

City Council Meeting Minutes

THURSDAY, OCTOBER 19, 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 6:02 pm.

COUNCIL MEMBERS PRESENT:

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

COUNCIL MEMBERS ABSENT:

Councilor Jeff Reinan

ALSO PRESENT:

Kim Karber, Interim City Administrator/Recorder
Gerald Bartolomucci, Police Chief
Micah Rogers, Public Works Superintendent

ATTORNEY PRESENT:

None

A quorum was present and due notice had been published.

AGENDA ITEM 2 **CITIZEN INPUT:**

Paulette Lichatowich gave an update on Friends of the Library. Their mission is to connect with the community through friends, service, and books. They have twenty-six volunteers who work to fulfill this mission. They received a grant to complete a needs assessment and provided a copy to the council.

Jak Massey gave a six-month update on everything that is going on with the chamber.

No other citizens provided input to the City Council.

AGENDA ITEM 3 **COUNCIL REPORTS:**

3.1 Parks Committee: Chair Claridge brought the recommendation forward from the Parks Committee to accept the donation of Pixie Park to the City. Once DAR is notified the City is willing to accept the donation, it will then go through DAR's different approval committees before being finalized. Two stipulations would be that nothing be built on it, so it would preserve the view of the Columbia River from Caples House and the name stays as Pixie Park.

MOVED (CLARIDGE), SECONDED (FORMAN) AND CARRIED UNANIMOUSLY TO ACCEPT DONATION OF PIXIE PARK TO THE CITY.

The Gold Star Family Memorial Marker which honors families who have lost a loved one in service of the U.S. military was also discussed at the Parks Meeting. Stan Chiotti with the

St. Helens Garden Club was present and presented more information on the marker. Highway 30 has been designated as the Gold Star Families Memorial Highway from Astoria, OR to Atlantic City, NJ. The Garden Club is willing to provide up to \$500 and is looking for donations for the remaining \$2100. If a donation of \$500 or more is made the donor's name(s) will be engraved on the plaque. The City will put information about donating in our newsletter and on our Facebook page.

AGENDA ITEM 4 CONSENT AGENDA:

- 4.1 Bills paid with check numbers 34528 through 34573 during the month of September 2023.
- 4.2 Expense vs Budget Report for the month ending September 30, 2023.
- 4.3 Combined Balance Sheet for September 30, 2023.
- 4.4 Minutes of the September 21, 2023, Regular City Council Meeting.
- 4.5 Activity Report from the Chief of Police for September 2023.
- 4.6 Activity Report from the Public Works Superintendent for September 2023.

THE COUNCIL APPROVED THE CONSENT AGENDA BY UNANIMOUS ROLL CALL VOTE.

AGENDA ITEM 5 UNFINISHED BUSINESS:

None.

AGENDA ITEM 6 NEW BUSINESS:

6.1 Presentation by Chip Dryden on CERT (community emergency response team).

Chip Dryden is a FEMA (Federal Emergency Management Agency) instructor and has a degree in emergency management. He presented a slide show on what CERT certified neighborhood responders would be trained for and what their responsibilities would be. They would be front line responders before first responders were able to assist in whatever disaster there may be (flood, fire, earthquake, etc). CERT training is free through grants usually provided by FEMA and local agencies. Chip is suggesting Columbia City have 12 CERT certified residents. A survey will be placed in the City's newsletter to get an assessment of the community's interest.

6.2 Approval of a contract between the City of Columbia City and Blue Heron Septic and Drain Service, Inc for Septic Tank Maintenance Service.

MOVED (THISTLE), SECONDED (FORMAN) AND CARRIED UNANIMOUSLY TO APPROVE THE SEPTIC TANK MAINTENANCE CONTRACT WITH BLUE HERON.

6.3 Approve updated recommendation from Police Chief for purchase of police vehicle.

MOVED (FORMAN), SECONDED (THISTLE) AND CARRIED UNANIMOUSLY TO ACCEPT A POLICE CAR PURCHASE OF A DODGE DURANGO FOR \$43,288.09 TO REPLACE THE 2010 CHEVY TAHOE.

6.4 Recommendation from the Assistant to the Interim Administrator to correct the distribution of wages and fringe benefit costs associated with the City Administrator.

MOVED (CLARIDGE), SECONDED (FORMAN) AND CARRIED UNANIMOUSLY TO CORRECT THE DISTRIBUTION OF WAGES AND FRINGE BENEFIT COSTS ASSOCIATED WITH THE CITY ADMINISTRATOR AS OUTLINED IN THE MEMO DATED OCTOBER 10TH, 2023.

6.5 Recommendation from the Assistant to the Interim Administrator to update the distribution of staffing by fund and department for fiscal year 2023-24.

MOVED (THISTLE), SECONDED (CLARIDGE) AND CARRIED UNANIMOUSLY TO UPDATE THE DISTRIBUTION OF STAFFING BY FUND AND DEPARTMENT AS OUTLINED IN THE MEMO DATED OCTOBER 9TH, 2023.

6.6 Council Bill No. 23-971; Resolution 23-1307-R: A Resolution authorizing a transfer of appropriations within the General, Street, Water and Sewer Funds during the fiscal year beginning July 1, 2023.

MOVED (FORMAN), SECONDED (THISTLE) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO 23-971.

6.7 Approval of Temporary OLCC permit for Michael Allen Harrison concert.

MOVED (CLARIDGE), SECONDED (THISTLE) AND CARRIED UNANIMOUSLY TO APPROVE TEMPORARY OLCC PERMIT FOR MICHAEL ALLEN HARRISON CONCERT.

6.8 Recommendation the proceeds from Michael Allen Harrison concert benefit Community Hall.

MOVED (FORMAN), SECONDED (THISTLE) AND CARRIED UNANIMOUSLY FOR MICHAEL ALLEN HARRISON PROCEEDS TO BENEFIT COMMUNITY HALL.

AGENDA ITEM 7 OTHER BUSINESS:

AGENDA ITEM 8 ADJOURNMENT:

8.1 There being no further business to come before the Council, the meeting adjourned at 7:22 pm.

APPROVED:

Gordon Thistle
Council President

ATTEST:

Kim Karber
Interim City Administrator/Recorder