

# City Council Meeting Minutes

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THURSDAY JULY 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 Rob Forman

#### COUNCIL MEMBERS ABSENT:

Councilor Katrina Claridge  
Councilor Jeff Reinan

#### ALSO PRESENT:

Mike McGlothlin, City Administrator/Recorder  
Kim Karber, Office Supervisor/Finance Clerk

#### ATTORNEY PRESENT: No

A quorum was present and due notice had been published.

## AGENDA ITEM 2

### CITIZEN INPUT:

Wendy Wells, 2010 9<sup>th</sup> St, presented a petition that was circulated to Save Bundy Park. It stated 'We, the undersigned, oppose giving away Bundy Park freely to the Columbia River Fire and Rescue for the development of a 24/7 fire station. This city park provides the only large trees, native plants, and habitat in Columbia City. It acts as a buffer between Hwy 30 and adjoining neighborhoods'. 208 signatures were turned in.

Susan Taylor, 2535 5<sup>th</sup> St, one of the residents who was collecting signatures for the petition against the fire station in Bundy Park voiced her concerns and the concerns shared with her while getting signatures.

Amy, 2015 8<sup>th</sup> Ct, voiced her concerns about the fire station. She also had questions about the RFP for septic pumping. Mike M explained the RFP will reopen on July 21<sup>st</sup> and will be open for a month.

Rosemary Jeffrey, 1420 2<sup>nd</sup> St, provided more information about getting a life vest kiosk at Pixie Park. She has life jackets ready to put out. She presented an example of what the life vest kiosk could look like and a sign to put with it. She also presented a petition with signatures for placing the life vest kiosk. 101 signatures were turned in. She is asking the City to help with getting the kiosk set up in the right of way, volunteers would build it. Pixie Park is owned by the D.A.R. and because of liability issues has not agreed to it. Caples caretaker suggested also having a life ring.

John Hanson, 2015 8<sup>th</sup> Ct, requested the City have an outside audit. It was explained it is done yearly by Pauly, Rogers and Co. out of Tigard.

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Celeste Smith, 410 D St, expressed concern about people receiving electronic bills not getting the newsletter. It was explained residents receive an email when electronic bill is ready and there is a link for the newsletter.

No other citizens provided input to the City Council.

**AGENDA ITEM 3      COUNCIL REPORTS:**

None

**AGENDA ITEM 4      STAFF REPORTS:**

**4.1    Activity Report from the Police Operations Sergeant**

The Council reviewed the Police Operations Sergeant's activity report.

**4.2    Activity Report from the Public Works Superintendent**

The Council reviewed the Public Works Superintendent's activity report.

**AGENDA ITEM 5      CONSENT AGENDA:**

**5.1    Bills paid with check numbers 34389 through 34440 during the month of June 2023.**

**5.2    Expense v. Budget Report for the month ending June 30, 2023.**

**5.3    Minutes of the April 20, 2023, Regular City Council Meeting.**

**5.4    Minutes of the May 18, 2023, Regular City Council Meeting.**

**5.5    Minutes of the June 6, 2023, Audit Committee Meeting.**

**5.6    Minutes of the June 15, 2023, Regular City Council Meeting.**

COUNCIL APPROVED THE CONSENT AGENDA BY UNANIMOUS ROLL CALL VOTE.

**AGENDA ITEM 6      UNFINISHED BUSINESS:**

None

**AGENDA ITEM 7      NEW BUSINESS:**

**7.1    Review, discussion, and acceptance of resignation letter, as submitted by Michael S. McGlothlin, for the position of City Administrator for the City of Columbia City, Oregon.**

MOVED (THISTLE), SECONDED (FORMAN) AND CARRIED UNANIMOUSLY TO ACCEPT THE LETTER OF RESIGNATION FROM THE CITY ADMINISTRATOR EFFECTIVE JULY 21, 2023.

**7.2    Review, discussion, and consideration for approval of appointment of Kim Karber as Interim City Administrator for the City of Columbia City, Oregon, effective July 24, 2023.**

MOVED (THISTLE), SECONDED (FORMAN) AND CARRIED UNANIMOUSLY TO APPROVE THE APPOINTMENT OF KIM KARBER AS CITY ADMINISTRATOR EFFECTIVE JULY 24, 2023. Mike McGlothlin administered the Oath of Office to Kim Karber.

**7.3    Review, discussion, and consideration for approval of appointment of Leahnette Rivers as a contracted consultant for the City of Columbia City, Oregon, effective July 24, 2023.**

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MOVED (THISTLE), SECONDED (FORMAN) AND CARRIED UNANIMOUSLY TO APPROVE THE APPOINTMENT OF LEAHNETTE RIVERS AS A CONTRACT CONSULTANT TO ASSIST AND TRAIN THE INTERIM ADMINISTRATOR.

**7.4 Review, discussion, and consideration for approval of appointment of Police Operations Sergeant Gerald Bartolomucci to the position of Police Chief for the City of Columbia City, Oregon, effective July 24, 2023.**

MOVED (THISTLE), SECONDED (FORMAN) AND CARRIED UNANIMOUSLY TO PROMOTE GERALD BARTOLOMUCCI TO THE POSITION OF POLICE CHIEF EFFECTIVE JULY 24, 2023. Gerald Bartolomucci was not present and will be sworn in at a later date.

**7.5 Review, discussion, and consideration for approval of recommendations from the City Planner, Lauren Scott, for adoption of planning goals from the Housing Study recommendations.**

It was the consensus of the Council that this matter be tabled until a full quorum is present to hear the presentation from Lauren.

**7.6 Review, discussion, and consideration for approval of a Gold Star Memorial Marker Proposal, for placement at Columbia City Veterans Park, as submitted by Lynn and Stan Chiotti of the St. Helens Garden Club.**

MOVED (THISTLE), SECONDED (FORMAN) AND CARRIED UNANIMOUSLY TO APPROVE THE PLACEMENT OF A GOLD STAR MEMORIAL MARKER IN THE COLUMBIA CITY VETERANS PARK.

**AGENDA ITEM 8**

**OTHER BUSINESS:** The City Administrator discussed the following items with Council:

**8.1 Final survey for fire department ends 7/21/23.**

Mayor Ziglinski recommended this matter be tabled. No objections were heard from the Council.

**8.2 RFP for septic tank maintenance services.**

The RFP process will reopen on July 21, 2023 and run until August 25, 2023.

**8.3 Street Closure request for the annual City Celebration made by Kay Brown.**

MOVED (THISTLE), SECONDED (FORMAN) AND CARRIED UNANIMOUSLY TO APPROVE THE STREET CLOSURE REQUEST FOR THE COLUMBIA CITY CELEBRATION.

**8.4 Life vest kiosk project update**

Mike McGlothlin spoke with the City's insurance company, CIS, they stated there is a legal implication created if the City decides to put the kiosk on their property and feel it is most prudent to not do so. The big concern for risk management was the proximity of Pixie Park's shore to the shipping channel. From CIS's legal standpoint it offers conflicting messages when there are signs that say swim at own risk and then provide life vests.

**AGENDA ITEM 9**

**ADJOURNMENT:**

**9.1** There being no further business to come before the Council, the meeting was adjourned at 7:21 pm.

APPROVED:

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Susan Ziglinski  
Mayor

ATTEST:

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Kim Karber  
Interim City Administrator/Recorder