

City Council Meeting Minutes

THURSDAY April 20, 2023 – 6:00 PM
COLUMBIA CITY CITY HALL – 1840 SECOND STREET
CITY OF COLUMBIA CITY, COLUMBIA COUNTY, OREGON

AGENDA ITEM 1 CALL TO ORDER/ROLL CALL:

CONVENED:

Mayor Susan Ziglinski called the Regular Meeting to order at 6:00 pm.

COUNCIL MEMBERS PRESENT:

Mayor Susan Ziglinski
Council President Gordon Thistle
Councilor Katrina Claridge
Councilor Rob Forman
Councilor Jeff Reinan

COUNCIL MEMBERS ABSENT: None

ALSO PRESENT:

Mike McGlothlin, City Administrator/Recorder
Micah Rogers, Public Works Superintendent

ATTORNEY PRESENT: No.

A quorum was present and due notice had been published.

AGENDA ITEM 2 CITIZEN INPUT:

2.1 Chief Joel Medina, Columbia River Fire & Rescue (CRF&R), addressed City Council in regards to the recent events and allegations involving both himself as well as CRF&R as a whole. Councilor Forman thanked CRF&R and Chief Medina for their involvement with the proposed fire station project and also asked for clarification about the subject of response times within Columbia City. Chief Medina responded with clarification about this topic while Councilor Reinan also stated that he had questions about CRF&R being able to meet response times in the future. Both Chief Medina and CRF&R Deputy Chief Eric Smythe provide further clarification as to how a fire station being located within Columbia City would improve response times and put the City in a better position as the population grows within the CRF&R district.

No other citizens provided input during this portion of the meeting.

AGENDA ITEM 3 COUNCIL REPORTS:

3.1 Minutes of the February 21, 2023 Parks Committee meeting, chaired by Councilor Katrina Claridge.

WRITTEN MINUTES WERE SUBMITTED FOR THE PARKS COMMITTEE MEETING.

3.2 Minutes of the February 28, 2023 Streets Committee meeting, chaired by Councilor Rob Forman.

WRITTEN MINUTES WERE SUBMITTED FOR THE STREETS COMMITTEE MEETING.

AGENDA ITEM 4 STAFF REPORTS:

4.1 Activity Reports from the Public Works Superintendent

PUBLIC WORKS SUPERINTENDENT MICAH ROGERS SUBMITTED A WRITTEN ACTIVITY REPORT FOR THE PREVIOUS MONTH'S ACTIVITIES.

AGENDA ITEM 5 CONSENT AGENDA:

5.1 Bills paid with check numbers 34248 through 34298 during the month of March 2023.

5.2 Expense v. Budget Report for the period ending March 31, 2023.

5.3 Minutes of the March 16, 2023 Regular City Council Meeting.

THE CONSENT AGENDA WAS APPROVED BY ROLE CALL VOTE OF THE CITY COUNCIL.

AGENDA ITEM 6 UNFINISHED BUSINESS: None

AGENDA ITEM 7 NEW BUSINESS:

7.1 Presentation of the South Columbia County Chamber of Commerce Semi-Annual Update, as conducted by Jak Massey, Member Relationship Manager.

JAK MASSEY, MEMBER RELATIONSHIP MANAGER FOR THE CHAMBER, CONDUCTED THE PRESENTATION THAT CAUGHT THE CITY COUNCIL UP TO DATE ON THE CHAMBER ACTIVITIES OVER THE PREVIOUS SIX MONTHS. MS. MASSEY DID SO BY REVIEWING THE WRITTEN REPORT THAT WAS SUBMITTED FOR THE CITY COUNCIL MEETING.

7.2 Presentation of Housing Needs Implementation Plan, as conducted by Cascadia Partners.

PAUL VOGEL, OF THE COLUMBIA ECONOMIC TEAM, OPENED THE PRESENTATION BY REVIEWING THE HISTORY OF THE HOUSING NEEDS ASSESSMENT PROGRAM. MR. VOGEL WAS FOLLOWED BY SACHI ARAKAWA AND LYDIA NESS, BOTH OF CASCADIA PARTNERS, WHO REVIEWED THE PRESENTATION MATERIALS THAT WERE INCLUDED IN THE AGENDA PACKET FOR THIS CITY COUNCIL MEETING. SEVERAL ACTION ITEMS FOR THE CITY TO CONSIDER IN IMPROVING THEIR HOUSING NEEDS ISSUES WERE IDENTIFIED DURING THE COURSE OF THIS STUDY. THE CITY ADMINISTRATOR SAID THAT THIS INFORMATION WOULD BE SHARED WITH THE CITY'S PLANNER SO THAT THESE RECOMMENDATIONS COULD BE FURTHER REVIEWED AND INCORPORATED AS APPROPRIATE.

7.3 Review, discussion, and consideration for approval of the 2023-24 Five-Year Capital Improvement Program (CIP), as submitted by the City Administrator.

MOVED (THISTLE), SECONDED (REINAN) AND VOTED UNANIMOUSLY TO APPROVE THE 2023-24 FIVE-YEAR CIP AS SUBMITTED.

7.4 Review, discussion, and consideration for approval of the Policy Goals and Objectives for the 2023-24 Budget Year.

MOVED (CLARIDGE), SECONDED (FORMAN), AND VOTED UNANIMOUSLY TO APPROVE THE POLICY GOALS AND OBJECTIVES FOR THE 2023-24 BUDGET YEAR.

7.5 Council Bill 23-962: A Resolution Authorizing a Transfer of Appropriations within the General, Water, and Sewer Funds During the Fiscal Year Beginning July 1, 2022.

MOVED (FORMAN), SECONDED (THISTLE) AND VOTED UNANIMOUSLY TO
APPROVE COUNCIL BILL 23-962.

AGENDA ITEM 8 OTHER BUSINESS:

- 8.1** The City Administrator spoke with the City Council regarding the following "Other Business" topics:
- a. The Request for Proposal (RFP) package for Septic Tank Pumping Services has been completed. The RFP opens on April 28th and closes on May 26th. As usual, once respondents file their RFP packages a sub-committee will be formed to review the proposals, score them accordingly, conduct any interviews that may be needed, and forward to City Council a recommended company for contract award.
 - b. The final community presentation for the proposed fire station project in Columbia City will take place on April 27th at 6:00 pm in the Community Hall.
 - c. Planning for our annual Memorial Day ceremony is progressing and is on track to be another great event this year.
 - d. The annual filing for the use of ARPA 2021 revenue(s) are on schedule to be completed by the end of April, meeting the reporting deadline.
 - e. The closeout report to the Oregon Parks and Recreation Department, for the first phase of the Rivers Walk Trail System, has been submitted.

AGENDA ITEM 9 ADJOURNMENT:

- 9.1** There being no further business to come before the Council, the meeting adjourned at 7:26 pm.

APPROVED:

Susan Ziglinski
Mayor

ATTEST:

Michael S. McGlothlin
City Administrator/Recorder