

UNION CITY COUNCIL WORK SESSION
Monday, March 23, 2020 – 6:00 P.M.
Leonard Almquist Council Chambers, 342 S. Main St, Union, OR 97883

This meeting was called to order at 6:05 p.m.

Roll Call: Councilor Leslie McMillan excused, Councilor Brian McDowell, Councilor Jay Blackburn arrived at 6:06 p.m., Mayor Leonard Flint, Councilor John Farmer, Councilor Susan Hawkins, Student Liaison Emilee Freeman, and City Administrator Doug Wiggins.

The first item on tonight's agenda was a public meeting for the CDBG Grant. The public notice was read by Councilor Hawkins for the record.

There was not any public comment.

The next item on tonight's agenda was COVID-19 Updates, Resolution 2020-08 Emergency Declaration. CA Wiggins stated the biggest reason for declaring a state of emergency is it allows us to move money should there be any major happenings. It also allows us to move money without the budget committee being convened. Finally, it allows us to apply for FEMA reimbursement, we are tracking hours.

It also allows us some leeway in our policy and procedure. We will still be able to pass our budget for the coming year using live video and conference calls. We can have flexible hours for our employees, and we can waive fees in the water/sewer department if necessary.

Council and staff discussed the executive orders in effect statewide right now and why they are in effect. Council and staff discussed the conference call with the Governor today.

The next item under COVID 19 Updates was Resolution 2020-09 Senior Meals. Mayor Flint stated Senior Meals have hit a snag, and our community has a need. This resolution allows the use of city personnel and vehicle to help deliver meals. It also helps to provide money for donations to Senior Meals. CA Wiggins stated the city has dropped to reduced staff during this time so whoever is on call will deliver meals. This will qualify for FEMA.

The next item was the ODOT ADA Contract. CA Wiggins stated ODOT lost a lawsuit a while ago about the accessibility on sidewalk corners. As an end result, we are a pilot program for bringing them up to code. They will complete half of the corners this summer hopefully, and half next summer, they will make the corners ADA approved. They are paying for the project and we assume maintenance after it is all done.

Next, on the agenda was Resolution 2020-10 IFA Loan water rate study grant. CA Wiggins stated this is through Business Oregon, a revolving loan fund. It allows myself or the Mayor to sign the contract and accept the loan and to fill out the deposit notification. It is a forgivable loan. Council discussed whether CA Wiggins or the Mayor should sign the contract.

The last item on tonight's agenda was Insurance Agency Change. CA Wiggins stated I haven't been happy with our broker, I would like to change our agent of record to Stratton Agency. Our current broker has demonstrated a lack of response, it takes months to get vehicles added. I end up calling CIS myself and do it direct. We went over our current policies and we have things

insured improperly. We have vehicles on there that we don't even have anymore. They only time they show up is to renew. The new agent will help fight for us. They have their own legal agency. That is not extra charge. There are only 4 options in this area. Brianna Wimber she is very knowledgeable. She is willing to help out wherever too.

Mayor Flint stated we would like to update the Council on the ODOT buildings. We are trying to obtain ODOT's property to move public works out there.

CA Wiggins stated that was originally city property and we gave it to fish and wildlife. There was a clause when we gave it away that it would return to the city. As things progressed and ODOT wanted it they asked the city at the time to remove the clause about returning it to the city. Now ODOT doesn't want it and we do want it. They are trying to get the state to honor the original clause. We would take it back as is, our cost will be clean up which is lead and an underground tank.

Mayor Flint stated we already had a donation of arena lights for the gun club. It is almost 8 acres it is a huge property. There is a good chance we may get it at no cost.

Councilor Blackburn asked about the land and the school district. CA Wiggins explained he is waiting on a response. He would have to move money around to purchase the building, the money wouldn't be there until July, we can draw up contracts to allow the school district to take possession early.

Council and staff discussed the conversation around this. Council discussed the value real estate.

This meeting adjourned at 7:08 p.m.

Approved: _____
Mayor, Leonard Flint
Wiggins

Attest: _____
City Administrator/Recorder, Doug

UNION CITY COUNCIL SPECIAL MEETING
Monday, March 23, 2020 – After Work session (~ 7:15pm)
Leonard Almquist Council Chambers, 342 S. Main Street, Union, OR 97883

This meeting was called to order at 7:15 p.m.

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

There was not any public comment.

The first item on tonight's agenda was the approval of the Audio Minutes from 03/23/2020 Work Session. CA Wiggins stated I need these approved to apply for the CDBG Grant. Councilor Hawkins motioned to approve the audio minutes. Council Consents.

The next item on tonight's agenda was Resolution 2020-08 Emergency Declaration. Councilor Hawkins read resolution into record. Councilor Farmer motioned to approve. Councilor Hawkins second. Motion passed unanimously.

Next, was a Resolution 2020-09 Senior Meals. Councilor Blackburn read resolution for the record. Councilor Farmer motioned to approve. Councilor Blackburn second. Councilor Hawkins stated I am a member of CUP and I am not benefiting monetarily from my association with them. Motion passed unanimously.

The next item was the ODOT ADA Contract. Councilor Farmer motioned to allow CA Wiggins to sign contract. Councilor McDowell second. Council Consents.

Next, was Resolution 2020-10 IFA Loan Water Rate Grant Contract. Councilor McDowell read resolution for the record. Councilor Farmer motioned to approve with the Mayor or appointee. Councilor Blackburn second. Motion passed unanimously.

The last item on the agenda was a request for insurance representation change. CA Wiggins stated we want to change our agent to the Stratton Agency. Council consents.

There was not any public comment.

This meeting adjourned at 7:35 p.m.

Approved: _____
Mayor, Leonard Flint
Wiggins

Attest: _____
City Administrator/Recorder, Doug