

**City of Lowell, Oregon
Minutes of the City Council Meeting
July 15, 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

Mayor Paulson requested additions to the agenda, Councilor Rennert also requested an addition to be added to the agenda.

Public Comments: Pam Weaver, 38 Wetleau Dr., stated she is in favor of a leash law. Hall O'Regan commented on the vandalism in Rolling Rock Park, and suggested investing in a surveillance system.

Council Comments: Mayor Paulson thanked the Councilor's for their time invested last week. Councilor Knokey thanked city employee's Thomas VonFlatern, Joyce Donnell and Bob Daigneault for all their hard work. Councilor Reese thanked Frank Knokey for his help with the oil leak and placing the handicap door knobs at City Hall.

Approval of Minutes: 7:07 PM

- **June 10, 2014 minutes are approved by consensus as corrected.**
- **June 25, 2014 minutes are approved by consensus.**
- **July 1, 2014 minutes are approved by consensus.**
- **July 7, 2014 Work Session minutes are approved by consensus as corrected.**

Approval of Expenditures: 7:21 PM

Councilor Reese moved to approve expenditures for July 15, 2014, Councilor Rennert seconded motion.

PASS 5:0

Old Business: 7:22 PM

- **Pro Tem City Administrator** – Mayor Paulson introduced and welcomed Mr. Bill Lee as the new Pro Tem City Administrator.

Recess: 7:23 PM

Back in Session: 7:27 PM

- **Public Works Update** – Scott Laroque, Project Manager for CH2M Hill, gave a report as requested at the end of their 4 week contract. He commented on the collection of clutter outside the plants, the calibration of equipment is not being done as frequently as they should. Procedures for quality control are lacking, security issues were noted, no designated operator had been appointed with the State, after W. Hartwig left. Equipment failure was noted, equipment is present to assist, but not being used, he recommended some changes to optimize Public Works. Scott presented a picture slide presentation of the plants. Questions were asked of Mr. Laroque by the Council, discussion followed. **Mayor Paulson moved that we authorize the City Administrator to begin work on establishing a long term contract for Public Works operations, to include**

but not be limited to: 1) Developing and releasing a request for qualifications, 2) Begin developing a scope of work that could be used as a basis for issuing a RFP or entering into a contract. Seconded by Councilor Knokey.

Mayor Paulson moved to modify the motion to read, I move that the City Administrator begin work on establishing a long term contract....., seconded by Councilor Knokey.

PASS 5:0

Discussion followed amongst the Council, CA Lee, Mr. Laroque and Max Baker.

PASS 5:0 as modified

Mr. Laroque will put together a prioritization list of items needing immediate attention and present it to CA Lee. Discussion on fixing the back hoe and generators followed.

Max gave a brief report on the walk through at the water treatment plant with Environmental Quality and Army Corps of Engineers.

- **Resolution 601 Employee Compensation Adjustments** – Council and CA discussed how to move forward.

Recess

Back in Session: 9:05 PM

- **Supplemental Easement Agreement with Army Corps of Engineers** – CA gave a report on the changes that were made by Army Corps redrawing the easement lines, the City will have less property to maintain around the sludge ponds. Councilor Knokey gave more details, Army Corps had made a concrete sludge pond and wanted the removal of the old pond. The area for parking and pump house area was redrawn into the easement. **Mayor Paulson moved to approve the new easement agreement with the Army Corps of Engineers, seconded by Councilor Burford.**

PASS 5:0

- **Oakridge Law Enforcement Agreement** – Councilors discussed contract and will sign contract when ready for signature.

- **Ordinance 286, Approval Process** – Discussion about changes that will happen July 17, 2014 once this Ordinance goes into effect, and how to deal with expenditures over \$1000. CA will bring a resolution to deal with exceptions. **Councilor Reese made a motion that the Mayor be designated as the contact person for the CA to approve emergency expenditures over the next 3 weeks. Seconded by Councilor Knokey.**

Councilor Burford motion to amend the motion, that the Council President be the Mayors back up. Seconded by Mayor Paulson.

PASS 5:0

PASS 5:0 as amended

New Business: 9:37 PM

- **League of Oregon Cities Legislative Priorities** – Mayor Paulson gave a brief review of topic, council decided to put off to later date.

- **Finance Clerk Resignation** – Councilor Rennert moved to accept the Finance Clerk resignation letter, seconded by Mayor Paulson.

PASS 5:0

- **Wi-Fi Shutoff After Hours** – Discussion on behavior outside City Hall after hours, what can be done to deter undesirable behavior. Councilor Rennert move to allow staff to turn off the Wi-Fi when they close the building at night. Seconded by Councilor Knokey.

Mayor Paulson move to amend the motion to allow staff to turn the Wi-Fi off at night and on weekends at times determined by staff. Motion dies for lack of second.

PASS 3:2 Mayor Paulson and Councilor Burford opposed.

- **Siuslaw Bank Signatures/Credit Cards** – Resolution 605 A Resolution to authorize a change of signatories for the City of Lowell General Account 47100094 and City of Lowell Trust and Agency Account 4721403; to remove a signatory for the City of Lowell BlackBerry Jam Festival Account 47022000; and to remove and authorized user of the City of Lowell Master Card #5475 XXXX XXXX 2970, all with Siuslaw Valley Bank

Mayor Paulson move to approve Resolution 605, seconded by Councilor Burford.

PASS 5:0

- **City Computers** – Councilor Rennert requested that the computer change out be put on hold. It was agreed CA can decide when he wants to change out his computer.

Reports: 9:50 PM

- **Economic Development/Enterprise Zone Advisory Committee Minutes**
- **Metropolitan Policy Committee Minutes**
- **Lane Area Commission on Transportation Minutes**
- **Park Advisory Committee Minutes for July 3, 2014**

Staff Reports: 9:51 PM

- **Oakridge Police Department: Filing Animal Control Complaints** – Councilor Knokey reported that if a complaint is filed with the City, and the person is willing to testify in court, the City of Oakridge will serve a citation to the offending dog owner.

- **Maintenance of Right-of-ways; City-wide Cleanup** – A letter about City clean-up will be placed in the Utility Bill mailing this month.

Other Business:

- Councilor Knokey reported that a resume' was received from Gary Brown, and operator from Ohio.

Adjourn: 10:05 PM

Approved: Stephen Paulson
Stephen Paulson, Mayor