

City of Lowell, Oregon
Minutes of the City Council Meeting
November 3, 2014

The meeting was called to order at 7:01 PM by Mayor Paulson

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

Public Comments: Don Bennett 540 Sunridge Lane, commended City Administrator for his hard work, commented on special audit, Private Security Patrol and land donation from Nelson's. Bill George 125 Marina Vista Drive, commented on CA's resignation and the Nelson land donation. Idella Stinson 26 E 3rd St., would like to see everyone work together and a new mission statement be developed.

Council Comments: Councilor Knokey commented on the money spent on special audit. Mayor Paulson commented on special audit and private security item. Council Member Reese recognized and thanked Council Member Knokey for all the hard work and time she had put in getting the new web site on-line and audio minutes available for the public to listen to so they could know what actually had been done and said at meetings.

Approval of Minutes: October 7, 2014 approved by consensus.
October 21, 2014 Work Session approved by consensus.
October 21, 2014 approved by consensus.

Approval of Expenditures: 7:18 PM

Questions from council responded to by Thom VonFlatern - Public Works Dept., Bonnie Graham - Accounting Clerk (AC).

Mayor Paulson moved to approve Voucher Directory for November 3, 2014, Councilor Reese seconded the motion.

PASS 5:0

Old Business: 7:22 PM

- **Financial Report** – Mayor Paulson stated he wanted to go through a few questions with the report. Review of report followed with council, CA, AC and T. VonFlatern regarding coding issues of bills and items. Councilor Burford would recommend that a work session be done quarterly to review financials and not during regular council meetings.
- **Acuity Forensics Recommendations/Observations** – Council reviewed with CA and AC on progress with items listed on audit.
- **Public Works Staff/ Code Enforcement/ Animal Control Services** – CA presented certification chart for Public Works Dept. and discussed PERS related to contract help, also the potential hiring of contract help to permanent part time position. Public Works staff report was discussed by CA and T. VonFlatern with the council.
- **Park Security Surveillance Retention Schedule** – CA explained that the retention

requirement is 30 days. CA will be working on procedures once information about the capability of system is received.

- **Employee Hiring Procedures** – Mayor Paulson provided a revised version and discussion followed.
- **Permanent City Administrator Recruitment** – Mayor Paulson presented a draft engagement letter from League of Oregon Cities, a quote from LCOG and stated that Mike Kelly would be willing to assist. Discussion followed. **Mayor Paulson moved to work with Mr. Kelly to initiate personnel service contract to help with the recruiting of CA, seconded by Councilor Rennert.** Discussion followed. **Councilor Rennert moved to amend previous motion to limit the amount of expense to \$3,000, unless further expenditures are approved by council, seconded by Councilor Reese.**
PASS 3:2 Opposed – Councilor Burford and Councilor Knokey
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- **Council/Staff Training /Relations Workshop** – Mayor Paulson will continue to work on arranging a meeting with the trainer.

Recess

Back in session: 9:07 PM

- **Land Donation (Mia Nelson)** –
Public Comments: Richard Johnson 40160 E 1st St., commented on fire hazard of land donation. Mia Nelson 40160 E 1st St., would like the City to make a decision. Robert Burr 566 E 1st St., asked if any other information has been obtained? Mayor Paulson read a testimony from Lisa Bee-Wilson 250 N Hyland Lane, not in favor of land donation. CA does not have a recommendation for the council. Discussion followed, Councilor Reese read a statement recommending acceptance of donation. Councilor Knokey would like to poll the adjacent home owners to see how they feel about donation and move on with a decision. Councilor Burford concerned on how the park would be maintained and the possibility of having a public poll. Item will be brought back to next meeting for a decision after contacting residents adjacent to donation property.
- **Contract Private Security Company for Street Patrols** - CA does not support recommendation. Council Member Reese suggested the council might want to consider contracting with another police department, perhaps Springfield P.D. Councilor Burford suggested reaching out to Dexter and Pleasant Hill and contract with them. Discussion followed in how to achieve better service from Oakridge.

New Business: None

Reports: 10:15 PM

- **CA Staff Report** - Discussed a floating holiday for the Friday after Thanksgiving, for employees, who are off on that day now. CA would like to suggest changing evaluations on employees to be done on work anniversaries opposed to the first of the year.

- **Public Works Superintendent Report** – CA reported one bid had been received for \$3,600 to build a cover for the new generator at the wastewater plant.

Other Business: 10:19 PM

- Mayor Paulson would like the Ordinance List updated and Code Book updated also. Councilor Reese asked if the staff had decided on what they would like for Christmas. CA stated the staff had decided on a party, no arrangements have made yet.

Adjourn: 10:20 PM

Approved: 
Stephen Paulson, Mayor