

City of Rainier
Regular City Council Meeting
May 18, 2020
6:00 PM
Rainier City Hall

Mayor called the Regular Council Meeting to order at 6:00 PM

Council Present: Sloan Nelson, Robert duPlessis
James Bradfield, Mike Kreger, Jenna Weaver, Steve
Massey, Richard Sanders- via phone

Council Absent: None

City Staff Present: Sue Lawrence, Public Works Director;
Sarah Blodgett, Office Manager; Gregg Griffith, Police
Chief; Debbie Dudley, Budget Officer-via phone

City Attorney Present: No

Flag Salute

Additions/Deletions from the Agenda- Mayor Cole asked to have Hudson
Garbage added to the agenda. Kreger moved, Massey 2nd, to add Hudson
Garbage to the agenda-**motion passed unanimously**

Mayor's Address: None

Visitor Comments: None

Consider Approval of the Consent Agenda:

Consider Approval of the April 13, 2020 Regular Meeting Minutes-
Nelson moved, Massey 2nd, to approve minutes as presented. - **motion passed
unanimously**

7c. Hudson Garbage- Nathan from Hudson Garbage reviewed the provided
document showing historical and proposed rates for Rainier and comparable
cities. Nelson stated that since Columbia County Transfer station had waived
pass through fees, he asked if Hudson had any increases from the County, and
Nathan replied no. Nelson asked what the pass through fee would have been if
imposed and Nathan stated .4%. Weaver asked Nathan if Hudson Garbage
offered any relief programs for their customers and Nathan explained they have
offered long term payment plans. Weaver asked that the City let Hudson
Garbage have the fee increase. Nelson stated he feels they (Hudson Garbage)
should not have an increase on Rainier since they did not experience an
increase from the County. Mayor Cole asked why the difference in rates for all

the cities on the document and why is Clatskanie's rate lower? Nathan stated that several years ago they set lower residential rates and higher commercial rates in Clatskanie and that all these agreements had different starting rates. Nathan noted that wages and benefits were the main reason for the proposed rate increase. Nelson motioned to deny the Hudson Garbage rate increase, Bradfield 2nd. Weaver stated the motion was confusing and disagreed with it. Motion was rescinded by Nelson. Jenna motioned to accept the rate increase, Massey 2nd. **-Motion was not approved with Kreger, Bradfield, duPlessis, Nelson and Sanders voting NO**

Unfinished Business:

6a. A' Street Update-

Change Order #10- Lawrence explained they had found two underground oil tanks and one of them was leaking down on A street and they had to remove property pins and a fiber optic line was damaged. Lawrence noted the change included a credit of \$2480 for the fiber line. Council asked Dudley where the money is coming from for these change orders and was the tank on Steve Hov's property. Lawrence noted that ODOT said it was in the City Right of Way. Dudley stated it come out of the fund the work pertains to; water, sewer or streets etc. Lawrence noted that 2nd, 3rd and 4th streets paving is being paid for with City money, not grant money and that they can be paved for \$75,000. Dudley stated the City has over \$300,000 in the Street Fund. Nelson asked about ear marking money and if it was in the balance, Dudley stated it was included in it. Kreger moved, Massey 2nd to approve Change Order #10 as presented- **motion passed unanimously**

Change Order #11- Lawrence read the change order details affecting 'A' street, E. 2nd,3rd and 4th streets. Kreger moved, Massey 2nd, to approve change order as presented- **motion passed unanimously**

Change Order #12- Lawrence noted this would be paid from the water fund and that while working on 'A' street storm drain, our waterline was in the way and it needed replaced. Lawrence state our city public works employees replaced the line and the contractors did the rest. Nelson moved, Kreger 2nd to approve the change order as presented- **motion passed unanimously**

Change Order #13- Lawrence noted no change to City, it is included in the project and it is for 100 feet of 3" black tubing rail for the walk along the water quality swale. Nelson moved, Kreger 2nd to approve the change order as presented- **motion passed unanimously**

Item #5 is just a detailed material breakdown

Lawrence explained that a lot of laterals were not counted in the original scope and that we are having to repair or replace them and that some of the laterals were tied to each other and that is a lot easier and less expensive to connect those laterals to a new line that's only 5 foot deep vs. the 12 foot deep sewer line that has the water line above it. Lawrence also noted the sewer lines should be all done by Friday.

6b. Riverfront Trail- Lawrence stated she has a bid for the pedestrian path survey and also that easement documents are done. Lawrence stated the bid is for \$19,884 and she will get a second bid.

c. Fox Creek Update- Lawrence stated she has a scope of work for the feasibility study that includes three options and she is still reviewing it. Lawrence noted the study is \$84,281 and that the goal is to apply for grants to pay for it. Lawrence stated that we will eventually need to get the community and partners together and review it. Nelson asked to put this back on the agenda in a couple of months. Bradfield confirmed that we are still moving forward and that should appease the state.

d. Consider Approval of Updated Budget Calendar- Kreger motioned, Massey 2nd, to approve Updated Budget Calendar as presented-**motion passed unanimously**

e. City Administrator Discussion- Mayor Cole noted that he is looking for direction on moving forward. Malakoff noted he contacted a Prothman and the base fee is \$17,750 plus the Council has to go to their office to give input. Malakoff explained the process and stated he contacted the City of Paulson and it cost them about \$40,000 to recruit using Prothman recruiters. Nelson asked what about the League of Oregon Cities, do they have this service? The consensus was their only service was posting jobs. Dudley noted the City could look for a recruiter that fits our needs for like a local government personnel institute. Mayor Cole recommended they start with lower cost advertising of our own and if that does not work, then go to the more expensive route of using a recruiter. After further discussion, Dudley and Mayor Cole agreed that they will work on this and have information as soon as possible. Mayor Cole mentioned Malakoff has been helping Lawrence a lot with the 'A' Street Project and Lawrence stated she has used him when she was not able to attend meetings, working with HOPE, 3rd street apartment issues, and that he has coordinated a lot of things she does not have time to do. Lawrence stated he has worked on the park grant and that it would be a loss to her not the have him here

throughout the 'A' Street Project. Malakoff gave a briefing of all the things he has been working on and noted that COVID-19 has added a lot of work for him. Nelson asked what he has been working on and Malakoff stated lately, COVID-19 related items and mostly 'A' Street, and the park grant. Blodgett noted that Council can see his itemized monthly invoice if they so choose. Mayor Cole asked if anyone wanted to keep him. Malakoff noted that he had been doing research on a new City Administrator and that Lawrence and Mayor have kept him busy. Bradfield voiced his concern that he just wanted to know the rules and make sure we follow them in the hiring process. Mayor Cole asked Lawrence for her recommendation, Lawrence stated until the end of the 'A' Street Project, which is two more months. Mayor Cole recommended July 31st as the last day for Malakoff as the drop-dead date. Kreger motioned to retain Malakoff until the end of July, Bradfield- **motion passed unanimously.** DuPlessis noted he feels we need to move quickly on getting a City Administrator after Malakoff leaves. Mayor stated if Council wants to for any reason, they can extend past July 31st if needed.

7a. Consider Approval of Resolution 20-05-01 Authorizing the Submittal for a Local Government Grant from the Oregon Parks and Recreation Department for Development of a Parks Master Plan.-

Malakoff reviewed the process the City needs to go through to apply for this grant and that COVID-19 has really hurt this grant as it is funded through the lottery. Malakoff noted the uncertainty of receiving this grant, as last years grants still have not been funded. Malakoff noted that getting the Master Plan done will get them to take a more serious look at our park grant application.

7b. Consider Approval of COVID-10 Utility Bill Relief Resolution 20-05-02

Kreger moved, Massey 2nd to approve the COVID-19 Utility Bill Relief Resolution as presented- **motion passed with Nelson abstaining with a conflict of interest as a business owner**

Staff Reports: Lawrence stated she just talked to a lady regarding the SCA grants and the gal looked at the 'D' Loop Waterline Project. Lawrence stated that our guys could do the waterline up Debast Rd. and we could use the grant money for the paving portion and also on East E. between 4th and 5th street. Lawrence noted for 2021 grant cycle, she is looking at other areas to do street improvements. Nelson motioned to give Mayor Cole authority to sign the SCA Grants, Kreger 2nd motion as presented- **motion passed unanimously**

City of Rainier
Regular City Council Meeting
May 18, 2020
Pg.5 of 5

Chief Griffith noted the state would allow us to stripe defined parking areas on the side of Hwy 30 and that if the vehicle length goes over, they can be cited. Lawrence noted rail arms should be installed by Friday. Nelson asked about the house demo on Old Rainier Rd. Lawrence said she tried to get an asbestos survey so we could burn it. Chief stated the owner died and his significant other stated he would like to save it, but Chief noted we are still moving forward with demo. Lawrence noted we now have an agreement with Clatskanie PUD to maintain our streetlights and stated they will not charge labor and we have to provide the materials. Lawrence asked Council what they want on the light poles.

Council Reports- duPlessis stated he walked downtown, and it looks nice and thanked Lawrence for working with the Historical Society with getting the sidewalk stamping done. duPlessis also noted the 2020 RHS Senior Class Flag was nice.

Meeting adjourned at 8:25 PM

City Calendar/Announcements:

Next Meeting June 1st, 2020 REDCO Budget Comm. Meeting at 5pm
City of Rainier Budget Comm. Meeting at 6pm at the Masonic Lodge
301 East 3rd Street

Mayor Jerry Cole

Sarah Blodgett, Interim City Recorder

City of Rainier
Budget Committee Meeting Minutes
June 1, 2020
6:00 PM
Rainier Masonic Lodge

DRAFT

Mayor Cole called the meeting to order and stated he was opening a City Council meeting to re-appoint Jan Kenna. Kreger motioned to re-appoint Jan Kenna to the City of Rainier Budget Committee, Massey 2nd- **motion passed unanimously**

Budget Committee Members Present: Mayor Cole, Sloan Nelson, Jim Bradfield, Steve Massey, Robert duPlessis, Mike Kreger, Richard Sanders, Connie Budge, Jan Kenna, Jan Rich

Staff Present: Sarah Blodgett, Debra Dudley, Gregg Griffith, Sue Lawrence

All persons in attendance introduced themselves

Selection of Budget Committee Chair: Kreger motioned to nominate Nelson as the Budget Committee Chair, Massey 2nd, - **motion passed unanimously**

Public Testimony- None.

Presentation of Proposed 2020/2021 Budget and Budget Message: Dudley presented the 20/21 proposed budget and answered questions from the committee. Dudley explained the budget fund carryovers.

Motion to approve the 2020/2021 Budget by the Budget Committee: Kenna moved, Budge 2nd, to approve the 20/21 budget as presented.
Kenna noted that she appreciated the conservativeness of the budget and Sanders stated he appreciated Dudley's work on the budget,- **motion passed unanimously**

Motion to authorize a tax rate of \$5.2045 per \$1000 assessed valuation, and \$504,825 for the Wastewater Treatment Plant debt payment General Obligation Bond. Kreger moved, Massey 2nd, to authorize the tax rate-**motion passed unanimously**

Meeting adjourned at 7:15 pm.

Mayor Cole

Attested By: _____
Sarah Blodgett, Interim City Recorder

City of Rainier
Safety Committee Meeting Minutes
May 19th, 2020
Rainier City Hall
9:00 a.m.

Meeting called to order at 9:00am.

Committee Members Present: Susan Sullivan, Michelle Ritchie

Committee Members Absent: Public Works

Minutes of April 30th, 2020 Safety Meeting: Sullivan moved, 2nd by Michelle Ritchie, to approve the minutes. **Motion passed unanimously.**

Old Business:

- Police Department is doing Crisis Intervention Training
- Police Department completed Handwashing Training
- Police Department completed Fit Testing for Respirators
- Fire Extinguisher checks completed
- City Hall will be doing Ladder Safety Training
- Electrical Barriers were put up, and Caution Signs posted at the Marina due to the seals
- No injuries or Covid 19 reported by staff.

New Business:

- Quarterly Inspections due for June
- Personnel Policies and Procedures Manual possibly to begin updating in July
- Smoke Alarm checks due June
- New plexi-glass barrier with counter made for City Hall office door due to Covid19

Next meeting: Tuesday, June 3rd, 2020

Meeting adjourned at 9:45am.

**BEFORE THE CITY COUNCIL OF
THE CITY OF RAINIER**

**RESOLUTION DECLARING THE TAX LEVY)
AND GENERAL BOND OBLIGATION) RESOLUTION NO 20-06-01
FISCAL YEAR 2020-2021)**

WHEREAS, the Budget Committee on June 1, 2020 approved a City Budget,

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Common Council of the City of Rainier does hereby adopt the budget for fiscal year 2020-2021 in the sum of \$12,100,640 now on file at the City Hall; and

IT IS FUTHER RESOLVED AND ORDERED that the City Council for the City of Rainier hereby imposes the taxes provided for in the adopted budget at the rate of \$5.2045 per \$1,000.00 of assessed value for operations and \$504,825 in General Obligation Bond Indebtedness; and that these taxes are hereby imposed and categorized for tax year 2020-2021 upon the assessed value of all taxable property within the district.

| | Subject to General Government Limitation | Excluded From Limitation |
|--|--|-----------------------------|
| Permanent Rate* \$5.2045/\$1,000 *(General Fund-\$4.6943/\$1,000) *(Street Fund-\$0.5102/\$1,000) | \$5.2045/\$1,000 | |
| GO Bond Levy | | \$504,825 |

IT IS FURTHER RESOLVED AND ORDERED that the City Recorder certify to the County Clerk and County Assessor of Columbia County, Oregon, and the Department of Revenue in Salem, Oregon, the tax levy made by this resolution and shall file with them a copy of the budget as finally adopted.

PASSED AND ADOPTED by the City Council of the City of Rainier, Oregon this day of June 22, 2020.

ATTEST:

Jerry Cole
Mayor for the City of Rainier

Sarah Blodgett
City Recorder

**BEFORE THE CITY COUNCIL OF
THE CITY OF RAINIER**

**RESOLUTION TO RECEIVE STATE)
REVENUE SHARING MONEY FOR) RESOLUTION NO 20-06-02
FISCAL YEAR 2020-2021)**

WHEREAS, the City of Rainier includes State Revenue Sharing Funds as a vital part of its budget;

NOW, THEREFORE, be it resolved that the Common Council of the City of Rainier, Oregon, pursuant to ORS 221.770, hereby elects to receive State revenues for fiscal year 2020-2021. Also pursuant to ORS 221.770 having gone through the budget hearing process a public hearing was held on June 22, 2020.

PASSED AND ADOPTED by the City Council of the City of Rainier, Oregon this day of June 22, 2020.

Jerry Cole
Mayor for the City of Rainier

Attested:

Sarah Blodgett
City Recorder

**BEFORE THE CITY COUNCIL OF
THE CITY OF RAINIER**

**RESOLUTION ADOPTING THE BUDGET AND)
MAKING APPROPRIATIONS) RESOLUTION NO 20-06-03
FISCAL YEAR 2020-2020 1)**

WHEREAS, the Budget Committee on June 1, 2020 approved a City Budget,

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Common Council of the City of Rainier does hereby adopt the budget for fiscal year 2020-2021 in the sum of \$12,100,640 now on file at the City Hall; and

IT IS FURTHER RESOLVED that the amounts for the Fiscal Year beginning July 1, 2020 and for the purpose shown on Exhibit "A" attached hereto are hereby appropriated; and

IT IS FURTHER RESOLVED AND ORDERED that the City Recorder certify to the County Clerk and County Assessor of Columbia County, Oregon, and the Department of Revenue in Salem, Oregon, the tax levy made by this resolution and shall file with them a copy of the budget as finally adopted.

PASSED AND ADOPTED by the City Council of the City of Rainier, Oregon this day of June 22, 2020.

ATTEST:

Jerry Cole
Mayor for the City of Rainier

Sarah Blodgett
City Recorder

EXHIBIT "A"

GENERAL FUND

| | |
|---------------------------|--------------------|
| General Government | 293,194 |
| City Building Maintenance | 14,500 |
| Land Use and Development | 23,109 |
| Library | 62,817 |
| Attorney | 7,500 |
| Finance & Administration | 54,041 |
| Municipal Court | 64,678 |
| Public Properties | 152,279 |
| Police Department | <u>863,021</u> |
| TOTAL GENERAL FUND | \$1,535,139 |

DEBT SERVICE FUND

| | |
|--------------------------------|--------------------|
| Debt Service | <u>1,324,226</u> |
| TOTAL DEBT SERVICE FUND | \$1,324,226 |

SEWER FUND

| | |
|-------------------------|--------------------|
| Sewer Operations | 746,711 |
| Transfers | 867,990 |
| Contingencies | <u>14,814</u> |
| TOTAL SEWER FUND | \$1,629,515 |

WATER FUND

| | |
|-------------------------|--------------------|
| Water Operations | 623,735 |
| Transfers | 487,337 |
| Contingencies | <u>45,897</u> |
| TOTAL WATER FUND | \$1,156,969 |

TIMBER FUND

| | |
|--------------------------|------------------|
| Timber Operations | 108,600 |
| Contingencies | <u>500,000</u> |
| TOTAL TIMBER FUND | \$608,600 |

STREET FUND

| | |
|--------------------------|-------------------|
| Street Operations | 529,986 |
| Contingencies | <u>39,198</u> |
| TOTAL STREET FUND | \$ 569,184 |

SPECIAL PROJECTS FUND

| | |
|------------------------------------|------------------|
| Special Projects | <u>425,000</u> |
| TOTAL SPECIAL PROJECTS FUND | \$425,000 |

SEWER CAPITAL IMPROVEMENT FUND

| | |
|---|-------------------|
| Capital Outlay | 825,000 |
| Contingencies | <u>548</u> |
| TOTAL SEWER CAPITAL IMPROVEMENT FUND | \$ 825,548 |

WATER CAPITAL IMPROVEMENT FUND

| | |
|---|-------------------|
| Capital Outlay | 385,000 |
| Contingencies | <u>29,500</u> |
| TOTAL WATER CAPITAL IMPROVEMENT FUND | \$ 414,500 |

TRANSPORTATION CAPITAL IMPROVEMENT FUND

| | |
|---|-------------------|
| Capital Outlay | 737,461 |
| Contingencies | <u>27,150</u> |
| TOTAL TRANS CAPITAL IMPROVEMENT FUND | \$ 764,611 |

LIBRARY TRUST FUND

| | |
|---------------------------------|-----------------|
| Library Operations | <u>7,500</u> |
| TOTAL LIBRARY TRUST FUND | \$ 7,500 |

**BEFORE THE CITY COUNCIL OF
THE CITY OF RAINIER**

**RESOLUTION TRANSFERING)
APPROPRIATIONS)**

RESOLUTION NO 20-06-04

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Common Council of the City of Rainier does hereby authorize budget appropriation transfers for fiscal year 2019-2020 now on file at the Office of the City Recorder at Rainier City Hall; and

IT IS FUTHER RESOLVED that the amount for the fiscal year beginning July 1, 2019 and for the purposes shown below are hereby appropriated as follows:

| <u>GENERAL FUND</u> | <u>ADOPTED</u> | <u>CHANGE</u> | <u>PROPOSED</u> |
|------------------------|----------------|---------------|-----------------|
| Land Use & Development | \$15,210 | \$7,000 | \$22,210 |
| Municipal Court | \$94,282 | \$10,000 | \$104,282 |
| Contingencies | \$100,000 | (\$17,000) | \$83,000 |

This category is increased in appropriations so unanticipated expenditures can be made. There was a higher than anticipated cost for court related and planning related expenses.

| <u>WATER FUND</u> | <u>ADOPTED</u> | <u>CHANGE</u> | <u>PROPOSED</u> |
|-------------------|----------------|---------------|-----------------|
| Water Operations | \$851,207 | \$175,000 | \$1,026,207 |
| Contingencies | \$611,456 | (\$175,000) | \$436,456 |

This category is increased in appropriations so unanticipated expenditures can be made. The "A" Street project required repairs and replace of line that were not anticipated.

PASSED AND ADOPTED by the City Council of the City of Rainier, Oregon this day of June 22, 2020.

Attested:

Jerry Cole
Mayor for the City of Rainier

Sarah Blodgett
City Recorder