

CITY OF JEFFERSON
Regular Council Meeting
December 9, 2021
6:30pm

COUNCILORS PRESENT: Dave Beyerl, David Watkins, Walt Perry, David Kellogg, Bob Rossiter, Mayor Michael Myers
COUNCILORS ABSENT: None
STAFF PRESENT: Sarah Cook, CM/R; Jeff Buskirk, PWD
OTHERS PRESENT: Ryan Pasquerella, Auditor at Grove, Mueller & Swank

I. **CALL TO ORDER/FLAG SALUTE** – Mayor Myers called the meeting to order at 6:32pm and led in the flag salute.

II. **PRESENTATION OF FY 20-21 AUDIT**

Ryan Pasquerella introduced himself for those that didn't know him, and provided background on the Grove, Mueller & Swank firm, and the history auditing the City. He explained the requirement of the additional single audit, which was due to the amount of federal money received and expended from both the water treatment plant funding, and the Coronavirus funds, noting there had been a lot of money coming in and going out compared to previous years.

Ryan went on to provide a general overview of the City's financial information, explaining the cash basis of accounting and the auditing firms role in providing a clean, unmodified opinion on the financial statements and information provided by management, as well as the narrative offered in the Management Statement & Analysis, which is a snapshot summary of the overall finances of the City. Ryan pointed out the City was in compliance with Oregon Revised Statutes and continued to do a good job in managing internal controls, budget processes, following the procurement rules, and other requirements of the audit. He spoke on the cash balances of several funds in comparison to the prior year and highlighted the process of verifying the City's debt and use of state funds.

Moving on to the City's single federal audit, Ryan Pasquerella explained it was required when the City spends more than \$750k of federal money during a fiscal year. It only applied to the City due to the funds expended for the water treatment plant project and Covid-19.

Ryan noted there were no findings, material issues, or significant deficiencies discovered, and appreciated staff's efficiency. There were no questions from Council; however, Councilor Beyerl and Mayor Myers complimented staff on their efficiency and fiscal care, noting they had experienced many years of great audits.

III. **OLD BUSINESS** – none

IV. **NEW BUSINESS**

- 4.1 City Councilor Resignation - Councilor Beyerl moved to accept the resignation of Patrick McKenzie. Councilor Kellogg seconded. All in favor: Ayes – 5, Opposed – 0. **APPROVED.**

- 4.2 LAC Reappointment Request from Linda Baker - Councilor Beyerl moved to approve, seconded by Councilor Rossiter. All in favor: Ayes – 5, Opposed – 0. **APPROVED.**
- 4.3 Planning Commission Reappointment Request from Bruce Forbes - Councilor Watkins moved to approve. Councilor Kellogg seconded. All in favor: Ayes – 5, Opposed – 0. **APPROVED.**
- 4.4 Planning Commission Reappointment Request from Ron Gilles - Councilor Beyerl moved to approve, seconded by Councilor Rossiter. All in favor: Ayes – 5, Opposed – 0. **APPROVED.**
- 4.5 Annual Dismantler Application: Rod Beckner, 442 Cemetery Hill Rd. - Councilor Perry moved to approve the annual license. Councilor Beyerl seconded. All in favor: Ayes – 5, Opposed – 0. **APPROVED.**

V. **DISCUSSION/INFO** – none

VI. **CONSENT AGENDA** – Councilor Beyerl moved to approve, with the additional A/P sent out later. Councilor Rossiter seconded. Discussion: clarification was provided to Councilor Kellogg on the expense for the radio read software module. All in favor: Ayes – 5, Opposed – 0. **APPROVED.**

VII. **VISITORS** – none

VIII. **COUNCIL & STAFF COMMENTS**

Mayor Myers reminded everybody of the annual holiday dinner the following week, which would be at the Community Center.

Councilor Beyerl shared an update from the MPO regarding funds trickling in, noting the larger portion would come in about a year and then decrease over 7 years, but there were no numbers at that point. He spoke about a pilot program the City of Corvallis was putting together to assist low-income people with purchasing electric bikes.

Sarah Cook shared the success of the tree lighting event and recognized Jeff Buskirk on his 30th anniversary with the City of Jefferson. She shared a slideshow of photo's spanning Jeff's employment. Mayor Myers complimented Jeff's ability to lead the Council down the road they need to be on, noting there wasn't enough thanks to compare to all Jeff had done for the City. Councilor Beyerl appreciated his honesty and hard work, while Councilor Perry added it was through Jeff's leadership in the world of public works that Jefferson had the envy of many larger cities.

IX. **ADJOURNMENT** – Councilor Beyerl moved, seconded by Councilor Perry. All were in favor and the meeting closed at 7:16pm.

MINUTES APPROVED this 27th day of January, 2022.



Michael D. Myers, Mayor

ATTEST:



Sarah Cook, City Manager/Recorder