



595 Main Street, Aumsville, OR 97325
Office: (503) 749-2030 ~ FAX: (503) 749-1852
Email: rharding@aumsville.us

PUBLIC MEETING NOTICE

CITY COUNCIL MEETING

Via Zoom Video Conference

MONDAY, September 27, 2021

AGENDA

- 1) **CALL TO ORDER: 7:00PM**
 - a) Approve/Amend Agenda
- 2) **PRESENTATIONS, PROCLAMATIONS, & VISITORS**
 - a) **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 and only 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 September 27, 2021.
 - b) **Visitors:** For information about how to attend the meeting online, please visit our website <https://www.aumsville.us/citycouncil/page/city-council-regular-meeting-78> or email eturpin@aumsville.us to request log in instructions.
- 3) **CONSENT AGENDA:** (Action)
 - a) September 13, 2021 Council Meeting Minutes
- 4) **PUBLIC HEARING: None**
- 5) **OLD BUSINESS: None**
- 6) **NEW BUSINESS:** (Action)
 - a) Termination of Agreement – DEQ Mutual Agreement and Order (MAO)
 - b) First Reading of Ordinance No. 704 AN ORDINANCE ADOPTING CITY OF AUMSVILLE PUBLIC WORKS DESIGN AND CONSTRUCTION STANDARDS AND REPEALING ORDINANCE NO. 528. Second Reading and Adoption of Ordinance No. 704.
 - c) Resolution No. 16-21 A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO ADMINISTER THE PUBLIC WORKS DESIGN AND CONSTRUCTION STANDARDS, AND STANDARDS AND ADOPTING A FEE.
- 7) **CITY ADMINISTRATOR REPORT:** (Information)

a) Review Check Register August 25, 2021 through September 15, 2021

8) MAYOR AND COUNCILORS REPORTS

9) GOOD OF THE ORDER: Other Business May Come Before the Council at This Time

10) CORRESPONDENCE: None

11) EXECUTIVE SESSION: None

12) ADJOURN MEETING

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.



595 Main St. Aumsville, Oregon 97325
(503) 749-2030•TTY 711•Fax (503) 749-1852
www.aumsville.us

AUMSVILLE CITY COUNCIL

Minutes – September 13, 2021

Council President Angelica Ceja called the meeting to order at 7:00 PM. Council present in person were Councilor Angelica Ceja, City Administrator Ron Harding, and City Clerk Colleen Rogers. Councilors Nico Casarez, Doug Ecclestone, Scott Lee, Della Seney, and Walter Wick joined via Zoom Conference call. Council absent: Mayor Derek Clevenger. The meeting was video recorded to be released later.

AGENDA APPROVAL: Councilor Casarez moved to approve the agenda as presented by staff. Councilor Ecclestone seconded. Motion APPROVED 6-0: (Yes: Councilors Casarez, Ceja, Ecclestone, Lee, Seney, and Wick. No: None.)

PRESENTATIONS: None

VISITORS AND PUBLIC COMMENT: There were no online attendees and one in-person attendee. There was no public comment. Login information was provided for members of the community to make public comment at this time and listen to the discussion.

CONSENT AGENDA: Council reviewed the August 9, 2021 Council meeting minutes. Councilor Casarez moved to approve the consent agenda as presented. Councilor Wick seconded. Motion APPROVED 6-0: (Yes: Councilors Casarez, Ceja, Ecclestone, Lee, Seney, and Wick. No: None.)

PUBLIC HEARING: None

OLD BUSINESS: None

NEW BUSINESS: None

City Administrator Report:

Corn Festival Summary Report - Power Point presentation. CA Harding started the presentation with the Skate Park competition that was held on Friday during the day on August 20th. There

wasn't a lot to report other than it appeared to go well. The City contracted with CAAKES Unlimited to produce the event and we really didn't have to do much to make this event happen, CAAKES did it all.

Party in the Park later that evening was well received and well attended. Total revenue from this event was \$9,580. This included a \$5,000 sponsorship. Total expenses for the event were \$6,172 leaving \$3,408 revenue after expenses.

CA Harding reported that the parade was successful. We had \$3000 in sponsorships the expenses came to \$2,735. There were a lot of good entries.

The festival had a total of \$27,926 in revenue that includes \$15,797 in sponsorships and donations. The rest of the revenue was from parking fees, raffle sales, corn sales, and vendor fees. The cost of corn, materials, advertising, equipment rentals, and entertainment came to around \$10,000 for a profit approximately \$17,000.

CA Harding stated that 80+ volunteers plus city staff logged in over 1000 hours total time to pull off the event.

In Summary: total of 23 sponsors for all events \$22,500; total revenue from all events \$41,000; total expenses for all events \$21,000, leaving \$20,000 to divide between service groups.

The last slide in the presentation was a full list of all the sponsors that participated to make our 2021 Corn Festival a great success.

Councilor Ecclestone thanked staff for all their hard work to make the festival come together. It was something that our community was needing. Councilor Casarez suggested that we schedule a section of a regular meeting for community members to come and brainstorm with Council for the 2022 Corn Festival. He would like to see the princess court come back. CA Harding stated that we do have monthly planning meetings. Typically, these meetings are on the first Wednesday of the month at 10:30 am. Anyone is welcome to attend. They can contact city hall for meeting details or to be put on an email list.

CA Harding reported that the city has created a survey that is available on our website for people to give feedback about the event. The survey information will be used to help improve the event next year. City Staff also met for a post event debriefing while things were still fresh in their minds.

MAYOR/COUNCIL REPORTS AND INITIATIVES: Councilor Ceja reported that she and Mayor Clevenger participated in the Congressional Redistricting meetings. Both gave statements on where Aumsville would get moved to and the effect it would have on our community.

GOOD OF THE ORDER: None

CORRESPONDENCE: CA Harding stated that Council received a letter from the Cascade School District to thank them for their letter of support for local choice. The letter was emailed to Council prior to this meeting.

EXECUTIVE SESSION: None

The meeting adjourned without prejudice at 7:34 PM

Angelica Ceja, Mayor Pro-tem

Ron Harding, City Administrator

BEFORE THE ENVIRONMENTAL QUALITY COMMISSION
OF THE STATE OF OREGON

IN THE MATTER OF:)
CITY OF AUMSVILLE,)
Permittee.)
TERMINATION AGREEMENT
MUTUAL AGREEMENT AND
ORDER NO. WQ/M-WR-2019-154

WHEREAS:

1. On January 14, 2020, the Department of Environmental Quality (DEQ) and Permittee entered into Mutual Agreement and Order (MAO) No. WQ/M- WR-2019-154.
2. On September 1, 2021, DEQ issued a new National Pollutant Discharge Elimination System Waste Discharge Permit (the Permit) to Permittee. The Permit is effective on October 1, 2021.
3. The Permit incorporates the compliance tasks in the MAO, therefore the MAO is no longer needed.

NOW THEREFORE, it is stipulated and agreed that the MAO terminates on the date this termination agreement is fully executed.

CITY OF AUMSVILLE

Date

Ron Harding, City Administrator

DEPARTMENT OF ENVIRONMENTAL QUALITY and
ENVIRONMENTAL QUALITY COMMISSION

Date

Kieran O'Donnell, Manager
Office of Compliance and Enforcement
on behalf of DEQ pursuant to OAR 340-012-0170
on behalf of the EQC pursuant to OAR 340-011-0505



595 Main St. Aumsville, Oregon 97325
(503) 749-2030 • TTY 711 • Fax (503) 749-1852
www.aumsville.us

STAFF REPORT

TO: City of Aumsville City Council

FROM: Matthew Etzel, Aumsville Public Works

SUBJECT: Approval and adoption of Public Works Standards.

Background: Several months ago, our City Administrator approved a proposal submitted by Westech Engineering to develop Public Works Design Standards that are up to date, and familiar with our engineer of record and public works staff. These updates were much needed as our current set was more than 20 years old, out of date, and out of compliance.

To remain compliant the City Engineer has used the City of Salem Standards on larger projects like subdivisions and larger public works projects. This added additional time to our engineer of record and staff during the review of projects and the construction. This additional time was spent because staff and our engineer would have to research the City of Salem's standards and make changes that are necessary for our system. This process also relied on the applicants to agree and not challenge these standards as often times the Salem standards were more costly.

These updates also provide our Engineer and Public Works staff with the ability to ensure the best construction practices and materials are used on our systems, reducing the likely hood of repairs needed to these systems in the future.

Update: Public Works staff has worked with Westech Engineering for several months going through a template provided by Westech. We have updated the standards with Westech and the Public Works Departments' recommendations of materials and construction practices that will provide the city with a quality set of Public Works Standards.

The approval of these standards has been a city project goal for many years. It is consistent with, and supports, City Council goals and the approved Vision Plan.

Motion:

- Move to approve the first reading by title only of Ordinance No. 704 adopting City of Aumsville Public Works Design and Construction Standards and repealing Ordinance 528 as presented by staff.
- Move to approve the first reading by title only of Ordinance No. 704 adopting City of Aumsville Public Works Design and Construction Standards and repealing Ordinance 528 as presented with modification.
- Move to remand back to staff for revisions as directed.

If first reading is unanimously approved, the ordinance can now be read the second time:

- APPROVE the second reading by title only and ADOPT Ordinance 704 repealing and replacing Ordinance 528 as presented, adopting findings contained in the staff report.

If the first reading is not unanimously passed, the ordinance will be read for a second time at the next scheduled Aumsville City Council Meeting.

RESOLUTION NO. 16-21

A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO ADMINISTER THE PUBLIC WORKS DESIGN AND CONSTRUCTION STANDARDS, AND STANDARDS AND ADOPTING A FEE.

WHEREAS, the City Council enacted Ordinance 704 to adopt new Public Works Design and Construction Standards recommended by the City Engineer, and the new standards govern all work to modify or construct public infrastructure and applicable site work affecting natural storm runoff characteristics and any work required by right-of-way, grading and erosion control; the City's conditioned public improvements for development, and the City's capital improvement projects; and

WHEREAS, the City Council recognizes that the new standards are comprehensive, comply with industry standards and best practices and are current with regional, state and federal requirements and recognizes, to that end, the standards must be administered by the City Administrator or the City Administrator's designee so that they can be interpreted, amended and applied to public improvements and development in the City to obtain quality, long-lasting and easily maintained assets; and

WHEREAS, Ordinance 704 also authorizes the Council to establish fees necessary to implement and administer the Design and Construction Standards.

NOW, THEREFORE, THE CITY OF AUMSVILLE HEREBY RESOLVES AS FOLLOWS:

SECTION 1. Administration of Design and Construction Standards

The City Council of the City of Aumsville hereby authorizes the City Administrator or the Administrator's designee to administer and interpret, as needed, the Public Works Design and Construction Standards adopted by Ordinance 704.

SECTION 2. Fee

Pursuant to Ordinance 704 and the Public Works Design and Construction Standards, which require permits when certain work subject to the Standards is being performed in the City, the City Council of the City of Aumsville hereby imposes a permit fee equal to five percent (5%) of City Engineer's cost estimate of the project costs.

The permit fee shall be due and payable at the time of the permit request, and the person requesting the permit and or the owner of the property shall remain jointly responsible for all costs, including, but not limited to, engineering, city staff, planning services, legal, administrative and accessory costs associated with the execution of the permit, plan review, and inspections.

SECTION 3. Effective Date

This Resolution shall take effect immediately upon approval.

CONSIDERED AND PASSED BY THE AUMSVILLE CITY COUNCIL OF THE __ DAY OF _____, 2021.

Derek Clevenger, Mayor

ATTEST:

Ron Harding, City Administrator

ORDINANCE NO. 704

AN ORDINANCE ADOPTING CITY OF AUMSVILLE PUBLIC WORKS DESIGN AND CONSTRUCTION STANDARDS AND REPEALING ORDINANCE NO. 528.

WHEREAS, the current Public Works Standards for the City of Aumsville were adopted on July 12, 2004, and are out of date; now, therefore,

The City of Aumsville ordains as follows:

Section 1. Adoption of Standards. A certain document entitled: City of Aumsville Public Works Design and Construction Standards, September 2021, consisting of five sections and six appendices (the "Standards"), are hereby adopted as the Aumsville Public Works Standards. A copy of these Aumsville Public Works Standards is on file and available at city hall. The Council may amend, repeal and replace the Standards by resolution as necessary.

Section 2. Conformance to Standards. All work done and materials used for public improvements shall conform to such Standards, unless otherwise provided for in the particular standard for work authorized by the city council.

Section 3. Fees. The Council may, by resolution, establish fees necessary to implement and administer this ordinance.

Section 4. Penalties. Violation of this ordinance shall be punishable by a fine not to exceed \$500.00. Each day a violation occurs shall be considered a new violation.

Section 4. Repeal. Ordinance No. 528, adopting public works standards, enacted July 12, 2004 is hereby repealed.

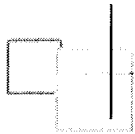
Section 5. Effective Date. This ordinance shall take effect on the thirtieth day after its enactment.

Read first on the 27th day of September 2021. READ a second time on the ____ day of _____, 2021. ADOPTED AND PASSED by the Aumsville City Council on the ____ day of _____, 2021.

Ron Harding, City Administrator

SIGNED by the mayor this ____ day of _____, 2021

Derek Clevenger, Mayor



Payroll Register

City of Aumsville

Fiscal: 2021-22

Deposit Period: 2021-22 - September

Check Period: 2021-22 - September - First Council

Riverview Community Bank

9001000967

Check

54967

Direct Deposit Run - 9/13/2021

EFT 19370913

EFT 92321199

EFT 9272021

EFT HSA9152021

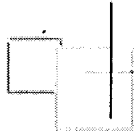
EFT OSGP9152021

EFT V9152021

HDSHP DON 9152021

DEPARTMENT OF REVENUE	9/15/2021	\$456.71
Payroll Vendor	9/15/2021	\$38,208.89
Oregon Department of Revenue	9/15/2021	\$3,934.02
EFTPS	9/15/2021	\$14,227.55
PERS	9/15/2021	\$13,912.19
HSA Bank	9/15/2021	\$2,805.00
VOYA - STATE OF OREGON - LG#:2234	9/15/2021	\$590.00
Valic	9/15/2021	\$575.00
CITY OF AUMSVILLE	9/15/2021	\$184.49
Total	Check	\$74,893.85
Total	9001000967	\$74,893.85
Grand Total		\$74,893.85

Angela G. Ocar
Paul H. Hoyer



Accounts Payable Register

City of Aumsville

Fiscal: 2021-22

Deposit Period: 2021-22 - September

Check Period: 2021-22 - September - First Council

Riverview Community Bank

9001000967

Check

54968	911 SUPPLY	9/15/2021	\$179.80
54969	AUMSVILLE ACE HARDWARE	9/15/2021	\$1,314.40
54970	BEERY ELSNER & HAMMOND LLP	9/15/2021	\$1,924.00
54971	BILL CASE FARMS, INC	9/15/2021	\$3,200.00
54972	BIO-MED TESTING SERVICE INC	9/15/2021	\$40.00
54973	BMS TECHNOLOGIES	9/15/2021	\$593.19
54974	ENVIRO-CLEAN EQUIPMENT, INC.	9/15/2021	\$6,473.50
54975	FERGUSON WATERWORKS #3011	9/15/2021	\$1,125.57
54976	FRERES BUILDING SUPPLY	9/15/2021	\$544.67
54977	GREG TILLEY TRUCKING	9/15/2021	\$1,960.00
54978	HARDEN PSYCHOLOGICAL ASSOCIATES, P.C.	9/15/2021	\$410.00
54979	LEWIS DESIGN, LLC	9/15/2021	\$500.00
54980	LEXIPOL LLC	9/15/2021	\$5,822.96
54981	METCOM 9-1-1	9/15/2021	\$8,031.67
54982	MNOP	9/15/2021	\$2,213.83
54983	MOONLIGHT MAINTENANCE	9/15/2021	\$1,164.75
54984	NORTHWEST LINE CLEARANCE	9/15/2021	\$14,000.00
54985	OAWU	9/15/2021	\$583.20
54986	OFFICE DEPOT, INC	9/15/2021	\$121.78
54987	ONE CALL CONCEPTS INC	9/15/2021	\$28.80
54988	OREGON PORTABLE TOILETS LLC	9/15/2021	\$1,500.00
54989	PACWEST MACHINERY LLC	9/15/2021	\$2,288.54
54990	POWER CHEVROLET	9/15/2021	\$344.76
54991	RICHARD P EVANS, JR LLC	9/15/2021	\$525.00
54992	SEDCOR	9/15/2021	\$821.50
54993	SONSRAY MACHINERY LLC	9/15/2021	\$2,647.12
54994	STAN BUTTERFIELD P.C.	9/15/2021	\$750.00
54995	STAYTON ACE HARDWARE	9/15/2021	\$2.33
54996	STAYTON BUILDERS MART	9/15/2021	\$2,279.74
54997	TEDDIE AMMON	9/15/2021	\$6.96
54998	TMG SERVICES INC	9/15/2021	\$27,172.00
54999	TRINITY'S QUALITY AUTO CARE	9/15/2021	\$558.19
55000	ULTREX BUSINESS SOLUTIONS	9/15/2021	\$47.59
55001	VALLEY 5 ELECTRICAL SERVICES LLC	9/15/2021	\$1,771.90
55002	WATERLAB CORP	9/15/2021	\$395.00
55003	WAVE	9/15/2021	\$9.95
55004	WESTECH ENGINEERING INC	9/15/2021	\$68,776.38
55005	XYLEM WATER SOLUTIONS USA INC	9/15/2021	\$2,673.00
<u>EFT Payment 9/14/2021 4:11:30 PM - 1</u>	DE LAGE LANDEN FINANCIAL SERVICES, INC.	9/15/2021	\$85.00
<u>EFT Payment 9/14/2021 4:11:30 PM - 2</u>	INVOICE CLOUD	9/15/2021	\$160.60
<u>EFT Payment 9/14/2021 4:11:30 PM - 3</u>	NW NATURAL	9/15/2021	\$52.24
<u>EFT Payment 9/14/2021 4:11:30 PM - 4</u>	OREGON DEPARTMENT OF REVENUE	9/15/2021	\$67.75
<u>EFT Payment 9/14/2021 4:11:30 PM - 5</u>	PACIFIC POWER	9/15/2021	\$10,905.78
<u>EFT Payment 9/14/2021 4:11:30 PM - 6</u>	REPUBLIC SERVICES #456	9/15/2021	\$60.00
<u>EFT Payment 9/14/2021 4:11:30 PM - 7</u>	RIVERVIEW COMMUNITY BANK	9/15/2021	\$8,619.39
<u>EFT Payment 9/14/2021 4:11:30 PM - 8</u>	VERIZON WIRELESS	9/15/2021	\$37.61

Total	Check	\$182,790.45
Total	9001000967	\$182,790.45
Grand Total		\$182,790.45

Accounts Payable Register

City of Aumsville

Fiscal: 2021-22

Deposit Period: 2021-22 - August

Check Period: 2021-22 - August - Second Council

Riverview Community Bank

9001000967

Check

<u>54951</u>	ALL STAR TENTS & PARTY RENTALS	8/25/2021	\$2,476.00
<u>54952</u>	AUMSVILLE ACE HARDWARE	8/25/2021	\$40.50
<u>54953</u>	D & W AUTOMOTIVE	8/25/2021	\$102.31
<u>54954</u>	DAN JONES INC	8/25/2021	\$650.00
<u>54955</u>	DELL MARKETING L.P.	8/25/2021	\$5,669.04
<u>54956</u>	DEPENDABLE PRINTER SUPPORT	8/25/2021	\$799.00
<u>54957</u>	EMPLOYMENT TAX	8/25/2021	\$588.88
<u>54958</u>	HIGHWAY FUEL COMPANY	8/25/2021	\$7,400.00
<u>54959</u>	LUCKY DOG DESIGN	8/25/2021	\$500.00
<u>54960</u>	OREGON ASSOC CHIEFS OF POLICE	8/25/2021	\$38.00
<u>54961</u>	O'REILLY AUTO PARTS	8/25/2021	\$94.95
<u>54962</u>	RICHARD SCHMITZ	8/25/2021	\$374.26
<u>54963</u>	SONSRAY MACHINERY LLC	8/25/2021	\$358.65
<u>54964</u>	STAYTON BUILDERS MART	8/25/2021	\$190.74
<u>54965</u>	WAVE	8/25/2021	\$9.95
<u>EFT Payment 8/25/2021 3:01:38 PM - 1</u>	HOME DEPOT CREDIT SERVICES	8/25/2021	\$2,120.67
<u>EFT Payment 8/25/2021 3:01:38 PM - 2</u>	ZIPLY FIBER	8/25/2021	\$629.34

Total	Check	\$22,042.29
Total	9001000967	\$22,042.29
Grand Total		\$22,042.29

