

City of Sodaville

Regular Session Agenda

March 16, 2023

7:00 PM – City Hall

Phone #: 253-215-8782 * Meeting ID 895 6515 5937 * Passcode 498253

1. **Call to Order**

2. **Pledge of Allegiance**

3. **Roll Call**

4. **Visitors**

5. **Bills**

6. **Minutes**

- February 16, 2023 Minutes

7. **Public Comment**

This is the time to speak to the City Council or Mayor on any subject **including what is listed** on this Agenda except for Public Hearings. Time limit is 3 minutes per person.

8. **City Recorder's Report**

- City Finances
- City Update

9. **Public Works Report**

- Water Update

10. **New Business:**

- a. Small Municipalities Advocacy Coalition
- b. Employee Compensation
- c. Contract Review Board - Koontz & Blasquez

11. **Old Business**

- A. Security System

12. **Council Reports**

13. **Public Comment**

This is the time to speak to the City Council or Mayor on any subject **other than what is listed** on this Agenda except for Public Hearings. Time limit is 3 minutes per person.

14. **Adjourn**

PUBLIC COMMENT There are two times at every regular City Council meeting when the public has an opportunity to address the City Council. The first time is reserved for questions or statements regarding items appearing on the agenda, except public hearings and the merits of land use issues. The second time is at the end of the agenda. At this time, you can address the City Council on any matter of public concern, other than an agenda item. The Mayor will announce the time for public comment, and invite persons to address the City Council. Each person has three minutes to address the City Council. ***PUBLIC COMMENT is not accepted during the meeting other than at those times.*** The Council reserves the right to enter into Executive Session as needed to conduct City business in accordance with Oregon Public Meeting Law as clarified in the Oregon Attorney General's Public Records and Meetings Manual or advised by counsel.

Individuals needing special accommodations such as sign language, foreign language interpreters or equipment for the hearing impaired must request such services at least 48 hours prior to the City Council meeting by calling 541-258-8882.

"The City of Sodaville is an equal opportunity provider and employer."

8. City Recorder Update

City Finances

The finance reports are attached to the Council Packet.

City Updates

The City submitted a capital construction request to the office of Representative Jami Cate for matching funds to work in concert with an IFA loan to convert the Jackman Well for municipal use. Efforts on this project continue with support from Business Oregon. An original report similar to Business Oregon's request was assembled in 2017 and can be provided to potential contractors. Ultimately, the City needs an updated version of the report that was completed at the time.

Sodaville was one of only six cities to submit written legislative testimony in favor of the Oregon Mayors Association homelessness proposal that would have provided funding for every city to deal with homelessness. Only three elected municipal officials testified during the committee hearing on housing funding. While the Mayor of Portland's testimony would normally hold a lot of sway during such a hearing, it is unlikely that this funding will pass the legislature.

Habitat for Humanity is continuing construction of a home on Ridge Street. The project blueprints are available for review in City Hall. A Habitat for Humanity representative spoke to a Councilor recently and claimed that one of the lots traded by the city is potentially not buildable due to the placement of the septic system. The representative claimed that the City will need to offer an alternative lot in exchange despite the lack of any other land available anywhere within city limits or the Urban Growth Boundary.

Comcast installed a WiFi hotspot in the park that allows any customer to receive an Internet connection. These will allow the City to operate cameras in the downtown corridor. Camera prices are attached to the packet.

9. Public Works Update

Water

The city's wells produced 438243 gallons.

The city trucked in 0 gallons.

Reservoir +/- 0 gallons

The city sold 415333 gallons

Difference of 22910 gallons. 5.2-% Loss

Streets

Parks

Hot spot installed 3/2/23.

Misc.

Habitat for humanity has started building on Ridge.

10.a. Small Municipalities Advocacy Coalition

Staff Summary

The City of Brownsville is proposing that several small cities in Linn County participate in an advocacy coalition to better represent small city interests during sessions of the Oregon Legislative Assembly. This coalition would be represented by a public affairs firm that currently represents Linn County in Salem. A proposal prepared by Brownsville's administration is included in the packet for review by the Council. The cost to Sodaville would be \$75 per month. Brownsville City Administrator Scott McDowell will present in person.

10.b. Employee Compensation

Staff Summary

Following performance reviews held during an executive session, the Council is anticipated to propose changes to employee compensation. Proposed changes will be reviewed publicly and the Council will vote on changes and effective date at the end of discussion.

Suggested Motion: *I move to change the City Recorder's salary to \$_____.*

Suggested Motion: *I move to change the Public Works Director's salary to \$_____.*

10.c. Contract Review Board - Koontz & Blasquez

Staff Summary

The City's 5-year audit contract with Koontz, Blasquez & Associates, P.C. ends this year. Koontz Blasquez provided a one-year renewal contract to the City. Total cost for the audit increases to \$8,900.00. During the 2022-2023 fiscal year, the city has spent \$6,300.00, so the contract represents a 41% increase. The Council can approve this contract or issue an RFP. While the Secretary of State recommends switching auditors every five years as a best practice, it is unlikely that a new auditor could be procured before the end of this fiscal year, and certainly not before the budget-writing cycle when cost changes would need to be factored into the 2023-2024 finance plan. Staff recommend renewing the contract for one year and planning an RFP for auditing services to be presented well in advance of the next budget cycle to properly implement the procurement process. A motion is necessary if the Council wishes to renew; if the Council does not wish to renew, staff will prepare an RFP for the next Council meeting.

Suggested Motion: *I move to approve the Audit Services Contract with Koontz, Blasquez & Associates, P.C.*