

City of Lowell, Oregon
Minutes of the City Council Regular Session & Executive Session
August 16, 2022, at 7:04 pm

The Regular Session was called to order at 7:00 PM by Mayor Bennett.

Members Present: Mayor Don Bennett, Gail Harris, Tim Stratis, Maureen Weathers

Excused Absence: Jimmy Murray

Staff Present: CA Jeremy Caudle, Max Baker, Public Works Director, Peggy O’Kane, Library Director

Consent Agenda: Councilor Weathers made a moved to approve the Consent Agenda as presented, second by Councilor Stratis. PASS 4:0

Public Comments: None

Council Comments: None

City Administrator Report: Transition to the new building will occur in stages. We are evaluating furnishings and office equipment for the needs of the city. At this stage the older records will remain at the current City Hall until there is a climate-controlled storage for maintaining required records. Disposal process of the surplus 3rd Street property would occur after the documents are safely stored. Donor Bricks options will be considered once we are closer to the completion of the library space. External Lighting change order. We received the third pay application for the project. We have yet to make a draw request for the Business Oregon loan but will need to soon as we exhaust the grant, donations, property sales. East Main Street status, more work will be necessary to complete the UST decommissioning to meet the DEQ guidelines. Per the DEQ it may take as long as two more months for the process to be completed. Property line adjustment for the 70 N Pioneer Street should be ready for Lane County to process, once adjusted this will be ready to place on the market. Partition plats for Rolling Rock Park and the current City Hall property are both on the September 7 Planning Commission meeting. BBJ committee meeting for a review of this year’s BBJ Festival Emergency procurement – replacement of the SCADA due to failure after a scheduled power outage. This a vital to keep the water plant running.

Public Works Report: Water plant SCADA replacement – will have redundancy. This is a key and vital piece of equipment. Water Master Plan Draft, reviewed with Civil West. Including the Management Conservation plan was turned in to Lane County, this is part of the Master plan. Water meter update – we have purchased all the remaining meters needed. Algae update – there is a bloom but there is still no discernable detect in the reads. Fire Danger – currently at high, using any spark emitting equipment is prohibited after 10 am through 8pm.

Old Business: none

New Business:

1. Presentation by Library Director Peggy O’Kane to Review quotes for library shelving – Councilor Stratis made a motion to approve Quote #95781 with BroDart Library Supplies and Furnishings in the amount of \$23,364.99 and to authorize the City Administrator to sign.” This was seconded by Councilor Harris. PASS 4:0

2. Other updates on the library –

Reestablishing the Library Committee and volunteers
ILS and Digital Library Consortium
Opening-day book collection
Other furniture needs

3. Councilor Harris made a Motion to approve an "Audit engagement letter" with Emerald CPA Group, LLP in the amount not to exceed \$15,000. Seconded by Councilor Stratis. PASS 4:0

4. Councilor Stratis made a Motion to approve an "Additional services proposal" with Wilson Architecture in the amount of \$15,600 and to authorize the City Administrator to sign. Seconded by Councilor Harris. PASS 4:0

5. Councilor Stratis made a motion to approve Infrastructure contract 4432-DR-OR" with the State of Oregon Office of Emergency Management and to authorize the City Administrator to sign. Seconded by Councilor Weathers. PASS 4:0

Other Business: None
Mayor Comments: None
Councilor Comments: None

Community Comments: None
Recess Regular Session: 8:00 PM

Members Present: Mayor Don Bennett, Gail Harris, Tim Stratis, Maureen Weathers
Excused Absence: Jimmy Murray
Staff Present: CA Jeremy Caudle

The **Executive Session** was called to order at 8:12 PM by Mayor Bennett

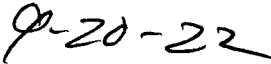
The executive session is being held pursuant to ORS 192.660(2)(h), to consult with legal counsel concerning the legal rights and duties of the city with regards to litigation

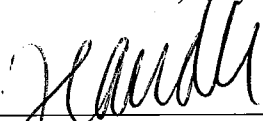
Adjourn the Executive Session: 9:24 PM
Reconvene Regular Session: 9:24 PM

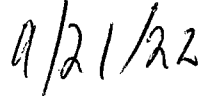
Councilor Stratis made a motion to Approval revising the contract for legal services with Thorp, Purdy, Jewett, Urness & Wilkinson P.C., not to exceed \$7500.00, seconded by Councilor Weathers. PASS 4:0

Adjourn: 9:26 PM

Approved: 
Don Bennett, Mayor


Date

Attest: 
Jeremy Caudle, City Recorder


Date