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## **AUMSVILLE CITY COUNCIL**

### **March 25, 2024 Meeting Minutes**

Mayor Angelica Ceja called the meeting to order at 7:01 PM. Present in person: Mayor Angelica Ceja, Councilors Nico Casarez, Scott Lee, Della Seney, Katie Wallace, Douglas Cox, and Walter Wick. Staff present: City Administrator (CA) Ron Harding present, Assistant Public Works Director (APWD) Matthew Etzel, Administrative Assistant (AA) Celia Lemhouse. The meeting was video recorded to be released later.

**AGENDA APPROVAL:** Councilor Seney moved to approve the agenda as amended. Councilor Wick seconded. Council voted unanimously to approve the amended agenda. Agenda approved.

**PRESENTATIONS, PROCLAMATIONS, & VISITORS:** None.

**PUBLIC COMMENT:** None.

**CONSENT AGENDA:** Councilor Casarez moved to approve the consent agenda as presented. Councilor Seney seconded the motion. Council voted unanimously to approve the agenda. Motion passed.

**PUBLIC HEARING:** None.

**OLD BUSINESS:** None.

#### **NEW BUSINESS:**

##### **A) Westech EJCDC Service Agreement - Wastewater Treatment Facility Design**

APWD Etzel presented the amended contract. APWD Etzel explained that the City had to convert the City Engineer into an EJCDC contract in order to meet USDA requirements.

Councilor Cox asked what the major differences between the previous contract in the Council materials and the new updated contract were.

APWD Etzel stated there were insurance differences.

CA Harding added the insurance threshold was raised, there were a few date changes, and there was an exhibit that the City attorney did not have that was removed.

APWD Etzel added that the EJCDC contract was a template with edits made.

Councilor Seney moved to approve the EJCDC Contract between Westech and the City of Aumsville as presented by staff. Councilor Casarez seconded the motion. Council voted unanimously to pass the motion. Motion passed.

### **B) Phone System Selection**

APWD Etzel explained the City's phone system is no longer serviceable, as parts can no longer be found and repair companies no longer service them. APWD Etzel then detailed issues the Police Department had been having with the phones and that parts of the system were no longer working. APWD Etzel stated that City staff had gotten together and each department had presented their needs, and these needs were put into a list. APWD Etzel said an RFP (Request for Proposal) was developed and put out to several different vendors. APWD Etzel stated that the committee scored the proposals and chose the Right! Systems proposal as the preferred option. APWD Etzel explained it covers all City needs, and over time it would save the City money as well.

APWD Etzel explained that there would be a slightly higher cost upfront as the City would need to buy the equipment, program the phones, and get everything set up. But the City would save \$13,000 over the three-year contract cycle. APWD Etzel added that since the City will own the phones, they could be carried to a different provider after 3 years should the City choose to. APWD Etzel added the City will also save money by incorporating the whole City at once, including the new public works building.

Councilor Cox asked how it fits into the current city budget.

APWD Etzel explained it will come out of the office equipment replacement line item. APWD Etzel continued that the service fee would go over the current telecom line item due to going from a monthly payment to paying for three years upfront.

CA Harding added it will be financed through the City's major office equipment line item and as time goes on, the City will save money on the service.

CA Harding described the phones as more versatile, and APWD Etzel stated the new system would allow Public Works and Police to get voicemails sent to their email.

Councilor Cox asked if the City would be keeping all the same numbers.

APWD Etzel answered the City would be keeping all the same numbers, but the potted phone line numbers would be different.

Councilor Casarez asked if physical phones would go away.

APWD Etzel replied there would be phones purchased and each desk would have its own phone. APWD Etzel stated the new phones would also allow staff to be more versatile and work from home while still being able to take transferred phone calls from the office.

Mayor Ceja asked if the phones would go down if the internet went down.

APWD Etzel answered the phones would go down if the internet went down, and that the phone committee could not find anyone to give a quote on a new potted line system. APWD Etzel added that with the savings from the phones, the City could look into increasing the internet service at City Hall and other departments.

Councilor Seney moved to approve the Right! System Inc's proposal for \$33,549.66 along with upgrades to the existing fire and security alarm system \$1,549 as presented by staff. Councilor Casarez Seconded. Council voted unanimously to pass the motion. Motion passed.

### **C) 2024 Aumsville Corn Festival Grand Marshal**

CA Harding explained the City had done outreach to get a list of names for Grand Marshal as directed by council.

Council discussed several nominees, including the Shetler family, Rocio Diaz, Ryan Sarai, and Mike Cline. After deliberations, Mayor Ceja asked if Council could do a poll to pick the Grand Marshal.

Councilor Lee commented that having a first, second, and third choice would allow Council to narrow down nominees for Grand Marshal. Councilor Casarez added that would also allow a second and third option or Grand Marshal if the first nominee was declined or unable to attend Corn Festival. CA Harding agreed and said he would send out the poll and bring the results to the next Council meeting.

CA Harding asked the councilors to send him summaries of their preferred candidates by Friday, then staff would send a poll once the list had been narrowed down.

**CITY ADMINISTRATOR REPORT:** CA Harding stated there was no report other than SB 5701 was awaiting the Governor's signature. CA Harding explained the City is preparing suggestions for this year's budget cycle which has a lot of behind-the-scenes work. CA Harding stated this is the year to do Citywide salary surveys and there would be a committee formed from members of each department which then gives recommendations. CA Harding added he would then bring those recommendations to the next meeting if they are sound and within the budget. CA Harding explained COLAs (Cost-of-Living Adjustments) have settled down and the current industry comparables look good.

CA Harding mentioned the Public Works facility project is continuing and may need some additional equipment. CA Harding added so far, they have just been authorizing equipment as needed to make sure they don't go over budget.

CA Harding discussed the permits for the Reservoir Project have been issued.

CA Harding provided a summary of the upcoming events, mentioning the Easter Egg hunt Saturday in Mill Creek Park at 10 am, and the Volunteer Appreciation Social on the 12<sup>th</sup> of April 6-8 pm. CA Harding noted the City had a save-the-date spread in the Newsletter for the Circus and that once the tickets come in the City will begin selling them.

Major Ceja asked if the tickets would be sold online.

CA Harding answered the City would sell tickets at City Hall and would probably be able to link to the Circus' online sales.

Councilor Wallace asked if there were any flyers or posters about the Circus yet.

CA Harding responded that yes, the City had all the materials and as soon as the City got the tickets, they would put the posters out.

Councilor Cox asked if there was a business that would be willing to sell tickets for the City.

CA Harding explained the City could ask, but the City is responsible for accounting for the tickets and securing the tickets. CA Harding added the Exchange Club might want to sell tickets as they have experience with selling those kinds of tickets. But currently, there is no plan specified.

CA Harding suggested asking some businesses to donate a certain dollar amount towards ticket purchases for kids at the Elementary School.

**MAYOR/COUNCIL REPORTS AND INITIATIVES:** Councilor Seney stated the SKATS meeting was the following day and the agenda included a vote on whether or not to add Aumsville as a voting member.

Councilor Wallace asked if Aumsville wanted to be a part of the SKATS Committee.

Councilor Seney replied that Aumsville had been put in by the Federal Government and it was a formality to have the vote to let Aumsville join. Until Aumsville is voted in, however, Aumsville would not get a say in SKATS decisions.

**GOOD OF THE ORDER:** None.

**CORRESPONDENCE:** None.

**EXECUTIVE SESSION:** None.

Mayor Ceja adjourned the meeting without prejudice at 7:42 PM.

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March 25, 2024 minutes unanimously approved by Council on April 8, 2024.