



MINUTES

City Council Meeting

7:00 PM - Monday, April 11, 2022

Leonard Almquist Council Chambers, 342 S. Main St, Union, OR 97883

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL:

The City Council of the City of Union was called to order on April 11, 2022, at 7:00 p.m., in the Leonard Almquist Council Chambers, 342 S. Main St, Union, OR 97883, with the following members present:

PRESENT: Leonard Flint, John Farmer, Susan Hawkins, and Tim Cox

EXCUSED: Leslie McMillan, Terra Richter, and Councilor Heidi Denton

2. CORRESPONDENCE PERTINENT TO AGENDA BUSINESS ITEMS:

a) Council Letter (Wentzel)

CA Wiggins said I did go down and look at the street signs. We ordered a new sign. He wanted another barrier on the street, we are looking into the cost of installing another barrier. Mayor Flint said we could put some reflectors there. CA Wiggins said I will talk to Anderson and Perry about this as well.

3. OLD BUSINESS:

a) MS Request for Funding

CA Wiggins said you got a letter from Main Street asking for \$2,500 for startup costs. I wrote a letter back and they are here to answer questions.

Walt Brookshire 707 Rose Street Cove, OR. I also own two buildings on Main Street here in Union. I was asked to help this program last May. I want to give you a little history on the Main Street Program. Union has floundered in their activities for years in this program. We have looked at different options with this. A community assessment was done, and it is a good starting document but there are short comings.

It has been exciting seeing people step up and start working with this program. In March of this year, we were finally able to get our non-profit organization with the state. Mr. Brookshire went over the budget for the non-profit organization and why they are asking for the money from the Council.

Mr. Brookshire referred to the Main Street handbook in the listed sources for income for this non-profit and one of them is the city government. This should be a seed that keeps growing but I may have to return and ask for more funding for this program in Union.

Council and Mr. Brookshire discuss funding the program. Mayor Flint said I propose we do the \$2,500 for this year, and review this on a yearly basis.

CA Wiggins asked do you charge memberships to offset costs.

Mr. Brookshire answered no, not yet. I think that could be considered later. Everyone discussed how membership fees really help programs like these. They also discussed planning and zoning issues.

CA Wiggins and Mr. Brookshire discussed the historic district that Main Street is working in.

Councilor Hawkins said I appreciate all the information you provided. It would be better if the amount is smaller next time you come. If it's a project that is different because we will see a product. Membership fees should also be implemented.

Mayor Flint said our costs have increased and we are going over the budget right now. We only have so much to offer with all the increases. We have seen some projects go for funding and fail because volunteers wouldn't stick around and complete it.

Councilor Cox asked if Mr. Brookshire looked into a revitalization grant. Mr. Brookshire answered yes, but we had to become a non-profit organization first.

CA Wiggins said this program has tiers and they have to get some stuff done before they can qualify for certain grants.

Councilor Farmer asked where is the money coming from. CA Wiggins answered the economic development fund. Councilor Farmer said what if we allocated funds for this yearly with you being in charge for the next 3 years. Mr. Brookshire said I am not on the board I am a volunteer.

Councilor Hawkins and Mr. Brookshire discussed fixing the lack of communication between Council and the Main Street group.

Mr. Brookshire said our next meeting is this Thursday at 7:00 p.m. in the old drug store building.

Susan Hawkins made a motion to fund the \$2500 request using Economic Development Funds Tim Cox seconded the motion. Carried unanimously.

4. NEW BUSINESS:

- a) CDBG Water System Procurement of Bids and Engineering Work Order

Councilor Cox said I wish more councilors would be here. There is potential conflict of interest, I work for Anderson and Perry.

Susan Hawkins made a motion to approve the best value approach conditioned upon the review of the City Attorney and Business Oregon for approval of the proper methods and language in the bidding documents and accept the Anderson and Perry work order for the services on the project. Tim Cox seconded the motion. Carried unanimously.

b) Replacement Budget Committee Member to be Appointed

Mayor Flint said I would like to propose the two candidates for the budget committee Tyler Griffiths and Becky Platz.

c) Budget Adjustment and Transfer Resolution

CA Wiggins said I may have more next month. I move the money out of contingency funds.

CA Wiggins read the resolution for the record.

John Farmer made a motion to pass Resolution 22-04 Budget Adjustments and transfers as per the adopted budget for FY 21-22. Susan Hawkins seconded the motion. Carried unanimously.

d) Surplus Property Resolution

CA Wiggins read the resolution for the record.

John Farmer made a motion to pass Resolution 22-05, surplus property, to allow the sale of the two vehicles to the public. Tim Cox seconded the motion. Carried unanimously.

5. CONSENT AGENDA:

5.1. BUSINESS/SPECIAL MEETING MINUTES

5.1.1. March 14, 2022

5.2. WORK SESSION MINUTES

5.2.1. March 14, 2022

5.2.2. March 28, 2022

5.3. INFORMATION REPORTS

5.3.1. March Office Manager Report

5.3.2. March Library Report

5.3.3. March Fire & EMS Report

5.3.4. March Ordinance Officer Report

5.3.5. March Sheriff's Report

5.3.6. March Animal Report

RES-5-2022

Tim Cox made a motion to accept the consent agenda as presented.
John Farmer seconded the motion. Carried unanimously.

6. CITY COUNCIL WORKING COMMITTEE UPDATES:

- a) Community Assessment 2020

CA Wiggins said you have a report to look at. We are looking for a strategic plan from the economic development committee. On administrative committees they can get together and report back to me. They should have two councilors and two citizens. I usually participate in most of them making it a 5-member committee. They do need to come fill out volunteer forms at city hall.

7. CITY ADMINISTRATOR / PUBLIC WORKS REPORT:

- a) March Admin Report
b) March Public Works Report
c) March Wastewater Report

8. PUBLIC COMMENT

None.

9. UPCOMING MEETINGS AND SUGGESTIONS:

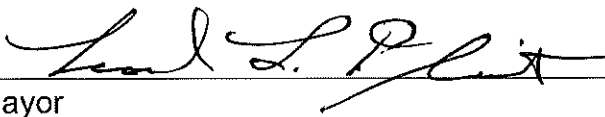
- a) April 25-27, 2022, 6:00 p.m. Budget Committee Meetings
b) May 9, 2022, 6:00 p.m. Council Work Session

Councilor Hawkins said I would like to see Council work on parameters on the new TLT tax and how it will be directed toward economic development. Council and staff discussed how to address this.

- c) May 9, 2022, 7:00 p.m. Council Business Meeting

10. ADJOURNMENT:

This meeting adjourned at 8:11 p.m.



Mayor

City Administrator

City Council
April 11, 2022

