

**May 20, 2020  
Regular Session  
City of Gaston  
Zoom Videoconference**

**Present:** Mayor David **Meeker**, Council President Bill **Martin**, Andrew **Sewall**, Sarah **Branch**, Suzy **Whittaker**, and Don **Richter**. Also present is Brent **Whittaker**.

**Absent:**

**Staff Present:** City Recorder Wenonah **Blanchette**.

- I. Mayor David **Meeker** called the regular meeting to order at 7:45PM.
- II. **ROLL CALL:** City Recorder **Blanchette** conducted the roll call for the record with:  
Councilor Mario **DePiero**: Present  
Councilor Andrew **Sewall**: Present  
Councilor Bill **Martin**: Present  
Mayor David **Meeker**: Present  
Councilor Sarah **Branch**: Present  
Councilor Suzy **Whittaker**: Present  
Councilor Don **Richter**: Present
- III. **ADDITIONS OR DELETIONS:** Mayor **Meeker** called for additions to the agenda with Councilor **Martin** announcing he would like to discuss police services with Councilor **Whittaker** confirming that is up for discussion under New Business.
- IV. **CITIZEN COMMUNICATIONS:**  
Mayor **Meeker** called for citizen communication with City resident Brent **Whittaker** announcing he would like a resolution from a credit card transaction that went through his account occurring last month with Recorder **Blanchette** stating she is waiting for his response sent to his email before reimbursement will be issued. Brent **Whittaker** will follow up. No action taken.
- V. **STAFF/COUNCIL/COMMITTEE/SUPERVISOR REPORTS:** Mayor **Meeker** called for staff reports at this time:  
**Police:** Deputy **McCreary** provided his report for April with the following information:
  - Shooting reported at the Screamin' Chicken Diner and later found out shooting took place at the mobile home park, south of town, outside of Washington County Sheriff's jurisdiction. It is alleged a debt was owed with the individual going to the mobile home park to collect this debt and did not go as planned. That person was then allegedly shot, drove to the Screamin' Chicken later reporting the incident and later life fled. Yamhill County Sheriff's completed their side of the incident but being the victim does not want to press charges causes concern as they both travel through the City every day.
  - Four alarm calls were made in April all being businesses reporting false calls. Altogether, calls for services are up from last month including increases in DHS (Department of Human Services) calls.
  - Kids and minor vandalism reported south of the school grounds near the new development. A fire was started on school grounds near the area and was reported as reckless burning.
  - The cluster mailbox on Trail and Hedin broken into with someone drilling out the main lock gaining access to all mail delivered between Saturday to Monday morning, unknown how much mail is unaccounted for. Several locations outside city limits have had mail theft occur this being the only known location inside city limits and believe it is due to stimulus checks.
  - Police Services contract from Washington County Sheriff's Office is for 30 hours a week and 10 hours dedicated to cover high priority calls outside city limits for a full 40 hours-a-week schedule. Police hours start Monday through Thursday 6am and end by 4pm then was changed

to 7am to 5pm once COVID-10 restrictions and closures were put in place. Call volume data at the communication center reports Gaston's calls occur during the day but does not report when crimes occur. Deputy **McCreary** said if calls begin to occur in the evening, he can flex his schedule to working evenings but working at night is not necessarily productive waiting for crimes to occurs.

- Vehicle was towed and impounded from Salter Street.
- Budget Committee Chair and Gaston resident Brent **Whittaker** thanked Deputy **McCreary** for his town interactions, seeing his presence around; his professionalism and drive for patrolling the City on an ongoing basis. Deputy **McCreary** was asked by the budget chair to provide the budget committee with a breakdown of self-imitated contact and public demand incidents prior to next budget committee meeting Tuesday for review.

Mayor **Meeker** called on Susy **McKenzie** for further public comment to talk with Council and Budget Committee members as a citizen of Gaston and as representative of the Gaston School to thank the City with providing contracted police services. As a member in the community for many years; having a local police presence in the community as well as in the School, provides a stronger sense of safety and security amongst the community. There is fear of increased crime in the city due to circumstances relating to COVID-19 and continued police presence helps alleviate anxiety amongst the community. Susy **McKenzie** expressed to Council her concerns reducing police services and when Council considers budget decisions to make decisions based on what's the division, what's the mission and how you arrive at the decision to cutting money based on what's best for the community and what's best to make the city operate efficiently. Further discussion heard between the Budget Committee Chair Brent **Whittaker** and Susy **McKenzie** regarding police response and police presence with the School with Deputy **McCreary's** involvement with school asking for the School during budget discussions consider collectively sharing funds to support police services. Further discussion heard on police monies available and funds for school resource officers. Councilor **Martin** insisted the community members he spoke with would be willing to pay additional taxes to continue and maintain the same level of police services.

Mayor **Meeker** called for any more citizen communication with none heard.

**Recorders Report:** Recorder **Blanchette** provided her report for April with the following information:

- Financials: Provided updated financials as prepared by the city's accountant for Council to review. All funds are now in the positive.
- Legal:
  - 3<sup>rd</sup> Street: Working with the attorney on drafting letters to be sent to all surrounding property owners informing them of the work to come.
  - Onion Lane: The attorney is preparing an MOU (memorandum of understanding) for use of the parking area with the Oregon Fish & Wildlife and the City of Gaston
- Public Records Request: Two separate requests for public information based on the freedom of information ask was provided. These requests come every year to ensure compliance.
- Land Use
  - 104 Mill Street: Continued requests have been made for the property owner to connect within the City's storm system. Information was forwarded to Hiland Water with the response that they do not work on storm systems but follow up with the property owner to obtain a proposal from a contractor to discuss further.
  - Onion Lane: Continued to work with Fish & Wildlife to file proper land use development forms for installing the restroom at Onion Lane possibly requiring a site development review.
- Municipal Court: Court is rescheduled to July 21<sup>st</sup>, cancelled from May 18<sup>th</sup> because of COVID-19.

- Water Loss: Information was provided to Council reporting high water loss with the property owner at 3<sup>rd</sup> and Church Street reporting water theft from the hydrant.
- Judy **Clark** from HR Answers will be providing information relating to job descriptions and HR concerns Friday.
- 100 3<sup>rd</sup> Street: A memo was provided by the engineer and will review later.
- Grants:
  - Cottonwood Safe Routes to School: Obtaining temporary construction easements from property owners with the help of Jason from AKS Engineering.
  - Council will need to consider adopting the Project Identification Program through the Safe Routes to Schools incorporating an update to the transportation master plan between Cottonwood Street to County Mobile Estates widening the surface area, adding fill to the west side of the highway allowing room for a walking path/sidewalk.
  - 3<sup>rd</sup> Street: Letter of Interest are being drafted to the surrounding property owners.
- Library Repairs: Continue to work with the City's insurance company for repairs to the library due to water damage. Three bids have been provided and waiting for the insurance adjuster to review for the City to select a contractor.
- Frontier has filed for bankruptcy with North West Fiber dba as Ziplly Fiber taking over telephone services. The City will be looking to update the franchise to reflect this.
- Waste Management Franchise: The City is working to update the franchise soon. It was inquired that the Council requested at the last meeting the Recorder obtain proposals for garbage collection services from Waste Management and Western Recology. The Recorder will need to consult the attorney on regulations for engaging into franchise negotiations with a bulk waste collection company. Councilor **Branch** reinstated the City will be looking for proposals that include (*new*) yard debris collection services, regular bulk collection services and recycling.

Councilor **Branch** stated current water loss is above 40% and a high priority is reducing that amount with considering how the City hires for the public works director. The City's water loss must be managed reporting Forest Grove water loss is 10-15% and anything above 20% significant. A leak detection study was recently conducted and not received the report back. Brent **Whittaker** requested a copy of the leak detection report to help Council with making decisions for critical water repairs.

**VI. PRESENTATIONS:** *No presentations at this time.*

**VII. CONSENT AGENDA:** Mayor **Meeker** called for a motion to approve the Consent Agenda consisting of:

- Bills Payable for May 2020
- January 15, 2020 Work Session
- March 4, 2020 Special Session
- May 13, 2020 Budget Committee Meeting #2

Councilor **DePiero** motioned to accept consent agenda with second heard by Councilor Martin. Motion passed with aye votes heard from: **DePiero, Sewall, Meeker, Martin, Whittaker, Richter, and Branch.** Nay: 0.

**VIII. NEW BUSINESS:**

**Washington County Police Services Contract 2020-2021:** Councilor **Martin** requested to table this item wanting additional information from the residents of the Community what is wanted from police services. Councilor **Branch** requested additional information in cost comparisons for different hours for service. Washington County Sheriff's Office responded they can provide cost comparisons in 10-hour increments. Currently the City pays for .75 FTE for 30 hours a week for a cost amount of nearly 60% of the entire General Fund annual revenue. Also requested for the Recorder to provide the Budget Committee is cost comparison for Washington County Sheriff not providing hours for what cost is truly with or without an officer and at the

incremental amounts of their suggested 10, 20, 30 hours. Budget Committee Chair Brent **Whittaker** asked Mayor **Meeker** to be recognized with the Mayor responding it be nice. Brent **Whittaker** read aloud the letter from Resident Ruben **Lopez**. (*attached*) (*verbatim at this time*)

Budget Committee Chair **Whittaker**: Now I don't know if Ruben's still on the Zoom meeting, but everyone was very appreciative of him making this and participating in the budget committee last night and tonight. My question, specifically for Councilor **Martin** is do you have a copy of the petition that you put in front of everyone, and by the way I commend you for your efforts because I think that as a Councilor it is your responsibility to seek your constituents and I commend that. But I would like to see---

Councilor **Martin**: Yes, and no I'm not going to— (*inaudible*)

Councilor **Richter**: —I've seen it.

Budget Committee Chair **Whittaker**: So, okay, so, do you have a copy of the information that you provided to put in front of the Council tonight?

Councilor **Martin**: No, I do not, but if you would like it, I could sure get it to you.

Budget Committee Chair **Whittaker**: Okay, so you (*inaudible, phone ringing*) pardon me sir, is it my understanding you did not come prepared with the information that you provided to citizens to provide to the City Council, is that correct?

Councilor **Martin**: Well if you wanted it all you had to do was ask.

Budget Committee Chair **Whittaker**: That wasn't my question, sir. My question is do you have the ability to provide the information that you provided to the citizens to the City Council tonight?

Councilor **Martin**: Please—

Councilor **Richter**: All's he wants is the information. Leave it at that.

Budget Committee Chair **Whittaker**: Do you have it with you so you can read it to the Council?

Councilor **Martin**: Stop! I will bring it down tomorrow and have will have Wenonah copy every name I've got written down to supply you and the other Council members.

Budget Committee Chair **Whittaker**: I am not a Council member; I am asking you—

Councilor **Martin**: I don't know if I have to answer to you Mr. **Whittaker**? (*Inaudible, several persons shouting 'Point of Order'*).

Budget Committee Chair **Whittaker**: I'm going to assume based on the letter that was provided by the citizen that the communications that were provided to citizens was that the city leadership as quoted in Ruben **Lopez's** letter was planning on reducing hours to 10 or no hours of law enforcement and because we have no information to argue that point, I think we can go ahead and move forward with that. Obviously, this has not been the case. Nobody discussed reducing it to 10 hours or no and as Chairman of the Budget Committee because we are on this topic, I will remind the Council that we arbitrarily threw a number in there highlighted it green for Council discussion. Now to provide you with the information specific to the contract itself, based on fact which unfortunately has not been provided to our citizens, based on fact, we are charged \$92.95 per hour for police services. At 30 hours that takes it to roughly \$145,000 with the new increase from Washington County. Judging by Sgt. **Ray's** request that we keep it in 10-hour increments. From last night's meeting obviously the arbitrarily number we threw in there so the Council would review it is not going to be accurate. If we were to go in 10-hour increments the reduction would be to \$100,386 and with that I would yield to the Council up for discussion.

Mayor **Meeker**: Anybody want to chime in?

(*due to technical difficulties, Councilor Sewall was asked to repeat what he said*)

Budget Committee Chair **Whittaker**: I hate to say this you're cutting in and out pretty bad.

Councilor **Sewall**: Oh no, is this any better? (*speaking louder*) Should I start from the top?

Councilor **Branch**: Please do.

Councilor **Sewall**: So briefly, I want to go over things that have been, occurred in the budget committee meeting and clarify some things that community members may have heard or may not be aware of if they weren't in those meetings. First of all, no budget decisions have been made

yet. We are in the middle of this process; the beginning of this process, we had meeting number 3 tonight of our first official read through where we take it page by page and discuss why items, make adjustments, that need it and find out that we are looking at essentially all areas of the budget and looking how we can tighten things up. And in some cases, increase spending where that is necessary, but the point is to make informed decisions for the city to function and also for the good of the community. I just want to emphasize that at no point in the budget or in the council meeting eliminate police services. Can you guys still hear me?

Councilor **Richter**: We hear you loud and clear.

Councilor **Branch**: Yes sir.

Councilor **Sewall**: Do we have Sgt **Ray** with us tonight?

Councilor **Richter**: He left for home a while back.

Councilor **Sewall**: So, I guess I was hoping we would be having a conversation with them. I was under the understanding that maybe there was some creative ways to meet the needs of both Washington County or the City but maybe we're going have to wait on that.

Lieutenant **Wheaton**: Mayor **Meeker** may I jump in?

Mayor **Meeker**: Yes, you may

Lieutenant **Wheaton**: Hi there, I'm Jim **Wheaton**, I'm a patrol lieutenant with the Washington County Sheriff's Office. I think I met most of you or, good evening, Mayor and Council and Budget Committee for having me. I might be able to shed a little bit of light on that if it's helpful. Regarding some options that we did that we can come up with. I just want to stop and thank you all for your support and appreciate that partnership and completely agree that at the end of the day we're all getting hit but I think there's a lot of stuff we can come up with so fire away.

Budget Committee Chair **Whittaker**: So, Lieutenant **Wheaton** thank you for being here tonight. We heard from the Superintendent of the school Suzy **McKenzie** earlier and to your point, everybody's been hit with budget concerns so as she had talked about a 17% reduction in state funds and their allotment being significantly down which that's how a lot of their funds are determined. But what she had also mentioned was that she would be willing to discuss with the budget committee for next year, potentially a participation and just for clarification, I don't see that being an issue with Washington County but because there was a little bit of information put out about preferring 10-hour increments, I guess my question is kind of multi-pointed in that 1.) depending on if the budget allows next year to participate with Washington County services and 2.) based on our amounts, you know 10 hours is a significant drop. That's a 33% reduction in services. Is there any flexibility from Washington County deviate from those 10 hours 1.)? And 2.) could that also be made up by, instead of a dedicated officer, could that be made up by a west end officer?

Lieutenant **Wheaton**: Okay, to answer the first part of your question, the answer is always going to be that we're going to do whatever we can do to fit the needs of the City. So, if it's something where we do have a preference like Stg. **Ray** talked about in 10-hour increments, it's more of an administrative functionality issue we discussed already, our deputies work 10-hour shifts. It's difficult, much like you know when Deputy **McCreary** comes into the meeting, it's hard to tell when you're a real-working deputy it's very difficult to do things on scheduled timeframe say after shift and whatnot. So that's what makes it difficult. It's hard to promise that we can get someone a certain time within a shift that's why we're trying to make it a whole lot easier. With that being said, nothing should be off the table when we're talking about things like that, I'm hearing from some of the concerns from the City I feel what you guys are going through there and we want to make sure we're partnering in this and not kind of an obstruction so. So, what I think, I don't remember who said it first, I do really think it was spun on and just need to get all of the information, we need to see what it's going to look like 10- 20- 30- 40 hours and then just take up numbers and see what fits city's needs and then we go from there.

Budget Committee Chair **Whittaker**: Is that something you can have to the budget committee by Tuesday of next week?

Lieutenant **Wheaton**: Yeah, I should—in fact I'm taking notes over here, that's why I keep looking over here; I've been taking notes throughout the whole meeting. I do have the cost

increase, some different options at 20, 30, and to 40, I figured I just give you the whole range, and then also cost with dedicated officers and how that will flow and on the money side of things but yeah, there's also the practical side of it too and how that's going to look. So, those are conversations that need to be had as well.

Budget Committee Chair **Whittaker**: Thank you for that and again to Councilor **Sewall's** point. I don't think anybody suggesting zero dedicated officers but having that information certainly will be beneficial for the budget committee making the decisions. Now, one other question for you is there an enhanced patrol program that Washington County does for other communities that might be a less expensive option to a dedicated officer or to help subsidize some of those hours? Is there an hourly reduction we can use for enhanced patrol position?

Yeah, the only way—the correct answer is yes, but it would take some cloud ratio between, essentially to presume what's called special district much like our enhanced sheriff's patrol district, like Aloha and in Bethany, and in some of those areas. Essentially what happens is the community comes together and then there's a vote and they become a special district and are able to increase funding and increase, you know I guess the next step would be to increase the amount of police services. As to the question as to what's more expensive, I'm the wrong person to answer those our business folks know more about that but we work, I work very really closely with them which will absolutely helping facilitate those conversations as well.

Budget Committee Chair **Whittaker**: Wow that's great. And again, not to put too much on you but if you could provide that for the budget committee by next Tuesday that would be amazing. One other question, I know that Banks is not necessarily a comparable, neither is Cornelius for it's size, but do you have information as far as based on their population, how many hours Banks provides for Washington County Services?

Lieutenant **Wheaton**: Yes, let me pull that up here, I have that on my...theirs just changed so I don't want to speak out of turn here.

Budget Committee Chair Brent **Whittaker**: If I remember correctly, their somewhere around 2,000 people for their population.

Lieutenant **Wheaton**: On Banks? What were the questions on Banks, I brought up their contract right here?

Budget Committee Chair **Whittaker**: How many hours are provided for Banks for a dedicated officer or if there isn't a dedicated officer, what does that west-end coverage look like.

Lieutenant **Wheaton**: Okay for the non-dedicated officer, essentially, it's just like Gaston, if nobody's their basically faxes get called into the station and they get dealt with in the morning by the deputy. But of course, if it's an emergency a call like that they would come and they would come in and handle that. And by they, I mean the deputies that are out working the west end. —I'm sorry this isn't, I'm not able to pull this up here. I don't know what the most recent changes are but I can get those documents as well as the other stuff I'm going to provide.

Budget Committee Chair **Whittaker**: Okay that's great and along that line, would you mind briefly discussing what the different levels of calls are, what is it? One through Four?

Lieutenant **Wheaton**: Absolutely, before I move on to that, can I just get exactly what you wanted provided to the budget committee so I can update my note over here, I just want to make sure, so I get you the most accurate stuff here that you're looking for?

Budget Committee Chair **Whittaker**: So, we are looking for a breakdown of what Councilor **Branch** asked for is 0, 10, 20, 30, 40 hour break down. We had talked about information on enhanced patrol districts and their costs, Banks based on their population how many hours they provide? Am I forgetting anything Council?

Lieutenant **Wheaton**: That is the one that was missing, I've got them all now, I think.

Councilor **Sewall**: I think that covers it.

Lieutenant **Wheaton**: Okay take me back to the last question about levels of crime. Are you talking about in terms of priority?

Budget Committee Chair **Whittaker**: Priority response, yes.

Lieutenant **Wheaton** Yeah so, we have, technically we have five, but really, we deal with four priority, so priority ones and twos are essentially your, those are your active 9-1-1 calls, those are your domestic disturbances, those are fights, assaults with weapons, things like that. Things that

are generally speaking, car crashes those are things that are going to illicit a light and sirens type of response from police and usually multiple police officers are going to that. As it goes down the line or what we like to call the lower priority calls those are listed codes as threes and fours. And those are going to be—the higher end of a three is maybe a suspicious person kind of lurking downtown haven't committed any crimes yet but looks strange. Could be a welfare check on somebody a family member hasn't talked to in a while. Also, it's kind of those you need to get a police officer there, but you know it's not a life-or-death kind of moment. Does that kind of cover what you're looking for on that?

Budget Committee Chair **Whittaker**: Yeah, I think it does and just to clarify when our dedicated deputy is not on shift, all of those calls goes to Washington County and priority one and priority two calls get dealt with immediately, priority three through five get dealt with the following day. Is that correct?

Lieutenant **Wheaton**: Yes, that's correct.

Budget Committee Chair **Whittaker**: I think that's all the questions I have for you sir. Does any other budget committee or council have any questions for Lieutenant **Wheaton**?

Councilor **Martin**: Yes, this is Councilor **Martin**, how many west end sheriffs' do you have?

Lieutenant **Wheaton**: Well, that's a good question, and by your question you mean on at any given time or just mean working? —

Councilor **Martin**: You mean just working—

Lieutenant **Wheaton**: Sure, it's typically, it's a big area goes, the rural areas go all the way from midway all the way out to almost Tillamook county essentially and on up through Stub Stewart State Park area. It's a big big area and typically were running one to two deputies working out in that area. I'm going to look at our, I have that right here, so right now we have one deputy working that entire area at this point. So that basically means, actually sorry just one more deputy; we have two. So essentially two deputies working in that large span rural areas and that's pretty much pretty typical staffing for we'll say the rural regions outside the City.

Councilor **Martin**: Alright I thank you, was just kind of curious, you know I mean it's, I don't know how to work it out but—

Budget Committee Chair **Whittaker**: —that's a good question, thank you for that. So, Wenonah there were some other items we had put on the budget to discuss with council did we want to do all of that now and if everybody's done with questions for Lieutenant **Wheaton**, we can probly kick him loose for the night?

Councilor **Martin**: Let's just move on, please.

Councilor **Branch**: Lieutenant **Wheaton**, this is Councilor **Branch**, I really appreciate you being available to help us out tonight and to provide us with information moving forward. It's super valuable and I just want to say Deputy **McCreary** has been amazing and we've always super appreciative of the services provided by Washington County. So, on behalf of myself as a citizen and council member, you guys are always so great to work with and I really appreciate it.

Lieutenant **Wheaton**: Thank you very much Councilor I can't tell you how much that makes me fee so great in fact I'm giving Jarrod a big ole' hug just sharing all the stuff. I've been sitting here the whole meeting so I've heard all the wonderful things that you had to say about him so that is great and we're doing what we can and to serve the needs for the City. You know we all value this partnership as much as you guys do so thank you for that and thank you for all the kind words.

Councilor **Branch**: Absolutely.

Lieutenant **Wheaton**: Alright I just want to make sure does anyone have anything before I take off, I don't want to miss something.

Councilor **Sewall**: I just want to keep on a little more praise and also with that just let both you and Sergeant **Ray** and Deputy **McCreary** know that this discussion of police services in the budget committee as well as all the other line items, it's not meant to undervalue you or the services that you provide. I think what we're trying to do is become educated and determine where that ranks in the long list of needs for the City of Gaston and use that information do the hard work which is creating this budget which is—no one wants to be a part of but it's something

that must be done. Again, it's not meant to devalue your work we have to ask these questions and question things and try to rank and prioritize and use it all in making our decisions.

Lieutenant **Wheaton**: Absolutely I really appreciate that Councilor and exactly you know we're curtailing the same types of on our side, and I think it's just been spoken to all night where you know this relationship that we have between the County and the City is like any other relationship built on trust and communication and compromise. I don't think anything should be off the table as far as making sure we're meeting the needs of the City.

Councilor **Branch**: Absolutely Lieutenant **Wheaton** this is Councilor **Branch** again I just remembered one other thing. The neighborhood watch program are those, I know there had been a meeting in the City of Gaston, I believe it was last year, trying to renew that and get that movement going again, I just wanted to check in to still see if that's still an active program as well as if there's any additional information or support around that to increase and help our citizens feel empowered to speak up and you know to do that individual policing in a sense of just trying to keep our neighborhood safe but as well as partnering with the City and Washington County in that way?

Lieutenant **Wheaton**: Absolutely, yeah, the neighborhood watch and sort of those kind of neighborhood community watch groups are very much alive and we have a whole wing of our, not enforcement, but public relations folks who assist with that and all kinds of information, I just make a note right now now to talk with Deputy **McCreary** to make sure he's getting that stuff funneled over to the Council so you guys will have all the information you'll need for that.

Councilor **Branch**: Thanks. Truly appreciate it.

Lieutenant **Wheaton**: Thank you, no problem Councilor. One last thing, I actually emailed Wenonah, I don't know if it's all filled out but there are some grant funding like options called BJAG (Bureau of Justice Assistance Grants) that's not how you pronounce it but anyway they can be used for all kinds of things not really necessarily personnel. But all kinds of different missions, there were questions about using the additional funding into schools. I emailed the fact sheet over to Wenonah if maybe you can forward that out to the budget committee and that might help something like that but anything like that at all, if you guys have any questions, I made a note to do some brainstorming and try to come up with some other options and see what we can do to make this happen.

Councilor **Branch**: That's great, thank you very much.

Budget Committee Chair **Whittaker**: Thank you Lieutenant **Wheaton**, having that kind of participation is fantastic. Yeah, I'm sure it's been described in your work we're experiencing a situation in which the general fund, Washington County police services takes nearly 45% of our general fund budget, so I sure you understand that—

Lieutenant **Wheaton**: Yeah, it's really common in all the cities it's definitely not cheap and we definitely understand that that's why we're trying to work outside the box and come up with some compromises and different ways to get the job done.

Awesome thank you very much for your time tonight.

Thank you all around.

Budget Committee Chair **Whittaker**: So Wenonah, the budget Committee asked you to flag a couple of items. Would you mind going over those quickly? The items that were flagged to discuss with Council beyond the police services because I've probably kicked that dead horse—

Council **Branch**: Just really quickly so, just to make sure Wenonah you hear this, Mrs.

**McKenzie**, or Suzy offered that if a grant is passed through the City that would benefit the school the City and the School, she would like to know because she maybe able to help with grant writing. As Councilor I'd like to bring that to attention because that would be so valuable as you know we do not have a grant writer who is on staff, we only have Wenonah as our Recorder, she's filling the seats of all personnel currently and so that would be super value if we were able to purse something along those lines.

Recorder **Blanchette**: So in respect to the items we wanted to discuss further, looks like we have

- Public works
- Office supplies
- Accounting fees



- Police services contract

Budget Committee Chair **Whittaker**: So in regards to the Public Works employment. I think we had figured out that the budget committee had decided that if it is necessary for the City to hire someone above what was budgeted to comeback with a supplemental budget. Is that what everyone remembers?

Councilor **Branch**: Yes

Councilor **Sewall**: Yeah, I believe that was what Mike's recommendation was.

Councilor **Branch**: And for the City and those not involved with the process Mike is our accounting person.

*(no decisions on police services were made)*

Discussion continued with police services, reducing office supplies costs, eliminating shredding and copy machine services for budget purposes.

**Audit Report 2018-2019**: Recorder **Blanchette** asked Council for questions from the information provided by the 2018-2019 audit report as prepared by Pauly Rogers & Co. PC or the monthly financial reports from Michael **Marr**, the City's accountant. Councilor **DePiero** made a motion to adopt the audit report for 2018-2019 with second by Councilor **Richter**. Motion carried. Aye: **DePiero, Sewall, Martin, Meeker, Branch, Whittaker, and Richter**. Nay: 0.

**Copy Machine Lease Discussion**: Budget Committee Chair **Whittaker** recommended to Council reviewing this item next year and not to engage in updating or changing the current lease on the copier due to cancelation fees exceeding current services.

**Shredding Services Discussion**: Budget Committee Chair **Whittaker** recommended having updated costs for cancelling services. Also suggested is cancelling shredding services but have one or two bulk shredding call-out services a year. Last year this option resulted with cancelation fees exceeding services. The City currently uses a cross shredder and was previously purchased before shredding services was established.

Councilor **Branch** requested to have the budget committee review and make corrections to the budget committee minutes before City Council reviews and approves budget committee minutes.

## IX. OLD BUSINESS:

**Update on Wapato Fish & Wildlife Refuge Parking & Restroom MOU**: Councilor **Sewall** informed Council the City Attorney is reviewing the MOU (memorandum of understanding) for the Fish & Wildlife splitting costs of pumping the septic for the first year, with the City taking over maintenance afterwards. No timeline on the construction for the parking area but soon placement for the restroom will happen with the Fish & Wildlife donating the restroom to the City.

**Staff Reorganization**: Information will not be ready for discussion until Friday from consultant recommendations in reforming staff and job duties. By a mutual consensus it was agreed to have a special meeting after the budget committee meeting on Thursday May 28<sup>th</sup> tentatively scheduled at 8PM but directly after the budget committee meeting scheduled for 6:30PM.

## X. COMPLAINTS:

**New**— None

**Old**—


124 Front Street-Green Awning: Contact was made with Washington County Building Services and they do not provide enforcement towards dangerous or unsafe buildings and cannot inspect the green awning to determine if it's a safety issue. Oregon Department of Transportation stated unless it was hanging down restricting vision or sight ODOT cannot determine if there's a safety

concern. It was agreed by Council to contact the City Attorney to find if the City can determine if there's a safety concern and if the City can require the property owner to address the overhanging metal awning. It was requested by Council to have the Recorder draft a letter for attorney to review for the property owner informing him of the complaint.

100 3<sup>rd</sup> Street Storm Drain Issue: Local resident Brent **Whittaker**, property owner to 100 3<sup>rd</sup> Street was present to review the report provided by Tetra Tech, City Engineer in determining the course of action needed to correct a runoff draining issue. Based on the report, the Recorder was instructed to request a timeline and cost estimate for the necessary work to be performed. Additional discussion heard on damage to the driveway and contacting the City's insurance to determine if an insurance claim can be filed against the water runoff issue. No action taken.

**XI. ADJOURNMENT:** Councilor **Martin** motioned to adjourn the meeting following second heard by Councilor **Richter**. Aye: 7, Nay: 0. Meeting adjourned at 9:30PM

  
\_\_\_\_\_  
Mayor David Meeker

Attest:   
\_\_\_\_\_  
City Recorder Wenonah Blanchette