

UNION CITY COUNCIL WORK SESSION MINUTES
Monday, January 27, 2020 – 6:00 P.M.
Leonard Almquist Council Chambers, 342 S. Main St, Union, OR 97883

This meeting was called to order at 6:00 p.m.

Roll Call: Councilor Leslie McMillan, Councilor Brian McDowell excused, Councilor Jay Blackburn, Mayor Leonard Flint, Councilor Matthew Later excused, Councilor John Farmer, Councilor Susan Hawkins excused, Student Liaison Emilee Freeman, and City Administrator Doug Wiggins.

The first item on tonight's agenda was the Charter Review on Chapters 13 and 14. Council and staff discussed possibly removing chapter 13 because the topics covered are also covered in earlier chapters. Chapter 14 covers limitations of salary and benefits and may require review from the attorney. Dick Middleton 10th Street stated the city used to work off of the funds from water and sewer. Council and staff discussed the limitations on water and sewer funds that are now in place by state law. Council discussed having the attorney review Chapter 13 and Chapter 14.

The next item on the agenda was the review of the ATV Draft Ordinance. CA Wiggins stated the attorney wrote up a draft ordinance. He went over the ordinance with Council. Council discussed the writing that included having a valid license and ATV license. ATV operators will also have to have insurance. The attorney advised that all users of these vehicles must wear helmets no matter what age and lights must stay on during operation. The county ordinance states in the event of the burn ban ATV use may be restricted, Council considered putting this in the draft ordinance. Dick Middleton 10th Street suggested allowing use of ATV's at night.

The next item on tonight's agenda was review of the Water/Sewer Figures. CA Wiggins stated I took the last two years numbers and gave you what we collected. This is straight cash and our operating costs. You can see, the Fourth street project cost more than expected. Now we are to the point of replacing our reserves and inventory. We have more projects scheduled this year that need to be done. We think we just found a leak and it is coming up under the state highway. We are looking at what we are going to do there.

Our meter reading equipment uses a different software than our billing system. It will take about \$15,000 to upgrade the software and meter readers. This needs to be done because it is causing a lot of problems and our billing isn't accurate. I recommend an increase for water and no increase for sewer.

The IT work is very expensive, we are having accuracy issues. OTEC just increased commercial electrical rates. This will change our expenditures. We passed a contract with the union to have a 4% cost of living increase. We did get the grant to do a water rate study, Anderson and Perry have already talked about including sewer in the study. With this study it will examine how to best charge for services and whether or not to include a base rate or actually charge for exactly what was used.

Dick Middleton 10th Street asked about the Prescott ditch. CA Wiggins answered we aren't sure if it's our line leaking or the Prescott ditch. I will be meeting with ODOT to help figure this out. Council and staff discussed current bonds and loans the city has.

CA Wiggins stated I will be bringing the software up next month.

Dick Middleton stated you want to make a lot of changes on the Charter, how will you educate the people. Mayor Flint answered I know it is a lot of information and at this point we may narrow it down to the top 5 changes that would be the most productive.

Middleton stated he wants the voting process to remain as it is.

This meeting adjourned at 6:58 p.m.

Approved: _____
Mayor, Leonard Flint

Attest: _____
City Administrator/Recorder, Doug Wiggins

DRAFT