

City of Lowell Oregon
City Council
Regular Meeting Minutes
May 20th, 2025

The Lowell City Council held a regular meeting on May 20, 2025. The meeting location was at the Lowell Rural Fire Protection District Fire Station 1 at 389 N. Pioneer Street, Lowell, OR 97452. Mayor Weathers called the meeting to order at 6:59 pm.

City Councilors present:

Mayor Maureen Weathers, Jimmy Murray, Don Bennett, Tim Stratis, Gail Harris,

City Councilors absent: NONE

Staff/others present:

Interim City Administrator Max Baker

Approval of Agenda Mayor Weathers asked if there were any changes to the agenda. Hearing none, the agenda was approved as presented.

Consent Agenda: City Administrator Baker noted that edits had been made to the April 15th, May 2nd, and May 6th meeting minutes. He detailed the specific changes, including corrections to street names and attribution of statements.

Councilor Murray's motion to approve the consent agenda with edits as amended was seconded by Councilor Stratis.

Mayor Weathers: YES; Murray: YES; Stratis: YES; Harris: YES; Bennett: YES.

Public Comments: One public comment was received from a resident at 566 East First Street. The commenter inquired if Julie Redner had received recognition for her efforts in providing an assembly for local children on May 7th. Mayor Weathers explained that this was likely a school-related event and suggested the commenter attend a school board meeting to address this matter, as it was not within the purview of the city council.

Council Comments There were no council comments.

Public Hearings: None

Staff Reports:

City Administrator Report

City Administrator Baker provided updates on various city matters:

1. The 2025-2026 budget process was progressing well, with the first budget meeting resulting in a recommended approval to the council. The resolution will be brought to the council at the June 3rd meeting.
2. The ECWAG Water Treatment Plant site-based project was awaiting updates. A conversation with Civil West revealed that the scope of services for the geotech report had been sent to the Army Corps of Engineers. A phase 1 environmental assessment for the water treatment plant is scheduled for next Wednesday.
3. The Parks Cleanup and Lowell Beautification Day on May 17th had low participation due to weather. The dumpster, green waste, and recycling drop-off services were extended until Tuesday to accommodate more residents.
4. The e-permitting program continued to experience minor issues. The administrator noted an increase in building permit applications compared to previous years.

5. A joint Planning Commission and City Council meeting for the North Highland PD is scheduled for June 17th at 6 PM, followed by the regularly scheduled city council meeting.
6. The Covered Bridge IGA with Lane County was still pending an update.
7. Updates on the sale of Old City Hall were provided, including potential interest from buyers and the installation of a sign.
8. The city received a summons for a personal injury claim, which has been forwarded to CIS for defense.

Public Works Report

City Administrator Baker mentioned that the generator was back online and working, but plans for replacement were being considered. He also noted upcoming inspections and utility work in the area.

Library Report

The administrator highlighted strong interest in the teen intern program at the library.

Presentations: None

Old Business:

BEAD Program and Letters of Support - Discussion

City Administrator Baker informed the council that the BEAD program had been paused shortly after the previous council meeting. He suggested holding off on further action until more information becomes available.

QWEST Corporation (Century Link) Franchise Agreement Draft - Discussion/Possible Action

City Administrator Baker reported that the draft agreement presented at the May 6th work session was being finalized. Insurance requirements were being confirmed before sending the draft back to CenturyLink/Lumen for review.

Engineering Scope of Service for Water Treatment Plant Pre-Design - Discussion/Possible Action

City Administrator Baker presented the engineering scope of service for the water treatment plant pre-design, noting its importance for future funding applications. The cost of \$50,124 was budgeted in engineering services.

Councilor Stratis' motion to approve Engineering Scope of Service for Water Treatment Plant Pre-Design was seconded by Councilor Bennett.

Mayor Weathers: YES; Murray: YES; Stratis: YES; Harris: YES; Bennett: YES.

New Business:

Financial and Accounting Consultation Services Agreement Amendment No 2, FY 25 - Discussion/Possible Action

City Administrator Baker explained the need for an amendment to the current financial services contract to cover additional budget-related work. The amendment would add \$1,000 to cover approximately 10 more hours of work. Councilor Murray moved to approve the amendment to the current fiscal 24-25 year financial services agreement. Councilor Bennett seconded the motion. The motion passed unanimously.

Councilor Murray's motion to approve the amendment to the current fiscal 24-25 year financial services agreement was seconded by Councilor Bennett.

Mayor Weathers: YES; Murray: YES; Stratis: YES; Harris: YES; Bennett: YES.

Financial and Accounting Consultation Services Agreement for FY 25-26 - Discussion/Possible Action

City Administrator Baker presented the financial and accounting consultation services agreement for FY 25-26, detailing the scope of services and associated costs. The total contract amount was \$52,000, including monthly services, auditing, budgeting, and other services.

Councilor Stratis' motion to approve the financial and accounting consultation services agreement for FY 25-26 was seconded by Councilor Bennett.

Mayor Weathers: YES; Murray: YES; Stratis: YES; Harris: YES; Bennett: YES.

City Administrator Contract - Mayor Weathers - Discussion/Possible Action

Mayor Weathers presented a draft employment agreement for Max Baker as City Administrator and Public Works Director. The agreement will be formally approved along with budget resolutions at the June 3rd meeting.

Library Volunteer Application

City Administrator Baker presented a library volunteer application from a local resident, Jasmine Brazil. No formal action was required, and the application will be processed through standard procedures.

Planning Commission Application

City Administrator Baker announced a volunteer application for the Planning Commission from Richard Trimper, a 7-year resident of Lowell who has been involved in various city matters.

Councilor Murray's motion to appoint Richard Trimper to the Planning Commission was seconded by Councilor Stratis.

Mayor Weathers: YES; Murray: YES; Stratis: YES; Harris: YES; Bennett: YES.

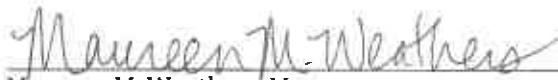
Other Business:

City Administrator Baker reminded the council that the June 3rd meeting will be a regular meeting, not a work session, to address budget resolutions and other time-sensitive matters.

Adjourn

Mayor Weathers adjourned the meeting at 7:37 PM.

APPROVED:



Maureen M. Weathers, Mayor

ATTEST:



Max Baker, City Recorder

