

City Council Minutes  
July 28, 2014

Mayor Thayer called the meeting to order at 6:00 PM. Present: Councilors Paul Canter, Harry Myers, Ron Thexton, Lonnie Koroush, Cindy Canter, and Donna Dillard; and Chief Operating Officer Jim Minard.

**PUBLIC COMMENTS:**

Tim Eastridge suggested again that the Council look into acquiring the County owned Baily Branch Railroad line, north of Ash, for park purposes. He noted the water reservoir was at the lower end and that the old water reservoirs might be useful for water storage for fire suppression.

**STAFF REPORTS:**

Public Works Superintendent Dave Claborn gave the public works report for activities during July. He noted the staff work in repairing a water leak at the north end of town and other maintenance activities. Councilor Koroush asked about a report on equipment maintenance. Mayor Thayer offered that certain water valves needed to be exercised and street signs needed cleaning or replaced.

Minard noted under his report that:

- The park improvements to Reservoir Heights would be commencing in the next couple of weeks and hopefully complete the dog park at City Park.
- The website was being updated as requested in the Council goals; the site manager had been busy lately, but was making progress.
- The new copier, to replace the existing copy machines, fax machine, and primary office printer would be arriving this week.
- Finance Officer Barb Johnston had submitted her resignation, but agreed to remain with the City while a replacement was sought. Minard was advertising with the State Employment Office, Eugene Register Guard, and League of Oregon Cities.
- He was working with the library staff and janitor on improving communications as to what and when janitorial services needed to be provided and the quality of service.
- The concept drawing for the pedestrian crossing at the Library had been completed by the City Engineer and been submitted to ODOT. He's waiting for authorization from ODOT for the City to develop the final design.
- He had approved two of three requests for water bill adjustments due to leaks. He was seeking direction on the apartment complex that had an overage of roughly \$1000 from its standard bill. The Council consensus was to follow past practice and get a report for the next Council meeting on this water leak credit program.

**CONSENT AGENDA:**

Minard noted a correction (payment to Tim Nash for stolen hoses had been credited to Minard) and additions to the bills. Paul Canter moved to accept the consent agenda as amended, excluding the Monroe Telephone bills, which was seconded by Koroush and unanimously approved. P. Canter moved to pay the Monroe Telephone bills, which was seconded by C. Canter and approve 5-0-1 (Dillard abstained).

**NEW BUSINESS:**

Paving Project Update/Review and Exemption for Award of Project: Minard reviewed the staff report that reflect the proposed paving project is defined as a minor project in the Public Contracting Ordinance and therefore exempt from the sealed bid requirements. He also noted finding that exempted this maintenance project from sealed bid procedures as presented in the staff report. Councilor Myers moved to qualify the proposed paving project as a minor project and adopt the findings to exempt this project from the sealed bid standards. The motion was seconded by P. Canter and unanimously approved.

Minard also noted the paving contractor's suggestion to pave the south parking shoulder of Commercial from basically City Hall to 99W. If the Council deleted the overlay on S. 9<sup>th</sup> Street the total project cost would increase \$3575. P. Canter moved to approve this change, which was seconded by Councilor Dillard and unanimously approved (7-0; Dillard as asked to vote twice).

Water Permit Extension: The Mayor called on Minard to brief the Council on this matter. As noted in the staff report, the State required the City to put its well permits to a beneficial use and update that every five years. An extension was needing to be filed and Minard was suggesting we stay with the firm that had done this work in the past for the City. Its quote was the same as others. Myers moved to authorize the Mayor to sign the agreement for services with GSI Water Solutions, which was seconded by P. Canter and approved 6-0.

Resignation of Finance Officer Barb Johnston: Myers moved to accept Ms. Johnston's resignation effective July 31, 2014. Koroush seconded the motion that passed 6-0.

Minard noted the need to have someone assume these finance responsibilities and that Ms. Johnston was amenable to remaining on staff until a replacement could be found. Minard presented and employment agreement for the temporary hiring of Ms. Johnston that was reviewed and discussed by the Council. Myers moved to approve this agreement, keeping her whole with a transfer of the PERS payment of six-percent added to her pay. Councilor Thexton seconded the motion that passed 4-2 (Koroush and P. Canter – No).

20104 Council Goals – July Update: There was no input to the quarterly update.

South Benton Nutrition Program Rental Rates: Mayor Thayer requested this matter be tabled. Myers moved to have this matter resolved by September 30, which was seconded by Koroush and approved 6-0. It was agreed to have a work session on this matter on August 18, at 4:30 PM.

**COUNCIL COMMENTS:**

Myers updated the Council on his meeting with the Fire District on the emergency light at Commercial and Hwy. 99W. He produced an agreement between ODOT and the City where

the City would be responsible for the cost of the light. The District had offered to assume responsibility for the maintenance.

C. Canter stated that the group considering renting the Legion Hall to make sopes was still evaluating its options. She also noted that United Way had roughly \$6000 for grant projects that could benefit Monroe that we should look into.

P. Canter noted MonroeFest would be held August 23. He was looking for support from the Council to craft a letter in support of local park development (which did not include a trail on the County owned Baily Branch railroad right-of-way). This was approved by consensus.

**ADJOURN:**

There being no further business Mayor Thayer adjourned the meeting at 7:45 PM.

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

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