



150 N. 2<sup>nd</sup> St./PO Box 83  
Jefferson, OR 97352  
Ph: 541.327.2768  
Fax: 541.327.3120

**CITY OF JEFFERSON**  
Council Worksession via Zoom Web Meeting  
May 13, 2021

**4:30pm**

**\*\*\*\*NOTE THE NEW TIME\*\*\*\***

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**RULES OF CONDUCT FOR PUBLIC MEETINGS**

1. No person shall be disorderly, abusive, or disruptive of the orderly conduct of the meeting.
2. Persons shall not testify without first receiving recognition from the presiding officer and stating their full name and residence address.
3. No person shall present irrelevant, immaterial, or repetitious testimony or evidence.
4. There shall be no audience demonstrations such as applause, cheering, display of signs, or other conduct disruptive of the meeting.

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**The above listed meeting will be held via Zoom, a web meeting platform. To join the meeting on a PC, laptop, or other device, click the link and enter the password provided.**

**<https://zoom.us/j/99827841055?pwd=a2JnNEhwWW5LcG5mdkhKUHFkZno1QT09>**

**To join by phone/audio, dial (253) 215 8782 and enter the same password.**

**Meeting ID: 998 2784 1055      Password:184060**

**Individuals needing further accommodations to join the meeting should contact City Hall in advance of the meeting during regular business hours (541) 327-2768. Materials for the Council meeting are available on the City's website: jeffersonoregon.org or can be provided by other means upon request. Additional info may be obtained by contacting City Hall.**

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**AGENDA**

- I. CALL TO ORDER**
- II. WORKSESSION TOPICS**
  - A. Public Safety Fee: Info & Discussion
- III. APPROVAL OF ACCOUNTS PAYABLE -1st half for May**
- IV. VISITORS**
- V. COUNCIL/STAFF COMMENTS**
- VI. ADJOURNMENT**

Posted: May 7, 2021  
Sarah Cook  
City Manager/Recorder

# PUBLIC SAFETY FEE COMPARISONS - Updated 2021

| <u>CITY</u> | <u>FEE</u> | <u>POP.</u> | <u>NOTES/INFO</u>                           |
|-------------|------------|-------------|---|
| Rogue River | \$ 5.00    | 2,338       |   |
| Keizer      | \$ 4.00    | 37,860      | Shared Fee: Police, Parks                   |
| Corvallis   | \$ 12.10   | 58,641      |   |
| Dallas      | \$ 4.95    | 16,000      |   |
| North Bend  | \$ 15.00   | 9,975       | Shared Fee: Police, Fire                    |
| Creswell    | \$ 14.56   | 5,489       | Expecting 3% increase next FY               |
| Stanfield   | \$ 8.00    | 2,089       | Up from \$5 in 2019                         |
| Sandy       | \$ 4.50    | 11,326      |   |
| Aumsville   | \$ 12.00   | 4,215       |   |
| Ontario     | 0.00       | 11,080      | dropped safety fee; \$8.00 street maint fee |
| Amity       | \$ 10.00   | 1,700       |   |
| Pheonix     | \$ 3.00    | 4,800       | Shared Fee: Police, Parks                   |
| Butte Falls | \$ 4.00    | 450         | Started at \$2 3yrs ago.                    |
| Philomath   | \$ 5.00    | 4,839       | down to \$4 next FY w/goal to eliminate     |

## Example Scenarios based on 1,200 customer billing accounts:

- \$3 public safety fee would cost average customer \$36/year and generate approx \$3,600/month or \$43,200/year
- \$5 public safety fee would cost average customer \$60/year and generate approx \$6,000/month or \$72,000/year
- \$8 public safety fee would cost average customer \$96/year and generate approx \$9,600/month or \$115,200/month
- \$10 public safety fee would cost average customer \$120/year and generate approx \$12,000/month or \$144,000/year
- \$12 public safety fee would cost average customer \$144/year and generate approx \$14,400/month or \$172,800/year
- \$15 public safety fee would cost average customer \$180/year and generate approx \$18,000 a month, or \$216,000/year

The General Fund could comfortably allocate an additional \$40k per year toward costs of a 3rd Deputy

Marion County Sheriff's Office  
 City of Jefferson  
 2/24/2021

DRAFT

FY21-22 Preliminary Budget

100% Deputy  
 100% Deputy

| Salary & Benefits | Overtime | Total Personnel Services | Materials & Services | Admin Charges | Total   |
|-------------------|----------|--------------------------|----------------------|---------------|---------|
| 118,952           | 9,078    | 128,030                  | 42,673               | 15,286        | 185,989 |
| 140,659           | 1,397    | 142,056                  | 42,298               | 15,286        | 199,640 |
| 259,611           | 10,475   | 270,086                  | 84,972               | 30,572        | 385,629 |

| 2021-22 Per FTE | 2 FTE |
|-----------------|-------|
|-----------------|-------|

|                                       |               |               |
|---------------------------------------|---------------|---------------|
| Office Supplies                       | 407           | 814           |
| Field Supplies                        | 335           | 671           |
| Departmental Supplies                 | 238           | 477           |
| Clothing                              | 601           | 1,202         |
| Gasoline                              | 5,442         | 10,884        |
| Data Connections                      | 492           | 984           |
| Postage                               | 135           | 271           |
| Cell Phones                           | 650           | 1,300         |
| Laundry Services                      | 142           | 284           |
| Misc Contractual                      | 269           | 538           |
| Communication Services                | 17,487        | 34,974        |
| Printing Services                     | 67            | 134           |
| Maint. - Office Equipment             | 200           | 400           |
| Smart Export Lite -E-Cite Maintenance | 375           | 375           |
| Training                              | 640           | 1,280         |
| Fleet                                 | 15,192        | 30,384        |
| <b>Total Direct Costs</b>             | <b>42,673</b> | <b>84,972</b> |

|                                |               |
|--------------------------------|---------------|
| Administrative Charges (9.54%) | 15,286        |
| <b>Total Indirect Costs</b>    | <b>15,286</b> |

Today's rate for senior deputy, which should be the deputy level used for future planning. (worst case)

## Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

| Vendor                         | Vendor Name             | Invoice Number | Description                   | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|--------------------------------|-------------------------|----------------|-------------------------------|--------------|--------------------|-------------|-----------|
| <b>ADAPTIVE BROADBAND</b>      |                         |                |                               |              |                    |             |           |
| 8173                           | ADAPTIVE BROADBAND      | JUNE2021       | CITY PHONES & INTERNET        | 05/06/2021   | 404.22             | .00         |           |
| 8173                           | ADAPTIVE BROADBAND      | JUNE2021       | CITY PHONES & INTERNET        | 05/06/2021   | 101.05             | .00         |           |
| 8173                           | ADAPTIVE BROADBAND      | JUNE2021       | CITY PHONES & INTERNET        | 05/06/2021   | 146.64             | .00         |           |
| 8173                           | ADAPTIVE BROADBAND      | JUNE2021       | CITY PHONES & INTERNET        | 05/06/2021   | 146.64             | .00         |           |
| Total ADAPTIVE BROADBAND:      |                         |                |                               |              | 798.55             | .00         |           |
| <b>BERMAN, MELISSA</b>         |                         |                |                               |              |                    |             |           |
| 580                            | BERMAN, MELISSA         | APRIL 2021     | GATEKEEPER SERVICES           | 05/05/2021   | 126.00             | .00         |           |
| Total BERMAN, MELISSA:         |                         |                |                               |              | 126.00             | .00         |           |
| <b>BUCK'S SANITARY SERVICE</b> |                         |                |                               |              |                    |             |           |
| 810                            | BUCK'S SANITARY SERVICE | A-162261       | Rent Monthly-Standard Unit    | 04/30/2021   | 49.79              | .00         |           |
| 810                            | BUCK'S SANITARY SERVICE | A-162261       |                               | 04/30/2021   | 49.80              | .00         |           |
| Total BUCK'S SANITARY SERVICE: |                         |                |                               |              | 99.59              | .00         |           |
| <b>BUSINESS CONNECTIONS</b>    |                         |                |                               |              |                    |             |           |
| 7307                           | BUSINESS CONNECTIONS    | 072304212021   | PW After-Hrs Emerg Svc        | 04/21/2021   | 47.50              | .00         |           |
| 7307                           | BUSINESS CONNECTIONS    | 072304212021   | PW After-Hrs Emerg Svc        | 04/21/2021   | 47.50              | .00         |           |
| Total BUSINESS CONNECTIONS:    |                         |                |                               |              | 95.00              | .00         |           |
| <b>CenturyLink</b>             |                         |                |                               |              |                    |             |           |
| 6942                           | CenturyLink             | APRIL 2021     | Util Phone Alarm Sys          | 04/17/2021   | 32.83              | .00         |           |
| 6942                           | CenturyLink             | APRIL 2021     | Util Phone Alarm Sys          | 04/17/2021   | 32.82              | .00         |           |
| Total CenturyLink:             |                         |                |                               |              | 65.65              | .00         |           |
| <b>Correct Equipment, Inc</b>  |                         |                |                               |              |                    |             |           |
| 8140                           | Correct Equipment, Inc  | 43882          | WATER SERVICE LINE COMPO      | 04/20/2021   | 137.12             | .00         |           |
| Total Correct Equipment, Inc:  |                         |                |                               |              | 137.12             | .00         |           |
| <b>Darrel Lockard LLC</b>      |                         |                |                               |              |                    |             |           |
| 7180                           | Darrel Lockard LLC      | JO421          | WATER CONTRACT                | 04/29/2021   | 500.00             | .00         |           |
| Total Darrel Lockard LLC:      |                         |                |                               |              | 500.00             | .00         |           |
| <b>FRERES BUILDING SUPPLY</b>  |                         |                |                               |              |                    |             |           |
| 2080                           | FRERES BUILDING SUPPLY  | APRIL2021 CH   | operations & Maintenance      | 04/30/2021   | 11.95              | .00         |           |
| 2080                           | FRERES BUILDING SUPPLY  | APRIL2021 CH   | PPE                           | 04/30/2021   | 5.63               | .00         |           |
| 2080                           | FRERES BUILDING SUPPLY  | APRIL2021 CH   |                               | 04/30/2021   | 5.63               | .00         |           |
| 2080                           | FRERES BUILDING SUPPLY  | APRIL2021 CH   |                               | 04/30/2021   | 5.63               | .00         |           |
| 2080                           | FRERES BUILDING SUPPLY  | APRIL2021 CH   | Misc parts,supplies,materials | 04/30/2021   | 20.84              | .00         |           |
| 2080                           | FRERES BUILDING SUPPLY  | APRIL2021 CH   |                               | 04/30/2021   | 20.84              | .00         |           |
| 2080                           | FRERES BUILDING SUPPLY  | APRIL2021 CH   |                               | 04/30/2021   | 4.64               | .00         |           |
| Total FRERES BUILDING SUPPLY:  |                         |                |                               |              | 75.16              | .00         |           |

| Vendor                                | Vendor Name                | Invoice Number | Description                 | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|---------------------------------------|----------------------------|----------------|-----------------------------|--------------|--------------------|-------------|-----------|
| <b>HOME DEPOT/Dept 32-2501944775</b>  |                            |                |                             |              |                    |             |           |
| 2720                                  | HOME DEPOT/Dept 32-2501944 | 6624899        | 660W W LAMPHOLDER SOCKE     | 03/17/2021   | 30.71              | .00         |           |
| 2720                                  | HOME DEPOT/Dept 32-2501944 | 7020077        | 660W W LAMPHOLDER SOCKE     | 04/05/2021   | 11.36              | .00         |           |
| 2720                                  | HOME DEPOT/Dept 32-2501944 | 7020077        |                             | 04/05/2021   | 11.36              | .00         |           |
| Total HOME DEPOT/Dept 32-2501944775:  |                            |                |                             |              | 53.43              | .00         |           |
| <b>KNIFE RIVER</b>                    |                            |                |                             |              |                    |             |           |
| 3200                                  | KNIFE RIVER                | 2527837        | Dump Charge                 | 04/20/2021   | 41.25              | .00         |           |
| Total KNIFE RIVER:                    |                            |                |                             |              | 41.25              | .00         |           |
| <b>LOCAL GOVERNMENT LAW GROUP</b>     |                            |                |                             |              |                    |             |           |
| 8256                                  | LOCAL GOVERNMENT LAW GR    | 59016          | PLANNING                    | 03/31/2021   | 1,120.00           | .00         |           |
| Total LOCAL GOVERNMENT LAW GROUP:     |                            |                |                             |              | 1,120.00           | .00         |           |
| <b>MARION COUNTY TREASURER</b>        |                            |                |                             |              |                    |             |           |
| 3700                                  | MARION COUNTY TREASURER    | APRIL 2021     | FINES & ASSESSMENTS         | 05/03/2021   | 32.00              | .00         |           |
| 3700                                  | MARION COUNTY TREASURER    | S3491506       | Disposal Fees-TIRES         | 04/20/2021   | 56.00              | .00         |           |
| Total MARION COUNTY TREASURER:        |                            |                |                             |              | 88.00              | .00         |           |
| <b>MARION COUNTY, SHERIFF OF</b>      |                            |                |                             |              |                    |             |           |
| 3710                                  | MARION COUNTY, SHERIFF OF  | 96233          | Monthly Law Enforcement Svc | 04/26/2021   | 37,687.11          | .00         |           |
| Total MARION COUNTY, SHERIFF OF:      |                            |                |                             |              | 37,687.11          | .00         |           |
| <b>MYERS, CARL</b>                    |                            |                |                             |              |                    |             |           |
| 4030                                  | MYERS, CARL                | 1130           | MUNICIPAL COURT JUDGE       | 05/02/2021   | 172.00             | .00         |           |
| Total MYERS, CARL:                    |                            |                |                             |              | 172.00             | .00         |           |
| <b>NW NATURAL</b>                     |                            |                |                             |              |                    |             |           |
| 4230                                  | NW NATURAL                 | APRIL 2021     | CONSER HOUSE                | 04/19/2021   | 20.15              | .00         |           |
| 4230                                  | NW NATURAL                 | APRIL 2021     | NATURAL GAS USAGE - GENER   | 04/19/2021   | 74.74              | .00         |           |
| Total NW NATURAL:                     |                            |                |                             |              | 94.89              | .00         |           |
| <b>ONE CALL CONCEPTS, INC.</b>        |                            |                |                             |              |                    |             |           |
| 4410                                  | ONE CALL CONCEPTS, INC.    | 1040405        | Locates                     | 04/30/2021   | 40.20              | .00         |           |
| 4410                                  | ONE CALL CONCEPTS, INC.    | 1040405        | Locates                     | 04/30/2021   | 40.20              | .00         |           |
| Total ONE CALL CONCEPTS, INC.:        |                            |                |                             |              | 80.40              | .00         |           |
| <b>OREGON HEALTH AUTHORITY</b>        |                            |                |                             |              |                    |             |           |
| 4570                                  | OREGON HEALTH AUTHORITY    | CERT # 47876   | A KEMMER WTR TRMT CERT A    | 05/03/2021   | 125.00             | .00         |           |
| Total OREGON HEALTH AUTHORITY:        |                            |                |                             |              | 125.00             | .00         |           |
| <b>OREGON STATE REVENUE - COURT F</b> |                            |                |                             |              |                    |             |           |
| 4720                                  | OREGON STATE REVENUE - C   | APRIL 2021     | FINES & ASSESSMENTS         | 05/04/2021   | 95.00              | .00         |           |
| Total OREGON STATE REVENUE - COURT F: |                            |                |                             |              | 95.00              | .00         |           |
| <b>PACIFIC SANITATION, INC.</b>       |                            |                |                             |              |                    |             |           |
| 4870                                  | PACIFIC SANITATION, INC.   | APRIL 2021     | Utility Sanitation Svc      | 04/30/2021   | 49.00              | .00         |           |
| 4870                                  | PACIFIC SANITATION, INC.   | APRIL 2021     | Utility Sanitation Svc      | 04/30/2021   | 49.00              | .00         |           |

| Vendor                              | Vendor Name                 | Invoice Number | Description                   | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|-------------------------------------|-----------------------------|----------------|-------------------------------|--------------|--------------------|-------------|-----------|
| Total PACIFIC SANITATION, INC.:     |                             |                |                               |              | 98.00              | .00         |           |
| <b>PAMPLIN MEDIA GROUP</b>          |                             |                |                               |              |                    |             |           |
| 8272                                | PAMPLIN MEDIA GROUP         | 318986         | JO-949.2280 5TH ST BIDS ADVE  | 04/23/2021   | 167.81             | .00         |           |
| Total PAMPLIN MEDIA GROUP:          |                             |                |                               |              | 167.81             | .00         |           |
| <b>RAM STEELCO, INC.</b>            |                             |                |                               |              |                    |             |           |
| 5380                                | RAM STEELCO, INC.           | 744147         | Structural Angle              | 04/16/2021   | 112.88             | .00         |           |
| 5380                                | RAM STEELCO, INC.           | 744147         |                               | 04/16/2021   | 112.88             | .00         |           |
| 5380                                | RAM STEELCO, INC.           | 744147         |                               | 04/16/2021   | 112.88             | .00         |           |
| Total RAM STEELCO, INC.:            |                             |                |                               |              | 338.64             | .00         |           |
| <b>SAIF Corp</b>                    |                             |                |                               |              |                    |             |           |
| 8273                                | SAIF Corp                   | MAY 2021       | Deposit Prem.- New WC Coverag | 04/21/2021   | 97.55              | .00         |           |
| 8273                                | SAIF Corp                   | MAY 2021       |                               | 04/21/2021   | 97.55              | .00         |           |
| 8273                                | SAIF Corp                   | MAY 2021       |                               | 04/21/2021   | 195.09             | .00         |           |
| 8273                                | SAIF Corp                   | MAY 2021       |                               | 04/21/2021   | 195.09             | .00         |           |
| 8273                                | SAIF Corp                   | MAY 2021       |                               | 04/21/2021   | 195.09             | .00         |           |
| Total SAIF Corp:                    |                             |                |                               |              | 780.37             | .00         |           |
| <b>STAPLES CREDIT PLAN</b>          |                             |                |                               |              |                    |             |           |
| 5870                                | STAPLES CREDIT PLAN         | 2815114401     | Office/Toiletry/Kitchen       | 04/06/2021   | 61.74              | .00         |           |
| 5870                                | STAPLES CREDIT PLAN         | 2816048181     | Office/Toiletry/Kitchen       | 04/07/2021   | 30.39              | .00         |           |
| 5870                                | STAPLES CREDIT PLAN         | 2818700991     |                               | 04/10/2021   | 23.99              | .00         |           |
| 5870                                | STAPLES CREDIT PLAN         | 2818700991     |                               | 04/10/2021   | 23.99              | .00         |           |
| Total STAPLES CREDIT PLAN:          |                             |                |                               |              | 140.11             | .00         |           |
| <b>TRUAX CORPORATION</b>            |                             |                |                               |              |                    |             |           |
| 6852                                | TRUAX CORPORATION           | APRIL 2021CH   | Fuel                          | 04/30/2021   | 49.40              | .00         |           |
| 6852                                | TRUAX CORPORATION           | APRIL 2021CH   | Fuel                          | 04/30/2021   | 222.31             | .00         |           |
| 6852                                | TRUAX CORPORATION           | APRIL 2021CH   | Fuel                          | 04/30/2021   | 222.31             | .00         |           |
| Total TRUAX CORPORATION:            |                             |                |                               |              | 494.02             | .00         |           |
| <b>U.S. POSTAL SERVICE - STAMPS</b> |                             |                |                               |              |                    |             |           |
| 6310                                | U.S. POSTAL SERVICE - STAMP | MAY2021        | 5) 55's-w/s/plan/admin/court  | 05/07/2021   | 55.00              | .00         |           |
| 6310                                | U.S. POSTAL SERVICE - STAMP | MAY2021        |                               | 05/07/2021   | 55.00              | .00         |           |
| 6310                                | U.S. POSTAL SERVICE - STAMP | MAY2021        |                               | 05/07/2021   | 55.00              | .00         |           |
| 6310                                | U.S. POSTAL SERVICE - STAMP | MAY2021        |                               | 05/07/2021   | 55.00              | .00         |           |
| 6310                                | U.S. POSTAL SERVICE - STAMP | MAY2021        |                               | 05/07/2021   | 55.00              | .00         |           |
| Total U.S. POSTAL SERVICE - STAMPS: |                             |                |                               |              | 275.00             | .00         |           |
| <b>Ultrex</b>                       |                             |                |                               |              |                    |             |           |
| 7178                                | Ultrex                      | INV96834       | Copy Count Maint.             | 04/28/2021   | 43.16              | .00         |           |
| 7178                                | Ultrex                      | INV97163       | TONER                         | 05/06/2021   | 27.50              | .00         |           |
| 7178                                | Ultrex                      | INV97163       |                               | 05/06/2021   | 27.50              | .00         |           |
| 7178                                | Ultrex                      | INV97163       |                               | 05/06/2021   | 55.00              | .00         |           |
| Total Ultrex:                       |                             |                |                               |              | 153.16             | .00         |           |
| <b>VALLEY FIRE CONTROL</b>          |                             |                |                               |              |                    |             |           |
| 6500                                | VALLEY FIRE CONTROL         | 95885          | ANNUAL FIRE EXT. SERVICE      | 04/30/2021   | 361.00             | .00         |           |

| Vendor | Vendor Name | Invoice Number | Description                | Invoice Date | Net Invoice Amount | Amount Paid | Date Paid |
|--------|-------------|----------------|----------------------------|--------------|--------------------|-------------|-----------|
|        |             |                |                            |              |                    |             |           |
|        |             |                | Total VALLEY FIRE CONTROL: |              | 361.00             | .00         |           |
|        |             |                | Grand Totals:              |              | 44,262.26          | .00         |           |

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Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Only unpaid invoices included.

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| Invoice Number | Sequence Number | Description | Type | Invoice Date | Due Date | Invoice Amount | Discount Amount | Net Invoice Check Amount | GL Account Number |
|----------------|-----------------|-------------|------|--------------|----------|----------------|-----------------|--------------------------|-------------------|
| Total 10:      |                 |             |      |              |          | 40,058.06      | .00             | 40,058.06                |                   |
| Total 14:      |                 |             |      |              |          | 198.60         | .00             | 198.60                   |                   |
| Total 21:      |                 |             |      |              |          | 591.45         | .00             | 591.45                   |                   |
| Total 23:      |                 |             |      |              |          | 2,163.68       | .00             | 2,163.68                 |                   |
| Total 24:      |                 |             |      |              |          | 1,112.52       | .00             | 1,112.52                 |                   |
| Total 25:      |                 |             |      |              |          | 137.95         | .00             | 137.95                   |                   |
| Total :        |                 |             |      |              |          | 44,262.26      | .00             | 44,262.26                |                   |
| Grand Totals:  |                 |             |      |              |          | 44,262.26      | .00             | 44,262.26                |                   |

Summary by General Ledger Account Number

| GL Account Number | Debit     | Credit | Net       |
|-------------------|-----------|--------|-----------|
| Grand Totals:     | 44,262.26 | .00    | 44,262.26 |

Summary by General Ledger Posting Period

| GL Posting Period | Debit     | Credit | Net |
|-------------------|-----------|--------|-----|
| Grand Totals:     | 44,262.26 | .00    |     |