

City Council Minutes  
June 24, 2013

Mayor Thayer called the meeting to order at 6:00 PM. Present: Councilors Paul Canter, Brandy Rainey, Harry Myers, and Lonnie Koroush; and Chief Operating Officer Jim Minard. Councilor Carol McGlasson was excused.

**PUBLIC COMMENT:**

Jon Silvermoon, with Habitat for Humanity, invited the Council to the ground breaking ceremony for the new house on N. 9<sup>th</sup> Street on July 7, at 2:00 PM. Catie Menage' mentioned that Oak and N. 3<sup>rd</sup> Street are quite potholed.

**STAFF REPORTS and UPDATES**

Catie Mange' updated the Council on library activities, including the grand opening. Mayor Thayer sent this matter to the Public Works Committee (Myers and Koroush) for its review and recommendation

Mr. Minard informed the Council that:

- ✓ tall grass and noxious weed letters were sent to area property owners with a compliance date of June 24;
- ✓ he spoke with Republic Services staff about garbage service and recycling. They would be happy to provide additional recycle carts to area customers and consider a yard waste program, though that may cost the customer;
- ✓ he would be submitting a grant reimbursement for the ball field improvements for around \$29,000, and looking into grant allowed improvements at Reservoir Heights;
- ✓ he advised the Council on questions he had about control of the Hull Foundation funds for the Monroe Library Branch and would have a full report for the Council's next meeting;
- ✓ information had been received from ODOT on installing signage prohibiting unmuffled exhaust brakes and installing banners over the highway;
- ✓ the doors push bar had been replaced and the wheel stops installed at the Legion Hall.

**CONSENT AGENDA:**

Minard requested the Council include a bill of \$4000 for the gravel installed for the parking at the ball field. The original bill was for \$5795.38; we only paid \$795.38; leaving a balance of \$5000. However, Conser offered to donate \$1000 towards the project; thus the \$4000 balance. Councilor Myers moved to approve the consent agenda as amended, which was seconded by Councilor Rainey and approved 3-1 (Koroush – NO)

**NEW BUSINESS:**

Council Vacancy Candidate Review and Selection: There were several candidates for the vacancy created by Mr. Ballard departure. They included Arik Santiago; Joann McMackin, and Donna Dillard. On the first vote no candidate received a majority. On the second vote Santiago received two votes (Rainey and Myers) and Dillard received three votes (Canter, Koroush and Thayer) and Donna Dillard was appointed to the City Council. She will be filling the unexpired term of Dave Ballard, who was elected in November 2012.

Library Meeting Room Policies and Fees: Minard noted the Library District had provided copies of their policies and fees for other libraries in the county. Councilor Myers felt a cleaning deposit of \$20 should be included when the kitchen was used. Koroush moved to accept the policies as presented, with the cleaning deposit, which was seconded by Myers and approved 3-1 (Rainey – NO)

Library Janitorial Agreement with Monroe School District: Minard presented an intergovernmental agreement to have the School District staff to provide janitorial services at the Monroe Library. The Council discussed how the contract would work, which organization would provide supplies, and specifics on timing. It was accepted that the District would pay the staff and bill the City; the Library had provided the supplies to open and would continue to work with the City on this matter; the Librarians and janitor were best qualified to determine what needs to be cleaned and when specific duties are to be performed.

Public Hearing: Proposed Uses of State Revenue Sharing: Mayor Thayer opened the public hearing on this matter. There was no testimony and the hearing closed.

Resolution 2013-02: A Resolution Declaring the City's Election to Receive State Revenues: Minard noted two dates needed correcting. Myers moved to accept the resolution as corrected, which was seconded by Koroush and approved 3-1 (Rainey – NO).

Public Hearing: 2013-2014 Budget: Mayor Thayer opened the hearing on the budget. There was no public input and Thayer closed the hearing closed.

Resolution 2013-03: Adopting the Budget, Making Appropriations, and Imposing the Tax. Councilor Canter moved to adopt this resolution, which was seconded by Myers and approved 3-1 (Koroush – NO)

Herbert Leak Adjustment: Minard informed the Council of the leak at the Herbert residence of 663 Main. The leak was 259,650 gallons resulting in an overage of \$4194.17. Based on past practice of having the owner pay one-half, the bill would be \$2116.37. Minard noted that Herbert had offered to pay this off this amount over time at \$50 extra per month. Thayer noted that while the amount was large the past practice had been to waive half the overage.

Councilor Koroush noted the City was already losing water and moved to reduce the amount to \$500 and waive the rest of the overage. The motion was seconded by Councilor Rainey and approved 4-0.

Salary Adjustments: Thayer opened up discussion on the Employee and Finance Committee's recommendation for a two-percent (2%) cost-of-living adjustment (COLA) for the employees and directing the six-percent PERS payment to Mr. Minard. The City would no longer be paying that six percent to the State, since Minard would be tapping his retirement fund and therefore ineligible to participate in PERS.

Mrs. McMackin asked to speak; questioning with the HP county-wide tax issue and reductions in staffing why 6% would be directed to Minard and not saved to address other financial concerns.

Councilor Canter, as Chair of the Committee, noted with the consolidation of duties to two employees the two percent was justified at this time; and that the 6% was already being paid to the State and this would not be any increase to the City. He felt Minard should not be penalized by discontinuing City contributions to his State retirement. Thayer stated that several years ago Minard offered to take a \$500 cut in pay to support his position that staffing levels could be reduced; while the other staff received pay raises of \$100. Thayer felt Minard was very deserving of this cost neutral offer given all the money he had saved or brought into the City over the years.

There were questions as to the dollar amount and Minard responded that the city was currently paying the State around \$180 per month for his six-percent employee share. He noted that he had not asked for the six-percent and that if the Council rejected the Committee's recommendation he would still be appreciative his position.

Myers moved to accept the Committee's recommendation for a two-percent COLA and the six-percent adjustment to Minard for the savings from the PERS payment. The motion was seconded by Councilor Canter and approved 3-2 (Rainey and Koroush – NO).

**OLD BUSINESS:**

Water System on Territorial – Dan Werner: There was no one present on this matter.

Time logs: Koroush noted that Minard's time log was by half-hour increments, when the Council had requested quarter hour breakdowns. Minard noted that his calendar only worked on half-hour increments and this just worked better. Councilor Myers and the Council agreed that quarter hours were requested, but the half-hour format provided the background needed in a better fashion. Ms. Johnston was completing hers and would be submitted to the Council by the next meeting.

Response to Auditor's Issues of Significant Concern: There was a general confusion on what the report from Ms. Johnston provided other than her response that most of the issues identified in the last audit were problems with the software. Minard concurred that the software had some significant failings and did not perform the same as the prior program in use 3 years ago. One example of the program deficiency was that it did not provide commas for numbers with more than four digits. The Council felt that additional training and oversight might be helpful; Councilor Rainey stated she would have some time to come in on Fridays and work with Ms. Johnston to get a better understanding of the issues.

**ADJOURN:**

There being no further business Mayor Thayer adjourned the meeting at 8:20 PM.

Signed: \_\_\_\_\_  
Mayor Frank Thayer

Attest: \_\_\_\_\_  
Chief Operating Officer Jim Minard