

CITY OF JEFFERSON
Regular Council Meeting
Executive Session
November 14, 2019
6:30pm

COUNCILORS PRESENT: Walt Perry, Bob Rossiter, Dave Beyerl, Edna Campau, David Watkins, Michael Myers
COUNCILORS ABSENT: Audrey Webster
STAFF PRESENT: Sarah Cook, CM/R; Jeff Buskirk, PWD; Deputy Olson, MCSO

I. COUNCIL MEETING CALL TO ORDER/FLAG SALUTE – Mayor Myers called the meeting to order at 6:30pm and led in the flag salute.

1.1 Landmarks Advisory Commission Presenting Historic Designation Award

Mark Manning, LAC Chair, along with Mayor Myers presented the latest Historic Designation Award to Nancy Chappell, for her property located at 290 Hazel St. The home was built by Jacob Conser in 1860, his second home in Jefferson. Ms. Chappell came forward to receive her plaque, certificate, and yard sign.

1.2 Ryan Pasquarella, Grove, Mueller & Swank – Presenting the FY 2018-19 Audit

Ryan Pasquarella of Grove, Mueller & Swank came forward and introduced himself, noting he was a Jefferson graduate and had been auditing for the City a number of years. He complimented the hard work of City staff who prepared for the audit, along with the oversight and involvement of the City Council, all of which made for a great audit. Ryan provided insight on a handout he brought, which showed the City's net position, or cash on hand at the end of the year. Cash had increased annually over last 7 years, with the bulk coming from the proprietary funds (water/sewer activity). Operating revenue received was higher than expenses, which allowed money to be set aside each year for big capital improvements down the road. Ryan noted we were doing better than a lot of cities by having our fees structured as they were and not having to take on a lot of debt for capital projects. Pg. 2 of the handout offered a glimpse of the activity within the General Fund – property tax revenue, which paid for library, police, etc. Tax revenue was up slightly, based on collections at the county level, there was a slight decrease in general government expenses on the admin side related to payroll, as well as an increase in police services for the overtime the City added on mid-year.

Moving on to the financial statements, Ryan pointed out a few changes that went into effect during the year, where the State elected to consolidate like funds by reporting them together rather than individually, to help minimize the size of the reports and provide a better presentation overall. He pointed out Pg. 15 was also a new addition; a cash flow statement, which displayed what was happening with the cash related to each fund at a glance. And finally, Ryan noted the changes Sarah Cook had made to the budget adoption resolution to comply with changes from the Department of Revenue and added that with that change, there were no notations in the audit for

the year. He welcomed any questions of the Council. There were none; all were pleased with the report and thanked him for coming.

II. OLD BUSINESS

2.1 Conser House MOU between COJ & Historical Society

The Council underwent their second review of the draft MOU, noting the changes proposed by the Historical Society and recommendations of Sarah Cook. Each item was discussed, changes were explained one by one and made where necessary. Moving on to comments and considerations from the City Manager, Mayor Myers noted her point that adopting the MOU would give the impression that the City was in favor and supportive of them moving forward with the plans for a museum, though a formal decision of such had never been made by the Council. He questioned if that was indeed the direction Council wanted to go. Councilor Perry expressed concern regarding their solvency and suggested they add the word “intended” until such time as it became a museum, in the event they could not sustain themselves. Mayor Myers thought to wait for them to show solvency before forming an agreement would handcuff the Historical Society’s ability to move forward with plans, grants, and more. Councilor Campau commented that the worst-case scenario was, if the historical society failed in operating it as a museum, the City would have a newly renovated building. Councilor Rossiter, Beyerl and Watkins agreed, noting they needed to give it a chance and if they need to redirect a few years down the road, they would look at it then, but the house needed to be restored and the City had nothing to lose. Councilor Perry withdrew his objection.

Patti Ball shared information from a meeting she had with Oregon Community Foundation, who emphasized the importance of seeing evidence of a partnership through either an MOU or a lease. She needed the Council’s assurance before she could move forward seeking other grant opportunities. It was the consensus of the Council to move forward with an agreement between the City and Historical Society, to collaborate for the establishment of a museum within the Conser House. In addition, all were in favor of extending the MOU terms to 36 months, rather than the proposed 12. With that, Councilor Campau moved to approve the amended MOU with JHS&M for the renovation of the Conser House. Councilor Beyerl seconded. All in favor: Ayes – 5, Opposed -

0. **APPROVED.**

III. NEW BUSINESS

3.1 Engineer’s Report – Proposed 3rd St. LID

Public Works Director, Jeff Buskirk explained the Hazel Hollow development, which required them to improve $\frac{3}{4}$ of the street, noting it would be silly to not finish the whole street at the same time. As with other LID’s, he proposed the City would pick up the cost of the curb and 7 feet of street, while the costs of sidewalks would be assessed to the 4 properties benefiting. There were no other comments related to the report.

3.2 Resolution 1056

Councilor Watkins moved to adopt Resolution #1056; Walt Perry seconded. All in favor: Ayes – 5, Opposed – 0. **APPROVED.**

IV. DISCUSSION/INFORMATION

4.1 Housing Rehab Loan Status – FYI

4.2 Holiday Volunteer Dinner Plans – Walt Perry volunteered to prepare the turkey and ham and Councilor Beyerl would provide mashed potatoes & gravy. Sarah would start a collection envelope at the office for other Councilors to contribute toward the expense.

V. CONSENT AGENDA - Councilor Beyerl moved to approve, seconded by Councilor Perry. All in favor: Ayes – 5, Opposed – 0. **APPROVED.**

VI. VISITORS

Karen Wells shared the Women’s Club had decided to continue and they had new officers.

VII. EXECUTIVE SESSION ORS 192.660 (2)(E) – Real Property Transactions: Mayor Myers announced the Council would be entering into executive session under the above noted ORS and excused the Council and staff to the conference room at 7:28pm. The City Council returned to regular session at 7:32pm.

Councilor Beyerl moved that the City proceed with the sale of property located at 270 N 2nd to Adaptive Broadband for the cash price of \$70k with the parties spitting escrow, title, and closing costs, and authorize the City Manager, Sarah Cook to execute all necessary paperwork to close the transaction. Councilor Rossiter seconded. All in favor: Ayes – 5, Opposed – 0. **APPROVED.**

VIII. COUNCIL COMMENTS

Bob Rossiter shared information from the monthly County Commissioners breakfast, noting Sam Brentano announced he would not be running for reelection in the coming year. Nick from Sedcor spoke about new testing requirements for hemp fields, noting the 66k acres in the state. Mayor Myers wanted to be sure the City recognized Sam, as he had been a good friend and advocate for Jefferson.

Edna Campau thanked the Council for their support of the JHS&M and she looked forward to seeing a museum in her lifetime.

Dave Beyerl would be attending the Oregon Transportation Conference on Dec. 17th in Lebanon.


Mayor Myers reminded everybody of the tree lighting on Dec 2nd at 6pm. He also was very impressed by Amy Bailey and the Historical Society's amazing Veteran's display at the Conser House.

IX. STAFF COMMENTS

Jeff Buskirk provided an update on the water treatment plant funding and the \$100k SCA grant received to push 5th street through from Columbia to Union.

X. ADJOURNMENT – Councilor Beyerl moved; Councilor Perry seconded. All were in favor and the meeting closed at 7:43pm.

MINUTES APPROVED this 23rd day of January, 2020



Michael D. Myers, Mayor

ATTEST:



Sarah Cook, City Manager/Recorder