



City of Union

Agenda

City Council Meeting

Monday, September 11, 2023 @ 7:00 PM
Leonard Almquist Council Chambers, 342 S. Main St,
Union, OR 97883

Page

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

Mayor: Hawkins
Councilors: Farmer, Cox, Black, Blackburn,
Middleton, and Boyer-Davis

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

3. **OLD BUSINESS:**

Public comment is welcome on each subject addressed under the public comment rules stated below.

4. **NEW BUSINESS:**

Public comment is welcome on each subject addressed under the public comment rules stated below.

- | | | |
|-------|--|---------|
| 4.1. | Old West Federal Credit Union - Signature Cards
August 2023 - Pdf | 4 - 6 |
| 4.2. | Oregon Business CDBG Authorization - Signature Cards
August 2023 - Pdf | 7 - 10 |
| 4.3. | Oregon Business Development Department (CDBG) - Disbursement Request
No. 13 and Contractor Application for Payment No. 2
August 2023 - Pdf | 11 - 26 |
| 4.4. | Amendment #1 to Work Order 2022-2 to Anderson Perry's Engineering
Services Contract for the Water System, Control; and Backup Power
Improvement
August 2023 - Pdf | 27 - 33 |
| 4.5. | Anderson Perry & Associates Contractor's Application for Payment No. 2
August 2023 - Pdf | 34 - 43 |
| 4.6. | Oregon Business Development Department (CDBG) - Change order 3 & 4
August 2023 - Pdf | 44 - 76 |
| 4.7. | Amended Resolution 2023-03-A -Allocating ARPA Funds
Amended Resolution - Pdf | 77 - 83 |
| 4.8. | Contract for Legal Services through Paige Sully, P.C. Attorney at Law
Agreement - Pdf | 84 - 92 |
| 4.9. | EMS Fee Discussion | |
| 4.10. | Dog Control Service Agreement
Agreement - Pdf | 93 - 99 |

5.	CONSENT AGENDA:	
5.1.	Business/Special Meeting Minutes	
	• August 14, 2023	100 - 104
	City Council - Aug 14 2023 - Minutes - Pdf	
5.2.	Work Session Minutes	
	• August 14, 2023	105 - 107
	Council Work Session - Aug 14 2023 - Minutes - Pdf	
	• August 28, 2023	108 - 110
	Council Work Session - Aug 28 2023 - Minutes - Pdf	
5.3.	Information Reports	
	• Office Manager Report	111 - 131
	August 2023 - Pdf	
	• Library Monthly Report	132 - 134
	August 2023 - Pdf	
	• Ordinance Officer Monthly Report	135 - 137
	August 2023 - Pdf	
	• Fire-EMS Monthly Report	138 - 139
	August 2023 - Pdf	
	• Sheriff's Monthly Report	140 - 143
	August 2023 - Pdf	
	• Animal Officer Monthly Report	144 - 146
	August 2023 - Pdf	
6.	CITY COUNCIL WORKING COMMITTEE UPDATES:	
6.1.	Buffalo Flats Update	
7.	CITY ADMINISTRATOR / PUBLIC WORKS REPORT:	
7.1.	Administrator's Monthly Report	147 - 149
	August 2023 - Pdf	
7.2.	Public Works Monthly Report	150 - 152
	August 2023 - Pdf	
	Service Order list 2023	
7.3.	Wastewater Monthly Report	153 - 154
	Wastewater Report August 2023- Pdf	
8.	PUBLIC COMMENT	
	<i>Audience members may bring any concern before the Council at this time.</i>	
	<i>Public comment rules:</i>	
	<i>All public comment is subject to 3 minutes per individual and time may be cut short by the Mayor if the information addressing the Council becomes redundant. All persons addressing the Council must speak at the lectern and prior to speaking must state their name and address.</i>	
9.	UPCOMING MEETINGS AND SUGGESTIONS:	

- 9.1. Council Work Session - September 25, 2023 @ 6:00 pm
- 9.2. Council Work Session - October 9, 2023 @ 6:00 pm
- 9.3. Council Meeting - October 9, 2023 @ 7:00 pm

10. **ADJOURNMENT:**

The City of Union Regular Business Meeting will be streamed live on our Facebook page beginning at 7:00pm. Please like and follow our Facebook page (<http://www.facebook.com/cityofunion.ontheweb>), to be notified and view our live feed. The feed will be monitored and pertinent comments to all matters being discussed will be shared with Council. You may also email comments to admin@cityofunion.com during the meeting, which will be shared with Council at the appropriate time.

For any questions, please contact us at 541-562-5197.

Seating in the Leonard Almquist Chambers is open to the public.

If you have a disability that requires any special materials, services, or assistance, please contact City Hall at 541-562-5197 so we may arrange appropriate accommodations.



Memorandum

Subject: Old West Federal Credit Union - Signature Card
Meeting: City Council - Sep 11 2023
Prepared For: Mayor and Members of Council
Staff Contact: Roberta Vanderwall, Administrator

ATTACHED:

[Old West Federal Credit Union - Signature Card](#)

AGENDA ITEM COVER SHEET

City of Union City Council_

Please complete for each agenda item submitted for consideration by the City Council. (See notations at bottom of form)

Presenter: Roberta Vanderwall, Interim City Admin. Submitted to reviewers: _____

Department: Admin Requested Agenda Date: 09/11/2023

Short Title of Agenda Item: **Old West Federal Credit Union – Signature Card**

This Item Involves: (Check all that apply for this meeting.)

<input type="checkbox"/> Order or Resolution	<input type="checkbox"/> Appointments
<input type="checkbox"/> Ordinance/Public Hearing	<input type="checkbox"/> Update on Project/Committees
<input type="checkbox"/> 1 st Reading <input type="checkbox"/> 2 nd Reading	<input checked="" type="checkbox"/> Consent Agenda Eligible
<input type="checkbox"/> Public Comment Anticipated	<input type="checkbox"/> Discussion & Action
<input type="checkbox"/> Estimated Time:	<input type="checkbox"/> Estimated Time:
<input type="checkbox"/> Document Recording Required	<input type="checkbox"/> Purchase Pre-Authorization
<input type="checkbox"/> Contract/Agreement	<input type="checkbox"/> Other

<input type="checkbox"/> N/A	<p style="text-align: center;">Purchase Pre-Authorization, Contracts & Agreements</p> <p>Contractor/Entity: <u>Old West Federal Credit Union</u></p> <p>Contractor/Entity Address: <u>539 S. Main Street, Union, OR 97833</u></p> <p>Effective Dates – From: _____ Through: _____</p> <p>Total Contract Amount: _____ Budget Line item: _____</p> <p style="text-align: right;">Does the contract amount exceed \$5,000? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>
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Reviewed by:

	Department Director	Date: _____
Roberta Vanderwall	City Administrator	Date: <u>8/23/2023</u>
	Legal Counsel	Date: _____
	Finance Department	Date: _____

Note: All other entities must sign contracts/agreements before they are presented to the City Council (originals preferred). Requests must be received in the City Hall Office by 1:00 p.m. on the Tuesday prior to the City Council's meeting.

AGENDA ITEM COVER SHEET

City of Union City Councilors

(Page 2 of 2)

1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):

The Signature Card for delegated authorized individuals needs updated with current signatures.

2. FISCAL IMPACT:

3. SUGGESTED ACTION(s)

(a) Make a motion authorizing Mayor Hawkins, Laura Dodds and _____ be added to the Signature Card for Old West Federal Credit Union.

(b) Make an alternate motion

(c) No Action

Note: All other entities must sign contracts/agreements before they are presented to the City Council (originals preferred). Requests must be received in the City Hall Office by 1:00 p.m. on the Tuesday prior to the City Council's meeting.



Memorandum

Subject: Oregon Business CDBG Authorization - Signature Card
Meeting: City Council - Sep 11 2023
Prepared For: Mayor and Members of Council
Staff Contact: Roberta Vanderwall, Administrator

ATTACHED:

[Oregon Business CDBG Authorization-Signature Card](#)

AGENDA ITEM COVER SHEET

City of Union City Council

Please complete for each agenda item submitted for consideration by the City Council. *(See notations at bottom of form)*

Presenter: Roberta Vanderwall, Interim City Admin. Submitted to reviewers: _____

Department: Administration Requested Agenda Date: 09/11/2023

Short Title of Agenda Item: **Oregon Business CDBG Authorization – Signature Card**

This Item Involves: (Check all that apply for this meeting.)

<input type="checkbox"/> Order or Resolution	<input type="checkbox"/> Appointments
<input type="checkbox"/> Ordinance/Public Hearing	<input type="checkbox"/> Update on Project/Committees
<input type="checkbox"/> 1 st Reading <input type="checkbox"/> 2 nd Reading	<input checked="" type="checkbox"/> Consent Agenda Eligible
<input type="checkbox"/> Public Comment Anticipated	<input type="checkbox"/> Discussion & Action
<input type="checkbox"/> Estimated Time: _____	<input type="checkbox"/> Estimated Time: _____
<input type="checkbox"/> Document Recording Required	<input type="checkbox"/> Purchase Pre-Authorization
<input type="checkbox"/> Contract/Agreement	<input type="checkbox"/> Other

<input type="checkbox"/> N/A	Purchase Pre-Authorization, Contracts & Agreements
Contractor/Entity: <u>Oregon Business Development Department</u>	
Contractor/Entity Address: <u>775 Summer Street NE, Ste 200, Salem, Or 97801</u>	
Effective Dates – From: _____	Through: _____
Total Contract Amount: _____	Budget Line item: _____
Does the contract amount exceed \$5,000? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

Reviewed by:

	Department Director	Date: _____
<u>Roberta Vanderwall</u>	City Administrator	Date: <u>8/23/2023</u>
	Legal Counsel	Date: _____
	Finance Department	Date: _____

***Note:** All other entities must sign contracts/agreements before they are presented to the City Council (originals preferred). Requests must be received in the City Hall Office by 1:00 p.m. on the Tuesday prior to the City Council's meeting.*

AGENDA ITEM COVER SHEET

City of Union City Councilors

(Page 2 of 2)

1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):

The Signature Card for delegated authorized individuals to request payments through the CDBG process.

2. FISCAL IMPACT:

3. SUGGESTED ACTION(s)

(a) Make a motion authorizing Mayor Hawkins, Laura Dodds and Roberta Vanderwall be added to the Signature Card for the CDBG Grant for the Water Project.

(b) Make an alternate motion

(c) No Action

Note: All other entities must sign contracts/agreements before they are presented to the City Council (originals preferred). Requests must be received in the City Hall Office by 1:00 p.m. on the Tuesday prior to the City Council's meeting.

Authorized Signature Card for Cash Payments on Oregon Business Development Department Awards	
Recipient	Project Number
Signatures of Delegated Authorized Individuals to Request Payments (Two signatures are required to request disbursement of funds)	
_____ Typed Name and Title (1) a _____ Signature (Highest Elected Official must <u>not</u> sign here)	_____ Typed Name and Title (1) b _____ Signature (Highest Elected Official must <u>not</u> sign here)
Additional Signatures (if desired)	
_____ Typed Name and Title (1) c _____ Signature (Highest Elected Official must <u>not</u> sign here)	_____ Typed Name and Title (1) d _____ Signature (Highest Elected Official must <u>not</u> sign here)
I certify that the signatures above are of the individuals authorized to draw funds for the cited project. _____ Typed Name, Title and Date (2) _____ Signature of Highest Elected Official or duly authorized official for the Recipient (Must <u>not</u> be listed in item (1) a through (1) d above)	Agency Use Only: Date Received:

Oregon Business Development Department/Authorized Signature Card

Preparation of the Authorized Signature Card Form: If a mistake is made, or a change is necessary during the preparation of the signature card form, please prepare a new form, since erasures or corrections of any kind will not be acceptable. If you want to change individuals authorized to draw funds from the project, then please submit a new signature card. Any updated signature card will replace the previous one, so please be sure to include the names of all authorized individuals.

- | Item # | Explanation |
|---------|--|
| (1) a-d | Type the names and titles, and provide the signatures of the officials of your organization who are authorized to make draws on project funds. (Note: Two signatures are required. We recommend showing three or four signatures to allow adequate signature coverage.) |
| (2) | Enter the typed name, title, date and signature of the Highest Elected Official, or other official duly authorized by the governing body of the Recipient, certifying the authenticity of the signatures of individuals listed in Item (1) a through (1) d. The person signing here must not be listed in Item (1) a through d. |
| (3) | Leave blank—Oregon Business Development Department will sign here. |

Complete one form and return it to: Oregon Business Development Department
 775 SUMMER ST NE STE 200
 SALEM OR 97301-1280

Oregon Business Development Department/Authorized Signature Card



Memorandum

Subject: Oregon Business Development Department (CDBG) - Disbursement Request No. 13 and Contractor Application for Payment No. 2

Meeting: City Council - Sep 11 2023

Prepared For: Mayor and Members of Council

Staff Contact: Roberta Vanderwall, Administrator

ATTACHED:

[Oregon Business Development Department CDBG Disbursement Request #13](#)

AGENDA ITEM COVER SHEET

City of Union City Council

Please complete for each agenda item submitted for consideration by the City Council. (See notations at bottom of form)

Presenter: Roberta Vanderwall, Interim City Admin. Submitted to reviewers: _____

Department: Administration Requested Agenda Date: 09/11/2023

Short Title of Agenda Item: Oregon Business Development Department (CDBG) – Disbursement Request No. 13 and Contractor Application for Payment No. 2

This Item Involves: (Check all that apply for this meeting.)

<input type="checkbox"/> Order or Resolution	<input type="checkbox"/> Appointments
<input type="checkbox"/> Ordinance/Public Hearing	<input type="checkbox"/> Update on Project/Committees
<input type="checkbox"/> 1 st Reading <input type="checkbox"/> 2 nd Reading	<input type="checkbox"/> Consent Agenda Eligible
<input type="checkbox"/> Public Comment Anticipated	<input type="checkbox"/> Discussion & Action
<input type="checkbox"/> Estimated Time:	<input type="checkbox"/> Estimated Time:
<input type="checkbox"/> Document Recording Required	<input type="checkbox"/> Purchase Pre-Authorization
<input checked="" type="checkbox"/> Contract/Agreement	<input type="checkbox"/> Other

<input type="checkbox"/> N/A	Purchase Pre-Authorization, Contracts & Agreements
Contractor/Entity: <u>Oregon Business Development Department, 775 Summer Street, Salem, OR 97301</u>	
Effective Dates – From: <u>July 1, 2023</u>	Through: <u>June 30, 2024</u>
Total Award Amount: _____	Budget Line Item: _____
Does the contract amount exceed \$5,000? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

Reviewed by:

_____ Department Director	Date: _____
<u>Roberta Vanderwall</u> City Administrator	Date: <u>9/06/2023</u>
_____ Legal Counsel	Date: _____
_____ Finance Department	Date: _____

Note: All other entities must sign contracts/agreements before they are presented to the City Council (originals preferred). Requests must be received in the City Hall Office by 1:00 p.m. on the Tuesday prior to the City Council's meeting.

AGENDA ITEM COVER SHEET

City of Union City Councilors

(Page 2 of 2)

1. **ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):**

Disbursement Request No. 13 and Contractor Application for Payment No. 2 are attached for your review. This request covers payment up to the end of August for Anderson & Perry & Associates and Farallon Consulting

2. **FISCAL IMPACT: \$20,711**

3. **SUGGESTED ACTION(s)**

- (a) Make a motion to approve Change Order No. 3 and Change Order No. 4.
- (b) Make a different motion
- (c) No Action

Note: All other entities must sign contracts/agreements before they are presented to the City Council (originals preferred). Requests must be received in the City Hall Office by 1:00 p.m. on the Tuesday prior to the City Council's meeting.

	OBDD Funds (Enter Whole Dollars Only)					Other / Matching Funds (Enter Whole Dollars Only)					All Funds
(A) Activity	(B) Approved Budget	(C) Prior Disbursements	(D) Current Request	(E) = [B-C-D] Balance	(F) Approved Budget	(G) Prior Expenditures	(H) Current Expenditure	(I) = [F-G-H] Balance	(J) = [C+D+G+H] Disbursed & Expended		
Engineering Construction	\$197,000	\$53,663	\$8,179	\$135,158	\$2,000	\$2,000			\$63,842		
Construction	1,802,346	86,528	10,260	1,705,558	18,102	18,102			114,890		
Construction Contingency	179,542			179,542	1,820			1,820			
Labor Standards Compliance	19,800	424	1,357	18,019	200	200			1,981		
Environmental Review	1,980	1,980			20	20			2,000		
Grant Administration 17782	34,660	10,904	915	22,831	350	350			12,169		
Legal	19,000	80		18,920	190	190			270		
Total	\$2,254,318	\$163,579	\$20,711	\$2,080,028	\$22,682	\$20,862		\$1,820	\$195,152		

Page 1 of 2

OBDD Disbursement Request

Recipient: City of Union
Project Name: Water System Backup Power and System Control Improvements
Funding Programs: Oregon Community Development Block Grant

Project Number: P21017
963-17
Request Number: 13

Project Goals (Report for Every Cash Draw)

Proposed Work Plan	Estimated Completion Date	Results Achieved
1. Submit Construction Funding Applications	Sep 30 2021	9/30/2021
2. Submit Review Set of Contract Documents and Drawings for City and Agency Review	Sep 3 2021	9/3/2021
3. Obtain Construction Funding and Execute Funding Agreements	Jan 31 2022	3/1/2022
4. Advertise and Award Construction Proposals	Jun 30 2022	Advertised 5/27/22, Proposals Received 6/30/22, Award Pending
5. First Construction Phase Draw Date	Mar 15 2022	8/1/2022
6. Project Shop Drawing/Submittals and Materials Delivery	Mar 1 2024	
7. Pre-Construction Meeting	Feb 8 2023	5/24/2023
8. Construction Period	Aug 1 2024	
9. Substantial Completion, Punch List, and Corrections	Aug 1 2024	
10. Project Construction Completion	Sep 1 2024	
11. Record Drawings and Operation and Maintenance Manual Preparation	Oct 1 2024	
12. Second Public Hearing	Nov 1 2024	
13. Final Community Development Block Grant Draw	Nov 1 2024	
14. Project Completion Report	Dec 1 2024	
15.		
16.		

CONTRACTOR'S APPLICATION FOR PAYMENT NO. 2

To Owner: City of Union, Oregon
 From Contractor: Michael A. Becker General Contractor, Inc.
 Project: Water System Backup Power and System Control Improvements - 2022

Application Period: July 1, 2023 through July 31, 2023
 Application Date: August 3, 2023

Date of Substantial Completion		Date Ready for Final Payment	
Original:	<u>November 27, 2023</u>	Original:	<u>December 27, 2023</u>
Revised:	<u></u>	Revised:	<u></u>
On Schedule:	Yes XX No	On Schedule:	Yes XX No

Change Order Summary		
Approved Change Orders		
Number	Additions	Deductions
1	\$0.00	(\$194,683.00)
2	\$0.00	\$0.00
TOTALS	\$0.00	(\$194,683.00)
NET CHANGE BY CHANGE ORDERS	(\$194,683.00)	

Current Contract Price

1. Original Contract Price	\$	2,037,200.00
2. Net Change by Change Orders		(\$194,683.00)
3. Current Contract Price (1 plus 2)	\$	1,842,517.00

Application For Payment

1. Total Work Completed and Stored to Date (see attached)	\$	120,937.50
2. Retainage Withheld (5%)	\$	(6,046.88)
3. Retainage Paid		
4. Liquidated Damages Withheld		
5. Less Previous Applications for Payments	\$	(104,630.63)
6. AMOUNT DUE THIS APPLICATION	\$	10,260.00

Contractor's Certification:

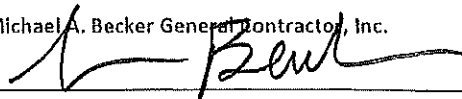
The undersigned Contractor certifies that (1) all previous progress payments received from Owner on account of Work done under the Contract referred to above have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials, and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Lien, security interest, or encumbrance); (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective; (4) Record Drawings and required job photos are up-to-date, accurate, and complete for Work performed; and (5) certified payroll forms are current and account for all applicable personnel.

Dated:

8-23-23

Contractor: Michael A. Becker General Contractor, Inc.

By:



The "Amount Due this Application" is shown on page 1.

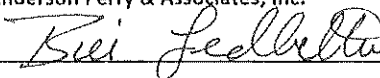
Recommended by Engineer

Anderson Perry & Associates, Inc.

Dated:

8-23-23

By:



Approved by Owner

City of Union, Oregon

Dated:

By:

Title: City Administrator

CONTRACTOR'S APPLICATION FOR PAYMENT NO. 2
CITY OF UNION, OREGON
WATER SYSTEM BACKUP POWER AND SYSTEM CONTROL IMPROVEMENTS - 2022

Page 3 of 4

Bid Item No.	Description	BID PRICES		PREVIOUS		THIS PERIOD (Calculated)		TOTAL TO DATE (Basis of Payment)	
		Qty.	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
General									
1	Mobilization/Demobilization (10% of Total Base Proposal Price)	1	\$80,000.00	75%	\$60,000.00	0%	\$0.00	75%	\$60,000.00
2	Temporary Protection and Direction of Traffic/Project Safety	1	\$5,000.00	16%	\$800.00	16%	\$800.00	32%	\$1,600.00
Well No. 2 Improvements									
3	Demolition of Existing Well No. 2 Building and Piping	1	\$18,000.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
4	Well No. 2 Site Work	1	\$17,000.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
5	Well No. 2 Building (Mechanical and Generator Rooms)	1	\$260,000.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
6	Well No. 2 Mechanical Piping, Valves, Fittings, and Flowmeter	1	\$60,000.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
7	Vertical Turbine Well Pump and Motor	1	\$211,000.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
8	Well No. 2 Chlorine Residual Analyzer	1	\$26,000.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
9	3/4-inch Water Service Line	375	\$60.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
10	Well No. 2 Heating and Ventilation	1	\$35,000.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
11	Well No. 2 Electrical and Control Work	1	\$363,000.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
12	Well No. 2 Generator and Automatic Transfer Switch (ATS)	1	\$150,000.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
13	Gravel Surface Restoration	200	\$25.00	0	\$0.00	0	\$0.00	0	\$0.00
14	Well No. 2 Painting	1	\$16,000.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
Well No. 3 Improvements									
15	Demolition of Existing Well No. 3 Building Components	1	\$8,000.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
16	Well No. 3 Site Work	1	\$5,000.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
17	Well No. 3 Generator Building	1	\$118,000.00	85%	\$100,300.00	0%	\$0.00	85%	\$100,300.00
18	Well No. 3 Mechanical Piping, Valves, Fittings, and Flowmeter	1	\$16,000.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
19	Well No. 3 Chlorine Residual Analyzer	1	\$26,000.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
20	3/4-inch Water Service Line	360	\$60.00	0	\$0.00	140	\$8,400.00	140	\$8,400.00
21	3/4-inch Hydraulic Sensing Line	35	\$60.00	0	\$0.00	0	\$0.00	0	\$0.00
22	Rock Excavation	25	\$200.00	0	\$0.00	8	\$1,600.00	8	\$1,600.00
23	Chlorination System Equipment	1	\$45,000.00	0%	\$0.00	0	\$0.00	0%	\$0.00
24	Well No. 3 Heating and Ventilation	1	\$30,000.00	0%	\$0.00	0	\$0.00	0%	\$0.00
25	Well No. 3 Electrical and Control Work (including New Electrical Service)	1	\$347,000.00	0%	\$0.00	0	\$0.00	0%	\$0.00
26	Well No. 3 Generator and ATS	1	\$133,000.00	0%	\$0.00	0	\$0.00	0%	\$0.00
27	Well No. 3 Painting - Removed by Change Order No. 1	1	\$10,000.00	0%	\$0.00	0	\$0.00	0%	\$0.00
Total Bid Items									\$171,900.00

Bid item modified via Change Order
 Bid item deleted via Change Order

Page 4 of 4

Change Orders:		PREVIOUS		THIS PERIOD		TOTAL TO DATE	
		Qty.	Amount	Qty.	Amount	Qty.	Amount
1.1 Contractor's Mobilization Reduction (\$ -13,550.00)		75%	(\$10,162.50)	0%	\$0.00	75%	(\$10,162.50)
1.2 Well No. 2 Vertical Turbine Well Pump and Motor Alternate Pump Source (\$ -19,750.00)		0%	\$0.00	0%	\$0.00	0%	\$0.00
1.3 Well No. 2 Chlorine Residual Analyzer Revised Subcontractor Quote (\$ -1,310.00)		0%	\$0.00	0%	\$0.00	0%	\$0.00
1.4 Well No. 2 Delete 3/4-inch Water Service Line (\$ -22,500.00)		0%	\$0.00	0%	\$0.00	0%	\$0.00
1.5 Well No. 2 Heating and Ventilation Modification (\$ -9,066.00)		0%	\$0.00	0%	\$0.00	0%	\$0.00
1.6 Well No. 2 Generator and Automatic Transfer Switch (ATS) Modification (\$ -53,600.00)		0%	\$0.00	0%	\$0.00	0%	\$0.00
1.7 Well No. 3 Delete Generator Overhead Structure (\$ -48,000.00)		85%	(\$40,800.00)	0%	\$0.00	85%	(\$40,800.00)
1.8 Well No. 3 Chlorine Residual Analyzer Shipping and Startup Reduction (\$ -1,310.00)		0%	\$0.00	0%	\$0.00	0%	\$0.00
1.9 Well No. 3 Chlorine System Delete Vacuum Switch and Gas Flow Transmitter (\$ -14,585.00)		0%	\$0.00	0%	\$0.00	0%	\$0.00
1.10 Well No. 3 Heating, Ventilation, and Air Conditioning (HVAC) Modification (\$ -10,012.00)		0%	\$0.00	0%	\$0.00	0%	\$0.00
1.11 Well No. 3 Generator Metal Enclosure (\$9,000)		0%	\$0.00	0%	\$0.00	0%	\$0.00
1.12 Well No. 3 Painting Deduction (\$ -10,000.00)		0%	\$0.00	0%	\$0.00	0%	\$0.00
	Total All Change Orders		\$ (50,962.50)		\$ 0.00		\$ (50,962.50)
Materials Stored to Date:							
			Total Materials Stored to Date		\$		0.00
		TOTAL WORK COMPLETED AND MATERIALS STORED TO DATE			\$	120,937.50	
Percent of Contract Price Completed to Date		6.56%					
Bid item modified via Change Order							
Bid item deleted via Change Order							



New Remittance Address:

Farallon Consulting
PO Box 94147
Seattle, WA 98124-6447

PO Box 94147
Seattle, WA 98124-6447
Terms: 2% 10; 1% 20; Net 30 days
Wire/ACH to: First Interstate Bank
Routing: 092901683 - Account: 101352912
Email: Accounting@farallonconsulting.com

Invoice Total	\$603.00
----------------------	-----------------

Doug Wiggins
City of Union
PO Box 529
Union, OR 97883

August 31, 2023
Project No: 02489-001
Invoice No: 0049544
Project Mgr: Sara Haynes

Project 02489-001 Union Water System Backup Power and System Controls

Professional Services through August 25, 2023

Task	001	Grant Administration
<p>Work completed 8/1-8/31 Hours expended: 2.9 Tasks accomplished: Funds disbursement requests Project communications Team meetings regarding labor standards compliance</p>		

Fee	Total Fee	35,000.00		
	Percent Complete	34.77	Total Earned	12,169.00
			Previous Fee Billing	11,566.00
			Current Fee Billing	603.00
			Total Fee	603.00
			Total this Task	\$603.00
			Total this Invoice	\$603.00

Please remember to include invoice number(s) with your payment.



Engineering

Surveying

Natural Resources

Cultural Resources

GIS

Please remit payment to:
P.O. Box 1107
La Grande, OR 97850
(541) 963-8309

City of Union
P.O. Box 529
Union, OR 97883

Invoice number 75610
Date 08/29/2023

Project **482-58 Water System Backup Power and
System Control Improvements 2021**

Professional Services through August 15, 2023

Invoice Summary

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Remaining	Current Billed
070 CONSTRUCTION ENGINEERING	175,000.00	37.94	63,315.47	66,386.72	108,613.28	3,071.25
209 RECORD DRAWINGS	5,000.00	0.00	0.00	0.00	5,000.00	0.00
206 O&M MANUAL	10,000.00	0.00	0.00	0.00	10,000.00	0.00
Total	190,000.00	34.94	63,315.47	66,386.72	123,613.28	3,071.25

Construction Engineering Professional Services

	Hours	Rate	Billed Amount
Senior Engineer VI	4.75	215.00	1,021.25
Senior Technician I	10.00	115.00	1,150.00
Senior Technician VII	6.00	150.00	900.00
Phase subtotal			3,071.25
Invoice total			3,071.25

Note: Services include Intermittent construction observation, processing application for payment No. 2, and coordination of requested wage rate change on project.



New Remittance Address:

Farallon Consulting
PO Box 94147
Seattle, WA 98124-6447

PO Box 94147
Seattle, WA 98124-6447
Terms: 2% 10; 1% 20; Net 30 days
Wire/ACH to: First Interstate Bank
Routing: 092901683 - Account: 101352912
Email: Accounting@farallonconsulting.com

Invoice Total	\$1,669.00
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Doug Wiggins
City of Union
PO Box 529
Union, OR 97883

August 16, 2023
Project No: 02489-001
Invoice No: 0049459
Project Mgr: Sara Haynes

Project 02489-001 Union Water System Backup Power and System Controls

Professional Services through July 28, 2023

Task 001 Grant Administration
Work completed 7/1-7/31
Hours expended: 1.5
Tasks accomplished: Funds disbursement request
Project communication

	Hours	Rate	Amount	
Associate I Scientist	1.50	208.00	312.00	
Totals	1.50		312.00	
Total Labor				312.00
Total this Task				\$312.00

Task 003 Labor Standards
Work completed 5/1-7/31
Hours expended: 13.57
Tasks accomplished:
- Pre-construction meeting
- Labor standards compliance

Hours: 13.57
Rate: \$100
Amount:
\$1,357.00

Prevailing Wage Consulting	1,357.00	
Total Consultants	1,357.00	1,357.00
Total this Task		\$1,357.00
Total this Invoice		\$1,669.00

Please remember to include invoice number(s) with your payment.

Prevailing Wage Consulting

Deborah Sluyter
 Prevailing Wage Consulting
 PO Box 424
 Hillsboro, OR 97123

Invoice

DATE	INVOICE #
8/7/2023	3079

BILL TO
Farallon Consulting Attn: Sara Haynes 1705 Main St. Suite 101 Baker City, OR 97814

P.O. NO.	TERMS	PROJECT
P21017		

QUANTITY	DESCRIPTION	RATE	AMOUNT
	Labor Standards Administration on the City of Union Water System Backup Power and System Controls Design Project #2489-001 Attend Pre-construction meeting via Teams Prepare notes w/roster from precon mtg. and send out for signatures. Send signed notes and roster to all attendees. Receive and review contractor/subcontractor 4-part agreement from Becker Print out Becker's CCB license to check for Public Works Bond Receive and review contractor/subcontractor 4-part agreement from All Phase Electrical Print out All Phase CCB license to check for Public Works Bond Receive and review contractor/subcontractor 4-part agreement from EOI Company	1,357.00	1,357.00
		Total	

Prevailing Wage Consulting

Deborah Sluyter
 Prevailing Wage Consulting
 PO Box 424
 Hillsboro, OR 97123

Invoice

DATE	INVOICE #
8/7/2023	3079

BILL TO
Farallon Consulting Attn: Sara Haynes 1705 Main St. Suite 101 Baker City, OR 97814

P.O. NO.	TERMS	PROJECT
P21017		

QUANTITY	DESCRIPTION	RATE	AMOUNT
	Print out EOI Company CCB license to check for Public Works Bond		
	Receive and review Payrolls #1-#8 from Becker		
	Request corrections to Payrolls #2 & #4 due to underpayment of wages caused by using January 2022 BOLI reference instead of July 2022. Made two requests, still no revised CPRs or proof of wage corrections		
	Requested correction of Part B form from Becker. Ruth Becker had been appointed to sign the CPRs. The CPRs are signed by Vicki L. Becker. Did not submit edited Part B		
	Requested signed Employee Authorization for Voluntary Deductions from all Becker employees whose fringe benefits are going into the MGBC retirement plan. Have not received authorizations		
	Received and review Payrolls #1-#5 from EOI Company (Ironworker sub). CPRs okay		
	Prepare HUD 4230A with 4 classifications missing		
		Total	

Prevailing Wage Consulting

Deborah Sluyter
 Prevailing Wage Consulting
 PO Box 424
 Hillsboro, OR 97123

Invoice

DATE	INVOICE #
8/7/2023	3079

BILL TO
Farallon Consulting Attn: Sara Haynes 1705 Main St. Suite 101 Baker City, OR 97814

P.O. NO.	TERMS	PROJECT
P21017		

QUANTITY	DESCRIPTION	RATE	AMOUNT
	<p>from federal wage determination needed for construction. Sent to Lavar for signature. Cassification request never returned.</p> <p>Send Prime-Sub Data Sheet Part A to Lavar to finish filling out. Never returned.</p> <p>Prepare wage rate comparison spreadsheet showing BOLI wage rates for January 1, 2022 versus BOLI wage rates for July 1, 2022 in preparation for discussion during Teams mtg.</p> <p>Time Period: 6/5/23--8/5/23</p>		
		Total	\$1,357.00



Engineering

Surveying

Natural Resources

Cultural Resources

GIS

Please remit payment to:
P.O. Box 1107
La Grande, OR 97850
(541) 963-8309

City of Union
P.O. Box 529
Union, OR 97883

Invoice number 75478
Date 07/31/2023

Project **482-58 Water System Backup Power and
System Control Improvements 2021**

Professional Services through July 15, 2023

Invoice Summary

Description	Contract Amount	Percent Complete	Prior Billed	Total Billed	Remaining	Current Billed
070 CONSTRUCTION ENGINEERING	175,000.00	36.18	58,206.72	63,315.47	111,684.53	5,108.75
209 RECORD DRAWINGS	5,000.00	0.00	0.00	0.00	5,000.00	0.00
206 O&M MANUAL	10,000.00	0.00	0.00	0.00	10,000.00	0.00
Total	190,000.00	30.64	58,206.72	63,315.47	126,684.53	5,108.75

Construction Engineering Professional Services

	Hours	Rate	Billed Amount
Project Representative I	0.50	100.00	50.00
Senior Engineer VI	3.25	215.00	698.75
Senior Technician I	28.50	115.00	3,277.50
Senior Technician VII	4.75	150.00	712.50
Survey Crew Chief I	2.00	105.00	210.00
Survey Technician II	2.00	80.00	160.00
Phase subtotal			5,108.75
Invoice total			5,108.75

Note: Services include contract administration, construction observation, preparation of application for payment, confirmation of existing facility locations, and easement staking.



Memorandum

Subject: Amendment #1 to Work Order 2022-2 to Anderson Perry's Engineering Services Contract for the Water System, Control; and Backup Power Improvement

Meeting: City Council - Sep 11 2023

Prepared For: Mayor and Members of Council

Staff Contact: Roberta Vanderwall, Administrator

ATTACHED:

[Amendment #1 to Work Order 2022-2 to Anderson Perry's Engineering Services Contract for the Water System, Control' and Backup Power Improvements](#)

AGENDA ITEM COVER SHEET

City of Union City Council

Please complete for each agenda item submitted for consideration by the City Council. *(See notations at bottom of form)*

Presenter: Roberta Vanderwall, Interim City Admin. Submitted to reviewers: _____

Department: Administration Requested Agenda Date: 09/11/2023

Short Title of Agenda Item: **Amendment #1- To Work Order 2022-2 to Anderson Perry's Engineering Services Contract for the Water System, Control; and Backup Power Improvements**

This Item Involves: (Check all that apply for this meeting.)

<input type="checkbox"/> Order or Resolution	<input type="checkbox"/> Appointments
<input type="checkbox"/> Ordinance/Public Hearing	<input type="checkbox"/> Update on Project/Committees
<input type="checkbox"/> 1 st Reading <input type="checkbox"/> 2 nd Reading	<input checked="" type="checkbox"/> Consent Agenda Eligible
<input type="checkbox"/> Public Comment Anticipated	<input type="checkbox"/> Discussion & Action
<input type="checkbox"/> Estimated Time:	<input type="checkbox"/> Estimated Time:
<input type="checkbox"/> Document Recording Required	<input type="checkbox"/> Purchase Pre-Authorization
<input type="checkbox"/> Contract/Agreement	<input type="checkbox"/> Other

<input type="checkbox"/> N/A	Purchase Pre-Authorization, Contracts & Agreements
Contractor/Entity: <u>Anderson Perry & Associates, LaGrande, OR, Or 97850</u>	
Effective Dates – From: _____	Through: _____
Total Contract Amount: <u>12,900</u>	Budget Line Item: _____
Does the contract amount exceed \$5,000? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

Reviewed by:

	Department Director	Date: _____
<u>Roberta Vanderwall</u>	City Administrator	Date: <u>8/23/2023</u>
	Legal Counsel	Date: _____
	Finance Department	Date: _____

***Note:** All other entities must sign contracts/agreements before they are presented to the City Council (originals preferred). Requests must be received in the City Hall Office by 1:00 p.m. on the Tuesday prior to the City Council's meeting.*

AGENDA ITEM COVER SHEET**City of Union City Councilors****(Page 2 of 2)****1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):**

This is Amendment No. 1 to Work Order No. 2022-2, associated with Anderson & Perry's General Engineering Services and the City of Union's Water System Control and Backup Power Improvements. Total increase in services will be \$12,900 and will include:

- The engineer shall negotiate project scope and cost reductions with contractor and prepare the change order.
- The Engineer shall modify the project construction Drawings and update the project building structural calculations to reflect the revisions.
- Engineer shall review the Contractor-provided material submittals and modify project electrical Drawings to reflect a revised scope of work transitioning the project control and monitoring system from a mission communications-based cellular system to a radio-based system.

2. FISCAL IMPACT: Change Order #1 **reduced** the project construction cost by \$195,000, which allowed the project to be awarded and forward to construction phase. The original reduction required revisions addressing construction concerns. The Drawings also need some revisions. This total change order expense is \$12,900.

3. SUGGESTED ACTION(s)

(a) Make a motion to approve Amendment No. 1 to Work Order No. 2022-2 of Anderson Perry & Associates Engineering Services increasing the amount \$12,900.

(b) Make an alternate motion

(c) No Action

Note: All other entities must sign contracts/agreements before they are presented to the City Council (originals preferred). Agendas are published Friday afternoon prior to City Council meetings, so requests must be received in the City Hall Office by 1:00 p.m. on the Friday prior to the City Council's meeting.

**AMENDMENT NO. 1 TO
WORK ORDER NO. 2022-2
ASSOCIATED WITH THE AGREEMENT FOR GENERAL ENGINEERING SERVICES
CITY OF UNION, OREGON
WATER SYSTEM CONTROL AND BACKUP POWER IMPROVEMENTS**

**Additional Engineering Services
Job No. 482-58
Effective August 2023**

The following revisions shall be made to the original Work Order No. 2022-2 associated with the Agreement for General Engineering Services between Anderson Perry & Associates, Inc. (Engineer), and the City of Union, Oregon (Owner).

The Engineer is providing Construction Engineering services on the Owner's Water System Control and Backup Power Improvements project as described in Work Order No. 2022-2. Due to the set project construction budget, several reductions were required to the Contractor's scope of work to reduce the construction costs and award the project.

The Engineer coordinated potential scope and cost reductions with the Contractor and reported the findings to Owner staff, funding agency personnel, and the City Council. Ultimately, Change Order No. 1 was executed, reducing the project construction cost by approximately \$195,000 and allowing the project to be awarded and move into the construction phase. Once the Construction Contract was awarded, project design Drawings needed to be revised in order to present the Contractor with a clear idea of what was to be constructed. The Contractor also needed revised Drawings to obtain a building permit and electrical permit for the Work to be completed. These revisions were not included in the scope of work associated with Work Order No. 2022-2.

SECTION I - SCOPE OF SERVICES

The following additions shall be made to Exhibit A of Work Order No. 2022-2, dated April 11, 2022:

20. The Engineer shall negotiate project scope and cost reductions with the Contractor to allow the project to be awarded and construction to proceed. The Engineer shall also prepare a construction Change Order to reflect the revised scope and cost.
21. The Engineer shall modify the project construction Drawings and update the project building structural calculations to reflect the revisions noted in item 20.
22. The Engineer shall review the Contractor-provided material submittals and modify project electrical Drawings to reflect a revised scope of work transitioning the project control and monitoring system from a mission communications-based cellular system to a radio-based system provided by the Owner's Integrator of Record.

SECTION III - BASIS OF PAYMENT, add the following items:

- ☒ Hourly Fee Basis estimated to be \$3,400 for negotiating cost reductions and developing project Change Order No. 1 to allow award of the Construction Contract. This is a firm, fixed, not-to-exceed price, including direct reimbursables. This amount shall not be exceeded without notification to and approval from IFA and the Owner.

- ☒ Hourly Fee Basis estimated to be \$7,000 for modification of project construction Drawings to reflect Change Order No. 1 revisions. This is a firm, fixed, not-to-exceed price, including direct reimbursables. This amount shall not be exceeded without notification to and approval from IFA and the Owner.
- ☒ Hourly Fee Basis estimated to be \$2,500 for transition of the project control and monitoring system to Owner's Integrator of Record-preferred system. This is a firm, fixed, not-to-exceed price, including direct reimbursables. This amount shall not be exceeded without notification to and approval from IFA and the Owner.

The fee associated with these additional engineering services will be charged based on the Engineer's current Hourly Fee Schedule. The total adjustment associated with this Amendment No. 1 to Work Order 2022-2 is \$12,900.

This Amendment is executed in duplicate.

Owner:

City of Union, Oregon

By _____

Type Name _____

Title _____

Engineer:

Anderson Perry & Associates, Inc.

By Chas Hutchins

Type Name Chas Hutchins, P.E.

Title President

**AMENDMENT NO. 1 TO
WORK ORDER NO. 2022-2
ASSOCIATED WITH THE AGREEMENT FOR GENERAL ENGINEERING SERVICES
CITY OF UNION, OREGON
WATER SYSTEM CONTROL AND BACKUP POWER IMPROVEMENTS**

**Additional Engineering Services
Job No. 482-58
Effective August 2023**

The following revisions shall be made to the original Work Order No. 2022-2 associated with the Agreement for General Engineering Services between Anderson Perry & Associates, Inc. (Engineer), and the City of Union, Oregon (Owner).

The Engineer is providing Construction Engineering services on the Owner's Water System Control and Backup Power Improvements project as described in Work Order No. 2022-2. Due to the set project construction budget, several reductions were required to the Contractor's scope of work to reduce the construction costs and award the project.

The Engineer coordinated potential scope and cost reductions with the Contractor and reported the findings to Owner staff, funding agency personnel, and the City Council. Ultimately, Change Order No. 1 was executed, reducing the project construction cost by approximately \$195,000 and allowing the project to be awarded and move into the construction phase. Once the Construction Contract was awarded, project design Drawings needed to be revised in order to present the Contractor with a clear idea of what was to be constructed. The Contractor also needed revised Drawings to obtain a building permit and electrical permit for the Work to be completed. These revisions were not included in the scope of work associated with Work Order No. 2022-2.

SECTION I - SCOPE OF SERVICES

The following additions shall be made to Exhibit A of Work Order No. 2022-2, dated April 11, 2022:

20. The Engineer shall negotiate project scope and cost reductions with the Contractor to allow the project to be awarded and construction to proceed. The Engineer shall also prepare a construction Change Order to reflect the revised scope and cost.
21. The Engineer shall modify the project construction Drawings and update the project building structural calculations to reflect the revisions noted in item 20.
22. The Engineer shall review the Contractor-provided material submittals and modify project electrical Drawings to reflect a revised scope of work transitioning the project control and monitoring system from a mission communications-based cellular system to a radio-based system provided by the Owner's Integrator of Record.

SECTION III - BASIS OF PAYMENT, add the following items:

- ☒ Hourly Fee Basis estimated to be \$3,400 for negotiating cost reductions and developing project Change Order No. 1 to allow award of the Construction Contract. This is a firm, fixed, not-to-exceed price, including direct reimbursables. This amount shall not be exceeded without notification to and approval from IFA and the Owner.

- ☒ Hourly Fee Basis estimated to be \$7,000 for modification of project construction Drawings to reflect Change Order No. 1 revisions. This is a firm, fixed, not-to-exceed price, including direct reimbursables. This amount shall not be exceeded without notification to and approval from IFA and the Owner.
- ☒ Hourly Fee Basis estimated to be \$2,500 for transition of the project control and monitoring system to Owner's Integrator of Record-preferred system. This is a firm, fixed, not-to-exceed price, including direct reimbursables. This amount shall not be exceeded without notification to and approval from IFA and the Owner.

The fee associated with these additional engineering services will be charged based on the Engineer's current Hourly Fee Schedule. The total adjustment associated with this Amendment No. 1 to Work Order 2022-2 is \$12,900.

This Amendment is executed in duplicate.

Owner:

City of Union, Oregon

By _____

Type Name _____

Title _____

Engineer:

Anderson Perry & Associates, Inc.

By Chas Hutchins

Type Name Chas Hutchins, P.E.

Title President



Memorandum

Subject: Anderson Perry & Associates Contractor's Application for Payment No. 2

Meeting: City Council - Sep 11 2023

Prepared For: Mayor and Members of Council

Staff Contact: Roberta Vanderwall, Administrator

ATTACHED:

[Anderson Perry & Associates Contractor's Application for Payment No. 2](#)

AGENDA ITEM COVER SHEET

City of Union City Council

Please complete for each agenda item submitted for consideration by the City Council. (See notations at bottom of form)

Presenter: Roberta Vanderwall, Interim City Admin. Submitted to reviewers: _____

Department: Administration Requested Agenda Date: 09/11/2023

Short Title of Agenda Item: Anderson Perry & Associates Contractor's Application for Payment No. 2

Headworks Screen Improvements – 2022

This Item Involves: (Check all that apply for this meeting.)

<input type="checkbox"/> Order or Resolution	<input type="checkbox"/> Appointments
<input type="checkbox"/> Ordinance/Public Hearing	<input type="checkbox"/> Update on Project/Committees
<input type="checkbox"/> 1 st Reading <input type="checkbox"/> 2 nd Reading	<input type="checkbox"/> Consent Agenda Eligible
<input type="checkbox"/> Public Comment Anticipated	<input type="checkbox"/> Discussion & Action
<input type="checkbox"/> Estimated Time: _____	<input type="checkbox"/> Estimated Time: _____
<input type="checkbox"/> Document Recording Required	<input type="checkbox"/> Purchase Pre-Authorization
<input checked="" type="checkbox"/> Contract/Agreement	<input type="checkbox"/> Other _____

<input type="checkbox"/> N/A	Purchase Pre-Authorization, Contracts & Agreements
Contractor/Entity: <u>Michael A. Becker General Contractor</u>	
Effective Dates – From: <u>July 1, 2023</u>	Through: <u>August 31, 2023</u>
Total Award Amount: _____	Budget Line Item: _____
Does the contract amount exceed \$5,000? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

Reviewed by:

	Department Director	Date: _____
<u>Roberta Vanderwall</u>	City Administrator	Date: <u>9/06/2023</u>
	Legal Counsel	Date: _____
	Finance Department	Date: _____

Note: All other entities must sign contracts/agreements before they are presented to the City Council (originals preferred). Requests must be received in the City Hall Office by 1:00 p.m. on the Tuesday prior to the City Council's meeting.

AGENDA ITEM COVER SHEET

City of Union City Councilors

(Page 2 of 2)

1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):

Contractor Application for Payment No. 3 is attached for your review. This request covers payment up to the end of August for Anderson & Perry & Associates.

2. FISCAL IMPACT: \$140,617.10

3. SUGGESTED ACTION(s)

- (a) Make a motion to approve Contractor Application for Payment No. 3 in the amount of \$140,617.10
- (b) Make a different motion
- (c) No Action

Note: All other entities must sign contracts/agreements before they are presented to the City Council (originals preferred). Requests must be received in the City Hall Office by 1:00 p.m. on the Tuesday prior to the City Council's meeting.

CONTRACTOR'S APPLICATION FOR PAYMENT NO. 3

To Owner: City of Union, Oregon

From Contractor: Michael A. Becker General Contractor, Inc.

Project: Headworks Screen Improvements - 2022

Application Period: August 1, 2023 through August 31, 2023

Application Date: September 6, 2023

Date of Substantial Completion		Date Ready for Final Payment	
Original:	<u>October 14, 2023</u>	Original:	<u>November 13, 2023</u>
Revised:		Revised:	
On Schedule:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	On Schedule:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Change Order Summary		
Approved Change Orders		
Number	Additions	Deductions
1	\$57,000.00	
2		(\$23,800.00)
TOTALS	\$57,000.00	(\$23,800.00)
NET CHANGE BY CHANGE ORDERS	\$33,200.00	

Current Contract Price

1. Original Contract Price	\$	426,070.00
2. Net Change by Change Orders	\$	33,200.00
3. Current Contract Price (1 plus 2)	\$	459,270.00

Application For Payment


1. Total Work Completed and Stored to Date (see attached)	\$	267,468.00
2. Retainage Withheld (5%)	\$	(13,373.40)
3. Retainage Paid		
4. Liquidated Damages Withheld		
5. Less Previous Applications for Payments	\$	(113,477.50)
6. AMOUNT DUE THIS APPLICATION	\$	140,617.10

Contractor's Certification:

The undersigned Contractor certifies that (1) all previous progress payments received from Owner on account of Work done under the Contract referred to above have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials, and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Lien, security interest, or encumbrance); (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective; (4) Record Drawings and required job photos are up-to-date, accurate, and complete for Work performed; and (5) certified payroll forms are current and account for all applicable personnel.

Dated: 9-7-23

Contractor: Michael A. Becker General Contractor, Inc.

By: 

The "Amount Due this Application" is shown on page 1.

Recommended by Engineer

Anderson Perry & Associates, Inc.

Dated: 9/7/23

By: 

Approved by Owner

City of Union, Oregon

Dated: _____

By: _____

Title: _____

CONTRACTOR'S APPLICATION FOR PAYMENT NO. 3 CITY OF UNION, OREGON HEADWORKS SCREEN IMPROVEMENTS - 2022												
Bid Item No.	Description	BID PRICES			PREVIOUS		THIS PERIOD (Calculated)		TOTAL TO DATE (Basis of Payment)		Page 3 of 4	
		Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount		
1	Mobilization/Demobilization (not to exceed 5% of Total Base Bid Price)	1	L.S.	\$19,000.00	75%	\$14,250.00	0%	\$0.00	75%	\$14,250.00		
2	Surface Restoration	1,350	S.Y.	\$57.00	0	\$0.00	0	\$0.00	0	\$0.00		
3	14-inch Gravity Sewer	120	L.F.	\$296.00	0	\$0.00	108	\$31,968.00	108	\$31,968.00		
4	Manhole	3	Each	\$9,000.00	1	\$9,000.00	2	\$18,000.00	3	\$27,000.00		
5	Headworks Channel	1	L.S.	\$67,000.00	100%	\$67,000.00	0%	\$0.00	100%	\$67,000.00		
6	Headworks Screen Installation	1	L.S.	\$10,000.00	0%	\$0.00	0%	\$0.00	0%	\$0.00		
7	2-inch Non-Potable Water Extension	1	L.S.	\$4,200.00	0%	\$0.00	0%	\$0.00	0%	\$0.00		
8	Electrical and Controls	1	L.S.	\$60,000.00	0%	\$0.00	25%	\$15,000.00	25%	\$15,000.00		
9	Fire Hydrant Relocation (Traded for 8-inch Manhole)	1	L.S.	\$2,900.00	100%	\$2,900.00	0%	\$0.00	100%	\$2,900.00		
10	Gas Line Relocation	1	L.S.	\$1,300.00	100%	\$1,300.00	0%	\$0.00	100%	\$1,300.00		
11	Water-Sewer Crossing	2	Each	\$1,800.00	0	\$0.00	2	\$3,600.00	2	\$3,600.00		
12	14-inch Plug Valve	2	Each	\$7,600.00	0	\$0.00	2	\$15,200.00	2	\$15,200.00		
13	Bypass Pumping	1	L.S.	\$40,000.00	10%	\$4,000.00	90%	\$36,000.00	100%	\$40,000.00		
14	Groundwater Dewatering	1	L.S.	\$35,000.00	60%	\$21,000.00	40%	\$14,000.00	100%	\$35,000.00		
BID OPTIONS												
1A.	8-inch Sewer Pipe Directly to Headworks	1	L.S.	\$4,600.00	0%	\$0.00	0%	\$0.00	0%	\$0.00		
2A.	Headworks Screen Weatherproof Package	1	L.S.	\$23,800.00	0%	\$0.00	0%	\$0.00	0%	\$0.00		
Total Bid Items									\$253,218.00			

CONTRACTOR'S APPLICATION FOR PAYMENT NO. 3

To Owner: City of Union, Oregon

From Contractor: Michael A. Becker General Contractor, Inc.

Project: Headworks Screen Improvements - 2022

Application Period: August 1, 2023 through August 31, 2023

Application Date: September 6, 2023

Date of Substantial Completion		Date Ready for Final Payment	
Original:	<u>October 14, 2023</u>	Original:	<u>November 13, 2023</u>
Revised:		Revised:	
On Schedule:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	On Schedule:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Change Order Summary		
Approved Change Orders		
Number	Additions	Deductions
1	\$57,000.00	
2		(\$23,800.00)
TOTALS	\$57,000.00	(\$23,800.00)
NET CHANGE BY CHANGE ORDERS	\$33,200.00	

Current Contract Price

1. Original Contract Price	\$	426,070.00
2. Net Change by Change Orders	\$	33,200.00
3. Current Contract Price (1 plus 2)	\$	459,270.00

Application For Payment

1. Total Work Completed and Stored to Date (see attached)	\$	267,468.00
2. Retainage Withheld (5%)	\$	(13,373.40)
3. Retainage Paid		
4. Liquidated Damages Withheld		
5. Less Previous Applications for Payments	\$	(113,477.50)
6. AMOUNT DUE THIS APPLICATION	\$	140,617.10

Contractor's Certification:

The undersigned Contractor certifies that (1) all previous progress payments received from Owner on account of Work done under the Contract referred to above have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials, and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Lien, security interest, or encumbrance); (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective; (4) Record Drawings and required job photos are up-to-date, accurate, and complete for Work performed; and (5) certified payroll forms are current and account for all applicable personnel.

Dated: 9-7-23

Contractor: Michael A. Becker General Contractor, Inc.

By: 

The "Amount Due this Application" is shown on page 1.

Recommended by Engineer

Dated: 9/7/23

Anderson Perry & Associates, Inc.

By: 

Approved by Owner

City of Union, Oregon

Dated: _____

By: _____

Title: _____

CONTRACTOR'S APPLICATION FOR PAYMENT NO. 3 CITY OF UNION, OREGON HEADWORKS SCREEN IMPROVEMENTS - 2022										
Bid Item No.	Description	BID PRICES			PREVIOUS		THIS PERIOD (Calculated)		TOTAL TO DATE (Basis of Payment)	
		Qty.	Unit	Unit Price	Qty.	Amount	Qty.	Amount	Qty.	Amount
1	Mobilization/Demobilization (not to exceed 5% of Total Base Bid Price)	1	L.S.	\$19,000.00	75%	\$14,250.00	0%	\$0.00	75%	\$14,250.00
2	Surface Restoration	1,350	S.Y.	\$57.00	0	\$0.00	0	\$0.00	0	\$0.00
3	14-inch Gravity Sewer	120	L.F.	\$286.00	0	\$0.00	108	\$31,968.00	108	\$31,968.00
4	Manhole	3	Each	\$9,000.00	1	\$9,000.00	2	\$18,000.00	3	\$27,000.00
5	Headworks Channel	1	L.S.	\$67,000.00	100%	\$67,000.00	0%	\$0.00	100%	\$67,000.00
6	Headworks Screen Installation	1	L.S.	\$10,000.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
7	2-inch Non-Potable Water Extension	1	L.S.	\$4,200.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
8	Electrical and Controls	1	L.S.	\$60,000.00	0%	\$0.00	25%	\$15,000.00	25%	\$15,000.00
9	Fire Hydrant Relocation (Traded for 8-inch Manhole)	1	L.S.	\$2,900.00	100%	\$2,900.00	0%	\$0.00	100%	\$2,900.00
10	Gas Line Relocation	1	L.S.	\$1,300.00	100%	\$1,300.00	0%	\$0.00	100%	\$1,300.00
11	Water-Sewer Crossing	2	Each	\$1,800.00	0	\$0.00	2	\$3,600.00	2	\$3,600.00
12	14-inch Plug Valve	2	Each	\$7,600.00	0	\$0.00	2	\$15,200.00	2	\$15,200.00
13	Bypass Pumping	1	L.S.	\$40,000.00	10%	\$4,000.00	90%	\$36,000.00	100%	\$40,000.00
14	Groundwater Dewatering	1	L.S.	\$35,000.00	60%	\$21,000.00	40%	\$14,000.00	100%	\$35,000.00
BID OPTIONS										
1A.	8-inch Sewer Pipe Directly to Headworks	1	L.S.	\$4,600.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
2A.	Headworks Screen Weatherproof Package	1	L.S.	\$23,800.00	0%	\$0.00	0%	\$0.00	0%	\$0.00
Total Bid Items									\$253,218.00	



Memorandum

Subject: Oregon Business Development Department (CDBG) - Change order 3 & 4

Meeting: City Council - Sep 11 2023

Prepared For: Mayor and Members of Council

Staff Contact: Roberta Vanderwall, Administrator

ATTACHED:

[Oregon Business Development Department \(CDBG\) - Change Orders 3 & 4](#)

AGENDA ITEM COVER SHEET

City of Union City Council

Please complete for each agenda item submitted for consideration by the City Council. (See notations at bottom of form)

Presenter: Roberta Vanderwall, Interim City Admin. Submitted to reviewers: _____

Department: Administration Requested Agenda Date: 09/11/2023

Short Title of Agenda Item: Oregon Business Development Department (CDBG) – Change Orders 3 & 4

This Item Involves: (Check all that apply for this meeting.)

<input type="checkbox"/> Order or Resolution	<input type="checkbox"/> Appointments
<input type="checkbox"/> Ordinance/Public Hearing	<input type="checkbox"/> Update on Project/Committees
<input type="checkbox"/> 1 st Reading <input type="checkbox"/> 2 nd Reading	<input type="checkbox"/> Consent Agenda Eligible
<input type="checkbox"/> Public Comment Anticipated	<input type="checkbox"/> Discussion & Action
<input type="checkbox"/> Estimated Time: _____	<input type="checkbox"/> Estimated Time: _____
<input type="checkbox"/> Document Recording Required	<input type="checkbox"/> Purchase Pre-Authorization
<input checked="" type="checkbox"/> Contract/Agreement	<input type="checkbox"/> Other

<input type="checkbox"/> N/A	Purchase Pre-Authorization, Contracts & Agreements
Contractor/Entity: <u>Anderson Perry & Associates, LaGrande, OR 97850</u>	
Effective Dates – From: <u>July 1, 2023</u>	Through: <u>June 30, 2024</u>
Total Award Amount: _____	Budget Line Item: _____
Does the contract amount exceed \$5,000? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

Reviewed by:

_____ Department Director	Date: _____
<u>Roberta Vanderwall</u> City Administrator	Date: <u>9/06/2023</u>
_____ Legal Counsel	Date: _____
_____ Finance Department	Date: _____

Note: All other entities must sign contracts/agreements before they are presented to the City Council (originals preferred). Requests must be received in the City Hall Office by 1:00 p.m. on the Tuesday prior to the City Council's meeting.

AGENDA ITEM COVER SHEET

City of Union City Councilors

(Page 2 of 2)

1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):

Change Order No. 3 and Change Order #4 are attached for your review. Change Order No. Order *increases* the contract amount by \$20,826.96, and was necessary work associated with reducing the application amount. Change Order #4 *increased* the contract amount by \$15,000 and was necessary in order to update the BOLI state prevailing wage rates.

2. FISCAL IMPACT:

\$35,826.96

3. SUGGESTED ACTION(s)

- (a) Make a motion to approve Change Order No. 3 and Change Order No. 4.
- (b) Make a different motion
- (c) No Action

Note: All other entities must sign contracts/agreements before they are presented to the City Council (originals preferred). Requests must be received in the City Hall Office by 1:00 p.m. on the Tuesday prior to the City Council's meeting.

CHANGE ORDER

Change Order No.: 3

Date of Issuance: **September 11, 2023**
 Owner: **City of Union, Oregon**
 Contractor: **Michael A. Becker General Contractor, Inc.**
 Engineer: **Anderson Perry & Associates, Inc.**
 Project: **Water System Backup Power and System Control Improvements - 2022**

Scope of work and associated cost reductions are required to award the Contract. The Contract is modified as follows upon execution of this Change Order:

Description of Changes (Supplemental description, Plans and Specifications attached, as applicable)		DECREASE In Contract Price	INCREASE In Contract Price
3.1	Water system control station relocation	\$0.00	\$20,826.96
Subtotal		\$0.00	\$20,826.96
Net Change in Contract Price for this Change Order		\$20,826.96	

JUSTIFICATION:

- 3.1 City requested relocating the water system control station to a central location for City staff convenience and monitoring. See attached supporting documents.

The amount of the Contract will be (~~Decreased~~) **Increased** (~~Unchanged~~) for this Change Order by the sum of:

\$20,826.96

Total Contract Price prior to this Change Order:

\$1,842,517.00

The Contract Price incorporating this Change Order:

\$1,863,343.96

Contract Times prior to this Change Order:

Date of Substantial Completion:

November 27, 2023

Date Ready for Final Payment:

November 27, 2023

The Contract period provided for Substantial Completion will be (**Increased**) (~~Decreased~~) **Unchanged**.

0 days

Revised Date of Substantial Completion:

November 27, 2023

Revised Date Ready for Final Payment:

December 27, 2023

RECOMMENDED:	ACCEPTED:
By: _____ Engineer (if required)	By: _____ Owner (Authorized Signature)
Title: _____	Title: _____
Date: _____	Date: _____
ACCEPTED:	
By: _____ Contractor (Authorized Signature)	
Title: _____	
Date: _____	

3.2 Supporting Document

Pay Item Summary
 MIKE BECKER GENERAL CONTRACTOR, INC.
 Job Code: UNIONWBPSCIMPROV
 Description: Union Water System Backup Power and System Control Improvements 2022

From Item: PCO NO. 3										To Item: PCO NO. 3										Pay Item Price	
Pay Item										Pay Item										Pay Item Price	
Position Code	Pay Item No.	Description	Quantity	U/M	Assumed	Labor	Owned Equipment	Rented Equipment	Materials	Supplies	Subcontract	Fees	5% Allowance	Custom Category	Undefined	Unit Price	Total Price				
46	PCO NO. 3	ADD MTU MOVE SCADA & TOSBOX TO CITY OFFICE	1.00	LS	19,835.20	0.00	0.00	0.00	0.00	0.00	19,835.20	0.00	0.00	0.00	0.00	20,826.56	20,826.56				
		ADD MTU MOVE SCADA & TOSBOX TO CITY OFFICE			19,835.20	0.00	0.00	0.00	0.00	0.00	19,835.20	0.00	0.00	0.00	0.00		20,826.56				
		Extended Totals By Category			19,835.20	0.00	0.00	0.00	0.00	0.00	19,835.20	0.00	0.00	0.00	0.00		20,826.56				
																	\$991.76				

\$991.76

**ALL PHASE ELECTRICAL
CONTRACTING INC CCB 193028
LA GRANDE, OR 97850**

Estimate

Date	Estimate #
8/17/2023	3066

Name / Address
Mike Becker General Contractor P.O. Box 1159 La Grande, OR 97850

Terms
Net 30

Description
<p>Union well (add MTU at city office as per conversation with Anderson and Perry and The Automation Group)</p> <p>1. Add a MTU at the city office area and move the SCADA and Tosibox to this location</p> <p>2. Total \$19,835.20</p> <p><i>+ 5% - Allowable Markup</i></p> <p><i>\$ 20,826.⁹⁶</i></p>
<p>Thank you for your business.</p>
<p>\$0.00</p>

Signature of Acceptance

Phone #	Fax #	E-mail
5419633000	541-963-3007	allphase_electrical@frontier.com

Authorized Signature

Change Order # 4

CHANGE ORDER

Change Order No.: 4

Date of Issuance: **September 11, 2023**
 Owner: **City of Union, Oregon**
 Contractor: **Michael A. Becker General Contractor, Inc.**
 Engineer: **Anderson Perry & Associates, Inc.**
 Project: **Water System Backup Power and System Control Improvements - 2022**

Scope of work and associated cost reductions are required to award the Contract. The Contract is modified as follows upon execution of this Change Order:

Description of Changes (Supplemental description, Plans and Specifications attached, as applicable)		DECREASE in Contract Price	INCREASE in Contract Price
4.1	Updated BOLI state prevailing wage rates	\$0.00	\$15,000.00
Subtotal		\$0.00	\$15,000.00
Net Change in Contract Price for this Change Order		\$15,000.00	

JUSTIFICATION:

- 4.1 Community Development Block Grant required the wage rates be updated on the project. BOLI state prevailing wage rates published on July 1, 2022, were determined to be applicable to this Contract. See the attached prevailing wage requirements.

The amount of the Contract will be (~~Decreased~~) Increased (~~Unchanged~~) for this Change Order by the sum of:

\$15,000.00

Total Contract Price prior to this Change Order:

\$1,863,343.96

The Contract Price incorporating this Change Order:

\$1,878,343.96

Contract Times prior to this Change Order:

Date of Substantial Completion:

November 27, 2023

Date Ready for Final Payment:

November 27, 2023

The Contract period provided for Substantial Completion will be (~~Increased~~) (~~Decreased~~) Unchanged.

0 days

Revised Date of Substantial Completion:

November 27, 2023

Revised Date Ready for Final Payment:

December 27, 2023

RECOMMENDED:	ACCEPTED:
By: _____ Engineer (if required)	By: _____ Owner (Authorized Signature)
Title: _____	Title: _____
Date: _____	Date: _____
ACCEPTED:	
By: _____ Contractor (Authorized Signature)	
Title: _____	
Date: _____	

WAGE REQUIREMENTS

The work under this Contract is funded by federal funds; therefore, the Contractor must comply with both the Oregon Prevailing Wage Law (ORS 279C.800 through ORS 279C.870 and OAR 839-025) and the labor standard provisions and wage requirements of the Davis-Bacon Act (40USC1371-1377).

The Contractor and all subcontractors must pay each worker not less than the applicable state prevailing wage rate or the applicable federal Davis-Bacon wage rate, whichever is higher.

BOLI publishes prevailing wage rates on January 1 and July 1 of each year. The state prevailing wage rates applicable to this Contract are those published on ~~January 1~~, 2022. A copy of the state prevailing wage rates can be obtained from BOLI at the website: <http://www.oregon.gov/BOLI> and are hereby adopted as part of this Contract. *July 1*

The federal Davis-Bacon wage determination schedules applicable to this Contract shall be the wage determination published 10 days prior to proposal award. Davis-Bacon wage determinations can be obtained at the Davis-Bacon website: sam.gov/search

Enter State:	Oregon
County:	Union
Construction Type:	Heavy
WD Number:	OR20220078

The Owner does not guarantee that labor can be procured for the minimum wage rates listed in the appended state and/or federal wage rate publications.

Please note that the State of Oregon overtime regulations govern this Contract and are more restrictive than the federal law requirements.

Oregon Bureau of Labor and Industries

Prevailing Wage Rates for Public Works Contracts

Val Hoyle
Labor Commissioner
Rates Effective July 1, 2022



July 1, 2022

Prevailing Wage Rates by Occupations—Table of Contents

Using the booklet, Definitions of Covered Occupations, find the definition and group number, if applicable, that most closely matches the actual work being performed by the worker.

Asbestos Worker/Insulator	6
Boilermaker.....	6
Bricklayer/Stonemason	6
Bridge and Highway Carpenter (See Carpenter Group 5)	6
Carpenter	6
Cement Mason	7
Diver	8
Diver Tender	8
Dredger.....	9
Drywall, Lather, Acoustical Carpenter & Ceiling Installer	9
Drywall Taper (See Painter & Drywall Taper)	17
Electrician	10
Elevator Constructor, Installer and Mechanic.....	13
Fence Constructor (Non-Metal).....	13
Fence Erector (Metal).....	13
Flagger (Laborer Group 3).....	14
Glazier.....	13
Hazardous Materials Handler.....	14
Highway/Parking Striper.....	14
Ironworker	14
Laborer	14
Landscape Laborer/Technician.....	15
Limited Energy Electrician.....	15
Line Constructor.....	16
Marble Setter.....	16
Millwright Group 1 (See Carpenter Group 3)	6
Painter & Drywall Taper	16
Piledriver (See Carpenter Group 6).....	6
Plasterer and Stucco Mason.....	17
Plumber/Pipefitter/Steamfitter	18
Power Equipment Operator	19
Roofer.....	21
Sheet Metal Worker	22
Soft Floor Layer.....	23
Sprinkler Fitter.....	23
Tender to Mason Trades (Brick and Stonemason, Mortar Mixer, Hod Carrier).....	23
Tender to Plasterer and Stucco Mason	24
Testing and Balancing (TAB) Technician	24
Tile Setter/Terrazzo Worker; Hard Tile Setter.....	24
Tile, Terrazzo, and Marble Finisher.....	24
Truck Driver.....	25

Occupation and Premium/Differential Pay	Base Rate / Fringe Rate
---	-------------------------

ASBESTOS WORKER/INSULATOR

57.17 23.02

Firestop Containment

42.38 16.69

BOILERMAKER

40.46 30.59

BRICKLAYER/STONEMASON

43.00 24.25

This trade is tended by "Tenders to Mason Trades."

Add \$1.00 per hour to base rate for refractory repair work.

CARPENTER**Zone A (Base Rate)**

Group 1	44.80	19.21
Group 2	44.97	19.21
Group 3	50.24	19.21
Group 4	Eliminated	
Group 5	45.40	19.21
Group 6	45.74	19.21

Zone Differential for Carpenters

Add to Zone A Base Rate

Zone B	1.25 per hour
Zone C	1.70 per hour
Zone D	2.00 per hour
Zone E	3.00 per hour
Zone F	5.00 per hour
Zone G	10.00 per hour

Zone A: Projects located within 30 miles of the respective city hall of the cities listed.

Zone B: More than 30 miles but less than 40 miles.

Zone C: More than 40 miles but less than 50 miles.

Zone D: More than 50 miles but less than 60 miles.

Zone E: More than 60 miles but less than 70 miles.

Zone F: More than 70 miles but less than 100 miles.

Zone G: More than 100 miles.

Reference Cities for Group 1 and 2 Carpenters

Albany	Goldendale	Madras	Roseburg
Astoria	Grants Pass	Medford	Salem
Baker City	Hermiston	Newport	The Dalles
Bend	Hood River	Ontario	Tillamook
Brookings	Klamath Falls	Pendleton	Vancouver
Burns	La Grande	Portland	
Coos Bay	Lakeview	Port Orford	
Eugene	Longview	Reedsport	

Reference Cities for Group 3 Carpenters

Eugene	Medford	Portland	Vancouver
Longview	North Bend	The Dalles	

Occupation and Premium/Differential Pay**Base Rate / Fringe Rate****CARPENTER** (continued)**Reference Cities for Group 5 and 6 Carpenters**

Bend	Longview	North Bend
Eugene	Medford	Portland

Zones for **Group 6** Carpenter are determined by the distance between the project site and **either**

- 1) The worker's residence; **or**
- 2) City Hall of a reference city listed, whichever is closer.

Note: All job or project locations shall be computed (determined) on the basis of road miles and in the following manner. A mileage measurement will start at the entrance to the respective city hall, facing the project (if possible), and shall proceed by the normal route (shortest time--best road via Google Maps) to the geographical center on the highway, railroad, and street construction projects (end of measurement). On all project contracts, the geographical center where the major portion of the construction is located, shall be considered the center of the project (end measurement).

Group 2, 5 and 6:

Welders shall receive a 5% premium per hour based on their Group's journeyman wage rate, with an 8-hour minimum.

Group 1 and 3:

When working with toxic treated wood, workers shall receive \$.25/hour premium pay for minimum of eight (8) hours.

Group 5 and 6:

When working with creosote and other toxic treated wood, workers shall receive \$.25/hour premium pay for minimum of eight (8) hours.

Group 6:

When working in sheet pile coffer dams or cells up to the external water level, workers shall receive \$.15/hour premium pay for minimum of eight (8) hours.

CEMENT MASON

This trade is tended by "Concrete Laborer."

Group 1	39.97	21.17
Group 2	40.81	21.17
Group 3	40.81	21.17
Group 4	41.64	21.17

Zone Differential for Cement Mason

Add to Basic Hourly Rate

Zone A	3.00 per hour
Zone B	5.00 per hour
Zone C	10.00 per hour

Zone A: Projects located 60-79 miles of the respective city hall of the Reference Cities listed below.

Zone B: Projects located 80-99 miles of the respective city hall of the Reference Cities listed below.

Zone C: Projects located 100 or more miles of the respective city hall of the Reference Cities listed below.

Reference Cities for Cement Mason

Bend	Eugene	Pendleton	Salem	Vancouver
Corvallis	Medford	Portland	The Dalles	

When a contractor takes current employees to a project that is located more than 59 miles from the city hall of the Reference City that is closest to the contractor's place of business, Zone Pay is to be paid for the distance between the city hall of the identified Reference City and the project site.

Occupation and Premium/Differential Pay**Base Rate / Fringe Rate****CEMENT MASON** (continued)

Note: All miles are to be determined on the basis of road miles using the normal route (shortest time – best road), from the city hall of the Reference City closest to the contractor's place of business and the project.

DIVER & DIVER TENDER**Zone 1 (Base Rate)**

DIVER	95.32	19.21
DIVER TENDER	51.32	19.21

- 1) For those workers who reside within a reference city below, their zone pay shall be computed from the city hall of the city wherein they reside.
- 2) For those workers who reside nearer to a project than is the city hall of any reference city below, the mileage from their residence may be used in computing their zone pay differential.
- 3) The zone pay for all other projects shall be computed from the city hall of the nearest reference city listed below.

Zone Differential for Diver/Diver Tender

Add to Zone 1 Base Rate

Zone 2	1.25 per hour
Zone 3	1.70 per hour
Zone 4	2.00 per hour
Zone 5	3.00 per hour
Zone 6	5.00 per hour
Zone 7	10.00 per hour

Zone 1: Projects located within 30 miles of city hall of the reference cities listed.

Zone 2: More than 30 miles, but less than 40 miles.

Zone 3: More than 40 miles, but less than 50 miles.

Zone 4: More than 50 miles, but less than 60 miles.

Zone 5: More than 60 miles, but less than 70 miles.

Zone 6: More than 70 miles, but less than 100 miles.

Zone 7: More than 100 miles.

Reference Cities for Diver/Diver Tender

Bend	Longview	North Bend
Eugene	Medford	Portland

Note: All job or project locations shall be computed (determined) on the basis of road miles and in the following manner. A mileage measurement will start at the entrance to the respective city hall, facing the project (if possible), and shall proceed by the normal route (shortest time--best road via Google Maps) to the geographical center on the highway, railroad, and street construction projects (end of measurement). On all project contracts, the geographical center where the major portion of the construction is located, shall be considered the center of the project (end measurement).

Diver Depth Pay:

<u>Depth Below Water Surface (FSW)</u>	<u>Daily Depth Pay</u>
50-100 ft.	\$2.00 per foot over 50 feet
101-150 ft.	\$3.00 per foot over 100 feet
151-220 ft.	\$4.00 per foot over 150 feet
Over 220 ft.	\$5.00 per foot over 220 feet

The actual depth in FSW shall be used in determining depth premium.

See Diver Enclosure Pay on page 9

Occupation and Premium/Differential Pay	Base Rate / Fringe Rate
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DIVER & DIVER TENDER (continued)

Diver Enclosure Pay (working without vertical escape):

<u>Distance Traveled in the Enclosure</u>	<u>Daily Enclosure Pay</u>
0 – 25ft.	N/C
25 – 300 ft.	\$1.00 per foot from the entrance
300 – 600 ft.	\$1.50 per foot beginning at 300 ft.
Over 600 ft.	\$2.00 per foot beginning at 600 ft.

DREDGER**Zone A (Base Rate)**

Leverman (Hydraulic & Clamshell)	51.46	16.15
Assistant Engineer (Watch Engineer, Mechanic Machinist)	48.30	16.15
Tenderman (Boatman Attending Dredge Plant), Fireman	46.81	16.15
Fill Equipment Operator	45.64	16.15
Assistant Mate	42.94	16.15

Zone Differential for Dredgers

Add to Zone A Base Rate

Zone B	3.00 per hour
Zone C	6.00 per hour

Zone mileage based on road miles:

Zone A: Center of jobsite to no more than 30 miles from the city hall of Portland.

Zone B: More than 30 miles but not more than 60 miles.

Zone C: Over 60 miles.

DRYWALL, LATHER, ACOUSTICAL CARPENTER & CEILING INSTALLER**Zone 1 (Base Rate)**

1. DRYWALL INSTALLER	44.74	18.91
2. LATHER, ACOUSTICAL CARPENTER & CEILING INSTALLER	44.74	18.91

Zone Differential for Lather, Acoustical Carpenter & Ceiling Installer

Zone mileage based on road miles:

Zone B	61-80 miles	6.00 per hour
Zone C	81-100 miles	9.00 per hour
Zone D	101 or more	12.00 per hour

The correct transportation allowance shall be based on AAA road mileage from the City Hall of the transportation reference cities herein listed.

See reference cities for zone differential on page 10

Occupation and Premium/Differential Pay	Base Rate / Fringe Rate
---	-------------------------

DRYWALL, LATHER, ACOUSTICAL CARPENTER & CEILING INSTALLER (continued)Reference Cities for Drywall, Lather, Acoustical Carpenter & Ceiling Installer

Albany	Bend	Grants Pass	Medford	Portland	Seaside
Astoria	Brookings	Hermiston	Newport	Reedsport	The Dalles
Baker	Coquille	Klamath Falls	North Bend	Roseburg	Tillamook
Bandon	Eugene	Kelso-Longview	Pendleton	Salem	Vancouver

Certified welders shall receive 5% over the base wage rate, with an eight (8) hour minimum.

ELECTRICIAN**Area 1 (Region 14)**

Electrician	40.97	18.58
Lighting Maintenance and Material Handler	19.95	10.00

Reference County

Malheur

Shift Differential

1 st Shift "day"	Between the hours of 8:00am and 4:30pm	8 hours pay for 8 hours work
2 nd Shift "swing"	Between the hours of 4:30pm and 12:30am	8 hours pay for 8 hours work plus 7.5% for all hours worked
3 rd Shift "graveyard"	Between the hours of 12:30am and 8:00am	8 hours pay for 8 hours work plus 15% for all hours worked.

When workers are required to work under compressed air or to work from trusses, scaffolds, swinging scaffolds, bosun's chair or on building frames, stacks or towers at a distance, the following should be added to base rate.

50 – 90 feet to the ground	Add 1 ½ x the base rate
90+ feet to the ground	Add 2 x the base rate

Pursuant to ORS 279C.815(2)(b), the Electrician Area 6 rate is the highest rate of wage among the collective bargaining agreements for Electrician Areas 1 and 6.

Area 2 (Regions 12 and 13)

Electrician	51.75	24.18
Cable Splicer	54.34	24.26
Certified Welder	56.93	24.34
Material Handler	31.05	13.06

Reference Counties

Baker	Grant	Umatilla	Wallowa
Gilliam	Morrow	Union	Wheeler

Add 50% of the base rate when workers are required to work under the following conditions:

- 1) Under compressed air with atmospheric pressure exceeding normal pressure by at least 10%.
- 2) From trusses, swing scaffolds, bosun's chairs, open platforms, unguarded scaffolds, open ladders, frames, tanks, stacks, silos and towers where the workman is subject to a direct fall of (a) more than 60 feet or (b) into turbulent water under bridges, powerhouses or spillway faces of dams.

Occupation and Premium/Differential Pay	Base Rate / Fringe Rate
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ELECTRICIAN (continued)**Area 3 (Regions 4, 5, 6 and 7)**

Electrician	43.97	22.81
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Reference Counties

Coos	Curry	Douglas
Lane – See Area 4	Lincoln – See Area 4	

Shift Differential

1 st Shift "day"	Between the hours of 8:00am and 4:30pm	8 hours pay for 8 hours work
2 nd Shift "swing"	Between the hours of 4:30pm and 1:00am	8 hours pay for 8 hours work plus 17% for all hours worked
3 rd Shift "graveyard"	Between the hours of 12:30am and 9:00am	8 hours pay for 8 hours work plus 31% for all hours worked.

When workers are required to work under compressed air or where gas masks are required, or to work from trusses, all scaffolds including mobile elevated platforms, any temporary structure, bosun's chair or on frames, stacks, towers, tanks, within 15' of the leading edges of any building at a distance of:

50 – 75 feet to the ground	Add 1 ½ x the base rate
75+ feet to the ground	Add 2 x the base rate

High Time is not required to be paid on any permanent structure with permanent adequate safeguards (handrails, mid-rails, and toe guards). Any vehicle equipped with outriggers are exempted from this section.

Area 4 (Regions 3, 4, 5, and 10)

Electrician	49.36	20.20
Cable Splicer	54.30	20.35
Lighting Maintenance/Material Handler	22.67	10.08

Reference Counties for Area 4

Benton	Deschutes	Lane	Lincoln
Crook	Jefferson	Linn	
Marion – See Area 5 rate	Polk – See Area 5 rate	Yamhill – See Area 5 rate	

Shift Differential

1 st Shift "day"	Between the hours of 8:00am and 4:30pm	8 hours pay for 8 hours work
2 nd Shift "swing"	Between the hours of 4:30pm and 1:00am	8 hours pay for 8 hours work plus 17% for all hours worked
3 rd Shift "graveyard"	Between the hours of 12:30am and 9:00am	8 hours pay for 8 hours work plus 31.4% for all hours worked.

Occupation and Premium/Differential Pay**Base Rate / Fringe Rate****ELECTRICIAN** (continued)**Area 5 (Regions 1, 2, 3 and 9)**

Electrician	53.85	27.84
Electrical Welder	59.24	28.00
Material Handler/Lighting Maintenance	30.69	19.62

Reference Counties

Clackamas	Hood River	Polk	Wasco
Clatsop	Marion	Sherman	Washington
Columbia	Multnomah	Tillamook	Yamhill

Shift Differential

1 st Shift "day"	Between the hours of 7:00am and 5:30pm	8 hours pay for 8 hours work
2 nd Shift "swing"	Between the hours of 4:30pm and 3:00am	8 hours pay for 8 hours work plus 17.3% for all hours worked
3 rd Shift "graveyard"	Between the hours of 12:30am and 11:00am	8 hours pay for 8 hours work plus 31.4% for all hours worked.

Zone Pay for Area 5 – Electrician and Electrical Welder

Add to Basic Hourly Rate

Zone mileage based on air miles:

Zone 1	31-50 miles	1.50 per hour
Zone 2	51-70 miles	3.50 per hour
Zone 3	71-90 miles	5.50 per hour
Zone 4	Beyond 90	9.00 per hour

There shall be a 30-mile free zone from downtown Portland City Hall and a similar 15-mile free zone around the following cities:

Astoria	Seaside	Tillamook
Hood River	The Dalles	

Further, the free zone at the Oregon coast shall extend along Hwy 101 west to the ocean Hwy 101 east 10 miles if not already covered by the above 15-mile free zone.

Area 6 (Regions 6, 8, 11 and 14)

Electrician	40.97	18.58
Lighting Maintenance and Material Handler	19.95	10.00

Reference Counties

Harney	Josephine	Lake
Jackson	Klamath	Malheur

Douglas – See Area 3 rate

See shift differential on page 13

Occupation and Premium/Differential Pay**Base Rate / Fringe Rate****ELECTRICIAN** (continued)**Shift Differential**

1 st Shift "day"	Between the hours of 8:00am and 4:30pm	8 hours pay for 8 hours work
2 nd Shift "swing"	Between the hours of 4:30pm and 1:00am	8 hours pay for 8 hours work plus 7.5% for all hours worked
3 rd Shift "graveyard"	Between the hours of 12:30am and 9:00am	8 hours pay for 8 hours work plus 15% for all hours worked.

When workers are required to work under compressed air or to work from trusses, scaffolds, swinging scaffolds, bosun's chair or on building frames, stacks or towers at a distance, the following should be added to base rate.

50 – 90 feet to the ground	Add 1 ½ x the base rate
90+ feet to the ground	Add 2 x the base rate

ELEVATOR CONSTRUCTOR, INSTALLER AND MECHANIC**Area 1 (Regions 12 and 13)**

Mechanic	59.70	43.48
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Reference Counties

Baker Union Wallowa

Umatilla – See Area 2 rate

Area 2 (Regions 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, and 14)

Mechanic	59.95	43.68
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Reference Counties

Benton	Douglas	Klamath	Multnomah	Deschutes
Clackamas	Gilliam	Lake	Polk	Josephine
Clatsop	Grant	Lane	Sherman	Morrow
Columbia	Harney	Lincoln	Tillamook	Wheeler
Coos	Hood River	Linn	Umatilla	Yamhill
Crook	Jackson	Malheur	Wasco	
Curry	Jefferson	Marion	Washington	

FENCE CONSTRUCTOR (NON-METAL)

34.98 16.55

FENCE ERECTOR (METAL)

34.98 16.55

GLAZIER

44.43 25.09

Add \$1.00 to base rate when employee works from a swing stage, scaffold, suspended contrivance or mechanical apparatus from the third floor up or thirty feet of free fall (whichever is less), and employee is required to wear a safety belt.

Add twenty percent (20%) to base rate when employee works from a bosun chair (non-motorized single-man apparatus), regardless of height.

Certified welders shall receive twenty percent (20%) above the base rate for actual time spent performing welding duties.

Occupation and Premium/Differential Pay	Base Rate / Fringe Rate	
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<u>HAZARDOUS MATERIALS HANDLER</u>	28.03	14.18
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<u>HIGHWAY/PARKING STRIPER</u>	38.18	15.08
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Shift Differential

Add \$1.85/hour to base rate for shifts that start between 3:00pm and 4:00am.

IRONWORKER

<u>Zone 1 (Base Rate):</u>	41.13	30.72
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Zone Differential for Ironworker

Add to Basic Hourly Rate

Zone 2 **5.63/hr.** or \$45.00 maximum per dayZone 3 **8.75/hr.** or \$70.00 maximum per dayZone 4 **11.25/hr.** or \$90.00 maximum per day

Zone 1: Projects located within 45 miles of city hall in the reference cities listed below.

Zone 2: More than 46 miles, but less than 60 miles.

Zone 3: More than 61 miles, but less than 100 miles.

Zone 4: More than 100 miles.

Note: Zone pay for Ironworkers shall be determined using the quickest route per Google Maps and computed from the city hall or dispatch center of the reference cities listed below or the residence of the employee, whichever is nearer to the project.

Reference Cities and Dispatch Center

Medford

Portland

LABORER**Zone A (Base Rate):**

Group 1	34.98	16.55
Group 2	36.25	16.55
Group 3 (Flagger)	30.38	16.55
Group 4 (Landscape Laborer)	24.17	16.55

Zone Differential for Laborers

Add to Zone A Base Rate

Zone B **.85** per hourZone C **1.25** per hourZone D **2.00** per hourZone E **4.00** per hourZone F **5.00** per hour

Zone A: Projects located within 30 miles of city hall in the reference cities listed.

Zone B: More than 30 miles but less than 40 miles.

Zone C: More than 40 miles but less than 50 miles.

Zone D: More than 50 miles but less than 80 miles.

Zone E: More than 80 miles but less than 100 miles.

Zone F: More than 100 miles.

See reference cities for zone differential page 15

Occupation and Premium/Differential Pay	Base Rate / Fringe Rate
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LABORER (continued)Reference Cities for Laborer

Albany	Burns	Hermiston	Roseburg
Astoria	Coos Bay	Klamath Falls	Salem
Baker City	Eugene	Medford	The Dalles
Bend	Grants Pass	Portland	

Note: All job or project locations shall be computed (determined) on the basis of road miles and in the following manner. A mileage measurement will start at the entrance to the respective city hall, facing the project (if possible), and shall proceed by the normal route (shortest time, best road) to the geographical center on the highway, railroad, and street construction projects (end of measurement). On all other project contracts, the geographical center where the major portion of the construction is located, shall be considered the center of the project (end measurement).

Any Laborer working in Live Sewers shall receive forty dollars (\$40) per day in addition to their regular pay.

LANDSCAPE LABORER/TECHNICIAN (Laborer Group 4)	24.17	16.55
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LIMITED ENERGY ELECTRICIAN

Area 1 (Region 14)	33.76	14.26
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Reference County

Malheur

Pursuant to ORS 279C.815(2)(b), the Limited Energy Electrician Area 6 rate is the highest rate of wage among the collective bargaining agreements for Limited Energy Electrician Areas 1 and 6.

Area 2 (Regions 12 and 13)	33.19	15.16
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Reference Counties

Baker	Grant	Umatilla	Wallowa
Gilliam	Morrow	Union	Wheeler

Area 3 (Regions 4, 5, 6 and 7)	33.42	20.14
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Reference Counties

Benton	Curry	Lane	Linn
Coos	Douglas	Lincoln	

Area 4 (Regions 3, 4, 5 and 10)	36.17	17.26
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Reference Counties

Benton	Deschutes	Lincoln
Crook	Jefferson	

Benton – See Area 3 rate	Linn – See Area 3 rate	Polk – See Area 5 rate
Lane – See Area 3 rate	Marion – See Area 5 rate	Yamhill – See Area 5 rate

Occupation and Premium/Differential Pay**Base Rate / Fringe Rate****LIMITED ENERGY ELECTRICIAN** (continued)**Area 5 (Regions 1, 2, 3 and 9)****44.23****22.30****Reference Counties**

Clackamas	Hood River	Polk	Wasco
Clatsop	Marion	Sherman	Washington
Columbia	Multnomah	Tillamook	Yamhill

Area 6 (Regions 6, 8, 11 and 14)**33.76****14.26****Reference Counties**

Harney	Josephine	Lake
Jackson	Klamath	Malheur

Douglas – See Area 3 rate

LINE CONSTRUCTOR**Area 1 (All Regions)**

Group 1	64.58	23.24
Group 2	57.66	23.13
Group 3	33.05	15.49
Group 4	49.59	19.69
Group 5	43.25	16.85
Group 6	35.75	16.62
Group 7	19.24	12.42

Reference Counties

All counties

Pursuant to ORS 279C.815(2)(b), the Line Constructor Area 1 rate is the highest rate of wage among the collective bargaining agreements for Line Constructor Area 1 and Area 2.

MARBLE SETTER**44.00****24.25**

This trade is tendered by "Tile, Terrazzo, & Marble Finishers."

Add \$1.00 per hour to base rate for refractory repair work.

PAINTER & DRYWALL TAPER

COMMERCIAL PAINTING	30.72	14.18
INDUSTRIAL PAINTING	32.52	14.18
BRIDGE PAINTING	38.19	14.18

Shift Differential for Painter

Add \$2.00/hour to base rate for entire shift if any hours are worked outside of 5:00 a.m. to 5:00 p.m.

See Drywall Taper on page 17.

Occupation and Premium/Differential Pay**Base Rate / Fringe Rate****PAINTER & DRYWALL TAPER** (continued)**DRYWALL TAPER****Zone A (Base Rate)****42.52****19.13****Zone Differential for Drywall Taper**

Add to Zone A Base Rate

Zone B **6.00** per hourZone C **9.00** per hourZone D **12.00** per hour**Dispatch Cities for Drywall Taper**

Albany	Bend	Grants Pass	Medford	Portland	Seaside
Astoria	Brookings	Hermiston	Newport	Reedsport	The Dalles
Baker	Coquille	Klamath Falls	North Bend	Roseburg	Tillamook
Bandon	Eugene	Kelso-Longview	Pendleton	Salem	Vancouver

Zone A: Projects located less than 61 miles of the respective city hall of the dispatch cities listed.

Zone B: Projects located 61 miles to 80 miles.

Zone C: Projects located 81 miles to 100 miles.

Zone D: Projects located 101 miles or more.

Note: Zone pay is based on AAA Road Mileage.

PLASTERER AND STUCCO MASON

This trade is tended by "Tenders to Plasterers."

Zone A (Base Rate)**41.16****19.23****Zone Differential for Plasterer and Stucco Mason**

Add to Zone A Base Rate

Zone B **6.00** per hourZone C **9.00** per hourZone D **12.00** per hour

Zone A: Projects located less than 61 miles of the respective city hall of the reference cities listed below.

Zone B: Projects located 61 miles to 80 miles.

Zone C: Projects located 81 miles to 100 miles.

Zone D: Projects located 101 miles or more.

Reference Cities for Plasterer & Stucco Mason

Bend	Eugene	Medford	Portland	Seaside
Coos Bay	La Grande	Newport	Salem	The Dalles

Add \$1.00 to base rate for swinging scaffold work.

Add \$2.00 to base rate for nozzle technicians on plastering machines.

Occupation and Premium/Differential Pay**Base Rate / Fringe Rate****PLUMBER/PIPEFITTER/STEAMFITTER****Area 1 (Regions 13 and 14)****34.00****17.07****Reference Counties**

Harney Malheur

Baker – See Area 2 rates

Zone Differential for Area 1**Add to Base Rate**

Zone 1 2.50 per hour

Zone 2 3.50 per hour

Zone 3 5.00 per hour

Zone mileage based on road miles:

Zone 1: Forty (40) to fifty five (55) miles from City Hall in Boise, Idaho.Zone 2: Fifty five (55) to one hundred (100) miles from City Hall in Boise, Idaho.Zone 3: Over one hundred (100) miles from City Hall in Boise, Idaho.

Add \$2.21 to base rate if it is possible for worker to fall 30 ft. or more, or if required to wear a fresh-air mask or similar equipment for 2 hours or more.

Area 2 (Regions 12 and 13)**54.00****34.11****Reference Counties**

Baker	Grant	Umatilla	Wallowa
Gilliam	Morrow	Union	Wheeler

Zone Differential for Area 2**Add to Base Rate**

Zone 2 10.62/hr. not to exceed \$80.00 day.

Zone 2: Eighty (80) miles or more from City Hall in Pasco, Washington.

Zone mileage based on road miles:

Add \$1.00 to base rate in one-hour minimum increments if it is possible for worker to fall 35 ft. or more.

Add \$1.00 to base rate in one-hour minimum increments if worker is required to wear a mask in hazardous areas.

Area 3 (Regions 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11 and 12)**50.68****35.00****Reference Counties**

Benton	Deschutes	Lake	Sherman
Clackamas	Douglas	Lane	Tillamook
Clatsop	Hood River	Lincoln	Wasco
Columbia	Jackson	Linn	Washington
Coos	Jefferson	Marion	Yamhill
Crook	Josephine	Multnomah	
Curry	Klamath	Polk	

Gilliam – See Area 2 rate

Wheeler – See Area 2 rate

Occupation and Premium/Differential Pay**Base Rate / Fringe Rate****POWER EQUIPMENT OPERATOR****Zone 1 (Base Rate)**

Group 1	51.65	16.35
Group 1A	53.81	16.35
Group 1B	55.97	16.35
Group 2	49.74	16.35
Group 3	48.59	16.35
Group 4	45.26	16.35
Group 5	44.02	16.35
Group 6	40.80	16.35

POWER EQUIPMENT OPERATOR MAP

Zone Pay Differential for Power Equipment Operator
Add to Zone 1 Base Rate

Zone 2	3.00 per hour
Zone 3	6.00 per hour

For projects in the following metropolitan counties:

Clackamas	Marion	Washington
Columbia	Multnomah	Yamhill

Occupation and Premium/Differential Pay**Base Rate / Fringe Rate****POWER EQUIPMENT OPERATOR** (continued)

- (A) All jobs or projects located in Multnomah, Clackamas and Marion counties, West of the western boundary of Mt. Hood National Forest and West of Mile Post 30 on Interstate 84 and West of Mile Post 30 on State Hwy 26 and West of Mile Post 30 on Hwy 22 and all jobs located in Yamhill County, Washington County and Columbia County shall receive Zone 1 pay for all classifications.
- (B) All jobs or projects located in the area outside the *identified boundary* above, but less than 50 miles from the Portland City Hall shall receive Zone 2 pay for all classifications.
- (C) All jobs or projects located more than 50 miles from the Portland City Hall, but outside the identified border above, shall receive Zone 3 pay for all classifications.

Reference cities for projects in all remaining counties:

Albany	Coos Bay	Grants Pass	Medford
Bend	Eugene	Klamath Falls	Roseburg

- (A) All jobs or projects located within 30 miles of the respective city hall of the above mentioned cities shall receive Zone 1 pay for all classifications.
- (B) All jobs or projects located more than 30 miles and less than 50 miles from the respective city hall of the above mentioned cities shall receive Zone 2 for all classifications.
- (C) All jobs or projects located more than 50 miles from the respective city hall of the above mentioned cities shall receive Zone 3 pay for all classifications.

Note: All job or project locations shall be computed (determined) on the basis of road miles and in the following manner. A mileage measurement will start at the entrance to the respective city hall, facing the project (if possible), and shall proceed by the normal route (shortest time-best road) to the geographical center on the highway, railroad, and street construction projects (end of measurement). On all other project contracts, the geographical center where the major portion of the construction is located, shall be considered the center of the project (end measurement).

Add \$10.00/hour hyperbaric pay for Group 4 Tunnel Boring Machine Mechanic.

Add \$0.40 to the base rate for any and all work performed underground, including operating, servicing and repairing of equipment.

Add \$0.50 to the base rate per hour for any employee who works suspended by a rope or cable.

Add \$0.50 to the base rate for employees who do "pioneer" work (break open a cut, build road, etc.) more than one hundred fifty (150) feet above grade elevation.

Note: A Hazardous Waste Removal Differential must be added to the base rate if work is performed inside the boundary of a Federally Designated Waste Site. For information on this differential, call the Prevailing Wage Rate Coordinator at (971) 353-2416.

Shift Differential**Two-Shift Operations:**

On a two-shift operation, when the second shift starts after 4:30 p.m., second-shift workers shall be paid the base hourly wage rate plus 5% for all hours worked.

When the second shift starts at 8:00 p.m. or later, the second-shift workers shall be paid at the base hourly wage rate plus 10% for all hours worked.

Three-Shift Operations:

On a three-shift operation, the base hourly wage rate plus five percent (5%) shall be paid to all second-shift workers for all hours worked, and the base hourly wage rate plus ten percent (10%) shall be paid to all third shift workers for all hours worked.

Occupation and Premium/Differential Pay	Base Rate / Fringe Rate
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ROOFER**Area 1 (Regions 1, 2, 9, 10, 12 and 13)****38.78****20.48****Reference Counties**

Baker	Deschutes	Morrow	Union
Clackamas	Gilliam	Multnomah	Wasco
Clatsop	Grant	Sherman	Wallowa
Columbia	Hood River	Tillamook	Washington
Crook	Jefferson	Umatilla	Wheeler

Add 10% to the base rate for handling coal tar pitch or coal tar based materials.

Add 10% to the base rate for handling fiberglass insulation.

Area 2 (Regions 3, 4, 5, 6, 7, 8, 10, 11 and 14)**32.55****18.65****Reference Counties**

Benton	Harney	Lake	Malheur
Coos	Jackson	Lane	Marion
Curry	Josephine	Lincoln	Polk
Douglas	Klamath	Linn	Yamhill

Crook – See Area 1 rates Deschutes – See Area 1 rates

Add \$2.00 to the base rate for handling coal tar products.

Add \$1.50 to the base rate for handling fiberglass insulation.

Area 4 (Regions 12 and 13)**38.78****20.48****Reference Counties**

Umatilla	Union	Wallowa
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Pursuant to ORS 279C.815(2)(b), the Roofer Area 1 rate is the highest rate of wage among the collective bargaining agreements for Roofer Areas 1, 4 and 5.

Add 10% to the base rate for handling coal tar pitch or coal tar based materials.

Add 10% to the base rate for handling fiberglass insulation.

Area 5 (Region 12)**38.78****20.48****Reference County**

Morrow

Pursuant to ORS 279C.815(2)(b), the Roofer Area 1 rate is the highest rate of wage among the collective bargaining agreements for Roofer Areas 1, 4 and 5.

Add 10% to the base rate for handling coal tar pitch or coal tar based materials.

Add 10% to the base rate for handling fiberglass insulation.

Occupation and Premium/Differential Pay	Base Rate / Fringe Rate
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SHEET METAL WORKER**Area 1 (Regions 1, 2, 3, 4, 9 and 12)****45.80****25.46****Reference Counties**

Benton	Grant	Morrow	Umatilla
Clackamas	Hood River	Multnomah	Wasco
Clatsop	Lincoln	Polk	Washington
Columbia	Linn	Sherman	Wheeler
Gilliam	Marion	Tillamook	Yamhill

Add \$1.00 to base rate for work performed on any swinging platform, swinging chair or swinging ladder.

Add \$1.00 to base rate for work where a worker is exposed to resins, chemicals or acid.

Area 2 (Regions 13 and 14)

Reference Counties

Baker – See Area 3 rate Malheur – See Area 6 rate

Area 3 (Regions 12 and 13)**44.09****25.28****Reference Counties**

Baker Union Wallowa

Morrow – See Area 1 rate Umatilla – See Area 1 rate

Add \$.45 to base rate for work performed on any swinging stage, swinging scaffold or boson chair in excess of thirty (30) feet above the ground.

Add \$1.00 to base rate for work where it is necessary to wear a chemically activated type face mask.

Area 4 (Regions 5 and 6)**37.78****22.72****Reference Counties**

Douglas Lane

Add \$1.00 to base rate for work performed on any swinging platform, swinging chair or swinging ladder.

Add \$1.00 to base rate for work where a worker is exposed to resins, chemicals or acid.

Area 5 (Region 7)**38.14****23.76****Reference Counties**

Coos Curry

Add \$1.00 to base rate for work performed on any swinging platform, swinging chair or swinging ladder.

Add \$1.00 to base rate for work where a worker is exposed to resins, chemicals or acid.

Occupation and Premium/Differential Pay	Base Rate / Fringe Rate
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SHEET METAL WORKER (continued)**Area 6 (Regions 7, 8, 11 and 14)**

32.12

21.39

Reference Counties

Harney	Josephine	Lake
Jackson	Klamath	Malheur

Curry – See Area 5 rate

Add \$1.00 to base rate for work performed on any swinging platform, swinging chair or swinging ladder.

Add \$1.00 to base rate for work where a worker is exposed to resins, chemicals or acid.

Area 7 (Region 10)

35.36

21.31

Reference Counties

Crook	Deschutes	Jefferson
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Add \$1.00 to base rate for work performed on any swinging platform, swinging chair or swinging ladder.

Add \$1.00 to base rate for work where a worker is exposed to resins, chemicals or acid.

SOFT FLOOR LAYER

37.23

18.17

SPRINKLER FITTER**Area 1 (Regions 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, and 14)**

44.13

25.84

Reference Counties

Benton	Douglas	Klamath	Multnomah
Clackamas	Gilliam	Lake	Polk
Clatsop	Grant	Lane	Sherman
Columbia	Harney	Lincoln	Tillamook
Coos	Hood River	Linn	Umatilla
Crook	Jackson	Malheur	Wasco
Curry	Jefferson	Marion	Washington
Deschutes	Josephine	Morrow	Wheeler
			Yamhill

Area 2 (Regions 12, 13, 14)

37.81

25.83

Reference Counties

Baker	Union	Wallowa
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Gilliam – See Area 1 rate

Malheur – See Area 1 rate

Umatilla – See Area 1 rate

Grant – See Area 1 rate

Morrow – See Area 1 rate

TENDER TO MASON TRADES (Brick and Stonemason, Mortar Mixer, Hod Carrier)

38.79

16.55

Add \$0.50 to base rate for refractory repair work.

Occupation and Premium/Differential Pay	Base Rate / Fringe Rate
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TENDER TO PLASTERER AND STUCCO MASON

Zone A (Base Rate)	37.62	17.80
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Zone Differential for Tender to Plasterer and Stucco Mason
Add to Zone A Base Rate

Zone B 6.00 per hour
Zone C 9.00 per hour
Zone D 12.00 per hour

Zone A: Projects located within 60 miles of city hall in the reference cities listed.
Zone B: More than 61 miles but less than 80 miles.
Zone C: More than 81 miles but less than 100 miles.
Zone D: More than 101 miles

Reference Cities

Bend	Eugene	Medford	Portland	Seaside
Coos Bay	La Grande	Newport	Salem	The Dalles

Add \$0.50 to base rate for refractory repair work.

TESTING AND BALANCING (TAB) TECHNICIAN

For work performed under the Sheet Metal classification, including Air-Handling Equipment, Ductwork

See SHEET METAL WORKER RATE

For work performed under the Plumber/Pipefitter/Steamfitter classification, including Water Distribution Systems

See PLUMBER/PIPEFITTER/STEAMFITTER RATE

<u>TILE SETTER/TERRAZZO WORKER: Hard Tile Setter</u>	37.65	20.83
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This trade is tended by "Tile, Terrazzo, & Marble Finisher."

Add \$1.00 when performing terrazzo work.

Add \$1.00 when working with epoxy, furnane, or alkor acetylene.

TILE, TERRAZZO, AND MARBLE FINISHER

1. TILE, TERRAZZO FINISHER	28.29	15.30
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Add \$1.00 when performing terrazzo work.

Add \$1.00 when working with epoxy, furnane, or alkor acetylene.

2. BRICK & MARBLE FINISHER	28.29	15.43
----------------------------	-------	-------

Add \$1.00 per hour to base rate for refractory repair work.

Occupation and Premium/Differential Pay**Base Rate / Fringe Rate****TRUCK DRIVER****Zone A (Base Rate)**

Group 1	30.09	16.73
Group 2	30.23	16.73
Group 3	30.37	16.73
Group 4	30.67	16.73
Group 5	30.91	16.73
Group 6	31.10	16.73
Group 7	31.32	16.73

Zone differential for Truck Drivers**Add to Zone A Base Rate**

Zone B	.65 per hour
Zone C	1.15 per hour
Zone D	1.70 per hour
Zone E	2.75 per hour

Zone A: Projects within 30 miles of the cities listed.

Zone B: More than 30 miles but less than 40 miles.

Zone C: More than 40 miles but less than 50 miles.

Zone D: More than 50 miles but less than 80 miles.

Zone E: More than 80 miles.

Reference Cities

Albany	Burns	Hermiston	Madras	Oregon City	Roseburg
Astoria	Coos Bay	Hood River	Medford	Pendleton	Salem
Baker	Corvallis	Klamath Falls	McMinnville	Portland	The Dalles
Bend	Eugene	La Grande	Newport	Port Orford	Tillamook
Bingen	Goldendale	Lakeview	Ontario	Reedsport	Vancouver
Brookings	Grants Pass	Longview			

Note: All job or project locations shall be computed (determined) on the basis of road miles and in the following manner. A mileage measurement will start at the entrance to the respective city hall, facing the project (if possible), and shall proceed by the normal route (shortest time-best road) to the geographical center on the highway, railroad, and street construction projects (end of measurement). On all other project contracts, the geographical center where the major portion of the construction is located, shall be considered the center of the project (end measurement).



Memorandum

Subject: Amended Resolution 2023-03-A -Allocating ARPA Funds
Meeting: City Council - Sep 11 2023
Prepared For: Mayor and Members of Council
Staff Contact: Roberta Vanderwall, Administrator

ATTACHED:

[Amended Resolution 2023-03-A -Allocating ARPA Funds](#)

AGENDA ITEM COVER SHEET

City of Union City Council

Please complete for each agenda item submitted for consideration by the City Council. (See notations at bottom of form)

Presenter: Roberta Vanderwall, Interim City Admin. Submitted to reviewers: _____

Department: Administration Requested Agenda Date: 09/11/2023

Short Title of Agenda Item: Amended Resolution 2023-03-A – Allocating ARPA Funds

This Item Involves: (Check all that apply for this meeting.)

<input checked="" type="checkbox"/> Order or Resolution	<input type="checkbox"/> Appointments
<input type="checkbox"/> Ordinance/Public Hearing	<input type="checkbox"/> Update on Project/Committees
<input type="checkbox"/> 1 st Reading <input type="checkbox"/> 2 nd Reading	<input checked="" type="checkbox"/> Consent Agenda Eligible
<input type="checkbox"/> Public Comment Anticipated	<input type="checkbox"/> Discussion & Action
<input type="checkbox"/> Estimated Time:	<input type="checkbox"/> Estimated Time:
<input type="checkbox"/> Document Recording Required	<input type="checkbox"/> Purchase Pre-Authorization
<input type="checkbox"/> Contract/Agreement	<input type="checkbox"/> Other

<input type="checkbox"/> N/A	Purchase Pre-Authorization, Contracts & Agreements
Contractor/Entity:	
Effective Dates – From: July 1, 2023	Through: June 30, 2024
Total Award Amount: \$6,000	Budget Line Item:
Does the contract amount exceed \$5,000? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

Reviewed by:

_____ Department Director	Date: _____
Roberta Vanderwall City Administrator	Date: 9/06/2023
_____ Legal Counsel	Date: _____
_____ Finance Department	Date: _____

Note: All other entities must sign contracts/agreements before they are presented to the City Council (originals preferred). Requests must be received in the City Hall Office by 1:00 p.m. on the Tuesday prior to the City Council's meeting.

AGENDA ITEM COVER SHEET

City of Union City Councilors

(Page 2 of 2)

1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):

Resolution No. 2023-03 was approved in February 2023, allocating ARPA funds to eight entities. South County Health had been awarded \$6,000 to use towards installing hallway doors. South County Health realized they need Nitrous Oxide and accessories worse than the hallway door security.

2. FISCAL IMPACT:

\$6,000

3. SUGGESTED ACTION(s)

(a) Make a motion to approve Resolution No. 2023-03-A, Amending Resolution No. 2023-03, allocating ARPA Funds

(b) Make an alternative motion

(c) No Action

Note: All other entities must sign contracts/agreements before they are presented to the City Council (originals preferred). Requests must be received in the City Hall Office by 1:00 p.m. on the Tuesday prior to the City Council's meeting.

CITY OF UNION
RESOLUTION NO. 2023-03-A

A RESOLUTION AMENDING RESOLUTION NO. 2023-03 AND ALLOCATING AWARDS FOR THE CITY OF UNION GRANT APPLICATIONS SUBMITTED BY THE GRANT COMMITTEE.

WHEREAS, the City of Union received ARPA Grant Funding and eight applicants were received and funds distributed; and

WHEREAS, the City of Union allocated \$6,000 to South County Health towards securing their work area; and

WHEREAS, due to extenuating circumstances, South County Health has determined that their work area can be put on hold; and

WHEREAS, Nitrous Oxide is one service that is urgently needed to be obtained by South County Health.

NOW, THEREFORE, the City Council, in a regular assembly, does hereby declare and resolve that Resolution No. 2023-03 is Amended, and distribution of funds allocated as follows:

1. South County Health –
 - a. \$6,000 towards the purchase of Nitrous Oxide & ancillary equipment

ADOPTED by _____ members of the Common Council voting therefore and approved by the Mayor of the City of Union, this _____ day of September 2023.

Approved:

Attest:

Susan Hawkins, Mayor

Roberta Vanderwall, Interim City Administrator

I will document this with the grant application. The grant will be for the same amount of 6k and you can just supply receipts to us for reimbursements as you go along. If you do not have the front money then we can talk of how we can make that work as well.

Doug

From: Front Office <southcountyhd@outlook.com>

Sent: Tuesday, August 1, 2023 8:33 AM

To: Doug Wiggins <dougwiggins@cityofunion.com>

Subject: Grant

Roberta

Good morning Doug,

I'm glad I had the opportunity to speak with you the other day. The health district is gracious for the generosity of the city and the grant that they have awarded the district. As we talked about the other day, with the stipulations on the original grant submitted, the district has decided not to move forward with the plans of installing doors in the hallway. Due to the deadline on the grant, the district had to submit the grant request without a response from GRH and their desire for added security, and we still have not been able to get a response from them on the matter.

I appreciate the opportunity to submit a new project for consideration. As I'm sure you have heard, we have recently hired a new dentist for our practice. Dr Donick is a full time dentist with a larger array of services to provide to the community. Since the start up of the Union Dental Clinic, the practice has only ran part time with a limited amount of services available to the patients. We have had to invest quite a bit into new equipment and supplies to accommodate these added services. The one service that we have had to put on the back burner for the time being is Nitrous Oxide (laughing gas). Many patients come to the dental office with a lot of anxiety and fear about their up coming treatment. By having Nitrous Oxide available to patients, we could help make their dental experience less frightening, and provide some piece of mind. Patients with high anxiety and fear are more likely to no show their appointment, or to never schedule for the treatment to be done. By not having the treatment done, it can lead to more serious complications that can jeopardies the health of the patients. I have gathered some quotes on the necessary equipment needed to get started.

Flowmeter System Cart with gauge:
\$3,500 to \$4,000

Nasal Hood with liners:
Peds \$272
Adult Medium \$269
Adult Large \$269

Reservoir Bag
\$41 x2

Warning sign
\$30

8 tanks (4 for nitrous oxide, 4 for oxygen)
\$100 each

Nitrous fill
\$89 x 4

Oxygen fill
\$24 x 4

Estimated cost:
\$6,174.00

Thank you for your consideration on changing the grant to funding the Nitrous Oxide equipment. If you need any further information from me, please let me know.

Best Regards,
Adina Ferguson

CITY OF UNION
RESOLUTION NO. 2023-03 *✓*

**A RESOLUTION ALLOCATING AWARDS FOR THE CITY OF UNION
GRANT APPLICATIONS SUBMITTED BY THE GRANT COMMITTEE**

WHEREAS, the City of Union received eight applications for its advertised ARPA grant funding; and,

WHEREAS, the governing body assigned a grant committee to review the applications and make recommendations to the Council for award; and,

WHEREAS, the grant committee met on February 7, 2023, and determined the recommendations outlined below met the intent of the Council ARPA grant program.

NOW, THEREFORE, the City Council, in regular assembly, does hereby declare and resolve that administration at the recommendation of the grant committee award the ARPA grants as follows:

1. Allocate no more than \$23,950 from ARPA funding for the following awards:

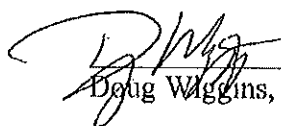
- a. Cove Union Powder Medical Association
 - i. \$1500.00 for a medical survey
- ✓* b. Union food Bank
 - i. \$450.00 for 3-month supply of groceries
- c. Friends of the Historic Union Community Hall
 - i. \$6000.00 towards the purchase of audio-visual equipment
- d. South County Health
 - i. \$6000.00 towards securing their work area
- ✓* e. Buffalo Peak Golf Course
 - i. \$1000.00 to aid in the construction of a shade canopy
- f. Main Street Union
 - i. \$8000.00 to put to use in securing a master park plan
- g. Union Lion's Club
 - i. \$1000.00 for restoring the Lion's train

ADOPTED by 5 members of the Common Council voting therefore and approved by the Mayor of the City of Union, this 13 day of February 2023.

Approved:


Susan Hawkins, Mayor

Attest:


Doug Wiggins, City Administrator



Memorandum

Subject: Contract for Legal Services through Paige Sully, P.C. Attorney at Law
Meeting: City Council - Sep 11 2023
Prepared For: Mayor and Members of Council
Staff Contact: Roberta Vanderwall, Administrator

ATTACHED:

[Contract for Legal Services through Paige Sully, P.C. Attorney at Law](#)

AGENDA ITEM COVER SHEET

City of Union City Council

Please complete for each agenda item submitted for consideration by the City Council. (See notations at bottom of form)

Presenter: Roberta Vanderwall, Interim City Admin. Submitted to reviewers: _____

Department: Administration Requested Agenda Date: 09/11/2023

Short Title of Agenda Item: Contract for Legal Services through Paige Sully, P.C. Attorney at Law

This Item Involves: (Check all that apply for this meeting.)

<input type="checkbox"/> Order or Resolution	<input type="checkbox"/> Appointments
<input type="checkbox"/> Ordinance/Public Hearing	<input type="checkbox"/> Update on Project/Committees
<input type="checkbox"/> 1 st Reading <input type="checkbox"/> 2 nd Reading	<input checked="" type="checkbox"/> Consent Agenda Eligible
<input type="checkbox"/> Public Comment Anticipated	<input type="checkbox"/> Discussion & Action
<input type="checkbox"/> Estimated Time:	<input type="checkbox"/> Estimated Time:
<input type="checkbox"/> Document Recording Required	<input type="checkbox"/> Purchase Pre-Authorization
<input checked="" type="checkbox"/> Contract/Agreement	<input type="checkbox"/> Other

<input type="checkbox"/> N/A	Purchase Pre-Authorization, Contracts & Agreements
Contractor/Entity: Paige Sully, P.C. Attorney at Law, 213 West Main Street, Enterprise, OR 97828	
Effective Dates -- From: <u>July 1, 2023</u>	Through: <u>June 30, 2024</u>
Total Contract Amount: _____	Budget Line Item: _____
Does the contract amount exceed \$5,000? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

Reviewed by:

_____ Department Director	Date: _____
<u>Roberta Vanderwall</u> City Administrator	Date: <u>9/05/2023</u>
_____ Legal Counsel	Date: _____
_____ Finance Department	Date: _____

Note: All other entities must sign contracts/agreements before they are presented to the City Council (originals preferred). Requests must be received in the City Hall Office by 1:00 p.m. on the Tuesday prior to the City Council's meeting.

AGENDA ITEM COVER SHEET

City of Union City Councilors

(Page 2 of 2)

1. ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):

An Agreement between the City of Union and Paige Sully PC, for Legal Services.

2. FISCAL IMPACT:

\$200.00 per hour

3. SUGGESTED ACTION(s)

(a) Make a motion to approve the Contract for Legal Services with Paige Sully, P.C.

(b) Make an alternative motion

(c) No Action

Note: All other entities must sign contracts/agreements before they are presented to the City Council (originals preferred). Requests must be received in the City Hall Office by 1:00 p.m. on the Tuesday prior to the City Council's meeting.

PERSONAL/PROFESSIONAL SERVICES AGREEMENT

This AGREEMENT is by and between the **City of Union**, a political subdivision of the State of Oregon, ("City") and **Paige Sully PC**, an Oregon professional corporation, ("Contractor"). Whereas City has need of the services which Contractor has agreed to provide;

NOW THEREFORE, in consideration of payment of the fees paid by City to Contractor as set forth below, Contractor agrees to perform between **July 1, 2023 and June 30, 2024** inclusive, the following specific personal and/or professional services:

Serve as City Attorney for City, including but not limited to handling all legal work assigned to contractor by the City Administrator/Recorder, City Council, or designated City staff as authorized by Council.

Coordinate as requested, all legal services performed for the City, including services of outside counsel and insurance counsel. Review, if requested, invoices to the City for legal services. Maintain, if requested, records as to which Contractor is handling specific matters.

Perform general City Attorney services as follows:

Advise all City officials on matters relating to City business;

Advise City Councilors and the Mayor on legal matters related to City business;

Prepare and/or review and approve ordinances, resolutions, contracts, agreements, leases, deeds and other related documents;

Represent the City in selected litigation including cases before in Circuit Court, the Oregon Supreme Court, the Court of Appeals, the Land Use Board of Appeals, the Department of Revenue, and civil proceedings not covered by City insurance. It is understood by the parties that Contractor shall assist in identifying those areas where special counsel may be required and to assist the City in the selection of special counsel, for litigation of the type of which Contractor, by background or expertise, is not appropriate for the handling of certain litigation or lacks the office resources to handle in an efficient manner;

Represent (or assist as appropriate) the City in land use hearings before the Planning Commission, Union County Board of Commissioners and the Land Use Board of Appeals;

Attend City Council, City staff and/or department head coordination and other meetings as requested.

Monitor current special district, City, state and federal legislation and/or litigation as such may relate to the City and advise City officials thereof;

Provide legal opinions on matters relating to City activities;

Participate in the development of staff recommendations for action by the City Administrator/Recorder or other commissions or boards;

Advise and participate in code enforcement activities;

Make recommendations for updating existing codes, resolutions and other policies and practices;

Represent City in intergovernmental relations as appropriate;

Avoid and report any potential or real conflicts of interest by expeditiously informing the City Administrator/Recorder of the potential conflict in order to determine whether to recommend another lawyer to handle the issue before the conflict becomes a public issue;

Act with discretion and prudence reflecting and maintaining the excellent reputation of the City with regard to personal legal issues and other clients that may be represented by the lawyer;

Maintain appropriate records and files;

Assist in the preparation of findings of fact as appropriate;

Administer and coordinate special district and diking district/company formations, annexations and dissolutions;

Act as liaison with City Bond counsel and all special purpose counsel hired by City;

Act as liaison with City's insurance provider regarding claims;

Represent City service districts and the fair board:

Maintain membership in the Oregon City Attorneys Association throughout the term of this Agreement;

Perform related duties as necessary.

Payment Terms:

Invoice monthly, in a format acceptable to City, for compensation as follow:

Starting Contractor will bill for all work based on an hourly rate of \$200.00, charged in six minute increments. Also, Contractor will be reimbursed for fees, copying charges, and mailing charges; and reasonable travel expenses incurred on City business with City's prior written consent.

1. **COMPLETE AGREEMENT.** This Agreement contains the entire understanding of the parties and supersedes all prior agreements, oral or written, and all other communication between the parties relating to the subject matter of this Agreement.
2. **WRITTEN NOTICE.** Any notice of termination or other communication having a material effect on this Agreement shall be served by U.S. Mail on the signatories listed.
3. **GOVERNING LAW/VENUE.** This Agreement shall be governed by the laws of the State of Oregon. Any action commenced in connection with this Agreement shall be in the Circuit Court of Union County. The

prevailing party shall be entitled to reasonable attorney fees and costs, including an appeal. All rights and remedies of City shall be cumulative and may be exercised successively or concurrently. The foregoing is without limitation to or waiver of any other rights or remedies of City according to law.

4. COMPLIANCE. Contractor shall comply with all applicable Federal, State, and local laws, rules and regulations. All provisions of ORS 279B.220-235 (Public Contracts and Purchasing) are incorporated herein to the extent applicable to personal/professional service agreements. Specifically, Contractor shall:

- a. Promptly pay, as due, all persons supplying labor and material for the prosecution of the work provided of in such contract. If Contractor fails to pay any such claim, City may pay the claim and charge the payment against the funds due Contractor, pursuant to ORS 279B.220;
- b. Pay any required contributions due the Industrial Accident Fund incurred in the performance of the contract;
- c. Not permit any lien or claim to be filed or prosecuted against City, on account of any labor or material furnished by Contractor;
- d. Pay the Department of Revenue all sums withheld from employees pursuant to ORS 316.167;
- e. Not employ any person more than 10 hours a day, or 40 hours a week, unless permitted under ORS 279B.235, and any employee working over 40 hours per week shall be paid overtime as provided in ORS 279B.235.
- f. Pay promptly, as due, any payment for medical surgical or hospital care furnished to employees of Contractor, pursuant to ORS 279B.230.
- g. If Contractor is a subject employer, Contractor will comply with ORS 656.017.

5. JUDICIAL RULINGS. If a court to be void or unenforceable, as applied to either party or to any circumstances shall adjudge any provision of this Agreement, the same shall in no way affect any other provision of this Agreement or the validity of enforceability of the Agreement.

6. INDEPENDENT CONTRACTOR. Contractor, in carrying out the services to be provided under this Agreement, is acting as an "independent contractor" and is not an employee of City, and as such accepts full responsibility for taxes or other obligations associated with payment for services under this Agreement. As an "independent contractor", Contractor will not receive any benefits normally accruing to City employees unless required by applicable law. Furthermore, Contractor is free to contract with other parties, on other matters, for the duration of this Agreement.

7. INDEMNIFICATION. Contractor shall save harmless, indemnify, and defend City for any and all claims, damages, losses and expenses including but not limited to reasonable attorney's fees arising out of or resulting from Contractor's performance of or failure to perform the obligations of this Agreement to the extent same are caused by the negligence or misconduct of Contractor or its employees or agents.

8. INSURANCE. Contractor shall purchase and maintain at Contractor's expense, Professional Liability insurance, in the amount required by the Oregon State Bar Association.

9. WORKER'S COMPENSATION. Contractor shall comply with ORS 656.017 for all employees who work in the State of Oregon. If Contractor hires employees, he or she shall provide City with certification of Worker's Compensation Insurance, with employer's liability in the minimum of \$100,000.

10. NONDISCRIMINATION. No person shall be subjected to discrimination in receipt of the benefits of any services or activities made possible by or resulting from this Agreement on the grounds of sex, race, color, creed, marital status, age or national origin. Any violation of this provision shall be considered a material violation of this Agreement and shall be grounds for cancellation, termination or suspension in whole or in part by City.

11. RENEWAL; TERMINATION OF AGREEMENT. This Agreement is renewable each fiscal year for a maximum of five years, from the date of execution, after which time the parties agree to review the terms and conditions of this Agreement.

This Agreement may be terminated under the following conditions:

- a. By written mutual agreement of both parties. Termination under this provision may be immediate.
- b. Upon thirty (30) calendar days written notice by either Party to the other of intent to terminate.
- c. Immediately on breach of the contract.

12. SUBCONTRACTING/NONASSIGNMENT. No portion of this Agreement may be contracted to or assigned to any other individual, firm, or entity without the express and prior approval of City.

13. SURVIVAL. The terms, conditions, representations and all warranties contained in this Agreement shall survive the termination or expiration of this Agreement.

14. FUNDING. In the event the City Council reduces, changes, eliminates, or otherwise modifies the funding for any of the services identified, Contractor agrees to abide by any such decision including termination of service.

15. STANDARD OF SERVICES AND WARRANTY. Contractor agrees to perform its services with that standard of care, skill and diligence normally provided by a professional individual in the performance of similar services. It is understood that Contractor must perform the services based in part on information furnished by City and that Contractor shall be entitled to rely on such information. However, Contractor is given notice that City will be relying on the accuracy, competence and completeness of Contractor's services in utilizing the results of such services. Contractor warrants that the recommendations, guidance and performance of any person assigned under this Agreement shall be in accordance with professional standards and the requirements of this Agreement.

16. CITY PRIORITIES. Contractor shall comply promptly with any requests by City relating to the emphasis or relative emphasis to be placed on various aspects of the work or to such other matters pertaining to said work.

17. OWNERSHIP AND USE OF DOCUMENTS. All documents, or other material submitted to City by Contractor shall become the sole and exclusive property of City. All material prepared by Contractor under this Agreement may be subject to Oregon's Public Records Laws.

18. TAX COMPLIANCE CERTIFICATION. Contractor hereby certifies, under penalty of perjury, as provided

in ORS 305.385(6), that to the best of Contractor's knowledge, Contractor is not in violation of any of the tax laws described in ORS 305.380(4).

FOR CITY:

FOR CONTRACTOR:

Signature

Date

Signature

Date

Title



Memorandum

Subject: Dog Control Service Agreement
Meeting: City Council - Sep 11 2023
Prepared For: Mayor and Members of Council
Staff Contact: Roberta Vanderwall, Administrator

ATTACHED:

[Dog Control Service Agreement](#)

AGENDA ITEM COVER SHEET

City of Union City Council

Please complete for each agenda item submitted for consideration by the City Council. (See notations at bottom of form)

Presenter: Roberta Vanderwall, Interim City Admin. Submitted to reviewers: _____

Department: Administration Requested Agenda Date: 09/11/2023

Short Title of Agenda Item: Dog Control Ordinance

This Item Involves: (Check all that apply for this meeting.)

<input type="checkbox"/> Order or Resolution	<input type="checkbox"/> Appointments
<input type="checkbox"/> Ordinance/Public Hearing	<input type="checkbox"/> Update on Project/Committees
<input type="checkbox"/> 1 st Reading <input type="checkbox"/> 2 nd Reading	<input type="checkbox"/> Consent Agenda Eligible
<input type="checkbox"/> Public Comment Anticipated	<input type="checkbox"/> Discussion & Action
<input type="checkbox"/> Estimated Time:	<input type="checkbox"/> Estimated Time:
<input type="checkbox"/> Document Recording Required	<input type="checkbox"/> Purchase Pre-Authorization
<input checked="" type="checkbox"/> Contract/Agreement	<input type="checkbox"/> Other

<input type="checkbox"/> N/A	Purchase Pre-Authorization, Contracts & Agreements
Contractor/Entity: <u>Union County Sheriff's Office, LaGrande, OR 97850</u>	
Effective Dates – From: <u>July 1, 2023</u>	Through: <u>December 31, 2024</u>
Total Award Amount: _____	Budget Line Item: _____
Does the contract amount exceed \$5,000? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

Reviewed by:

_____ Department Director	Date: _____
<u>Roberta Vanderwall</u> City Administrator	Date: <u>9/06/2023</u>
_____ Legal Counsel	Date: _____
_____ Finance Department	Date: _____

Note: All other entities must sign contracts/agreements before they are presented to the City Council (originals preferred). Requests must be received in the City Hall Office by 1:00 p.m. on the Tuesday prior to the City Council's meeting.

AGENDA ITEM COVER SHEET

City of Union City Councilors

(Page 2 of 2)

1. **ISSUES, BACKGROUND, DISCUSSION AND OPTIONS (IF ANY):**

The Animal Control Agreement with Union County Sheriff's Office expired at the end of last year. Attached for your review is the newest version with no changes except for the expiration date of the Agreement.

2. **FISCAL IMPACT:**

\$32.00 per hour for dog control services.

3. **SUGGESTED ACTION(s)**

(a) Make a motion to approve An Agreement for Animal Control Services for two years ending December 31, 2024.

(b) Make an alternative motion

(c) No Action

Note: All other entities must sign contracts/agreements before they are presented to the City Council (originals preferred). Requests must be received in the City Hall Office by 1:00 p.m. on the Tuesday prior to the City Council's meeting.

AN AGREEMENT FOR DOG CONTROL SERVICES

THIS AGREEMENT IS MADE AND ENTERED INTO THIS DAY
OF JANUARY, 2023, by and between UNION COUNTY, OREGON, a political
subdivision of the State of OREGON by and through the Sheriff or said County
(hereinafter called COUNTY) and the CITY OF UNION, a municipal
corporation of the State of Oregon (hereinafter called CITY).

WHEREAS, the CITY desires to contract with the COUNTY for animal
control services from the Sheriff as provided herein; and

WHEREAS, the COUNTY is agreeable, with approval of the Sheriff, to
rendering such services on the terms and conditions hereinafter set forth, and

WHEREAS, such contracts are authorized and provided for by ORS
190.010 and ORS 206.345;

NOW, THEREFORE, in consideration of the mutual promises and
covenants contained herein, it is mutually agreed as follows:

- 1) COUNTY will provide dog control services, including licensing and kennel
inspections with associated fees and licensing within the city limits of
CITY to the extent and in the manner hereinafter set forth. The dog control
services will encompass duties and functions within the jurisdiction of, and
customarily rendered by, the Sheriff of the COUNTY, and pursuant to the
statutes of the State of Oregon and ordinances of Union County. Such
services will include the enforcement of the State Criminal statutes.
- 2) COUNTY will provide services at a rate of \$32.00 per hour of dog control
services to CITY under this agreement with said rate being calculated as
time either spent performing service within the CITY limits, or otherwise
directly related to the handling of matters occurring within said CITY
limits. COUNTY will provide CITY with a monthly report of the dog
control activities and services performed for the previous month being
claimed as provided under this agreement.

DRAFT

- 3) COUNTY will furnish and supply all labor, supervision, training, equipment and supplies necessary for the performance of dog control services.
- 4) The rendition of dog control services, standards of performance, discipline of officers, scheduling and coordination of services, and other matters incident or relating to the performance of such services, and the control of the personnel so employed will remain with the Sheriff, and otherwise under the control and responsibility of the COUNTY.
- 5) COUNTY hereby covenants and agrees to hold and save CITY, its officers, agents, assigns and employees harmless from all claims whatsoever that might arise against the CITY, its officers, agents, assigns and employees by reason of any act of the County, its officers, agents, assigns or employees in the performance of the law enforcement services required by the terms of this Agreement.
- 6) If CITY employs or utilizes the services of a municipal ordinance enforcement officer, the CITY and COUNTY will coordinate the activities that pertain to animal control, outside of dog control, with the animal control officers providing service under this Agreement so as to avoid duplication of services.
- 7) CITY understands that dog control calls for service received when animal control officers are off duty will be handled by deputies as time permits and after prioritization of other calls. Deputies may, depending on the circumstances of the call, refer a call for service to the next animal control officer on duty
- 8) The term of this agreement will be for 2 years (24 months), from the date executed by all parties, or for a period to begin as otherwise mutually agreed upon between the parties. Should CITY elect to terminate this Agreement prior to the expiration of said term, CITY will give at least 6 months notification of the termination.
- 9) Negotiations for new contract will begin in January of the expiration year. If negotiations have not been conducted or an agreement has not been

DRAFT

2 -AN AGREEMENT FOR DOG CONTROL SERVICES

reached the COUNTY will continue services and billing for 120 days past the contract expiration date.

- 10) In consideration of the services provided for herein and above, the CITY agrees to pay in cash the amounts set forth in the attached Exhibit A, billed and payable within 90 days.

APPROVED AND ACCEPTED by the CITY this _____ day of

_____ 2023.

Mayor:

City Administrator/Recorder:

APPROVED AND ACCEPTED by the COUNTY _____
thisday of _____ 2023.

County Commissioner:

County
Commissioner:

County
Commissioner:

DRAFT

4 -AN AGREEMENT FOR DOG CONTROL SERVICES



MINUTES

City Council Meeting

7:00 PM - Monday, August 14, 2023

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 August 14, 2023, at 7:00 p.m., in the Leonard Almquist Council Chambers, 342 S. Main St, Union, OR 97883, with the following members present:

PRESENT: Susan Hawkins, Tim Cox, Anita Boyer-Davis, Dick Middleton, and John Black

EXCUSED: John Farmer and Councilor Jay Blackburn

2. CORRESPONDENCE PERTINENT TO AGENDA BUSINESS ITEMS:

a) Concerned Citizen Letter

CA Wiggins said we got a letter on trash on Arch Street from a citizen. I believe this has been addressed and resolved.

Mr. Valentine said I am the one who wrote the letter. There are 9 camp trailers, there are 9 vehicles. The pasture is a fire hazard. I am thinking about moving because of the land fill I live next to. It is just pathetic. Hopefully something can be done about it.

Eric Dewitt 710 W. Arch said usually I am pretty easy going but when I am picking up their trash. Their trash blows everywhere, it is an eye sore, and people just add their trash to what is already there.

Jack Lind 319 Elm Street said at 865 N. Second Street in five years it has gotten really bad. Everyone seems to say no one lives there but there is lots of traffic, it gets busy at certain times. This goes on all night long. It is a matter of when someone is going to get hurt. Their dogs are always on the loose. Someone ran into our fence, and we will not see a dime to repair it. I have been threatened by the tenants. They are kind of running a shop there. They put vehicles in the right of way for weeks.

Cindy Sharet W. Fir said, #1 if he is running a trailer park can the city make sure all laws and guidelines are followed. #2 there are 19 vehicles parked there regularly the city should enforce the parking, #3 the burning of garbage is

prohibited, there are no sanitary provisions. #4 the unsightliness of the property and brings down property values.

Mr. Sharet said we are losing business because of this property, no one wants to rent the venue we made.

Lee Shoemaker 866 N. Second Street said everything that has been said I can amplify. I urge you to look at the complaint forms I have filed for years. There are a lot of vehicles there it is bringing down property values. I have asked the sheriff department for help too. It is a drug house. They burn trash, play loud music at all hours, and the vehicles don't have mufflers. They are tearing up the gravel road. We are all tired of it as a neighborhood. There will be confrontations in the future.

A citizen said they come down at 60 mph on that road. I have fought them and chased them.

Mark Ralph said everything they said is true. They don't have any concern for laws. This is a very bad situation.

Sara Hartley said I have heard this time and time again; something really needs to be done.

Sylvane Parton said I have lived in Union for two years. I can appreciate the good life we have in the area. The garbage and all of the damages from these types of living situations, it seems like there would be something that the city could do to help. I think the city should have an action plan to start dealing with this.

Leslie McMillan 864 N. College said I am close to another eye sore. It is impacting our home value. It would be nice to see something change.

Mayor Hawkins said thank you for coming and speaking with us. Please write a formal letter. We need to have letters and complaint forms to take to court to take action on this.

Cody Bowen said yes, we know about this. I need to you to call in every time. He instructs the citizens on what they can do. The citizens and Sheriff Bowen discussed the many issues in the neighborhood and what they can do working together. CA Wiggins explains that complaint forms and letters will help tremendously.

3. OLD BUSINESS:

- a) Traffic calming device

CA Wiggins said we have been talking about speed bump/hump on 10th Street. It was recommended by public works to install an asphalt speed hump. This has to be approved by the council.
Councilor John Black made a motion to approve a traffic calming device on Tenth St. near Delta St. Councilor Dick Middleton seconded the motion.
Carried 3-1 (opposed: Councilor Anita Boyer-Davis).

4. NEW BUSINESS:

a) New Park Mower

Council and staff discussed the mower for the park.
Councilor Dick Middleton made a motion to recommend that the City purchase the Gravely mower at \$11,707.55. Councilor John Black seconded the motion.
Carried unanimously.

b) Fire Grants Received

Council, staff, and Donny George go over the grants and what they will be used for in the Fire/EMS services. Councilor Cox read the resolution for the record.

Councilor Dick Middleton made a motion to approve both the Wildhorse and State Fire Marshall Grants as appropriated in Resolution 2023-10. Tim Cox seconded the motion. Carried unanimously.

c) Interim City Administrator

Council and staff look over the contract and discuss it.
Councilor John Black made a motion to approve Interim City Administrator contract as attached. Tim Cox seconded the motion. Carried unanimously.

5. CONSENT AGENDA:

5.1. BUSINESS/SPECIAL MEETING MINUTES

5.1.1. July 10, 2023

5.2. WORK SESSION MINUTES

5.2.1. July 3, 2023

5.2.2. July 10, 2023

5.3. INFORMATION REPORTS

5.3.1. Office Manager Monthly Report

5.3.2. Ordinance Officer Monthly Report

5.3.3. Library Monthly Report

5.3.4. Sheriff's Monthly Report

5.3.5. Animal Officer Monthly Report

RES-5-2023

Tim Cox made a motion to approve the consent agenda as presented.
Councilor John Black seconded the motion. Carried unanimously.

6. CITY COUNCIL WORKING COMMITTEE UPDATES:

a) City Administrator Search Update

CA Wiggins said 24 applications. They will be doing more interviews this week.

b) Ranger Station

CA Wiggins said the renters are out of house number 3 and number 2 is progressing.

c) Fire/EMS

Mayor Hawkins said please vote!

d) Parks

Mayor Hawkins said we have a master plan.

e) Buffalo Flats

Councilor Middleton said I went to the meeting and asked a question and they couldn't answer because they haven't done the study yet. I have another meeting to attend tomorrow night.

7. CITY ADMINISTRATOR / PUBLIC WORKS REPORT:

a) Admin Monthly Report

b) Public Works Monthly Report

c) Wastewater Monthly Report

8. PUBLIC COMMENT

Mayor Hawkins said I have made you an essential oils roller for your new job for high blood pressure. I am also giving you tissues for when you cry.

Comments were read that were submitted online

9. UPCOMING MEETINGS AND SUGGESTIONS:

a) August 28, 2023 Council Work Session @ 6pm

b) September 11, 2023 Council Work Session @ 6pm

c) September 11, 2023 Council Business Meeting @ 7pm

10. ADJOURNMENT:

This meeting adjourned at 8:15 p.m.

Mayor

City Administrator



MINUTES

Council Work Session Meeting

6:00 PM - Monday, August 14, 2023

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

1. CALL TO ORDER AND ROLL CALL:

The City Council of the City of Union was called to order on August 14, 2023, at 6:02 p.m., in the Leonard Almquist Council Chambers, 342 S. Main St, Union, OR 97883, with the following members present:

PRESENT: Susan Hawkins, Tim Cox, Councilor Dick Middleton, and Councilor John Black

EXCUSED: John Farmer, Councilor Anita Boyer-Davis, and Councilor Jay Blackburn

2. PRESENTATIONS:

a) Sheriff's Report

Deputy Johnson said July feels like a long time ago already. The fireworks brought a lot of people to town. We did a couple of trainings during July including firearms and swat training. I took several calls for service at the hotel. There was a hit and run at the car wash that I am still working on. There were reports of people going through trash and I have been working on investigating that.

We also had an issue with someone at the library. We had a couple of car accidents as well. It has been about a month since someone went missing. I am still checking to see if anyone has seen her. The sheriff's office spent many hours searching for her. Councilor Middleton asked Deputy Johnson about the suicidal woman and if she was located. He answered no.

Deputy Johnson said we will have the speed trailer back in Union soon and it will be on College Street to begin with. There were also a little bit of ATV issues but I have been talking to people and telling some they can't ride them anymore.

Deputy Johnson said please call it in if there is someone doing something wrong.

3. UPCOMING BUSINESS DISCUSSIONS:

a) New Park Mower

CA Wiggins said when we adopted our new budget, we included getting a new mower. You have five different bids before you. The one staff is recommending has a 5-year warranty and can get worked on in La Grande. Councilor Middleton and CA Wiggins discussed the name of the mower and that is its brand name. Councilor Middleton asked about the warranty. CA Wiggins said you have to do regular maintenance but everything is covered under the warranty.

b) Fire Grants Received

CA Wiggins said two grants were applied for one from Wildhorse Casino and the other from the state fire marshal. The Wildhorse grant is for \$16,000. The fire marshal's office grant is \$11,000. The Wildhorse grant is for new radios in the ambulances and the other grant is to keep staff at the fire hall during wildfire season especially since the fire danger is high.

c) Interim City Administrator Contract

CA Wiggins said we have reached an understanding with the interim city administrator. The contract is before you for review and will not negatively impact the budget. Councilor Middleton asked questions about the contract and CA Wiggins answered.

4. COMMITTEE DISCUSSIONS:

a) City Administrator Search

CA Wiggins said as of Friday there were 24 applications. 17 applications were qualified. They are doing interviews now, they will be in touch later this week.

b) Ranger Station

CA Wiggins said the renters in house number 3 finally vacated. We have begun working in the house.

c) Fire/EMS

Mayor Hawkins said please go out and vote! We need a 51% turnout.

d) Parks

Mariah Williams said we met last Thursday and looked at all the concepts. She discussed the changes that were made. Councilor Middleton and Mrs. Williams discussed the master plan.

e) Buffalo Flats

Councilor Middleton said I asked if they started their study on the water as it comes in and goes out and how much gets absorbed into the ground. They are not at 80% like I had been hearing.

5. ORDINANCE/CHARTER REVIEW:

6. OTHER:

Councilor Cox discussed adding signors to the city bank accounts with CA Wiggins.

7. ADJOURNMENT:

This meeting adjourned at 6:38 p.m.

Mayor

City Administrator



MINUTES

Council Work Session Meeting

6:00 PM - Monday, August 28, 2023

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

1. CALL TO ORDER AND ROLL CALL:

The City Council of the City of Union was called to order on August 28, 2023, at 6:01 p.m., in the Leonard Almquist Council Chambers, 342 S. Main St, Union, OR 97883, with the following members present:

PRESENT: Susan Hawkins, Tim Cox, Councilor Anita Boyer-Davis, Councilor Dick Middleton, Councilor John Black, and Councilor Jay Blackburn

EXCUSED: John Farmer

2. PRESENTATIONS:

3. UPCOMING BUSINESS DISCUSSIONS:

- a) Town Hall hosted by Main Street Union @ Catherine Creek Community Center, October 5, 2023, at 6:30pm.

Mayor Hawkins said she wanted to announce this.

- b) Review Sheriff's Contract & Proposals.

Mayor Hawkins said I would like to work through this paragraph by paragraph. Mayor Hawkins began reading the contract for review. Council discussed the hours when people have complained needing more service like the weekends and at night. They also discussed changing the hours of patrol as well. Councilor Cox said if you call ahead of the event the sheriff would send extra support.

Council also discussed having someone be aware of the deputy's schedule every month and being able to see it vary every month. They also discussed that the sheriff is keeping track of calls to figure out the peak times of trouble. Then, they discussed late reports every month from the sheriff's office.

Council continued to review the contract. Council discussed enforcing city ordinances and state ordinances. They discussed the nuisance ordinance for the city as well.

Shane Crosan asked how do you enforce the ATV laws when you don't have to buy and ATV permit. Council answered you get it from the state online. Mr. Crosan said you need one on the city level like Elgin. There are lots of people building their own and get a permit from the forest service to drive on the logging roads. I had an issue with an officer who was off duty on this matter. These kids are riding up and down these streets way too fast. I am hoping that you will address this and include the mini motorcycles and keep it small. We don't have to sit and pretend we don't know what is going on.

Councilor Cox read the ATV city ordinance for discussion. Council discussed the issues with the ATV riding in town. Council discussed when the sheriff's deputy would enforce city ordinances. They also discussed keeping the requirement that the city know which officer is assigned to the city in the contract. Then they discussed making sure the city is paying for actual hours of an officer serving within city limits.

Council discussed the hours that are agreed upon and now and that it can change with the contract renewal next year. Councilor Middleton asked about the renewal pay schedule. He also asked about insurance on this. Council discussed these questions.

4. COMMITTEE DISCUSSIONS:

5. ORDINANCE/CHARTER REVIEW:

- a) Ordinance Discussion:
Review other cities ordinances.

Councilor Boyer-Davis said I think this ordinance from Aumsville will be helpful to us. Council began discussing the ordinance from Aumsville. They discussed wood piles and the fact that many people heat their homes with wood here. Then they discussed inoperable vehicle section in this ordinance. Councilor Middleton discussed knowing that at one point the city had an ordinance on inoperable vehicles.

Council discussed that this ordinance is very much needed to help the issues that were brought up at the last city business meeting. They also discussed making sure that we can really enforce our ordinances and have real consequences for breaking the laws of our city. Council continued to review the ordinance and discuss the good things that are in it.

Council and staff discussed RV living and tents and procedures already in place on that. Then they discussed nuisance noise and listing hours of quiet time. Council looked at city ordinance on noise and discussed improvements. They also discussed making sure to educate the citizens on the city ordinances through the newsletter possibly, a notice on the water bill, or on Facebook.

Council looked at another city ordinance on noise. They continued to discuss how to inform the citizens of the ordinances. They also discussed the need for complaints to be on paper and signed at city hall. They also had discussion about putting their ordinance on noise under one section.

Council discussed asking the sheriff about enforcing city ordinances. They also discussed finding county ordinances. They also discussed the City of Aumsville and their section on burning garbage. They continued to read the ordinance and discuss the parts pertaining to the issues within the City of Union.

Council discussed how they will get real consequences for breaking the city ordinances. Mayor Hawkins asked the ordinance committee to start getting more information on liens and penalties for breaking city ordinances. Councilor Blackburn asked to start educating the Council in short sessions during meetings of the city ordinances.

6. OTHER:

Mayor Hawkins said I am doing second interviews for the city administrator. We will be bringing 3 candidates to the marathon interview process. Council discussed what day to hold the last interviews.

7. ADJOURNMENT:

This meeting adjourned at 7:29 p.m.

Mayor

City Administrator



Memorandum

Subject: Office Manager Report
Meeting: City Council - Sep 11 2023
Prepared For: Mayor and Members of Council
Staff Contact:

ATTACHED:

[AP's August 2023](#)

[August 2023 Adjustments](#)

[August 2023 Expenses](#)

[August 2023 Office Manager Report](#)

[August 2023 Revenues](#)

City of Union
Council Approval Report
 (Council Approval Report)

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
		59785	08/08/23	water dept supplies	08/15/23	\$217.00	\$217.00	200-200-5202181	Supplies (Janitorial & Op	\$37,500.00	\$35,300.96
		60155	08/08/23	treatment plant supplies	08/15/23	\$105.00	\$105.00	300-300-5202181	Supplies (Janitorial & Op	\$45,000.00	\$44,091.09
		59843	08/08/23	library supplies	08/15/23	\$23.00	\$23.00	600-600-5202181	Supplies (Janitorial & Op	\$5,000.00	\$4,937.32
		59796	08/08/23	fire dept supplies	08/15/23	\$8.00	\$8.00	700-710-5202181	Supplies (Janitorial & Op	\$4,500.00	\$4,138.32
		60183	08/08/23	ranger station supplies	08/15/23	\$37.00	\$37.00	800-800-5202181	Supplies (Janitorial & Op	\$3,000.00	\$2,462.98
							\$684.95				
187	Island Express, 10603 Island Ave, Island City, OR, 97850	81944	08/07/23	chev colorado maint	08/15/23	\$20.67	\$20.67	100-130-5202880	Equipment Repair/Maint	\$1,000.00	\$1,000.00
		81944	08/07/23	chev colorado maint	08/15/23	\$20.68	\$20.68	500-500-5202880	Equipment Repair/Maint	\$4,000.00	\$4,000.00
							\$41.35				
64	La Grande Fire & Ambulance, 1806 Cove Ave, La Grande, OR, 97850	Nov '22	08/08/23	ambulance shared runs	08/15/23	\$2,124.12	\$2,124.12	700-720-5202152	Billing/ALS Fees	\$13,500.00	\$9,284.03
		Oct '22	08/08/23	ambulance shared runs	08/15/23	\$1,260.21	\$1,260.21	700-720-5202152	Billing/ALS Fees	\$13,500.00	\$9,284.03
		Sept '22	08/08/23	ambulance shared runs	08/15/23	\$884.53	\$884.53	700-720-5202152	Billing/ALS Fees	\$13,500.00	\$9,284.03
							\$4,268.86				
46	LEAF, PO Box 5066, Hartford, CT, 06102-5066	15051149	08/08/23	copier contract	08/15/23	\$37.45	\$37.45	100-110-5202190	Contract Services	\$7,500.00	\$7,253.58
		15051149	08/08/23	copier contract	08/15/23	\$44.94	\$44.94	200-200-5202192	Copier/Maint	\$750.00	\$705.06
		15051149	08/08/23	copier contract	08/15/23	\$44.94	\$44.94	300-300-5202192	Copier/Maint	\$650.00	\$605.06
		15051149	08/08/23	copier contract	08/15/23	\$7.49	\$7.49	500-500-5202190	Contract Services	\$3,000.00	\$2,992.51
		15051149	08/08/23	copier contract	08/15/23	\$7.49	\$7.49	700-710-5202190	Contract Services	\$350.00	\$342.51
		15051149	08/08/23	copier contract	08/15/23	\$7.49	\$7.49	700-720-5202190	Contract Services	\$500.00	\$492.51
						\$149.80					
13	Les Schwab Tire Center, PO Box 970, La Grande, OR, 97850	3200898157	08/08/23	equip maint/park mower	08/15/23	\$14.99	\$14.99	100-130-5202880	Equipment Repair/Maint	\$1,000.00	\$1,000.00
							\$14.99				
15	McKesson Medical, PO Box 936279, Atlanta, GA, 31193-6279	20923300	08/08/23	ambulance supplies	08/15/23	\$200.20	\$200.20	700-720-5202181	Supplies (Janitorial & Op	\$14,000.00	\$13,824.00
		20945848	08/08/23	ambulance supplies	08/15/23	\$73.26	\$73.26	700-720-5202181	Supplies (Janitorial & Op	\$14,000.00	\$13,824.00
							\$273.46				
215	Mid-American Research Chemical, PO Box 927, Columbus, NE, 68602-0927	0796252-IN	08/07/23	treatment plant supplies	08/15/23	\$1,872.30	\$1,872.30	300-300-5202181	Supplies (Janitorial & Op	\$45,000.00	\$44,091.09
							\$1,872.30				
14	Miller's Homecenter & Lumber, 3109 May Lane, La Grande, OR, 97850	31113	08/08/23	ranger station house #2	08/15/23	\$107.82	\$107.82	115-000-5403203	Land/Buildings	\$435,710.00	\$405,266.51
		34644	08/08/23	ranger station house #2	08/15/23	\$453.88	\$453.88	115-000-5403203	Land/Buildings	\$435,710.00	\$405,266.51
		34649	08/08/23	public works shop	08/15/23	\$418.92	\$418.92	115-000-5403203	Land/Buildings	\$435,710.00	\$405,266.51

Council Approval Report (Council Approval Report)

Vendor		Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
2	Anderson-Perry & Associates, PO Box 1107, La Grande, OR, 97850	75478	08/08/23	CDBG	08/15/23	\$5,108.75	\$5,108.75	210-000-5405990	CDBG Water Grant	\$1,250,000.00	\$1,131,392.12
150	Badger Meter, Box 88223, Milwaukee, WI, 53288-0223	80133134	08/08/23	meter service program	08/15/23	\$29.34	\$29.34	200-200-5203800	IT/Computer/Software	\$7,500.00	\$7,152.28
		80133134	08/08/23	meter service program	08/15/23	\$29.34	\$29.34	300-300-5203800	IT/Computer/Software	\$8,500.00	\$7,856.29
90	Baum Smith LLC, PO Box 967, La Grande, OR, 97850	32789	08/08/23	municipal judge fees	08/15/23	\$250.00	\$250.00	100-140-5202190	Contract Services	\$2,500.00	\$2,375.00
41	Box R Water Analysis Lab, 567 N.W. 2nd Street, Prineville, OR, 97754	X055157	08/08/23	water testing	08/15/23	\$45.00	\$45.00	200-200-5202270	Water Testing	\$4,000.00	\$3,947.00
6	Charter Communications, PO Box 7173, Pasadena, CA, 91109-7173	July '23	08/08/23	phone	08/15/23	\$57.66	\$57.66	200-200-5202570	Telephone/Cell	\$5,500.00	\$5,047.02
		July '23	08/08/23	well #3 phone	08/15/23	\$34.98	\$34.98	200-200-5202570	Telephone/Cell	\$5,500.00	\$5,047.02
		July '23	08/08/23	treatment plant internet	08/15/23	\$104.99	\$104.99	300-300-5203800	IT/Computer/Software	\$8,500.00	\$7,856.29
		July '23	08/08/23	phone	08/15/23	\$57.65	\$57.65	500-500-5202570	Telephone/Cell	\$650.00	\$590.44
		July '23	08/08/23	library phone	08/15/23	\$84.61	\$84.61	600-600-5202570	Telephone/Cell	\$1,200.00	\$1,069.74
		July '23	08/08/23	library internet	08/15/23	\$84.99	\$84.99	600-600-5203800	IT/Computer/Software	\$3,500.00	\$3,228.49
127	D Square Energy LLC, 22257 276th Ave SE, Maple Valley, WA, 98038	WO-57346	08/08/23	annual generator service	08/15/23	\$995.97	\$995.97	300-300-5202880	Equipment Repair/Maint	\$10,000.00	\$7,464.96
427	Davenport, Chelsea Lyn, PO Box 946, Union, OR, 97883	23-007	08/08/23	July '23 management services	08/15/23	\$1,040.45	\$1,040.45	800-800-5202190	Contract Services	\$24,000.00	\$23,495.94
402	Davenport, Chelsea, PO Box 946, Union, OR, 97883	reimb Aug '23	08/08/23	airbnb supplies/reimb	08/15/23	\$159.18	\$159.18	800-800-5202181	Supplies (Janitorial & Op	\$3,000.00	\$2,462.98
377	Fox Electric, LLC, PO Box 2875, La Grande, OR, 97850	2023-295	08/08/23	ranger station house #2	08/15/23	\$6,490.25	\$6,490.25	115-000-5203203	Land/Buildings	\$435,710.00	\$405,266.51
10	Hometown Hardware, PO Box 1024, Union, OR, 97883	60196	08/08/23	park supplies	08/15/23	\$132.75	\$132.75	100-130-5202181	Supplies (Janitorial & Op	\$5,000.00	\$4,194.73
		59777	08/08/23	water dept supplies	08/15/23	\$162.20	\$162.20	200-200-5202181	Supplies (Janitorial & Op	\$37,500.00	\$35,300.96

Council Approval Report

(Council Approval Report)

Vendor		Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
		34649	08/08/23	ranger station house #2	08/15/23	\$325.62	\$325.62	115-000-5403203	Land/Buildings	\$435,710.00	\$405,266.51
		30635	08/08/23	water dept supplies	08/15/23	\$39.97	\$39.97	200-200-5202181	Supplies (Janitorial & Op	\$37,500.00	\$35,300.96
							\$1,346.21				
16	Norco, Inc, PO Box 35144, Seattle, WA, 98124-5144	38337765	08/08/23	ambulance supplies	08/15/23	\$76.26	\$76.26	700-720-5202181	Supplies (Janitorial & Op	\$14,000.00	\$13,824.00
							\$76.26				
18	One Call Concepts, 7223 Parkway Drive, Ste 210, Hanover, MD, 21076	3070502	08/08/23	water/sewer locates	08/15/23	\$21.70	\$21.70	200-200-5202190	Contract Services	\$5,000.00	\$4,044.59
		7080509	08/08/23	water/sewer locates	08/15/23	\$11.55	\$11.55	200-200-5202190	Contract Services	\$5,000.00	\$4,044.59
		3070502	08/08/23	water/sewer locates	08/15/23	\$21.70	\$21.70	300-300-5202190	Contract Services	\$7,000.00	\$6,944.59
		7080509	08/08/23	water/sewer locates	08/15/23	\$11.55	\$11.55	300-300-5202190	Contract Services	\$7,000.00	\$6,944.59
							\$66.50				
17	O'Reilly Enterprises, PO Box 248, Cove, OR, 97824	639	08/08/23	IT services	08/15/23	\$425.00	\$425.00	100-110-5203800	IT/Computer/Software	\$8,000.00	\$7,753.08
		Aug '23	08/07/23	IT contract services	08/15/23	\$203.32	\$203.32	100-110-5203800	IT/Computer/Software	\$8,000.00	\$7,753.08
		Aug '23	08/07/23	IT contract services	08/15/23	\$10.00	\$10.00	100-140-5203800	IT/Computer/Software	\$250.00	\$240.00
		Aug '23	08/07/23	IT contract services	08/15/23	\$223.34	\$223.34	200-200-5203800	IT/Computer/Software	\$7,500.00	\$7,152.28
		639	08/08/23	IT services	08/15/23	\$75.00	\$75.00	300-300-5203800	IT/Computer/Software	\$8,500.00	\$7,856.29
		640	08/08/23	IT services	08/15/23	\$50.00	\$50.00	300-300-5203800	IT/Computer/Software	\$8,500.00	\$7,856.29
		Aug '23	08/07/23	IT contract services	08/15/23	\$223.34	\$223.34	300-300-5203800	IT/Computer/Software	\$8,500.00	\$7,856.29
		Aug '23	08/07/23	IT contract services	08/15/23	\$55.00	\$55.00	500-500-5203800	IT/Computer/Software	\$1,500.00	\$1,434.26
		641	08/08/23	IT services	08/15/23	\$23.92	\$23.92	600-600-5203800	IT/Computer/Software	\$3,500.00	\$3,228.49
		Aug '23	08/07/23	IT contract services	08/15/23	\$55.00	\$55.00	600-600-5203800	IT/Computer/Software	\$3,500.00	\$3,228.49
		Aug '23	08/07/23	IT contract services	08/15/23	\$10.00	\$10.00	700-710-5203800	IT/Computer/Software	\$500.00	\$484.62
		Aug '23	08/07/23	IT contract services	08/15/23	\$10.00	\$10.00	700-720-5203800	IT/Computer/Software	\$1,000.00	\$975.84
		Aug '23	08/07/23	IT contract services	08/15/23	\$10.00	\$10.00	800-800-5203800	IT/Computer/Software	\$500.00	\$490.00
							\$1,373.92				
20	Oxarc, PO Box 2605, Spokane, WA, 99220-2605	12218538	08/08/23	treatment plant supplies	08/15/23	\$671.89	\$671.89	300-300-5202181	Supplies (Janitorial & Op	\$45,000.00	\$44,091.09
		31854488	08/08/23	treatment plant supplies	08/15/23	\$1,488.48	\$1,488.48	300-300-5202181	Supplies (Janitorial & Op	\$45,000.00	\$44,091.09
		31850919	08/08/23	ambulance supplies	08/15/23	\$122.52	\$122.52	700-720-5202181	Supplies (Janitorial & Op	\$14,000.00	\$13,824.00
							\$2,282.89				
22	Quill Corporation, PO Box 37600, Philadelphia, PA, 19104-0600	33502942	08/07/23	office supplies	08/15/23	\$18.65	\$18.65	100-110-5202181	Supplies (Janitorial & Op	\$6,000.00	\$5,749.25
		33502942	08/07/23	office supplies	08/15/23	\$18.66	\$18.66	200-200-5202181	Supplies (Janitorial & Op	\$37,500.00	\$35,300.96
		33502942	08/07/23	office supplies	08/15/23	\$18.66	\$18.66	300-300-5202181	Supplies (Janitorial & Op	\$45,000.00	\$44,091.09
							\$55.97				
476	RPM Storage, PO Box 786, Union, OR, 97883										

Council Approval Report (Council Approval Report)

Vendor

Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
reimb Aug '23	08/07/23	reimb on closed account	08/15/23	\$46.27	\$46.27	200-200-5202991	Misc Expense	\$1,000.00	\$865.58
reimb Aug '23	08/07/23	reimb on closed account	08/15/23	\$52.53	\$52.53	300-300-5202991	Misc Expense	\$500.00	\$351.00
reimb Aug '23	08/07/23	reimb on closed account	08/15/23	\$5.00	\$5.00	700-710-5202991	Misc Expense	\$150.00	\$135.00
reimb Aug '23	08/07/23	reimb on closed account	08/15/23	\$5.00	\$5.00	700-720-5202991	Misc Expense	\$200.00	\$185.00
197	19995177	Scotts Heating and AC Service, 1505 N Pine, La Grande, OR, 97850	08/15/23	\$132.67	\$108.80	200-200-5202500	Vehicle Maintenance	\$1,500.00	\$1,500.00
19995177	08/07/23	ice machine repair	08/15/23	\$132.67	\$132.67	300-300-5202500	Vehicle Maintenance	\$2,000.00	\$2,000.00
19995177	08/07/23	ice machine repair	08/15/23	\$132.66	\$132.66	500-500-5202880	Equipment Repair/Maint	\$4,000.00	\$4,000.00
297	T-Mobile, PO Box 742596, Cincinnati, OH, 45274-2596				\$398.00				
Aug '23	08/07/23	mobile internet	08/15/23	\$17.56	\$17.56	200-200-5203800	IT/Computer/Software	\$7,500.00	\$7,152.28
Aug '23	08/07/23	mobile internet	08/15/23	\$17.56	\$17.56	300-300-5203800	IT/Computer/Software	\$8,500.00	\$7,856.29
Aug '23	08/07/23	mobile internet	08/15/23	\$8.78	\$8.78	700-720-5203800	IT/Computer/Software	\$1,000.00	\$975.84
25	Umpqua Research Co - Table Rock Analytical Lab, PO Box 609, Myrtle Creek, OR, 97457				\$43.90				
T009708	08/08/23	sewer testing	08/15/23	\$53.00	\$53.00	300-300-5204950	Sewer Testing	\$2,500.00	\$2,286.10
86	Union Market, PO Box 886, Acct #2011, Union, OR, 97883				\$53.00				
July '23	08/08/23	park bathroom/janitorial supplies	08/15/23	\$96.30	\$96.30	100-130-5202181	Supplies (Janitorial & Op	\$5,000.00	\$4,194.73
July '23	08/08/23	supplies	08/15/23	\$33.58	\$33.58	700-710-5202181	Supplies (Janitorial & Op	\$4,500.00	\$4,138.32
July '23	08/08/23	library supplies	08/15/23	\$41.79	\$41.79	600-600-5202181	Supplies (Janitorial & Op	\$5,000.00	\$4,937.32
July '23	08/08/23	library programs	08/15/23	\$6.22	\$6.22	600-600-5203459	Library Programs	\$7,250.00	\$6,636.58
88	Union Rural Fire Dept, PO Box 317, Union, OR, 97883				\$177.89				
1068	08/08/23	rent/utilities	08/15/23	\$953.31	\$953.31	700-710-5202280	Rent/Fire & Ambulance	\$14,000.00	\$14,000.00
1068	08/08/23	rent/utilities	08/15/23	\$953.32	\$953.32	700-720-5202280	Rent/Fire & Ambulance	\$14,000.00	\$14,000.00
26	US Cellular, Dept. 0205, Palatine, IL, 60055-0205				\$1,906.63				
Aug '23	08/08/23	on-call phone	08/15/23	\$26.83	\$26.83	200-200-5202570	Telephone/Cell	\$5,500.00	\$5,047.02
Aug '23	08/08/23	on-call phone	08/15/23	\$26.83	\$26.83	300-300-5202570	Telephone/Cell	\$3,000.00	\$2,660.81
Aug '23	08/08/23	ambulance cell phone	08/15/23	\$53.30	\$53.30	700-720-5202570	Telephone/Cell	\$850.00	\$796.71
69	USA Blue Book, PO Box 9004, Gurnee, IL, 60031-9004				\$106.96				
76411	08/07/23	lab supplies	08/15/23	\$144.75	\$144.75	300-300-5202181	Supplies (Janitorial & Op	\$45,000.00	\$44,091.09
50	Vadim Municipal Software, Inc, 12709 Collection Center Drive, Chicago, IL, 60693				\$144.75				

City of Union
Council Approval Report
 (Council Approval Report)

Vendor		Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
		389156	08/08/23	billing/postage	08/15/23	\$299.14	\$299.14	200-200-5202640	Postage/Shipping	\$3,500.00	\$3,173.83
		389156	08/08/23	billing/postage	08/15/23	\$297.81	\$297.81	300-300-5202640	Postage/Shipping	\$3,500.00	\$3,175.15
		389156	08/08/23	billing/postage	08/15/23	\$33.66	\$33.66	700-710-5202640	Postage/Shipping	\$500.00	\$457.21
		389156	08/08/23	billing/postage	08/15/23	\$33.66	\$33.66	700-720-5202640	Postage/Shipping	\$750.00	\$694.66
							\$664.27				
70		Waste Pro, 3412 Hwy 30, La Grande, OR, 97850									
		3910790	08/07/23	shredding	08/15/23	\$16.74	\$16.74	100-110-5202190	Contract Services	\$7,500.00	\$7,253.58
		3910790	08/07/23	shredding	08/15/23	\$16.74	\$16.74	200-200-5202190	Contract Services	\$5,000.00	\$4,044.59
		3910790	08/07/23	shredding	08/15/23	\$16.74	\$16.74	300-300-5202190	Contract Services	\$7,000.00	\$6,944.59
							\$50.22				
1		Wex Bank, PO Box 6293, Carol Stream, IL, 60197-6293									
		July '23	08/08/23	park dept fuel	08/15/23	\$68.13	\$68.13	100-130-5202490	Fuel	\$2,500.00	\$2,384.67
		July '23	08/08/23	water dept fuel	08/15/23	\$218.31	\$218.31	200-200-5202490	Fuel	\$5,000.00	\$4,701.63
		July '23	08/08/23	prompt pay credit	08/15/23	(\$0.30)	(\$0.30)	200-200-5202490	Fuel	\$5,000.00	\$4,701.63
		July '23	08/08/23	treatment plant fuel	08/15/23	\$54.79	\$54.79	300-300-5202490	Fuel	\$4,000.00	\$3,585.35
		July '23	08/08/23	prompt pay credit	08/15/23	(\$0.30)	(\$0.30)	300-300-5202490	Fuel	\$4,000.00	\$3,585.35
		July '23	08/08/23	streets dept fuel	08/15/23	\$134.01	\$134.01	500-500-5202490	Fuel	\$4,000.00	\$4,000.00
		July '23	08/08/23	ambulance fuel	08/15/23	\$96.41	\$96.41	700-720-5202490	Fuel	\$4,500.00	\$4,268.63
		July '23	08/08/23	prompt pay credit	08/15/23	(\$0.13)	(\$0.13)	700-720-5202490	Fuel	\$4,500.00	\$4,268.63
		July '23	08/08/23	ranger station fuel	08/15/23	\$97.53	\$97.53	800-800-5202490	Fuel	\$500.00	\$440.76
							\$668.45				
							\$31,403.49				



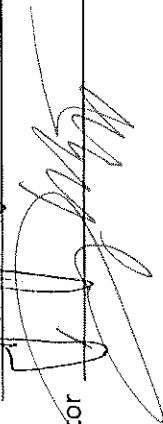
Total Bills To Pay:

City of Union

Expenditures Register Approval

We, the Union City Council, do hereby certify and declare that we reviewed the demands enumerated and referred to in the foregoing expense pay list. We acknowledge the signature of the City Administrator indicates that he/she has reviewed and approved each of the foregoing expenditures. And, that the expenditures, as revise above, are to the best of our knowledge accurate and are just claims against the City, and that there are funds available for payment thereof in the City treasury.

Approved for distribution on this 2 day of Aug., 2023.

Council Member	
Council Member	
City Administrator	

City of Union
Council Approval Report
 (Council Approval Report)

Vendor		Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
3	August '23	Allstream, PO Box 734521, Chicago, IL, 60673-4521	08/21/23	city well alarms	08/25/23	\$100.46	\$100.46	200-200-5202570	Telephone/Cell	\$5,500.00	\$4,877.55
			08/21/23	treatment plant alarms	08/25/23	\$98.76	\$98.76	300-300-5202570	Telephone/Cell	\$3,000.00	\$2,583.98
							\$199.22				
2	75529	Anderson-Perry & Associates, PO Box 1107, La Grande, OR, 97850	08/21/23	screen project	08/25/23	\$8,392.29	\$8,392.29	310-000-5404550	Treatment Facility Improv	\$464,750.00	\$442,852.50
							\$8,392.29				
4	August '23	Avista, 1411 E. Mission Ave, Spokane, WA, 99252-0001	08/21/23	city hall	08/25/23	\$5.78	\$5.78	100-110-5202501	Heat	\$1,300.00	\$1,294.22
			08/21/23	city hall	08/25/23	\$5.78	\$5.78	200-200-5202501	Heat	\$7,500.00	\$7,494.22
			08/21/23	treatment plant	08/25/23	\$17.34	\$17.34	300-300-5202501	Heat	\$4,000.00	\$3,910.12
			08/21/23	treatment plant	08/25/23	\$28.74	\$28.74	300-300-5202501	Heat	\$4,000.00	\$3,910.12
			08/21/23	city hall	08/25/23	\$5.78	\$5.78	300-300-5202501	Heat	\$4,000.00	\$3,910.12
			08/21/23	library	08/25/23	\$17.34	\$17.34	600-600-5202501	Heat	\$2,500.00	\$2,482.66
			08/21/23	ranger station	08/25/23	\$24.35	\$24.35	800-800-5202501	Heat	\$3,000.00	\$2,961.77
							\$105.11				
450	Aug '23	Boyer-Davis, Anita, 277 W Bryan, Union, OR, 97883	08/21/23	cleaning contract services	08/25/23	\$180.00	\$180.00	100-110-5202190	Contract Services	\$7,500.00	\$7,199.39
			08/21/23	cleaning contract services	08/25/23	\$180.00	\$180.00	600-600-5202190	Contract Services	\$3,500.00	\$3,254.17
479	August '23	Camp Elkanah, 49504 Oregon 244, La Grande, OR, 97850	08/21/23	furnishings/ranger station house #2	08/25/23	\$1,700.00	\$1,700.00	115-000-5403203	Land/Buildings	\$435,710.00	\$397,470.02
							\$1,700.00				
445	2023-1	Catherine Creek Community Center, PO Box 275, Union, OR, 97883	08/21/23	CDBG/resume writing class	08/25/23	\$925.00	\$925.00	210-000-5405990	CDBG Water Grant	\$1,250,000.00	\$1,126,283.37
							\$925.00				
482	5706	City of La Grande, Attn: Kayla Brainerd, PO Box 670, La Grande, OR, 97850	08/22/23	medical director annual fee	08/25/23	\$900.00	\$900.00	700-720-5202152	Billing/ALS Fees	\$13,500.00	\$5,015.17
							\$900.00				
285	reimb '23	Cove Union Powder Medical Association, PO Box 146, Union, OR, 97883	08/22/23	economic development grant funds	08/25/23	\$1,223.96	\$1,223.96	100-110-5202920	Economic Development	\$25,000.00	\$18,957.50
							\$1,223.96				
9	92854	Eagle Office Supplies, 1701 Adams Ave, La Grande, OR, 97850	08/21/23	copier contract services	08/25/23	\$10.94	\$10.94	100-110-5202190	Contract Services	\$7,500.00	\$7,199.39
			08/21/23	copier contract services	08/25/23	\$4.98	\$4.98	100-120-5202640	Postage/Shipping	\$150.00	\$145.02
			08/21/23	copier contract services	08/25/23	\$9.98	\$9.98	100-160-5202190	Contract Services	\$1,000.00	\$990.02
			08/21/23	copier contract services	08/25/23	\$23.37	\$23.37	200-200-5202190	Contract Services	\$5,000.00	\$3,994.60

City of Union Council Approval Report (Council Approval Report)

Vendor		Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
		92854	08/21/23	copier contract services	08/25/23	\$23.37	\$23.37	300-300-5202190	Contract Services	\$7,000.00	\$6,894.60
							\$72.64				
323	Fenn's Towing & Repair, PO Box 2708, La Grande, OR, 97850										
5501	08/21/23 engine 72 window repair		08/25/23			\$98.00	\$98.00	700-710-5202500	Vehicle Maintenance	\$3,000.00	\$3,000.00
							\$98.00				
377	Fox Electric, LLC, PO Box 2875, La Grande, OR, 97850										
2023-336	08/21/23 equip maint/repair		08/25/23			\$346.97	\$346.97	300-300-5202880	Equipment Repair/Maint	\$10,000.00	\$6,468.99
							\$346.97				
480	Granich Engineered Products, Inc, PO Box 94589, Seattle, WA, 98124										
BI-0364554	08/21/23 influent pump		08/25/23			\$7,987.33	\$7,987.33	310-000-5404550	Treatment Facility Improv	\$464,750.00	\$442,852.50
							\$7,987.33				
328	Guyer & Associates, 2790 Main Street, Baker City, OR, 97814										
120413	08/21/23 end of year accountant services		08/25/23			\$233.32	\$233.32	100-110-5202190	Contract Services	\$7,500.00	\$7,199.39
120413	08/21/23 end of year accountant services		08/25/23			\$233.34	\$233.34	200-200-5202190	Contract Services	\$5,000.00	\$3,994.60
120413	08/21/23 end of year accountant services		08/25/23			\$233.34	\$233.34	300-300-5202190	Contract Services	\$7,000.00	\$6,894.60
120413	08/21/23 end of year accountant services		08/25/23			\$20.00	\$20.00	500-500-5202190	Contract Services	\$3,000.00	\$2,985.02
120413	08/21/23 end of year accountant services		08/25/23			\$20.00	\$20.00	600-600-5202190	Contract Services	\$3,500.00	\$3,254.17
120413	08/21/23 end of year accountant services		08/25/23			\$20.00	\$20.00	700-710-5202190	Contract Services	\$350.00	\$335.02
120413	08/21/23 end of year accountant services		08/25/23			\$20.00	\$20.00	700-720-5202190	Contract Services	\$500.00	\$485.02
120413	08/21/23 end of year accountant services		08/25/23			\$20.00	\$20.00	800-800-5202190	Contract Services	\$24,000.00	\$22,455.49
							\$800.00				
63	Hawkins, Fred, PO Box 788, Union, OR, 97883										
reim Aug '23	08/21/23 dust abatement 1/3 reimbursement		08/25/23			\$286.67	\$286.67	500-500-5202841	Dust Abatement	\$1,250.00	\$240.92
							\$286.67				
478	Island City Market & Deli, 10101 W 1st Street, Island City, OR, 97850										
2127	08/21/23 Doug's farewell employee/public parties		08/25/23			\$87.00	\$87.00	100-110-5202181	Supplies (Janitorial & Op	\$6,000.00	\$5,730.60
2127	08/21/23 Doug's farewell employee/public parties		08/25/23			\$93.00	\$93.00	200-200-5202181	Supplies (Janitorial & Op	\$37,500.00	\$34,863.13
2127	08/21/23 Doug's farewell employee/public parties		08/25/23			\$93.00	\$93.00	300-300-5202181	Supplies (Janitorial & Op	\$45,000.00	\$39,790.01
2127	08/21/23 Doug's farewell employee/public parties		08/25/23			\$7.80	\$7.80	500-500-5202181	Supplies (Janitorial & Op	\$6,500.00	\$4,626.53
2127	08/21/23 Doug's farewell employee/public parties		08/25/23			\$14.60	\$14.60	600-600-5202181	Supplies (Janitorial & Op	\$5,000.00	\$4,872.53
2127	08/21/23 Doug's farewell employee/public parties		08/25/23			\$3.40	\$3.40	700-710-5202181	Supplies (Janitorial & Op	\$4,500.00	\$4,096.74
2127	08/21/23 Doug's farewell employee/public parties		08/25/23			\$3.40	\$3.40	700-720-5202181	Supplies (Janitorial & Op	\$14,000.00	\$13,351.76
2127	08/21/23 Doug's farewell employee/public parties		08/25/23			\$7.80	\$7.80	800-800-5202181	Supplies (Janitorial & Op	\$3,000.00	\$2,266.80
							\$310.00				
64	La Grande Fire & Ambulance, 1806 Cove Ave, La Grande, OR, 97850										
April '23	08/23/23 ALS shared runs		08/25/23			\$2,509.50	\$2,509.50	700-720-5202152	Billing/ALS Fees	\$13,500.00	\$5,015.17
Aug '23	08/22/23 ALS shared runs		08/25/23			\$1,779.40	\$1,779.40	700-720-5202152	Billing/ALS Fees	\$13,500.00	\$5,015.17

Council Approval Report

(Council Approval Report)

Vendor		Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
232	La Grande Observer, 211 SE Byers Ave, Pendleton, OR, 97801				08/25/23		\$4,288.90				
411	Mainstreet Union, , Union, OR, 97883				08/25/23		\$260.00				
15	McKesson Medical, PO Box 936279, Atlanta, GA, 31193-6279				08/25/23		\$200.00				
458	Michael Becker General Contractor Inc., PO Box 1159, La Grande, OR, 97850				08/25/23		\$94.46				
481	NE-HI Enterprises, 2122 10th Street, Baker City, OR, 97814				08/25/23		\$2,825.30				
271	Old West Federal Credit Union, PO Box 2711, Omaha, NE, 68103-2711				08/25/23		\$187.12				

City of Union
Council Approval Report
 (Council Approval Report)

Vendor		Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
O'Reilly Enterprises, PO Box 248, Cove, OR, 97824	August '23	645	08/22/23	city logo pens	08/25/23	\$187.12	\$187.12	200-200-5202181	Supplies (Janitorial & Op	\$37,500.00	\$34,863.13
	August '23	645	08/22/23	norton anti virus	08/25/23	\$45.00	\$45.00	200-200-5202181	Supplies (Janitorial & Op	\$37,500.00	\$34,863.13
	August '23	645	08/22/23	rackspace email	08/25/23	\$140.44	\$140.44	200-200-5202181	Supplies (Janitorial & Op	\$37,500.00	\$34,863.13
	August '23	645	08/22/23	public works crew meal	08/25/23	\$32.34	\$32.34	200-200-5202181	Supplies (Janitorial & Op	\$37,500.00	\$34,863.13
	August '23	645	08/22/23	cash back reward	08/25/23	(\$1.81)	(\$1.81)	300-300-5202181	Supplies (Janitorial & Op	\$45,000.00	\$39,790.01
	August '23	645	08/22/23	norton anti virus	08/25/23	\$45.00	\$45.00	300-300-5202181	Supplies (Janitorial & Op	\$45,000.00	\$39,790.01
	August '23	645	08/22/23	city logo pens	08/25/23	\$187.12	\$187.12	300-300-5202181	Supplies (Janitorial & Op	\$45,000.00	\$39,790.01
	August '23	645	08/22/23	chemical pump grease	08/25/23	\$11.95	\$11.95	300-300-5202181	Supplies (Janitorial & Op	\$45,000.00	\$39,790.01
	August '23	645	08/22/23	cash back reward	08/25/23	(\$29.09)	(\$29.09)	300-300-5202181	Supplies (Janitorial & Op	\$45,000.00	\$39,790.01
	August '23	645	08/22/23	rackspace email	08/25/23	\$140.44	\$140.44	300-300-5202181	Supplies (Janitorial & Op	\$45,000.00	\$39,790.01
	August '23	645	08/22/23	grounds parking sign	08/25/23	\$26.98	\$26.98	300-300-5202181	Supplies (Janitorial & Op	\$45,000.00	\$39,790.01
	August '23	645	08/22/23	public works crew meal	08/25/23	\$32.34	\$32.34	300-300-5202181	Supplies (Janitorial & Op	\$45,000.00	\$39,790.01
	August '23	645	08/22/23	postage registered letters	08/25/23	\$51.60	\$51.60	300-300-5202640	Postage/Shipping	\$3,500.00	\$2,877.34
	August '23	645	08/22/23	shop door/treatment plant shop	08/25/23	\$1,219.00	\$1,219.00	310-000-5403850	Building Improvements	\$40,000.00	\$40,000.00
	August '23	645	08/22/23	city logo pens	08/25/23	\$15.18	\$15.18	500-500-5202181	Supplies (Janitorial & Op	\$6,500.00	\$4,626.53
	August '23	645	08/22/23	air filter	08/25/23	\$47.00	\$47.00	500-500-5202181	Supplies (Janitorial & Op	\$6,500.00	\$4,626.53
	August '23	645	08/22/23	library office supplies	08/25/23	\$13.11	\$13.11	600-600-5202181	Supplies (Janitorial & Op	\$5,000.00	\$4,872.53
August '23	645	08/22/23	cash back rewards	08/25/23	(\$0.60)	(\$0.60)	600-600-5202181	Supplies (Janitorial & Op	\$5,000.00	\$4,872.53	
August '23	645	08/22/23	library office supplies	08/25/23	\$60.52	\$60.52	600-600-5202181	Supplies (Janitorial & Op	\$5,000.00	\$4,872.53	
August '23	645	08/22/23	library programs	08/25/23	\$52.52	\$52.52	600-600-5203450	Library Programs	\$7,250.00	\$6,630.36	
August '23	645	08/22/23	library programs	08/25/23	\$3.98	\$3.98	600-600-5203450	Library Programs	\$7,250.00	\$6,630.36	
August '23	645	08/22/23	library programs	08/25/23	\$16.77	\$16.77	600-600-5203450	Library Programs	\$7,250.00	\$6,630.36	
\$3,328.56											
17	O'Reilly Enterprises, PO Box 248, Cove, OR, 97824										
645	08/22/23	city hall IT services	08/25/23	\$186.66	\$186.66	100-110-5203800	IT/Computer/Software	\$8,000.00	\$7,124.76		
645	08/22/23	park/fiber optics install	08/25/23	\$80.00	\$80.00	100-130-5202181	Supplies (Janitorial & Op	\$5,000.00	\$3,965.68		
645	08/22/23	city hall IT services	08/25/23	\$186.67	\$186.67	200-200-5203800	IT/Computer/Software	\$7,500.00	\$6,882.04		
645	08/22/23	city hall IT services	08/25/23	\$186.67	\$186.67	300-300-5203800	IT/Computer/Software	\$8,500.00	\$7,356.06		
644	08/22/23	interior camera/equipment	08/25/23	\$357.00	\$357.00	600-600-5202820	Maintenance (Building &	\$10,000.00	\$10,000.00		
646	08/22/23	library norton anti virus /annual subscription	08/25/23	\$78.00	\$78.00	600-600-5203800	IT/Computer/Software	\$3,500.00	\$3,064.58		
\$1,075.00											
48	OTEC, PO Box 226, Baker City, OR, 97814										
August '23	08/22/23	city hall	08/25/23	\$101.20	\$101.20	100-110-5202540	Electricity	\$1,000.00	\$948.65		
August '23	08/22/23	park lights	08/25/23	\$95.24	\$95.24	100-130-5202540	Electricity	\$2,000.00	\$1,904.76		
August '23	08/22/23	transfer station	08/25/23	\$55.13	\$55.13	100-150-5202540	Electricity	\$800.00	\$750.62		
August '23	08/22/23	city hall	08/25/23	\$101.22	\$101.22	200-200-5202540	Electricity	\$32,000.00	\$29,526.74		
August '23	08/22/23	public works shop	08/25/23	\$53.10	\$53.10	200-200-5202540	Electricity	\$32,000.00	\$29,526.74		
August '23	08/22/23	public works	08/25/23	\$90.83	\$90.83	200-200-5202540	Electricity	\$32,000.00	\$29,526.74		
August '23	08/22/23	city well #2	08/25/23	\$854.71	\$854.71	200-200-5202540	Electricity	\$32,000.00	\$29,526.74		
August '23	08/22/23	city well #3	08/25/23	\$2,239.37	\$2,239.37	200-200-5202540	Electricity	\$32,000.00	\$29,526.74		

City of Union
Council Approval Report
 (Council Approval Report)

Vendor		Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance	
		August '23	08/22/23	pumphouse	08/25/23	\$2,352.62	\$2,352.62	300-300-5202540	Electricity	\$38,000.00	\$33,996.23	
		August '23	08/22/23	city hall	08/25/23	\$101.22	\$101.22	300-300-5202540	Electricity	\$38,000.00	\$33,996.23	
		August '23	08/22/23	treatment plant	08/25/23	\$1,599.29	\$1,599.29	300-300-5202540	Electricity	\$38,000.00	\$33,996.23	
		August '23	08/22/23	lift station	08/25/23	\$59.48	\$59.48	300-300-5202540	Electricity	\$38,000.00	\$33,996.23	
		August '23	08/22/23	dearborn lights	08/25/23	\$57.31	\$57.31	500-500-5202540	Electricity	\$27,500.00	\$25,310.96	
		August '23	08/22/23	street lighting	08/25/23	\$2,128.27	\$2,128.27	500-500-5202540	Electricity	\$27,500.00	\$25,310.96	
		August '23	08/22/23	library	08/25/23	\$170.27	\$170.27	600-600-5202540	Electricity	\$3,250.00	\$3,125.03	
		August '23	08/22/23	ranger station	08/25/23	\$71.77	\$71.77	800-800-5202540	Electricity	\$2,000.00	\$1,903.43	
		August '23	08/22/23	ranger station	08/25/23	\$33.50	\$33.50	800-800-5202540	Electricity	\$2,000.00	\$1,903.43	
							\$10,164.53					
	210	R & C Fire Extinguishers, 63312 Watson St., La Grande,, OR, 97850										
	12418	08/21/23	fire extinguisher maint	08/25/23	\$165.50	\$165.50	100-110-5202181	Supplies (Janitorial & Op	\$6,000.00	\$5,730.60		
	12421	08/21/23	fire extinguisher maint	08/25/23	\$339.50	\$339.50	200-200-5202880	Equipment Repair/Maint	\$3,500.00	\$3,500.00		
	12420	08/21/23	fire extinguisher maint	08/25/23	\$156.00	\$156.00	300-300-5202880	Equipment Repair/Maint	\$10,000.00	\$6,468.99		
	12419	08/21/23	fire extinguisher maint	08/25/23	\$38.50	\$38.50	600-600-5202181	Supplies (Janitorial & Op	\$5,000.00	\$4,872.53		
	12416	08/21/23	fire extinguisher maint	08/25/23	\$33.75	\$33.75	700-710-5202880	Equipment Repair/Maint	\$3,000.00	\$3,000.00		
12416	08/21/23	fire extinguisher maint	08/25/23	\$33.75	\$33.75	700-720-5202880	Equipment Repair/Maint	\$4,000.00	\$4,000.00			
						\$767.00						
197	Scotts Heating and AC Service, 1505 N Pine, La Grande, OR, 97850											
20337474	08/21/23	ice machine maint	08/25/23	\$87.50	\$87.50	200-200-5202880	Equipment Repair/Maint	\$3,500.00	\$3,500.00			
20337474	08/21/23	ice machine maint	08/25/23	\$87.50	\$87.50	300-300-5202880	Equipment Repair/Maint	\$10,000.00	\$6,468.99			
20337474	08/21/23	ice machine maint	08/25/23	\$87.50	\$87.50	500-500-5202880	Equipment Repair/Maint	\$4,000.00	\$3,846.66			
						\$262.50						
483	South County Health, 142 E Dearborn, Union, OR, 97883											
reimb '23	08/22/23	economic development grant funds	08/25/23	\$5,400.59	\$5,400.59	100-110-5202920	Economic Development	\$25,000.00	\$18,957.50			
						\$5,400.59						
475	SPVW Landscape Architects, 1908 W Northwest Boulevard, Suite A, Spokane, WA, 99205											
2335 remainder	08/21/23	main street union/park project	08/25/23	\$395.00	\$395.00	100-110-5202920	Economic Development	\$25,000.00	\$18,957.50			
						\$395.00						
24	Sun Life Financial, PO Box 806644-1, Kansas City, MO, 64180-6644											
Sept '23	08/21/23	volunteer fire/ems insurance	08/25/23	\$4.69	\$4.69	700-710-5102128	Benefits	\$7,055.00	\$6,339.21			
Sept '23	08/21/23	volunteer fire/ems insurance	08/25/23	\$4.69	\$4.69	700-720-5102128	Benefits	\$6,305.00	\$5,630.12			
						\$9.38						
25	Umpqua Research Co - Table Rock Analytical Lab, PO Box 609, Myrtle Creek, OR, 97457											
T010084	08/21/23	routine water testing	08/25/23	\$53.00	\$53.00	200-200-5202270	Water Testing	\$4,000.00	\$3,902.00			
						\$53.00						
88	Union Rural Fire Dept, PO Box 317, Union, OR, 97883											

City of Union
Council Approval Report
(Council Approval Report)

Vendor		Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
		1069	08/22/23	rent/utilities	08/25/23	\$909.63	\$909.63	700-710-5202280	Rent/Fire & Ambulance	\$14,000.00	\$13,046.69
		1069	08/22/23	rent/utilities	08/25/23	\$909.64	\$909.64	700-720-5202280	Rent/Fire & Ambulance	\$14,000.00	\$13,046.68
							\$1,819.27				
321	ZiplyFiber, PO Box 740416, Cincinnati, OH, 45274-0416	August 2023	08/21/23	city hall internet	08/25/23	\$43.00	\$43.00	100-110-5203800	IT/Computer/Software	\$8,000.00	\$7,124.76
Aug '23		08/21/23	phone/internet	08/25/23	\$181.11	\$181.11	200-200-5202570	Telephone/Cell		\$5,500.00	\$4,877.55
August 2023		08/21/23	city hall internet	08/25/23	\$77.60	\$77.60	200-200-5203800	IT/Computer/Software		\$7,500.00	\$6,882.04
August 2023		08/21/23	city hall internet	08/25/23	\$77.60	\$77.60	300-300-5203800	IT/Computer/Software		\$8,500.00	\$7,356.06
August 2023		08/21/23	city hall internet	08/25/23	\$10.74	\$10.74	500-500-5203800	IT/Computer/Software		\$1,500.00	\$1,379.26
August 2023		08/21/23	city hall internet	08/25/23	\$5.38	\$5.38	700-710-5203800	IT/Computer/Software		\$500.00	\$474.62
August 2023		08/21/23	internet	08/25/23	\$5.38	\$5.38	700-720-5203800	IT/Computer/Software		\$1,000.00	\$957.06
Aug '23		08/21/23	internet at ranger station	08/25/23	\$50.00	\$50.00	800-800-5202181	Supplies (Janitorial & Op		\$3,000.00	\$2,266.80
							\$450.81				
							\$146,681.51				

Total Bills To Pay:

City of Union

Expenditures Register Approval

We, the Union City Council, do hereby certify and declare that we reviewed the demands enumerated and referred to in the foregoing expense pay list. We acknowledge the signature of the City Administrator indicates that he/she has reviewed and approved each of the foregoing expenditures. And, that the expenditures, as revise above, are to the best of our knowledge accurate and are just claims against the City, and that there are funds available for payment thereof in the City treasury.

Approved for distribution on this 23 day of Aug, 2023

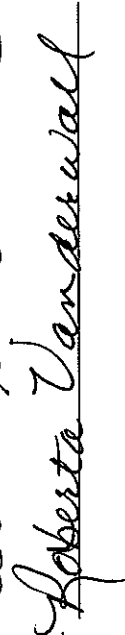
Council Member



Council Member



City Administrator



Date	Customer Name	Account Number	DR/CR	Adjustment \$	Reason for Adjustment
8/3/2023	Fiorito, Dan	104620018	Credit	\$ (35.00)	removed late fees/admin fee
8/3/2023	Droke, Chad	163351929	Debit	\$ 66.00	turn on fee, and new account set up fees
8/3/2023	Cone, Lauren	102230115	Credit	\$ (160.99)	transferred balance to open claims due to hardship
8/7/2023	Bracken, Delma	104790035	Debit	\$ 35.00	delinq turn off
8/7/2023	Hall, Thomas	102210010	Debit	\$ 35.00	delinq turn off
8/8/2023	Morden, Charlie	105360036	Debit	\$ (103.33)	payment posted to wrong account and moved to...
		163350661	Credit	\$ (103.33)	the correct account.
8/9/2023	Ables, David	162390017	Debit	\$ 90.00	after hours call out
8/16/2023	Smith, Tom	102700010	Credit	\$ (15.00)	removed late fee/payment made
8/16/2023	Smith, Connie	111510020	Credit	\$ (15.00)	removed late fee/payment made
8/16/2023	atherine Creek Pro	114330013	Credit	\$ (15.00)	removed late fee/payment made
8/16/2023	atherine Creek Pro	163350445	Credit	\$ (15.00)	removed late fee/payment made
8/22/2023	Hull, Tod	100630011	Credit	\$ (64.78)	leak adjustment
8/28/2023	Prince, Darwin	163351925	Credit	\$ (34.34)	adj water charges-charged in error
8/28/2023	Svaty, Myron	112220017	Credit	\$ (232.86)	water leak adjustment
8/31/2023	multiple accts	multiple accts	Debit	\$ 780.00	delinq notices
8/31/2023	Hall, Misty	163350481	Credit	\$ (90.36)	adj charges-charged for full month instead of 2 day

Sign R. Vandervalle 9-5-2023

CASH SUMMARY COMPARED TO BUDGET (Expenses) August 2023

Department	2022-2023 Budget	Current Expenses	YTD Expenses	Variance	% Budget Expended
GENERAL FUND					
Administration	\$ 532,682.00	\$ 26,592.20	\$ 47,890.94	\$ 484,791.06	9.0%
Building Maintenance Rsv	\$ 467,210.00	\$ 9,797.04	\$ 40,240.53	\$ 426,969.47	8.6%
Vehicle/Equip Rsv	\$ 153,800.00		\$ -	\$ 153,800.00	0.0%
Public Safety	\$ 94,920.00	\$ 1,799.60	\$ 16,358.14	\$ 78,561.86	17.2%
Emergency Event	\$ 547,650.00		\$ -	\$ 547,650.00	0.0%
Parks Department	\$ 44,251.00	\$ 2,561.67	\$ 5,584.07	\$ 38,666.93	12.6%
Park Rsv	\$ 29,013.00		\$ -	\$ 29,013.00	0.0%
Special Tree Fund	\$ 12,930.00		\$ -	\$ 12,930.00	0.0%
Court	\$ 2,975.00	\$ 260.00	\$ 395.00	\$ 2,580.00	13.3%
Recycling	\$ 900.00	\$ 55.13	\$ 104.51	\$ 795.49	11.6%
Planning	\$ 26,363.00	\$ 3,499.78	\$ 4,902.40	\$ 21,460.60	18.6%
Total General Fund	\$ 1,912,694.00	\$44,565.42	\$115,475.59	\$ 1,797,218.41	6.0%
WATER FUND					
Water Department	\$ 870,275.00	\$ 25,803.43	\$ 69,591.82	\$ 800,683.18	8.0%
Water Rsv	\$ 1,862,500.00	\$ 6,033.75	\$ 124,641.63	\$ 1,737,858.37	6.7%
Total Water Fund	\$ 2,732,775.00	\$ 31,837.18	\$194,233.45	\$ 2,538,541.55	7.1%
SEWER FUND					
Sewer Department	\$ 823,300.00	\$ 30,628.15	\$ 79,284.22	\$ 744,015.78	9.6%
Sewer Rsv	\$ 554,750.00	\$ 112,003.92	\$ 133,901.42	\$ 420,848.58	24.1%
Sewer Debt	\$ 377,833.00	\$ 14,685.97	\$ 29,371.94	\$ 348,461.06	7.8%
Total Sewer Fund	\$ 1,755,883.00	\$ 157,318.04	\$242,557.58	\$ 1,513,325.42	13.8%
SYSTEM DEVELOPMENT FUND (SDC)					
System Development	\$ 98,826.00		\$ -	\$ 98,826.00	0.0%
Total SDC	\$ 98,826.00	\$ -	\$0.00	\$ 98,826.00	0.0%
STREET FUND					
Street Department	\$ 337,000.00	\$ 10,702.91	\$ 25,445.46	\$ 311,554.54	7.6%
Street Rsv	\$ 606,867.00	\$ -	\$ -	\$ 606,867.00	0.0%
Bike/Ped Path	\$ 77,962.00	\$ -	\$ -	\$ 77,962.00	0.0%
Total Street Fund	\$ 1,021,829.00	\$ 10,702.91	\$25,445.46	\$ 996,383.54	2.5%
LIBRARY FUND					
Library Department	\$ 237,250.00	\$ 8,571.14	\$ 21,240.88	\$ 216,009.12	9.0%
Total Library Fund	\$ 237,250.00	\$ 8,571.14	\$21,240.88	\$ 216,009.12	9.0%

EMERGENCY SERVICES FUND

Unappropriated Funds	\$ 36,446.00		\$ -		
Fire Department	\$ 140,552.00	\$ 7,014.08	\$ 22,171.24	\$ 118,380.76	15.8%
Ambulance Department	\$ 174,252.00	\$ 16,897.67	\$ 36,421.65	\$ 137,830.35	20.9%
EMS Vehicle/Equip Rsv	\$ 271,293.00	\$ -	\$ -	\$ 271,293.00	0.0%
Total EMS Fund	\$ 586,097.00	\$ 23,911.75	\$58,592.89	\$ 527,504.11	10.0%

RANGER STATION FUND

Ranger Station	\$ 88,450.00	\$ 2,449.35	\$ 8,471.34	\$ 79,978.66	9.6%
Total Ranger Station	\$ 88,450.00	\$ 2,449.35	\$8,471.34	\$ 79,978.66	9.6%

DOWNTOWN REVOLVING LOAN FUND (DRL)

DRL Fees/Loans	\$ 36,653.00	\$ -	\$ -	\$ 36,653.00	0.0%
Total DRL	\$ 36,653.00	\$ -	\$0.00	\$ 36,653.00	0.0%

GRAND TOTAL	\$ 8,470,457.00	\$279,355.79	\$666,017.19	\$ 7,804,439.81	7.9%
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City of Union, Oregon



PO Box 529
342 S. Main Street
Union, OR 97883

Phone: 541-562-5197
Fax: 541-562-5196
www.cityofunion.com

Home to the Buffalo Peak Golf Course

MEMORANDUM

September 5, 2023

TO: Roberta Vanderwall, City Administrator
FROM: Laura Dodds, Office Manager

SUBJECT: Office Manager Staff Report – August 2023

The following financial report shows revenues/expenditures:

- ❖ Total revenue for the month: **\$169,965.71**
- ❖ Total expenditures for the month: **\$279,355.79**
- ❖ A total of **\$117,171.99** was billed out in utility bills for the month
- ❖ We delivered 39 delinquent notices on August 31st. Delinquent accounts will be shut off if no attempt is made to pay or payment arrangements made by September 6th. Shut off date will be September 7th. Amount billed for delinquent notices **\$780.00**. Once an account is shut off, account must be paid in full for services to be restored.
- ❖ Total amount billed for late fees assessed **\$1582.50**
- ❖ Airbnb Revenue August 2023, before cleaning and management fees deducted: **\$3544.16**
- ❖ Attached with this report you will find a budget summary of revenues and expenditures up to date by department, print out of adjustments done to customer accounts, Accounts payable's for the month of May.

CASH SUMMARY COMPARED TO BUDGET (Revenues)					August 2023
Source	2022-2023 Budget	Current Receipts	YTD Receipts	Variance	% Budget Collected
GENERAL FUND					
Beginning Cash	\$ 1,237,493.00	\$ -		\$ 1,237,493.00	0.0%
Property Taxes	\$ 170,000.00	\$ 1,265.62	\$ 3,073.96	\$ 166,926.04	1.8%
Delinquent Taxes	\$ 6,000.00	\$ 838.68	\$ 1,485.13	\$ 4,514.87	24.8%
Interest	\$ 1,500.00		\$ 180.23	\$ 1,319.77	12.0%
Franchise Fees	\$ 100,000.00	\$ 2,646.47	\$ 28,507.69	\$ 71,492.31	28.5%
Oregon Liquor Revenue	\$ 36,000.00	\$ 1,989.14	\$ 6,886.19	\$ 29,113.81	19.1%
Cigarette Tax	\$ 1,200.00		\$ 263.73	\$ 936.27	22.0%
Oregon Shared Revenue	\$ 23,500.00	\$ 5,968.24	\$ 5,968.24	\$ 17,531.76	25.4%
Transient Lodging Tax	\$ 1,500.00	\$ -	\$ 438.82	\$ 1,061.18	29.3%
Liquor License Fees	\$ 175.00	\$ 60.00	\$ 60.00	\$ 115.00	34.3%
License/Permits	\$ 100.00		\$ -	\$ 100.00	0.0%
Land Use Fees	\$ 2,500.00	\$ 775.00	\$ 1,175.00	\$ 1,325.00	47.0%
Burn Permits	\$ 1,200.00	\$ 5.00	\$ 15.00	\$ 1,185.00	1.3%
Court Fines	\$ 750.00		\$ -	\$ 750.00	0.0%
City Surplus Sales	\$ 1,000.00		\$ -	\$ 1,000.00	0.0%
Misc Revenue	\$ 10,000.00	\$ 729.01	\$ 1,829.01	\$ 8,170.99	18.3%
COVID Funds	\$ -	\$ -	\$ -	\$ -	
Transfers From Other Funds	\$ 325,420.00	\$ -	\$ -	\$ 325,420.00	0.0%
Total General Fund	\$ 1,918,338.00	\$ 14,277.16	\$49,883.00	\$ 1,868,455.00	2.6%
WATER FUND					
Cash on Hand	\$ 812,075.00	\$ -		\$ 812,075.00	0.0%
Interest	\$ 1,500.00		\$ 270.35	\$ 1,229.65	18.0%
Water Bills	\$ 510,000.00	\$ 54,198.92	\$ 115,640.97	\$ 394,359.03	22.7%
Set-up Fees	\$ 1,200.00	\$ 50.00	\$ 150.00	\$ 1,050.00	12.5%
Installation Fees	\$ 5,000.00	\$ 1,630.00	\$ 1,680.00	\$ 3,320.00	33.6%
CDBG Grant	\$ 1,250,000.00		\$ 4,547.00	\$ 1,245,453.00	0.4%
Transfers In	\$ 150,000.00		\$ -	\$ 150,000.00	0.0%
Misc Revenue	\$ 3,000.00	\$ 213.91	\$ 301.41	\$ 2,698.59	10.0%
Total Water Fund	\$ 2,732,775.00	\$ 56,092.83	\$ 122,589.73	\$ 2,610,185.27	4.5%
SEWER FUND					
Cash on Hand	\$ 742,583.00	\$ -		\$ 742,583.00	0.0%
Interest	\$ 1,500.00		\$ 270.35	\$ 1,229.65	18.0%
Sewer Bills	\$ 620,000.00	\$ 53,780.37	\$ 107,535.33	\$ 512,464.67	17.3%
Set-up Fees	\$ 1,000.00	\$ 50.00	\$ 150.00	\$ 850.00	15.0%
Septic Fees	\$ 100.00		\$ -	\$ 100.00	0.0%
Installation Fees	\$ 3,500.00	\$ 1,400.00	\$ 1,450.00	\$ 2,050.00	41.4%
Billed Labs	\$ 2,500.00		\$ -	\$ 2,500.00	0.0%
Transfers In	\$ 383,500.00		\$ -	\$ 383,500.00	0.0%

Misc Revenue	\$ 1,200.00	\$ 68.92	\$ 156.42	\$ 1,043.58	13.0%
Total Sewer Fund	\$ 1,755,883.00	\$ 55,299.29	\$109,562.10	\$ 1,646,320.90	6.2%

SYSTEM DEVELOPMENT FUND (SDC)

Cash on Hand	\$ 98,826.00	\$ -		\$ 98,826.00	0.0%
Misc Revenue	\$ -	\$ -	\$ -	\$ -	
Water Development Charge	\$ -	\$ -	\$ -	\$ -	0.0%
Sewer Development Charge	\$ -	\$ -	\$ -	\$ -	0.0%
Water New Growth	\$ -	\$ -	\$ -	\$ -	0.0%
Total SDC	\$ 98,826.00	\$ -	\$ -	\$ 98,826.00	0.0%

STREET FUND

Cash on Hand	\$ 411,937.00	\$ -		\$ 411,937.00	0.0%
State Gas Taxes	\$ 160,000.00	\$ 9,475.04	\$ 25,398.21	\$ 134,601.79	15.9%
Street Install Fees	\$ 500.00	\$ 2,250.00	\$ 2,250.00	\$ (1,750.00)	450.0%
Park Lights Grant	\$ -	\$ -	\$ -	\$ -	
Bridge STIP	\$ 316,392.00		\$ -	\$ 316,392.00	0.0%
Transfers from Other Funds	\$ 133,000.00		\$ -	\$ 133,000.00	0.0%
Total Street Fund	\$ 1,021,829.00	\$ 11,725.04	\$ 27,648.21	\$ 994,180.79	2.7%

LIBRARY FUND

Cash on Hand	\$ 110,500.00	\$ -		\$ 110,500.00	0.0%
Taxes Levied	\$ 120,000.00	\$ 1,600.77	\$ 3,482.32	\$ 116,517.68	2.9%
Grant Funds	\$ 1,750.00		\$ -	\$ 1,750.00	0.0%
Misc Revenue	\$ 5,000.00	\$ 110.70	\$ 126.08	\$ 4,873.92	2.5%
Total Library Fund	\$ 237,250.00	\$ 1,711.47	\$ 3,608.40	\$ 233,641.60	1.5%

EMERGENCY SERVICES FUND

Cash on Hand	\$ 358,543.00	\$ -		\$ 358,543.00	0.0%
Interest	\$ 750.00		\$ 135.18	\$ 614.82	18.0%
EMS Surcharge Fees	\$ 125,000.00	\$ 9,637.69	\$ 20,332.35	\$ 104,667.65	16.3%
Ambulance Svc Fees	\$ 65,000.00	\$ 4,398.56	\$ 12,788.47	\$ 52,211.53	19.7%
Burn Permits	\$ 1,250.00	\$ 5.00	\$ 15.00	\$ 1,235.00	1.2%
Transfers In	\$ 70,000.00		\$ -	\$ 70,000.00	0.0%
Misc Income	\$ 1,000.00	\$ 125.67	\$ 175.67	\$ 824.33	17.6%
Grant Funds	\$ 1,000.00	\$ 16,000.00	\$ 16,000.00	\$ (15,000.00)	1600.0%
Total EMS Fund	\$ 622,543.00	\$ 30,166.92	\$ 33,446.67	\$ 589,096.33	5.4%

RANGER STATION FUND

Cash on Hand	\$ 16,100.00	\$ -		\$ 16,100.00	0.0%
Interest	\$ 250.00		\$ 45.03	\$ 204.97	18.0%
Rent	\$ 35,000.00	\$ 693.00	\$ 4,565.27	\$ 30,434.73	13.0%
Transfers In	\$ 20,000.00		\$ -	\$ 20,000.00	0.0%
Grant Funds	\$ 17,000.00		\$ -	\$ 17,000.00	0.0%
Misc Revenue	\$ 100.00		\$ 50.00	\$ 50.00	50.0%
Total Ranger Station	\$ 88,450.00	\$ 693.00	\$ 4,660.30	\$ 83,789.70	5.3%

DOWNTOWN REVOLVING LOAN FUND (DRL)					
Cash on Hand	\$ 36,538.00	\$ -		\$ 36,538.00	0.0%
Interest	\$ 15.00	\$ -	\$ -	\$ 15.00	0.0%
Loan Fees		\$ -	\$ -	\$ -	0.0%
Transfers In	\$ -		\$ -	\$ -	0.0%
Loan Payments Rec'd	\$ 100.00		\$ -	\$ 100.00	0.0%
Total DRL	\$ 36,653.00	\$ -	\$ -	\$ 36,653.00	0.0%
GRAND TOTAL	\$ 8,512,547.00	\$ 169,965.71	\$351,398.41	\$ 8,161,148.59	4.1%



Memorandum

Subject: Library Monthly Report
Meeting: City Council - Sep 11 2023
Prepared For: Mayor and Members of Council
Staff Contact: Tiffany Derichsweiler, Library Lead

ATTACHED:

[Library Monthly Report August 2023](#)

August Monthly Report 2023

	Statistics	
	This Year	Last Year
Patron Count	1296	982
Circulation Count:	1171	916
Adult	491	467
Children	680	449
Audios	103	62
Videos	153	139
Music CD's	0	0
Materials Added	80	
Materials Discarded	0	581
Reference Questions	3	61
Programs for Patrons	21	8
Participants	495	155
Computer Usage	1895822	
New Patrons	11	16
ILL Requests	276	222
Out of City Limit Usage		
Notary	1	6

Events and Additions:

AC unit continues to leak. Scott's Heating & Air has been called out for a third time.

The Library participated in the summer block party, thanks to Dianna, and gave away craft kits.

The library participated in the Grassroots chalk art contest.

Summer reading program is complete & normal storytime schedule has resumed.

I have reached out to EOU Head Start & Union SD to schedule specialized story times.

We partnered with the school district to share resources with teachers.

We've almost completed weeding j-fic.

2024 summer reading grant application complete.

Dorothy Louise grant started.

80 adults & 219 children signed up for the summer reading program.

SRP August 2023	Attendance	SRP August 2022	Attendance
Stained Glass Coloring	19	Suncatchers	37
Chalk Art	14	Binoculars	34
Book Character Costume Contest	29	Orienteering	40
Tai Chi	5	Museum	37
Dog Pawty	16		
Butterfly Symmetry	9		
Intro to Genealogy I	3		
Tree bio	23		
Constellation Play Doh	22		
Parachute	26		
Tai Chi	5		
Dragon Puppet Theater	150		
Skeleton Race	6		
Intro to Genealogy II	2		
Airplanes	11		
Tai Chi	5		
Movie in the Park	56		
Intro to Genealogy III	4		
Tai Chi	5		
Avella Orchard Tour			
Intro to Genealogy IV	canceled		



Memorandum

Subject: Ordinance Officer Monthly Report
Meeting: City Council - Sep 11 2023
Prepared For: Mayor and Members of Council
Staff Contact: Dianna Arena, Ordinance Officer

ATTACHED:

[Ordinance Officer Monthly Report August 2023](#)

AUGUST 2023

To:

Susan Hawkins: City Mayor
Roberta Vanderwall: Interim City Administrator
City Council Members

From:

Dianna Arena: Ordinance Officer

Job Detail:

Handle Citizen Complaints
Enforcement of Ordinances
Educate Residents on Violations

Letters of Concern Sent:

*Right of Way Violations 16. 6 compliances/10 non-compliant.
*Possible Trailer Living 3. 1 picked up permit/1 none living in/1 no reply.
*Grasses too Tall 1. 1 compliance.
*Noxious Weed 1. 1 compliance.

Other Business:

***Complaints:**

1-Noise/smell concern regarding someone working on semi-truck in the residential area. Contacted the mechanic and discussed the concern with him. Said it was a one-time instance.

3-Separate concerns regarding a single property on S. 2nd. Renters have moved out and left trash all around the property creating a health hazard for the neighborhood. The property owner was located and told of the situation. She contacted landlord and a dumpster has been dropped at property and is full now.

3-Separate concerns regarding 2 properties on W. Arch. Unsightly properties and trash blowing into adjacent properties. Contacted the owner of the 2 properties and addressed the concern. A dump run has been made and the owner also asked about dumping appliances-informed her where she could take them for free. Will be continuing to work with these residents.

2-Separate concerns regarding property off N. 2nd-A lot of cars on the property/some non-running/property looks unsightly/boat left in the right of way for longer than the allowed time/trash accumulation in a dump trailer/possible trailer inhabitation. Will be contacting owner and begin citing if no compliance.

1-Concern about residents feeding wildlife. Letter has been sent. Will follow up on.



Memorandum

Subject: Fire-EMS Monthly Report
Meeting: City Council - Sep 11 2023
Prepared For: Mayor and Members of Council
Staff Contact: Roberta Vanderwall, Administrator

ATTACHED:

[Fire-EMS Monthly Report August 2023](#)

The Union Fire and Ambulance had a variety of calls this past month. They consisted of 2 grass fires, 3 lift assists, 3 motor vehicle accidents, 2 falls, 2 bleeding, 1 bee sting, and a couple others. The fire department had a call to set up a landing zone for life flight. The fall calls were 2 females in their 60's that fell on the steps coming out of their homes. We are encouraging people to be careful on any type of steps.

The LaGrande Fire Department is again having an EMT Basic class this fall. We are actively looking for people who may be interested. If anyone knows of someone, please have them contact Pam or Don with their interest. We are in desperate need of EMT certified people.



Memorandum

Subject: Sheriff's Monthly Report
Meeting: City Council - Sep 11 2023
Prepared For: Mayor and Members of Council
Staff Contact: Roberta Vanderwall, Administrator

ATTACHED:

[Sheriff's Monthly Report August 2023](#)

[Sheriff's Yearly 2023](#)

Union Activities –AUG 2023

REVISED

The Union County Deputies contributed hours to the total for the month. The statistics/report reflect the activities done by Sheriff's Deputies:

HOURS	118.5
Vacation Hours taken	40
Total Hours	158.5

CRIMINAL CITATIONS	0
TRAFFIC CITATIONS	1
WARNINGS	4
ARRESTS	4
CALLS FOR SERVICE	23
FI'S	43
WALK-INS	0
REPORTS	6
TOWS/IMPOUNDS	0
OTHER	4

*Active Threat Training

Activities include:

Routine patrol including foot patrol, school patrol, and traffic patrol
 Extra patrol in areas requested done throughout the month
 Field interrogations and follow up done as needed throughout the month
 Traffic warnings given throughout the month
 Deputy responded for a domestic, 2 intoxicated individuals counseled
 Deputy contacted persons in a verbal disturbance, situation resolved
 Deputy took a report of property damage and offensive littering
 ATL a possible suicidal juvenile, multiple residences and areas checked, unable to locate
 One juvenile arrested
 Deputy checked suspicious vehicles
 Contraband was seized from a juvenile
 3 juveniles pending arrest for theft from Union Market
 Deputy responded for a welfare check
 One person arrested for strangulation
 Options given for a child custody dispute
 Deputy took surrendered property
 Deputy located and returned a lost pet
 Follow up completed for a runaway juvenile
 Report of a runaway juvenile, located and returned home
 Responded for a welfare check, individual located
 Report taken for a non-injury traffic crash
 Report taken for a runaway juvenile
 Information taken for a suspicious person
 Options given for a possible domestic situation

Information taken for possible child neglect, follow up completed.
Report taken for a runaway juvenile, juvenile located and returned home

Union 2022	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
1	0.00	8.50	7.00	0.00	9.00	0.00	0.00	8.00				
2	8.00	0.00	0.00	12.00	10.00	10.00	0.00	8.00				
3	8.00	0.00	0.00	6.00	10.00	10.00	10.00	6.00				
4	7.00	0.00	0.00	8.00	0.00	0.00	10.00	0.00				
5	0.00	8.00	0.00	7.00	0.00	0.00	10.00	1.50				
6	0.00	9.00	10.00	0.00	0.00	0.00	0.00	0.00				
7	0.00	10.00	10.00	0.00	10.00	0.00	7.00	6.00				
8	10.00	6.00	10.00	0.00	9.50	11.00	0.00	0.00				
9	11.50	0.00	0.00	11.50	9.00	21.00	5.50	0.00				
10	8.00	0.00	0.00	8.00	11.50	22.75	17.00	5.00				
11	7.00	0.00	0.00	13.00	0.00	10.50	10.00	1.00				
12	0.00	10.00	0.00	8.00	0.00	1.00	6.00	0.00				
13	0.00	8.00	10.00	0.00	0.00	0.00	6.00	0.00				
14	0.00	6.00	10.00	0.00	0.00	0.50	0.00	6.00				
15	10.00	7.00	10.00	0.00	0.00	10.00	0.00	4.50				
16	9.00	0.00	0.00	9.00	0.00	8.00	0.00	6.00				
17	9.00	0.00	0.00	8.00	0.00	0.00	10.00	6.00				
18	6.00	0.00	0.00	8.00	0.00	0.00	9.00	0.00				
19	0.00	8.00	7.00	6.00	0.00	10.00	8.00	0.00				
20	0.00	13.50	8.00	0.00	0.00	10.00	6.00	1.00				
21	0.00	8.00	7.00	0.00	0.00	10.00	0.00	8.00				
22	0.00	8.00	13.50	0.00	10.00	10.00	0.00	5.00				
23	7.00	0.00	0.00	8.00	13.00	0.00	0.00	9.00				
24	10.00	0.00	0.00	8.00	9.00	0.00	7.00	7.00				
25	10.00	0.00	0.00	7.00	0.00	0.00	7.50	1.50				
26	0.00	10.00	9.00	8.00	0.00	9.00	9.00	0.00				
27	0.00	8.50	10.00	0.00	0.00	9.50	7.00	0.00				
28	0.00	10.00	8.00	0.00	8.00	10.00	0.00	9.00				
29	10.00	0.00	9.00	0.00	8.50	7.00	0.00	8.00				
30	10.00	0.00	0.00	4.00	9.00	0.00	0.00	6.00				
31	7.00	0.00	0.00	0.00	8.00	0.00	10.00	6.00				
Total	147.5	138.5	138.50	139.50	134.50	180.3	155.00	118.50				

	120	120	120	120	120	120	120	120	120	120	120	120
Ver/Short	27.50	18.50	18.50	19.50	14.50	60.25	35.00	(1.50)	(120.00)	(120.00)	(120.00)	(120.00)



Memorandum

Subject: Animal Officer Monthly Report
Meeting: City Council - Sep 11 2023
Prepared For: Mayor and Members of Council
Staff Contact: Roberta Vanderwall, Administrator

ATTACHED:

[Animal Officer Monthly Report August 2023](#)

[Animal Officer Yearly Hours 2023](#)

Union Animal Enforcement Hours—August 2023

Animal Enforcement Deputy Hyllsted contributed to these hours that reflect animal control activities only in Union for the month.

HOURS: 9

Calls for Service: 11

Dog at large:

Citations: 0
Warnings: 3
Impounds: 0
Other Action: 0

Dog Bites: 3

Barking Dog:

Citations: 0
Warnings: 2
Impounds: 0
Other Actions:

Animal Abuse/Neglect: 1

Other: See below*

Activities Included:

General patrol including previously reported problem areas
Follow up done as needed throughout the month
Deputy followed up on a dog bite, report originally taken by Deputy Johnson
One warned for dog at large and dog as a nuisance
Report taken for a dog bite
Deputy responded for a barking complaint, options given will follow up
Owner of dog warned for dog at large, 500 blk of S 4th
Deputy received a call of a wounded Deer, OSP contacted and handled
Received a report of a found dog, Finder will hold onto it
Report taken for a dog bite occurred on 600 blk on N College st.
Deputy assisted with a barking dog complaint, determined the dog was only barking when provoked. Card left for owners
Report of a dog at large, owner warned

AE 2022	Jan	Feb	Mar	April	May	Jun	July	Aug	Sep	Oct	Nov	Dec
1												
2												
3	2.75											
4	1					6.5						
5	3						3					
6	1											
7		2.5										
8		7						0.5				
9							1					
10												
11							2					
12												
13												
14												
15					1			1.5				
16					1.5							
17							1	1				
18					1							
19								1				
20												
21												
22								0.5				
23					1	1.5						
24		2.5						0.5				
25								0.5				
26	1.5											
27												
28								1				
29								0.5				
30	3.5					1						
31								2				
TOTAL	12.75	12	0	0	4.5	9	7	9	0	0	0	0



Memorandum

Subject: Administrator's Monthly Report
Meeting: City Council - Sep 11 2023
Prepared For: Mayor and Members of Council
Staff Contact: Roberta Vanderwall, Administrator

ATTACHED:
[Administrator's Monthly Report](#)

City of Union, Oregon



PO Box 529
342 S. Main Street
Union, OR 97883

Home to the Buffalo Peak Golf Course

Phone: 541-562-5197
Fax: 541-562-5196
www.cityofunion.com

CITY ADMINISTRATOR REPORT September 2023

Ranger Station:

Toured the Ranger Station buildings.

Ordinance:

I had the privilege to tour the most-unsightly properties in Union. I've been reviewing other city ordinances to find good provisions that we can include in the ordinance.

Water/Sewer:

Met with Doug, Dave Wildman, Anderson Perry & Associates and Paul regarding the Water Project/CDBG grant and reviewed the project. Will submit new signature cards for the Distribution Reports after the September 11th meeting.

Influent Screen: Construction has begun.

Library:

I was given a tour of the Library by Tiffany. Tiffany has requested Dianna Arena's assistance for another couple of months to help with cleaning and purging books & documents. She will also be trained as the librarian to run the library if necessary.

Streets:

We are having to sawcut the new street on Fir & Cove as there is a water leak coming out from under the street.

Human Resources:

We are scheduling interviews for the top three or four applicants for City Manager. The days we are considering are Friday, September 29 or Saturday, September 30th, or September 15th & 16th.

Parks:

No updates

Admin:

- Reviewed the Annual Audit Report and sent letter of engagement back to Yvonne.
- Review and prepare documents for the Council meeting.
- Attend Council Work Session
- Contact Sheriff Bowen regarding Contract and Dog Control Ordinance.

Council

CITY OF UNION, OREGON

FIRE/EMS:

Unfortunately, the Ballot did not pass. We need to re-evaluate the existing ordinance and pay structure to see if it will be necessary to increase the Public Safety Fee.

General:

We have received two new building applications. One is for a new residence and the other for a garage.

There are three Planning Commission applications moving forward. Two are Conditional Use permit applications and the other is for a partition.



Memorandum

Subject: Public Works Monthly Report
Meeting: City Council - Sep 11 2023
Prepared For: Mayor and Members of Council
Staff Contact: Paul Phillips, Public Works Lead

ATTACHED:

[Public Work Monthly Report August 2023](#)

City of Union Council Report for August 2023 Public Works Department

Water: We had some power issues and as a result we blew a fuse at well #3 so we switched to Well#2. We will be servicing the gas chlorination system for well #3 and installing a new booster pump on it while we are using well #2. The fuse has been replaced and well #3 is in the backup mode.

Sewer: The effluent pond at the golf course has got a lot of vegetation on it and the aerators are continuing to plug up. Plans are to drain the pond down this winter and superchlorinate the pond to kill the vegetation. We assisted in raising the waterline so Becker Construction could install some new sewer piping for the screw screen channel. With any luck construction should be completed by the end of September and then we will be building a cover for the screw screen.

Streets: The senior banners have been removed. Potholes were patched in the Northwest section of town. Plans are to have Becker Construction install the speed hump on North 10th when they pave at the WWTP. We obtained some used guardrails from the bridge located by the State Shop, and we plan to install it on North 10th and West Bryan in the future.

Park: We fixed the bathroom door lock timer so hopefully we can put an end to people sleeping in the bathrooms. Buried conduit in the rear of the park so that cameras can be installed. This has been a busy month for the park as it hosted grass roots, family reunions, a block party, a movie night, and a wedding.

Ranger Station: HVAC rough in has been completed on unit #2 the middle building. We need to have some electrical wires relocated and get inspections then it is onto insulation and sheetrock. The South garage is in the process of being sided.

MISC: The siding at the State Shop is all hung there is a little bit of finish work left to complete. Installed new batteries on the backhoe. The annual service of the fire extinguishers has been completed.

Public Works Lead

Paul Phillips

August 31, 2023

City of Union
Service Order List

All Service Orders, Exclude Completed, Exclude Cancelled

Order ID	Date	Request Type	Assigned To	Date	Status	Comp. Date	Account Number	Customer Name	Service Address	Reading
1621	8/3/23	Maint/Repair	PAUL PHILLIPS	8/3/23	ASSIGNED				795 W Delta	
1644	9/6/23	Leak Check	PAUL PHILLIPS	9/6/23	ASSIGNED		116480097	DENNY, JEFF	1227 N COLLEGE	62771
1138	3/23/22	Maint/Repair	PAUL PHILLIPS	3/23/22	ASSIGNED		114210024	JOHNSTON, STEVE & JAIMIE	1598 N COLLEGE	
1643	9/5/23	Maint/Repair	PAUL PHILLIPS	9/5/23	ASSIGNED		162890015	UNION-STREETS,	342 S Main	
1637	8/28/23	Maint/Repair	PAUL PHILLIPS	8/28/23	ASSIGNED		162890015	UNION-STREETS,	342 S Main	
1631	8/15/23	Maint/Repair	PAUL PHILLIPS	8/15/23	ASSIGNED		162890015	UNION-STREETS,	342 S Main	
1464	2/22/23	Maint/Repair	PAUL PHILLIPS	2/22/23	ASSIGNED		162890015	UNION-STREETS,	342 S Main	
1212	6/16/22	Maint/Repair	PAUL PHILLIPS	6/16/22	ASSIGNED		162890015	UNION-STREETS,	342 S Main	



Memorandum

Subject: August 2023 Wastewater Report
Meeting:
Prepared For: Mayor and Members of Council
Staff Contact: Heather Daggett, Wastewater

ATTACHED:
[Wastewater Report August 2023](#)

Wastewater Report August 2023

Drying Beds & Sludge removal – Currently 3 of 4 drying beds are occupied. Drying bed 1 has dirt from the screen project, Drying Beds 3 & 4 were combined so we could put 1 ft of new sludge from secondary Digester, then we transferred sludge from the Primary Digester into the Secondary Digester for needed room.

Regular Maintenance

- Chemical pump maintenance
- Blower Services and Maintenance
- RBC Maintenance: oils, Grease, and cleaning
- SBC: Grease
- Oregon Street Lift Station
- Effluent pump grease

Effluent - Effluent discharge is going to Buffalo Creek Golf Course Pond average of 115,000 gall a day.

- Daily Golf course checks on the pond and surrounding areas, the pond is full, and we are battling Pond weeds, algae and Duck Weed in the aeration fountains and manually removing when needed.

Projects / Future

- **New Screen Project**
 - Project continuing, we have Becker Construction on site 4-5 days a week and the project is moving right along, all the collection lines and new manholes are in place.

Other

- Public relations with concerned community members (Girard, Stultz, & Slegals) regarding the letter we sent out per DEQ regarding land applying biosolids on Hawkin's property.
- Cleared and cleaned up tree that had come over into the field east of the Wastewater Treatment Facility and located the manholes between the Wastewater Treatment Facility and the Catherine Creek crossing of the collection lines.
- Flushed collection lines from Birch to the Wastewater Treatment Facility due to some build up and the work getting ready to be done.
- Fire Extinguisher annual maintenance/service
- GMC truck was serviced.
- Golf Course Talk with Donna Beverage and the group Eastern OR Economic Summit
- Been doing some laboratory items for The City of Haines
- Cleared and removed weeds and debris around the Catherine Creek access point we use behind the Wastewater Treatment Facility for sampling and collecting temperatures.