

UNION CITY COUNCIL MEETING MINUTES
Monday, February 10, 2020 - 7:00 p.m.
Leonard Almquist Council Chambers, 342 S. Main St, Union, OR 97883

This meeting was called to order at 7:08 p.m.

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

There was not any public comment on agenda items. Mayor Flint added the following changes to the agenda: We will move the public hearing to right after the hydro excavation truck. We will add items under new business, these are h) GIS Mapping I) HGAC Contract and then j) school district interest in the city owned property. Finally, we will add on the informational item a presentation from our student liaison.

Under correspondence Mayor Flint read a resignation letter from Councilor Matthew Later and asked staff to get a plaque to honor all his years of service. I will also ask CA Wiggins to advertise for the open Council position and to contact other applicants to see if they would still like to interview for Council.

Under old business was the Hydro excavation truck update. CA Wiggins stated when I first brought this to you, we were looking at a different truck which was examined and wasn't what we wanted. We have since found this truck in Boise which is newer, has fewer miles, and everything on it works.

After a short discussion Councilor Hawkins motioned to approve staff to purchase the truck at \$60,000. Councilor Blackburn second. Motion passed with four yes votes.

The next item on the agenda was a Public Hearing for the CDBG Application. CA Wiggins read the public notice as advertised to the record, see attached. The hearing opened at 7:22 p.m. Mayor Flint asked for public comment. CA Wiggins stated the city received one letter from Laverne Hall, he read the letter for the record. He clarified that this has nothing to do with the Buffalo Flats project.

CA Wiggins stated this is to help get a controls system for our water wells and provide backup generation for our water system. We would only have about a ½ days of normal water use without power and this will help to fix that. The new controls system would rid the City of manually switching which wells are being used and allow for easier transitions between wells which would save on electricity and maintenance for the city. It will also increase the longevity of our wells because of a softer starts on the pumps.

Mayor Flint asked is this the first step in getting the information to apply for a grant later on. CA Wiggins answered no, this grant in total would be for 1.4 million. The first step of the grant is to design the system and that will be somewhere under \$300,000. The second step of the grant is the construction which would be the remainder of the 1.4 million we estimate.

Mayor Flint asked is this a matching grant.

CA Wiggins answered with the CDBG grant it is 100% funded. It doesn't cost the citizens anything. Councilor McDowell asked who would help with the design. CA Wiggins answered that Anderson and Perry will be helping to design the water control system.

Councilor Blackburn asked what the time frame for the grant is. CA Wiggins answered it is coming quickly, April 1st I believe. We will be moving forward from here. I can move forward with the intake and complete the application upon completing this public hearing. Councilor McDowell stated would you clarify how the income survey works in this.

CA Wiggins stated yes, the income survey we had done is showing that we have low income status. We have to start construction within 5 years and that is why we are working at getting this going now. Councilor McDowell stated if I remember right, we only qualified by .01%. CA Wiggins stated yes, if our income went up there is a possibility we may not qualify.

Councilor Hawkins motioned to have CA Wiggins apply for the grant.
Councilor Blackburn second. Motion passed with four yes votes.

Council went into Executive Session at 7:35 p.m.

Per ORS 192.660 (2)(a): To review and evaluate the employment-related performance of the chief executive officer of any public body, a public officer, employee or staff member who does not request an open hearing.

Mayor Flint asked CA Wiggins if he doesn't want an open hearing. CA Wiggins answered yes. Time allotted is ~30 minutes

Regular Hearing called to order at 8:10 p.m. Mayor Flint stated we gave a verbal review of CA Wiggins job performance in executive session. His contract is expiring on February 28, 2020. Councilor McDowell motioned to appoint the Mayor and Council President to negotiate the contract and execute it before the end of the month. Councilor Blackburn second. Motion passed with four yes votes.

Next, under new business was Ordinance 559, a vacation of street from unfinished business in October 2013. Councilor Blackburn recused himself from this item. CA Wiggins explained that Councilor Blackburn vacated a street in 2013 and did everything that was required of him to complete the vacation. The City of Union, however, did not complete their steps. Therefore, this was not filed with the county.

Councilor Hawkins read the ordinance for the record. This is the first reading, the second will be on March 9, 2020.

Next, was Resolution 2020-03 Budget Adjustment for the Library. CA Wiggins read resolution for the record. Councilor McDowell motioned approve the resolution. Councilor McMillan second. Motion passed with four yes votes.

Then, the next item was Resolution 2020-04 Budget Adjustment for Wastewater/Water. CA Wiggins read resolution for the record. Councilor Blackburn motioned to approve the resolution. Councilor McDowell second. Motion passed with four yes votes.

On the Water/Sewer Rates adjustments CA Wiggins stated I recommended we only raise the water rate by 2.5% this year. Our bill will go to \$92.66 per month. Our sewer rate will remain the same. You have not raised rates in 3 years. Councilor Blackburn recommended that the water rate be increased, and the sewer rate will remain the same. There is consent. Council asked staff to draft the resolution.

Under Meter Reading Software/Equipment Upgrade CA Wiggins stated we upgraded our software for our accounting. Our meter reader is not communicating with the new software for the accounting now and causing errors and lots of extra money being spent on IT help and staff time. We can't just update the software on the reader, so it is time to get a new one. After speaking with water employees, the promotional offer is the best option. My recommendation is to buy the promotional offer. This will be purchased from reserve water funds. Councilor Blackburn motioned to approve the purchase for the new meter reading equipment. Councilor McDowell second. Motion passed with four yes votes.

The next item was CAD/GIS Mapping. CA Wiggins stated our maps on our pipes, water meters, and fire hydrants were updated in 2014 and are aging. The GIS system would allow us to scan our maps and make an electronic system to track our infrastructure. It would also allow us to share those maps with other companies to help them complete projects. It will save money to have our maps added and updated this way. Our first phase is just getting the maps scanned in. This will help in future asset management. Councilor McDowell motioned to approve the GIS mapping. Councilor Blackburn second. Motion passed with four yes votes.

Under the HGAC Buy item CA Wiggins stated we are prepared to buy a new ambulance this year. With this you can forego the bidding process because this company does it for you and with this we can buy directly from the company and get the best price. We do need to sign a contract to join and be able to purchase. We only have to sign the contract once. The purchase price for the ambulance will be around \$185,000.

Councilor Blackburn motioned to approve the signing of the contract and purchase. Councilor McMillan second. Motion passed with four yes votes.

Finally, the last item on new business was the school district's interest in the city's property behind City Hall. Councilor Blackburn stated that during the work session the school district's Super Intendent Carter Wells explained they are expanding their math program and would like to purchase the city's property to expand their metal shop to add a classroom and wood shop. This is grant funded and doesn't have anything to do with the bond they just got.

Councilor McDowell motioned to approve negotiations with the school district in the sale of city property. Councilor Blackburn second. Motion passed with four yes votes.

On the consent agenda were the minutes from January 13, 2020, Regular Council Meeting, January 13, 2020, Work Session and January 27, 2020, Work Session. Also, the Vouchers for January. There is consent.

The next items were the City Council Working Committee Updates. On Police Services CA Wiggins stated I am applying for a grant that would have us possibly contract with the sheriff. I wanted to make it clear that it is a possibility if we get the grant. On Rural/City Fire there was no update. On economic development Councilor McMillan stated things are moving. Finally, on the City Charter Councilor Hawkins stated we are going to look at it strongly and make notes. Hopefully, we can come up with some final decisions.

Next, were the Informational Items. CA Wiggins stated on code enforcement we had a tow this month. There is no planning this month, but we do have some items in planning coming next month.

On the Buffalo Flats Update, Aaron Bleisner 559 Dearborn, stated we did complete the informational meeting and did not have enough time to answer questions and address concerns. We will be developing a communications plan and getting a focus group together. We don't have conceptual drawings yet. We spent \$50,000 on the informational meeting and we just don't have the money to keep doing that. Council and Mr. Bleisner discussed the costs at length. If citizens want their questions answered they should meet me halfway, please call me. You can look at our website www.unionswcd.com. We will be doing a tour of the Southern Cross Project. Council also discussed citizen unhappiness with the informational meeting at length.

Finally, the last item on informational items was a report from Emilee Freeman our student liaison. Freemans stated I met with the Ford Foundation and they want more students involved because this project will take several years. I am hoping to spread the word, make flyers, and get students involved. This project will revitalize the city park.

Next, on the City Administrator/Public Works Report for January 2020, Councilor Hawkins asked CA Wiggins about the upcoming planning meeting. CA Wiggins clarified

Under public comment, Dick Middleton 10th Street stated that informational meeting on Buffalo Flats was a joke. There was a lot of frustration and a number of us asked to be updated as this project continues to progress. If we had not asked for updates, I don't think Aaron would be coming here. Maybe 8 people got to ask questions and I was cut off when I was asking a question. There is not enough information and we need more public meetings. I have been doing my own research on this. I got folders and maps, and that meeting was a joke.

Lavone Hall 551 N. 1st Street stated we are confused when we hear about Buffalo Flats project and the CBDG Grant. I understand the CBDG Grant now, but I think people are frustrated and confused and we need more information about the Buffalo Flats project.

Finally, on the Upcoming Meetings and Suggestions item, Councilor Hawkins stated we may add the Charter if we have time on the 24th of February. A citizen announced The Main Street Program will have sessions on the 26th at 3:30 to 5:00 pm. Then on 27th at 5:30 to 7:00 pm. It will have the same information just at different times. There is also a survey you can take at <https://www.surveymonkey.com/r/mainstreetunion>, it takes about 15 minutes.

This meeting adjourned at 9:50 p.m.

Approved: _____
Mayor, Leonard Flint

Attest: _____
City Administrator/Recorder, Doug Wiggins