

**City of Lowell, Oregon
Minutes of the City Council Meeting
December 2, 2014**

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

Members Present: Mayor Paulson, Gary Reese, Judith Rennert, Jim Burford

Member Absent: Melody Knokey

Public Comments: Andrea Larsen 657 N Moss St., commented on Financial Audit.

Council Comments: None

Approval of Minutes: November 18, 2014 Councilor Rennert moved to replace the sentence 'Council agreed, including Head Librarian, as in the past.', and replace with 'The Council agreed to gift certificates for staff and will take the suggestion to provide gift certificates to volunteers under advisement.' Seconded by Councilor Reese. FAIL 2:2 Mayor Paulson and Councilor Burford opposed. Mayor Paulson moved to change the language in that sentence 'Council agreed, including Head Librarian, if this is consistent with past precedent.' FAIL 2:2 Councilor Rennert and Councilor Reese opposed. Minutes deferred to next meeting.

Approval of Expenditures: 7:13 PM

Questions in regards to payments discussed and staff will clarify. Mayor Paulson move to approve the voucher directory for December 2, 2014, except for the items related to invoice #19503, which will come back to our next meeting, Councilor Reece seconded.

PASS 4:0

Old Business: 7:20 PM

- **Financial Review (Report from Tiffany Couch)** – CA stated that progress is being made on recommendations by Tiffany Couch. Bonnie Graham Accounting Clerk, gave a detailed update. Discussion on reviewing Financial Policy that is in place and if need be, bring forth new policy to the Council.

- **Financial Report** – Bonnie Graham explained changes in report. Discussion followed.

- **Finance Software - (New Business #2)** – CA presented pros on using QuickBooks for financial software and possible conversion timeline.

Public Comment: Rudy Rennert 305 N Damon St., commented on the difficulty of conversions, and wasted money on Vision. Bill George 125 Marina Vista Dr., asked if the contract with Vision can be cancelled? Discussion followed by council, CA would like more time to research and answer questions.

- **Permanent City Manager Recruitment** - Mayor Paulson informed that a contract has been signed by Mike Kelly to recruit a City Manager. Mike Kelly presented to the Council an explanation/outline of the process and he is looking at a 3-4 month time period. Mr. Kelly answered questions from the council. Discussion followed.

- **Employee Hiring Procedures** – A revised draft was given to council to review.

New Business: 8:18 PM

- **Christmas Gift Certificates for City Staff/Volunteers** - Councilor Reese requested the item to be brought back to this meeting for discussion. Public Comment: Bill George 125 Marina Vista Dr., commented on how important volunteers are in this town, they need to be appreciated. Rudy Rennert 305 N Damon St., commented that the money belongs to the public, the public should decide and if any volunteer gets one, all volunteers would deserve one. Hall O'Regan 62 E 3rd St., commented that he is a volunteer and the council could give him one and he will use it to buy his neighbor a dog house. Council Comment: Councilor Reese read a statement opposing giving one volunteer a gift card. **Councilor Reese moved that Christmas gift cards only be authorized to be paid to City employees and if any gift cards have already been purchased for any city volunteers, instead be used only for the purpose of purchasing necessary items to be used for city business purposes. I further move that since the City Administrator is a half time employee, he shall receive no more than a \$25 gift card. If a \$50 gift card has already been purchased, it is to be treated the same as the volunteer card, as stated previously. If he still wants a card, a new one shall be purchased, and given to him in the amount of \$25. Seconded by Councilor Rennert. FAIL 2:2 Mayor Paulson and Councilor Burford opposed.** Discussion followed.

Mayor Paulson moved that we direct staff to proceed with the gift certificate plan as presented by staff at the last council meeting and staff proceed with putting in place a volunteer celebration event to occur in January, seconded by Councilor Rennert. Discussion followed. **PASS 3:1 Councilor Burford opposed.**

- **Police Services with Springfield** - Councilor Rennert would like an update on current police service and have CA contact Springfield Police Dept. to see if they could help police the City of Lowell and what would it cost. Public Comment: Max Baker PW Superintendent, lives in Springfield, stated he bowls with the Chief of Police and mentioned this topic to him, and he told Max that they can't provide external service. Hall O'Regan 62 E 3rd St., suggested discussing with the surrounding communities about going together on police service. Ken Larson 657 N Moss St., stated that Springfield has a new chief, and it would be worth trying to have a conversation with them. Bob Burr 566 E 1st St., concerned with all the assignments being given to CA on his limited work time. Councilor Reese supports the idea of meeting with Springfield. Councilor Burford would take into consideration what Mr. Larson said, but also would like to have a meeting with Oakridge to find out what is going on with them. Discussion followed. CA will make contact with Springfield and arrange a meeting with Oakridge again.

Reports: 8:47 PM

- **CA Staff Report** - CA responded to Councilor Rennert's concern about the City's insolvency at the last council meeting and cautioned the council before making such comments. The Bridge gate has been fixed, the north gate was switched with the south side. The gate on the south side will not open. Portable toilets are present in both parks. Contractors have been contacted for bids on repair of the roof at City Hall. Mayor will get the CA and Joyce set up with the city website information. Budget Committee members are expiring at the end of December, we will advertise vacancies in 'The Bridge'.

- **Public Works Superintendent Report** - Max Baker reported that the flow meter at the wastewater plant needs to be replaced. Had Drinking Water Review last week, it went pretty well. A meeting with City of Lowell and Dept. of Forestry, is scheduled for December 8, 2014 at 2 PM at the Fire Hall, a request for Councilors, CA and Max to attend. A request for TAG to update

and adjust the Wireless Auto Dialer at the Lift Station. Bids for the City Hall roof and cover for the generator are coming in.

Other Business: 9:13 PM

- Councilor Reese read a farewell statement thanking the citizens for giving him the opportunity to serve Lowell. Councilor Rennert inquired when auditors will be coming. CA stated in the last email they stated they will not be coming until January. Mayor Paulson would like Public Wi Fi not be turned off on meeting nights. Mayor Paulson stressed to CA that he needs to let the Council know if CA needs more time to complete tasks as directed.

Closing Public Comments: Ken Larsen 657 N Moss St., commented that the council should stop any further action in the hiring of a new CA, until the new council is seated. Andrea Larsen 657 N Moss St., suggested everyone look up the definition of 'volunteerism', also doesn't think we should be looking for a new CA at this time. The council needs to come up with a mission statement for this town. Hall O'Regan 62 E 3rd St., the city needs a mission statement. Bill George 125 Marina Vista Dr., requested a show of hands that support Andrea Larsen's statement. Rudy Rennert 305 N Damon St., asked what is the credit rating for the City of Lowell? CA responded 'A'.

Adjourn: 9:25 PM

Approved: Stephen Paulson
Stephen Paulson, Mayor