

City Council Meeting Minutes

THURSDAY, MARCH 15, 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 meeting to order at 6 pm. Mayor Young delivered the invocation and led the flag salute.

COUNCIL MEMBERS PRESENT:

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

COUNCIL MEMBERS ABSENT:

None

ALSO PRESENT:

Michael McGlothlin, Chief of Police
Jeff Mansheim, Police Sergeant
Alex Bubar, Police Officer
Steven Bubar, Police Officer
Micah Rogers, Public Works Superintendent
Leahnette Rivers, City Administrator/Recorder

ATTORNEY PRESENT:

None

A quorum was present and due notice had been published.

SWEARING IN CEREMONY: Swearing in Ceremony for Police Reserve Officer Steven Bubar.

Chief McGlothlin introduced the Department's newest Police Reserve Officer, Steven Bubar. Chief McGlothlin said this young man is a fine example of the result of hiring for character and training for efficiency. He said he truly believes that Steven will be able to advance as far as he'd like to go in this profession. Chief McGlothlin presented Officer Bubar with his department badge. Steven's wife, Grace, pinned his badge on his uniform, and Leahnette administered the Oath of Office.

Steven said he was born at the hospital in St. Helens, and then his family moved to Columbia City. He said becoming a Columbia City Police Officer has been a dream of his since he was a child, and he has always wanted to give back to his community. He said his brother, Alex, is currently a full-time Officer with Columbia City, and he also started out as a Police Reserve Officer. He said he is excited to work here and he is honored by this opportunity.

AGENDA ITEM 7 **NEW BUSINESS:**

7.1 Memorandum of Understanding: Memorandum of Understanding between the United States (US) Marshals Service Violent Offender Task Force and the City of Columbia City.

Chief McGlothlin said this arrangement with the US Marshals Service could position our department really well in the event that we are dealing with a violent offender or large incident, and it will provide us with opportunities for equipment improvements as well. He said he's had several opportunities to work with the US Marshals Service during his career, and they have always been top notch experiences.

Erik Walters, US Marshals Service, said they have a lot of full and part-time members throughout Portland and the County. He said they focus on violent criminals involved in things like armed robberies and sexual assaults, and they frequently assist agencies with sex offender registry, tactical training, and other services.

MOVED (MARSON), SECONDED (THISTLE) AND CARRIED UNANIMOUSLY TO AUTHORIZE SIGNATURE TO THE MEMORANDUM OF UNDERSTANDING.

AGENDA ITEM 2 PUBLIC HEARINGS: To gather public testimony relating to proposed changes to the System Development Charges (SDC) for the City's Transportation System, Park System and Storm System based on the periodic application of an adopted inflation adjustment factor.

Public Hearing opened.

Leahnette provided the Council with some background information about the original development of our current SDC methodologies and the subsequent inflation adjustments that have occurred.

No input was heard from the public.

Public Hearing closed.

AGENDA ITEM 3 CITIZEN INPUT:

None.

AGENDA ITEM 4 COUNCIL REPORTS:

4.1 Parks Committee: Chair Marson said the Parks Committee will meet on March 27, 2018. She said the Lions Club would like to place a memorial bench in Columbia City, and the Parks Committee is looking for ideas of where to place it.

4.2 Water and Sewer Committee: Micah said the Public Works Department has a lot going on right now. He said today they met with representatives from Xylem Corporation. He said they are handling the new order for the K Street pump and panel upgrades, but today they were here to do a software upgrade for the RCE pump station control panel. He said the design engineering for the Water Reservoir and Water Main Improvements Project is underway, and the geotechnical engineers will be out next week to dig some test pits for that project. He said the crew is working on entering information into the GIS data mapping for the water system. He said they are preparing for the K Street lift station upgrades, and they just received a submittal for the new pumps. He said they are completing unanticipated system-wide fire hydrant inspections and maintenance as a result of a discovery they made during some recent hydrant repair work.

4.3 Street Committee: Micah said the Public Works Department is preparing for the Sixth Street overlay project, which will include some storm system improvements and may also include some pavement widening.

4.4 Audit Committee: Secretary Harrison said the members plan to talk with the auditors when they do their next round of field work.

4.5 Hazard Mitigation Planning Group: Member Ebert said the Group will meet on the 27th of March.

4.6 Other Reports: None.

AGENDA ITEM 5 CONSENT AGENDA:

5.1 Minutes of the Regular City Council Meeting on March 1, 2018.

5.2 Bills paid during the month of February with check numbers 20846 through 20899.

5.3 Financial Report for the month ending February 28, 2018.

5.4 Activities Report from the Chief of Police

5.5 Activities Report from the City Administrator.

5.6 Appointment of Casey Wheeler to the Columbia City Budget Committee.

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

AGENDA ITEM 6 UNFINISHED BUSINESS:

6.2 Second reading of Council Bill No. 18-837; Ordinance No. 18-704-O: An Ordinance prohibiting smoking tobacco and marijuana use within all City parks.

The Council completed the second reading of Council Bill No. 18-837.

MOVED (MARSON), SECONDED (HARRISON) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 18-837.

AGENDA ITEM 7 NEW BUSINESS (continued):

7.2 Cost of Living Adjustment (COLA) Recommendation: Recommendation from the City Administrator for a 3.00% COLA for City employees effective July 1, 2018.

The Council reviewed a memo dated March 6, 2018 from the City Administrator recommending a 3.00% COLA effective July 1, 2018. However, Leahnette said the US Department of Labor, Bureau of Labor Statistics just released final results for the 2017 change in the Portland-Salem OR-WA consumer price index, which raised the average between the US City and the Portland-Salem change to 3.15%.

MOVED (MARSON), SECONDED (EBERT) AND CARRIED UNANIMOUSLY TO APPROVE A COST OF LIVING ADJUSTMENT OF 3.20% EFFECTIVE JULY 1, 2018 FOR ALL CITY EMPLOYEES.

7.3 Banking Services Recommendation: Recommendation regarding banking services as submitted by the Banking Proposal Review Committee.

The Council reviewed a memo dated March 15, 2018 from the City Administrator explaining that two banking institutions responded to the City Request for Proposals for Banking Services - Bank of the West and St. Helens Community Credit Union. In the memo, she said a Banking Proposal Review Committee reviewed the proposals and conducted interviews, and unanimously recommends the City select the St. Helens Community Credit Union for banking services as outlined in their proposal for the next three-year period with an option to renew for a second three-year period.

MOVED (MARSON), SECONDED (THISTLE) AND CARRIED UNANIMOUSLY TO APPROVE THE RECOMMENDATION OF THE BANKING PROPOSAL REVIEW COMMITTEE AND SELECT ST. HELENS COMMUNITY CREDIT UNION FOR THE

CITY'S BANKING NEEDS FOR THE NEXT THREE-YEAR PERIOD WITH AN OPTION TO RENEW FOR A SECOND THREE-YEAR PERIOD.

7.4 First reading of Council Bill No. 18-838: An Ordinance adopting an inflation adjustment factor to calculate changes to the Storm Drainage Development Charges; amending charges established by Ordinance No. 462.

The Council completed the first reading of Council Bill No. 18-838.

7.5 First reading of Council Bill No. 18-839: An Ordinance adopting an inflation adjustment factor to calculate changes to the City's Parks System Development Charges; amending charges established by Ordinance No. 02-578-O; repealing Ordinance No. 08-643-O.

The Council completed the first reading of Council Bill No. 18-839.

7.6 Lease Agreement: Lease Agreement between City of Columbia City and Columbia County for the Columbia County Justice Court.

MOVED (MARSON), SECONDED (EBERT) AND CARRIED UNANIMOUSLY TO APPROVE THE LEASE AGREEMENT.

AGENDA ITEM 8

OTHER BUSINESS:

Smoking Area - City Hall/Community Hall: Leahnette asked for further clarification about the Council's wishes regarding smoking on public property outside of City Hall and the Community Hall. Following a lengthy discussion, it was the consensus of the Council that a smoking area be created at the corner of I and Second Streets outside of the Community Hall. Chief McGlothlin will order a cigarette canister to place there.

Ethics Reporting: Leahnette reminded the Council to complete their on-line ethics reporting.

AGENDA ITEM 9

ADJOURNMENT:

There being no further business to come before the Council, the meeting adjourned at 7:07 pm.

APPROVED:

Cheryl A. Young
Mayor

ATTEST:

Leahnette Rivers
City Administrator/Recorder