



PUBLIC NOTICE

AUMSVILLE CITY COUNCIL MEETING

Via Zoom Video Conference

MONDAY, August 10, 2020

A G E N D A

1) CALL TO ORDER: 7:00PM

A. Approve Agenda

2) PRESENTATIONS, PROCLAMATIONS, & VISITORS

A. **Presentation:** Westech Engineering – Mixing Zone Study Report

B. **Public Comment:** Due to the COVID-19 Virus Council will conduct the meeting via Zoom conference call. Public Comment will be accepted from online attendees at this time. Comments are limited to 5 minutes for comments on items other than Public Hearings listed below. There is a public comment period within each hearing. You may also submit comments by Emailing City Administrator Ron Harding at rharding@aumsville.us by noon on August 10, 2020.

C. **Visitors:** For information about how to attend the meeting online, please call City Hall at 503.749.2030 or email crogers@aumsville.us to request log in instructions. Information will also be posted on our website www.aumsville.us

3) CONSENT AGENDA: Council Meeting July 27, 2020 Minutes

4) PUBLIC HEARINGS: NONE

5) OLD BUSINESS: NONE

6) NEW BUSINESS:

A. Resolution 14-20 A Resolution of the City of Aumsville, Oregon Establishing a Community Support Program in Response to the Coronavirus (COVID-19) Outbreak Using the City's CARES Act Funding Allocation from the State of Oregon

B. Resolution 15-20 A Resolution Authorizing 2020-2021 Budget Amendment in the General and Park Funds

7) CITY ADMINISTRATOR REPORT:

A. City Administrator Discussion Items

B. Public Works Monthly Report

C. Police Department Monthly Report

D. Review Check Register June 24, 2020 through July 31, 2020

8) MAYOR AND COUNCILORS REPORTS

9) GOOD OF THE ORDER:

A. Other business May Come Before the Council at This Time

10) CORRESPONDENCE

11) EXECUTIVE SESSION: NONE

12) ADJOURNMENT

The City of Aumsville does not and shall not; discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations.

Anyone wishing to speak on an agenda item should ask to be recognized by the Mayor or Chair at the beginning of that agenda item. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities must be made at least 48 hours prior to the meeting. Please call (503) 749-2030 and leave a message or Oregon Relay Service for TDD at (800) 735-2900.



City of Aumsville

STAFF REPORT

To: Mayor
City Council

From: Matt Etzel, Assistant Director of Public Works

Date: August 6, 2020, City Council Meeting

Subject: Mixing Zone Study Summary

Background

In February the City of Aumsville entered into an MAO with Oregon DEQ to address the Wastewater Treatment Facility not meeting our ammonia limit of 3.6 mg/l (milligrams per liter) monthly average and 6.8 mg/l daily maximum. The MAO gives the Wastewater treatment facility new permit parameters for ammonia but also includes a schedule of tasks that need to be completed to address the ammonia exceedances and modify or change our treatment process to meet our NPDES permit. As described in section 8.A.2 of the MAO we are required to perform a mixing zone study of beaver creek by August 1st, 2020.

Summary of Mixing Zone Report

Westech Engineering and Mixzon completed the mixing zone study for beaver creek and submitted the report to Oregon DEQ before our August 1st deadline. Mixzon took measurements of Beaver Creek that included depths, widths, and flows. They did this work on June 11th, 2020. This information will be used by Oregon DEQ to write our new NPDES permit for Beaver Creek. On this day Mixzon calculated streamflow of around 12 CFS with their equipment. Our Public Works Staff take measurements each day during the winter discharge months of November to May. We use a staff gauge in the creek at the wastewater treatment plant and use the depth to calculate a flow based on a chart that was developed years ago. With some changes in the creek, our flow calculations for the creek were off and will need some flow adjustments. Public Works staff will begin doing this in the fall when the creek flows pick up. We will need to do this at various creek depths so it will be an ongoing project unless DEQ directs us to have someone like Mixzon complete that work. This was discovered when doing the mixing zone study and comparing our flow data to the actual in-stream data Mixzon collected. The information submitted by Westech and Mixzon will give Oregon DEQ numbers of what we will be

allowed to discharge into Beaver Creek when Oregon DEQ writes us a new NPDES permit. Mixzon did note that at this time the wastewater effluent our treatment facility produces does not meet the water quality standards for Beaver Creek. Our old permit requirements for ammonia before the MAO were 3.6 mg/l monthly average and a 6.8 mg/l daily maximum. Oregon DEQ has since changed their ammonia toxicity standards and when we get a new permit would likely change our permit requirements for ammonia to 1mg/l or less. Westech has started a facility plan for the wastewater treatment plant that will provide the city with options on how to bring our current plant or a new treatment process into compliance and meet the new NPDES permit requirements. We have discussed with DEQ that we will need to see what our new permit requirements will be before we complete the facility plan as it has a significant impact on what treatment process we can use depending on what our permit requirements will be. A treatment plant that can produce ammonia of 1mg/l or less is a completely different treatment plant than one that produces ammonia of 5 or more mg/l. I have included the conclusion and recommendations from Mixzon below. They generated a 37-page report with pictures of the stream and explanation of the calculations and formulas they are required to use per Oregon DEQ. If you would like to review any of these documents please contact Public Works or city administrator Ron Harding for a copy. We didn't include as we thought it might be a lot of technical information to work through without explanation. Chris Brugato from Westech will be joining us via Zoom on August 8th 2020 and be able to answer any questions related to the report or next steps in the process.

Conclusion and Recommendations from Mixzon

A Level 2 mixing zone dilution modeling and analysis was completed using the CORMIX v11.0 Regulatory Mixing Zone Model as per ODEQ IMD guidelines (ODEQ 2013). A field study was conducted by MixZon personnel on June 11th, 2020, to observe and measure ambient bathymetry, flow, and velocity conditions near the discharge location on Beaver Creek.

Field study measurements on June 11th, 2020 were used to calculate an ambient discharge of 12.3 CFS. Using the WWTP's existing flow rating curve, the stream stage on that day equates to a discharge of 82 CFS. This indicates the current rating curve may overestimate ambient discharge for low flows. If discharge estimates are needed to support a future ambient flow-based NPDES discharge permit, a revised ambient stage-discharge rating curve is recommended.

The existing permit (ODEQ 2010a) defines an RMZ that allows the effluent to mix with 25% of the streamflow. Dilution is limited by the available ambient water in the stream at critical low flows. MixZon performed a preliminary estimate of dilutions required to meet ambient WQS, assuming the possibility of a future ambient flow-based permit. MixZon evaluated ammonia as a pollutant of concern, since ammonia is one of the most common pollutants in municipal wastewater which is toxic to aquatic life, and generally requires the most dilution to meet water quality standards within a mixing zone. Statistical analysis shows that for effluent ammonia concentrations of 22 and 11 mg/L, the possibility of discharging the total effluent load during the discharge period (Nov.–Apr.) is very unlikely. For ammonia concentrations of 5 and 3 mg/L, it may be possible to discharge the total effluent load in *typical* years. However, there may

be future low stream flow periods when it may *not* be possible to discharge the total effluent volume during the discharge period. Based on uncertainty analysis, statistics indicate that Beaver Creek may not reliably provide sufficient dilution to meet ambient water quality standards for ammonia under effluent discharge rates, concentrations and ambient low flows evaluated. However, assuming that the Chronic water quality criteria for Beaver Creek remains 1.4 mg/L (as determined by ODEQ), a future effluent discharge concentration of 1 mg/L would meet the standard at end of pipe. In this case, no regulatory mixing zone is needed for ammonia. If future effluent treatment of ammonia meets the water quality criteria at end of pipe, other pollutants of concern, such as chlorine, may need to be considered. Further investigation, new assumptions of discharge flow rates and pollutant concentrations, or future RPA calculations by ODEQ may produce different dilution requirements needed to meet ambient water quality standards.

The CORMIX mixing zone model was run for reasonable “critical” flow conditions to ensure that impacts to receiving waters are assessed under potential worst-case conditions for mixing. The existing outfall was modeled as a shoreline discharge (Subsystem CORMIX3). MixZon also considered a design that may provide increased mixing – an instream single port outfall. This design extends the outfall pipe into the middle of the stream. CORMIX predictions, for both the existing outfall and the instream design, give dilutions that exceed the dilution limit based on 25% of the Beaver Creek flow. Thus, the dilution limit based on 25% of the flow represents the maximum permitted dilution.

The Designated Fish Use for Beaver Creek in the vicinity of the outfall is *Salmon and Trout Rearing and Migration*. The ambient temperature standard is 18 °C. During the permitted discharge period, the effluent discharge is expected to have no temperature impact on salmon and trout rearing and migration.



City of Aumsville



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AUMSVILLE CITY COUNCIL

Minutes – July 27, 2020

Mayor Clevenger called the meeting to order at 7:04 PM via Zoom Conferencing. Council present was: Mayor Derek Clevenger, Nico Casarez, Angelica Ceja, Larry Purdy, and Della Seney. Council absent was: Councilor Gus Bedwell. City Administrator Ron Harding (CA Harding) and City Clerk Colleen Rogers (CC Rogers) were also present via Zoom. The meeting was video recorded to be released later.

AGENDA APPROVAL: Mayor Clevenger requested to move item 10B, Council Resignation, to before item 2A. Councilor Casarez moved to approve agenda with the requested amendment. Councilor Ceja seconded. Motion APPROVED 5-0: (Yes: Mayor Clevenger, Councilors Casarez, Ceja, Purdy, and Seney. No: None.)

VISITORS: There were 11 online attendees. Log in information was provided for members of the community to listen to the discussion.

Councilor Bedwell Resignation: Mayor Clevenger called for a motion to formally accept Councilor Bedwell's resignation. Councilor Purdy stated that he appreciated Councilor Bedwell and felt that his involvement in Council has been beneficial. He suggested that, before we just accept the resignation, Council consider inviting Councilor Bedwell to explain a little more about why he resigned. Mayor Clevenger noted that we had three applications for the vacant council position, and it makes sense just to use those applications to fill both positions tonight. After some discussion Councilor Ceja made a motion to accept Councilor Bedwell's resignation effective immediately. Councilor Casarez seconded. Motion APPROVED 3-2: (Yes: Mayor Clevenger, Casarez, and Ceja. No: Councilors Purdy and Seney.)

Appoint Vacancy Positions: Applicants Russ Snow, Ryan Bambrick, and Doug Ecclestone were given up to 3 minutes to introduce themselves, tell a little about why they applied to be on Council, and councilmembers asked each of them questions.

Russ Snow was the first to speak. He stated he has 40 plus years of government public service; city, county, state, and federal levels and is currently on the Aumsville Planning

Commission. Mostly in law enforcement positions. He has patience to listen to both sides of an issue, and an ability to get along with people from all walks of life and feels he could represent all citizens. His priorities for the city would be development of the Interchange Development zoned property north of Willamette Valley Baptist Church and he is very interested in public safety issues and ways to improve.

Ryan Bambrick wants to be on Council to keep the city growing and a nice place to live for everyone. He has a degree in business and psychology and is a State Police officer. He was an Aumsville Police officer for a year and a half, before going to work for State Police. He would listen to both sides of the issue, and makes decisions not based on his own opinion or emotions. His priorities for the city are the water treatment plant upgrades and expansion of the city.

Doug Ecclestone wants to be on Council to be part of the city's growth. He is a relationship manager and works with a variety of issues. He stated that he is a solution seeker and problem solver. He brings a sense of humor to the table and feels it can sometimes help lighten the tension when it is a tough issue with different points of view. His priorities for the city are more focus on a youth center and upgrades to the electrical grid.

Council Deliberations: Councilmembers thanked all the applicants and discussed what each one could bring to Council. They concurred that all the applicants would do well on Council, but only two can be appointed. After a brief discussion Councilor Purdy made a motion to appoint Russ Snow to one of the vacant positions. Councilor Seney seconded. Motion FAILED 2-3: (Yes: Councilors Purdy and Seney. No: Mayor Clevenger, Councilors Casarez and Ceja.)

Councilor Purdy made a motion to appoint Doug Ecclestone to a vacant position. Councilor Casarez seconded. Motion APPROVED 5-0: (Yes: Mayor Clevenger, Councilors Casarez, Ceja, Purdy, and Seney. No: NONE.)

Councilor Purdy made a motion to appoint Ryan Bambrick to a vacant position. Councilor Ceja seconded. Motion APPROVED 5-0: (Yes: Mayor Clevenger, Councilors Casarez, Ceja, Purdy, and Seney. No: NONE.)

CA Harding stated that the new Councilors will need to take their Oath of Office and orientation before it is official. He will work with them to do this as soon as possible so that they can be voting members at the next Council meeting.

PUBLIC COMMENT: NONE

CONSENT AGENDA: Council reviewed the July 13, 2020 Council meeting minutes. Councilor Casarez stated that the minutes stated that he showed ID with his Aumsville address, but he would like the minutes to reflect that he also went outside during the meeting, on video, to show Council and viewers that he does live in Aumsville. Councilor Casarez moved to approve the consent agenda with the previously mentioned amendment. Councilor Ceja seconded. Motion APPROVED 5-0: (Yes: Mayor Clevenger, Councilors Casarez, Ceja, Purdy, and Seney. No: None.)

OLD BUSINESS: NONE

NEW BUSINESS:

Bethel Baptist Development Agreement. CA Harding gave an overview of the development agreement. He stated that if Council approves the agreement Bethel Baptist Church will move forward with their street improvement project. Once the project is complete and passes inspections, the city would be authorized to distribute stormwater fees collected from the Clover Ct. development to Bethel Baptist for the purpose of stormwater improvements. The city would also waive the 5% development fee. Councilor Seney recused herself from the vote. Councilor Casarez moved to authorize the City Administrator to execute the Developer Agreement between the City of Aumsville and Bethel Baptist Church as presented. Councilor Ceja seconded. Motion APPROVED 4-0: (Yes: Mayor Clevenger, Councilors Casarez, Ceja, and Purdy. No: None. Recused: Councilor Seney)

COVID Relief Fund. CA Harding stated that there are federal reimbursement grant funds available to pay for expenditures that are COVID related. One of the ways staff has discussed that might be an appropriate use of these funds is to put together a \$30,000-50,000 business relief fund using the grant funds and it was discussed. Council consensus was for CA Harding to move forward putting together a draft of the program and bring it to Council at a future meeting.

CA Harding Evaluation. Councilor Seney gave a summary of the City Administrator evaluations that she received from five of the six parties eligible to submit. Overall CA Harding scored as fully effective or exceeds requirements in all categories. Councilor Seney read the comments submitted with the evaluations, most citing that he has done very good job, going above and beyond in most cases. There were some comments to work toward better use of technology tools. She explained that CA Harding is at the top step of his salary range and recommended that Council consider a merit raise or an increase in his salary steps and it was discussed. Councilor Purdy moved to add two steps to the current City Administrator pay scale. He explained the intent is to give two step increases, one this year and one next year to maintain forward movement. Councilor Seney seconded. Motion APPROVED 4-1: (Yes: Mayor Clevenger, Councilors Casarez, Purdy, and Seney. No: Councilor Ceja.) Councilor Ceja clarified that the reason she voted no was because she was hoping to give CA Harding an additional raise now and adding two steps.

CITY ADMINISTRATOR'S REPORT:

City Hall COVID-19 update. The construction work on the glass divider in City Hall is completed and both City Hall and Police Department lobbies are now open and providing service.

Utility Billing changes. The vendor that we go through for printing our billing post cards has increased their price significantly. Staff is considering outsourcing our billing statements to the same printer that does our newsletter printing and mailing. The cost is almost the same as our printing cost and the customer would receive a paper statement in an envelope rather than a postcard. It would allow us to add notices or enclosures with the bills. The only downside is there is not a perforated stub. Council consensus was to move forward

with the change and announce in the newsletter, social media, and on the back of the next billing postcard.

Final closeout for last year is almost complete and budget performance for the year is looking good. All funds came under budgeted expenditures. CA Harding stated that our budget is positive, and we should be in good position to weather the COVID impacts that might come.

MAYOR/COUNCIL REPORTS AND INITIATIVES: None

GOOD OF THE ORDER: Mayor Clevenger asked Council for input on an idea that Councilor Casarez suggested. Since we can't have a beer garden or the Corn Festival this year, he would like to research doing a growler fill booth at the Corn Giveaway event on August 15th. Specifically, with Gilgamesh Brewery and it was discussed. CA Harding asked Council should they pay a vendor sponsorship fee or a percentage of sales to the city if we were able to get them to participate There would be no consumption on city property. Councilor Casarez moved to approve the city entering into an agreement with Gilgamesh Brewery to be a vendor of limited alcohol to go; for nonconsumption on site. Councilor Ceja seconded. Motion APPROVED: 3-2: (Yes: Mayor Clevenger, Councilors Casarez and Ceja. No: Councilors Purdy and Seney.)

Mayor Clevenger also talked about also having a scavenger hunt in conjunction with the citywide garage sales. CA Harding said that staff had not planned a scavenger hunt, but he would be willing to put one together. CA Harding stated that he has been in contact with the corn grower to make sure we are on track and is hoping the corn will be ready and of good quality but said it's in the hands of the grower and the weather.

CORRESPONDENCE: Valley Develop Initiative Grant

CA Harding explained how the grant works to help Aumsville residents get funding to do needed repairs to their homes. There are some funds available and if residents would like to know more about this program, they can call city hall or email CA Harding.

ADJOURNED WITHOUT PREJUDICE AT 9:07 PM

Derek Clevenger, Mayor

Ron Harding, City Administrator

RESOLUTION NO. 14-20

A RESOLUTION OF THE CITY OF AUMSVILLE, OREGON ESTABLISHING A COMMUNITY SUPPORT PROGRAM IN RESPONSE TO THE CORONAVIRUS (COVID-19) OUTBREAK USING THE CITY'S CARES ACT FUNDING ALLOCATION FROM THE STATE OF OREGON

WHEREAS, on March 17, 2020, the Aumsville City Council declared a public health emergency in Aumsville arising from the COVID-19 outbreak; and

WHEREAS, Governor Brown issued Executive Order 20-03 on March 8, 2020, declaring a statewide state of emergency pursuant to ORS Chapter 401, due to the COVID-19 outbreak in Oregon. The emergency declaration extended for 60 days, through May 7, 2020, and

WHEREAS, Governor Brown issued Executive Order 20-24 on May 1, 2020, finding that COVID-19 continued to threaten public health and safety, and remains a statewide emergency under ORS 401.025, extending the state of emergency an additional 60 days through July 6, 2020, and

WHEREAS, Governor Brown extended the statewide emergency an additional 60 days, through September 4, 2020, and

WHEREAS, businesses in Aumsville were shut down completely preceding and during Phase 1 in Marion County starting May 15, and

WHEREAS, Since June 19, Marion County has been in Phase 2 of the statewide phased reopening plan, and many businesses located in Aumsville are open only with a limited capacity and/or reduced operations; and

WHEREAS, disruptions to workers and small businesses are serious, as small businesses are the backbone of our economy, and provide the foundation of employment, services for the community, and revenue for cities and other public agencies to continue to provide essential services for the public welfare and benefit; and

WHEREAS, the Aumsville City Council recognizes that one of its essential functions is to secure the health and welfare of Aumsville's citizens; and

WHEREAS, resources are necessary to help small businesses survive and certain small businesses reasonably require public aid in order to survive; and

WHEREAS, on March 27, 2020, the United States Congress adopted the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act") which, among other things, amended Section 601(a) of the Social Security Act and established the Coronavirus Relief Fund, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act ("CARES Act") (PL 116-136), established the Coronavirus Relief Fund and appropriated \$150 billion to the Fund be used to make payments for specified uses to States and certain local governments; and

WHEREAS, guidance issued by the U.S. Treasury Department indicates that necessary expenditures incurred due to the COVID-19 public health emergency include costs incurred to support local businesses that suffered losses due to COVID-19 business interruptions, or incurred costs for personal protective equipment or other materials, supplies and equipment needed to safely operate following a COVID-19-related closure; and

WHEREAS, the Oregon State allocation of Fund resources has been designated to reimburse certain additional local governments in the state; and

NOW THEREFORE, the Aumsville City Council do resolve as follows:

Section 1. The referenced exhibits are incorporated herein by this reference.

Section 2. The City of Aumsville, hereby, establishes the Small Business Relief Grant to provide support to local small businesses that suffered losses due to COVID-19. Grant awards will be at the sole discretion of the City of Aumsville through an application process. Grant recipients shall only receive and use grant funds for eligible expenses incurred between March 1, 2020 and October 31, 2020. A list of award eligibility and criteria, as well as eligible and ineligible expenses, are included in Exhibit A.

Section 3. All funding for this program comes solely as reimbursement to the City from the State of Oregon for COVID-19 related expenses. The City has no obligation to provide grant recipients or applicants funds from this or any other source.

Section 4. The City Administrator is authorized to execute any agreement with a recipient on behalf of the City of Aumsville to receive financial assistance from the Aumsville Small Business Relief Grant Program.

Section 5. The City Administrator is authorized to sign all contracts and other documents, and to take all other actions, necessary or expedient in fulfilling the purposes of this Resolution.

Section 6. The provisions of this Resolution shall become effective upon adoption and shall continue until further formal action of the City Council.

ADOPTED by the City Council of the City of Aumsville this 10th day of August, 2020.

Derek Clevenger, Mayor

Ron Harding, City Administrator

AGREEMENT BETWEEN THE CITY OF AUMSVILLE AND

**FOR CARES ACT SMALL BUSINESS
AND COMMUNITY SUPPORT FUND GRANT**

THIS AGREEMENT is made this ____ day of _____ 2020 (“Effective date”), by and between the City of Aumsville, an Oregon municipal corporation (“the City”) and _____ (“the Recipient”), a recipient of a grant award from the City’s Small Business and Community Support Fund, collectively referred to as the “Parties.”

WHEREAS, on March 17, 2020, the Aumsville City Council declared a public health emergency in Aumsville arising from the COVID-19 outbreak; and

WHEREAS, Governor Brown issued Executive Order 20-03 on March 8, 2020, declaring a statewide state of emergency pursuant to ORS Chapter 401, due to the COVID-19 outbreak in Oregon. The emergency declaration extended for 60 days, through May 7, 2020, and

WHEREAS, Governor Brown issued Executive Order 20-24 on May 1, 2020, finding that COVID-19 continued to threaten public health and safety, and remains a statewide emergency under ORS 401.025, extending the state of emergency an additional 60 days through July 6, 2020, and

WHEREAS, Governor Brown extended the statewide emergency an additional 60 days, through September 4, 2020, and

WHEREAS, businesses in Aumsville were shut down completely preceding and during Phase 1 in Marion County starting May 15, and

WHEREAS, Since June 19, Marion County has been in Phase 2 of the statewide phased reopening plan, and many businesses located in Aumsville are open only with a limited capacity and/or reduced operations; and

WHEREAS, disruptions to workers and small businesses are serious, as small businesses are the backbone of our economy, and provide the foundation of employment, services for the community, and revenue for cities and other public agencies to continue to provide essential services for the public welfare and benefit; and

WHEREAS, the Aumsville City Council recognizes that one of its essential functions is to secure the health and welfare of Aumsville’s citizens; and

WHEREAS, resources are necessary to help small businesses survive and certain small businesses reasonably require public aid in order to survive; and

WHEREAS, on March 27, 2020, the United States Congress adopted the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) which, among other

things, amended Section 601(a) of the Social Security Act and established the Coronavirus Relief Fund, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”) (PL 116-136), established the Coronavirus Relief Fund and appropriated \$150 billion to the Fund be used to make payments for specified uses to States and certain local governments; and

WHEREAS, guidance issued by the U.S. Treasury Department indicates that necessary expenditures incurred due to the COVID-19 public health emergency include costs incurred to support local businesses that suffered losses due to COVID-19 business interruptions, or incurred costs for personal protective equipment or other materials, supplies and equipment needed to safely operate following a COVID-19-related closure; and

WHEREAS, the Oregon State allocation of Fund resources has been designated to reimburse certain additional local governments in the state; and

WHEREAS, the Recipient applied for and has been selected by the City to receive a grant from the CARES Act Small Business and Community Support Fund by the City (“Grant Funds”) for allowable expenses, as set forth herein.

NOW THEREFORE, the Parties do hereby agree as follows:

AGREEMENT

1. Incorporation of Recitals/Exhibits. The Recitals and referenced Exhibits are incorporated herein by this reference.

2. Award Amount and Eligible Expenses. The total amount of Grant Funds to be awarded to Recipient is \$_____. Recipient shall use Grant Funds only to pay or reimburse Recipient for Eligible Expenses incurred during the time period set forth in Section 3. A list of Eligible and Ineligible Expenses is included in Exhibit 1. In the event an expenditure is submitted that is ineligible for payment per Exhibit 1, it will not be reimbursed by the City.

3. Time Period. All Eligible Expenses must be incurred by the Recipient between March 1, 2020 and October 31, 2020. Any expenses incurred before or after this period are not Eligible Expenses for Grant Funds. The Recipient understands that any expenses incurred in excess of Grant Funds are the Recipient’s sole responsibility and will not be paid by the City.

4. Source of Grant Funds. The Parties acknowledge that funding for this Agreement comes solely as reimbursement of, or payments made to, the City from the State of Oregon. The City has no independent obligation to provide the Recipient with funds from any other source.

5. Compliance with Federal, State and Local Laws. The Recipient shall comply with and obey all applicable federal, state and local laws, regulations, and ordinances. Should the Recipient’s spending of the Grant Funds be inconsistent with applicable laws, provisions of this Agreement, or otherwise inappropriate, the City shall have the right to

the return of any portion of the Funds that are later determined to have been spent in violation of applicable laws. In the alternative, the City may recapture such funds from payments due under this Agreement. The City shall not exercise this right until it has given written notice of noncompliance with applicable laws or this Agreement to Recipient and allowed Recipient a period of ten (10) days from the date of notice for Recipient to cure the noncompliance. The right of recapture provided in this section is in addition to and not in lieu of any right which Oregon law provides for breach of contract.

a. No Use of Grant Funds for Expenses Covered by Other Programs. The Recipient shall not use Grant Funds to cover payroll or other employee-related or business-associated costs for which the Recipient has received other federal, state or regional funds, including without limitation funds made available under the Payroll Protection Program (“PPP”) or unemployment insurance compensation.

b. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction. Recipient certifies, by signing this Agreement that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal or State department or agency.

6. Maintenance of Records; Public Records. The Recipient shall maintain accurate written records, including accounting records such as invoices, sales receipts, and proof of payment, books, documents, data and other evidence that reflects all of Recipient’s direct and indirect expenditures of Grant Funds. These records must be sufficient to demonstrate that the funds have been used in accordance with Section 601(d) of the Social Security Act. The City may at any time review the documentation to determine the Recipient’s conformance with the requirements of the Grant Funds program, and the Recipient shall make available to the City, upon request, all of the Recipient’s records and documents with respect to all matters covered by this Agreement.

a. The City may require the Recipient to provide additional documentation if the existing documentation is deemed incomplete.

b. The Recipient shall retain all records related to this Agreement for a period of six (6) years following the receipt of Grant Funds. These records, including materials generated under the contract, shall be subject at all reasonable times to inspection and review by the City, and to an audit by the federal and state officials so authorized by law, regulation or agreement.

c. If any litigation, claim or audit is started before the expiration of the six (6) year period provided in Section 6(b) above, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

d. All Recipient documents and records comprising this Agreement, and all other documents and records provided to the City by the Recipient, are deemed public records subject to disclosure under the Oregon State Public Records Act, Chapter 192. Thus, the City may be required, upon request, to disclose the Agreement and documents or records related to it unless an exemption under the Public Records Act or

other laws applies.

7. Grant Contract Amendments. The Parties acknowledge that the State of Oregon may request changes to the Grant Funds or its provisions. Any changes or revisions to the Grant Fund terms and conditions that are applicable to this Agreement shall be incorporated by amendment of this Agreement, following written notice by City to the Recipient.

8. Nondiscrimination. During the performance of this Agreement, the Recipient shall comply with all federal and state nondiscrimination laws, including but not limited to Oregon State Law and the Americans with Disabilities Act (ADA). In the event of the Recipient's noncompliance or refusal to comply with any nondiscrimination law, regulation, or policy, this Agreement may be rescinded, canceled, or terminated in whole or in part.

9. Termination. If the Recipient fails to fulfill its obligations under this Agreement, the City may terminate this Agreement upon written notice to the Recipient specifying the reason for termination. The termination date shall be specified in the notice of termination.

10. Governing Law and Venue. This Agreement shall be governed by and interpreted and enforced in accordance with the laws of the State of Oregon and the venue will be in Marion County, Oregon.

11. Assignment of Contract. The Recipient shall not assign this contract without the prior written consent of the City.

12. Entire Agreement. The Parties agree that this Agreement, including referenced exhibits, is the complete expression of the terms agreed to by the Parties. No other understandings or representations, oral or otherwise, regarding the subject matter of this contract shall be deemed to exist or to bind the Parties

13. Severability. In the event any term or condition of this Agreement or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions, or applications of this Agreement that can be given effect without the invalid term, condition, or application. To this end, the terms and conditions of this Agreement are declared severable.

CITY OF AUMSVILLE

RECIPIENT

By: _____
Ron Harding, City Administrator

By: _____

Printed Name: _____

Title: _____

Exhibit 1
AUMSVILLE SMALL BUSINESS AND COMMUNITY RELIEF FUND

A. Eligible Uses of Grant Funds:

- a. Payment of rent or required monthly loan payments.
- b. Payments of regular wages, employee benefits and taxes; provided such expenses have not been and, to the best knowledge of the Recipient, will not be reimbursed under any federal, state or regional program, including any grant, unemployment security, or loan programs.
- c. Expenditures involved in typical operating costs, including those set forth on an income statement as a regular, ongoing cost of operating the business.
- d. Typical draws or wages paid on a regular interval to the owner; provided such draws or wages are consistent with those paid to the owner in previous corresponding quarters, years or other appropriate time intervals.
- e. Expenses for compliance with COVID-19-related public health measures, including personal protective equipment and supplies, plexiglass barriers or other similar equipment and expenses reasonably necessary for the protection of public health and the health of Recipient owners and employees.
- f. Expenses related to adjusting working environments in response to COVID-19 including expense for setting up telework and virtual work environments, updating or building website or app for increased virtual customer interactions, or setting up a deliver or curbside pick-up program.

B. Ineligible Uses of Program Grant Funds:

- a. Political campaign contributions or donations.
- b. Charitable contributions or gifts.
- c. Bonus payments to Recipient owners, officers or employees, including "hazard pay".
- d. Payment of wages to any member of the Recipient owner's family who is not a bona fide employee.
- e. Draws or salary to Recipient owner that exceeds the amount paid over a corresponding interval, quarter, or year in 2019.
- f. Paydown or payoff of debt by more than the monthly amount required by the underlying debt instrument.
- g. Prepayment of any expense which extends past the date of expiration of this agreement.
- h. Payroll and other employee- or business-associated costs for which the Recipient has received or expects to receive reimbursement from other federal, state or regional funds (e.g. Payroll Protection Program or unemployment insurance).
- i. Damages covered by insurance.
- j. Reimbursement to donors for donated items or services.
- k. Severance payments.
- l. Legal settlements.
- m. Any expense not considered an eligible business expense by the

US Department of the Treasury Internal Revenue Service.

- n. Taxes.
- o. Any employer covered portion of Unemployment costs.

C. Additional Eligibility Criteria:

- a. Must be a business with less than, or equal to, 10 FTE employees, which maintains a brick and mortar location inside of Aumsville city limits.
- b. Application for funds are less than or equal to \$5,000.
- c. Funds must be used for needs that arose out of COVID. These include issues like; loss of income because business was closed, which led to being unable to pay rent or utilities, had to buy supplies and materials in order to create barriers or sanitize spaces, paid for a service to sanitize space, increased fuel costs due to switching to a delivery of service, technology costs when switched services to a digital transmission, etc.
- d. Grants are awarded on a first come, first served basis until funds are gone, based on meeting the application criteria. Total relief funds available are \$50,000.



City of Aumsville

595 Main St., Aumsville, OR 97325
Office (503) 749-2030 TTY 711
FAX: (503) 749-1852



BUSINESS RELIEF GRANT FUND APPLICATION

Business Name:	Owner/Manager Name:
Physical Address:	Mailing Address:
Phone:	Email:
Number of Employees:	Business Type:

Have you received any federal or state grants for business relief: Yes No

If yes, what agency(s) have you received funds from? And what expenses did this cover?

Does your business need assistance for losses caused directly, or indirectly, from the COVID-19 pandemic and subsequent shut-down? Yes No

How do you plan to use these funds? Check all that apply.

- | | | |
|---|--|--|
| <input type="checkbox"/> Operating Expenses | <input type="checkbox"/> Rent or Mortgage Payment | <input type="checkbox"/> Purchase Equipment for COVID Related Public Health Measures |
| <input type="checkbox"/> Pay Wages | <input type="checkbox"/> Updates to Technology to Enable Telework/Virtual Work | <input type="checkbox"/> Updates to Technology to Decrease Customer Contact |

Grant Amount Requested: _____

Please attach a spreadsheet outlining the funds requested and what the funds will be used for.

By signing this agreement, I certify that the information I have included is true and complete. I certify that funds will be used in accordance to the attached agreement. By signing this agreement, I acknowledge that if anything is misrepresented then I may be ineligible for funds and may have to repay any funds received in part or completely.

Printed Name: _____ Signature: _____ Date: _____



City of Aumsville

STAFF REPORT

To: Mayor
City Council

From: Ron Harding, City Administrator
Joshua Hoyer, Finance Officer

Date: August 10, 2020 City Council Meeting

Subject: Budget Amendment – CARES Act

Recommendations

Staff requests authorization to increase revenue and expenditure appropriations related to the Coronavirus Relief Fund grant made possible through the Coronavirus Aid, Relief, and Economic Security Act.

Background

In response to the current COVID-19 outbreak, the US Congress passed the Coronavirus Aid, Relief, and Economic Security (CARES) Act, which outlined funding to be distributed to states to support communities and businesses impacted by the virus. The City of Aumsville has been apportioned \$121,404.89 as part of this package through the Coronavirus Relief Fund (CRF) organized by the state's Department of Administrative Services. The funds can be used for a variety of purposes, including technological enhancements to enable telecommuting, building improvements to minimize potential contact with the public, and providing support to businesses impacted by the virus.

The CRF resources allocated to the City of Aumsville were not known at the time of the budget approval and adoption. As such, a budget amendment is recommended to increase the revenues and appropriations by the amount of the CRF grant. An additional revenue line item in the General and Park funds, as well as new expenditure line items in the General Fund will be created to help account for these resources more closely. Some small purchases were made from the Park fund prior to the end of the 2019-20 fiscal year which will be claimed with this grant, while the remainder of all COVID-19 purchases are planned to be made from the General Fund to help simplify tracking expenses.

Current Situation

The impact on the 2020-21 fiscal year budget details would be as follows (Rounded up to the dollar for budget presentation):

GENERAL FUND			
	Current Appropriations	Change in Appropriations	Amended Appropriations
CRF Grant Reimbursement	0	120,115	120,115
Total Resources	1,949,664	120,115	2,069,779
COVID-19 Materials/Community Support	0	100,115	100,115
COVID-19 Capital Improvements	0	20,000	20,000
Total Requirements	1,949,664	120,115	2,069,779
PARK FUND			
CRF Grant Reimbursement	0	1,290	1,290
Total Resources	382,400	1,290	383,690
Maintenance & Repairs	25,500	1,290	26,790
Total Requirements	382,400	1,290	383,690

Since the adopted budget is appropriated by department, rather than by line item details, Resolution 15-20 is constructed to reflect the actual changes to take effect in the adopted budget appropriations. The table above illustrates how the changes will be applied in the accounting line items.

Council Options

1. Approve Resolution 15-20 to transfer budget appropriations as outlined.
2. Reject Resolution 15-20.
3. Remand Resolution 15-20 to staff for revision.

Suggested Motions

I move to approve Resolution 15-20 as presented by staff.

RESOLUTION NO. 15-20

A RESOLUTION AUTHORIZING 2020-2021 BUDGET AMENDMENT IN THE GENERAL AND PARK FUNDS.

WHEREAS, the City has been allocated resources from the Coronavirus Aid, Relief, and Economic Security (CARES) Act; and

WHEREAS, these resources were not originally included in the 2020-2021 fiscal year budget; and

WHEREAS, ORS 294.338 grants local governments authority to appropriate specific purpose grant resources via resolution, without additional hearings;

NOW THEREFORE, BE IT RESOLVED that the Aumsville City Council amends the 2020-2021 Fiscal Year Budget as follows:

GENERAL FUND			
	Current Appropriations	Change in Appropriations	Amended Appropriations
RESOURCES	1,949,664	120,115	2,069,779
ADMINISTRATION	631,283	120,115	751,398
TOTAL REQUIREMENTS	1,949,664	120,115	2,069,779
PARK FUND			
RESOURCES	382,400	1,290	383,690
PUBLIC WORKS	227,376	1,290	228,666
TOTAL REQUIREMENTS	382,400	1,290	383,690

BE IT FURTHER RESOLVED that this resolution becomes effective upon adoption.

CONSIDERED AND PASSED BY THE AUMSVILLE CITY COUNCIL ON THE 10TH DAY OF AUGUST 2020.

Derek Clevenger, Mayor

ATTEST:

Ron Harding, City Administrator



City of Aumsville



595 Main St., Aumsville, OR 97325
Office (503) 749-2030 TTY 711
FAX: (503) 749-1852

TO: Mayor and City Council
FROM: Steve Oslie, Public Works Director
SUBJECT: Public Works Report

August 6, 2020

Water: The wells pumped as follows:

Boone #1	Boone #2	Tower	Reservoir	Church	Total
1,554,600	7,557,000	1,977,320	360,000	9,615,000	21,063,920

We have troubleshooting problems with our chemical feed pumps and sorting those out. There is some corrosion of metal and plastic parts. We are rebuilding and replacing parts as necessary.

The SCADA system upgrades have been made and we can now see more of what is going on in our water system.

Water tank cleaning proposals have been sent out and waiting for replies.

This is the season for water leaks. The ground shrinks as it dries and moves our water lines. At least four water service lines will be replaced in the next couple of days.

Sewer: A sludge survey was performed this month and the depths still increasing for the most part. We will continue with the enzyme treatment after talking to the Junction City operator. They said their sludge got fluffier but keeping a constant volume. We'll give it a bit longer to see if it will benefit us.

Our contractor is coming out to perform maintenance and replace worn parts on our main lift station sewer pumps. There will also be some software updates to the smart run system for these pumps.

Streets: We have a community service worker cleaning up the railroad ditch along Klein St. He is removing debris and weed eating the grass and weeds.

I spoke with the Marion County traffic engineer about Bishop Rd and about lowering the speed there. He just completed his second traffic survey there and said that there were very few vehicles that use this road. Now that the survey is done, they submit a request to ODOT to approve a speed change and this will still take some time. Also, the Main and 11th St light will be coming down after the county confirmed the past correspondence with the city and the engineers.

Parks: Working on picnic table repairs and there is a group of people working on cleaning and painting the skatepark.

A group of skaters have been doing some clean up, caulking, and painting at the Skatepark.

General: CH/PD, air purifiers have been installed to remove/reduce dust, molds, virus, and other things that might be in the air.

City of Aumsville

July 2020 Monthly Police Report



CRIME	NUMBER	ARRESTED
Burglary/Attempt Burgl	0/0	0/0
Criminal Mischief	1	0
Restraining Order Violation	1	1
Trespass	0	0
DUII	1	1
Theft/Fraud	4/1	0/0
Theft From Vehicles	0	0
Receiving stolen property		
Warrant Arrest/Probation Violation	4/2	4/2
Harassment/Telephonic	0/0	0/0
Menacing	1	1
Assault IV	1	1
Stalking Complaint	0	0
Weapon/Robbery	0/0	0/0
Child Neglect		
Furnish alcohol		
MIP (Alcohol)/Drug Offense	0/0	0/0
Arson		
Stolen Vehicle/Trailer	1/0	0/0
Recovered Vehicle	0	0
Poss. Controlled Substance	2	2
Reckless Endanger/Drive	0/1	0/1
Giving False Informatio		
Disorderly Conduct		
Curfew/Runaway Juvenile	0/0	0/0
Animal Abuse		
Sex Offense	2	
DWS Criminal	2	2
Criminal Mistreatment		
Dogs as nuisance		
Hit and Run	2	0
Misc Crime	2	1
TOTAL	28	16

Value of Property Stolen	\$6980
Value of Property Damaged	\$100
Value of Property Recovered	\$0
Value of Found Property	\$75
Dogs to Pound	0

DEPARTMENT MESSAGE:

The reserves worked a total of 49 hours during the month of June: 49 volunteer hours and 0 paid hours.

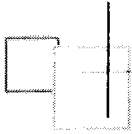
Fraud Alert

We are seeing an increase in fraud scams, these include email hacks of community members requesting assistance, where you are requested to assist them by buying I Tune cards or other similar gift cards, persons reporting to be "contact tracers" with Oregon Health Authority, or Census Takers. If you are contacted by anyone, who request your personal information (SSN, credit card or banking information), you should suspect it is a fraud.

No reputable company/business is going to call and ask you to purchase gift cards or request your personal information over the phone. Census Takers have government ID and will not ask for personal identification. If you are contacted and are unsure, tell them you are calling the authorities to verify their claim. If you are contacted via the internet, go to IC3 an internet site and report this activity. Remember the old

CALLS FOR SERVICE	NUMBER
Assist other Agency—Turner PD	6
Assist other Agency—Fire Dept	2
Assist other Agency—DHS	4
Assist other Agency—MCSO	8
Assist other Agency—City	1
Assist other Agency—Stayton PD	9
Assist other Agency—Other	7
Assist Person/Citizen Contact	1/25
Vehicle Repo	0
911 Hang-Up/Welfare Check/Civil Dispute	0/4/1
False Alarms	4
Noise/Traffic Complaint	6/3
Suspicious Person/Vehicle/Circumstance	5/1/17
Traffic Accidents/Hit and Run	2/0
Driving Impounds	4
Unattended Death/Notification	1/0
Dogs—Barking/At Large/Bite	4/3/0
Ordinance Violation	12
Runaway Juvenile/missing person	1/0
Verbal Disturbance	11
Attempt Suicide/Mental Hold	0/0
Suicide	0
Open Door	2
Misc Call for Service	1
Found Property/Lost Property/Seized Property	7/0/1
TOTAL	153

TRAFFIC VIOLATION	City	County
Speeding	3	3
Fail to Carry Proof /Driving Uninsured	1/4	0/1
Driving While Suspended	4	0
No Valid Op	2	1
Fail to Carry DL		
Providing Vehicle to Unqual. Driver		
No Seatbelt/Improper Wear Seatbelt	0	0
Expired Registration/Fail to Register	1/0	0/0
Failure to Change Address	0	0
Failure to Carry Registration		
Switched Plates	0	0
Failure to Yield to Ped in Crosswalk		
Failure to Yield to Emerg Vehicle		
Failure Safe Distance Emergency Veh.		
Fail to Obey Traffic Control Device	4	0
Reckless Driving/Speed Racing	1	0
Careless Driving	0	1
Fail to Drive Within Lane		
Following Too Close		
Failure to Signal/Use Turn Signal	0	0
Use of Electronic Device/Cell Phone	0/2	0/0
Defective Lighting	2	
Open Container		
Unreasonable Noise		
Refuse Intox Test		
Miscellaneous Violations	0	0
TOTAL	24	6



Accounts Payable Register

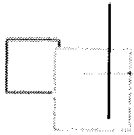
City of Aumsville

Fiscal: 2019-20
Deposit Period: 2019-20 - June
Check Period: 2019-20 - June - Second Council

Riverview Community Bank
Check
EFT Payment 6/24/2020 - 1

9001000967
NW NATURAL

	6/24/2020	\$30.87
Total	Check	\$30.87
Total	9001000967	\$30.87
Grand Total		\$30.87



Accounts Payable Register

City of Aumsville

Fiscal: 2020-21

Deposit Period: 2020-21 - July

Check Period: 2020-21 - July - Second Council

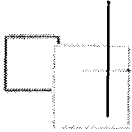
Riverview Community Bank

9001000967

Check

<u>54166</u>	ASHLIE RIOS	7/24/2020	\$75.00
<u>54167</u>	AT&T MOBILITY	7/24/2020	\$120.12
<u>54168</u>	BEERY ELSNER & HAMMOND LLP	7/24/2020	\$3,454.50
<u>54169</u>	FERGUSON WATERWORKS #3011	7/24/2020	\$2,600.00
<u>54170</u>	LA ESPERANZA CATERING, INC	7/24/2020	\$200.00
<u>54171</u>	MNOP	7/24/2020	\$504.43
<u>54172</u>	MOTION & FLOW	7/24/2020	\$15.98
<u>54173</u>	R.A.I.N.	7/24/2020	\$828.27
<u>54174</u>	TOM & STACIA MELENDY	7/24/2020	\$83.53
<u>EFT Payment 7/24/2020 4:24:49 PM - 1</u>	ZIPLY FIBER	7/24/2020	\$638.63

Total	Check	\$8,520.46
Total	9001000967	\$8,520.46
Grand Total		\$8,520.46



Payroll Register

City of Aumsville

Fiscal: 2020-21

Deposit Period: 2020-21 - July

Check Period: 2020-21 - July - Second Council

Riverview Community Bank

9001000967

Check

54175

DAY SPRING FELLOWSHIP

7/31/2020

\$100.00

54176

NATIONWIDE RECOVERY SERVICE, INC

7/31/2020

\$448.14

Direct Deposit Run - 7/29/2020

Payroll Vendor

7/31/2020

\$38,403.62

EFT 31516840

EFTPS

7/31/2020

\$14,377.81

EFT 43370729

Oregon Department of Revenue

7/31/2020

\$3,931.56

EFT 8052020

CIS TRUST

7/31/2020

\$35,801.56

EFT 8122020

PERS

7/31/2020

\$12,359.03

EFT 8152020

AFLAC

7/31/2020

\$948.08

EFT HSA7312020

HSA Bank

7/31/2020

\$850.83

EFT OSGP7312020

VOYA - STATE OF OREGON - LG#:2234

7/31/2020

\$525.00

EFT V7312020

Valic

7/31/2020

\$450.00

Total Check

\$108,195.63

Total 9001000967

\$108,195.63

Grand Total

\$108,195.63