

**UNION BUDGET COMMITTEE MINUTES**  
**Tuesday, April 27, 2021 – 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: John Schwenamann, Teresa Stratton, Joel Knight, Dawn Bruce, Dick Middleton, Mayor Leonard Flint, Councilor Susan Hawkins, Councilor Leslie McMillan, Councilor Timothy Cox, Councilor Terra Richter, Councilor Heidi Denton arrived at 6:42 p.m., Councilor John Farmer excused, Student Liaison Riley Later, and City Administrator Doug Wiggins.

Mayor Flint stated thank you everyone for your time. The first order of business is to elect a chairperson. The nominations opened and Dawn Bruce was nominated. Councilor McMillan second. Joel Knight motioned to close nominations and Teresa Stratton second. The motion passed unanimously.

The next item on tonight's agenda were the minutes from 2020 budget meetings. Knight motioned to accept the minutes as presented. Stratton second. The motion passed unanimously.

Next, on the agenda was the budget presentation. CA Wiggins said this is the overview of the budget. This year's budget is about \$6.5 million dollars. We have a 1-million-dollar grant, we are getting additional \$500,000 from the federal government.

There will be implements in the Collective Bargaining Agreement and the changes won't take effect until July 1, 2021.

We are going to do lots of upgrades in streets, sewer, water, city hall, parks, public works, ranger station. We will be adding another utility employee full time. We are also preparing for a 5% increase in health care insurance.

CA Wiggins goes over each fund within the budget. We have a healthy balance coming in on the general fund. He explains where the money goes for expenditures and revenues coming in the general fund. Within this budget we are looking at renovating city hall and the Ranger Station. We also need to work on the new public works shed. We are looking to replace a green tractor and a pickup.

CA Wiggins explained how much trash used to be stored upstairs in city hall and discussed how much better it is up there now. We want to make upgrades to the park like new tables, playground, playground border, fencing, resurface courts, and park cameras. CA Wiggins discussed the damage that has been occurring at the park from vandalism. We would like to plant trees at the park and the school. We will add to the emergency fund as well. Plus, some economic stimulus programs from the American Relief Plan.

Mayor Flint said the state may kick in some money as well. Senators also have 4 million for projects as well.

CA Wiggins stated in the water fund our balance is low and we will be getting a 1-million-dollar grant to update the wells. Our Council is looking at restructuring the water rates, I don't know exactly what will happen yet. We are looking at upgrades and improvements to water lines. We will be going into the third phase of ARCGIS mapping. Also, the water backup and telemetry upgrade.

CA Wiggins said in the sewer fund I didn't factor in any increase or decrease; we are looking at rate structure adjustments for the sewer rates as well. We are one of the lower rates in the valley. There is 1.7 million in unpaid debt. This budget does have a new employee factored into it. We want to complete some upgrades in the sewer system, some building and lab upgrades, and a line extension on 11<sup>th</sup> Street.

In the system development fund, there is little change, we were able to help our town with this fund and replaced all the money. There won't be much activity in this fund this year. On the street fund I have a lot of plans for streets, I just don't know if there will be enough money. I am hoping we can use a little ARP money to help improve streets. I hope to chip seal Bryan and refurbish Chestnut and work on easements along Catherine Creek.

The library fund does not have many changes. In EMS we purchased an ambulance last year, so we are trying to build that back up. There is a possibility that this might go away. We are talking about making a single fire district with Rural fire. It would all come out of the property tax. We have a committee that is working on that.

The Ranger Station this is what it costs to keep it going each year. We are renovating in hopes to make this self-sustaining. CA Wiggins explained how this could help the city attract tourists which would help our economy.

There hasn't been very much activity in the Revolving Loan Fund. It provides a no interest loan for businesses to remodel their business.

Councilor Cox asked about franchise fees, shared revenues, and misc. revenues. CA Wiggins explained each.

Middleton asked about the municipal court. CA Wiggins we may have to find a new ordinance officer.

Middleton asked about salary increases. CA Wiggins explained why there are increases.

Unemployment went up and health insurance is expected to go up.

Middleton asked about the Mayor and Council line item. CA Wiggins explained why there is an increase.

Councilor Richter asked why parks isn't there. CA Wiggins explained it has its own budget. Middleton asked about bank charges. CA Wiggins explained it is for like bounced checks. I charge it to the customer.

Councilor Cox asked about contract services, CA Wiggins explained that is the contract with the Sheriff's office. Councilor McMillan asked about abatement, CA Wiggins answered that is when we must clean up property, we put a lien out and we hope to collect those back.

Middleton asked about the ending balance, CA Wiggins answered part is coming this fiscal year, the other half will happen next March.

Councilor McMillan asked about the improvements. CA Wiggins answered yes, that is for improvements. Mayor Flint discussed the efforts to stop the vandalism.

Middleton asked if anyone has noticed anything going on. CA Wiggins the sheriff has asked the neighbors, we do know its high school kids.

Middleton asked who the judge is. CA Wiggins answered.

Councilor McMillan asked about the recycling center. CA Wiggins answered.

Councilor McMillan asked about the Water Project fees. CA Wiggins answered we collect that in the monthly water bill. Councilor McMillan asked about the shipping. CA Wiggins answered we can't do our own labs and for mailing the monthly water/sewer bills.


CA Wiggins explained that a grant we have received is the reason the rate study was done. Councilor McMillan and CA Wiggins discussed the billed labs.

CA Wiggins and Councilor Cox discussed the debt service in the sewer department. They also discussed the gas tax. Councilor McMillan asked about some salary. CA Wiggins explained that is to be able to hire another full-time employee.

CA Wiggins said my street projects do hinge on the small city allotment grant. Councilor Denton and CA Wiggins discussed obtaining easements for a bike and pedestrian path.

This meeting adjourned at 8:01 p.m.

Approved:   
Chairwoman, Dawn Bruce

Attest:   
City Administrator/Recorder, Doug Wiggins