

**City of Lowell, Oregon  
Minutes of the City Council Meetings  
June 21, 2016**

**Executive Session** called to order at 6:32 PM by Mayor Bennett

**Members Present:** Mayor Bennett, Maggie Osgood, Steve Paulson, Jim Burford, Gail Harris

**Executive Session: ORS 192.660(2)(f) – To consider information or records that are exempt by law for public inspection.**

**Adjourn: 7:05 PM**

The regular meeting was called to order at 7:12 PM by Mayor Bennett.

**Members Present:** Mayor Bennett, Maggie Osgood, Steve Paulson, Jim Burford, Gail Harris

**Consent Agenda:** Councilor Paulson request to remove the Voucher Directory for June 21, 2016. **Councilor Burford moved to approve the minutes for June 7, 2016, second by Councilor Paulson. PASS 5:0**

**Public Comments:** None

**Council Comments:** None

**City Administrators Report:** CA Cobb reported on Accounting Improvements, Candidate Election Packets, and the Library 10 Year Anniversary Celebration.

**Monthly Financial Report:** May Revenue and Expenditure Report provided in packet. CA responded to questions in regards to the Blackberry Jam Account.

**Police Report:** May report provided in packet.

**Draft Minutes:** Provided in packet: Park Advisory Committee Meeting June 2, 2016

Blackberry Jam Festival Committee Meeting – June 14, 2016

**Business Meeting:** Councilor Paulson stated that the Rogers Machinery Company should be coded to 757- Repair and Maintenance. **Councilor Paulson moved to approve Voucher Directory for June 21, 2016 with line item for Rogers Machinery Company of \$4871.59 be made from the sewer repair and maintenance. Second by Councilor Burford. PASS 5:0**

**Old Business:** None

**New Business: 7:30 PM**

- **Ordinance 293 – Committee Reorganization** – CA introduced item, discussion followed and a work session will be scheduled to refine Ordinance 293.
  
- **Audit Engagement Letter from Emerald CPA Group** – CA introduced item, Bill Trotter submitted an engagement letter for the Fiscal Year 2015-16 Financial Audit. **Councilor Burford moved to approve the Audit Engagement Letter for Fiscal Year 2015-16 not to exceed \$13,000, second by Councilor Harris. Discussion followed. PASS 5:0**

- **Law Enforcement Contract with City of Oakridge** – CA introduced item. **Councilor Paulson moved to approve the 2016-17 either contract for law enforcement services with the City of Oakridge, second by Mayor Bennett. Discussion followed. PASS 5:0**
- **Resolution 654 – Extending Worker’s Compensation to Volunteers** – CA introduced item which is required by the City’s insurance carrier. **Councilor Burford moved to approve Resolution 654 – Extending Worker’s Compensation to Volunteers, second by Councilor Paulson. PASS 5:0**
- **Resolution 655 – Amending Personnel Policies and Procedures** – CA introduced item amending City Hall and Library hours. **Councilor Paulson moved to approve Resolution 655 – Amending Personnel Policies and Procedures, second by Councilor Harris. Discussion followed. PASS 5:0**
- **Resolution 656 – Employee Compensation Adjustments** – CA introduced item. **Councilor Burford moved to approve Resolution 656 – Employee Compensation Adjustments, second by Councilor Harris. Discussion followed. PASS 5:0**
- **Resolution 657 – Amending PER’s Contribution** – CA introduced item which would reduce the City’s contribution for the CA position to only 6%. **Councilor Burford moved to approve Resolution 657 – Amending PER’s Contribution, second by Councilor Paulson. PASS 5:0**

**Other Business:** Councilor Paulson moved to give authority to the Mayor and Council President to approve the Voucher Directory for July 5, 2016. PASS 5:0 Councilor Paulson move to cancel the July 5, 2016 Council Meeting, and begin the July 19, 2016 meeting at 9 AM at Lundy School, followed by a work session. PASS 5:0

**Mayor’s Comments:** Reviewed a LCOG report from a US Census Survey.

**Council Comments:** None

**Public Comments:** None

**Adjourn: 9:10 PM**

Approved:   
Don Bennett, Mayor

7-25-16  
Date