



November 17, 2022
Regular Session (Via Zoom)
City Hall Conference Room
48318 E 1st Street
6:00 p.m.

MINUTES

1. CALL MEETING TO ORDER- 6:00 pm

Council Present: Mayor Christina Hollett, Councilors Bobbie Whitney, Dawn Kinyon, Audy Spliethof, Michelle Coker and Jan Hooker

Staff Present: City Administrator James Cleavenger, Finance Director Colleen Shirley and City Recorder Jackie Taylor

2. Pledge of Allegiance

3. **Roll Call-** Councilor Bjarnson was excused.

4. Additions, corrections or adjustments to the agenda

Councilor Kinyon- add Special District Subcommittee discussion and for a later agenda item add a policy on minutes being posted.

Mayor Hollett- we will add the Special District Subcommittee discussion as 9.8

5. Public Comments-none

6. Mayor Comments / Announcements / Proclamations

Mayor Hollett-thanked everyone who helped get the new City Council Chambers ready.

7. Council Comments / Announcements-none

8. Consent Agenda

8.1 Minutes from previous City Council meetings on 6/28/22, 6/30/22 & 7/7/22

Councilor Kinyon-pulled the 7/7 minutes, she will have to watch the video before approval.

Motion: Councilor Whitney moved to approve the consent agenda. Councilor Coker seconded the motion.

Mayor Hollett (aye), Whitney (aye), Kinyon (aye), Hooker (aye), Spliethof (aye), Coker (aye). Motion passed 6-0

9. Business from the City Council

9.1 *Committee appointments*

Stan Barenboim- Planning Commission

James- read the issue.

Motion: Councilor Whitney moved to appoint Stan Barenboim to the Planning Commission. Councilor Spliethof seconded the motion.

Spliethof (aye), Mayor Hollett (aye), Coker (aye), Kinyon (aye), Hooker (aye), Whitney (aye). Motion passed 6-0.

Motion: Councilor Whitney moved to appoint Stan Barenboim to the vacant seat that expires through 2025. Councilor Hooker seconded the motion.

Coker (aye), Whitney (aye), Mayor Hollett (aye), Hooker (aye), Spliethof (aye), Kinyon (aye). Motion passed 6-0.

9.2 TGM Zoning Codes & Housing Needs Analysis Grants Updates

Rick gave an update on TGM Zoning Codes & Housing Needs Analysis Grants and the processes that they will follow.

9.3 Request for use of ARPA Funds for new flooring

Colleen read the issue.

This will include the flooring for the lobby and council chambers and all of the office area.

Motion: Councilor Spliethof moved to approve the Finance Director to use ARPA Funds for new floors in the Council Chambers. Councilor Coker seconded the motion.

Kinyon (aye), Mayor Hollett (aye), Whitney (aye), Hooker (aye), Spliethof (aye), Coker (aye). Motion passed 6-0.

9.4 Tree Lighting Festival update and Request \$300 in TRT Funds for food/beverages

James read the issue.

Motion: Councilor Kinyon moved to approve \$300 from TRT for the Tree Lighting Ceremony. Councilor Spliethof seconded the motion.

Spliethof (aye), Coker (aye), Whitney (aye), Mayor Hollett (aye), Kinyon (aye), Hooker (aye). Motion passed 6-0.

9.5 City Council/Committees/Staff Holiday Party at the Bowling Alley

Motion: Councilor Kinyon moved to approve \$2500 from line 36 last page of the general fund for the holiday party for the 17th of December. Councilor Coker seconded the motion.

Spliethof (aye), Whitney (aye), Coker (aye), Mayor Hollett (aye), Hooker (aye), Kinyon (aye). Motion passed 6-0

9.6 Fire Department OSFM Staffing Grant Presentation

Motion: Councilor Whitney moved to allow the Fire Chief to apply for the OSFM Grant. Councilor Coker seconded the motion.

Mayor Hollett (aye), Kinyon (aye), Whitney (aye), Spliethof (aye), Coker (aye), Hooker (aye). Motion passed 6-0.

9.7 CA Evaluation process

James read the issue.

Motion: Councilor Whitney made a motion to give the Mayor and Council President Permission to begin the CA evaluation process, the evaluations will be due by 11-28-22 at 8:00 am. Councilor Spliethof seconded the motion.

Mayor Hollett (aye), Coker (aye), Whitney (aye), Spliethof (aye) Kinyon (aye), Hooker (aye). Motion passed 6-0.

There will be an Executive Session on December 1st.

9.8 Special District Committee

Councilor Kinyon-she would like to see Mayor Hollett stay on the Special District Subcommittee when she leaves the Mayor seat.

Motion: Councilor Kinyon moved to appoint Chrissy Hollett as Special District Subcommittee Chair as of January 1, 2023. Councilor Coker seconded the motion.

Whitney (aye), Spliethof (aye), Mayor Hollett (aye), Hooker (aye), Kinyon (aye), Coker (aye). Motion Passed 6-0

10. Business from the City Administrator-none

11. Staff reports

11.1 Monthly Financial report from the Finance Director Colleen Shirley

Colleen-asked the council if they had any questions about the report and they are welcome to email her questions.

Councilor Kinyon-asked Colleen if all of the payroll reports have been filed and have all payroll liabilities been paid on time?

Colleen-yes they have.

Councilor Kinyon-Have you ever been asked by a superior to do something that made you uncomfortable or to present any information that is not accurate?

Colleen- no.

Scott-gave the Fire Department report.

James-gave the Police department and Public Works reports.

12. Ordinances, Resolutions and Public comments-none

13. Public Hearings-none

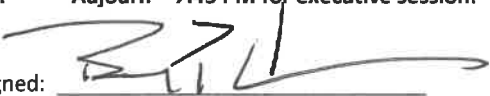
14. Executive Session under ORS 192.660 (2) (e) – To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

15. Public Comment

Trudy Hammond- said the council chambers looks great.

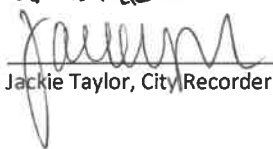
16. Adjourn – 7:45 PM for executive session.

Signed: _____


Christina Hollett, Mayor


B.P. Coker

Signed: _____


Jackie Taylor, City Recorder