

MINUTES
STANFIELD CITY COUNCIL
REGULAR MEETING AND BUDGET COMMITTEE MEETING
TUESDAY, MAY 2, 2017
STANFIELD COUNCIL CHAMBERS
150 WEST COE AVENUE

CALL TO ORDER

The regular meeting of the Stanfield City Council was called to order at 7:00 p.m. by Mayor Tom McCann at the Stanfield City Council Chambers, located at 150 West Coe Avenue, Stanfield, Oregon.

ROLL CALL

Members present were Mayor Tom McCann and Councilors Susan Whelan, Don Tyrrell, Del Manley, Jason Sperr, and Jack Huxoll. Councilor Pam McSpadden was absent. Also present were City Manager Blair Larsen, Public Works Director Scott Morris, Police Chief Bryon Zumwalt, Librarian Cecili Longhorn, Finance Director Jerry Carlson, and Budget Committee members Patricia Whitehead, Gene Jorgenson, Erwin Watson, Paula Otzenberger, Jim Whelan, and Doug Alvarez.

FLAG SALUTE

Mayor Tom McCann led the audience and members of the Council in the Pledge of Allegiance.

APPROVAL OF MINUTES FROM APRIL 18, 2017

Mayor Tom McCann approved the minutes for the April 18, 2017 council meeting as corrected.

BUDGET COMMITTEE MEETING

Mayor McCann moved the Budget Committee portion of the agenda to the beginning of the meeting. Jim Whelan nominated Doug Alvarez as chairman of the budget committee. Gene Jorgenson seconded the nomination. Mr. Whelan nominated Mr. Jorgenson as secretary. Mayor McCann adjourned the regular council meeting, and invited the chairman to open the budget committee meeting.

Mr. Larsen introduced the City's proposed budget for fiscal year 2017-2018 and summarized his budget message.

Mr. Whelan asked why the two police officer positions had different benefit costs. Mr. Larsen said that the breakdown of personnel costs was based on actual employee choices for insurance plans, so they vary among employees.

Committee members asked about the budgeting of the grant match for the Stage Gulch Trail project. Mr. Larsen explained how it was budgeted and how it would be handled if the grant is not approved.

Councilor Whelan asked about the impact of State's budget on the City's budget. Mr. Larsen said that the revenues received from the State are based on population, and are set by law. He said that he does not think that the State budget will affect those items. He said that the State could change the law on those items, but it seems highly unlikely. Mr. Larsen said that the most likely legislation affecting the City during this term is PERS reform, which would probably be to the City's benefit.

Councilor Sperr asked about the School Districts participating in the Community Resource Officer program. Mr. Larsen said that he does not have official word that they have approved it, but the budget assumes that they will. Councilor Sperr also asked about the truck inspection program and the other holiday expenses. Mr. Larsen said that the City has renewed the agreement with ODOT for completing truck inspections, and the City is seeking to purchase additional and replacement holiday lights. Councilor Sperr also asked about the Donations line

item in the General Fund. Mr. Larsen said that line was available for the Council to donate funds to worthy causes.

Gene Jorgenson and Jim Whelan moved and seconded to approve the revenues for the General Fund. Ayes: Tyrrell, S. Whelan, McCann, Manley, Sperr, Huxoll, P. Otzenberger, Jorgenson, J. Whelan, Watson, Whitehead, Alvarez. Nays: None. Motion carried.

Gene Jorgenson and Paula Otzenberger moved and seconded to approve the expenditures for the General Fund. Ayes: Tyrrell, S. Whelan, McCann, Manley, Sperr, Huxoll, P. Otzenberger, Jorgenson, J. Whelan, Watson, Whitehead, Alvarez. Nays: None. Motion carried.

Gene Jorgenson and Jim Whelan moved and seconded to approve the revenues for the Street Fund. Ayes: Tyrrell, S. Whelan, McCann, Manley, Sperr, Huxoll, P. Otzenberger, Jorgenson, J. Whelan, Watson, Whitehead, Alvarez. Nays: None. Motion carried.

Councilor Sperr asked why the personnel costs had gone down in the Street Fund. Mr. Larsen said that this year he changed percentages of how much of Public Works salaries are paid by each fund. He said that the Water and Sewer Funds are covering higher percentages of personnel costs and Streets and Fuel Tax Funds are covering lower percentages.

Councilor Sperr also asked about the change in garbage rates and where that is reflected in the budget. Mr. Larsen explained that that is reflected in the Garbage Fund, and doesn't impact any Public Works activities.

Gene Jorgenson and Jim Whelan moved and seconded to approve the expenditures for the Street Fund. Ayes: Tyrrell, S. Whelan, McCann, Manley, Sperr, Huxoll, P. Otzenberger, Jorgenson, J. Whelan, Watson, Whitehead, Alvarez. Nays: None. Motion carried.

Gene Jorgenson and Jim Whelan moved and seconded to approve the revenues for the Water Fund. Ayes: Tyrrell, S. Whelan, McCann, Manley, Sperr, Huxoll, P. Otzenberger, Jorgenson, J. Whelan, Watson, Whitehead, Alvarez. Nays: None. Motion carried.

Gene Jorgenson and Jim Whelan moved and seconded to approve the expenditures for the Water Fund. Ayes: Tyrrell, S. Whelan, McCann, Manley, Sperr, Huxoll, P. Otzenberger, Jorgenson, J. Whelan, Watson, Whitehead, Alvarez. Nays: None. Motion carried.

Mr. Carlson asked about a timetable for the financing of the new storage building for the public works yard. Mr. Morris said that he has received bids. Mr. Larsen said that he is working on financing with Banner Bank. He said he didn't have any solid details on the financing yet, but that the budget included estimates. Mr. Morris explained the purpose of the new storage building, noting that it is necessary to protect equipment from the elements, due to the City outgrowing the current storage building.

Councilor Sperr asked about available cash on hand and how that impacts the City's goals. Mr. Larsen said that available cash on hand is the City's balance, and is not available for spending. Councilor Sperr said that it is growing, however. Mr. Larsen said that the City plans on spending it, but some savings are expected at the end of the year. He said that it is a moving target, and we never know what the cash on hand number is until the auditors complete their work. Councilor Sperr expressed concern that the amount was growing, and that the City was not spending money that was available, and that funds could be put to other uses rather than budgeted in areas where they are not being spent.

Gene Jorgenson and Paula Otzenberger moved and seconded to approve the revenues and expenditures for the Sewer Fund. Ayes: Tyrrell, S. Whelan, McCann, Manley, Sperr, Huxoll, P. Otzenberger, Jorgenson, J. Whelan, Watson, Whitehead, Alvarez. Nays: None. Motion carried.

Councilor Whelan asked where the summer meal program is reflected. Mr. Larsen said that it in the grants line item on the revenue side, and it has its own line item on the expenditure side.

Mr. Carlson asked if the transfer from the General Fund to the Library Fund was anticipated to continue in the same amount in the future. Mr. Larsen said that it was high this year to cover the necessary expenses for the furnace and the fund's contingency line, and it would be going back down in future years.

Gene Jorgenson and Paula Otzenberger moved and seconded to approve the revenues for the Library Fund. Ayes: Tyrrell, S. Whelan, McCann, Manley, Sperr, Huxoll, P. Otzenberger, Jorgenson, J. Whelan, Watson, Whitehead, Alvarez. Nays: None. Motion carried.

Mr. Carlson asked about why the salary line is decreasing in the Library Fund expenditures while the payroll taxes are remaining the same. Mr. Larsen said that he did not have his spreadsheet in

front of him to find the answer to that question, but he would look into it. Mr. Larsen suspected that there may have been a spreadsheet error. He suggested that the Committee approve it, and let the City Council make any corrections to it.

The Committee discussed the legality of approving the fund if changes are pending. The consensus of the committee was to hold an additional budget committee meeting to approve this fund after the City Manager investigates the issue.

Gene Jorgenson and Paula Otzenberger moved and seconded to approve the revenues for the Public Safety Fund. Ayes: Tyrrell, S. Whelan, McCann, Manley, Sperr, Huxoll, P. Otzenberger, Jorgenson, J. Whelan, Watson, Whitehead, Alvarez. Nays: None. Motion carried.

Mr. Carlson asked why the salaries are going down from the previous year. Mr. Larsen said that the salary changes needed for the Police Department, and there is no fee increase proposed, this fund will be covering a decreased percentage of salaries. Mr. Carlson asked why all the other personnel costs are going up. Mr. Larsen said that previous years were not as strict on dividing up the costs properly, and this budget divides them all up according to the same percentage. Mr. Jorgenson asked if that same explanation applied to accrued vacation and comp time. Mr. Larsen said that he was not sure on that one. Mr. Jorgenson suggested that the committee wait until the next meeting to approve the expenditures of the Public Safety Fund.

Gene Jorgenson and Paula Otzenberger moved and seconded to approve the revenues for the Utility Reserve Fund. Ayes: Tyrrell, S. Whelan, McCann, Manley, Sperr, Huxoll, P. Otzenberger, Jorgenson, J. Whelan, Watson, Whitehead, Alvarez. Nays: None. Motion carried.

Gene Jorgenson and Jim Whelan moved and seconded to approve the expenditures for the Utility Reserve Fund. Ayes: Tyrrell, S. Whelan, McCann, Manley, Sperr, Huxoll, P. Otzenberger, Jorgenson, J. Whelan, Watson, Whitehead, Alvarez. Nays: None. Motion carried.

Councilor Whelan asked what the City Hall Reserve Fund was for. Mr. Carlson said the fund was created when the previous City Hall was being used, and the original intent was to use this fund to improve the City Hall situation. He said that it was not used much, and could probably be done away with. Councilor Whelan said that the fund was not worth continuing. Mr. Carlson said that the Council would need to pass a resolution to do this. Mr. Larsen said that could be done for next year.

Gene Jorgenson and Tom McCann moved and seconded to approve the revenues and expenditures for the City Hall Reserve Fund. Ayes: Tyrrell, S. Whelan, McCann, Manley, Sperr, Huxoll, P. Otzenberger, Jorgenson, J. Whelan, Watson, Whitehead, Alvarez. Nays: None. Motion carried.

Mr. Larsen explained that the System Development Charge Fund was funded by System Development Charges, which are essentially latecomer fees paid by new development. He said that the increase in revenues in this fund was projected to be from new homes being built in the City.

Gene Jorgenson and Paula Otzenberger moved and seconded to approve the revenues and expenditures for the System Development Charge Fund. Ayes: Tyrrell, S. Whelan, McCann, Manley, Sperr, Huxoll, P. Otzenberger, Jorgenson, J. Whelan, Watson, Whitehead, Alvarez. Nays: None. Motion carried.

Gene Jorgenson and Erwin Watson moved and seconded to approve the revenues and expenditures for the Garbage Fund. Ayes: Tyrrell, S. Whelan, McCann, Manley, Sperr, Huxoll, P. Otzenberger, Jorgenson, J. Whelan, Watson, Whitehead, Alvarez. Nays: None. Motion carried.

Gene Jorgenson and Paula Otzenberger moved and seconded to approve the revenues and expenditures for the Fuel Tax Fund. Ayes: Tyrrell, S. Whelan, McCann, Manley, Sperr, Huxoll, P. Otzenberger, Jorgenson, J. Whelan, Watson, Whitehead, Alvarez. Nays: None. Motion carried.

Mr. Jorgenson and Mrs. Otzenberger moved and seconded to recess the meeting until May 16th. Ayes: Tyrrell, S. Whelan, McCann, Manley, Sperr, Huxoll, P. Otzenberger, Jorgenson, J. Whelan, Watson, Whitehead, Alvarez. Nays: None. Motion carried.

The budget committee meeting being finished, Mayor McCann declared a five minute recess before reopening the regular meeting.

COMMENTS FROM THE AUDIENCE

Leland Winebarger, a local business owner, complained about the smell from the starch plant, and wanted to know what the City is doing about it. He explained what he is smelling and what he is dealing with. The Council and audience discussed the odor and the plant. Mr. Larsen said that he had a tour the previous Friday, and it smelled fine at that time, but it has been worse since. He said that he is continuing to work with the owners of the plant, but he felt that it would be time to apply city ordinances soon.

COMMITTEE REPORTS

Police/Court: Chief Zumwalt responded to questions about an article that was in the East Oregonian, and stated that a correction was due to be printed. He said that police activity is picking up. He said that there have been a lot of calls to the Pilot Truck Stop—18, and 6 at Stanfield RV Park.

Public Works/Building: Mr. Morris said they are getting parks up and running, and fixing water leaks on Wheeler and Glendining. He said he has been working on estimates for the new building, and other routine stuff. He said the transition for the compost yard has been trying, but it is starting to work out now. He said that spraying for weeds started three weeks ago, then had to shut down, but they are working on it now. He said they are behind. Mayor McCann asked where the old reader board is now. Mr. Morris said it is at public works shop. He said that flowers will be out around Mother's Day or the week after.

Finance/Administrative: Councilors Sperr and Huxoll moved and seconded to pay the bills in the amount of 187,752.84. Ayes: Tyrrell, Whelan, Manley, Sperr and Huxoll. Nays: None. Motion carried.

Safety: Chief Zumwalt said that they did a site inspection at West Coe Park, and the issues that they found are presented in writing.

Library: Ms. Longhorn said that the Library is participating in several free programs and events. She went over the calendar of events at the library. She said the Library is holding an event at Bard Park with trucks, police cars, tractors, and other equipment for the kids to see. She said they have an event this month about the approaching solar eclipse, with another event to follow in August. She said that the summer reading program will also include the summer meal program, plus other events. She said on June 19th there is a visitor coming from the State Library who will present the Library with an award for last year's summer meal program.

Councilors Whelan and Sperr moved and seconded to approve all the committee reports.

RESOLUTION NO. 4-2017 A RESOLUTION AUTHORIZING THE TRANSFER OF APPROPRIATIONS WITHIN AND BETWEEN FUNDS

Mayor McCann introduced the resolution and asked for comments and questions. Councilors Whelan and Huxoll moved and seconded to approve the resolution. Ayes: Tyrrell, Whelan, Manley, Sperr and Huxoll. Nays: None. Motion carried.

OTHER BUSINESS

Mr. Larsen said that there is an all-day event coming up on May 12 preparing for the potential Cascadia earthquake. He said that all are invited. He also said that he will be heading to Salem on June 2nd to give a presentation for the City's grant application for the Stage Gulch Trail. Mayor McCann asked about the Housing Authority's project. Mr. Larsen said they have not been able to get any funding yet, but they own the property now and will be applying for funding again in the future.

COMMENTS FROM THE COUNCIL

Councilor Whelan asked about the auction of the Elephant's trunk. Mr. Larsen said it was postponed due to the owner having surgery.

EXECUTIVE SESSION UNDER ORS §192.660 (2)(b): CITY MANAGER EVALUATION

Mayor McCann proposed that the executive session be postponed until the next meeting.

ADJOURNMENT

With no other business to consider, Mayor Tom McCann adjourned the regular meeting of May 2, 2017 at 9:13 p.m. The next meeting was scheduled for May 16, 2017.

Respectfully Submitted,

W. Blair Larsen, City Manager/Recorder

Attest: _____
Mayor

Date of Approval: _____