



CITY COUNCIL DECEMBER 4TH, 2017 **AGENDA**
REGULAR MEETING 7:00 PM
City Hall, 1001 Bridge St. Vernonia OR 97064

Mission Statement

The City of Vernonia pledges to be an ethical and responsive government using community collaboration to foster leadership and a vision for civic improvement while providing a safe, peaceful, economically viable community.

1. Call to Order and Pledge of Allegiance – Mayor Leonetti

2. Additions or Corrections to Agenda

3. Councilor Committee Meeting Reports

4. Topics from the Floor

Persons addressing the Council must state their name for the record. All remarks shall be directed to the entire City Council. The Council reserves the right to delay any action requested until they are fully informed on the matter.

5. Consent Agenda for Approval

- A. City Council Meeting Minutes for November 20th, 2017 Pg. 1-3
- B. Public Works Committee Meeting Minutes for October 24th, 2017 Pg. 4-5

6. Unfinished Business

7. New Business

- A. Public Works Recommendation – Removing Water Rate Allowance Pg. 6

8. Business from Departments

- A. Police Department – Chief Conner
- B. City Administrator Report – J. Mitchell

9. Ordinances/Resolutions

10. Correspondence

- A. Preliminary 2017 Population Estimate Pg. 7

11. Items from Mayor and Councilors

12. Action Item Summary

13. Adjournment

AMERICANS WITH DISABILITIES ACT NOTICE

Please contact the City Recorder, Vernonia City Hall, 1001 Bridge Street, Vernonia, OR 97064 (Phone No. 503-429-5291) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TCC users please call Oregon Telecommunications Relay Service at 1-800-735-2900.



CITY COUNCIL NOVEMBER 20th, 2017 **MINUTES**
REGULAR MEETING 7:00 PM
City Hall, 1001 Bridge St. Vernonia OR 97064

Mission Statement

The City of Vernonia pledges to be an ethical and responsive government using community collaboration to foster leadership and a vision for civic improvement while providing a safe, peaceful, economically viable community.

Councilors In Attendance: Mayor Leonetti, Councilor McNair, Councilor Hult, Councilor Wagner and Councilor Seager

Staff in Attendance: City Administrator Mitchell, Finance Director Handegard, Police Sergeant Carnahan and City Recorder Borst

Media Present: None

Call to Order and Pledge of Allegiance – Mayor Leonetti

Mayor Leonetti called the meeting to order at 7:00 pm

Additions or Corrections to Agenda

Councilor Hult made a motion to approve the agenda as written. The motion was seconded by Councilor Wagner.

Votes: Councilor Seager: Yes Councilor Hult: Yes Councilor Wagner: Yes
 Councilor McNair: Yes Mayor Leonetti: Yes

Motion carried.

Councilor Committee Meeting Reports

Councilor Seager attended the Parks Committee meeting where they received a training from the City Recorder on committee rules and meeting protocol. They also received the finance report, skate park presentation and had a grant application discussion. They have a work session scheduled on November 29th at 6:30 for more in depth grant application discussion.

Topics from the Floor

Persons addressing the Council must state their name for the record. All remarks shall be directed to the entire City Council. The Council reserves the right to delay any action requested until they are fully informed on the matter.

Wendy Sears, Vernonia, gave Council a short update on the Skate Park (See File). City Administrator Mitchell explained that the State Parks Grant is a lump sum grant that the Parks Committee had already prioritized funds for items needed in parks. At the work session they will be discussing the grant application and what projects will likely be funded by the grant. The Committee is hesitant to give a recommendation for the skate park until the grant application has been discussed. The Committee intends to submit a recommendation for the State Park Grant application on December 18th.

Janet Gray, Vernonia, is concerned about the condition of the roads. An area of particular concern is Madison Avenue as the road is diminishing. Councilor McNair recommended that she attend the next Public Works Committee Meeting as they are currently discussing the 5 year plan for roads.

Consent Agenda for Approval

- A. City Council Work Session Minutes for October 30th, 2017
- B. City Council Meeting Minutes for November 6th, 2017
- C. Parks Committee Meeting Minutes for September 2017
- D. Parks Committee Meeting Minutes for October 2017
- E. Library Board Meeting Minutes for October 2017

Councilor Hult made a motion to approve the meeting minutes listed above, as presented. The motion was seconded by Councilor Wagner.

Votes: Councilor Seager: Yes Councilor Hult: Yes Councilor Wagner: Yes

Councilor McNair: Yes Mayor Leonetti: Yes

Motion carried.

Unfinished Business

New Business

A. Quarterly Finance Report

Finance Director Handegard presented the report to Council. She added that the negative General Fund balance was a reflection of property taxes having not been received at the time the report was run. A portion of the taxes have now been received. The negative fund balance for the Parks Fund is due to the picnic shelter not yet being completed as the State Park Grant will not reimburse until completion.

Councilor McNair inquired as to why both the sewer and water fund have such large ending fund balances. Mrs. Handegard explained that that is due to the cash carry forward. Councilor McNair stated that viewing totals this way is deceiving and requested a report excluding cash carry forward.

B. Nebergall water line/leak discussion

Tim Nebergall and City Administrator Mitchell presented the request to Council. Councilor McNair inquired as to if this is a private line or city owned. Mrs. Mitchell explained that the city main ends at 3rd avenue. This line is an exception to the norm as the line was installed by a private property owner and the city let him hook up to city services. There was no formal agreement for who is the owner of the line. Once the Noakes Road water line is installed, this will no longer be an issue.

Mr. Nebergall explained that when the fence was originally installed last year Mr. Jermann notified him that he broke the water line and fixed it. He has received no such notification this time. Mrs. Mitchell explained that City Staff has not been able to contact Mr. Jermann as there is only a shop building at the property in question. Councilor McNair explained that the line in question is essentially a lateral and in that case the property owner would be responsible for the fix/leak. Mrs. Mitchell explained that the case could be made that this is a city owned line, not the property owners. Mr. McNair is concerned that if the City fixes this line we will be setting the precedence that we will fix other laterals.

After brief discussion, Councilor McNair inquired as to if those whom decide to hook to the new line will have to pay SDC's. Mrs. Mitchell explained that they would not, however they would have to pay connection fees. Installation of the new water main is expected to be around \$70,000 with potentially \$41,000 recouped thru connection fees.

Councilor Hult explained that she would like to see Mr. Jermann involved in finding and fixing the leak. If its discovered that the leak is his fault, she would like to hold him accountable. She agrees with putting a meter on Mr. Nebergalls property as a short-term solution, as suggested by Councilor Seager.

Councilor McNair expressed concern that the line is not ours therefore we cannot access the property where the suspected leak is located. Mrs. Mitchell explained that she believes we have a prescriptive easement and will therefore be able to access the property to fix the issue. Councilor McNair is not in agreement. Mrs. Mitchell stated that she will have to discuss with the Public Works Director potential solutions. In the mean time she would like Council direction on what to do with the leak charge.

Councilor McNair made a motion for staff to extend the excess billing charge on Mr. Nebergalls water until a solution is discovered. He requests a solution by the end of the year. The motion was seconded by Councilor Hult. Mayor Leonetti declared conflict of interest and abstained from voting (No reason was given)

Votes: Councilor Seager: Yes Councilor Hult: Yes Councilor Wagner: Yes

Councilor McNair: Yes Mayor Leonetti: Abstained

Motion carried.

C. Council Work session and Meeting Scheduling

City Administrator Mitchell presented the request to Council. Consensus of Council is to hold a work session to discuss the Cemetery House on December 11th at 6pm.

Council will have a quorum on December 18th so the regular Council meeting will be held.

Business from Departments

a. Police Department – Chief Conner

Sergeant Carnahan explained that when Chief Conner is back from his leave they will be reviewing the applications for the open position.

b. City Administrator Report – J. Mitchell

Wastewater Treatment Plant: Still awaiting the final bid. We are now discharging to the river and trying to keep up with the influx of rain water into the treatment system. If we have to we may pump as well as discharge to lower lagoon levels to install bio domes.

Rose Avenue Project: Once construction contract is finalized by all parties, we will go out for bid, with approximate construction start dates in Spring of 2018.

Nickerson Ridge Estates: City legal staff has been notified that the Court has set a June 2018 date for the hearing regarding the case between R. Smejkal and City of Vernonia.

Spencer Park Picnic Shelter: Volunteers are setting up next work party dates, they will post opportunities on Facebook.

Greenman Field Grand Stands: I attended the School Board meeting and brought up the Council's request, I am going to the next meeting to discuss the issue as it will be on the Agenda.

Street Projects: Remaining streets to repair in this fiscal year; Old Bridge Street and Polk Avenue will get graded, re-rocked, and culvert upgrades.

Nickerson Creek Issue: Nothing current to report.

Mile Bridge (Green Bridge over Nehalem River): Neither Sally nor I were able to attend the November 9th meeting. We are planning on getting together after the Thanksgiving holiday to discuss next steps.

City/County Dinner: Tuesday, November 28th; at Warren Country Inn, 6:00pm. Councilor Hult and Mayor Leonetti will attend with City Administrator Mitchell.

Ordinances/Resolutions

Items from Mayor and Councilors

Councilor Wagner was absent from the last meeting as she was attending the City of Astoria's City Council meeting. The meeting was very informative on Council procedures and she encourages other Council members to attend a City Council meeting at another jurisdiction.

Councilor McNair stated that he would like to speak to the City Attorney about media relations and to clarify his first amendment right. Consensus of Council is to hold a work session with the City Attorney present for questions. The work session will be held on January 8th at 6:00 PM. City Recorder Borst explained that Council training on public records and meeting law can be incorporated into the work session as well.

Councilor Hult stated potential conflict of interest before inquiring about the arborist at Ora Bolmeier. City Administrator Mitchell stated that there is no update at this time.

Action Item Summary

Staff will bring a proposal for solving the Nebergall water issue by the second Council Meeting in December

Staff will extend the due date for the Nebergall water leak charges until a solution is decided by Council

Council will have a work session to discuss the Cemetery House on December 11th at 6pm

Council will hold the regular City Council meeting on December 18th

Staff will schedule a work session with the City Attorney on January 8th at 6pm

Staff will send the media policy to Council in preparation for the January discussion with the City Attorney

Adjournment

Mayor Leonetti adjourned the meeting at 8:05pm

These minutes were approved at the December 4th, 2017 City Council Meeting.

Stephanie Borst, City Recorder

Mario Leonetti, Mayor

**Public Works Committee
October 24th, 2017
Vernonia City Hall 6:00pm
Approved Minutes**

Call to Order-George Tice 6:05 pm.

Attendance of Members- Sam Potter, George Tice, Tony Schrader and Dale Webb. Liaison-Bruce McNair Staff- Ben Fousek and Josette Mitchell.

Additions or Corrections Agenda-Added Weller sewer issue 6A. Sam moved to accept, Tony 2nd, passed unanimously.

Public Comment- None.

Approval of Minutes of Previous Meeting- Approved with correction to “B-not to now” September 26th, 2017 minutes, motion by Sam, Tony 2nd, unanimous.

New Business-

A. Weller Sewer Issue-Josette and Tony back grounded the Weller issue and that it is far more than just a local isolated issue. Josette stated that Corey Hill is slated for smoke testing to find the sources of I&I, it is believed this will give us the most success on this issue.

Unfinished Business-

- A. Ben-Update on current street projects-** Ben reported that the paving has been completed on proposed list of streets for this year and edge graveling is being finished at this time. Louisiana and B “stub” is waiting on grant funding.
- B. Ben-Water rate philosophies-allowance/tiers, meter multipliers and additional revenue needs-**Ben discussed the different types of meter multipliers and the complexities that we could get into if trying to get down to absolute fairness. There was discussion that the gain from doing so would be out weighed by the cost and the added complexity to our systems. We discussed the outside water users and concluded to leave this aspect alone. Lastly we discussed the allowance issue, Ben presented findings about allowance that gave the PWC and staff a better understanding of how allowance had evolved over the years and how it is misrepresented in our rates. Ben and Dale to explore more of how changing allowance would impact rate payers.
- C. George-General discussion in regards to Nickerson Ridge and Knott Street-**George asked if there was anything the PWC could help with on this issue, Josette discussed the subject and where we are at and that there is not much the PWC can assist with.

City Administrator report- None.

Committee reports- Sam commented on the progress on the Spencer Park shelter project, he likes seeing the progress.

Dale asked about our status on Lake Vernonia II (the unintentional lake formed by soil removal for sewer project). Josette informed us that they are currently working with Lower Columbia Engineering to get a permit approval for the project.

Tony is concerned that streets are built out to our standards, Louisiana as an example. Tony also commented that Knott Street could be widened by running storm drainage down the north side and then building over the ditch line.

Report to City Administrator- None.

Recommendation to Council- None.

Next Meeting Date- 11-28-17

Adjourn-8 Pm

Exhibit C
Recommendation Letter Standard

Date: 11-30-2017

To: Vernonia City Council

From: Public Works Committee

Re: State subject of Recommendation

The Public Works Committee, at the November 28th, 2017 committee meeting recommends by majority vote (4-1) to the City Council to direct the Rate Review Committee to return to council for review a water rate with no allowance given for consumption.

The PWC believes in following our guidance of making our water rates as fair as possible to our rate payers, in doing so it has been recognized that giving an allowance in the water rates is creating a subsidized group of users that are being paid for by higher water users. Staff also tells us that discontinuing allowance for water will make the rate modifications in the billing process more streamlined for staff.

Signed,

_____ (Committee Secretary)

_____ (Committee Chair)

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– IMPORTANT NOTICE –

Preliminary 2017 Population Estimate

November 15, 2017

To: **Vernonia city**

Listed below is the preliminary population estimate for July 1, 2017. Also included are the certified 2016 estimate and 2010 Census figure. The July 1, 2017 estimate will be certified following the review period on December 15, 2017.

PRELIMINARY POPULATION ESTIMATE:

JULY 1, 2017: 2,065

CERTIFIED POPULATION ESTIMATE:

JULY 1, 2016: 2,065

CERTIFIED CENSUS FIGURE:

APRIL 1, 2010: 2,151

The 2017 CERTIFIED population estimates will be posted to our web site by the close of business December 15, 2017 at the following page URL:

<http://www.pdx.edu/prc/population-reports-estimates>

If you have any questions or comments about the preliminary population estimate, please contact:

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