

MINUTES OF THE REEDSPORT CITY COUNCIL
NOVEMBER 6, 2023 AT 7:00 P.M. CITY COUNCIL SESSION VIA ZOOM & IN
PERSON

PRESENT: Mayor Linda McCollum
Councilors Chuck Miller, Allen Teitzel, Rich Patten, Rob Wright. (Councilor Debby Turner joined via zoom.)
Student Councilor Hayden Adams
City Manager Deanna Schafer
City Attorney Melissa Cribbins

OTHERS PRESENT: Dep. City Recorder Christina Crockett, Public Works Director Kim Clardy, Finance Director Michelle Fraley, Police Chief John Carter, Fire Chief Tom Anderson, Cindy Davis Wegner, Joann Patten, Tom Beck, Kathi Wall-Meyer, Valerie Lavallee

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

Mayor McCollum called the meeting to order at 7:15 P.M.

2. CITIZEN COMMENTS

This time is reserved for citizens to comment on items that are not on the Agenda. Maximum of five minutes per item, please.

3. PRESENTATIONS, PROCLAMATIONS, AWARDS

A. Oath of Office Council Member Position #1 Robert Wright.

Interim City Attorney Melissa Cribbins commenced the Oath of Office for newly appointed Councilor Position #1 Robert Wright

B. Swearing in of Police Lieutenant William Cutshall

Madam Mayor commenced the Oath of Office for newly appointed Lieutenant William Cutshall of the Reedsport Police Department.

C. Proclamation for Veteran's Remembrance Day

Councilor Rob Wright read a proclamation recognizing November 11, 2023 as Veteran's Remembrance Day, on behalf of Mayor Linda McCollum.

4. APPROVAL OF THE AMENDED AGENDA

Councilor Miller motioned to approve the Agenda.

Councilor Wright seconded the motion.

MOTION:

that the City Council approve the Agenda.

VOTE:

AYES 6 NAYES 0

(Mayor McCollum, Councilor Miller, Teitzel, Patten, Wright and Turner voted in favor of the motion)

City Manager Deanna Schafer stated that there were several sets of minutes that were handed out at the beginning of the meeting that did not make it into the packet. At this time, Councilors began to review minutes.

5. CONSENT AGENDA

Routine items of business that require a vote but are not expected to require discussion by the Council are placed on the Consent Calendar and voted upon as one item. In the event that a Councilor or citizen requests that an item be discussed, it will be removed from the Consent Calendar and placed under General Business.

- A. Approve minutes of the work session of August 7, 2023.
- B. Approve minutes of the regular session of August 7, 2023.
- C. Approve minutes of the work session of August 28, 2023.
- D. Approve minutes of the regular session of August 28, 2023.
- E. Approve minutes of the work session of October 2, 2023.
- F. Approve minutes of the regular session of October 2, 2023.
- G. Ratify the emergency authorization for the expenditure of funds for a wastewater repair pursuant to ORS 279A.010.

The mainline that conveys all of the City of Reedsport's wastewater to the wastewater plant is showing deterioration and has a section of pipe that is failing; this is causing infiltration and inflow. The Wastewater department reached out to West Coast CIPP Supply, the contractor who performed our sewer lining this last summer and they had given us a quote of \$59,875 to line the pipe in an emergency situation. Under ORS 279 this repair would fall under

an emergency and only one bid would be required. The contractor was readily available and completed the emergency repair.

Staff is asking for \$65,000 so that we will have enough to cover contingencies should they arise. This will be funded out of the wastewater budget (004) capital improvements.

***Authorize the emergency expenditure of funds for a wastewater repair pursuant to ORS 279A.010.**

H. Motion to approve the Consent Agenda.

Councilor Patten motioned to approve the Consent Agenda.

Councilor Teitzel seconded the motion.

MOTION:

that the City Council approve the Consent Agenda.

VOTE:

AYES 6 NAYES 0

(Mayor McCollum, Councilors Miller, Teitzel, Patten, Wright and Turner voted in favor of the motion)

6. GENERAL BUSINESS

~~A. Shall the City Council adopt Ordinance 2023-1205, to adopt the May 24, 2023 Reedsport Economic Opportunities and Housing Needs Analysis by FCS Group? (Council Letter 23-076)~~

B. Shall the City Council adopt Resolution 2023-017 authorizing a supplemental budget and budget revisions to the 2023-24 FY budget?

Finance Director Michelle Fraley stated that a resolution has been drafted which provides for unforeseen changes in the form of a supplemental budget and budget revisions to the 2023-24 fiscal year budget.

According to ORS 294.471 a local government may prepare a supplemental budget if a condition that was not known at the time of the budget requires a change in financial planning. The following information is provided regarding the recommended adjustments. These adjustments were not known at the time of adopting the FY 2023-24 budget.

None of the recommended adjustments increase the property tax levy.

Budget Change for Fund 004 Wastewater Utility Fund

Wastewater System Improvements	\$+65,000
Contingency	\$(65,000)

The City has discovered a mainline sewer issue which conveys all the City's wastewater to the plant. This pipe is failing and is need of emergency repair. Due to this being an emergency repair and not a budgeted repair we are transferring from contingency to wastewater systems improvements for the unexpected expense.

There is no fiscal impact, we are merely moving funds from one line item to another.

Councilor Teitzel motioned to adopt Resolution 2023-017 authorizing a supplemental budget and budget revisions to the 2023-24 FY budget.

Councilor Miller seconded the motion.

MOTION:

that the City Council to adopt Resolution 2023-017 authorizing a supplemental budget and budget revisions to the 2023-24 FY budget..

VOTE:

AYES 6 NAYES 0

(Mayor McCollum, Councilors Miller, Teitzel, Patten, Wright, and Turner voted in favor of the motion)

C. Shall the City Council authorize the purchase of the ozone generator for the water treatment plant?

Public Works Director Kim Clardy stated that back in January of 2023 city staff asked the Council for approval to rent an ozone generator and also the purchase of the ozone generator should staff find out that the Ozone was effective. The rental of the generator was put into place in August of 2023, until the end of October. Since this time staff and the Sound Water Services Crew (Ozone Company) have learned some things that were originally quoted are either not needed now or need to be different. Originally the purchase approval dollar amount was \$80,470.00, with the change in design and the cost of equipment going up the dollar amount has changed to \$106,000. We will be getting a refund of \$8000 applied to the purchase for half the

rental, which makes the purchase price \$98,000. City staff is asking for \$110,000 for contingency.

The ozone generator will be funded out of the water capitol (003)

Councilor Teitzel motioned to authorize the purchase of the ozone generator for the water treatment plant.

Councilor Turner seconded the motion.

MOTION:

that the City Council authorize the purchase of the ozone generator for the water treatment plant.

VOTE:

AYES 6 NAYES 0

(Mayor McCollum, Councilors Miller, Teitzel, Patten, Wright, and Turner voted in favor of the motion)

- D. Shall the City Council authorize the expenditure of funds for a variable frequency drive (VFD) under the emergency ORS 279A.010 for 7th Street storm water pump station?

Public Works Director Kim Clardy stated that the 7th Street stormwater pump station suffered a failure with one of the VFDs, which caused the pump station to not operate. City Staff was under the impression that it would be under warranty and there would be no cost associated with the repair. City staff learned that it was no longer under warranty and that the cost was over the allowed \$10,000 for three separate bids. Reese Electric was the original electrical contractor when the pump station was built in 2021 so they were called to repair the VFD under the assumption that it was still under warranty. 7th Street pump station is a vital part of the stormwater system and cannot be inoperative for any given amount of time. Under ORS 279 this repair would fall under an emergency and only one bid would be required.

Staff is asking for \$12,875 from stormwater fund (005) to pay for the invoice for the VFD to Reese Electric.

Councilor Teitzel motioned that the City Council authorize the expenditure of funds for a variable frequency drive (VFD) under the emergency ORS 279A.010 for 7th Street storm water pump station.

Councilor Miller seconded the motion.

MOTION:

that the City Council authorize the expenditure of funds for a variable frequency drive (VFD) under the emergency ORS 279A.010 for 7th Street storm water pump station.

VOTE:

AYES 6 NAYES 0

(Mayor McCollum, Councilors Miller, Teitzel, Patten, Wright, and Turner voted in favor of the motion)

7. MISCELLANEOUS ITEMS

(Mayor, Councilors, City Manager, City Attorney)

1. City Manager Deanna Schafer stated that the Fire Station seismic construction should be complete by December 31st.
2. Schafer announced the annual city staff Thanksgiving potluck would take place on Thursday November 17, 2023 from 12:00 pm to 1:00 pm.
3. Schafer announced that the Holiday Arts Festival is on December 1 and 2, 2023.
4. Schafer announced the Umpqua Discovery Center Community Free Day is on December 2, 2023 10:00 am to 4:00 pm.
5. Schafer stated that the Forrest Hills Pump Station is moving along.
6. Schafer stated that there have been some changes to the Fire Station 7 seismic construction due to asbestos. Chief Carter replied that they have begun the abatement on the asbestos.
7. Schafer stated that the emergency repair on the wastewater line went well.
8. Schafer stated that the city was selected for the cops grant.
9. Police Chief John Carter stated that Officer Zane Mitchell completed the academic portion of the Academy.
10. City Attorney Melissa Cribbins spoke about recreational immunity and that the recommendation is for cities to take inventory of unimproved trails and post signs accordingly.

Mayor McCollum adjourned the meeting at 8:00 P.M.

Linda McCollum, Mayor

ATTEST:

Deanna Schafer, City Recorder