

City of Lowell, Oregon
Minutes of the City Council Meeting
September 2, 2014

The meeting was called to order at 7:03 PM by Mayor Paulson

Members Present: Mayor Paulson, Judith Rennert, Gary Reese, Melody Knokey

Members Absent: Jim Burford

Public Comments: Idella Stinson 26 E 3rd St., commented on the election propaganda going out. Andrea Larsen 657 N Moss St., questioned the propaganda statements. Hall O'Regan 62 E 3rd St., made a comment on a need to change city name, if things don't change. Ken Larsen 657 N Moss St., made a comments about discourse in town.

Council Comments: Mayor Paulson commented that he just came from the Welcome Back to School dinner and that they're doing a good job. Mayor Paulson also clarified that 'The Bridge' is sponsored by the city, fire district and school district. Councilor Rennert would like to see the Oakridge Police Log for Lowell.

Approval of Minutes: 7:19 PM

- **August 19, 2014 approved by consensus as corrected.**

Approval of Expenditures: 7:21 PM

CA and Max Baker PW Superintendent answered questions from the Council.

Councilor Reese moved to approve expenditures for September 2, 2014 with corrections, Mayor Paulson second the motion.

PASS 4:0

Old Business: 7:36 PM

- **Public Works/Orenco Contract:** CA Lee reported he will be meeting with Steve Miles of Orenco and Max Baker PW Superintendent tomorrow at 10 AM for update and discussing potential 60 day extension contract. He reported on the possibility of finding a replacement generator. Permits have been applied for the conversion of the chlorine gas to sodium hypochlorite, and Max will attempt to fix the backhoe. CA has a couple of prospects to hire for Water Distribution Certification. CA and Max Baker answered questions from councilors.

- **Financial Review** – CA gave an up-date on the CPA review, he received one response back from Moss Adams LLP. Discussion followed.

- **Resolution 607, Inter-fund Loan Transfer-** Discussion followed on corrections required for resolution to be accurate. Will be brought back to next council meeting.

- **Parks Ordinance:** Mayor Paulson reviewed previous work done on ordinance. Discussion followed. **Councilor Reese, I hereby make a motion that this Council approve the attached proposed revised Ordinance 5.060: An ordinance adopting Lowell Revised Code Sections 5.053 related to smoking in City Parks, alcohol use in City Parks, park hours, and related clerical changes, in its entirety as it is so written by Council Member Reese, and to further direct the City Administrator to proceed with all steps necessary to adopt said Ordinance. Seconded by Mayor Paulson.** Discussion followed. CA to have ordinance ready for first reading and public hearing at next council meeting. **Mayor Paulson moved to amend draft ordinance**

as follows, to add paragraph E, The Lowell City Council may establish such additional rules and regulations related to these items as it deems appropriate. Seconded by Councilor Knokey.

PASS: 4:0

Original motion.

PASS 4:0

- **Park Security Camera** – CA gave a brief update on prices found for systems.

Public Comments: Idella Stinson 26 E 3rd ST, concerned on how will the cameras be protected from vandalism. Discussion followed between council and CA. Item to be brought back at the next meeting, with suggestions and more information to installation, monitoring and quality of cameras.

Recess:

New Business: 9:02 PM

- **City Administrator Performance Reporting-** Mayor Paulson introduced item, to discuss a date and process for evaluation of CA which is due in October. Discussion followed. Tentative Executive Session at the first meeting of October for evaluation, was agreed upon.

- **Plan for Reconciliation of Bank Statements-** Discussion on how to ensure procedure going forward. The City has a Financial Management Policy, that could be added to.

- **Adjustment to City Hall Hours/Days-** Councilor Rennert introduced reducing office hours. Public Comments: Pam Bryant 117 S. Alder ST., supports a decrease in office hours. Councilor Knokey supports the 4 day work week. Discussion followed. **Councilor Rennert moved that the CA Pro Tem, using the presented draft resolution, draw up a new resolution, numbered as required, addressing amendments to days and hours of City Hall and related personnel days and hours, and amendments to the City of Lowell Personnel Policies and Procedures Employee Manual to reflect these revisions as outlined in the draft resolution, and bring this new resolution back in final form to the next City Council meeting for discussion and possible action. Seconded by Councilor Knokey.**

PASS 3:1 Mayor Paulson opposed

- **Employee Hiring Procedures** – Mayor Paulson presented item, in regards to Resolution 286 and need of a policy for hiring. **Councilor Rennert moved to require the CA Pro Tem to disseminate all information submitted to City of Lowell by employment or contract applicants during the hiring process, as they are received, to all City Councilors, to keep them informed in a timely manner. Councilor Reese seconded for purpose of discussion.** Discussion followed.

PASS 3:1 Mayor Paulson opposed

Reports: 10:02 PM

- **Planning Commission Meeting Minutes, August 26, 2014**
- **Financial Reports** – Discussion followed

Staff Report: 10:15 PM

- CA gave update on the 2014 General Election, we have 4 candidates, he responded to Councilor Rennert's question about H & J Contracting, which was a delayed invoice for a water leak. Also gave update on the Covered Bridge gate repair. Update on dog attack, he was in contact with Chief Martin of Oakridge Police Dept., discussion followed. Task list presented in packet, discussion followed.

Other Business: 10:32 PM

- Councilor Reese asked about the vandalism that occurred at the Lowell High School, and requested formally to have an item on the 9-16-14 agenda, discussion/ possible action on a Medical Marijuana Dispensary Ordinance. Councilor Knokey requested update on audit.

Adjourn: 10:38 PM

Approved: Stephen Paulson
Stephen Paulson, Mayor