

MINUTES OF THE REEDSPORT CITY COUNCIL MARCH 4, 2019, 7:00 P.M. CITY COUNCIL CHAMBERS

PRESENT: Mayor Linda McCollum  
Councilors Mark Bedard, DeeDee Murphy, Leslee Collier, Rich Patten, Ellen Anderson and Debby Turner  
City Manager, Jonathan Wright  
City Attorney Steve Miller

OTHERS PRESENT: Deanna Schafer, Duane Wisehart, Dennis Lyons, Gretchen and Brady McNeffe, Ron Eberlein, Allen Teitzel, Bev Doane, Victoria Lavallee, Debbie McKinney

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. Allen Teitzel, an elder of the Seventh Day Adventist Church said that he wanted to personally thank the City Council and staff for fixing a pot hole on Ranch Road near the church. He relayed that a women had gotten her wheel chair high centered and they called the City and told them what had happened and the crew came out and fixed it the next day.

3. PRESENTATIONS, PROCLAMATIONS, AWARDS

- A. Presentation of Good Friends and Neighbors award for the McNeff family hardware business. The McNeff family has owned and operated the store for over 49 years.
- B. Utility Service Partners Inc. service line warranty program. Mr. Dennis Lyons presented a Power Point informational overview of the company and the programs offered.

Mr. Dennis Lyons said that since it's founding in 2003, Utility Service Partners, Inc. (USP) and its parent, HomeServe USA, have been working in partnership with utilities and municipalities across the country to provide solutions that help address aging infrastructure.

Through a unique "Savings & Solutions Program" Partnership between the National League of Cities (NLC) and USP, the NLC Service Line Warranty Program was conceived in 2010 as a tool to help NLC member cities address this infrastructure issue

on a local level for their residents. The NLC Service Line Warranty Program is a unique public-private partnership, and as the program administrator, USP is the only provider endorsed by the NLC, an organization that represents and advocates for cities and municipalities throughout the United States.

The program provide four key benefits for NLC members that participate:

1. Educates resident homeowners about their service line responsibilities
2. Provides an affordable solution that helps residents avoid the often-high cost of water and sewer service line repairs
3. Engages local contractors to perform the repairs that contribute to the local economy
4. Creates a new source of funding for projects that benefit the community

The NLC Service Line Warranty Program is currently available in nearly 500 cities and municipalities across the country and has helped more than 100,000 homeowners save money on service line repairs and replacements since the Program began.

The Program is only offered to homeowners as an option in cities that choose to participate in the program. It is marketed jointly with the participating city's logo and Service Line Warranties of America, the brand recognized as a trusted source of utility line plans, to demonstrate that there is a relationship in place, to let residents know that offering is for the residents benefit and has the approval of the city. All Program marketing and administration are managed entirely by USP and public funds are not used for program administration. Local government incurs no cost to introduce the warranty program to the community.

USP, and its parent HomeServe USA are committed to unparalleled brand stewardship that adds value for our partner communities. This commitment is reinforced by an A+ Accredited Better Business Bureau rating. Our consumer brand, Service Line Warranties of America, is proud to be the recipient of the 2013 Western Pennsylvania Better Business Bureau Torch Award for Marketplace Ethics. Together with parent company HomeServe USA, USP is committed to acting with the highest level of integrity and ethical conduct in all interactions with partners, customers, employees, contractors and shareholders.

Councilor Mark Bedard asked for clarification from the draft contract about how many mailings would go out to customers. From the language it looks like the citizens would be bombarded with mailings.

Mr. Lyons said that the language is misleading. It is actually only a letter offering the service and a follow-up letter quarterly. He said that he would ask that the language be altered to clarify that.

Council had concerns over the language asking for the City to grant a non-exclusive license but then it says that no competitor could be allowed to use the City name or logo. Consensus was that this language makes an exclusive relationship.

Mr. Lyons said that he would look into having that language changed.

4. APPROVAL OF THE AGENDA

City Manager Jonathan Wright asked that the Council to amend the agenda by striking the item G under General Business and replacing it with a new item relating to the operation and maintenance of the levee.

Councilor Mark Bedard motioned to approve the Agenda as amended.

Councilor Debby Turner seconded the motion.

MOTION:

that the City Council approve the Agenda as amended.

VOTE:

AYES 7 NAYES 0

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

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 City Council Regular meeting of February 4, 2019.

B. Motion to approve the Consent Calendar.

Councilor Leslee Collier motioned to approve the Consent Calendar.

Councilor Ellen Anderson seconded the motion.

MOTION:

that the City Council approve the Consent Calendar.

VOTE:

AYES 7 NAYES 0

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

6. GENERAL BUSINESS

- A. Shall the City Council enter into an agreement with Utility Service Partners Private Label, Inc. for the City of Reedsport?

City Manager Jonathan Wright said that based on the presented proposal from Mr. Lyons staff recommends partnering with Utility Service Partners Label, Inc.

There is no cost to the City to partner with this program however they do pay the City a franchise fee that could help augment utility revenues.

Councilor Ellen Anderson motioned to agree to partner with Utility Service Partners Label, Inc. for the City of Reedsport.

Councilor DeeDee Murphy seconded the motion.

MOTION:

that the City Council agree to partner with Utility Service Partners Label, Inc. for the City of Reedsport.

VOTE:

AYES 7 NAYES 0

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

- B. Shall the City Council adopt a Resolution creating a Social Media Policy and assign 2019-008 as the title?

City Manager Jonathan Wright said that technology has become an everyday part of the workplace. Computers and the internet are now standard workplace tools. In a very short span of time, social media has evolved from a technological fad to a potentially long-term, effective communication option for the City. Cities should develop a comprehensive social media policy to manage legal risks such as violations of public

records law and protections of free speech. This policy does not address the off-duty private use social media accounts that does not relate to public business.

While the City may not restrict an individual's First Amendment free speech rights by regulating the content of their social media posts. Cities may, however, regulate the time, place, and manner in which free speech is permitted and thus, manage public comments on the city's social media accounts accordingly.

The City already maintains multiple social media sites. There is no fee associated with these sites and no fee or charge for the implementation of this policy.

Councilor DeeDee Murphy motioned to adopt Resolution 2019-008 creating a Social Media Policy.

Councilor Debby Turner seconded the motion.

MOTION:

that the City Council adopt Resolution 2019-008 creating a Social Media Policy.

VOTE:

AYES 7 NAYES 0

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

C. Shall the City Council adopt a Resolution creating a Media Policy and assign 2019-009 as the title?

City Manager Jonathan Wright said that Oregon public meetings laws for municipal government requires an informed citizenry. They are to be notified of public meetings and provided the opportunity to be witness to final decisions; however, there are executive session provisions in Oregon public meetings laws for deliberations on certain matters in which the public generally is not invited. This is due to the nature of the matter being deliberated. Executive sessions are intended to protect the innocent and assure confidentiality about sensitive matters. The time spent in executive session is not for formal voting, rather time spent sorting things out privately. Council members don't take any parliamentary action during executive session.

While executive sessions are closed to the public Oregon public meetings laws do allow for members of the news media to attend. This policy is solely for the purpose of determining eligibility to attend executive sessions and is not intended to otherwise

define “news media” or to determine eligibility to report on City of Reedsport activities or to limit access to other City of Reedsport meetings by any person.

This policy is to inform and provide guidance to staff and the City Council. There is no anticipated financial impact.

Councilor Debbie Turner motioned to adopt Resolution 2019-009 creating a Media Policy for executive sessions.

Councilor Leslee Collier seconded the motion.

MOTION:

that the City Council adopt Resolution 2019-009 creating a Media Policy for executive sessions.

VOTE:

AYES 7 NAYES 0

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

D. Shall the City Council accept a grant from the State of Oregon for further Geotechnical Analysis for the Reedsport Levee?

City Manager Jonathan Wright said that in 2017, Anderson Perry & Associates (Anderson Perry), Inc. prepared a Geotechnical Engineering Report for the City of Reedsport levee. The Geotechnical Report denoted specific levee deficiencies that need further investigation and correction prior to levee certification. The most concerning of which was a void was detected beneath the levee in the area of Champion Park. The void was likely caused by a mass of wood debris located approximately 19 feet below the ground surface.

Anderson Perry is proposing to bring a drill back out and use it identify the area of the void then pump the void full of concrete to eliminate any risk of collapse and rectify the issue. The City sought funding for this project and was awarded \$103,125 from the State of Oregon to assist with costs.

The City will receive \$103,125 for a critical project. Total project costs are not anticipated to exceed \$150,000.

Councilor Mark Bedard motioned to accept a grant from the State of Oregon for further Geotechnical Analysis.

Councilor Debby Turner seconded the motion.

MOTION:

that the City Council accept a grant from the State of Oregon for further Geotechnical Analysis.

VOTE:

AYES 7 NAYES 0

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

- E. Shall the City Council issue a contract to Anderson Perry for further Geotechnical Analysis for the Reedsport levee?

City Manager Jonathan Wright said that as explained previously, further Geotechnical Analysis for the Reedsport levee is needed. A grant from the State of Oregon has been awarded to offset the cost by \$103,125. The remaining balance will come from the current budget under capital project funds.

Councilor Mark Bedard motioned to issue a contract to Anderson Perry in an amount not to exceed \$150,000 for levee analysis and repair.

Councilor DeeDee Murphy seconded the motion.

MOTION:

that the City Council issue a contract to Anderson Perry in an amount not to exceed \$150,000 for levee analysis and repair.

VOTE:

AYES 7 NAYES 0

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

- F. Shall the City Council issue a contract to Anderson Perry for renovation and upgrades to two stormwater pump stations?

City Manager Jonathan Wright said that the Reedsport Levee system was constructed by the U.S. Army Corps of Engineers in the 1960s and includes the 7th Street and 12th Street stormwater pump stations constructed by local interests in the 1970s. Since their original construction, the pump stations appear to have functioned well, with periodic maintenance performed by the City of Reedsport (CITY) as needed. The 7th Street pump station sits over corrugated metal sump, while the 12th Street pump stations sits over a low depression that forms a pond. Each pump station is equipped with a single pump that is controlled by water surface elevations via a float switch. The pumps are installed on a deck approximately 10 feet above ground surface. The pump stations are supported by four wooden piers extending approximately 30 feet below ground surface.

This design includes updating two stormwater pump stations located at 7th Street and 12th Street in the CITY by adding a variable speed stormwater pump, refurbishing the existing undersized pump, installing an emergency generator, upgrading the electrical systems, and adding supervisory control and data acquisition (SCADA) with remote monitoring.

This project is to be completed on a time and material basis with a cost not to exceed \$104,620.

Councilor Rich Patten motioned to issue a contract to Anderson Perry for renovation and upgrades to two stormwater pump stations.

Councilor Leslee Collier seconded the motion.

**MOTION:**

that the City Council issue a contract to Anderson Perry for renovation and upgrades to two stormwater pump stations.

**VOTE:**

AYES 7 NAYES 0

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

~~G. Shall the City Council authorize the purchase and installation of new equipment and software for Computer Aided Dispatch (CAD) and Jail Management System (JMS) at the police department?~~

Shall the City Council approve a task order to Anderson Perry for engineering services to create and operation and maintenance manual for the Reedsport Levee System?

City Manager Jonathan Wright said that Anderson Perry is proposing to provide an updated Operation, Management, and Maintenance (OM&M) Manual based on the U.S. Army Corps of Engineers March 2006 Levee Owner's Manual for Non-Federal Flood Control Works adapted to the CITY's levee flood reduction system. The updated manual will include a description of flood reduction system repairs and specifically address levee repair, culvert pipe replacement, embankment settling repair, void repair, pump station repair, general maintenance, floodwall installation, and other general flood response items. This project is proposed by Anderson Perry not to exceed, \$10,500.

Councilor Debby Turner motioned to approve a task order to Anderson Perry for engineering services to create and operation and maintenance manual for the Reedsport Levee System.

Councilor DeeDee Murphy seconded the motion.

**MOTION:**

that the City Council approve a task order to Anderson Perry for engineering services to create and operation and maintenance manual for the Reedsport Levee System.

**VOTE:**

AYES 7 NAYES 0

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

H. Shall the City Council authorize staff to invest approximately \$536,000 into a certificate of deposit with the First Interstate Bank of Reedsport?

Finance Director Jessica Terra said that Levi Moore of First Interstate Bank (FIB) has provided information to city staff about current rates on certificates of deposit (CDs). At this time, the City has a money market account with FIB that earns 0.25% APR. (These funds are being used for investment purpose only.)

FIB is now offering CD rates ranging from 2.25–2.4%, depending on the duration of investment. Rolling the current funds into a CD at a rate of 2.25% for 11 months will generate approximately \$10,000 more in interest than at the current rate. The 11 month term allows the funds to be available for use within a year. The option of a 17 month investment at 2.4% will generate approximately \$17,000 in additional interest.

It should also be noted that the City has a CD at Umpqua Bank with an interest rate of 0.54%, which will mature on December 17, 2019.

The proposal would generate \$10-17,000 in additional interest revenue over the next 1-1.5 years.

Councilor DeeDee Murphy motioned to authorize the request to roll the current money market account at FIB into a CD at the interest rate of 2.4% for 17 months.

Councilor Ellen Anderson seconded the motion.

MOTION:

that the City Council authorize the request to roll the current money market account at FIB into a CD at the interest rate of 2.4% for 17 months.

VOTE:

AYES 7 NAYES 0

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

7. MISCELLANEOUS ITEMS  
(Mayor, Councilors, City Manager, City Attorney)

City Manager Jonathan Wright reminded everyone of the rescheduled meeting concerning the new proposed FEMA mapping.

He also said that there are some bills that he is watching two concerning levees and funding and on restructuring the Building Department.

Chief Wisheart said that the inmates have been doing some upgrades around the station.

Jessica said that Grimstead and Associates is currently conducting the audit of 2018/19 in order to meet the deadline, a special meeting will be called in March.

She also said that there is currently a Request for Proposal out for Auditor Services.

Emily Bradley said that she is working on the Centennial Celebration and grants for the downtown.

EXECUTIVE SESSION OF THE REEDSPORT CITY COUNCIL MARCH 4, 2019 CITY HALL CONFERENCE ROOM

PRESENT: Mayor Linda McCollum, Councilors Mark Bedard, Ellen Anderson, Leslee Collier, DeeDee Murphy and Debby Turner

City Manager Jonathan Wright, Deanna Schafer

City Attorney, Steve Miller

- A. Pursuant to ORS 192.660(2)(e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.
- B. Pursuant to ORS 192.660(2)(h) To consult with counsel concerning the legal rights and duties of a public body with regard to current litigation or litigation likely to be filed.

10. OPEN SESSION

- A. Shall the City Council give the City Manager direction relating to real property transactions?

Councilor Mark Bedard motioned to direct the City Manager to enter into an agreement with outside Counsel to begin condemnation proceedings related to derelict property on Greenwood Ave.

Councilor Leslee Collier seconded the motion.

MOTION:

that the City Council direct the City Manager to enter into an agreement with outside Counsel to begin condemnation proceedings related to derelict property on Greenwood Ave.

VOTE:

AYES 7 NAYES 0

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

ADJOURN

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ATTEST: \_\_\_\_\_ Linda McCollum, Mayor  
Deanna, City Recorder

ADJOURN

ATTEST: \_\_\_\_\_  
Linda McCollum, Mayor

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Deanna, City Recorder