

**ADAIR VILLAGE
CITY COUNCIL MINUTES
6030 William R. Carr Avenue**

****Tuesday, February 4, 2020 – 6:00 PM****

Agenda Item	Action
<p>1. Roll Call: City Council Members present: Councilors Real, Officer, Ray, Rowe and Mayor Currier were present. City Attorney Sean Kidd was present. CA (City Administrator) Hare was present. Minutes were taken by Utility Clerk Kathy Edmaiston.</p>	<p>Mayor Currier called the meeting to order at 6:00 PM. and led the flag salute.</p>
<p>2. Consent Calendar (Agenda Item 2). Minutes of the January 7, 2020 City Council Meeting. Bills List through January 31, 2020, (\$74,158.15 total).</p>	<p>Councilor Real moved to approve the Consent Calendar. Councilor Rowe seconded. Unanimous Approval (4-0). Councilor Officer abstained.</p>
<p>3. Public Comment (Agenda Item 3). None.</p>	
<p>4. Attachment C – Community Services Officer (Agenda Item 4a). CSO Jerry Jackson presented the report.</p>	<p>Council received the report.</p>
<p>5. Attachment D – Public Works Report (Agenda Item 4b). CA Hare presented the report.</p>	<p>Council received the report.</p>
<p>6. Attachment E – City Administrator Report (Agenda Item 4c). CA Hare presented the report.</p> <p>Administration</p> <ul style="list-style-type: none"> • Alyrica – They have been working on getting their main lines in to the new development. • Utility Worker II – We have decided to advertise the position until filled. • Caselle Software – We have started to utilize the utility billing software. Citizens can now sign up for auto pay and paperless billing. • Tangent – January was a good month but we spent a little bit more time getting familiar with the system 	

<ul style="list-style-type: none"> • Youth Program – CA Hare has been in discussion with the Boys and Girls Club to possibly contract out our youth program. • IT – Last month the City’s Microsoft Exchange Server crashed so we have lost our email history. We are going to focus on building a new server. <p>Property/Businesses</p> <ul style="list-style-type: none"> • AVIS – DEQ is questioning some of the methods used to identify dioxin at the site. <p>Major Projects/Engineering</p> <ul style="list-style-type: none"> • Calloway Creek – The are submitting for phase three now. • SCS Property – We have not heard anything yet from ODFW on the possibility of a connector road. • William R. Carr Subdivision – Brian Donne has apologized for the job shack that was being worked on and it will be moved with the next two weeks. The have finished and sold the first four units and will begin in the next four. • Benton County Property – We are in the process of finalizing the annexation of the property into the City. • Urban Renewal District – It looks like we will be able to move forward on the Urban Renewal Project before the new budget year. 	
<p>7. Attachment F – Sheriff’s Report (Agenda Item 4d). CA Hare presented the report.</p>	<p>Council received the report.</p>
<p>8. Attachment G – Financial Report (Agenda Item 4e). CA Hare presented the report. Income is \$3,272,126.66 and expenses are \$2,175,128.32. The balance in the Local Government Investment Pool is approximately \$1,133,001.82, last year the balance was \$969,993.65.</p>	<p>Council received the report.</p>
<p>9. Attachments H, H1, H2 – Waste Water Infrastructure (Agenda Item 5a). Matt Wadlington presented the Council with Engineering Scopes of Services.</p>	<p>Councilor Officer moved to approve the Engineering Scopes of Service contingent upon securing funding. Councilor Rowe seconded. Unanimous Approval (5-0).</p>
<p>10. Attachments I, II – City Charter (Agenda Item 5b). City Attorney Kidd and CA Hare presented amendments to the Charter for a first review. Amendments include adding wards, increasing residency requirement and amending the debt limitation clause.</p> <p>Public Comment – Phil Harkins had some clarification questions about wards.</p>	<p>Council discussed the matter.</p>

<p>11. Attachment J – Draft IGA COG for GIS (Agenda Item 5c).</p>	<p>Councilor Rowe moved to approve CA Hare entering into an agreement with the COG for GIS services. Councilor Ray seconded. Unanimous Approval (5-0).</p>
<p>12. Attachment K – Appoint Budget Officer/Budget Timeline (Agenda Item 6a). CA Hare presented the timeline for the 2020-21 budget process.</p>	<p>Councilor Ray moved to appoint CA Hare as Budget Officer and to approve the Budget Timeline. Councilor Officer seconded. Unanimous Approval (5-0).</p>
<p>13. Council and Mayor Comments (Agenda Item 9):</p> <ul style="list-style-type: none"> • Mayor Currier – None. • Councilor Real – March 3, 2020 will be her last meeting. • Councilor Rowe – None. • Councilor Ray – None. 	
<p>17 Adjournment: Next meeting- Council meeting on Tuesday, March 3, 2020 at 6:00 PM.</p>	<p>Mayor adjourned the meeting at 8:30 PM.</p>

Mayor's Approval

Date