

Scio City Council Meeting
Scio City Hall – 38957 NW 1st Ave., Scio, Oregon

AGENDA

April 10, 2023 (6:00 PM)

Mayor, Debbie Nuber

*Councilor Karen Eckhart
Councilor Tom Meyer*

*Councilor Joey Ferguson
Councilor Dennis Shaffer*

*Councilor Tom Gray
Councilor Luke Zedwick*

CALL TO ORDER ** FLAG SALUTE **** ROLL CALL**

CONSENT AGENDA: *The following items(s) are considered routine and will be enacted by one motion. There will not be a separate discussion of these items unless a Councilor so requests. In this case, the item(s) will be removed from or added to the Consent Agenda and considered separately.*

- Approval of March 2023 City Council Minutes
- Approval of March 2023 Statement of Revenues & Expenditures
- Approval of March 2023 Payment Journal

CORRESPONDENCE:

- Council Senate Committee Letter – Large Scale Poultry Operations
- Scio FFA Thank You

PRESENTATIONS:

- Linn County Sheriff's Report for March 2023 – Presented by: Linn Co. Sheriff's Office
- Library Report – Presented by, LaVonne Murray, Scio Librarian

REGULAR SESSION:

*****Note:** Following each agenda item, and after a motion is made and seconded, a "call for discussion" should take place before the final vote!! If there is no discussion the vote shall be taken. The mayor shall then move onto the next agenda item.*

- 1) Resolution No. 23-02, A Resolution of Unanticipated Funds
Presented by: Ginger Allen, Scio City Manager
Action: Vote to Approve or Deny

- 2) Capital Infrastructure Projects
Presented by: Ginger Allen, Scio City Manager
Action: Discussion

- 3) Roof Repairs/New City Hall
Presented by: Ginger Allen, Scio City Manager
Action: Discussion
- 4) Water and Sewer Rates Review
Presented by: Ginger Allen, Scio City Manager
Action: Discussion
- 5) City Council Protocol Final Draft
Presented by: Tre Kennedy, City Attorney
Action: Vote to Approve or Deny

CITY MANAGERS REPORT:

CITY ATTORNEY REPORT:

ITEMS FROM COUNCIL:

PUBLIC COMMENT(S): An opportunity for citizens to comment on items of city business.

ADJOURNMENT:

**Don't Forget the Budget Hearing Scheduled for Thursday, April 27th @
6:00 p.m.**

2022-2023 CITY COUNCIL MEETINGS

May 8, 2023

6:00 p.m. Scio City Hall

June 12, 2023

6:00 p.m. Scio City Hall

ALL CITY COUNCIL MEETINGS WILL BE HELD IN PERSON AND ON ZOOM.

The public can join the meeting via Zoom using one of the following options:

<https://us02web.zoom.us> or phone: 1-253-215-8782

Meeting ID: 876 4652 7102 Passcode: 812250

The Zoom Information will also be available on the City Web Site and City Facebook Page the Thursday, prior to the Monday meeting. Facemasks are optional for those attending the meeting in person.

Consent Agenda

**City of Scio
City Council Minutes
March 13, 2023**

LOCATION: SCIO CITY COUNCIL CHAMBER, 38957 NW 1ST AVENUE, SCIO
Public was allowed to attend in person or via Zoom.

Time Start: 6:00 P.M.

Time End: 8:37 P.M.

CALL TO ORDER

The meeting was called to order at 6:00 pm by Council President Joey Ferguson. Everyone stood for the Pledge of Allegiance. Roll call was taken by Cathy Martin, Administrative Assistant.

COUNCIL MEETING ATTENDANCE LOG

COUNCIL	SCIO STAFF
Mayor Debbie Nuber - Excused	Ginger Allen, City Manager
Councilor Karen Eckhart	Cathy Martin, Administrative Assistant
Councilor Joey Ferguson	Tre' Kennedy, City Attorney – Via Zoom
Councilor Tom Gray - Absent	LaVonne Murray, Librarian
Councilor Tom Meyer	
Councilor Dennis Shaffer	
Councilor Luke Zedwick	

AUDIENCE MEMBERS IN ATTENDANCE

Sgt. Steve Frambes, Linn County Sheriff's Office	Steve Ellis
Jocelyn Waggoner	May Garland – Zoom
Roger Gaither – Zoom	Rebecca Shaffer
Katrina Clouse - Zoom	Starla Becker-Tillinghast
Kendra Kimbirauskas	Mandy Boyer
Lucie Gouin	Art Poulos

AGENDA	ACTIONS
<u>CONSENT AGENDA</u> <ul style="list-style-type: none"> February 13, 2023 City Council Minutes February 2023 Statement of Revenue & Expenditures February 2023 Payment Journal 	<p>Motion from Councilor Eckhart, seconded by Councilor Shaffer, to approve the Consent Agenda as presented. Motion passed 4 yeas / 0 nays</p>
<u>Correspondence</u> <ul style="list-style-type: none"> Scio Public Library 75th Anniversary Celebration Starla Becker-Tillinghast Letter to Council 	
<u>PRESENTATIONS</u> Linn County Sheriff's Report <ul style="list-style-type: none"> a. February 2023 Report – Sgt Frambes 	<p>Sgt. Frambes made corrections to the report. The Complaints - 46 and 73 hours.</p> <p>One arrest, same individual they have been dealing with. Very quiet in February, quiet is good.</p>

<p>b. Council Discussion</p>	<p>Shaffer stated there was lots of warnings. Frambes stated that these calls all occurred within the city limits.</p> <p>No questions. Staffing is improving, new officers are getting through the process and out on the road by themselves.</p> <p>Frambes stated that as the weather gets better, code enforcement issues come to the front. Send these issues to him.</p> <p>Council thanked him for everything.</p>
<p>Library Report</p> <p>a. Presentation by LaVonne Murray, Librarian</p>	<p>Ms. Murray updated the council on events happening at the library.</p> <ul style="list-style-type: none"> • Library 75th Anniversary – today was the kickoff for the celebration. Once a week – 75th item checked out in the library will receive a door prize. • The Salem Reads Art Exhibit is here for the community to enjoy during the month of March. • Storytime – preschool, kindergarten, 1st grade and LBCC preschool are all visiting the Library. • Evergreen School has come and used the library • STEM Day – occurs monthly on 1st Friday – this month they experimented with film. • Genealogy 103 – • New Shelving in the Library – Trust Management Grant and the Friends of the Library helped purchase all of them. Allen added, that if anyone knows any members of the friends, that they should thank them for their contribution.
<p>REGULAR SESSION</p> <p>Budget Committee Appointment</p> <p>a. Staff Report – Ginger Allen</p> <p>b. Council Decision</p>	<p>Ms. Allen stated that Mandy Boyer has volunteered to serve on the Budget Committee. Her application was provided to the council.</p> <p>Ferguson asked the council if everyone was in favor of appointing Mandy Boyer to the budget committee.</p> <p>Approved by a vote of 4 yeas / 0 nays</p>
<p>Small Municipal Agency Coalition</p> <p>a. Staff Report – Ginger Allen</p>	<p>Ms. Allen introduced Scott McDowell, Brownsville City Administrator. Mr. McDowell reviewed a PowerPoint presentation with the council.</p>

b. Council Discussion

Zedwick asked if this is where you have a lobbyist.

McDowell each councilor needs to be at the table. Need to have a relationship with our legislatures.

Zedwick asked if the consortium would be providing alert.

Allen added that Mr. Tate would be providing the education to the elected officials. Teach you how to look up bills and decisions made by the Oregon legislative branch, especially items that affect in rural Oregon. As an elected official, you must find out what the truth is on items brought before you. This will educational process will help all of us become more informed, a better councilor and advocate for Scio. Scio's fee is currently proposed to be \$1,000. There are 5 cities currently working on this coalition. SMAC would be entering into a 1-year contract with Mr. Tate. Mr. McDowell stated that he is working to get more cities to join the effort, so that the cost for each city would be reduced, Mr. Tate is charging \$1,000 per month.

Ferguson allowed the audience to ask questions regarding the SMAC proposal.

Art Poulos, Thomas Creek Drive, asked if Stayton would be considered a small city? McDowel stated that a small city can be almost any city. City of Albany had an issued that was also important to us as small cities, then it makes sense to join together on the issue. He said if we had to put a parameter on the group, then 10K and under population, but don't necessarily want to do that.

Tre' Kennedy asked if the City of Albany joined, would they pay more? McDaniel stated that it would be based on population.

Eckhart asked if this was a 1-time training fee or an annual fee? McDowell stated that this would be a 1-year agreement, at the end of the year, we would assess the situation and determine if we wanted to continue the services.

Shaffer asked when start? McDowell as early as May. He would like to get everyone on board by end of April, want to have it established before the end of the fiscal year.

Zedwick asked if 30 communities came on board, how do they set priorities. McDaniel stated that this is where Mr.

<p>c. Council Decision</p>	<p>Tate would come into play. Zedwick would be nice to be able to be pro-active instead of re-active. The more cities that join, the better we are.</p> <p>Ferguson, how much we pay to the League of Oregon Cities?</p> <p>Allen stated that the reason Scio left the Council of Governments, was that they were not paying attention to the small city needs. Allen spoke regarding the improvements the cities have made with the Linn County Sheriff's Office and Linn County Planning & Building Department. McDowell stated that by joining together we are stronger.</p> <p>Martin reported that the city paid \$901.46 to LOC last year and have received a preliminary dues statement of \$952 for next Fiscal Year.</p> <p>Kennedy stated that the League of Oregon Cities (LOC) does a good job on state level, but doesn't get involved on big vs little. McDowell stated that there is lots of intrinsic value in training that they offer.</p> <p>Zedwick – do any organizations include elected officials. McDaniel – LOC – elected officials, lots of the committees at the state level are elected officials. This effort will be both council and staff. Advocacy can be better served by elected officials. Managers carry out the will of the council.</p> <p>May Garland, 38795 N Main Street, asked how the group will be organized. McDowell through intergovernmental agreement.</p> <p>Eckhart asked if there was money in the budget to pay for this expense. Allen stated that there was.</p> <p>Motion from Councilor Zedwick seconded by Councilor Meyer to join the Small Municipality Advocacy Coalition, for a fee of \$1000 for one year.</p> <p>Motion passed 4 yeas / 0 nays</p>
<p>Council Email Accounts</p> <p>a. Staff Report – Ginger Allen</p>	<p>Ms. Allen addressed the council regarding the need for corresponding with members of the council on items of a personal nature. Currently using personal emails, recommend using city email.</p>

<p>b. Council Discussion</p> <p>c. Council Decision</p>	<p>The new emails would be on a city IT Service.</p> <p>Kennedy stated that this makes it easy for public records requests. Suggested to have training on fishing – dos and don'ts regarding ransomware.</p> <p>Motion from Councilor Shaffer, seconded by Councilor Zedwick, to approve council email accounts.</p> <p>Motion passed 4 yeas / 0 nays</p>
<p>Scio Water System Letter – February 28, 2023</p> <p>a. Staff Report – Ginger Allen</p> <p>b. Council Discussion</p>	<p>Ms. Allen apologized for sending our letter prior to the council receiving an email. First and foremost, the city water is safe.</p> <p>The city completed the follow-up tests, failed to send the completed report at the proper time.</p> <p>Letter was approved by the Linn County Health Department, letter sent to every water user. This was a compliance issue.</p> <p>Shaffer asked if false positives are a frequent test. Allen stated that they are, she also noted that the city's water is provided by a well, we do not treat the water.</p>
<p>Scio Public Works Shop Dedication Plaque</p> <p>a. Staff Report – Ginger Allen</p> <p>b. Council Discussion</p>	<p>Ms. Allen asked the council to review the sample plaque. Correct Dennis Shaffer's name.</p> <p>Ferguson liked the recognition of the Honorary Mayor and Council Member.</p>
<p>City Hall Status/PW Shop Area</p> <p>a. Staff Report – Ginger Allen</p> <p>b. Council Discussion</p>	<p>Ms. Allen reviewed memo handed out at the council meeting. (Memo Attached) Allen stated that the question is the replacement of the entire roof. The insurance company has stated that the entire roof must be replaced. If the city doesn't replace the roof, the insurance coverage would go to actual value on the entire contents. The city would not be allowed to use the shop area.</p> <p>The city has had discussions in the past to replace City Hall. We already know that there are seismic issues with the building.</p> <p>Meyer asked how old the building was. Martin stated that it was built in 1962.</p>

Meyer asked when the PW Shop was going to be completed? Allen stated that we are supposed to be able to begin occupying the new building the end of March. Meyer asked about cutting the shop portion off this building once they are out, put up a new wall and covering it, if that would satisfy the insurance company.

Allen stated that the insurance company has stated that they want the entire roof replaced, not just the roof above the shop. Although we can ask.

Eckhart asked about previous discussions the council had about not wanting to put more money into this old building. She asked if there was room in the old city shop for office staff to move into? At one time discussion was held about moving the library into the old SMTA building, is this still an option?

Allen stated that is a possibility.

Kennedy asked if this was discussions with CIS, did they send someone out? Allen stated that there were 2 different companies that inspected the building for the insurance company over past 3 years. Kennedy asked about taking look at private carrier.

Kennedy asked Allen to highlight the options.

- Complete roof replacement – keeps insurance coverage on the building and contents within the building as is – payments based on appraised value of the building and what we are paying for in the insurance policy
- Actual cash value coverage – contents within the building would be covered (with the exception of damage as a result of roof condition) at actual cash value, the building would be covered at replacement cost minus depreciation.
- Clause would be added that no coverage as a result of the deterioration of the roof.
- Anything lost in the shop area would not have coverage.

Allen stated that she has started the bid process, to find out the cost of replacement. The city has time to go through the bid process, the bid would have to be awarded and the project started before July 1st to satisfy CIS.

Staff will obtain as much information as possible prior to the April 10th meeting.

Ferguson asked that audience members limit their comments to 3-5 minutes.

Lucie Gouin, 43550 Thomas Creek Drive, trying to protect our community without harming anyone. She said they were given 90 seconds each to speak before the legislature. Ferguson asked if she supported SB85. Ms. Gouin stated yes, that the bill is about CAFO's (tier two) doesn't hurt to put on pause.

Zedwick asked how many animals does it take for a CAFO?

Kendra Kimbirauskas, 39006 Richardson Gap Rd. Definition of a CAFO in Oregon by state statute can be as little as 2 dairy cows. CAFO's cover a huge portion of farms.

Kimbirauskas stated that there are gaps in Oregon laws, on how things are cited and managed. There will be an opportunity for the bills to be amended.

Art Poulos, 43550 Thomas Creek Drive – Chicken operation in Jordan, will not be the only one in area. He said that the City Council in Stayton is concerned. He wants the legislature to take time to analyze the CAFOs. He said this bill will not affect any family farm. Encouraged city council to ask for a pause.

Zedwick asked the audience, if the testimony is currently 3 to 1, what role do you see the city playing in this.

Jocelyn Waggner, 40555 Highway 226 – stated that this is not a family farm issue, it is about factories. She was concerned with the waste, that the factory farms were taking the small family farms away from the small farmer.

Starla Becker-Tillinghast – 41546 Highway 226 – stated that what people are not aware about is that chicken manure does not have the same regulations as dairy farms. Chicken farms do not have to say what happens to the manure. Concerned with wet soil.

May Garland & Roger Gaither - 38795 N Main Street. – support bill as think increased large truck traffic will affect the city negatively. Don't think our community needs to be affected. What is the downside of sending a letter?

Ferguson closed public comment.

<p>c. Council Decision</p>	<p>Shaffer asked if the city does write a letter, can we just state that we are concerned with the large farms, not the small ones. Would this be applicable.</p> <p>Zedwick – farmers he has spoken to say that the issue has focused around the dairy industry – fully support pause, but concerned with the whole issue.</p> <p>Ferguson asked how the council would want to move forward.</p> <p>Meyer state that the city could write a letter as we are in the middle of the area that is of concern with the chicken farms.</p> <p>Discussion was held on writing a letter and the language to include in the letter.</p> <p>Zedwick read the letter from City of Stayton that was submitted to the State under HB2667. And asked if we can draft letter similar to city of Stayton, stating our environmental concerns.</p> <p>Eckhart stated that she is opposed to SB85.</p> <p>Ferguson re-opened public comment.</p> <p>Ms. Kimbirauskas stated that the city might look at the letters submitted by Adrian Lulay & Morgan Krom (Oregon Cattle Women’s Association), focusing the letter on Chickens.</p> <p>Kennedy asked how generic do you want it. Further discussion was held and council decided the letter would ask that the bill be modified to focus on chicken farms.</p> <p>Motion from Councilor Zedwick seconded by Councilor Shaffer, to have City Attorney Kennedy draft letter on council behalf.</p> <p>Motion passed 4 yeas / 0 nays</p>
<p><u>COMMUNICATIONS FROM CITY STAFF</u></p> <p>a. City Manager’s Report</p>	<p>Ms. Allen reviewed the City Manager’s report dated March 8, 2023</p> <ul style="list-style-type: none"> • PW Shop Update – completion by end of March. Staff has a series of things to finish, paint, shelving – looking at a grand opening end of April

<p>b. City Attorney's Report</p>	<ul style="list-style-type: none"> • Public Restroom – engineering design is almost complete. NNG has to move a gas line. Blazer Industries – cross fingers still possibility end of June. • Parks and Tree Committee Update – meeting is scheduled for April 11th. • NW 1st Avenue Safe Routes to School Grant Update – Engineering done, partners okayed plan, will go out to bid end of March, to start day after school finishes. • Council work session – council protocol & basketball hoop ordinance, Kennedy is working on those items. Should be on next month's agenda. • Shaffer asked about clean-up of Thomas Creek Park. <p>Kennedy nothing to add</p>
<p><u>ITEMS FROM THE COUNCIL</u></p> <p>a. Councilor Meyer</p> <p>b. Councilor Shaffer</p> <p>c. Councilor Eckhart</p> <p>d. Councilor Zedwick</p> <p>e. Councilor Ferguson</p>	<p>Good meeting tonight, got a lot accomplished</p> <p>Good meeting tonight.</p> <p>Thanked everyone for all you do, work session was really good.</p> <p>Good job tonight.</p> <p>Nothing to add</p>
<p><u>PUBLIC COMMENTS</u></p> <p>a. Katrina Clouse</p>	<p>April 22nd Lamb Fair will be doing a work day at the pavilion, Lamb Fair – May 19-21st – changes happening. Queen's coronation Friday, May 19th.</p> <p>Bridges Bikes and Brews Sept. 9th 10-10. Focus on Motorcycles – poker run</p>

Statement of Revenue and Expenditures

Acct	Current Period Mar 2023 Mar 2023 Actual	Year-To-Date Jul 2022 Mar 2023 Actual	Annual Budget Jul 2022 Jun 2023	Annual Budget Jul 2022 Jun 2023 Variance	Jul 2022 Jun 2023 Percent of Budget
Revenue & Expenditures					
Revenue					
Tax Receipts					
4120 Property Taxes	6,054.37	278,873.65	280,000.00	1,126.35	99.6%
4211 Cigarette Tax	44.28	550.80	800.00	249.20	68.9%
4212 Liquor Control Taxes	997.80	14,555.23	17,000.00	2,444.77	85.6%
4213 Marijuana Tax	306.80	1,235.39	1,200.00	(35.39)	102.9%
Total Tax Receipts	\$7,403.25	\$295,215.07	\$299,000.00	\$3,784.93	
Government Receipts					
4240 Intergovernmental	0.00	8,740.68	10,000.00	1,259.32	87.4%
Total Government Receipts	\$0.00	\$8,740.68	\$10,000.00	\$1,259.32	
Franchise Fees					
4251 Franchise - Northwest Nat	3,638.84	3,638.84	2,900.00	(738.84)	125.5%
4252 Franchise - Pacific Power	1,244.22	8,824.80	11,000.00	2,175.20	80.2%
4253 Franchise - Republic	0.00	2,809.00	3,000.00	191.00	93.6%
4255 Franchise - SMTA	57.05	356.22	400.00	43.78	89.1%
Total Franchise Fees	\$4,940.11	\$15,628.86	\$17,300.00	\$1,671.14	
Fees & Permits					
4271 Planning Fees	150.00	2,962.95	4,000.00	1,037.05	74.1%
4272 Building Permits	36.00	1,556.02	3,000.00	1,443.98	51.9%
Total Fees & Permits	\$186.00	\$4,518.97	\$7,000.00	\$2,481.03	
Fines and Forfeitures					
4290 Fines and Forfeitures	97.00	575.00	500.00	(75.00)	115.0%
Total Fines and Forfeitures	\$97.00	\$575.00	\$500.00	(\$75.00)	
Other Revenue					
4110 Investment Earnings	0.00	29,361.00	5,500.00	(23,861.00)	533.8%
4260 Library Income	0.00	8,400.00	8,400.00	0.00	100.0%
4261 Library Fees	879.11	3,925.05	2,000.00	(1,925.05)	196.3%
4262 Library Donations	0.00	6,708.50	7,852.19	1,143.69	85.4%
4263 Library Grants	2,000.00	9,422.25	7,422.25	(2,000.00)	126.9%
4350 Miscellaneous	70.00	7,249.33	1,500.00	(5,749.33)	483.3%
4360 Veterans Memorial Park	0.00	50.00	0.00	(50.00)	0.0%
Total Other Revenue	\$2,949.11	\$65,116.13	\$32,674.44	(\$32,441.69)	
Revenue	\$15,575.47	\$389,794.71	\$366,474.44	(\$23,320.27)	
Gross Profit	\$15,575.47	\$389,794.71	\$366,474.44	\$0.00	
Expenses					
Personnel Services					
5110 Salaries	9,259.24	87,026.34	105,996.00	18,969.66	82.1%
5120 Payroll Taxes	1,576.69	7,232.40	13,779.00	6,546.60	52.5%
5130 Benefits	1,817.21	15,349.33	39,071.00	23,721.67	39.3%
Total Personnel Services	\$12,653.14	\$109,608.07	\$158,846.00	\$49,237.93	
Materials and Services					
6210 Advertising	0.00	259.48	625.00	365.52	41.5%
6220 City Attorney	0.00	1,760.00	3,360.00	1,600.00	52.4%
6230 Contract Services	3,880.87	34,548.68	170,120.00	135,571.32	20.3%
6250 Police Services	0.00	51,379.00	75,000.00	23,621.00	68.5%
6260 Materials & Supplies	81.46	1,739.25	1,500.00	(239.25)	116.0%
6270 Community Involvement	400.00	3,389.80	5,400.00	2,010.20	62.8%
6280 Miscellaneous	445.40	866.87	1,500.00	633.13	57.8%
6290 Bank Charges and Fees	44.20	390.39	950.00	559.61	41.1%
6310 Insurance	0.00	4,845.78	4,874.00	28.22	99.4%

Statement of Revenue and Expenditures

Acct	Current Period Mar 2023 Mar 2023 Actual	Year-To-Date Jul 2022 Mar 2023 Actual	Annual Budget Jul 2022 Jun 2023	Annual Budget Jul 2022 Jun 2023 Variance	Jul 2022 Jun 2023 Percent of Budget
Revenue & Expenditures					
Expenses					
Materials and Services					
6320 Education	0.00	0.00	200.00	200.00	0.0%
6330 Grant Expenses	750.00	17,769.37	122,280.00	104,510.63	14.5%
6341 Utilities - Electricity	1,190.50	10,942.39	19,000.00	8,057.61	57.6%
6342 Utilities - Gas	0.00	785.81	1,750.00	964.19	44.9%
6343 Utilities - Telephone	89.78	1,102.17	1,400.00	297.83	78.7%
6344 Utilities - Garbage	11.19	94.27	150.00	55.73	62.8%
6350 Equipment Maintenance	122.79	122.79	2,500.00	2,377.21	4.9%
6360 Building Maintenance	0.00	4,044.61	1,000.00	(3,044.61)	404.5%
6370 Flood Mitigation	0.00	11,651.25	16,750.00	5,098.75	69.6%
6381 Library - Books	26.38	5,771.68	6,360.00	588.32	90.7%
6382 Library - Audio/Visual	133.19	133.19	490.00	356.81	27.2%
6383 Library -	0.00	0.00	50.00	50.00	0.0%
6384 Library - Materials &	290.99	630.97	700.00	69.03	90.1%
6385 Library - Miscellaneous	162.71	422.71	1,800.00	1,377.29	23.5%
6386 Library - Technical Support	0.00	0.00	1,500.00	1,500.00	0.0%
6387 Library - Donations	0.00	2,893.05	3,962.19	1,069.14	73.0%
6388 Library - Grants	40.00	16,353.25	17,313.25	960.00	94.5%
6389 Library - Programming	0.00	1,503.71	1,890.00	386.29	79.6%
6390 Planning	163.34	4,989.97	6,500.00	1,510.03	76.8%
6400 Parks	105.96	3,198.13	5,000.00	1,801.87	64.0%
6401 Veterans Memorial Park	0.00	0.00	753.00	753.00	0.0%
6410 Senior Services	0.00	21.78	1,000.00	978.22	2.2%
6430 Transportation	0.00	1,667.46	3,500.00	1,832.54	47.6%
Total Materials and Services	\$7,938.76	\$183,277.81	\$479,177.44	\$295,899.63	
Capital Outlay					
7100 Property	0.00	11,700.06	450,000.00	438,299.94	2.6%
7120 Office Equipment	723.84	723.84	2,500.00	1,776.16	29.0%
7130 Special Projects/Grants	67,255.00	1,116,471.08	1,433,458.00	316,986.92	77.9%
Total Capital Outlay	\$67,978.84	\$1,128,894.98	\$1,885,958.00	\$757,063.02	
Other Expenses					
7600 Building Loan	415.91	4,055.12	10,800.00	6,744.88	37.5%
9110 Operating Contingency	0.00	0.00	197,413.00	197,413.00	0.0%
Total Other Expenses	\$415.91	\$4,055.12	\$208,213.00	\$204,157.88	
Expenses	\$88,986.65	\$1,425,835.98	\$2,732,194.44	\$1,306,358.46	
Revenue Less Expenditures	(\$73,411.18)	(\$1,036,041.27)	(\$2,365,720.00)	\$0.00	
Other Revenue					
Extraordinary Income					
4900 Bldg Permit Pass Thru	125.28	8,936.72	0.00	(8,936.72)	0.0%
Total Extraordinary Income	\$125.28	\$8,936.72	\$0.00	(\$8,936.72)	
Other Revenue	\$125.28	\$8,936.72	\$0.00	(\$8,936.72)	
Other Expenses					
Extraordinary Expense					
9500 Bldg Permit Pass Thru	109.62	8,811.44	0.00	(8,811.44)	0.0%
Total Extraordinary Expense	\$109.62	\$8,811.44	\$0.00	(\$8,811.44)	
Other Expenses	\$109.62	\$8,811.44	\$0.00	(\$8,811.44)	
Net Change in Fund Balance	(\$73,395.52)	(\$1,035,915.99)	(\$2,365,720.00)	\$0.00	

General Fund

Statement of Revenue and Expenditures

Acct	Current Period Mar 2023 Mar 2023 Actual	Year-To-Date Jul 2022 Mar 2023 Actual	Annual Budget Jul 2022 Jun 2023	Annual Budget Jul 2022 Jun 2023 Variance	Jul 2022 Jun 2023 Percent of Budget
Fund Balances					
Beginning Fund Balance	1,408,710.89	2,371,231.36	0.00	0.00	0.0%
Net Change in Fund Balance	(73,395.52)	(1,035,915.99)	(2,365,720.00)	0.00	0.0%
Ending Fund Balance	1,335,315.37	1,335,315.37	0.00	0.00	0.0%

Statement of Revenue and Expenditures

Acct		Current Period Mar 2023 Mar 2023 Actual	Year-To-Date Jul 2022 Mar 2023 Actual	Annual Budget Jul 2022 Jun 2023	Annual Budget Jul 2022 Jun 2023 Variance	Jul 2022 Jun 2023 Percent of Budget
Revenue & Expenditures						
Revenue						
Tax Receipts						
4220	State Highway Taxes	4,601.89	55,926.57	76,000.00	20,073.43	73.6%
Total Tax Receipts		\$4,601.89	\$55,926.57	\$76,000.00	\$20,073.43	
Franchise Fees						
4251	Franchise - Northwest Nat	3,638.85	3,638.85	2,900.00	(738.85)	125.5%
4252	Franchise - Pacific Power	1,244.22	8,824.81	11,000.00	2,175.19	80.2%
4253	Franchise - Republic	0.00	2,808.99	3,000.00	191.01	93.6%
4255	Franchise - SMTA	57.06	356.22	400.00	43.78	89.1%
Total Franchise Fees		\$4,940.13	\$15,628.87	\$17,300.00	\$1,671.13	
Other Revenue						
4330	Grants	3,414.80	42,461.89	600,000.00	557,538.11	7.1%
4350	Miscellaneous	0.00	50.00	0.00	(50.00)	0.0%
Total Other Revenue		\$3,414.80	\$42,511.89	\$600,000.00	\$557,488.11	
Revenue		\$12,956.82	\$114,067.33	\$693,300.00	\$579,232.67	
Gross Profit		\$12,956.82	\$114,067.33	\$693,300.00	\$0.00	
Expenses						
Personnel Services						
5110	Salaries	1,279.59	11,346.20	19,613.00	8,266.80	57.9%
5120	Payroll Taxes	234.18	1,154.32	2,550.00	1,395.68	45.3%
5130	Benefits	457.29	4,325.19	7,027.00	2,701.81	61.6%
Total Personnel Services		\$1,971.06	\$16,825.71	\$29,190.00	\$12,364.29	
Materials and Services						
6210	Advertising	0.00	65.56	125.00	59.44	52.4%
6220	City Attorney	0.00	880.00	1,680.00	800.00	52.4%
6230	Contract Services	56.13	1,218.16	1,860.00	641.84	65.5%
6240	Engineering Consultants	0.00	5,879.07	12,000.00	6,120.93	49.0%
6260	Materials & Supplies	199.14	6,054.94	8,180.00	2,125.06	74.0%
6280	Miscellaneous	0.00	73.45	250.00	176.55	29.4%
6290	Bank Charges and Fees	7.78	68.50	180.00	111.50	38.1%
6310	Insurance	0.00	969.15	975.00	5.85	99.4%
6320	Education	0.00	0.00	400.00	400.00	0.0%
6330	Grant Expenses	1,559.55	33,485.79	81,706.00	48,220.21	41.0%
6341	Utilities - Electricity	0.00	0.00	1,500.00	1,500.00	0.0%
6342	Utilities - Gas	0.00	0.00	500.00	500.00	0.0%
6343	Utilities - Telephone	7.18	57.43	100.00	42.57	57.4%
6344	Utilities - Garbage	7.34	61.79	100.00	38.21	61.8%
6350	Equipment Maintenance	0.00	23.63	1,250.00	1,226.37	1.9%
6360	Building Maintenance	0.00	115.77	100.00	(15.77)	115.8%
6430	Transportation	23.10	311.96	1,500.00	1,188.04	20.8%
Total Materials and Services		\$1,860.22	\$49,265.20	\$112,406.00	\$63,140.80	
Capital Outlay						
7130	Special Projects/Grants	0.00	0.00	623,964.00	623,964.00	0.0%
7140	Bike and Walkway	0.00	391.92	1,500.00	1,108.08	26.1%
7150	Capital Improvements	0.00	0.00	25,000.00	25,000.00	0.0%
Total Capital Outlay		\$0.00	\$391.92	\$650,464.00	\$650,072.08	
Other Expenses						
7600	Building Loan	575.88	5,614.79	14,400.00	8,785.21	39.0%

Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date	Annual Budget	Annual Budget	Jul 2022
	Mar 2023 Mar 2023 Actual	Jul 2022 Mar 2023 Actual	Jul 2022 Jun 2023	Jul 2022 Jun 2023 Variance	Jul 2022 Jun 2023 Percent of Budget
Revenue & Expenditures					
Expenses					
Other Expenses					
9110 Operating Contingency	0.00	0.00	82,116.00	82,116.00	0.0%
Total Other Expenses	\$575.88	\$5,614.79	\$96,516.00	\$90,901.21	
Expenses	\$4,407.16	\$72,097.62	\$888,576.00	\$816,478.38	
Revenue Less Expenditures	\$8,549.66	\$41,969.71	(\$195,276.00)	\$0.00	
Net Change in Fund Balance	\$8,549.66	\$41,969.71	(\$195,276.00)	\$0.00	
Fund Balances					
Beginning Fund Balance	228,696.25	195,276.20	0.00	0.00	0.0%
Net Change in Fund Balance	8,549.66	41,969.71	(195,276.00)	0.00	0.0%
Ending Fund Balance	237,245.91	237,245.91	0.00	0.00	0.0%

Statement of Revenue and Expenditures

Acct		Current Period Mar 2023 Mar 2023 Actual	Year-To-Date Jul 2022 Mar 2023 Actual	Annual Budget Jul 2022 Jun 2023	Annual Budget Jul 2022 Jun 2023 Variance	Jul 2022 Jun 2023 Percent of Budget
Revenue & Expenditures						
Revenue						
Other Revenue						
4350	Miscellaneous	65.19	739.18	2,000.00	1,260.82	37.0%
Total Other Revenue		\$65.19	\$739.18	\$2,000.00	\$1,260.82	
User Fees						
4300	User Fees	27,137.15	276,267.54	354,200.00	77,932.46	78.0%
4301	Late Charges	200.50	1,036.99	1,150.00	113.01	90.2%
4302	24 Hour Notice	232.50	1,062.50	1,260.00	197.50	84.3%
4303	Reconnect Fees	0.00	125.00	250.00	125.00	50.0%
4304	Backflow Test	0.00	4,260.00	2,130.00	(2,130.00)	200.0%
4320	Water Deposits	300.00	2,200.00	4,000.00	1,800.00	55.0%
Total User Fees		\$27,870.15	\$284,952.03	\$362,990.00	\$78,037.97	
Revenue		\$27,935.34	\$285,691.21	\$364,990.00	\$79,298.79	
Gross Profit		\$27,935.34	\$285,691.21	\$364,990.00	\$0.00	
Expenses						
Personnel Services						
5110	Salaries	8,425.83	72,828.10	100,079.00	27,250.90	72.8%
5120	Payroll Taxes	1,441.75	7,272.59	13,010.00	5,737.41	55.9%
5130	Benefits	2,654.47	25,507.85	35,371.00	9,863.15	72.1%
Total Personnel Services		\$12,522.05	\$105,608.54	\$148,460.00	\$42,851.46	
Materials and Services						
6210	Advertising	0.00	402.77	875.00	472.23	46.0%
6220	City Attorney	0.00	3,080.00	5,880.00	2,800.00	52.4%
6230	Contract Services	560.62	13,575.18	11,930.00	(1,645.18)	113.8%
6260	Materials & Supplies	237.05	9,575.70	10,290.00	714.30	93.1%
6280	Miscellaneous	0.00	4,093.82	2,450.00	(1,643.82)	167.1%
6290	Bank Charges and Fees	64.20	569.19	1,360.00	790.81	41.9%
6310	Insurance	0.00	6,784.10	3,820.00	(2,964.10)	177.6%
6320	Education	144.29	675.16	1,500.00	824.84	45.0%
6341	Utilities - Electricity	979.21	8,554.84	12,500.00	3,945.16	68.4%
6342	Utilities - Gas	0.00	512.81	1,000.00	487.19	51.3%
6343	Utilities - Telephone	96.01	768.87	1,250.00	481.13	61.5%
6344	Utilities - Garbage	7.34	61.79	100.00	38.21	61.8%
6350	Equipment Maintenance	0.00	2,125.00	2,460.00	335.00	86.4%
6360	Building Maintenance	0.00	406.02	500.00	93.98	81.2%
6420	Water Deposit Refunds	0.00	2,560.00	4,000.00	1,440.00	64.0%
6430	Transportation	46.21	804.16	2,500.00	1,695.84	32.2%
Total Materials and Services		\$2,134.93	\$54,549.41	\$62,415.00	\$7,865.59	
Capital Outlay						
7160	Equipment	0.00	0.00	3,500.00	3,500.00	0.0%
Total Capital Outlay		\$0.00	\$0.00	\$3,500.00	\$3,500.00	
Other Expenses						
7500	Water Loan	2,110.96	43,998.64	50,500.00	6,501.36	87.1%
7600	Building Loan	1,343.71	13,101.18	33,915.00	20,813.82	38.6%
9110	Operating Contingency	0.00	0.00	148,742.00	148,742.00	0.0%
Total Other Expenses		\$3,454.67	\$57,099.82	\$233,157.00	\$176,057.18	
Expenses		\$18,111.65	\$217,257.77	\$447,532.00	\$230,274.23	
Revenue Less Expenditures		\$9,823.69	\$68,433.44	(\$82,542.00)	\$0.00	
Net Change in Fund Balance		\$9,823.69	\$68,433.44	(\$82,542.00)	\$0.00	

Statement of Revenue and Expenditures

Acct	Current Period Mar 2023 Mar 2023 Actual	Year-To-Date Jul 2022 Mar 2023 Actual	Annual Budget Jul 2022 Jun 2023	Annual Budget Jul 2022 Jun 2023 Variance	Jul 2022 Jun 2023 Percent of Budget
Fund Balances					
Beginning Fund Balance	143,037.23	84,427.48	0.00	0.00	0.0%
Net Change in Fund Balance	9,823.69	68,433.44	(82,542.00)	0.00	0.0%
Ending Fund Balance	152,860.92	152,860.92	0.00	0.00	0.0%

Statement of Revenue and Expenditures

Acct	Current Period Mar 2023 Mar 2023 Actual	Year-To-Date Jul 2022 Mar 2023 Actual	Annual Budget Jul 2022 Jun 2023	Annual Budget Jul 2022 Jun 2023 Variance	Jul 2022 Jun 2023 Percent of Budget
Revenue & Expenditures					
Revenue					
Other Revenue					
4330 Grants	0.00	111,279.58	111,217.00	(62.58)	100.1%
4350 Miscellaneous	0.00	50.00	0.00	(50.00)	0.0%
Total Other Revenue	\$0.00	\$111,329.58	\$111,217.00	(\$112.58)	
User Fees					
4300 User Fees	20,287.82	196,797.03	268,800.00	72,002.97	73.2%
4301 Late Charges	200.50	1,037.00	1,150.00	113.00	90.2%
4302 24 Hour Notice	232.50	1,062.50	1,260.00	197.50	84.3%
4303 Reconnect Fees	0.00	125.00	250.00	125.00	50.0%
Total User Fees	\$20,720.82	\$199,021.53	\$271,460.00	\$72,438.47	
Revenue	\$20,720.82	\$310,351.11	\$382,677.00	\$72,325.89	
Gross Profit	\$20,720.82	\$310,351.11	\$382,677.00	\$0.00	
Expenses					
Personnel Services					
5110 Salaries	6,016.68	52,953.70	86,668.00	33,714.30	61.1%
5120 Payroll Taxes	954.35	5,232.96	11,267.00	6,034.04	46.4%
5130 Benefits	2,075.12	19,780.27	30,647.00	10,866.73	64.5%
Total Personnel Services	\$9,046.15	\$77,966.93	\$128,582.00	\$50,615.07	
Materials and Services					
6210 Advertising	0.00	412.53	875.00	462.47	47.1%
6220 City Attorney	0.00	3,080.00	5,880.00	2,800.00	52.4%
6230 Contract Services	1,278.08	18,035.16	13,400.00	(4,635.16)	134.6%
6240 Engineering Consultants	0.00	1,862.50	2,000.00	137.50	93.1%
6260 Materials & Supplies	791.34	11,827.58	23,600.00	11,772.42	50.1%
6280 Miscellaneous	0.00	180.87	200.00	19.13	90.4%
6290 Bank Charges and Fees	64.11	567.38	1,360.00	792.62	41.7%
6310 Insurance	0.00	6,784.10	6,820.00	35.90	99.5%
6320 Education	144.29	675.15	1,500.00	824.85	45.0%
6341 Utilities - Electricity	590.29	3,955.04	7,500.00	3,544.96	52.7%
6342 Utilities - Gas	0.00	1,467.67	2,500.00	1,032.33	58.7%
6343 Utilities - Telephone	91.33	731.82	1,250.00	518.18	58.5%
6344 Utilities - Garbage	9.09	76.56	125.00	48.44	61.2%
6350 Equipment Maintenance	1,320.00	7,843.76	14,400.00	6,556.24	54.5%
6360 Building Maintenance	0.00	394.75	500.00	105.25	79.0%
6430 Transportation	46.21	854.17	2,800.00	1,945.83	30.5%
Total Materials and Services	\$4,334.74	\$58,749.04	\$84,710.00	\$25,960.96	
Capital Outlay					
7130 Special Projects/Grants	0.00	11,507.70	201,117.00	189,609.30	5.7%
7160 Equipment	0.00	0.00	4,000.00	4,000.00	0.0%
Total Capital Outlay	\$0.00	\$11,507.70	\$205,117.00	\$193,609.30	
Other Expenses					
7600 Building Loan	863.81	8,422.19	21,600.00	13,177.81	39.0%
9110 Operating Contingency	0.00	0.00	128,949.00	128,949.00	0.0%
Total Other Expenses	\$863.81	\$8,422.19	\$150,549.00	\$142,126.81	
Expenses	\$14,244.70	\$156,645.86	\$568,958.00	\$412,312.14	
Revenue Less Expenditures	\$6,476.12	\$153,705.25	(\$186,281.00)	\$0.00	
Net Change in Fund Balance	\$6,476.12	\$153,705.25	(\$186,281.00)	\$0.00	

Statement of Revenue and Expenditures

Acct	Current Period	Year-To-Date	Annual Budget	Annual Budget	Jul 2022
	Mar 2023 Mar 2023 Actual	Jul 2022 Mar 2023 Actual	Jul 2022 Jun 2023	Jul 2022 Jun 2023 Variance	Jun 2023 Percent of Budget
Fund Balances					
Beginning Fund Balance	334,586.10	187,356.97	0.00	0.00	0.0%
Net Change in Fund Balance	6,476.12	153,705.25	(186,281.00)	0.00	0.0%
Ending Fund Balance	341,062.22	341,062.22	0.00	0.00	0.0%

Payment Journal

3/1/2023 to 3/31/2023

Date	Transaction Number	Name / Description	Amount
General Checking - Columbia			
3/2/2023	EFT	Red Wing Software	90.00
3/6/2023	EFT	Big Town Hero	106.00
3/6/2023	EFT	Safeway	34.92
3/6/2023	EFT	US Postal Service	1.75
3/6/2023	EFT	US Postal Service	1.75
3/7/2023	EFT	Adobe Inc	59.97
3/7/2023	EFT	US Postal Service	1.75
3/8/2023	EFT	Coastal Farm	24.98
3/8/2023	EFT	US Postal Service	1.75
3/9/2023	EFT	US Postal Service	1.75
3/10/2023	EFT	Columbia Bank Loan	2,110.96
3/13/2023	16858	Cascades West COG	200.00
3/13/2023	16859	G & D Clevenger LLC	115.52
3/13/2023	16860	Linn County Planning & Building	109.62
3/13/2023	16861	Mid Valley Dairy Services, Inc.	475.00
3/13/2023	16862	Republic Services	34.96
3/13/2023	16863	Rieger, Josh	50.12
3/13/2023	16864	Scio Community Improvement	200.00
3/13/2023	16865	SMTA	309.30
3/13/2023	16866	Andy Medcalf Construction	67,255.00
3/13/2023	16867	National Business Solutions	213.61
3/13/2023	16868	Udell Engineering & Land Surveying,	750.00
3/13/2023	16869	Analytical Laboratory	84.00
3/13/2023	16870	Pollardwater	40.11
3/13/2023	16871	Xylem	1,320.00
3/13/2023	16872	Knudowski, Kostanty	288.58
3/13/2023	16873	Scio Hardware	33.98
3/13/2023	EFT	Safeway	8.48
3/13/2023	EFT	Big Town Hero	51.00
3/14/2023	EFT	Amazon	7.99
3/14/2023	EFT	US Postal Service	1.75
3/15/2023	EFT	US Postal Service	1.75
3/15/2023	EFT	Columbia Bank	155.79
3/15/2023	EFT	Columbia Bank	3,199.31
3/16/2023	EFT	US Postal Service	1.75
3/16/2023	EFT	Columbia Bank	
3/20/2023	EFT	Amazon	40.00
3/20/2023	EFT	Home Depot	175.32
3/20/2023	EFT	US Postal Service	1.75
3/21/2023	EFT	US Postal Service	1.75
3/21/2023	EFT	Amazon	66.21
3/21/2023	EFT	Amazon	183.96
3/21/2023	EFT	Amazon	33.99

Payment Journal

3/1/2023 to 3/31/2023

Date	Transaction Number	Name / Description	Amount
3/22/2023	16874	Bergby, Jeff	64.07
3/22/2023	EFT	Amazon	22.63
3/22/2023	EFT	Coastal Farm	105.96
3/23/2023	16875	Analytical Laboratory	120.00
3/23/2023	16876	Demco	284.99
3/23/2023	16877	Gale	26.38
3/23/2023	16878	Jano's Trophies	245.00
3/23/2023	16879	Pacific Power	2,760.00
3/23/2023	16880	Shred Northwest, LLC	35.00
3/23/2023	16881	The Dyer Partnership	5,410.50
3/23/2023	16882	Buganski, Nicole	162.71
3/23/2023	16883	National Business Solutions	434.44
3/23/2023	16884	AT&T Mobility	40.04
3/23/2023	16885	Haney, Steven	1,000.00
3/23/2023	16886	Jones, Ben	250.00
3/23/2023	16887	Blackstone Publishing	133.19
3/23/2023	EFT	Oregon Department of Revenue - WH	1,779.34
3/23/2023	EFT	EFTPS	2,095.75
3/23/2023	EFT	Amazon	9.45
3/23/2023	EFT	Amazon	2.38
3/23/2023	EFT	US Postal Service	1.75
3/23/2023	EFT	EFTPS	6,710.92
3/27/2023	16888	Hartford	400.00
3/27/2023	16889	eTrade	400.00
3/27/2023	16890	Country Trust Bank	500.00
3/27/2023	16891	Ameriprise	500.00
3/27/2023	16892	eTrade	500.00
3/27/2023	EFT	Ergocentric	723.84
3/27/2023	EFTPS	EFTPS	6,686.73
3/28/2023	EFT	US Postal Service	1.75
3/29/2023	EFT	US Postal Service	1.75
3/29/2023	EFT	US Postal Service	1.75
3/30/2023	EFT	RVS Receipts	110.59
3/30/2023	EFT	Amazon	23.99
3/30/2023	EFT	Amazon	73.82
3/30/2023	EFT	CIS Trust	4,712.59
3/31/2023	EFT	Oregon Department of Revenue	73.30
3/31/2023	EFT	Oregon Department of Revenue - SUTA	512.92
3/31/2023	EFT	Oregon Department of Revenue - WBF	53.55
3/31/2023	EFT	Oregon Dept of Revenue - PD Leave	436.24
3/31/2023	EFT	Oregon Department of Revenue - WH	1,811.70
General Checking - Columbia Totals			\$117,065.20

Correspondence



Covered Bridge Capital of the West

City of Scio

P. O. Box 37

Scio, OR 97374

Phone: 503-394-3342

Fax: 503-394-2340

March 14, 2023

Via Testimony Submission

Senate Committee on Natural Resources
900 Court St NE
Salem, OR 97301

Re: SB 85 – Large Scale Poultry Operations

Dear Chair Golden, Vice-Chair Girod and Committee members;

The City of Scio sits in the center of multiple proposed large scale poultry operations. These confined animal feeding operations have potential negative consequences for the citizens of Scio. Scio's concern is a lack of data or information as to the impact of these operations on the water supply, air and water quality and overall impact to the community. Scio supports either an amendment of the current bill or a separate bill dealing specifically with these mega-chicken farms and a moratorium on their development until the long-term consequences can be studied and considered. Support for this position passed unanimously at the March 13, 2023 Scio City Council meeting.

John Tre' Kennedy
City Attorney, Scio Oregon

JEK: dw



Scio FFA Alumni & Friends

P.O. Box 914 Scio, Oregon 97374



Dear Friends of Scio FFA Alumni & Friends,

We wish to thank you for your generous support of our 8th Annual benefit auction dinner! The event was extremely successful this year because of your donations, attendance, and contributions.

You have made it possible to continue our support of the Scio FFA Chapter and its members. We are able to help with scholarships, registration, and travel at the district, state and national levels, program equipment, support in the classroom, greenhouse operations and meals for our students at various leadership events.

As so many of you are aware, the FFA provides a unique opportunity for our students to develop valuable leadership and critical thinking skills. Through public speaking events, sales presentations, various judging contests, and career development activities, they are building self-esteem, confidence and leadership qualities that will put them ahead of many of their peers.

The FFA program has proven invaluable for our future leaders and is most worthy of your support. If you would be interested in joining our Alumni, we would love to hear from you. Prior FFA membership is not required!

Again, thank you for your continued support of the Scio FFA and we wish you a prosperous new year!

Sincerely,

Scio FFA Alumni & Friends

Presentations

By: Sgt. Steven Frambes



**MONTHLY BULLETIN OF DISPATCHED
CALLS AND CASES
FOR CONTRACT CITIES**

This Report Encompasses: 3/ 1/23 to 3/31/23

Total Incidents This Month: **31**

Incident Information:	Description
CAD# 2023041173 TIME: 3/5/2023 8:19:29AM CASE# CAD Only SCIO SCIO	TRAFFIC STOP Reported at Block of 38900 SE 5TH AVE SCIO Driver warned for speeding.
CAD# 2023041201 TIME: 3/5/2023 9:22:12AM CASE# CAD Only SCIO WARNING MOVING VIOLATIC	TRAFFIC STOP Reported at Block of 38700 N MAIN ST SCIO Driver warned for speeding.
CAD# 2023041262 TIME: 3/5/2023 10:48:08AM CASE# CAD Only SCIO SCIO	TRAFFIC STOP Reported at Block of 38800 HWY 226 SCIO Driver warned for speeding.
CAD# 2023042598 TIME: 3/7/2023 8:26:06AM CASE# CAD Only SCIO SCIO	EMERGENCY MESSAGE Reported at Block of 38700 NW ALDER ST SCIO Deputies deliver an emergency message to a family member.
CAD# 2023042843 TIME: 3/7/2023 2:07:22PM CASE# CAD Only SCIO SCIO	911 HANG UP CALL Reported at Block of 38800 N MAIN ST SCIO 911 hang up at the Scio High School. Deputies walk through the school with staff but do not locate anyone in need of emergency services.

Incident Information:	Description
CAD# 2023043314 TIME: 3/8/2023 9:59:44AM CASE# CAD Only SCIO	911 HANG UP CALL Reported at Block of 38800 N MAIN ST SCIO <hr/> Accidental dial
CAD# 2023044804 TIME: 3/10/2023 1:25:24PM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS CIRCUMSTANCE Reported at Block of 38800 NE ASH ST SCIO <hr/> Caller reported suspicious circumstance with neighbor and being in possession of catalytic converters..
CAD# 2023044877 TIME: 3/10/2023 3:09:18PM CASE# CAD Only SCIO	POCKET DIAL LCSO AND CRCC Reported at Block of 38800 STAYTON SCIO RD SCIO <hr/> Accidental dial
CAD# 2023045715 TIME: 3/11/2023 7:19:46PM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS CIRCUMSTANCE Reported at Block of 38900 SE 5TH AVE SCIO <hr/> Caller called in about a wanted male possibly at a location. The male was not there.
CAD# 2023045886 TIME: 3/12/2023 1:45:31AM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS CIRCUMSTANCE Reported at Block of 39000 SE 2ND AVE/SE CEDAR ST SCIO <hr/> Alarm going off for a long period of time at the old fire department caused multiple calls to LCSO
CAD# 2023045888 TIME: 3/12/2023 1:46:30AM CASE# CAD Only SCIO	ALARM LAW ONLY Reported at Block of 38600 SW DOGWOOD ST SCIO <hr/> Old fire department alarm issues.

Incident Information:	Description
CAD# 2023045899 TIME: 3/12/2023 3:02:13AM CASE# CAD Only SCIO	POCKET DIAL LCSO AND CRCC Reported at Block of 38600 SE CEDAR ST SCIO <hr/> Old fire department alarm issues and upset callers.
CAD# 2023046901 TIME: 3/13/2023 5:55:20PM CASE# CAD Only SCIO CAD CALL COMPLETE	EVENT DETAIL Reported at Block of 38900 NW 1ST AVE SCIO <hr/> City council meeting
CAD# 2023047028 TIME: 3/13/2023 9:46:21PM CASE# CAD Only SCIO SCIO	SECURITY CHECK Reported at Block of 38800 N MAIN ST SCIO <hr/> Extra patrol at a local school.
CAD# 2023047684 TIME: 3/14/2023 5:36:42PM CASE# CAD Only SCIO CAD CALL COMPLETE	ALARM LAW ONLY Reported at Block of 38800 N MAIN ST SCIO <hr/> Authorized cancel for a police alarm.
CAD# 2023047783 TIME: 3/14/2023 8:28:23PM CASE# CAD Only SCIO	911 HANG UP CALL Reported at Block of 38700 N MAIN ST SCIO <hr/> Accidental dial
CAD# 2023049380 TIME: 3/16/2023 11:33:00PM CASE# CAD Only SCIO CAD CALL COMPLETE	TRESPASS Reported at Block of 38900 NW CLAYTON PL SCIO <hr/> Deputies respond to possible trespass and determined no crime had occurred.

Incident Information:	Description
CAD# 2023049393 TIME: 3/17/2023 12:01:48AM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS VEHICLE Reported at Block of 38900 NW 4TH AVE SCIO <hr/> Deputies investigate suspicious vehicle.
CAD# 2023050210 TIME: 3/18/2023 12:15:40AM CASE# CAD Only SCIO CAD CALL COMPLETE	NOISE DISTURBANCE Reported at Block of 38800 N MAIN ST SCIO <hr/> Noise complaint, noise stopped prior to arrival.
CAD# 2023050246 TIME: 3/18/2023 1:16:17AM CASE# CAD Only SCIO CAD CALL COMPLETE	SECURITY CHECK Reported at Block of 38800 NW 1ST AVE SCIO <hr/> Security check of open building. Nothing found.
CAD# 2023052766 TIME: 3/21/2023 6:11:59PM CASE# 2301138 SCIO REPORT TAKEN	REPORT PENDING. Original Call Type: UUMV Reported At Block Of 38700 N MAIN ST Occurred between 1811 hours on 3/21/2023 and 1811 hours on 3/21/2023 . Reported: <hr/> While at the bar, a victim had his vehicle stolen. The vehicle was left unlocked with the keys inside.
CAD# 2023052997 TIME: 3/22/2023 6:01:57AM CASE# CAD Only SCIO CAD CALL COMPLETE	FOLLOW UP Reported at Block of 38800 NW 1ST AVE SCIO <hr/> Deputies conduct follow up on a stolen vehicle.
CAD# 2023053265 TIME: 3/22/2023 2:41:13PM CASE# CAD Only SCIO CITE NO INSURANCE	TRAFFIC STOP Reported at Block of 38900 NW 4TH AVE/N MAIN ST SCIO <hr/> Brian Feather, 35, of Scio was issued a citation for failing to carry proof of insurance and failure to display license plates.

Incident Information:	Description
CAD# 2023056054 TIME: 3/26/2023 7:07:47PM CASE# CAD Only SCIO	JUVENILE COMPLAINT Reported at Block of 38800 SW 5TH AVE SCIO <hr/> Caller reporting a 10 year old child with disabilities was walking around. Mother was contacted and took the child back home.
CAD# 2023057445 TIME: 3/29/2023 12:10:14AM CASE# CAD Only SCIO CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 38800 N MAIN ST SCIO <hr/> Extra patrol at Scio High School
CAD# 2023057451 TIME: 3/29/2023 12:23:06AM CASE# CAD Only SCIO CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 38800 NW 1ST AVE SCIO <hr/> Extra patrol of Centennial Grade School
CAD# 2023058462 TIME: 3/30/2023 12:19:55PM CASE# CAD Only SCIO CAD CALL COMPLETE	SUSPICIOUS VEHICLE Reported at Block of 38900 SW 2ND AVE SCIO <hr/> Deputies checked on a suspicious vehicle. The vehicle was parked on private property. Nothing criminal.
CAD# 2023058614 TIME: 3/30/2023 3:33:31PM CASE# CAD Only SCIO CAD CALL COMPLETE	911 HANG UP CALL Reported at Block of 38800 NW ALDER ST SCIO <hr/> Deputies responded to a 911 hangup call. Deputies contacted the owner of the phone, and ensured everything was okay.
CAD# 2023059201 TIME: 3/31/2023 1:49:19PM CASE# CAD Only SCIO CAD CALL COMPLETE	FOLLOW UP Reported at Block of 38600 SE ASH ST SCIO <hr/> No Public Narrative.

Incident Information:	Description
CAD# 2023059289 TIME: 3/31/2023 4:00:46PM CASE# CAD Only SCIO CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 38800 NW 1ST AVE SCIO <hr/> Extra patrol conducted at Centennial in Scio.
CAD# 2023059419 TIME: 3/31/2023 8:02:30PM CASE# CAD Only SCIO CAD CALL COMPLETE	EXTRA PATROL Reported at Block of 38800 N MAIN ST SCIO <hr/> Extra patrol Scio High School

Agenda Item 1



Covered Bridge Capital of the West

City of Scio

P. O. Box 37

Scio, OR 97374

Phone: 503-394-3342

Fax: 503-394-2340

M E M O R A N D U M

TO: Mayor Nuber and Scio City Councilors

FROM: Ginger Allen, Scio City Manager

RE: Resolution No. 23-02, A Resolution Appropriating Unanticipated Revenue
To the General Fund of the City of Scio

DATE: April 3, 2023

This resolution is the standard requirement needed to take in funds that were unanticipated at the time the 2022-2023 budget was confirmed.

The funds listed in Resolution No. 23-02 came from a grant application submitted to the Linn County Cultural Coalition, in the amount of \$2000.00. The funds will be used for the 75th Anniversary Celebration of the Scio Public Library!



City Of Scio, Oregon



RESOLUTION NO. 23-02

A RESOLUTION APPROPRIATING UNANTICIPATED REVENUE TO THE GENERAL FUND OF THE CITY OF SCIO.

WHEREAS, Oregon Budget Law, under ORS 294-326(2), provides that money from unanticipated grants, gifts, bequests or devises that have been transferred to a municipal corporation in trust for a specific purpose may be lawfully expended after enactment of an appropriate resolution; and

WHEREAS, the City of Scio has received a grant totaling \$2,000.00 from the Linn County Cultural Coalition; and

WHEREAS, Oregon Budget Law, under ORS 294.326(2) allows the City of Scio to spend unanticipated money,

THEREFORE, BE IT RESOLVED by the Scio City Council of the City of Scio that the following appropriations be made:

Revenue:

<u>General Fund</u>	<u>Budget Appropriation</u>	<u>Increase</u>	<u>Adjusted Budget</u>
10-4263 – Library Grants	<u>\$7,422.25</u>	<u>\$2,000.00</u>	<u>\$9,422.25</u>
Total =	<u>\$7,422.25</u>	<u>\$2,000.00</u>	<u>\$9,422.25</u>

Expenses:

10-6385 – Library – Misc.	<u>\$1,800.00</u>	<u>\$2,000.00</u>	<u>\$3,800.00</u>
Total =	<u>\$1,800.00</u>	<u>\$2,000.00</u>	<u>\$3,800.00</u>

Passed by the City Council of the City of Scio this 10th day of April, 2023.

By: _____
[] Debbie Nuber, Mayor
[] Joey Ferguson, City Council President

ATTEST:

Virginia Allen, City Manager

Agenda Item 2



Covered Bridge Capital of the West

City of Scio

P. O. Box 37

Scio, OR 97374

Phone: 503-394-3342

Fax: 503-394-2340

M E M O R A N D U M

TO: Mayor Nuber and Scio City Councilors

FROM: Ginger Allen, Scio City Manager

RE: Capital Infrastructure Projects

DATE: April 3, 2023

The city was contacted by Rep. Jami Cates office requesting Capital Infrastructure Improvement Projects to be submit for possible funding assistance. I submitted 13 different projects and was asked to submit my top two. Thus, I submitted the new city hall building project and the Beech Street Lift Station/Inverted Siphon project.

In order to qualify for funding, the projects must be what they call shovel ready. It will be a long shot because shovel ready translates as follows:

- A project must be engineered and ready to break ground when financing is approved.

I will be giving an in-depth report on this item at the April 10, 2023 council meeting to help council understand what the city will need to do in order to be qualified to receive funding. It's a long shot, but not impossible!

Agenda Item 3



Covered Bridge Capital of the West

City of Scio

P. O. Box 37

Scio, OR 97374

Phone: 503-394-3342

Fax: 503-394-2340

M E M O R A N D U M

TO: Mayor Nuber and Scio City Councilors

FROM: Ginger Allen, Scio City Manager

RE: Roof Repair/New City Hall Projects

DATE: April 6, 2023

I will be giving an update on the city hall roof project and information on a new city hall to city council on Monday, April 10, 2023. Stay Tune!

Agenda Item 4



Covered Bridge Capital of the West

City of Scio

P. O. Box 37

Scio, OR 97374

Phone: 503-394-3342

Fax: 503-394-2340

MEMORANDUM

TO: Mayor Nuber and Scio City Councilors

FROM: Ginger Allen, Scio City Manager

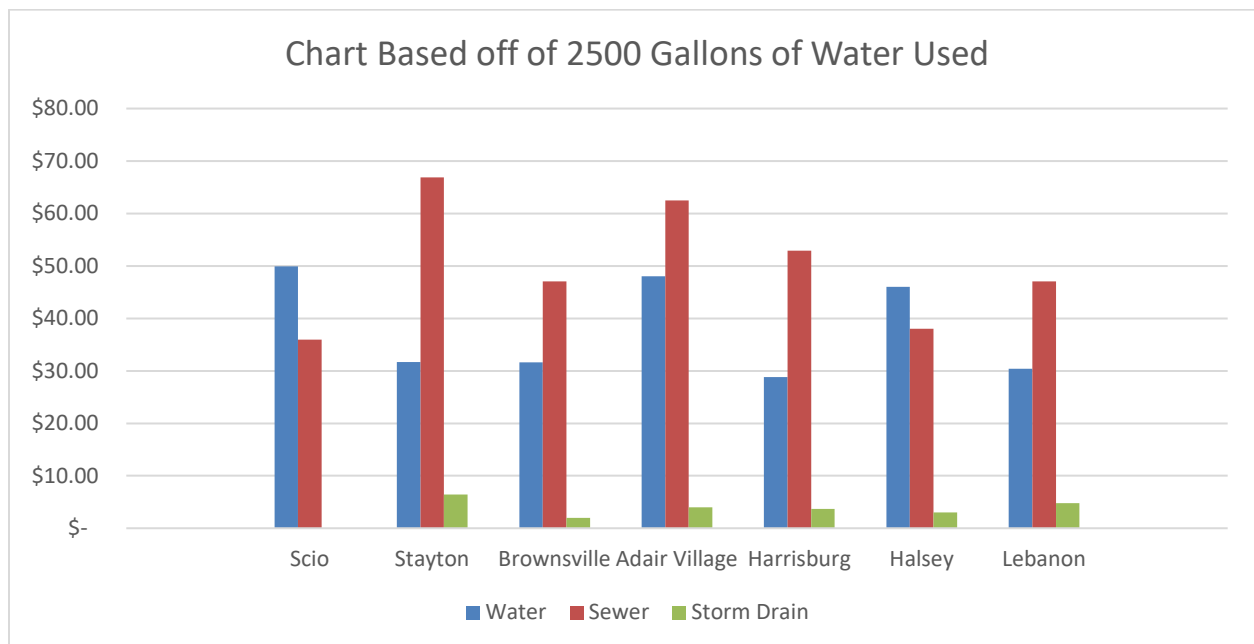
RE: Water/Sewer Rates Review as per Resolution No. 22-06

DATE: April 5, 2023

On June 27, 2022 the Scio City Council agreed to a one-year water and sewer increase of 12%. The council also agreed to revisit this increase and receive information from staff as to what financial differences have been made with the 12% increase.

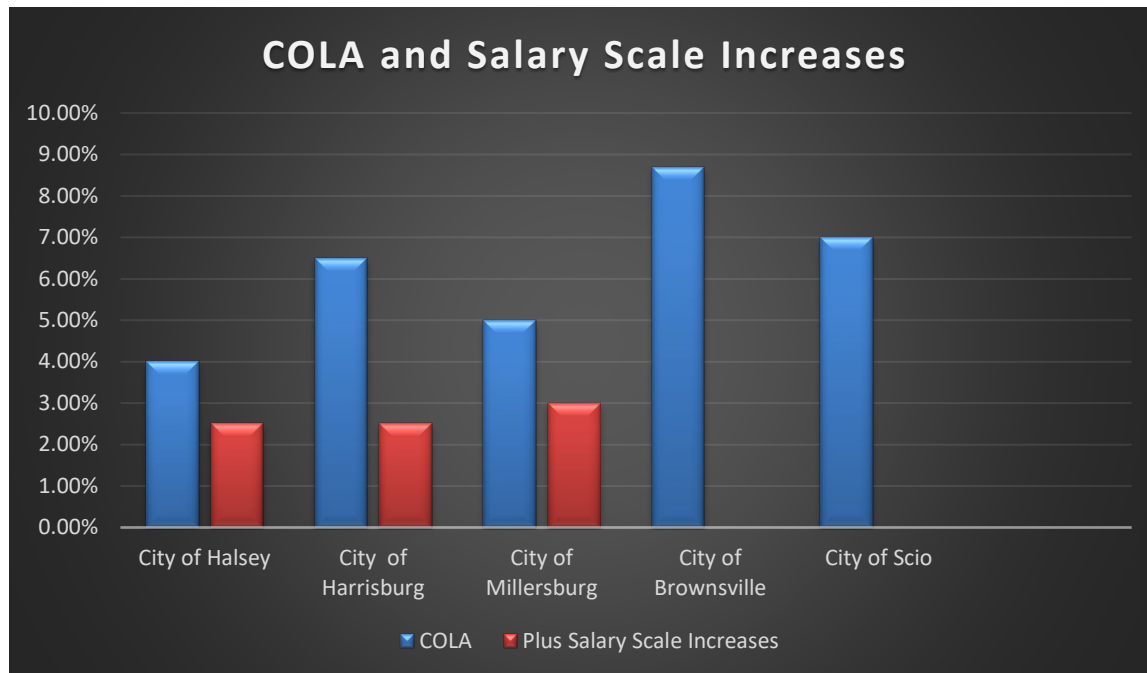
Below are some operational facts that play into the upcoming discussion regarding rate increase for the coming year(s).

Water, Sewer, Storm Drain Comparatives for 2022-2023 Fiscal Years



Inflation at Historical High

- Cost of living increased based upon the West Coast Consumer Price Index from January – December 2022 by 8%
- Social Security Benefits increased by 8.7%, the highest increase in Social Security history due to inflation.
- Federal Reserve Inflation Increase Margins for 2022 are at 8.6%



Operational Cost Increases for the City of Scio

- Insurance cost increases ranging from 9% - 23% depending upon the area of coverage
- Operating costs on products in water/sewer operations:
 - √ Employee cost of living adjustment (this is a not a salary adjustment based upon performance or based upon a salary scale used by most cities).
 - √ Sewer products, liquid chlorine and de-chlorination tablets, pump repairs and parts and labor, up 7 – 16% depending upon the product and parts needed for repairs, labor has gone up a minimum of 16% and higher.
 - √ Water products, mostly pump repairs, replacement and pipe repairs have seen a cost increase of 6.5 – 16%

- √ Engineering, surveying and planning cost increases range from 5% to 16.5%
- √ Administration and library materials and operating costs have seen increases ranging from 7% - 18% depending upon the products, services rendered and labor needed from the various vendors. Over all office products vary as well, with high prices seen particularly in products such as ink cartridges, paper products, books and bank charges.

What Does this Data Mean to Water/Sewer Rates?

A year ago, staff and council was hoping to see the inflation rate flatten out and stabilize, it did not. The inflationary increases over the past 12 months have eaten up over half, in fact, 2/3rds of the 12% increase from last year.

The dollars that we hoped to have gained with the 12% increase has been used to keep up with the cost of doing business and providing day to day services that citizens have come to expect.

A discussion and a couple of rate options will be presented to council at the April 10, 2023 council meeting.

Agenda Item 5



Covered Bridge Capital of the West

City of Scio

P. O. Box 37

Scio, OR 97374

Phone: 503-394-3342

Fax: 503-394-2340

M E M O R A N D U M

TO: Mayor Nuber and Scio City Councilors

FROM: Ginger Allen, Scio City Manager

RE: Revised City Council Protocols/Guidelines

DATE: April 6, 2023

City Attorney, Tre Kennedy, will be presenting the final draft of the City Council Protocols/Guidelines Ordinance. Please be sure and read through the draft document. Once council approves the revisions Mr. Kennedy can prepare the Ordinance for final adoption at the May 8, 2023 council meeting.

**CITY OF SCIO
CITY COUNCIL RULES AND PROCEDURES**

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Section 1 AUTHORITY

- 1.1 These Council Rules and Procedures are established and adopted under the authority granted in the Scio City Charter.
- 1.2 These Rules apply equally to the Mayor and Councilors.
- 1.3 City staff, the public and any other persons attending Council meetings are expected to observe the same rules of procedure, decorum and good conduct applicable to members of the Council.
- 1.4 The Mayor and council (hereafter "~~the~~ Council") ~~are~~ is the policy making body of the City.
- 1.5 Councilors have no authority when acting as individuals. Authority to make decisions and/or create policy for the City resides solely with the majority vote of the Council. Council decisions which are not unanimous are still the official policy of the City.

Section 2 MEETINGS

- 2.1 Regular Meetings. The Council will meet in regular session on the second Monday of each month at 6:00 p.m. As necessary or required to consider city business, the Council may conduct additional meetings at a designated time, date and place.
 - a. Rescheduling of Regular Meetings. Time and date of the regular council meetings may be changed for special circumstances, to facilitate work sessions, or in order to have a quorum of councilors at the meeting. Regular meeting notice requirements must be followed.
- 2.2 Special Meetings. The Mayor, upon his or her own motion may, or at the request of three members of the Council shall, by giving notice thereof to all members of the Council, call a special meeting of the Council for a time after at least 24 hours advance notice is given. Special meetings of the Council may also be held at any time by the common consent of all the members of the Council.
- 2.3 Emergency Meetings. An emergency meeting of the Council is a Special Meeting which can be called when less than 24 hours' notice can be given. The minutes need to state the nature of the emergency. Emergency meetings may be held by consent of a majority of councilors. An attempt must be made to notify the public or the press of the need for this emergency meeting. Only the emergency matter(s) giving rise to the need for an emergency meeting may be considered.
- 2.4 ~~Other Meetings. Workshop or Training meetings of the Council may be held at the convenience of the Council at a time when as many as possible can attend. These meetings may be held for Council goal setting, new Councilor training, or longer workshops for planning programs or projects. Goal setting retreats may be held out of town so long as no decision making or discussion toward decisions occurs. Any goals arrived at by any process should be confirmed in public at a regular Council meeting. The Council may decide if the public is welcome at any of these meetings and they may be held without opportunity for public input.~~
- 2.5 Executive Sessions. Executive sessions shall be held in accordance with Oregon law. Staff members may be permitted to attend. Normally, the City Manager and City Recorder will be required to attend. With some exceptions, members of the press are also allowed in executive sessions with restrictions on what they can report.

Commented [JK1]: Even goal setting or retreats are subject to public meeting laws. Other than a pure "training" seminar, generic in nature, all meetings would need to comply with the public meeting law.

- 2.6 Open Meetings. All meetings will be held in accordance with the requirements of Oregon's Public Meetings law, ORS 192.610 through 192.710. No action by the Council shall have legal effect unless the motion and the vote by which it is disposed of take place at proceedings open to the public.
- 2.7 Quorum. **A majority of the council members is a quorum.** The concurrence of the majority of a quorum shall be necessary to determine any question before the Council., ~~except in a case of a tie vote of all members of the Council, when four votes, including the mayor's vote, shall be necessary.~~
- 2.8 Attendance.
- a) Councilors should inform the mayor or City Manager if unable to attend any Council meeting. The Mayor will inform the Council President or City Manager if unable to attend any Council meeting.
 - b) The Mayor, without a majority vote of the Council, may excuse the attendance of a member of the Council at any meeting for illness, vacation or other reasonable cause. Only a majority of the Council shall determine an absence is unexcused. The absence of a member of the Council shall be recorded in the minutes as either excused or unexcused.
- 2.9 Decorum.
- a) Roberts Rules of Order, Newly Revised, will be used as guidance for the conduct of Council meetings. If any conflict exists, the provisions of this Resolution will take precedence. The City Attorney will act as parliamentarian.
 - b) Except by permission of the presiding officer, Councilors will address their remarks to the Council and not to the audience.
 - c) Any person who actively disrupts the Council's ability to continue its business shall be removed from the meeting at the direction of the Mayor.
 - d) If a meeting is disrupted by members of the audience, the Chair may order that the Council Chamber be cleared and a recess called until order is restored.
 - e) Councilors shall help the Chair preserve decorum during Council meetings and shall not, by conversation or other action, delay or interrupt the proceedings or refuse to follow the directions of the Chair or these Council Rules. Councilors shall, when addressing staff or members of the public, confine themselves to questions or issues then under discussion, shall not engage in personal attack, shall not impugn the motives of any speaker, and shall at all times, while in session or otherwise, conduct themselves in a manner appropriate to the dignity of their office.
- 2.10 Censure.
- a) The Council has the inherent right to make and enforce its own rules and to ensure compliance with those laws generally applicable to public bodies. Should any Councilor act in any manner constituting a substantial violation of these rules or other general laws, the Council, by majority vote, may discipline that Councilor to the extent provided by law, including public reprimand.

- b) To exercise such inherent right, the Council has the right to investigate the actions of any member of the Council. Such investigation shall be referred to the Council, either in open meeting or in executive session, to discuss any finding that reasonable grounds exist that a substantial violation has occurred.
- c) No individual Councilor shall have the right to make public, or assist in making public any information obtained through such investigation.

2.11 Order of Business.

- a) The order of business at each regular Council meeting will be in accordance with the agenda prepared by the City Manager. Items may be taken out of the following order with the consent of the Council:
 - 1) Call to Order
 - 2) Roll Call
 - 3) Consent Agenda
 - 4) Correspondence
 - 5) Presentations – Includes City Advisory Presentations
 - 6) Public Hearings
 - 7) Regular Session Items
 - 8) Reports – City Manager and City Attorney
 - 9) City Council Comments
 - 10) Citizen Comments
 - 11) Adjournment
- b) Anyone wishing to place an item on the agenda will advise the City Manager no later than noon on the Tuesday a week preceding the meeting at which the item is to be considered. Items to be included in the agenda packet shall be submitted to the City Manager no later than noon on the Wednesday preceding the meeting.

2.12 Roll Call. The Administrative Assistant, City Manager, or mayor will conduct the roll call.

Section 3 MINUTES

3.1 Meeting Minutes. Minutes need not be a verbatim transcript, and the meeting does not have to be sound recorded unless otherwise required by law. For practical purposes, however, it is general practice to sound record the meetings of the City Council for back up reference.

3.2 Distribution of Minutes. Draft minutes are distributed to the City Council with the agenda on which those minutes appear as an item for approval. However, because the minutes are generally completed in draft form prior to distribution of the agenda packet, the minutes are available for earlier review should the need arise.

3.3 Correction and Approval of Minutes. A Councilor may offer amendments to the minutes. All corrections will appear in the minutes of the meeting when the changes took place.

3.4 Reading of Minutes. Unless the reading of the minutes of the previous Council meeting is requested by a majority of the Council, such minutes may be approved without reading aloud if copies thereof have been previously furnished in the agenda packet.

Section 4 AUDIENCE ADDRESSING THE COUNCIL

4.1 Addressing the Council. The public may address the Council in one of three ways: The first way is during scheduled public hearings, comments relative to the hearing will be accepted. For other special provisions applying to public hearings, see paragraph 5, below. Second, during Public Comment time following Councilor Comments and third, citizens may request and may be allowed to address any item in its normal agenda sequence at the discretion of the chair.

4.2 Information Sign-In. After being recognized by the presiding officer, the citizen will sign in as a speaker, providing, in writing name, address, and preferred contact information for the record of an official proceeding(s).

4.3 Public Remarks.

- a) Citizen remarks will be directed to the Council as a body and not to any individual member thereof. Further, the speaker will not be permitted to address remarks to the City staff nor toward other citizens in the audience.
- b) No person will enter into the discussion without first being recognized by the presiding officer.
- c) A member of the audience addressing the City Council will be limited to **three (3)** minutes unless extension is granted by the presiding officer.

Section 5 CONDUCT OF NON-LAND USE PUBLIC HEARINGS

- a) The Mayor shall be the presiding officer. In the absence of the Mayor, or if the Mayor is unable to participate in the hearing, the President of the Council shall be the presiding officer. In the absence of the Mayor and Council President, or if both are unable to participate in the hearing, a Councilor elected by a majority of those voting shall be the presiding officer. Initially, the presiding officer shall announce the time, date and purpose for the opening of the public hearing and then observe the following procedures.
- b) First, the presiding officer shall request a representative of the City or its designee or agent to present the application and any staff report together with any petitions letters or written comments on the matter.
- c) Second, the applicant or the applicant's representative shall present evidence.
- d) Third, anyone in attendance who wishes to present evidence in favor of the application may do so.

- e) Fourth, anyone who wishes to present evidence in opposition to the application may do so.
- f) Fifth, anyone in attendance who wishes to make general comments on the application may do so.
- g) Finally, the applicant or the applicant's representative may present rebuttal.
- h) Any person attending a hearing has the right to be represented by an attorney. Upon being recognized by the presiding officer, any member of the Council or the City Attorney may question or cross-examine any speaker. Any person in attendance may present questions in writing to the presiding officer or designated representative who may request an answer to such questions from any speaker.
- i) The presiding officer may further limit testimony if a speaker persists in being disorderly, abusive or in presenting irrelevant evidence, statements or exhibits following a warning to that effect from the presiding officer.
- j) All hearings are to be recorded. Each speaker will first give name and city of residence, and if applicable, the party represented.
- k) The presiding officer shall either close the hearing or continue it to a date and time certain for presentation of further evidence or argument.
- l) Upon closing the hearing, the Council may deliberate on the matter immediately, or may deliberate on the matter at a later time. During deliberations, the Council may request advice from city staff as to the consequences and implications of the proposal or alternatives thereto based upon the facts presented during the hearing.
- m) If it appears that substantial new factual material is necessary to reach a decision on the matter, the Council may, by majority vote, order the hearing reopened or refer the matter to a hearing before the City Planning Commission for further development of the record. In either case, new notice shall be given.

Section 6 CONFLICT OF INTEREST OR OTHER DISQUALIFICATION

- 6.1 **Councilor Responsibility.** Councilors shall comply with all applicable provisions of the State of Oregon's Government Ethics Laws, as established in ORS Chapter 244 and incorporated herein by reference.
- 6.2 **Conflicts of Interest:** In every case in which a Councilor is faced with a potential conflict of interest or an actual conflict of interest, the nature of the conflict must be disclosed during the public meeting and recorded in the minutes. If an actual conflict of interest exists, the Council member, after disclosing the nature of the conflict, shall remove themselves from the Council table and refrain from participation in both the discussion and the vote on the issue.
 - a) An actual conflict of interest is any action, decision, or recommendation that could grant a private pecuniary benefit to the Councilor or help the Councilor

avoid a private pecuniary detriment. This same standard applies to relatives of the Councilor or any business with which the Councilor or Councilor's relative is associated. (ORS 244.020(1)).

- b) A potential conflict of interest is defined as any action, decision, or recommendation which will have a private pecuniary benefit on the Councilor or allow the Councilor to avoid a private pecuniary detriment. This standard also applies to relatives of the Council or any business with which the Councilor or Councilor's relative is associated. (ORS 244.020(14)).

6.3 Councilor Conduct. Councilors are encouraged to conduct themselves so as to bring credit upon the City as a whole, and to set an example of good ethical conduct for all citizens of the community. Councilors should constantly bear in mind these responsibilities to the entire electorate, and refrain from actions benefiting any individual or special interest group at the expense of the City as a whole. Councilors shall likewise do everything in their power to insure impartial application of the law to all citizens, and equal treatment of each citizen before the law, without regard to race, national origin, sex, age, social station, or economic position.

Section 7 SERGEANT AT ARMS

- a) The Sergeant-at-Arms will be the Council President or an appropriate designee.
- b) It will be the duty of the Sergeant-at-Arms to assist the presiding officer, as appropriate, to maintain the order and decorum at all meetings.

Section 8 ADDRESS BY COUNCIL MEMBER

- a) Every councilor desiring to speak to an issue will address the presiding officer and, upon recognition, will confine remarks to the issue under debate.
- b) Councilors questioning, seeking clarification or soliciting a recommendation from City staff will direct the concern to the appropriate staff member. The staff member may respond as requested or redirect the inquiry to another member of the staff.

Section 9 SIGNING OF OFFICIAL DOCUMENTS

The Mayor shall sign all records of proceedings approved by the Council. The Mayor shall have no veto power and shall sign all ordinances passed by the Council according to the City Charter. Whenever the Mayor is unable to perform the functions of the office, the Council President shall act as Mayor.

Section 10 EXPRESSING AND RECORDING DISSENTS OR PROTESTS

- a) Any member of the Council will have the right to express dissent from or to protest any action of the Council immediately following the vote on the action and to have the reason entered in the minutes.

- b) At such time as the accepted parliamentary procedures to influence the outcome of an issue have been exhausted, the decision of the Council becomes final. To prolong the decision is a breach of rules.
- c) If the Mayor or Councilor represents the city before another public body, governmental agency, community organization or with the media, the Mayor or Councilor should always present the majority position of the Council. Personal opinions and comments may be expressed only if it includes clarification that these statements do not represent the position of the City Council. Communication of personal opinions and comments should not be accompanied with a statement of the author's status as a member of the Council.

Section 11 PROCEDURES IN HANDLING PARLIAMENTARY MOTIONS AND VOTING

11.1 Motions.

- a) To make or move a motion, a Councilor must be recognized by the Chair at a time when there is no other business on the floor. The Councilor may then move as set forth in the Agenda Item Summary prepared for that matter, within the Council Packet. For example, a Councilor may state, "I move adoption of Ordinance X..." or "I move approval of Resolution Y...".
- b) Another member seconds the motion. This can be done without being recognized by the Chair. If no member seconds the motion, it does not come before the meeting; it "dies" for lack of a second and the Chair calls for the next item of business. A second does not necessarily mean that the member favors the motion. It can be that the member simply wants the motion brought on the floor for discussion.
- c) The Chair states the question on the motion. This procedure is necessary for the motion to come before the Council. Prior to this step, the Chair can suggest changes in the motion and the mover can change or withdraw it. No debate can take place until the Chair states the motion is on the floor. At this point, a mover may ask permission to withdraw the motion. It is unnecessary for the Chair to ask the member who seconded the original motion to withdraw the second. Withdrawal of the motion by general consent takes precedence to the second.
- D) Debate then takes place on the motion. The original mover is entitled to the floor first. Each member has the right to speak twice, but should not have the floor the second time until all who wish have spoken once. Unless it is decided otherwise, each speaker is limited to five (5) minutes each time.

11.2 Voting.

- a) The chair then puts the question to a vote. When the debate appears to have closed, the Chair asks "are you ready for the question?". If no one claims the floor, the Chair restates the motion and calls for a vote. The vote is taken in one of the

following ways, with the Chair deciding the type of vote unless directed otherwise by the Council.

- b) Voice Vote: This is the standard method when no more than a majority vote is required. The ayes are called for first and then the nays.
- c) Roll Call Vote: This can be used as an alternative to a voice vote, in verifying an inconclusive voice vote or when a two-thirds vote is required for adoption.
- d) Vote by Written Ballot: This is another method that is normally used only in cases of elections or a matter where initial confidentiality is needed. However, individual Councilor votes must be recorded in the minutes and the ballots made public immediately following the vote.
- e) Unanimous Consent: The Chair may also use “**Unanimous Consent**” as a method of voting. Matters on which there is agreement of the Council and the agreement is evident to the Chair is most efficiently being disposed of by the Chair stating, “Unless there is objection, the motion is approved.” If there is an objection, one of the other voting methods is used.
- f) The Chair announces the voting results. This step is always included to insure Councils’ understanding of the outcome and so that the record will accurately reflect the voting results.
- g) Any member of the Council may request an alternative method of voting on any issue.
- h) It is considered inappropriate for members to explain their action during any type of voting.
- i) Unless specifically governed by other provisions of the codes, ordinances, or other regulations of the City, any councilor who voted with the majority or was not present at the time of the vote may move for reconsideration of an action at the same or the next following regular meeting of the Council. Once a matter has been reconsidered, no motion for further reconsideration thereof shall be made without unanimous consent.

Section 12 COUNCIL RELATIONS WITH CITY STAFF

- a) There will be mutual respect from both Councilors and staff of their respective roles and responsibilities when and if expressing criticism in a public meeting.
- b) The Council sets city policies and goals. The staff implements and administers the policies and goals.
- c) During a City Council meeting, all requests for information go directly to the Chair or City Manager. At other times, if the request for information would entail an effort that would require time to be spent researching and/or preparing a response, the

request goes directly to the City Manager. The City Manager will direct them to other staff, the City Attorney or deal with them him or herself, as appropriate. Questions or complaints regarding staff go directly to the Mayor or City Manager.

- d) City Councilors may seek information from staff members regarding the operation of their department, but will not attempt to change or interfere with the operation or practice of any city department or personnel, except by directing their concerns to the City Manager.

Section 13 COMMITTEES

- a) The Mayor, with consent of the Council, may establish by resolution ad hoc or standing committees to perform specified investigatory or advisory functions. Any authority granted to such committees shall be clearly delegated in the resolution creating the committee.
- b) A Citizens Committee may be appointed for the length of time necessary to accomplish their mission. The appropriate number of appointees may be determined at the time of appointment, in manner consistent with Section 10.1.
- c) Council Committees serve only in an advisory capacity to the City Council, and shall meet on an as needed basis, as directed by the City Council. After City Council direction is given, meetings may be called by the City Manager, the Mayor or by the Committee Chair. A secretary shall be appointed by a majority vote of the Committee at its first meeting after Committee appointments are made. A majority of the members of a committee shall constitute a quorum to do business.
- d) The Mayor, with consent of the Council, may remove a member from any City committee or commission prior to the expiration of the term of office. Reasons for removal may include, but are not limited to: missing three or more regular meeting of the committee or commission within one year; disruptive or inappropriate behavior prior to, during or after committee or commission meetings which prohibit the advisory body from completing its business in a timely manner; or not acting in the best interest of the citizens or city.
- e) Members of the Council shall not attempt to lobby or influence board, committee, task force or commission members on any items under their consideration. It is important for City advisory bodies to make objective recommendations to the Council on items before them. Councilors that attempt to influence board, committee, citizens committee or commission members on an item may prejudice or hinder their role in reviewing the recommendation as a member of the Council.
- f) All meeting of any City Boards, Commissions, Task Forces or Council Committees shall be subject to and comply with the Oregon Public Meetings Law, ORS 192.610-192.710.

Section 14 CONFIDENTIALITY

- a) Councilors must keep in complete confidence all written materials and verbal information provided to them in confidence or learned in executive session, to ensure that the City's position is not compromised. No mention of confidential information read or heard should be made to anyone other than other Councilors, the City Manager or City Attorney.

- b) If the Council, in executive session, provides opinions or information to staff on proposed terms and conditions for any type of negotiation whether it be related to property acquisition or disposal, a proposed, pending or likely claim or litigation, and/or employee negotiations, all contact with the other parties shall be made by the designated staff representative handling the negotiations or litigation. A Councilor shall not have any contact or discussion with the other party, or its representative involved with the issue, nor communicate any discussion conducted in executive session.
- c) All public statements, information or press releases on City matters will be handled by the Mayor and/or City Manager or the Mayor's designee.

Section 15 SUSPENSION OR AMENDMENT OF COUNCIL RULES

- a) Any provision of these rules not governed by State law or the City Charter may be temporarily suspended by a majority vote of the Council.
- b) Amendments, deletions or additions to these Council Rules shall be by Resolution approved by the City Council.

Section 16 SEVERABILITY

- a) The Councilors agree that if any term or provision of these rules is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the rules did not contain the particular term or provision held to be invalid.

City Manager Report

CITY MANAGERS REPORT
Report Period March 8, 2023 – April 6, 2023

Ginger Allen, City Manager

Public Works Shop Update: The PW Shop final walk through is scheduled for Thursday, April 6, 2023. I will provide an update to council at the April 10th city council meeting.

Public Restroom: The City has learned that the Public Restroom cannot be located on the park strip next to the Stop N Save market. The only other city owned property that will supply the needed water/sewer connection and electrical needs is next to city hall. Staff is working with City Engineer Ryan Quigley to design the site plan and keep the project moving forward.

Parks and Tree Committee: The Parks and Tree Advisory Committee is scheduled to reconvene on April 11th at 9:30 a.m. at City Hall. They will be discussing the Public Restroom Project and improvements at Thomas Creek Park.

NW 1st Avenue Safe Routes to School Grant Update: Advertisement for Bids on this project went public on March 22, 2023 with a virtual bid opening meeting to be held on April 27, 2023 at 2:00 p.m. The recommended award of bid will be presented to City Council for approval at the May 8, 2023 city council meeting.

Small City Allotment Grant: The advertisement for bids on this project went public on March 22, 2023 with a virtual bid opening meeting to be held on April 25, 2023 at 2:00 p.m. The recommended award of bid will be presented to City Council for approval at the May 8, 2023 city council meeting.

Council Email Accounts: Staff will be contacting each council member to set up a time to take a picture and go over contact information that will be placed on the city's web site. Once all of the information is gathered there will be a short work session to go over your email address, how to log into your email address and who to contact should any problems arise while using the email system. Given the fact that this month is pretty much filled with budget preparation, this training will be taking place in May of 2023. We can have a brief discussion about it at the April 10, 2023 council meeting.

Information Sharing on IRS Penalty: I have some information that I need to share with the council regarding a penalty two significant penalties from the Internal Revenue Service. I will share information, with council, at the April 10, 2023 city council meeting.