



# City of Aumsville

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## **AUMSVILLE CITY COUNCIL MEETING Minutes February 12, 2018**

City Administrator Ron Harding called the meeting to order at 7:01 PM in the Chester Bridges Memorial Community Center, 555 Main Street, Aumsville, Oregon. Council present were Councilors Gabe Clayton, Kevin Crawford, Brian Czarnik, Trina Lee, and Lorie Walters. Council absent was Della Seney and Mayor Robert Baugh, Jr. City Administrator Ron Harding (CA Harding), Public Works (PW) Director Steve Oslie, and City Clerk (CC) Colleen Rogers, and Administrative Assistant Lora Hoffman were also present.

Councilor Walters moved to appoint Councilor Lee as meeting chair to preside over the meeting. Councilor Czarnik seconded the motion. Voting for the motion were Councilors Clayton, Crawford, Czarnik, Lee and Walters; the motion passed unanimously.

CA Harding requested an amendment to the agenda. He asked Council to add the Wildwood Restroom contract to New Business. Councilor Crawford moved to amend the agenda to include the Wildwood Restroom contract to New Business; Councilor Clayton seconded the motion. Voting for the motion were Councilors Clayton, Crawford, Czarnik, Lee and Walters; the motion passed unanimously.

**VISITORS:** Aumsville Historical Society (AHS) President Ted Shepard, 8163 W. Stayton Rd. SE, presented Council with the AHS Annual Report. He stated that in 2017 the museum volunteer worked 346 hours, had 61 members, and 231 visitors. Their website had 4800 visits for the year. 2017 expenses were \$1984 and income of \$1845. Mr. Shepard shared about notable visitors and donations. The great, great granddaughter of William McKinney, who built the brick house on Brick Rd., donated old photographs from West Stayton School. They also received some family history and items from the Shellenburger family. CA Harding asked Mr. Shepard about the building and if he had any concerns. He stated that there is a little water coming in the back door when it rains. PW Director Oslie will look into it. Council thanked Mr. Shepard for the report and for the service AHS provides.

**CONSENT AGENDA:** Council reviewed the December 29, 2017 and through February 6, 2018 Check Registers and the January 22, 2018 Aumsville City Council Meeting Minutes. Councilor Czarnik motioned to approve the consent agenda as provided and Councilor Clayton seconded the motion. Voting for the motion were Councilors Clayton, Crawford, Czarnik, Lee and abstaining, Walters. The motion passed unanimously.

**NEW BUSINESS:**

Council reviewed for approval: Resolution No. 3-18 A RESOLUTION AUTHORIZING AND SUPPORTING THE CITY OF AUMSVILLE APPLICATION FOR OREGON PARKS AND RECREATION DEPARTMENT LOCAL GOVERNMENT GRANT FOR ACQUISITION OF PROPERTY TO BE USED FOR COMMUNITY PARK EAST OF BISHOP ROAD AND DELEGATING AUTHORITY TO THE CITY ADMINISTRATOR TO SIGN THE APPLICATION. CA Harding gave Council an overview of the grant. Councilor Clayton motioned to approve Resolution No. 3-18 as presented and Councilor Crawford seconded the motion. Voting for the motion were Councilors Clayton, Crawford, Czarnik, Lee and Walters. The motion passed unanimously.

Council reviewed for Approval: Resolution No. 4-18 A RESOLUTION RATIFYING INSTALLATION OF CITY SIGNS in the Flowers Meadows Subdivision. Director Oslie passed out a paper showing where the new stop signs are to be placed. He explained that the city has road authority of interior streets and has the right to place stop signs at intersections as needed. Councilor Crawford motioned to approve Resolution No. 4-18 as presented and Councilor Czarnik seconded the motion. There was discussion about street names - Voting for the motion were Councilors Clayton, Crawford, Czarnik, Lee and Walters. The motion passed unanimously.

Council reviewed the Tower Well Drilling Contract Change Order #108-131. CA Harding explained that the process so far concluded it is necessary to drill deeper than the depth originally contracted in order to reach the output needed. The change order is for an increase of \$24,722 to the contract. PW Director Oslie explained that the contractor gave a rough estimate at over 100 gallons per minute. He also stated that deeper is better and will produce more water. Council questioned if the local residents' water bill would be affected? PW Director Oslie stated no; the funds come from System Development Charges (SDCs) and have already been allocated in the 2017-2018 budget.

Councilor Czarnik motioned to approve the Tower Well Drilling Contract change order #108-131 for \$24,760 as presented and Councilor Clayton seconded the motion. Voting for the motion were Councilors Clayton, Crawford, Czarnik, Lee and Walters. The motion passed unanimously.

City Staff applied for and was awarded an Oregon Parks and Recreation Department (OPRD) grant for \$75,000 last year to do some upgrades at Wildwood Park including a restroom building. Council received the bid proposal recommendation from JMS

Engineering for the new modular restroom building at Wildwood Park; Contract #108-142 for approval. Councilor Walters asked how many stalls there will be. PW Director Oslie replied there would be 2 oversized unisex stalls with a bench for changing area.

Councilor Walters motioned to authorize CA Harding move forward with the new modular restroom building for Wildwood Park contract #108-142 and enter into a contract with Blazer Industries, Inc. of Aumsville, in the amount of \$98,550.00. Councilor Crawford seconded the motion. Voting for the motion were Councilors Clayton, Crawford, Czarnik, Lee and Walters. The motion passed unanimously.

### **CITY ADMINISTRATOR REPORT:**

Council retreat will be held February 24th in the community center. CA Harding gave an overview of his proposed agenda topics which included; Council Protocol Manual review, Council meeting training, meeting organization, City mission/vision, City branding, vision samples, 2018 Council goals and objectives. Consensus was for CA Harding to move forward with the agenda.

CA Harding announced that City Engineer Jim Schuette will be retiring June 1, 2018. His focus will be on the current project list to try to complete by the time he leaves. PWDirector Oslie commented that Mr. Schuette has been with the city for 32 years and has always kept his prices reasonable. But new engineers may charge more and could be an impact on the budget. Crawford asked about authority to move money from other funds to cover shortfalls. CA Harding answered no; funds are only to be used for designated purposes. Budget committee allocates funds at the budget meetings and must be approved.

The city received a USDA grant letter informing that we are going to receive up to \$36,000 in a few months. The grant money is to pay for patrol car, which will result in a savings of the cost for leased patrol cars, and the purchase of a new IT server for the Police Department. USDA has indicated our grant is approved but they have not committed to funding the entire application amount or a portion of the amount. We will be informed as soon as they have an approved allocation.

CA Harding informed Council that the PARC Summer Children's program will not be taken over by the Cascade School District as previously reported. We had a verbal agreement that they were going to take the program, but on Thursday we received an email that they just decided they had too many responsibilities and won't be able to take it on after all. There is a deficit carried over from last year and no current income, after United Way pulled their support. PARC has made a recommendation to do a modified program once a month rather than weekly events during the summer months; June, July and August. They will also be hosting a fundraiser dinner.

Update to court fees: Staff is researching the legality of charging an interpreter fee. CA Harding recommended that we suspend the fee until we can get legal counsel answers. Consensus was to not charge an interpreter fee and remove it from our fee schedule next time it is updated.

The Aumsville Planning Commission will be in training on March 17<sup>th</sup>. We are working with John Morgan and may reach out to neighboring cities that might want to attend the training as well.

CA Harding reported that the City Managers meetings that started out with Turner, Stayton, and Aumsville is now expanded to meeting with all cities east of I-5 in Marion County. These meetings are working well to bring cities together on issues that are happening countywide. As a group, they are working with Marion County to resolve some issues they have been dealing with.


Public Works has repaired the altitude valve on the tower so there will be no more overflows. Public Works' Matt Etzel successfully applied and was awarded an \$8,500 grant to clean up the Mill Creek bank to the south of the city. The grant will cover hiring a prison crew to remove brush and debris from the city-owned farm property, and will also cover the purchase and planting of 500 trees and shrubs along the creek.

The city has received a notification we have been officially recognized as a Tree City USA City.

**COUNCILORS REPORT:**

Councilor Czarnik announced that the Aumsville CERT is kicking off February 17<sup>th</sup> at the Aumsville Rural Fire District's (ARFD) Health Fair. ARFD will be the sponsoring agency for the team and is working them to coordinate a CERT training to be held on May 1st. Councilor Czarnik also wants to encourage non-CERT members to take training just to prepare them for a disaster. There is an Aumsville CERT Facebook page and Councilor Czarnik encouraged Councilors to check it out.

The meeting adjourned without prejudice at 8:20 PM



Trina Lee, Meeting Chair

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Ron Harding, City Administrator