

City Council Meeting Minutes

THURSDAY, NOVEMBER 21, 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 Bluhm

COUNCIL MEMBERS ABSENT:

None

ALSO PRESENT:

Kim Karber, City Administrator/Recorder
Micah Rogers, Public Works Superintendent
Jerry Bartolomucci, Chief of Police

ATTORNEY PRESENT:

None

A quorum was present, and due notice had been published.

AGENDA ITEM 2

CITIZEN INPUT:

2.1 ~~**Jak Massey, South Columbia County Chamber of Commerce update.**~~
Jak not present, this item was removed from the agenda.

2.2 **Corey Padron & Chip Dryden, with the Columbia County Emergency Management Department to discuss specific needs for our community.**

Corey Padron introduced himself and Chip Dryden to the Council. Corey reported that they are continually working on projects and one they are currently working on is community needs. They have grant funds and he has set some aside for each community. It will be around \$2,000-\$4,000 and the purpose of the money is interoperability between the county and the community. Corey is asking for us to look at what the City needs to help us work together with the County in the event of a disaster. He also is asking that we start thinking of a larger project that we could do next year as the State Homeland and other grants will be coming out. Chip will be scheduling a prewinter meeting on December 2nd with anyone in the community who is interested in attending. They will be discussing what is typical, how everyone is prepared, what people may need, etc. They brought in an example of a quick reference card they will be putting together for Columbia County, and they will be starting with Columbia City. It should be a grab and go document that is more usable during an emergency. Corey and Chip are available 24/7 and have other resources they can reach out to if needed.

AGENDA ITEM 3 COUNCIL REPORTS:

3.1 Audit Committee: Chair Forman reported the committee reviewed proposals for a new auditor. Kim reported she has reached out to Umpqua and their information will be presented at the next Council meeting.

3.2 Hazard Committee: Chair Quick reported the next meeting will be in January.

3.3 Parks Committee: Kim reported the committee discussed needs for Harvard Park.

3.4 Streets Committee: Micah reported Columbia City was not one of the cities chosen to receive grant funds from the Small Cities Allotment grant. There were 74 projects turned in and they were only able to choose 24 with the funds they had available. The committee will meet in January or February to look over the grant application to see how we can update it.

3.5 Water & Sewer Committee: No report.

AGENDA ITEM 4 CONSENT AGENDA:

4.1 Bills paid with check numbers 35170 through 35200 during the month of October 2024.

4.2 Expense vs Budget Report for the month ending October 2024.

4.3 Combined balance sheet for the month ending October 2024.

4.4 Minutes of the October 17, 2024, Regular City Council Meeting.

4.5 Activity Report from the Chief of Police for the month of October 2024.

4.6 Activity Report from the Public Works Superintendent for the month of October 2024.

4.7 Activity Report from the City Administrator for the month of October 2024.

4.8 Correct the 2024 date of January 18th meeting minutes to January 25th.

4.9 Minutes of the October 2024, Parks Committee Meeting.

4.10 Minutes of the November 2024, Parks Committee Meeting.

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

AGENDA ITEM 5 UNFINISHED BUSINESS:

None.

AGENDA ITEM 6 NEW BUSINESS:

6.1 Audited Financial Report for the Year Ended June 30, 2024.

MOVED (FORMAN), SECONDED (THISTLE), AND CARRIED UNANIMOUSLY TO ACCEPT THE JUNE 30,2024 AUDIT REPORT FROM PAULY, ROGERS, AND CO PC.

6.2 Review of the updated Bargain and Sale Deed of Pixie Park from the Daughters of the American Revolution to Columbia City.

MOVED (THISTLE), SECONDED (QUICK), AND CARRIED UNANIMOUSLY TO APPROVE THE UPDATED BARGAIN AND SALE DEED OF PIXIE PARK FROM THE DAUGHTERS OF THE AMERICAN REVOLUTION TO COLUMBIA CITY.

6.3 Review the Local Government Grant Program Agreement between the Oregon Parks and Recreation Department and Columbia City.

MOVED (QUICK), SECONDED (THISTLE), AND CARRIED UNANIMOUSLY TO APPROVE THE GRANT FUNDS FROM THE OREGON PARKS AND RECREATION DEPARTMENT FOR COLUMBIA CITY.

6.4 Review the Engineering Budget Amendment Request between Kennedy Jenks and Columbia City.

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MOVED (QUICK), SECONDED (THISTLE), AND CARRIED UNANIMOUSLY TO APPROVE THE BUDGET AMENDMENT BETWEEN KENNEDY JENKS AND COLUMBIA CITY.

6.5 Membership renewal with the South Columbia County Chamber of Commerce.

MOVED (QUICK), SECONDED (BLUHM), AND CARRIED UNANIMOUSLY TO APPROVE RENEWING THE MEMBERSHIP WITH SOUTH COLUMBIA COUNTY CHAMBER OF COMMERCE AT THE BASIC LEVEL.

6.6 Council Bill No. 24-991: An Ordinance Suspending Processing and Issuance of Floodplain Development Permits for a Period of 180 Days; Declaring an Emergency; Effective December 1, 2024.

MOVED (FORMAN), SECONDED (QUICK), AND CARRIED UNANIMOUSLY TO DECLARE AN EMERGENCY.

MOVED (THISTLE), SECONDED (BLUHM), AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 24-991 STARTING DECEMBER 1, WITH THE EMERGENCY CLAUSE.

AGENDA ITEM 7 OTHER BUSINESS:

7.1 Vandalism to Porta Potties.

After some discussion, it was decided that the porta potties at Bundy Park and Library will be locked during non-staff hours, and we will see if that helps with the vandalism. There will be signs posted on the porta potties with the hours along with phone numbers for the Police and Community Action Team for those needing help.

7.2 Feedback on Live Streaming.

A survey question went out in the October newsletter asking who would be interested in having City meetings streamed. We only received three responses that said they would be interested in having the meetings streamed. Cost of equipment and someone to run it will need to be considered if we stream in the future. No action will be taken at this time.

7.3 Food Bank Donation Request.

MOVED (FORMAN), SECONDED (QUICK), AND CARRIED UNANIMOUSLY TO APPROVE A \$500 DONATION TO THE FOOD BANK.

AGENDA ITEM 8 ADJOURNMENT:

8.1 There being no further business to come before the Council, the meeting adjourned at 7:17 pm.

APPROVED:

Katrina Claridge
Mayor

ATTEST:

Kim Karber
City Administrator/Recorder