

# City Council Meeting Minutes

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THURSDAY, FEBRUARY 7, 2019

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 Gordon Thistle  
Councilor Karli Ebert  
Councilor Susan Ziglinski

**COUNCIL MEMBERS ABSENT:**

None

**ALSO PRESENT:**

Mike McGlothlin, City Administrator/Recorder  
Sergeant Jerry Bartolomucci, Police Operations Sergeant

**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:** Councilor Marson provided an update on Harvard, Veterans, Bundy, Datis, and Carolyn King Parks; as well as comments that she had received from citizens regarding the Columbia City parks system. Councilor Marson also shared that parks maintenance issues are in the process of being shared with Administration and Public Works staff in order to coordinate spring time parks clean up and maintenance.

**4.2      Water and Sewer Committee:** Councilor Thistle informed Council that the Water and Sewer Committee would be meeting on February 20, 2019, and also initiated discussion on a recent sewer backup complaint that had been received from a citizen.

**4.3      Street Committee:** Councilor Marson reported to the Council that the Streets Committee would next be meeting on February 12, 2019.

**4.4 Audit Committee:** Councilor Ziglinski reported to Council that the committee met on January 29, 2019 in order to conduct their quarterly financial audit. Councilor Ziglinski also reported that Barbara Gordon was re-elected to serve as the Committee Chair, and that she was elected to serve as the Secretary for the Committee. Councilor Ziglinski also reviewed the Audit Committee's latest audit report and informed the Council that the Audit Committee would next meet in May, 2019.

**4.5 Hazard Mitigation Planning Group:** Councilor Ebert reported that the Planning Group met on January 28, 2019 and began review and editing for the update to the City's Emergency Operations Plan. Councilor Ebert also informed Council of an educational campaign, coordinated by Columbia County Emergency Management and hosted by Running Dogs Brewery in St. Helens, regarding emergency preparedness issues. The event, which will be held the last Tuesday of each month, is called "Pints and Preparedness". The next scheduled topic of discussion will be focused on the predicted Cascadia Subduction Zone Earthquake and its impacts.

**4.6 Other Reports:**

**4.6.1 Police Operations Sergeant:** Sergeant Bartolomucci provided an update on the status of training and implementation for the department's new records management system.

**4.6.2 Mayor Wheeler:** Mayor Wheeler updated the Council on his and Councilor Marson's attendance at Legislative Day in Salem on January 24, 2019; where he said that housing issues were a major topic of discussion. He also said that he was able to meet with Representative Brad Witt in order to discuss local items of interest. Mayor Wheeler also updated Council on a meeting that he attended with the City Administrator and representatives from Genesee and Wyoming Railroad Services. He made note that this was an introductory meeting where the railroad representatives were making contact to see if there were any issues that needed to be addressed particular to rail activity within the City. Mayor Wheeler also shared that the railroad representatives expressed interest in becoming a participant with the City's Prepare Fair in order to educate citizens on rail safety issues.

**4.6.3 Councilor Ziglinski:** Councilor Ziglinski updated Council on her attendance at the recent Council Persons Training for Small Cities class. She gave an overview of the topics that were covered including: Public information requests, ADA access and Hearing Disability Services, along with Civil Rights topics and items of interest. Councilor Ziglinski shared citizen comments that she had received regarding interest in a citizens meeting. Mayor Wheeler offered to address this issue by conducting a quarterly "Coffee with the Mayor" event at City Hall. Event information will be published via the City Newsletter. Councilor Ziglinski also shared an idea on informing citizens about the ability to opt out of residential telephone book delivery; an informational piece will also be published within the City Newsletter.

**AGENDA ITEM 5**

**CONSENT AGENDA:**

**5.1 Minutes of the Regular City Council Meeting on January 17, 2019.**

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

**AGENDA ITEM 6**

**UNFINISHED BUSINESS:**

**6.1 Status report from Mayor Wheeler regarding development of Council Rules.**  
Mayor Wheeler reported that he and Councilor Marson continue to work on the research and development of Rules for the City Council. He advised that draft documents will soon be ready for Council review and action as appropriate.

**AGENDA ITEM 7      NEW BUSINESS:**

**7.1      Review of bid submitted for 3<sup>rd</sup> and I Street Drywell Abandonment Project.**

MOVED (THISTLE), SECONDED (MARSON) AND CARRIED UNANIMOUSLY TO ACCEPT BID AS PROPOSED, FROM OLSON, LLC. FOR THE 3<sup>RD</sup> AND I STREET DRYWELL ABANDONMENT PROJECT.

**7.2      Approval of Extension of Lease Agreement between the City of Columbia City and Columbia County re: Justice Court rental of Community Hall.**

MOVED (EBERT), SECONDED (WHEELER) AND CARRIED UNANIMOUSLY TO APPROVE THE EXTENSION OF LEASE AGREEMENT BETWEEN THE CITY OF COLUMBIA CITY AND COLUMBIA COUNTY RE: JUSTICE COURT RENTAL OF COMMUNITY HALL.

**7.3      First reading of Council Bill 19-880: An Ordinance amending the Comprehensive Plan, Goal 9, by adopting a New Economic Opportunities Analysis and amending the Goals and Policies Provision in the Comprehensive Plan.**

CITY COUNCIL CONDUCTED THE FIRST READING OF COUNCIL BILL 19-880.

**7.4      First reading of Council Bill 19-881: An Ordinance amending the Columbia City Development Code, by Adding a New Chapter, 7.95 Short Term Rental Units.**

CITY COUNCIL CONDUCTED THE FIRST READING OF COUNCIL BILL 19-881.

**AGENDA ITEM 8      OTHER BUSINESS:**

**8.1      Mayor Wheeler’s discussion regarding frequency of Regular City Council Monthly Meetings.**

City Ordinance regulates the frequency of Regular City Council Monthly Meetings. Mayor Wheeler shared information and a recommendation that based upon the scope, content, and meeting duration of most normal Regular Monthly City Council Meetings; in contrast to municipalities of like size to Columbia City, that the City of Columbia City would be better served with a single monthly meeting. Mayor Wheeler proposed that the single monthly meeting be scheduled for the third Thursday of each month at 6:00 pm in the Columbia City Council Chambers. Further discussion took place amongst Council in regards to the calling of emergency meetings and/or special meeting in order to efficiently conduct City business. At the end of discussion City Council directed the City Administrator to draft an ordinance reflecting this proposed change.

MOVED (EBERT), SECONDED (ZIGLINSKI) AND CARRIED UNANIMOUSLY TO DRAFT ORDINANCE TO CHANGE FREQUENCY OF REGULAR CITY COUNCIL MONTHLY MEETINGS TO THE THIRD THURSDAY OF EACH MONTH AT 6:00 PM IN THE COLUMBIA CITY COUNCIL CHAMBERS.

**8.2      Discussion regarding authorization for reimbursement for sewer back up at city inlet to 1750 4<sup>th</sup> Street.**

MOVED (THISTLE), SECONDED (EBERT) AND CARRIED UNANIMOUSLY TO APPROVE REIMBURSEMENT FOR SEWER BACK UP AT CITY INLET TO 1750 4<sup>TH</sup> STREET.

**8.3 Councilor Marson's discussion regarding council member appointment to city committees.**

Discussion took place regarding council member appointment to city committees, specifically to the Audit Committee. It was the consensus of Council that the continued appointment of a Council Member to the Audit Committee would pose a loss of independence and transparency that is critical to this committee's efforts for the City. It was also noted that this continued involvement goes against the desire and fiscal need of a citizen driven system of checks and balances. In keeping with this consensus, Councilor Ziglinski will no longer be serving on the Audit Committee.

**AGENDA ITEM 9 ADJOURNMENT:**

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

APPROVED:

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Casey Wheeler  
Mayor

ATTEST:

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Michael S. McGlothlin  
City Administrator/Recorder