

Lowell City Council
Executive Session at 6:00 p.m.
Regular Meeting and Budget Public Hearing at 7:00 p.m.
Tuesday, June 21, 2022

Lowell Rural Fire Protection District Fire Station 1
389 N. Pioneer Street, Lowell, OR 97452

Members of the public are encouraged to provide comment or testimony through the following:

- Joining by phone, tablet, or PC. For details, click on the event at www.ci.lowell.or.us.
- In writing, by using the drop box at Lowell City Hall, 107 East Third Street, Lowell, OR 97452.
- By email to: admin@ci.lowell.or.us.

Executive Session Agenda – 6:00 p.m. to 6:50 p.m.

Executive Sessions are closed to the public. Representatives of the news media and designated staff may attend Executive Sessions. Representatives of the news media are specifically directed not to report on any of the deliberations during the Executive Session, except to state the general subject of the session as previously announced. No Executive Session may be held for the purpose of taking final action or making any final decision.

Call to Order/Roll Call

Councilors: Mayor Bennett ___ Harris ___ Stratis ___ Weathers ___ Murray___

Executive Session:

The executive session is being held pursuant to ORS 192.660(2)(i), to review and evaluate the employment-related performance of the chief executive officer. – City Administrator annual performance review

Adjourn Executive Session. The Regular Meeting will follow at 7:00 p.m.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or other accommodations for persons with disabilities must be made at least 48 hours before the meeting to City Clerk Sam Dragt at 541-937-2157.

City Council Meeting Agenda

Regular Meeting Agenda – 7:00 p.m.

Call to Order/Roll Call/Pledge of Allegiance

Councilors: Mayor Bennett ___ Harris ___ Stratis ___ Weathers ___ Murray ___

Approval of Agenda

Consent Agenda

Council members may request an item be removed from the Consent Agenda to be discussed as the first business item of the meeting.

1. Check register for May 2022
2. Financial reports for April and May 2022
3. Approval of the minutes for the May 17, 2022 regular meeting
4. Approval of the minutes for the May 19, 2022 special meeting
5. Approval of the minutes for the June 7, 2022 regular meeting and executive session

Public Comments

Speakers will be limited to three (3) minutes. The Council may ask questions but will not engage in discussion or make decisions based on public comment at this time. The Mayor may direct the City Administrator to follow up on comments received. When called, please state your name and address for the record.

Direct all comments to the Council through the Mayor. All speakers are expected to be polite, courteous, and respectful when making their comments. Personal attacks, insults, profanity, and inflammatory comments will not be permitted.

Council Comments (three minutes per speaker)

Staff Reports

1. City Administrator report
 - a. Receive report from RAIN Oregon
2. Public Works report
3. Police report

City Council Meeting Agenda

Public Hearings

Speakers will be limited to three (3) minutes. The Council may ask questions but will not engage in discussion or make decisions based on public comment at this time. The Mayor may direct the City Administrator to follow up on comments received. When called, please state your name and address for the record. Direct all comments to the Council through the Mayor. All speakers are expected to be polite, courteous, and respectful when making their comments. Personal attacks, insults, profanity, and inflammatory comments will not be permitted.

1. Resolution #784, "A resolution to establish water and sewer rates to be effective July 1, 2022."
 - a. The public hearing is now open at ____ (state time)
 - b. Staff report – City Administrator
 - c. Public comment
 - d. The public hearing is now closed at ____ (state time)

2. Resolution #785, "A resolution declaring the city's election to receive state revenues for fiscal year 2022/2023."
 - a. The public hearing is now open at ____ (state time)
 - b. The purpose of this hearing is to provide the public with an opportunity to suggest potential uses of state revenue sharing funds. The City of Lowell anticipates receiving the following for fiscal year 2021-2022:
 - State Revenue Sharing: \$12,000
 - Cigarette Tax: \$3,700
 - Liquor Tax: \$22,000
 - Marijuana Tax: \$6,000
 - c. Public comment
 - d. The public hearing is now closed at ____ (state time)

3. Resolution #786, "A resolution to adopt a budget and impose and categorize taxes for fiscal year 2022/2023"
 - a. The public hearing is now open at ____ (state time)
 - b. Staff report – City Administrator
 - c. Public comment
 - d. The public hearing is now closed at ____ (state time)

City Council Meeting Agenda

4. Resolution #787, “A resolution certifying services.”
 - a. The public hearing is now open at ____ (state time)
 - b. Staff report – City Administrator
 - c. Public comment
 - d. The public hearing is now closed at ____ (state time)

5. Resolution #788, “A resolution to adopt a supplemental budget for the fiscal year beginning July 1, 2021, to make supplemental appropriations, and to authorize the transfer of appropriations within funds.”
 - a. The public hearing is now open at ____ (state time)
 - b. Staff report – City Administrator
 - c. Public comment
 - d. The public hearing is now closed at ____ (state time)

Old Business

New Business

1. Motion to approve a “Profit sharing agreement” with ThriftBooks Global LLC and to authorize the City Administrator to sign. – Discussion/ Possible action

2. Motion to approve Resolution #784, “A resolution to establish water and sewer rates to be effective July 1, 2022.” – Discussion/ Possible action

3. Motion to approve Resolution #785, “A resolution declaring the city’s election to receive state revenues for fiscal year 2022-2023.” – Discussion/ Possible action

4. Motion to approve Resolution #786, “A resolution to adopt a budget and impose and categorize taxes for fiscal year 2022-23.” – Discussion/ Possible action

5. Motion to approve Resolution #787, “A resolution certifying services.” – Discussion/ Possible action

6. Motion to approve Resolution #788, “A resolution to adopt a supplemental budget for the fiscal year beginning July 1, 2021, to make supplemental appropriations, and to authorize the transfer of appropriations within funds.” – Discussion/ Possible action

7. Motion to approve Resolution #789, “A resolution authorizing adjustments to the employee pay scale for fiscal year 2022/2023.” – Discussion/ Possible action

City Council Meeting Agenda

8. Motion to approve “Amendment no. 1” to the May 17, 2022 intergovernmental agreement with the Oregon Department of Transportation and Lane Council of Governments and to authorize the City Administrator to sign. – Discussion/ Possible action
9. Motion to authorize the City Administrator to approve a property line adjustment for city-owned property located at 70 N. Pioneer St. (map and tax lot #1901142404500). – Discussion/ Possible action
10. Motion to approve a “Financial and accounting consultation services” agreement with Layali A. Nichols and to authorize the City Administrator to sign. – Discussion/ Possible action
11. Motion to approve a “Master services agreement for communication transport services” with Douglas Fast Net and to authorize the City Administrator to sign. – Discussion/ Possible action
12. Review and approval of proposals for office copier. – Discussion/ Possible action
Recommended motion: Motion to authorize the City Administrator to execute a 5-year lease agreement with National Business Solutions for the Konica Minolta bizhub C-450i model copier/printer.
13. Discussion of intrusion detection, video recording, and access control for 70 N. Pioneer St. – Discussion

Other Business

Mayor Comments

Community Comments: Limited to two (2) minutes if prior to 9:30 P.M.

Adjourn the Regular Meeting.