

City Council Meeting Minutes

THURSDAY, FEBRUARY 4, 2010

CITY HALL COUNCIL CHAMBERS

CITY OF COLUMBIA CITY, COLUMBIA COUNTY, OREGON

AGENDA ITEM 1 **CALL TO ORDER/ROLL CALL:**

CONVENED:

Mayor Young called the regular meeting to order at 7:30 p.m. Harold Olsen delivered the invocation and Mayor Young led the flag salute.

COUNCIL MEMBERS PRESENT:

Mayor Cheryl A. Young
Councilor Josh Fromm
Councilor Gary Hudson
Councilor Sally Ann Marson
Councilor Bob Schmor

COUNCIL MEMBERS ABSENT:

None

ALSO PRESENT:

Micah Rogers, Public Works Superintendent
Michael McGlothlin, Chief of Police
Leahnette Rivers, City Administrator/Recorder

ATTORNEY PRESENT:

Harold Olsen, City Attorney

A quorum was present and due notice had been published.

AGENDA ITEM 2 **PUBLIC HEARINGS:**

None

AGENDA ITEM 3 **CITIZEN INPUT:**

Dr. Gene Davis of Tigard reported that they plan to pave Third Street tomorrow, which will nearly complete the project. Dr. Davis complained about the amount of money the City Engineer has charged to review his plans and inspect his project, noting that he has already paid the City Engineer \$3600, which is twice the amount he has paid his own project engineer. He said the street project was already designed once he took over the project, and the amount of time the City's Engineer has billed for inspection and plan review has been excessive. Dr. Davis explained that he needs to complete the items listed on the checklist in order for the Council to accept the improvements and release his cash deposit. However, he asked if the City Council would be willing to release the SDC contribution towards the City's portion of the project so he can pay his paving contractor.

Dr. Davis said he plans to complete all of the items required by the Maintenance Agreement within the next week or two, and he is hoping for the City's acceptance of the improvements as soon as possible, and a quick release of his cash deposit.

Leahnette suggested that she could e-mail Council Members and get a consensus about the acceptance of the project in order to release the security amount if everything is completed before the next Regular City Council Meeting if the Council Members agree.

It was the consensus of the Council that an e-mail consensus would be acceptable for release of the performance security after all of the checklist items are completed.

Leahnette noted that the Maintenance Agreement does not speak about the SDC contribution, but she has no objections to the Council authorizing the release of the funds once the project is substantially completed.

Harold said he has no objections provided the City Engineer has no concerns.

It was the consensus of the Council that the City release the SDC contribution of \$26,394 to Dr. Davis once the project is substantially complete provided the City Engineer has no concerns.

Dr. Davis provided the Mayor and Council Members with copies of a City map highlighting the number of existing City lots that are smaller in size than the current standard of 10,000 square feet. He said most of the smaller lots are located within the center of the City, and as the City grew the larger 10,000 square foot lots were created. He suggested the Council revisit the master plan for the City because the larger lots size is not in keeping with what actually exists in the center of town, and he suggested that the City appears to have made a mistake. He asked the Council to approve the creation of a seventh lot within his Third Street development consisting of the recently vacated section of "K" Street. He said if the City Council is not willing to do that at this time, he asked the Council to consider approving a lot line adjustment to transfer the vacated street area from one of his properties to the other. He said he would like to get a bank loan on the house that is nearly finished. He said once he gets the bank loan, he would not be able to do the lot line adjustment and reduce the lot size of the property.

Mayor Young explained that there is currently an application before the Planning Commission associated with this request.

Dr. Davis said his application does not include a lot line adjustment.

Leahnette explained that the Planning Commission hears requests for lot line adjustments, and the City Council handles appeals associated with those requests.

Mayor Young also noted that the City was very aware of the lot size change when it was established, and it fulfilled a community vision.

Councilor Schmor said the larger lots provide residents with enough room to store their recreational vehicles and other items. He said years ago the Council wanted larger lots, and today the feeling remains the same.

Dr. Davis noted that the 80-foot right-of-ways add 18 feet to his properties along Third Street, providing them with plenty of additional room.

Mayor Young introduced visitors Russ Moon of Rainier, along with his son, Steve, to the City Council.

AGENDA ITEM 4

COUNCIL REPORTS:

4.1 Parks Committee: No report.

4.2 Water Source and Development Committee: Micah said they are waiting for the calcium-level test results.

4.3 Street Committee: No report.

4.4 Sewer Committee: No report.

4.5 Audit Committee: Councilor Marson said the Audit Committee will meet on February 20th to review the second quarter financials.

4.6 Library Report: Councilor Hudson said the Friends of the Library will hold a book sale on Saturday, February 27th.

4.7 Other Reports: None.

AGENDA ITEM 5

CONSENT AGENDA:

5.1 Minutes of the Regular City Council Meeting of January 21, 2010.

5.2 Bills paid during the month of January 2010 with check numbers 14728 through 14803.

5.3 Written report from the Public Works Superintendent.

5.4 Written report from the City Administrator/Recorder.

5.5 Appointment of the City Administrator/Recorder as Budget Officer.

Leahnette suggested the City Council add item 5.5 to the Consent Agenda.

MOVED (HUDSON), SECONDED (MARSON) AND CARRIED UNANIMOUSLY BY ROLL CALL VOTE TO APPROVE THE CONSENT AGENDA AS AMENDED.

AGENDA ITEM 6

UNFINISHED BUSINESS:

6.1 Transfer Station Rate adjustments: Request for approval of Transfer Station Rate adjustments as proposed by the Columbia County Transfer Station.

The Council discussed the proposed rate adjustments at length. Several Council Members expressed concerns about the amount of the increases - especially in the self-haul rates for citizens and senior citizens.

Councilor Hudson questioned whether or not the fuel surcharge will be deleted if these rates take effect. Leahnette said she will check and get back to the Council on that.

MOVED (SCHMOR) AND SECONDED (HUDSON) TO APPROVE THE RATE PROPOSAL. Councilor Fromm voted nay, and Mayor Young and Councilor Marson abstained. Motion failed.

AGENDA ITEM 7

NEW BUSINESS:

7.1 Overview of Current and Projected Financial Condition: Overview of current and projected financial condition and City Administrator/Recorder's recommended actions.

Leahnette reviewed actual and projected financial information for the General Fund, Water Fund, and Sewer Fund with the Mayor and City Council. She said additional cost-cutting measures need to be implemented in order to end the current fiscal year with a fund balance equal to at least three months of operating expense. She provided the Council with an overview of the revenue losses and increasing costs that led to the current situation. Staff discussed the information, and cost-cutting ideas, at length with the Council. Leahnette said she needs further direction from the City Council with regard to service level expectations, and she suggested the Council hold a special Goal Setting

Workshop. It was the consensus of the Council that a Workshop Session be held on Friday, February 12, from 2 to 4 p.m.

7.2 First Reading of Council Bill No. 10-542: An Ordinance establishing the times and places for all regular meetings of the Common Council of the City of Columbia City, Oregon; repealing Ordinance No. 348.

The Council completed the first reading of Council Bill No. 10-542.

7.3 Council Bill No. 10-543; Resolution No. 10-967-R: A Resolution establishing the times and places for all Columbia City Municipal Court Sessions.

At the request of the Municipal Judge and Court Clerk, Leahnette asked the Council to change the start time for the monthly Court session to 7:00 p.m.

MOVED (FROMM), SECONDED (SCHMOR) AND CARRIED UNANIMOUSLY TO ADOPT COUNCIL BILL NO. 10-543.

7.4 Council Bill No. 10-544: A Resolution providing for water rates and charges for the City of Columbia City, Oregon; rescinding Resolution No. 09-941-R.

The Mayor and Council reviewed written input from Jim and Cilla Border dated February 4, 2010, with regard to the proposed water and sewer sewer rate increases. In the letter, the Borders suggested the City Council allow customers to carry over unused volumes of water that were paid for, and/or offer an annual pre-paid billing option which would incur a surcharge for extra volume only on a yearly basis.

An e-mail message dated February 4, 2010 from Gregory Newcomb, was also reviewed. In the message, Mr. Newcomb said we have a great community and he appreciates the friendly and helpful service provided by the school system, library, and police department. However, he said the water bill is always going up, and he barely uses 300 gallons a month because he's gone five days a week.

Leahnette suggested the Council postpone any action on water and sewer rates to allow further study of possible rate structures that might help to address these citizen concerns. She said a survey of Oregon city water, sewer and storm water rates is about to be released by the League of Oregon Cities, and it might provide additional information that will be useful in the review process.

It was the consensus of the Council that action on Council Bill No. 10-544 be postponed until the next meeting as recommended by staff to provide additional time to study rate structures.

7.5 Council Bill No. 10-545: A Resolution adopting sewer charges and rates for the City of Columbia City in accordance with Ordinance No. 470; rescinding Resolution No. 09-952-R.

It was the consensus of the Council that action on Council Bill No. 10-545 be postponed until the next meeting as recommended by staff to provide additional time to study rate structures.

7.6 Planning Consultant Fees: Request from John Rankin, LLC, for an increase in planning consultant fees.

The Council reviewed a request from John Rankin to raise Lisa Smith's hourly fee by 8% and his hourly fee by 6%. Leahnette noted that the Council last approved a fee increase for planning services in July 2002.

MOVED (MARSON), SECONDED (SCHMOR) AND CARRIED UNANIMOUSLY TO APPROVE THE REQUEST FOR A FEE INCREASE.

7.7 Janitorial Services Agreement: Addendum to the Janitorial Services Agreement between the City of Columbia City and Sherwood Janitorial.

Leahnette noted that the addendum includes a reduction from weekly to bi-weekly cleaning services for the City Hall.

MOVED (FROMM), SECONDED (HUDSON) AND CARRIED UNANIMOUSLY TO AUTHORIZE SIGNATURE TO THE ADDENDUM.

AGENDA ITEM 8 OTHER BUSINESS:

Public Works update: Micah said he will be in Oregon City next Monday through Thursday completing ICS training training. He said the department is gearing up to replace the faded stop signs around town.

AGENDA ITEM 9 ADJOURNMENT:

There being no further business to come before the Council, the meeting adjourned at 9:06 p.m.

APPROVED:

Cheryl A. Young
Mayor

ATTEST:

Leahnette Rivers
City Administrator/Recorder