

City Council Minutes
October 27, 2014

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

PUBLIC COMMENT:

None.

STAFF REPORTS:

Public Works Superintendent (PWS) Dave Claborn gave the public works report; which was sent to the Council electronically. He noted several high points that included repairing a major leak in the alley north of 8th Street that appears to have a positive impact on the unaccounted water loss and he would continue to evaluate. He would be meeting with an engineer the following day on the raw water intake pump to further evaluate the cavitation problem. He informed the Council of the newly installed storm drain line on the south side of Main Street and the catch basin at the corner of 6th and Commercial.

C.O.O Minard gave his report noting:

- ✓ He recognized the Council's directive to record the meeting, but he had not been able to locate the City's recording machine, even though he reached out to the former Finance Officer. He noted that Mr. Claborn had seen it stored in a case, in a cupboard, in the back room. It would be up and running next month.
- ✓ The court process was moving well as he and Mr. Williams were learning the process.
- ✓ He introduced Dave Williams, recently appointed as the City Finance Officer.
- ✓ He informed the Council that he had been contacted by a realtor who had the listing for the Brickyard Estates that was up for sale.
- ✓ The request for proposals for engineering services had been advertised with a date in December for evaluations of interested firms and a decision by the City Council.
- ✓ Northwest Natural Gas has a representative looking at communities, such as Monroe, without natural gas service.
- ✓ The design work on the School (lighted) crossing was accepted by ODOT. We're waiting for the final IGA (Inter-Governmental Agreement) with ODOT so we can get reimbursed for the engineering services performed by our City Engineering firm.
- ✓ He had come across an old file on the Monroe Transfer Site, operating under a franchise agreement with Benton County and Republic Services. He thought it odd that the service was operated on land owned by the City for which the City did not receive any franchise fee. He would be looking into this matter.

CONSENT AGENDA:

Minard noted several new bills had come in after the packets were delivered last week and new payable sheets were in front of them. Councilor Myers moved to accept the consent agenda as amended, excluding the Monroe Telephone bills, which was seconded by Councilor C. Canter and approved 5-0. Councilor C. Canter moved to accept the Monroe Telephone bills, which was seconded by Councilor Thexton and approved 4-0-1 (Dillard abstained with an actual conflict of interest.)

NEW BUSINESS:

Resolution 2014-05: Increasing Solid Waste Collection Rates:

Minard noted that, as the Council directed last month, he had prepared a resolution that incorporated the requested 2.6% rate increase. Mayor Thayer asked about a price break for seniors. Minard reminded him that Republic indicated last year this could not be done; but the option for using small and cheaper cans existed for those users. There was general conversation on the rates at the transfer station. Minard noted that while this was outside the scope of the City (outside the City) he would bring it up with the County as part of his research on the transfer station. Minard read a statement from Councilor Koroush into the record that he was against any increase. Myers moved to accept Resolution No. 2014-05: Increasing Solid Waste Collection Rates, which was seconded by Council P. Canter. The motion failed 2-3 (Dillard, C. Canter, and Thexton – NO). Minard was directed to have Republic Services appear before the Council to further explain its requested increase.

Nomination of Elected Official to Cascades West COG Board: C. Canter had resigned her position on the COG Board of Director and the COG was looking another elected official to assume her position. Thexton offered to do so while he was available. Myers moved to approve Councilor Ron Thexton as the City's representative to the COG Board. The motion was seconded by C. Canter and approved 4-0-1 (Thexton abstained).

Council Rules – Review and Discussion: Mayor Thayer noted the Council rules were included in the Council packets. He stressed that the only the Council could make decisions on behalf of the City. There was no further conversation on this topic.

Wage Increase Consideration for Utility Worker: Minard noted that he and PWS Claborn were recommending a raise for the City's Utility Worker. Their staff memo, which is incorporated into the minutes by reference, provided their basis for this recommendation. There was conversation about probationary periods for all employees. Thexton moved to authorize the wage increase to \$18 per hour – following completion of a six-month probationary period. C. Canter seconded the motion that passed 5-0.

Janitorial Services for Monroe Library: Minard noted that it was time to make a change in janitorial services via our IGA with the School District. That contract called for a 30-day termination notice. He recommended that this new hire be qualified as a part-time employee (as opposed to an independent contractor) with no benefits and had submitted a job description for the Council's review. Myers moved to accept the job description as presented, which was seconded by Dillard. C. Canter asked about the lifting and carry requirements of up to 50 pounds, which was acceptable to the Council. The motion was approved 5-0.

Minard noted the library staff had made some feelers and recommended the City consider hiring Brandy Logan who is now cleaning the Post Office. Myers noted it might be good to hire this individual as she was recommended by the Library staff. He moved to offer the position to Brandy Logan at \$12.65 per hour with a six-month probation. Thexton seconded the motion, which was approved 5-0.

2014 Goal Implementation Plan – Quarterly Update: It was noted that there were several items still needing the Council's attention, but no changes to the update.

OLD BUSINESS:

Legion Hall Income and Expenses: It was decided to try again to hold a work session on this matter on Wednesday, November 5th at 5:30.

OTHER BUSINESS:

Councilor Comments and Committee Reports:

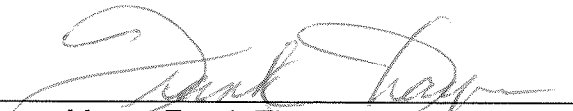
C. Canter asked about recording the meetings. Minard noted again he'd been unable to find the machine and not had any opportunity to figure out how to operate it.

Thexton requested Minard get background information for the COG Board he'd agreed to serve on.

ADJOURN:

There being no further business Mayor Thayer adjourned the meeting at 7:05 PM.

Signed: _____


Mayor Frank Thayer

Attest: _____


Chief Operating Officer Jim Minard