- 5.2 **Minutes of the Regular City Council Meeting on November 2, 2017.**
- 5.3 **Minutes of the Regular City Council Meeting on November 16, 2017.**
- 5.4 **Bills paid with check numbers 20660 through 20724 during the month of November 2017.**
- 5.5 **Activities report from the Public Works Superintendent.**
- 5.6 **Activities report from the City Administrator.**
- 5.7 **Ratify OLCC Temporary Use Application for Sun Shine Pizza.**

MOVED (EBERT), 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. 17-832; Resolution No. 17-1201-R:** A Resolution of the City of Columbia City authorizing extended Enterprise Zone benefits for a fourth and fifth year to Premier Jets located in the South Columbia County Enterprise Zone.

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

7.2 **Council Bill No. 17-833; Resolution No. 17-1202-R:** A Resolution adopting Financial Management Procedures for the City of Columbia City, Oregon; rescinding Resolution No. 08-936-R.

MOVED (HARRISON), SECONDED (MARSON) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 17-833.

7.3 **Release:** Release of lien established by Resolution No. 99-673-R: A Resolution assessing outstanding sewer connection fees and accrued interest as a lien against property located at 2100 and 2110 Sixth Street, Columbia City, Oregon.

MOVED (MARSON), SECONDED (HARRISON) AND CARRIED UNANIMOUSLY TO AUTHORIZE SIGNATURE TO THE RELEASE OF LIEN.

7.4 **Proposal for Engineering Services:** Proposal for Engineering Services dated December 7, 2017, submitted by Robert Peacock, Project Manager, and Mark Cullington, Principal, of Kennedy/Jenks Consultants, for an estimated cost of \$153,205 for the City of Columbia City Water System Improvements Project consisting of reservoir and waterline improvements.

MOVED (THISTLE), SECONDED (HARRISON) AND CARRIED UNANIMOUSLY TO APPROVE THE KENNEDY/JENKS CONSULTANTS PROPOSAL FOR ENGINEERING SERVICES IN THE AMOUNT OF \$153,205.

7.5 **Recommendation for K Street Pump Station:** Recommendation for K Street Pump Station Improvement Project dated December 7, 2017, from Robert Peacock, City Engineer, of Kennedy/Jenks Consultants, with an estimated engineering cost of \$25,000 and a total project cost of \$120,000.

Micah explained that at times the K Street pumps cannot pump against the newly upgraded RCE pumps. Staff said that time is of the essence with this project to prevent

additional overflows at the K Street pump station. Leahnette noted that sewer system development fees can be used to pay for a portion of this project, and the remaining cash is available within the Sewer Fund, but a supplemental budget may be required to provide the necessary appropriations depending upon the timing associated with the completion of sewer improvement projects during the current budget year.

MOVED (MARSON), SECONDED (EBERT) AND CARRIED UNANIMOUSLY TO APPROVE THE RECOMMENDATION FOR THE K STREET PUMP STATION AS PRESENTED BY KENNEDY/JENKS CONSULTANTS AND MOVE FORWARD WITH THE PROJECT.

AGENDA ITEM 8 OTHER BUSINESS:

Public Works update: Micah said they've experienced some electrical trouble with the new Christmas tree in the entrance sign area, but it should be lit up again tomorrow. He said they will be adding a star to the top of the tree.

Police Department update: Chief McGlothlin said the Shop with a Cop program raised over \$3,000 this year, and the selected families will be notified this weekend.

Caples House Museum project: Leahnette suggested the City Council allow the Daughters of the American Revolution to host the next Michael Allen Harrison concert as a fund raising event for the Caples House Museum renovation project. She said it would be a summer concert, held outdoors on their grounds. It was the consensus of the Council that the DAR be allowed to host the next concert.

AGENDA ITEM 7 NEW BUSINESS (continued):

7.6 Executive Session: Executive Session in accordance with ORS 192.660(2)(a) to consider the employment of a public employee.

The Council convened in Executive Session at 6:46 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 p.m.

APPROVED:

Cheryl A. Young
Mayor

ATTEST:

Leahnette Rivers
City Administrator/Recorder