

# CITY OF PILOT ROCK

## COUNCIL MEETING

January 15, 2013

7:00 PM

### A. Call to Order

The regular meeting was called to order by Mayor Virginia Carnes at 7:00 pm. Council members present were Jim Hinkle, Kacie Moss, Michael Baleztena, Ray Corwin, Misty Rowe, and Shawna Kirk. Also present were City Recorder Teri Porter, Steve Draper Publics Works and Chief Darren Richman. Citizens present Jimmy Dogherty and Chris Robinson.

### B. INVOCATION

Councilor Baleztena gave the invocation.

### C. PLEDGE OF ALLEGIANCE

### D. APPEARANCE OF INTERESTED CITIZENS

### E. PRESENTATIONS.

Jimmy Dogherty informed Council that he is interested in purchasing City owned property that is located west of the gun club and east of the bike pit. If council agrees that the property is for sale he would like to return and present to them a business plan. There was some discussion of the type of business and if he had any immediate needs for water and sewer. He stated that he could operate without water and sewer until it was made available. Councilor Rowe suggested that he check with his insurance company if water was necessary for fire suppression. Councilor Kirk asked if there was anything the City was saving that property for? It was concluded that that piece of land was not being saved for any future projects. Councilor Kirk stated that supporting a local business is a good idea and made a motion to allow Jimmy to return in 90 days with a business plan. Jimmy said he plans to bring in a professional to help him know what the ground is worth and what it would take to start up the business he wants. Council stated that after Jimmy presents Council with a business plan they will consider bringing a real estate professional to assist the City with the transaction. All present voted yes.

### F. ACTION ITEMS

#### F-1 Resolution No. 544

Teri Porter presented to Council Resolution No. 544 and referred to her staff report which stated that a ~~Resolution is needed to offset pending deficits~~. At the December 18, 2012, Council meeting, I informed Council of miscalculations made during the budget process. Using the wrong percentage to calculate PERs caused us to be under in appropriations by \$10,196. The Police Department medical expense was also incorrect and will cause a \$2,293 deficit by

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year end. The Economic Development fund, legal and audit line, will be over by \$1,111 due to unexpected legal fees that were incurred during the negotiations of the sale of the industrial property. There is a possibility of additional fees if the City enters into negotiations on other City owned industrial property. Increasing the fund by \$2,620 will help to cover all of these concerns. On October 16, 2012, Council approved the wage schedule to be in effect January 1, 2013. As stated at that meeting Officer Le Gore's pay would need to be adjusted to bring him in line with the schedule. This adjustment will cause a deficit of \$1,086 by year end. The total of these deficits is \$16,275. The current budget for the General Fund Contingency line is \$30,092 with an available balance of \$27,761.85. This resolution will transfer appropriations from the Contingency line to the accounts needing additional funds as explained above and stated in the resolution. On a motion by Councilor Kirk and seconded by Councilor Moss, Council agreed to adopt Resolution No. 544. All present voted yes.

## **F-2 Appointing a Budget Officer**

At the start of each year, the Council appoints a Fiscal Officer to manage and oversee the development of the City's annual budget. On a motion by Councilor Kirk and seconded by Councilor Hinkle, Council appointed Teri Porter as the Budget Officer for fiscal year 2014. All present voted yes.

## **F-3 Appointing a Council President.**

At the start of each year the Council must elect a president from its membership per the City Charter. The president presides in the absence of the Mayor when the Mayor is unable to perform the duties as stated in the charter. On a motion by Councilor Baleztena and seconded by Councilor Kirk, Council elected Councilor Moss as Council president. All present voted yes.

## **F-4 Low Income Application**

Teri Porter explained to Council that they have received an application for reduced rates based on low income. She stated that the applicant has proven that they meet all requirements. On a motion by Councilor Kirk and seconded by Councilor Baleztena, Council agreed to approve the low income application.

## **F-5 Resolution No. 545 Extending Workers Compensation to Volunteers.**

Each year it is necessary to adopt a resolution which will extend Workers Compensation Coverage to volunteer workers of the City of Pilot Rock. On a motion by Councilor Baleztena and seconded by Councilor Kirk, Council agreed to adopt Resolution No. 545. All present voted yes.

## **F-6 Approval of Bike Pit Events for 2013**

On a motion by Councilor Kirk and seconded by Councilor Baleztena, Council agreed to add F-6 to the agenda. All present voted yes. Chris Robinson of the Bike Pit Associations asked Councils approval for the 2013 Bike Pit events. The events and dates are March 9+10 Fund Raiser, and races on October 13 & November 17. On a motion by Councilor Kirk and seconded by Councilor Baleztena Council agreed accept the 2013 dates for the

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Bike pit usage. All present voted yes. Chris commented that he would attend more Council meeting to help bridge any communication gap between the City and the Bike pit. The Bike Pit meets every Wednesday at 7pm at Archie's and everyone is welcome. The Bike Pit picked up approx. 50 Christmas trees as a community service project. There was discussion regarding different types of events that might draw people out to the Bike Pit.

## **G-1 Department Head Reports**

**(see attached)**

Referring to #1 that Kirmberley has submitted her notice, Teri stated that she would like to open that position back up. It is a part time position that she has reduced from 25 to 15 hours a week, but feels it is beneficial to the operation of the office and the City. Councilor Corwin asked if the problem we are having retaining our people has to do with the pay scale. Teri agreed, stating that we are in competition with employers who pay a higher rate. This position pays 10.75 per hours and has no benefits and no holiday pay. There was discussion regarding the quality of individual that might be interested in this type of job. Councilor Kirk stated that she would like to get back into the work force and would be interested in the position. She stated that she would step down from her position as Councilor. Teri then stated that because it is know that Shawna and she are friends, Teri asked to remove herself from the selection process as there may be a possible conflict of interest. Teri also stated that she has no concerns working with Shawna, she worked with her for many years at Kinzua and they work well together. On a motion by Councilor Kirk and seconded by Councilor Baleztena, Council agreed to post the part time position. All present voted yes. Council stated that they would look at all the application submitted during executive session at the February 5, 2013, meeting.

Teri also added that the Ethics meeting the she and Rindy were to attend was cancelled.

## **H. Consent Calendar**

On a motion by Councilor Kirk and seconded by Councilor Baleztena, Council agreed to accept the consent calendar. All present voted yes.

## **I. City Council Comments**

Councilor Kirk asked if there was there any news regarding Sterling Banks closing. Mayor Carnes said there is not much new to report other than they have taken closing the bank off the table, there is no actual date. They are working to ensure that there is a bank in Pilot Rock. Councilor Kirk then asked if A&V is up on their payments? Teri Porter reported that they are always on time if not early. Councilor Kirk asked if they were doing anything new out there, and no one knew of anything going on with A&V.

Councilor Rowe stated that she had served on the Budget Committee for 2 years and thought that it would be useful if the budget committee could have a breakdown that would itemize each line item and give you more information. Teri stated that she could run a report that would show what was spent and who it was paid to for each line item the

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previous year. The report would use a full ream of paper to print it out but it might give you a better idea of what each line is used for.

Councilor Baleztena inquired about the additional revenue that the new cell tower would generate. He stated that he would like to see it go toward the public safety surcharge. Teri said they will look at it during the budget process.

Mayor Carnes read a letter from the Mayor of Irrigon regarding an incident that occurred during last weekend's game between Irrigon and Pilot Rock. Mayor Carnes said she would be running the letter in the newsletter.

## J. EXECUTIVE SESSION

None.

## K. ADJOURNMENT

On a motion by Councilor Kirk and seconded by Councilor Baleztena, Council agreed to adjourn at 7:55. All present voted yes.

APPROVED \_\_\_\_\_

ATTEST \_\_\_\_\_