

# City Council Meeting Minutes

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THURSDAY, OCTOBER 17, 2024 – 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 Katrina Claridge called the Regular Meeting to order at 6:00 pm.

**COUNCIL MEMBERS PRESENT:**

Council President Rob Forman  
Councilor Gordon Thistle  
Councilor Connie Quick  
Councilor Lyle Blum

**COUNCIL MEMBERS ABSENT:**

None.

**ALSO PRESENT:**

Kim Karber, City Administrator/Recorder  
Micah Rogers, Public Works Superintendent  
Helen Johnson, Office Supervisor

**ATTORNEY PRESENT:**

None

A quorum was present and due notice had been published.

1.1      Swearing in of newly appointed councilor Lyle Bluhm by Kim Karber.

**AGENDA ITEM 2**      **CITIZEN INPUT:**

**2.1      Representative from the Sheriff's office to discuss jail levy.**

James MacFarland with the Columbia County Sheriff's office went over some facts on how the jail levy, currently on the ballot, would continue to fund the operations of the jail.

**2.2      ~~Jak Massey, South Columbia County Chamber of Commerce update.~~**

This item was removed from the agenda.

**AGENDA ITEM 3**      **COUNCIL REPORTS:**

**3.1      Audit Committee:** Councilor Forman reported they met on 9/17. They worked on getting processes unified, looked at cost savings, and did the standard audit and everything looked good.

**3.2      Hazard Committee:** Councilor Quick reported they are not meeting again until January.

**3.3      Parks Committee:** Mayor Claridge reported they discussed Datis and Carolyn King and possible improvements, Harvard Park will be next. The City did receive a grant for \$40,000 for a Parks Master Plan update.

**3.4      Streets Committee:** No report.

**3.5      Water & Sewer Committee:** No report.

**AGENDA ITEM 4**

**CONSENT AGENDA:**

- 4.1 **Bills paid with check numbers 35124 through 35169 during the month of September 2024.**
- 4.2 **Expense vs Budget Report for the month ending September 2024.**
- 4.3 **Revenue Analysis Report for the quarter ending September 2024.**
- 4.4 **Combined balance sheet for the month ending September 2024.**
- 4.5 **Minutes of the September 19, 2024, Regular City Council Meeting.**
- 4.6 **Activity Report from the Chief of Police for the month of September 2024.**
- 4.7 **Activity Report from the Public Works Superintendent for the month of September 2024.**
- 4.8 **Activity Report from the City Administrator for the month of September 2024.**

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

**AGENDA ITEM 5**

**UNFINISHED BUSINESS:**

None.

**AGENDA ITEM 6**

**NEW BUSINESS:**

**6.1 Ratify Backflow Contract between Olson LLC and the City of Columbia City.**

MOVED (FORMAN), SECONDED (QUICK), AND CARRIED UNANIMOUSLY TO APPROVE THE BACKFLOW TESTING CONTRACT WITH OLSON LLC.

**6.2 Review OLCC Special Event License for Caples House Museum.**

MOVED (THISTLE), SECONDED (QUICK), AND CARRIED UNANIMOUSLY TO APPROVE THE OLCC SPECIAL EVENT LICENSE FOR CAPLES HOUSE MUSEUM.

**6.3 Review memo from our City Planner, Lauren Scott, requesting a moratorium on new development in the special flood hazard zone.**

MOVED (FORMAN), SECONDED (GORDON), AND CARRIED UNANIMOUSLY TO APPROVE THE SIX-MONTH MORATORIUM ON NEW DEVELOPMENT IN THE SPECIAL FLOOD HAZARD ZONE.

**6.4 Review memo from Helen Johnson, Planning Administrative Assistant, requesting input and guidance on minimum lot sizes in residential zones as outlined in the City's Development Code.**

COUNCILS CONCENSUS FOR HELEN TO TAKE BACK TO THE PLANNING COMMISSION IS THEY ARE NOT IN FAVOR OF REDUCING THE LOT SIZE TO 7000 SQUARE FEET IN THE R2 ZONE.

**6.5 Obligation of ARPA funds.**

MOVED (FORMAN), SECONDED (QUICK), AND CARRIED UNANIMOUSLY TO APPROVE THE OBLIGATION OF ARPA FUNDS FOR THE PURCHASE OF THREE MICROSOFT SURFACE TABLETS FOR THE POLICE DEPARTMENT.

**AGENDA ITEM 7**

**OTHER BUSINESS:**

**7.1 Review OLCC Event license for Michael Allen Harrison in the Community Hall.**

MOVED (QUICK), SECONDED (BLUHM), AND CARRIED UNANIMOUSLY TO APPROVE THE OLCC PERMIT FOR MICHAEL ALLEN HARRISON AT THE COMMUNITY HALL.

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**AGENDA ITEM 8      ADJOURNMENT:**

**8.1** There being no further business to come before the Council, the meeting adjourned at 6:42 pm.

APPROVED:

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Katrina Claridge  
Mayor

ATTEST:

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Kim Karber  
City Administrator/Recorder