

City Council Meeting Minutes

THURSDAY November 18, 2021

Zoom Meeting Access Information:

<https://us06web.zoom.us/j/87889449111?pwd=VjlvaGxUdGpoZ3NRMGIwOWlaUDNnZz09>
Meeting ID: 878 8944 9111 Passcode: 054821 Phone access: +1 669 900 6833

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 6:30 pm. Public access and comment was available via published Zoom meeting access information.

COUNCIL MEMBERS PRESENT:

Mayor Casey Wheeler
Councilor Gordon Thistle
Councilor Katrina Claridge
Councilor Sue Ziglinski

COUNCIL MEMBERS ABSENT:

Councilor Jeff Reinan

ALSO PRESENT:

Mike McGlothlin, City Administrator/Recorder
Robert Peacock, City Engineer
Kim Karber, City Finance Clerk
Laura Markham, City Office Clerk II

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:** None

AGENDA ITEM 5 **CONSENT AGENDA:**

5.1 **Bills paid with check numbers 33356 through 33388 during the month of September, 2021.**

5.2 **Bills paid with check numbers 33389 through 33446 during the month of October, 2021.**

5.3 **Minutes of the September 16, 2021 Regular City Council Meeting.**

5.4 **Minutes of the November 4, 2021 Special City Council Meeting.**

5.5 **Expense v. Budget Report for the period ending September 30, 2021.**

5.6 Expense v. Budget Report for the period ending October 31, 2021.

COUNCIL APPROVED THE CONSENT AGENDA BY UNANIMOUS ROLL CALL VOTE.

AGENDA ITEM 6 UNFINISHED BUSINESS: None

AGENDA ITEM 7 NEW BUSINESS:

7.1 Acceptance and review of the letter, dated September 27, 2021, as submitted by the Columbia City Community Library.

COUNCIL ACCEPTED AND REVIEWED THE LETTER SUBMITTED BY THE COLUMBIA CITY COMMUNITY LIBRARY; AND ALSO COMMENTED ON THE SUCCESS OF THE EVENT.

7.2 Acceptance and review of the letter, dated October 20, 2021, as submitted by Paul Vogel, Executive Director of the Columbia Economic Team.

COUNCIL ACCEPTED AND REVIEWED THE LETTER SUBMITTED BY THE COLUMBIA ECONOMIC TEAM; AND DIRECTED THE CITY ADMINISTRATOR TO COORDINATE THE INVOICE PROCESS FOR APPROVED FUNDING IN THE AMOUNT OF \$2,500.00 TO BE EXPENDED FROM THE CITY'S ARPA 2021 FUNDS.

7.3 Review, discussion and consideration for approval of Amendment Request for Engineering Services, C Street Sewer Improvements, as submitted by Robert Peacock of Kennedy Jenks.

MOVED (THISTLE), SECONDED (ZIGLINSKI), AND APPROVED UNANIMOUSLY TO APPROVE THE AMENDMENT AS SUBMITTED.

7.4 Council Bill 21-935: A Resolution Providing for Water Rates and Charges for the City of Columbia City, Oregon; Amending Resolution No. 21-1269-R.

MOVED (THISTLE), SECONDED (ZIGLINSKI), AND APPROVED UNANIMOUSLY TO APPROVE COUNCIL BILL 21-935.

AGENDA ITEM 8 OTHER BUSINESS:

8.1 The City Administrator/Recorder and Council discussed the following issues and activities:

Councilor Ziglinski shared with the City Administrator a citizen complaint that she had learned about, through a social media site, in regards to a noise complaint coming from a residence within the City. She said that she had few particulars about the residence location but that she had referred the complaining party to contact City Hall and to speak with the City Administrator about the issue. The City Administrator said that he would be on the look-out for the issue and that he would ensure that it was addressed.

The City's contracted IT service provider, UtilizeIT, has now been absorbed into Harlin IT Services, LLC. Under the City's current service management agreement, set to expire in August, 2022, the City may opt out of the agreement with 60 days prior notice. The City Administrator proposed that between the present time and the opt out time frame that Harlin IT Services, LLC be evaluated for quality of services provided to the City, and that the agreement between Harlin IT and the City be considered for renewal at that time. By consensus, the City Council agreed to this proposed evaluation plan.

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The City Administrator informed Council that he was still compiling financial data in order to make an accurate recommendation to Council for the financial amount of the proposed Five-Year renewal of the City's Local Option Levy for Law Enforcement Services; set to be ran on the May, 2022 General Election ballot. He said that this information will be presented at the December, 2021 City Council meeting so that the Council could decide/legislatively authorize the City Administrator with putting the measure on this ballot.

The City Administrator updated the Council on the City's Police Department successfully passing their audit, which was conducted by the Department of Public Safety Standards and Training (DPSST). The results of the audit found no deficiencies in the evaluated areas of employment, certification, and/or training.

The City Administrator informed Council that a number of ARPA 2021 projects were pending return from legal review and would be presented for their review/approval soon. Additional projects not needing legal review will also be presented for Council review and approval.

A tentative Christmas Holiday dinner, either pot-luck or at a local restaurant, for City staff and family members is being discussed. In the event that it is conducted this year the Council will also be invited to attend.

The City Administrator proposed an amendment to the City's Community Hall rental agreement; particular to "charitable organizations" versus those solely designated as 501 (c) (3) organizations. The amendment would relieve those organizations deemed "charitable" from having to additionally conduct a charitable event during their rental in order to receive the 50% reduction in rental fees. It was moved (Ziglinski), seconded (Claridge), and carried unanimously to approve the amendment as proposed.

AGENDA ITEM 9

ADJOURNMENT:

- 9.1 There being no further business to come before the Council, the meeting adjourned at 6:54 pm.

APPROVED:

Casey Wheeler
Mayor

ATTEST:

Michael S. McGlothlin
City Administrator/Recorder