

City of Lowell, Oregon
Minutes of the City Council Meeting
August 19, 2014

The meeting was called to order at 7:00 PM by Mayor Paulson

Members Present: Mayor Paulson, Judith Rennert, Gary Reese, Melody Knokey, Jim Burford
City Attorney – Gary Darnielle

Public Comments: Hall O'Regan 62 E 3rd St., request that the council allow CA do his job. Idella Stinson 26 E 3rd St., would like the forensic audit, and commented on a flyer received in the mail. Don Bennett 540 Sunridge Lane, commented on how to move forward with the Public Works Dept., and read an article from the March 2012, 'The Bridge' regarding the \$121,000 accounting discrepancy. Ken Larsen 657 Moss St., would like to see a copy of the report from Becky Price CPA. Linda Martin 426 E 1st St., requested the council do something about the dogs at large issue. Bob Burr 566 E 1st St., is concerned about the safety at the Public Works Dept.. Andrea Larsen 657 Moss St., would like more transparency with the city. Hall O'Regan 62 E 3rd St., stated he is 'demanding' a forensic audit.

Council Comments: Councilor Knokey wanted to know what action has been taken with the dog incident. Councilor Reese would like an ordinance for dogs at large, discussion followed. Councilor Knokey commented on her concern with the safety issues at the Public Works Dept..

Approval of Minutes: 7:27 PM

- **August 5, 2014 approved by consensus as corrected.**
- **August 12, 2014 Special Meeting, approved by consensus.**

Approval of Expenditures: 7:33 PM

Councilor Rennert moved to approve expenditures for August 19, 2014, Councilor Reese second the motion.

PASS 5:0

Old Business: 7:38 PM

- **Public Works:** CA Lee gave an update on Orenco, gave findings on generators, update on sodium hypochlorite conversion and that the Lowell Fire Dept. will be initial responders to an incident. Discussion followed with councilors. CA offered Max Baker the Superintendent position, he has accepted. CA is continuing to work on Distribution coverage.

- **Parks Ordinance:** Mayor Paulson reviewed previous work done on ordinance. Discussion followed.

- **Forensic Accounting:**

Recess: Council in Executive Session

Back in Session 9:34 PM

Councilor Rennert withdrew her second to the motion. Councilor Knokey withdrew her motion from last council meeting on August 5, 2014.

Mayor Paulson moved that the CA do the following:

- 1) **Solicit 3 bids from Certified Public Accounts to review 1 year of bank statements, cancelled checks and payroll records to ensure that all monies paid out were for city business, to ensure payroll was paid according to contracts or agreements and to ensure that payroll taxes have been paid and to provide a report detailing findings and to notify the city immediately if any evidence of financial problems that may constitute fraud are found.**
- 2) **Contact Rebecca Price CPA to solicit a report detailing changes made to correct the fund imbalances that delayed the FY 2010-11 audit.**

Councilor Rennert seconded the motion.

PASS 5:0

New Business: 9:37 PM

- **Resolution 607 Inter-fund Loan Transfer** – CA explained the transfer of money from SDC Fund to the General Fund for the purchase of a generator for Wastewater Plant. Discussion followed. Resolution is to be brought back with corrections to next council meeting.
- **Resolution 608 Amendment to Employee Handbook Changing Pay Dates** – CA explained changing pay day to allow end of pay period to be completed prior to doing payroll. Discussion followed. **Mayor Paulson move to adopt Resolution 608, a Resolution Amending the City of Lowell's Personnel Policies & Procedures Employee Manual Relating to Pay Dates, second by Councilor Knokey.**

PASS 5:0

Reports: 9:51 PM

- **Parks Advisory Committee Meeting Minutes, August 7, 2014**
- **Contract Agreement with Rebecca Price CPA**
- **O & M Service Contract with Orenco**

Councilor Rennert would like the park security camera issue placed on the City Council Agenda for next meeting.

Staff Reports: 9:54 PM

- **CA Report** – CA reported on the filling of the Office Aide position, Kelsie Anderson was selected from the interview process. Council approved by general consensus. CA reviewed election process, Tuesday August 26, 2014 is the last day to submit an application, for City Council position. Annual audit with Pauley Rogers was moved from August 27-29 to October 27-29, 2014, due to new staff and lack of preparation time. Discussion followed. Councilor Reese inquired if the City had any say on how the names are placed on the ballot for elections? No one knew the answer to that question. CA stated he will create a task list of priorities that he will use to keep council updated. CA noted that the deadline for articles to be submitted to 'The Bridge' is August 25, 2014.

Other Business: 10:08 PM

- Mayor Paulson reminded the CA to give a detail billing for the City Attorney, and a new version of the financial reports. He would like to see a year end financial report for 2013-14, month end report for the previous month. Mayor would like to review on-call vs stand-by time

paid to Public Works employees. Councilor Rennert would like the CA to put the SCADA system on his priority list. Councilor Reese would like the CA to bring a plan for the process of reconciliation in the future, because of issues in the past. Councilor Reese wanted to know what the council desires for input in the discussion in relating with contacting Mr. Cherry. Discussion followed.

Adjourn: 10:24 PM

Approved: _____
Stephen Paulson, Mayor