CITY OF MONUMENT

REGULAR COUNCIL MEETING\

WEDNESDAY JANUARY 20, 2021

RESCHEDULED FROM

WEDNESDAY JANUARY 13, 2021

6:30 P.M.

TELECONFERENCE MEETING

CITY AND COUNCIL PRESENT IN OFFICE: Mayor Sahara Hyder, Mary Cade, Stephanie Gilbert, Cindy Helsley, Public Works Rebecca Grassl, Water Operator Carrie Jewell, Finance Manager Robert Yukawa, Fire Chief Kevin Mitchell, and Recorder Dorothy Jordan.

CITY AND COUNCIL PRESENT ON THE PHONE: Phil Merricks

VISITORS IN OFFICE: Bruce Strange

VISITORS BY PHONE: City Engineer Doug Argo

ABSENT: Sherry Carpenter and Councilor Elect Ron Ford

Mayor elect Sahara Hyder called the meeting to order at 6:33 with the Pledge of Allegiance. This meeting began with Councilor Stephanie Gilbert swearing in newly elected Councilors Mary Cade and Cindy Helsley and the Mayor Sahara Hyder. Councilor Elect Ron Ford has an excused absence for medical reasons and his commencement date and swearing in will be postponed. Councilor Gilbert asked each official individually to stand and repeat the oath of office. There were 4 additional items for discussion; Emergency policy, PPE distribution, Christmas light contest winners, and elect a President of the council. *Mary Cade made the motion to approve the amended agenda, Cindy Helsley seconded, the motion carried unanimously 5-0.*

Fire Report:

Kevin reported to the council that they had responded to a structure fire on December 25, 2020. The fire engine broke down at the fire site. Kevin is looking into getting an additional engine but it will not fit in the fire bay. Kevin is also looking into the possibility of a new site for the fire hall. Kevin expressed concern that some equipment came up missing from the fire bay. Kevin has concern that the door between City Hall and the bay has no way to lock. City staff needs access to our storage room that is in the fire bay. The City has an extra dead bolt that we will install and the key access will be limited. The extrication class went well. The fire department will be doing a burn to learn the first weekend in February at Boyer’s trailer park. Kevin also expressed concerns regarding some of the outlying properties and the ability to protect them with the hydrants.

At this time Mayor Hyder addressed visitor Bruce Strange. Bruce currently hauls our Transfer Station trailer to Finley Butte. Bruce wanted to address the council regarding some safety issues. Bruce said that the trailer we are currently using does not have spring breaks. He is having issues at the landfill when the trailer is on the tipper. He said the cost to install is about $650.00 to $700.00.They are called Maxi breaks. Stephanie Gilbert asked how much the actual part cost and he said approximately $80.00 each. She said that she would like to do some additional research. Bruce also has concerns with the parking area for the trailer not being cleaned up every time the trailer is hauled. He is concerned about nails and other small sharp pieces of metal that could potentially cause a flat tire. He would also like to see the dirt banks leveled better because he is having trouble getting the trailer close enough to the wall and the muddy areas need to be graveled. Mr. Strange’s contract allows him to dump his household garbage at no charge. On December 28, 2020 Councilor Cade spotted Bruce going to the Transfer Station with a load of garbage and a passenger. Councilor Cade called Transfer Station attendant Rebecca Grassl and asked her if she knew anything about it. Rebecca said that she did not and that she would call Bruce. Rebecca’s notes are as follows (I called Bruce Strange asking if he went to the Transfer Station and had a passenger. He said yes and that his contract allows him to dump at no charge and he took a friend to help him. I said the council was concerned about liability issues concerning the passenger. He said that he wanted someone with him for his safety as well.) Bruce had questions regarding the issues of liability. He said he felt the reason he was in trouble was that he had a passenger with him. Councilor Cade responded that the City just wanted to be notified when he dumped on non business hours. Bruce replied no problem. Bruce said he was under the impression that others were sneaking into the dump and the City replied yes that was true. Bruce suggested that the City install game cameras. He also complained that he had observed other non employees helping with closing and opening of the trailer tarp. We explained that those volunteers have signed liability waivers with the City. Bruce said to the council that he has been a reliable hauler and he has maintained the trailer brakes, oil hubs, and fixed the lights at no charge to the City. He said to the City “don’t push me”. Rebecca asked Bruce if he had noticed that there was a large section missing from the bottom of the trailer and he said that he does not see the bottom. He also advised the council that we need to get rid of the small back-up trailer because it is useless. He told the council about the issues he had when he hauled the trailer previously for the City. Bruce said “he doesn’t want to feel like he is being watched “Mary Cade”. Councilor Cade responded that she was just doing her job as member of the City Council. Bruce feels that he should be able to dump whenever he wants. The council replied the City would just like to be notified. His closing remark to the City was if we continued to be petty we could find another truck.

Financial Report:

The financial complete and ready for approval from the council. The City is 6 months (50%) through this fiscal year, net ordinary income $-10,093.32. The user fees are $65,934.75. The past due accounts are down. *Mary Cade made the motion to approve the financial review from Solutions CPA’s for fiscal year 2019-2020. Stephanie Gilbert seconded, the motion carried unanimously 5-0.*

Water Report:

Carrie reported to the council that the water project is going well. Crestline has installed a few irrigation frost-free spigots. We had some issues with the chlorine levels. We turned the chlorinator up and it seems to leveling out. Meter at Betty Richard’s house has been fixed. The waterline at the LDS church had a leak. Rebecca and Ron Ford repaired it. Rusty and Peggy Clark complained that there was a lot of air in the line. Carrie did some investigation and the residents at the Cemetery house were having the same issue. She talked to Randy and after the break they had in the line one of the valves did not get turned back on. The issue has been resolved. Well levels have gained. The City needs to get a quote on the water tower painting. There was an issue with the amperage levels between the tower and the well house pumps. Ron Ford upped the level at the well house, no issues since.

Doug Argo was on the line to explain to the council change orders 4 and 5. Change order No. 4 is for the addition of contract time for Crestline Construction due to delays that were out of their control for a total of 36 days and to reduce contract price for HECO Engineers. Change order No. 5 is for some extra excavation work for Crestline Construction to determine if three water services are attached to the dedicated reservoir fill pipe or the distribution line. These additional services will require one additional day. If additional services are required an additional change order will be required. No additional service will be needed The council also needed to approve an amendment to the HECO contract. *Cindy Helsley made the motion to approve change order No. 4 and change order No. 5 and the contract amendment for HECO Engineers, Mary Cade seconded, the motion carried unanimously 5-0.*

There was a discussion with Doug regarding the water customers that have long services. Doug is recommending to the council that we wait until after this current project is closed.

Maintenance Report:

The highlights are; we need to fix to pole that is holding the panel up at the Wilson St. lift station. The sewer lagoons are filling steadily but we still have lots of room. The sewer pump for the Wall Creek lift should arrive at MMW Electric tomorrow and Bob will schedule a time for them to come over and install it. For the full maintenance report see attached.

Recorders Report:

I deposited $13,307.99 to First Community Credit Union since our last council meeting. I also informed the council the the CRF funds have been extended to June of 2021.

There was a discussion regarding the alternate payment option. We have decided to not purchase an actual square but have decided to use a virtual payment system

*Mary Cade made the motion to approve the consent agenda: Minutes from 12-16-2020 the financial statement and pay the bills, Stephanie Gilbert seconded, the motion carried unanimously 5-0.*

Oregon Telephone Ordinance:

The Ordinance has been tabled until next meeting.

Senior Center Lease Agreement:

I reported to the council that I had made all of the corrections needed. The council instructed me to print a copy and send it over to them with a cover letter for their review.

Employee Performance Reviews:

All of the City Employees are past due for their performance evaluations. The council agreed to schedule the reviews for next Monday and Tuesday evening.

Financing Contract:

I showed the council the contract for the additional funding to complete the project. There was a short discussion regarding this financing. This is a 50% grant and 50% loan financing. At this time we do not know how much of this funding will be needed to finish the project. *Stephanie Gilbert made the motion to approve the financing contract for Business Oregon, Cindy Helsley seconded, the motion carried unanimously 5-0*

Don Moss:

There was a discussion regarding Don Moss. I spoke to Don and he informed me that he had sold his business. He gave me the contact information for Todd Donohue, the guy that bought it. He also told me that Todd wanted to keep everything in place with the City. I spoke to Todd myself and he wanted me to talk to council and ask if the relationship will be the same. Council has no problem with the change.

Emergency Policy:

I explained to the council that the City needed to enact a temporary emergency policy with regard to the Covid-19 quarantine issues and payment to employees who are required to quarantine. I will get more information as to how to enact this policy. CRF funds will reimburse the City.

PPE Distribution:

Council would like me to contact the small business to see who is in need.

Christmas Light Contest winners

The winners are: First Place Amy Spangler/Hatley household. They will receive a $30.00 dollar gift card. Second place is the Armenta household. They will receive a $20.00 gift card.

Council President:

*Stephanie Gilbert would like to nominate Mary Cade as President of the Council, Cindy Helsley seconded. Mary accepted the nomination.*

Having no further business this council meeting was adjourned at 8:29 P.M.

Mayor Sahara Hyder Recorded by Dorothy Jordan