

**City of Milton-Freewater
City Council Minutes**

The Council of the City of Milton-Freewater met in regular session Monday, February 9, 2009 at 7:00 p.m. in the Albee Room of the Library.

The following members were present: Mayor Lewis Key, Councilors Orrin Lyon, Ed Chesnut, Jeff Anliker, Brad Humbert and Steve Irving.

Councilor Keith Woods was absent due to being out of town.

Staff members present were: City Manager Linda Hall, Finance Director Dave Richmond, Electric Superintendent Mike Charlo, Accounting Clerk Laurie Bubar, Municipal Court Clerk Marta Lomeli, Accounts Payable Clerk Tatia Oliver and City Recorder Leanne Steadman.

Citizens present were: Merle Sherman, Adam Sherman and an unknown citizen [City Recorder note: unrecognizable signature from the unknown citizen].

Press members present were Melanie Hall of the Valley Herald and Samantha Bates of the East Oregonian.

CONSENT CALENDAR ITEMS:

The consent calendar items consisted of regular council meeting minutes from January 26, 2009 and accounts payable from January 21st through February 4th, 2009.

Councilor Chesnut motioned to approve the consent calendar items. Councilor Anliker seconded the motion which passed unanimously.

OLD BUSINESS:

SECOND READING AND ADOPTION; ORDINANCE NO. 950 ESTABLISHING A CHRONIC CRIME PROPERTY TO BE A NUISANCE

City Manager Linda Hall reported that she would like to have a letter incorporated into the record by reference. The letter was dated February 4, 2009 from Marge Roff, owner of Roff Real Estate, Inc. and it stated that Ms. Roff was in support of the Chronic Crime Property Ordinance.

Councilor Humbert moved that Ordinance #950 be introduced by title only and full reading waived. Councilor Irving seconded the motion which passed unanimously. The City Manager then read the ordinance by title. Councilor Humbert moved to adopt Ordinance No. 950, An Ordinance Adding Chapter 16 to Title 8 of the City Code Declaring Certain Chronic Crime Properties to be a Nuisance, Establishing Penalties Therefore, Providing Remedies, and Declaring an Emergency. Councilor Irving seconded the motion which passed unanimously.

PRESENTATION:

RECOGNITION – FEBRUARY 2009 EMPLOYEE OF THE MONTH; LAURIE BUBAR, ACCOUNTING CLERK

Councilor Chesnut recognized February 2009 Employee of the Month, Laurie Bubar. He said she had been with the City only a short time, a little over a year, but in that time she had acquired a stellar reputation as a loyal, dependable and extremely accurate co-worker and employee. Ms. Bubar works in the Finance Department as an Accounting Clerk. She was on the “front line” of the utility departments’ customer service operation. He said she never loses her patience, always treats customers respectfully and works hard to give everyone the

best she has to offer. He described Ms. Bubar as a very valued member of the team. Councilor Chesnut, on behalf of the Mayor and the other City Councilors, presented Laurie with a one-hundred dollar (\$100) check to show their appreciation.

RECOGNITION OF AWARD – CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING FOR THE COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR FISCAL YEAR ENDED JUNE 30, 2007

City Manager Hall presented Finance Director Dave Richmond with the prestigious award for the Comprehensive Annual Financial Report for fiscal year 2008. The award was given out by the Oregon Government Finance Officers Association and only a select number of applicants were chosen by the panel of judges. Manager Hall congratulated and commended Finance Director Dave Richmond, Accounting Supervisor Luke Billings and the Finance staff for all their hard work in producing the report.

ANNUAL CITY AUDIT REPORT

Rob Tremper of Dickey and Tremper, LLC presented the city's annual audit report for fiscal year ended June 30, 2007. This was the third year Dickey and Tremper audited the city. Mr. Tremper said the city was doing very good overall. He explained that the number of audit entries had decreased in the past three (3) years which was a definite improvement. The accounting system used [City Recorder note: he was referring to the Caselle Accounting System] was not allocating the posted funds to individual accounts as it should have. The software company was looking at a way to correct the problem. He reviewed the management letter and discussed the procedure for tracking the warehouse inventory. A discussion ensued. He recommended that the city secure the services of an engineering firm to prepare an estimate of the post-closure costs for the landfill.

Manager Hall commended Mr. Tremper and said he did a very thorough audit and thanked him for presenting the findings of the audit.

BUSINESS ITEMS:

MOTION TO ACCEPT AUDITOR'S REPORT AND FINDINGS FOR AUDIT OF CITY OF MILTON-FREEWATER FISCAL YEAR 2008 RECORDS

Manager Hall explained, in keeping with the on-going directive of complete transparency with the City of Milton-Freewater, she had asked the auditing firm, Dickey and Tremper, LLP to present the audit findings at a public meeting. She also recommended that the city council accept the auditor's report and findings.

Councilor Chesnut made a motion to accept the auditor's report and findings for fiscal year 2008 for the City of Milton-Freewater. Councilor Humbert seconded the motion which passed unanimously.

APPOINTMENT OF TWO (2) COUNCIL REPRESENTATIVES TO ASSIST WITH DEVELOPING THE CITY COUNCIL'S BUDGET

Manager Hall explained that this was the second year of requesting to have two (2) members of the council help in the process of developing the city council budget. She said last year's representatives were Councilor Humbert and Councilor Irving.

Council consensus was to have Councilor's Humbert and Irving participate in the development of the preliminary fiscal year 2010 budget.

RESOLUTION NO. 2117, AUTHORIZING SIGNATURE TO THE FINANCIAL ASSISTANCE COOPERATIVE AGREEMENT WITH THE BONNEVILLE POWER ADMINISTRATION

Electric Superintendent Mike Charlo reported that Bonneville Power Administration (BPA) had offered the City of Milton-Freewater the opportunity to participate in a pilot program that would study the distribution system efficiency, suggest changes to improve the efficiency and would study the effects of the Conservation Voltage Reduction program. BPA would provide up to one-hundred forty-nine thousand five hundred dollars (\$149,500) to perform the study. The City's share of the project would be in-kind labor to oversee the operation of the software system. ElectSolve, a company that was discovered as a sole-source vendor, would be the contractor who would supply the hardware and software to perform this study. The study would take approximately two-hundred ninety (290) days to perform, at which time, all hardware and software would remain the City's property. The study would identify a number of problems if they were to exist for example; power theft, customer receiving the wrong voltage, accounts in the field not getting billed, a difference in billing and purchasing of power and it could also identify distribution system corrections that could be made to improve efficiency. The City of Milton-Freewater had been the only utility offered to participate in the pilot program.

Councilor Chesnut motioned to adopt Resolution No. 2117, Resolution Authorizing Signature to the Financial Assistance Cooperative Agreement with the Bonneville Power Administration. Councilor Humbert seconded the motion with passed unanimously.

BID AWARD TO ELECTSOLVE FOR ENERGY LOSS ANALYSIS AND REPORTING SYSTEM (LARS)

Electric Superintendent Mike Charlo reported that ElectSolve was a sole-source vendor to perform the pilot program offered by Bonneville Power Administration.

Councilor Humbert motion to award the bid to ElectSolve for the implementation of the Loss Analysis and Reporting System (LARS) for a not-to-exceed basis of one-hundred forty-nine thousand five hundred dollars (\$149,500). Councilor Irving seconded the motion which passed unanimously.

MANAGER'S REPORT

Manager Hall reported that the first City Newsletter would be going out soon and in each publication a different councilor would be chosen to provide information about them, if they chose to do so. This would allow citizens to get to know the council. She said for the first edition Councilor Anliker and Councilor Lyon had been chosen and they would be contacted by Krista Oliver, Public Works/Project Aid for the information. Pioneer Posse Annual Banquet was February 14, 2009 at which time the community support sponsorship would be presented which was for fifteen-hundred dollars (\$1,500). She asked council if they wanted to proceed forward with filling the upcoming Ward 3 vacancy. A discussion ensued. Council consensus was to move forward and issue a press release and accept applications.

COUNCIL ANNOUNCEMENTS

Councilor Chesnut shared a concern from a local citizen regarding the recent news story of an elderly man freezing to death after the local utility turned off his power for non-payment of his utility account over a four month term. The concern was to make sure the City had safeguards against that ever happening here.

Manager Hall said she had heard the same story and was very troubled by it as well. She said the utility regulations have some flexibility in that in very severe cold weather she has the ability to make the decision to not shut customers off for non-payment.

Councilor Lyon asked if the system, "Are You Ok" was still active.

Manager Hall said yes, but it could probably use some publicity.

Councilor Humbert suggested putting something about it in the City Newsletter.

Councilor Irving reported that the Kiosk project was nearing closer to completion. He said the Chamber of Commerce was looking for some donations to complete the concrete walk by the Kiosk and Rob Johnson, Manager of Sykes, stepped up and was donating the money to pay for the concrete and the Public Works crew was going to do the finish work.

Councilor Anliker said he would like to nominate Water Mill Winery and Blue Mountain Cider for the city's "Spruce-Up/Clean-Up" program.

Councilor Chesnut nominated the property just north and across the road from Brinker Brother's building.

The mini storages at Brinker Brother's was also nominated.

Mayor Key reviewed the meeting he and City Manager Hall attended in Umatilla Oregon with the Port of Umatilla.

There being no further business, council adjourned to an Urban Renewal Agency regular meeting and an executive session regarding negotiation of real property transactions at 8:10 p.m.

At 8:20 p.m. council adjourned to a City Council executive session pursuant to Oregon Revised Statue (ORS) 192.660(1)(d) to conduct deliberations with persons designated by the governing body to carry on labor negotiations. Mayor Key informed the representatives of the news media that they shall not be allowed to attend the session pursuant to ORS 192.660(2)(4).

Council adjourned from executive session to open session at 9:05 p.m.

Councilor Irving commented that he was very impressed with the offer of the City Department Heads to forego 1% of their salaries in recognition of the struggling economy. He stated he felt the group was "leading by example" and was quite pleased with their offer. The rest of the Council concurred.

It was the consensus of the Council to authorize the City Manager to sign an amendment to the Department Head bargaining unit agreement eliminating the benefit of a 1% plus highest unit COLA, and adding a clause requiring all new members after the date of signing to pay 10% of the family premium for medical and dental and vision insurance premiums and extending the term of the agreement to June 30, 2017. It was understood that Department Heads would continue to receive a cost of living adjustment equal to the highest COLA granted to any other unit.

Council also accepted the City Manager's offer to join the department heads in taking the 1% decrease in salary.

There being no further business, the meeting was adjourned at 9:18 p.m.

Lewis S. Key, Mayor