

City of Lowell, Oregon
Minutes of the City Council Regular Session
June 21, 2022

The Regular Session was called to order at 7:10 PM by Mayor Bennett.

Members Present: Mayor Don Bennett, Gail Harris, Tim Stratis, Jimmy Murray

Absent: Maureen Weathers,

Staff Present: CA Jeremy Caudle, Public Works Director Max Baker

Agenda: Councilor Haris requested to add council discussion regarding Measure 109 Psylocibin regulation/prohibition

Consent Agenda: Councilor Harris moved to approve the Consent Agenda, second by Councilor Murray. PASS 4:0

Public Comments: None

Council Comments: None

City Administrator Report: CA Caudle presented report which included an update on the Maggie Osgood Library project –including a revision log of changes. LCOG has began ordering and we are receiving IT equipment. They are also assisting is obtaining quotes from security companies, which will be discussed later in this agenda. We have received several applications for the Library Director position and have interviews set for June 30, invited councilor attendance for the interviews.

Regarding the E Main St Property, the decommissioning report has been completed and sent to the DEQ for review. Lane County is preparing the paperwork for our purchase of the right-of-way, and we anticipate this will be done before the end of the fiscal year. Our next Code Committee meeting is scheduled for July 18. A presentation will be made on the Local Government Grant Program application in early July. CA will be out of town July 5-7.

Public Works Report: Public Works Director Max Baker presented his report with an update on Paul Fisher Park shade Tree Program. Graham Landscape planted the first set of shade trees. The part time seasonal worker, Eric, began last week on the 16th.

Staff repaired 3 water leaks. The annual CCR water report is complete and available online The annual TMDL report was accepted by DEQ. There was a sewer main blockage, which Oakridge Public Works assisted in unblocking with their Vac-Truck.

A new Effluent Flow meter was ordered for the Treatment Plant. The existing flow meter is having issues and needs to be replaced.

Police Report: May report provided in packet.

Regular Meeting is recessed at 7:26 PM

Public Hearings:

The public hearing is now open at 7:26 PM

1. Resolution #784, “A resolution to establish water and sewer rates to be effective July 1, 2022.”

Staff report – City Administrator Caudle presented the recommended increases to the current Utility rates for the City which includes a 5% across the board

Public comment – None

The public hearing is now closed at 7:29 PM

The public hearing is now open at 7:29 PM

2. Resolution #785, “A resolution declaring the city’s election to receive state revenues for fiscal year 2022/2023.”

Staff report – City Administrator Caudle presented 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 2022-2023:

- State Revenue Sharing: \$12,000**
- Cigarette Tax: \$3,700**
- Liquor Tax: \$22,000**
- Marijuana Tax: \$6,000**

Public comment: None

The public hearing is now closed at 7:31 PM

The public hearing is now open at 7:31 PM

Resolution #786, “A resolution to adopt a budget and impose and categorize taxes for fiscal year 2022/2023”

Staff report – City Administrator Caudle presented that this is to adopt the FY 22/23 budget and set the property tax rate. Appropriations for the adopted budget (excluding unappropriated ending balances and amounts reserve for future use) decreased \$46,169. This is mostly due to costs originally budgeted in FY 22/23 being shifted to FY 21/22.

Public comment: None

The public hearing is now closed at 7:33 PM

The public hearing is now open at 7:33 PM

Resolution #787, “A resolution certifying services.”

Staff report – City Administrator presented State law requires a public hearing and adoption of a resolution certifying services to remain eligible to receive state revenue sharing.

Public comment: None

The public hearing is now closed at 7:34 PM

The public hearing is now open at 7:34 PM

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.”

Staff report – City Administrator presented this is to adopt both a supplemental budget, as well as a line-item budget amendment, for the FY 21/22 budget. The supplemental budget includes adding an appropriation of \$10,400 to the "capital outlay" category within the street fund. The reason for the increase is that street repair and excavation work performed in FY 21/22 was originally recorded in the "materials and services" category when it is more appropriate to classify the work as "capital outlay."

Public comment: George Wild, 200 Marina Vista Dr Lowell – inquired as to what the salary for the Library Director position was budgeted to be.

The public hearing is now closed at 7:36 PM

Regular session reconvened at 7:36 PM

Old Business: None

New Business:

1. Counselor Stratis made a Motion to approve a “Profit sharing agreement” with Thrift Books Global LLC and to authorize the City Administrator to sign. Seconded by Councilor Murray. **PASS 4:0**
2. Councilor Murray made a Motion to approve Resolution # 784, “A resolution to establish water and sewer rates to be effective July 1, 2022.” Seconded by Councilor Harris. **PASS 4:0**
3. Councilor Stratis made a Motion to approve Resolution # 785, “A resolution declaring the city’s election to receive state revenues for fiscal year 2022-2023. Seconded by Councilor Murray. **PASS 4:0**
4. Councilor Murray made a Motion to approve Resolution #786, “A resolution to adopt a budget and impose and categorize taxes for fiscal year 2022-23. Seconded by Councilor Harris. **PASS 4:0**
5. Councilor Stratis made a Motion to approve Resolution #787, “A resolution certifying services. Second by Councilor Murray. **PASS 4:0**
6. Councilor Harris made a 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. Seconded by Councilor Stratis. **PASS 4:0**
7. Councilor Murray made a Motion to approve Resolution #789, “A resolution authorizing adjustments to the employee pay scale for fiscal year 2022/2023. Seconded by Councilor Stratis. **PASS 4:0**

8. Councilor Stratis made a 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. Second by Councilor Murray.

PASS 4:0

9. Councilor Harris made a on 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). Second by Councilor Stratis. **PASS 4:0**

10. Councilor Stratis made a Motion to approve a “Financial and accounting consultation services” agreement with Layali A. Nichols and to authorize the City Administrator to sign. This was seconded by Councilor Harris. **PASS 4:0**

11. Councilor Murray made a Motion to approve a “Master services agreement for communication transport services” with Douglas Fast Net and to authorize the City Administrator to sign. Seconded by Councilor Stratis. **PASS 4:0**

12. Councilor Harris made a 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. Second by Councilor Murray. **PASS 4:0**

CA Caudle spoke about the intrusion detection, video recording, and access control for 70 N. Pioneer St. property. There is more information needed to review before making a final determination on which route would be best.

Other Business:

Discussion of Measure 109 Psilocybin regulation/prohibition and what the City will need to review regarding Lowell’s response.


Mayor Comments: none.

Community Comments – none.

Adjourn: 8:20 PM

Approved: 
Don Bennett, Mayor

7-19-22
Date

Attest: 
Jeremy Caudle, City Recorder

7/20/22
Date