

MINUTES OF THE REEDSPORT CITY COUNCIL NOVEMBER 5, 2018, 7:10 P.M.  
CITY HALL CONFERENCE ROOM

PRESENT:

Mayor Linda McCollum

Councilors DeeDee Murphy, Leslee Collier, Rich Patten, Ellen Anderson and Debby Turner. (Councilor Mark Bedard was absent.)

City Manager, Jonathan Wright

City Attorney Steve Miller

OTHERS PRESENT:

Deanna Schafer, Jessica Terra, John Stokes, Duane Wisehart, Charles Hurlocker, Ron Eberlein, Debbie McKinney, Joe Liedtky, Brian Klier, Nick Klier, Dennis Swartz, Emily Bradly, Jennifer McDuffy, Rosa Solano, Ed O'Carroll, Tom Anderson

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

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.*

Mr. Dennis Swartz, gave an update of ongoing issues in Reedsport.

3. PRESENTATIONS, PROCLAMATIONS, AWARDS

National Rural Health Day Proclamation.

4. APPROVAL OF THE AGENDA

Councilor Rich Patten motioned to approve the Agenda.  
Councilor DeeDee Murphy seconded the motion.

MOTION:

that the City Council approve the Agenda.

VOTE:

AYES     6                          NAYES     0    

(Mayor Linda McCollum, Councilors Patten, Turner, Murphy, Anderson and Collier voted in favor of the motion.)

5. PUBLIC HEARINGS

Public Hearing on the potential sale of property located at the corner of Juniper and Ivy.

Mayor Linda McCollum opened the Public Hearing at 7:12pm.

- A. Shall the City Council authorize the City Manager to proceed with the sale of a parcel of City owned property located at the corner of Ivy and Juniper Avenue and accept sealed bids for the property? (Council Letter 018-077)

Mayor Linda McCollum closed the Public Hearing at 7:14pm.

Councilor Ellen Anderson motioned to adopt Resolution 2018-013 authorizing a supplemental budget and budget amendment to the FY 2018-19 budget.

Councilor Debby Turner seconded the motion.

MOTION:

that the City Council adopt Resolution 2018-013 authorizing a supplemental budget and budget amendment to the FY 2018-19 budget.

VOTE:

AYES 6 NAYES 0

(Mayor Linda McCollum, Councilors Patten, Turner, Murphy, Anderson and Collier voted in favor of the motion.)

6. 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 Regular Session of September 10, 2018.
- B. Shall the City Council approve a limited On-Premise liquor license application from Don's Main Street Diner?

Per Reedsport Municipal Code 7.28 Liquor Licensing, the City Recorder shall cause any new liquor license applications to be placed in front of the City Council for

recommendation to the Oregon Liquor Control Commission (OLCC). The City has no authority to approve or deny applications but can make recommendations.

The City has received an application for a liquor license at 2115 Winchester Avenue for the business known as Don's Main Street Diner. Don's Diner is a long-established business and the new owners would like to add beer and wine products to their menu.

There is no fiscal impact of issuing a license to sell alcohol at this location beyond the normal application and renewal fees.

1. Recommend the granting of a new liquor license for Don's Main Street Diner located at 2115 Winchester Avenue.

C. Motion to approve the Consent Calendar.

Councilor DeeDee Murphy motioned to approve the Consent Calendar.

Councilor Leslee Collier seconded the motion.

MOTION:

that the City Council approve the Consent Calendar.

VOTE:

AYES 6 NAYES 0

(Mayor Linda McCollum, Councilors Patten, Turner, Murphy, Anderson and Collier voted in favor of the motion.)

7. GENERAL BUSINESS

A. Shall the City Council adopt new goals?

City Manager Jonathan Wright said that the City Council set long-term goals and created a mission statement for the City of Reedsport as part of a Goal Setting Session in 2008. Every couple of years it has been the practice of the Council to revisit those goals and determine if they still apply today.

Each Council member was given a worksheet to review and rank the current goals or suggest new goals to discuss and vote on.

Councilor Leslee Collier motioned to rank the existing goals by the new priority and add two suggested items as rank number 7. and 8.

Councilor Debby Turner seconded the motion.

MOTION:

that the City Council rank the existing goals by the new priority and add two suggested items as rank number 7. and 8.

VOTE:

AYES 6 NAYES 0

(Mayor Linda McCollum, Councilors Patten, Turner, Murphy, Anderson and Collier voted in favor of the motion.)

- B. Shall the City Council approve an Intergovernmental agreement between the City of Reedsport and the Lower Umpqua Library District?

City Manager Jonathan Wright said that the City has maintained and operated the Reedsport Public Library building since close of the Douglas County Library System. This facility has been maintained via grants, donations and minimal City funds. Based off of this it was only a matter of time before funds and efforts would be exhausted. Identifying the need for long term sustainable funding the Lower Umpqua Library District was formed and on July 1, 2018 the five (5) member district board became effective. They spent the last four months muddling through the burdensome task of standing up a new district.

Today the District is in position to take over the Reedsport Public Library and convert it to the Lower Umpqua Library. The attached Intergovernmental Agreement (IGA) represents the desire of both parties to have a cooperative working Agreement whereby the City Library building and facility may be used by community members to check out books, use computers, attend specialized programs and events, hold meetings, and for their general enjoyment.

Upon the effective date of this agreement the City will dissolve the Reedsport Public Library, transfer the assets and resources per the provisions of the IGA and work with the District in a supporting role from that day forward.

While the creation of the new district does impact the City's financial resources to an unknown extent, the building is owned by the City therefore provisions have been put in the IGA obligating the City to work with the District and share the cost of major repairs. Since the building was renovated in 2013 no major repairs are anticipated or scheduled in the near future.

Councilor Ellen Anderson motioned to approve an IGA with the Lower Umpqua Library District.

Councilor Debby Turner seconded the motion.

MOTION:

that the City Council approve an IGA with the Lower Umpqua Library District.

VOTE:

AYES 6 NAYES 0

(Mayor Linda McCollum, Councilors Patten, Turner, Murphy, Anderson and Collier voted in favor of the motion.)

- C. Shall the City Council approve a proposal from SHN Engineers & Geologists, Inc. to provide professional services for ultraviolet conversion at the City wastewater plant?

Public Works Director John Stokes said that the City wastewater plant's operation was designed to rely on chlorine gas treatment as a final disinfection stage for the influent grey water. Once chlorinated, a secondary process is then initiated to de-chlorinate the effluent prior to discharge. Since 2010, this process has become quite expensive due to the continued annual increase in cost for chlorine gas/de-chlorination chemicals as well as equipment upgrades and replacements needed. In addition, chlorine gas is a safety concern and monitoring equipment is required to be constantly maintained or replaced as necessary to ensure proper operation and safety measures. Lastly, the plant is also required to be monitored on weekends due to these processes.

In order to reduce the burden of the chemical, labor expenses including safety and monitoring of the wastewater plant, the City has requested a proposal from SHN for comprehensive pre-design, construction documents, bidding support, construction administration support and close-out services to convert the chlorine system to ultraviolet. During an initial pre-proposal assessment of the plant, it was determined that this system would be the best and ultimately most economical course of action for the City.

SHN is currently one of the City's yearly professional engineering contract firms and performed quite well on last year's water treatment plant conversion.

The attached proposal is broken into phases totaling \$139,870; however, staff requests that \$150,000 be allocated due to any unforeseen or additional services items that may

be required. Funding for the entire proposal is available from fund 004. The proposal covers comprehensive pre-design, construction documents, bidding support, construction administration support and close-out. If approved, staff will issue Notice to Proceeds to SHN based on individual project phases rather than the entire project.

Wastewater Lead Operator Charles Hurlock was on hand to answer any question.

Councilor Rich Patten motioned to approve SHN's proposal dated June 8, 2018 and allocation of \$150,000 for the UV conversion of the City wastewater plant.

Councilor DeeDee Murphy seconded the motion.

MOTION:

that the City Council approve SHN's proposal dated June 8, 2018 and allocation of \$150,000 for the UV conversion of the City wastewater plant.

VOTE:

AYES 6 NAYES 0

(Mayor Linda McCollum, Councilors Patten, Turner, Murphy, Anderson and Collier voted in favor of the motion.)

- D. Shall the City Council enter into a Personal Services Contract with Tyree Oil Inc. for 24 hour card lock fuel services?

City Manager Jonathan Wright said that in December 31, 2018 the current contract to provide fuel services with Tyree Oil Inc. will expire. The City has been using Tyree Oil Inc., mainly at the Reedsport Pacific Pride, site for the last four years and has been pleased with the service provided.

Three quotes were informally requested of Carson Team, Petro Card and Tyree Oil, Inc. Both Carson Team and Petro Card completed an analysis of the services that Tyree is currently providing and declined to quote a price.

Ryan Tucker of Tyree Oil, Inc. has requested that the reference index that is used as a base before markup, be changed to a more widely used fuel pricing average which will not affect the cost of the fuel but will make the accounting easier. The same levels of auditing methods will exist. This change is reflected in the draft contract.

Tyree has asked that the City Council consider a 5 year contract at this time. Previously the City has renewed the contract every two years. For the last several cycles the contract amount has remained the same and is well below the State of Oregon contract price.

The new proposal from Tyree Oil, Inc will be comparable to the current price of \$.057 markup above the Eugene OPIS unbranded average rack price per gallon.

Councilor Rich Patten motioned to award a contract for fuel services for years 2017-2018 to Tyree Oil Inc. and authorize the City Manager to sign on behalf of the City.

Councilor DeeDee Murphy seconded the motion.

**MOTION:**

that the City Council award a contract for fuel services for years 2017-2018 to Tyree Oil Inc. and authorize the City Manager to sign on behalf of the City.

**VOTE:**

AYES 6 NAYES 0

(Mayor Linda McCollum, Councilors Patten, Turner, Murphy, Anderson and Collier voted in favor of the motion.)

- E. Shall the City Council accept a grant from the Federal Emergency Management Administration for pump station repairs?

City Manager Jonathan Wright said that in 2016 Douglas County suffered the Stokes Creek fire and as a result was awarded approximately \$400,000 in Federal Emergency Management Administration (FEMA) post disaster mitigation funding for which the County opted not to use. Having the County opt out of these funds allowed the City to become eligible to apply for them for other mitigation purposes. The City has provisions adopted into its Natural Hazard Mitigation Plan for the upgrade of its stormwater pump stations to eliminate existing flood conditions and mitigate future failures and floods.

City staff has identified two stormwater pump stations (7<sup>th</sup> street and 12<sup>th</sup> street) that are both in critical need of upgrade due to age, function and capacity. Based on this the City applied for \$358,950 of the available post disaster funding and have finally received the award.

This grant requires a minimum 25% match from the City for which the City has pledged \$119,650 in the Crestview timber sale funds. This makes the total project cost \$478,600.

Councilor Rich Patten motioned to accept the grant from FEMA and allow the City Manager to sign all documents.

Councilor DeeDee Murphy seconded the motion.

MOTION:

that the City Council accept the grant from FEMA and allow the City Manager to sign all documents.

VOTE:

AYES 6 NAYES 0

(Mayor Linda McCollum, Councilors Patten, Turner, Murphy, Anderson and Collier voted in favor of the motion.)

8. MISCELLANEOUS ITEMS

*(Mayor, Councilors, City Manager, City Attorney)*

City Manager Jonathan Wright said that he was approached by the local Girl Scouts troupe to see if the City would "Sponsor" the group by waiving the fees to use the gym for meetings.

There was no objection to waiving the fee.

He also said that he was approached about a grant that could promote affordable housing projects in Reedsport. The only issue is that it is a grant that encompasses surrounding communities and that the City of Reedsport would have to be the lead applicant requiring that it is the fiscal agent. Wright said that he felt uncomfortable being a fiscal agent for another City such as Coos Bay. He said that the timing of the grant is short and in order to apply the Council would have to hold a special meeting. He said he would explore it further and determine whether it would be beneficial to the City of Reedsport.

9. ADJOURN

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Linda McCollum, Mayor

ATTEST:

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Deanna, City Recorder