

City Council Meeting Minutes

THURSDAY, JUNE 21, 2018

CITY HALL COUNCIL CHAMBERS

CITY OF COLUMBIA CITY, COLUMBIA COUNTY, OREGON

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

CONVENED:

In the absence of the Mayor, Council President Marson called the Regular Meeting to order at 6 pm and led the flag salute.

COUNCIL MEMBERS PRESENT:

Council President Sally Ann Marson
Councilor Karli Ebert
Councilor Nell Harrison
Councilor Gordon Thistle

COUNCIL MEMBERS ABSENT:

Mayor Cheryl A. Young

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:**

1.1 Public Hearing: To discuss the budget for the fiscal year beginning July 1, 2018 as approved by the Budget Committee.

Public Hearing opened.

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 asked Micah about the installation of the Lions Club memorial bench. Micah said he met with Mike McCoy of the Lions Club, and they selected the location for the bench, but they were not ready to schedule its installation.

4.2 Water and Sewer Committee: Micah said the pumping rate for the well has started to taper down, which is a couple of weeks ahead of the normal schedule.

4.3 Street Committee: No report.

4.4 Audit Committee: No report.

4.5 Hazard Mitigation Planning Group: Member Ebert said the Hazard Mitigation Planning Group will meet on June 25.

4.6 Other Reports: None.

AGENDA ITEM 5

CONSENT AGENDA:

5.1 Minutes of the Regular City Council Meeting on May 17, 2018.

5.2 Bills paid with check numbers 31019 through 31108 during the month of May 2018.

5.3 Financial report for the month ending May 31, 2018.

5.4 Activities report from the City Administrator.

5.5 Ratify submission of a Request for Technical Assistance to DLCD under the Oregon Housing Planning Project.

MOVED (EBERT), SECONDED (HARRISON) 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 Intergovernmental Agreement for Columbia County Community Corrections Work Crew: Amendment number four to intergovernmental agreement between Columbia County, Oregon and City of Columbia City, Oregon.

Leahnette said this amendment will extend the agreement for another two years.

MOVED (HARRISON), SECONDED (EBERT) AND CARRIED UNANIMOUSLY TO AUTHORIZE SIGNATURE TO THE AGREEMENT.

7.2 Council Bill No. 18-851; Resolution No. 18-1216-R: A Resolution adopting a credit card policy for the City of Columbia City, Oregon; rescinding Resolution No. 05-853-R.

MOVED (THISTLE), SECONDED (HARRISON) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 18-851.

7.3 Council Bill No. 18-852; Resolution No. 18-1217-R: A Resolution of the City of Columbia City authorizing designation of the South Columbia County Enterprise Zone; rescinding Resolution No. 18-1214-R.

Leahnette said County Counsel has recommended the re-established enterprise zone be expanded to include hotels, motels and destination resorts as outlined in this Resolution, which will replace the one adopted by the City Council a few weeks ago.

MOVED (EBERT), SECONDED (HARRISON) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 18-852.

7.4 Council Bill No. 18-853; Resolution No. 18-1218-R: A Resolution of the City of Columbia City authorizing extended enterprise zone benefits for a fourth and fifth year to Aero Investment Strategies LLC (d/b/a Composites Universal Group) located in the South Columbia County Enterprise Zone.

MOVED (HARRISON), SECONDED (THISTLE) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 18-853.

7.5 Council Bill No. 18-854; Resolution No. 18-1219-R: A Resolution authorizing a transfer of appropriations within the General Fund during the fiscal year beginning July 1, 2017.

MOVED (EBERT), SECONDED (THISTLE) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 18-854.

7.6 Council Bill No. 18-855; Resolution No. 18-1220-R: A Resolution adopting a job description for the City of Columbia City, Oregon.

MOVED (HARRISON), SECONDED (THISTLE) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 18-855.

7.7 Council Bill No. 18-856; Resolution No. 18-1221-R: A Resolution authorizing application under the Special City Allotment Program.

Leahnette explained that this application replaces the existing one to reduce the scope of the project from Sixth Street between H and K Streets to Sixth Street between J and K Streets and add two feet of additional pavement on each side of the street.

MOVED (THISTLE), SECONDED (EBERT) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 18-856.

7.8 Council Bill No. 18-857; Resolution No. 18-1222-R: A Resolution adopting the budget, making appropriations, imposing taxes, and categorizing taxes for the 2018-19 fiscal year.

MOVED (THISTLE), SECONDED (EBERT) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 18-857.

7.9 Promotion Recommendation: Recommendation from the Public Works Superintendent to fill Utility Foreman position.

The Council reviewed a memo dated June 15, 2018, from Micah Rogers, Public Works Superintendent, to promote Andrew Nollette to Public Works Foreman effective July 1, 2018.

MOVED (EBERT), SECONDED (THISTLE) AND CARRIED UNANIMOUSLY TO PROMOTE ANDREW NOLLETTE TO THE POSITION OF PUBLIC WORKS FOREMAN EFFECTIVE JULY 1, 2018.

7.10 Small City Allotment Agreement: 2018 Small City Allotment Agreement between the State of Oregon and the City of Columbia City regarding the paving of Sixth Street.

MOVED (THISTLE), SECONDED (HARRISON) AND CARRIED UNANIMOUSLY TO AUTHORIZE SIGNATURE TO THE SMALL CITY ALLOTMENT AGREEMENT.

7.11 Request to Abate Noxious Weeds: Request from the City Administrator for authorization to abate noxious weeds on properties located at 100 K Street and 3320 Fifth Street after June 23, 2018.

MOVED (HARRISON), SECONDED (EBERT) AND CARRIED UNANIMOUSLY TO AUTHORIZE THE ABATEMENT OF WEEDS ON PROPERTIES LOCATED AT 100 K STREET AND 3320 FIFTH STREET, COLUMBIA CITY, AFTER JUNE 23, 2018.

7.12 Outside water and/or sewer services: Council consideration of the provision of water and/or sewer utility service to properties located outside of the City limits, but within the Urban Growth Boundary (UGB).

Council reviewed a memo dated June 18, 2018, from Leahnette Rivers, City Administrator, regarding a request for water and sewer service for property located outside of the City limits and within the Urban Growth Boundary. Council discussed the request at length with staff.

Leahnette said the City Engineer has confirmed that the City currently has adequate water capacity to serve the existing users and all of the undeveloped commercial and residential property within the City and the UGB. She said the Port's undeveloped industrial property is served by the City of St. Helens water service.

Leahnette said the subject property is served by the K Street lift station, and the City Engineer is calculating the expected capacity of the system once the K Street Pump Station Improvement project is complete to confirm whether or not the lift station will have adequate system capacity to serve all of the residential properties within the City and the UGB that are, or will be, served by that lift station. She said they believe it will have the necessary capacity, but they are finalizing their numbers. She said the Port's vacant industrial property would be served by the Pixie Park and RCE pump stations, rather than the K Street pump station.

Leahnette said her research has shown that other cities frequently offer water service to properties within the UGB area, but do not offer sewer service. She said she has not been able to nail down the reason why cities typically extend water service, but do not extend sewer service.

Leahnette said she is still waiting for additional information from the City Engineer about whether or not the property could be served by gravity flow without the addition of a pump station. She spoke in opposition of the City maintaining any pump stations for the sole benefit of servicing properties located outside of the City limits. Micah noted that individual property-owner maintained pumping systems would be okay.

Staff discussed the provision of water and sewer services to properties within the UGB at length with the Council. Leahnette will check with Oregon Association of Water Utilities to see what information they might have to offer.

No action was taken pending further information.

AGENDA ITEM 8 OTHER BUSINESS:

None.

AGENDA ITEM 7 NEW BUSINESS (continued):

7.3 Executive Session: The Council will meet in 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 6:57 pm.

The Council reconvened in Open Session at 7:06 pm.

5 - Regular City Council Meeting
June 21, 2018

AGENDA ITEM 9 ADJOURNMENT:

There being no further business to come before the Council, the meeting adjourned at 7:06 pm.

APPROVED:

Sally Ann Marson
Council President

ATTEST:

Leahnette Rivers
City Administrator/Recorder