

City Council Minutes  
December 22, 2014

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

**PUBLIC COMMENT:**

Rob Reynolds gave his opinion on several matters. He mentioned the garbage service from Republic Services and requested the Council look into rates for recycling more regularly and yard waste collection. He opined that family members should not sit on the Council. He felt Councilor Thexton participating via teleconferencing was inappropriate on a regular basis.

**STAFF REPORTS:**

Public Works Superintendent (PWS) Dave Claborn gave the public works report; which was sent to the Council electronically. He added he was considering a temporary drain line for bleeding off the water line on 9th Street during the winter months; improvements to the intake line of the raw water pump had been completed with more work needed; he had worked to improve the drainage on 6th at Main; and the Massey mower was needing to be replaced. Councilor C. Canter recognized Dave for his work on the City float.

C.O.O Minard gave his report noting:

- ✓ He had attempted to talk with the SBNP (Nutrition Program) officers last Thursday about the Council's proposal on them taking over the Legion Hall operations, but they were not available prior to lunch and he would set up a meeting with them;
- ✓ The audit was coming along very nicely and only a few documents on budget notices remained to be located and Mr. Williams was doing a very good job on this front. Mayor Thayer requested some training from the auditors on areas of concern.
- ✓ He continues to look into different investment opportunities; some did not allow for "corporate" investments and he had yet to hear back from Umpqua Savings.
- ✓ City/County Insurance Services (CIS) annual convention will be held in late February, with virtually all expenses covered, and he had requested Finance Officer Williams attend.
- ✓ A meeting would be set up after the New Year for the Mayor and him with the County Sherriff to discuss contract issues.
- ✓ He and PWS Claborn met with library personnel on minor warranty work. The contractor was very responsive and it was decided to defer certain ceiling cosmetic work given the expected cost.

C. Canter asked about office closures. Minard noted over Christmas the city offices would be closed Wednesday afternoon and Thursday; Dave Claborn would be manning City Hall on Friday the 26th. Minard would look to adjust his schedule while Williams was at the CIS Conference in February.

Councilor Paul Canter asked if anything had been received from the interested party on the Haunted House property. Thayer noted he was waiting to hear back.

Councilor Koroush asked when the molding would be installed at the Legion Hall. Claborn mentioned it was lower on his "to do" list, but would be started shortly after the New Year.

Korosh asked about staffing over Thanksgiving. Claborn noted he worked a few hours over this holiday to share the holiday work load with his assistant. Korosh asked about court costs expenses and revenues. Minard noted could not provide monthly revenues, but that they were down and he and the Mayor would be meeting with the Sherriff's office.

### **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 and excluding the Monroe Telephone bills, which was seconded by Councilor C. Canter and approved 6-0.

Councilor Thexton moved to approve the Monroe Telephone bills, which was seconded by Korosh and approved 5-0-1 (Dillard abstained).

### **NEW BUSINESS:**

Removal of Past Councilors as Signatory and Amendments to Finance Officer and chief Operating Officer Authorizations: Mayor Thayer noted we should make sure that former Finance Officer Barb Johnston should also be removed from the City's accounts. Myers moved to remove Carol McGlasson and Barb Johnston from the City accounts; that Mayor Thayer and Council President Paul Canter were the only authorized signators on the City accounts; and that C.O.O. Minard and Finance Officer Dave Williams were authorized to get any information from all financial institutions, governmental entities and other agencies doing business with the City. Korosh seconded the motion, which passed 6-0.

Acceptance of Election Results. Thayer noted that we needed a motion to accept the election results. C. Canter moved to accept the election results, which was seconded by P. Canter. Thexton asked about the purpose of the motion. Minard noted that Oregon Statutes required the City to send in a form to the County Elections Office and he needed a motion to sign and return. Motion carried 5-1 (Korosh - NO).

Goal Setting Scheduling: Councilor Dillard requested this matter be tabled to next month, which was accepted by Council consensus.

Acceptance of Civil West's Proposal for Engineering and Planning Services for Wastewater and Stormwater Master Plans. C. Canter moved to accept the proposal, which was seconded by Korosh. P. Canter asked if a "not to exceed" clause needed to be included. Minard stated the amount submitted was a not to exceed; any change orders or additional expenses would need to be authorized by the Council. The motions carried 6-0.

### **OTHER BUSINESS:**

#### Mayor and Councilor Comments:

Thayer asked P. Canter and C. Canter to work with on soliciting new volunteers for the MonroeFest, to which they agreed.

P. Canter asked about Mr. Reynolds's request to look into rates for enhanced recycling; the Council consensus was to do so.

C. Canter asked about the recording of the meeting. Minard apologized that he forgot and was unsure exactly where he stored the machine case.

Dillard noted the demolition occurring at 6th and Orchard. Minard stated he had been informed of this by Mr. Dillard and looked into and was giving the property owner a few days to clear the property before sending a nuisance warning letter.

**ADJOURN:**

There being no further business Mayor Thayer adjourned the meeting at 6:55 PM.

Signed: \_\_\_\_\_

Mayor Frank Thayer



Attest: \_\_\_\_\_

Chief Operating Officer Jim Minard

