



# MINUTES

## City Council Meeting

7:00 PM - Monday, January 10, 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 January 10, 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:** John Farmer, Susan Hawkins, Leslie McMillan, Terra Richter, Tim Cox, and Heidi Denton

**EXCUSED:**

### 2. CORRESPONDENCE PERTINENT TO AGENDA BUSINESS ITEMS:

None

### 3. OLD BUSINESS:

None

### 4. NEW BUSINESS:

#### a) Request for Proposal Process

CA Wiggins said we have been talking about qualified bidding on the new screen for the wastewater plant. We are looking at getting a qualified bid instead of just going with the lowest bidder, so our purchase is going through this best value method. Trayton Moore with Anderson and Perry is online with us tonight to answer questions.

Tim Cox made a motion that the City of Union, Oregon, acting in its capacity as the Local Contract Review Board, approve use of a Best Value proposal process for the Headworks Screen Improvements project and to adopt the findings in support of a competitive bid exception subject to city attorney review and approval. Leslie McMillan seconded the motion. Carried unanimously.

#### b) FY 21-22 Budget Transfers

CA Wiggins said we are working on completing our transfers for our budget. Councilor McMillan asked where are these funds coming from? Councilor Cox

answered we are moving the rest of the money we allocated to be moved before. Councilor McMillan asked but where is the money at?

Councilor Cox answered it is in the budget. CA Wiggins clarified that money is just being transferred to different accounts within the budget.

CA Wiggins read the resolution for the record.

Tim Cox made a motion accept Resolution 22-01 in order to comply with local and state budget laws. Terra Richter seconded the motion. Carried unanimously.

**5. CONSENT AGENDA:**

**5.1. BUSINESS/SPECIAL MEETING MINUTES**

**5.2. WORK SESSION MINUTES**

**5.3. INFORMATION REPORTS**

- 5.3.1. Monthly Office Manager Report
- 5.3.2. Monthly Sheriff's Report
- 5.3.3. Monthly Ordinance Officer Report
- 5.3.4. Monthly Animal Control Report
- 5.3.5. Monthly Library Report
- 5.3.6. Monthly Fire/EMS Report

**RES-3-2022**

Tim Cox made a motion made a motion to pass the consent agenda as presented minus the minutes. Terra Richter seconded the motion. Carried unanimously.

**6. CITY COUNCIL WORKING COMMITTEE UPDATES:**

None

**7. CITY ADMINISTRATOR / PUBLIC WORKS REPORT:**

- a) Admin Monthly Report

CA Wiggins said we had a lot of damage from the windstorms, so I am gathering the data and talking with the insurance company. Council asked about the concrete work by the library. CA Wiggins answered we are working on putting in ADA access there as a part of the CDBG Grant. We have to work with ODOT on this because we missed some steps. It should be finished up pretty quickly.

- b) Public Works Monthly Report

c) Wastewater Monthly Report

**8. PUBLIC COMMENT**

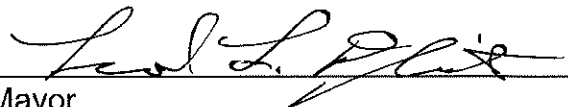
None


**9. UPCOMING MEETINGS AND SUGGESTIONS:**

Councilor Hawkins said we have an important presentation on January 24, 2022, and a new ordinance to review. CA Wiggins said I will have the rate increase and water and sewer up for discussion on February 14, 2022. Councilor Farmer asked about goal setting meeting. CA Wiggins said I need to talk to the Mayor and get that scheduled.

**10. ADJOURNMENT:**

This meeting adjourned at 7:20 p.m.

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
City Administrator