



SCIO CITY COUNCIL MEETING MINUTES  
MONDAY February 10, 2020

**COUNCIL PRESENT:** Councilors Karen Eckhart, Joey Ferguson, Tom Gray, Tom Meyer, Debbie Nuber, and Mayor Chadd Weaver.

**STAFF PRESENT:** City Manager Ginger Allen, Morley Thomas Law Associate Jeffrey Clayson, and Administrative Assistant Cathy Martin.

**CALL TO ORDER:** Mayor Weaver called the Regular Session of the Scio City Council to order at 6:00 P.M. at Scio City Hall, followed with the flag salute.

**ROLL CALL:** Roll call was taken with Councilor Dennis Thomas absent.

**APPROVAL OF CONSENT AGENDA:** Weaver asked for comments. Ferguson asked if the cost of the citation tracking system should be noted that it would not be at the city's cost.

*Councilor Nuber moved, Councilor Meyer seconded, to approve the Consent Agenda as amended. Motion passed 5/0*

**CORRESPONDENCE:**

- Letter from Linn County Clerk's Office regarding the Linn County Election Confirmation – Allen stated this shows which positions will be up for election in November. We will start the election process in July.
- Department of Environmental Quality Letter – confirming the approval of the Wastewater Master Plan – city will be holding meeting with Dyer Partnership to begin planning for the implementation of the plan.
- City of Stayton Letter – Allen stated that she would write letter from City to offer in-kind service
- COG Membership Letter – discussion item #3 is on the agenda regarding this letter

**PRESENTATIONS:**

- **Linn County Sheriff's Report – Presented by Sgt. Greg Klein, Linn County Sheriff** – Sgt. Greg Klein reviewed the monthly report for January 2020 (see attached). Klein brought to the attention of City Council the following: Complaints continue to go down. One call discussed during the neighborhood watch meeting, a person left unlocked car running, went into his house, and a bag with firearm inside was stolen. The firearm did have serial numbers which were entered into LEDS. Deputy Eaves is on days and is spending more time around the schools.
- **2018-2019 Audit Report – Presented by Kori Sarrett, Accuity, LLC – Ms. Sarrett** reviewed the 2018-2019 Audit. It went well. There was a change-up this year of the audit teams, so she was not present for the onsite work. She stated

that the city is doing well. General Fund has over a year's carry-over for expenses. Sewer fund is low; however the reserves help with this. There were a few issues – software is great, if need help with software the city calls the software company, however, questions regarding budget law should be referred to Accuity. A couple of other issues happened with the purchase of a piece of sewer equipment, reminder to get bids and document in writing; purchase of equipment from the Equipment Reserve Fund; and one Resolution wasn't worded quite correctly. Sarrett recommended that the council and staff do extra reviewing, which can help prevent mistakes. There were few audit issues – she encouraged the city to look at allocations of payroll between funds, and document thought process during the budget process; review of Journal Entries and bank reconciliation. – Allen stated that during the audit presentation last year that Mr. Kearns reported on the debt last year, where does Accuity feel that the city is this year? Sarrett stated that the city has a Debt \$220K to revenue of \$1.6M. Allen reviewed how payroll is currently allocated. This year in budget process will go over percentages.

### **REGULAR SESSION:**

1. **Resolution No. 20-01 – Appropriation of Unanticipated Revenues – Presented by: Ginger Allen, City Manager** – Ms. Allen stated that Resolution 20-01 allows the council to adopt and spend the dollars received from the Oregon Department of Land Conservation and Development on November 18, 2019, for the 2019-2021 Grant Young Memorial Planning Assistance Grant. The total amount received from DLCD was \$1000.00.

*Councilor Nuber moved, Councilor Eckhart seconded, to accept the Resolution 20-01 for the Appropriation of Unanticipated Revenues. The motion passed with a vote of 5/0.*

2. **Asbestos Abatement Bid Award – Presented by: Ginger Allen, City Manager** – Ms. Allen reviewed the results of the RFP bids for the abatement. Staff recommends that the bid be awarded to Oregon Abatement. Reference checks were outstanding. No DEQ permit will be required.

*Councilor Ferguson moved, Councilor gray seconded, to accept the asbestos abatement bid award to Oregon Abatement. Motion passed with a vote of 5/0.*

Allen stated that Ko Knurowski is taking the lead on this project; some of the wood will be taken up to see that it is salvageable to then build a memorial bench. If there is any left over, we will be giving away any extra. The next step will be the abatement, followed by the demolition.

3. **Oregon Cascades West Council of Governments – Presented by: Ginger Allen, City Manager** – Discussion was held. Ms. Allen reviewed the membership with the council. A call was received on Friday from the COG wanting to know who will be representing the city on the Transportation meetings. There has been some disruption on personnel leave the COG in the

recent. Have been checking with SMTA, has a local technical that does their IT and the Fire District uses SMTA's IT person. Ferguson asked if the update of technology can be part of the loan process. Allen stated that is a question that can be asked of bond council at the work session on the 24<sup>th</sup>. She further stated that IT is a cost above the membership fee. Nuber stated she has been going to the COG meetings for several years, and it has been a number of years since they have done anything that helps the small cities. Ferguson asked if we had been giving more above the fee (ie. Meals on Wheels). Allen stated that we have. Nuber stated that none of the small cities seem to be getting anything. Ferguson asked if the city drops the membership, would the city be able to re-join. It was noted that the city could re-join. Chief Eckhardt stated that the Fire District is using SMTA for their IT needs and service has been very timely, cost effective, they have done a great job for them. Allen will bring more information on the IT proposal from SMTA at the next meeting.

**CITY MANAGER REPORT:** Presented by Ginger Allen – Ms. Allen reported on city activities for the time period of January 9, 2020 – February 5, 2020 (see attached report).

- February 24, 2020 Work Session - bond council will be coming down to the work session.
- Public Works Bio-Solids Plan – will be working on the plan to be turned in to DEQ.
- City Website and Facebook Page.

**CITY ATTORNEY REPORT:** Presented by Jeffrey Clayson – Mr. Clayson stated that they are working on the camping issue. Courts questioned constitutionality of fining for illegal camping.

**BUSINESS FROM THE COUNCIL:**

Ferguson – None

Eckhart – Asked if the council is supposed to question the expenses that are part of the consent agenda? Allen stated it is kind of a housekeeping item and that council should be reviewing and questioning. The biggest concern is that the city does not have the cross-checking abilities with limited staff. Weaver stated to be fair, some of the procedures were ok under a different auditor, and this year it was not.

Nuber – stated that they had a good turnout for Neighborhood watch, about 18 residents attended, and the next meeting is April 27th

Gray – Do the signs have to come from Neighborhood watch? Ferguson – stated it is best so they are the same and easily recognizable. Nuber stated trying to get them all around the town. Allen stated that the city has about \$1500 extra in the budget for public safety that might be used for this project.

Meyer – None

Weaver – None

## **BUSINESS FROM THE PUBLIC:**

Levi Eckhardt, Scio Fire Chief, he stated that he had been meaning to make it to a council meeting. He asked if the council had any questions for the fire department, invited council to come and look through the fire station. Ferguson asked how many volunteers they had. Eckhardt stated that they have about 30 always looking for more.

The regular session of the city council was adjourned at 7:03 p.m. followed by a 5-minute recess.

**Executive Session:** Executive Sessions are closed to the public due to highly confidential nature of the subject. It is unlawful to discuss anything outside of the Executive Session. Final action/decisions are to be made in open session.

Per ORS 192.660(2)e) To conduct deliberations with persons designated by the governing body to negotiate real property transactions.

## **Reconvene Regular Session:**

The regular session was reconvened at 7:25 pm. Weaver asked for a consensus to proceed forward with negotiating real property transactions. Allen will make an appointment with both the mayor and council president and property owners.

The next regular meeting is scheduled for March 9, 2020 at 7:31p.m.

Cathy Martin,  
Administrative Assistant