

**CITY OF JOHN DAY  
CITY COUNCIL MINUTES  
JOHN DAY, OREGON**

**July 10, 2012**

**Adjourned Meeting**

**COUNCILORS PRESENT:**

Ron Lundbom, Mayor  
Steve Schuette, Council President  
Doug Gochmour, Councilor  
Don Caldwell, Councilor  
Gene Officer, Councilor  
Chris Labhart, Councilor

**COUNCILORS ABSENT:**

Donn Willey, Councilor

**STAFF PRESENT:**

Peggy Gray, City Manager

**GUESTS PRESENT:**

None present

**Agenda Item No. 1 – Open and Note Attendance**

The John Day City Council meeting opened at 7:00 p.m. Mayor Ron Lundbom noted that all Councilors were present with the exception of Councilor Donn Willey who was absent and excused.

**Agenda Item No. 2 – Approval of City Council Minutes of June 26, 2012**

The minutes of the June 26, 2012 adjourned meeting were included in the agenda packets and presented for the Council's approval. **Councilor Don Caldwell moved that the minutes of June 26, 2012 be approved as presented. Councilor Steve Schuette seconded the motion, the motion passed unanimously.**

**Agenda Item No. 3 - Appearance of Interested Citizens**

Mayor Ron Lundbom noted there were no members of the audience present.

**Agenda Item No. 4 – Discuss for signature Consulting Agreement No. 2012-01 with D. George Chadwick, Jr. and the City of John Day**

City Manager Gray explained this is the agreement that retains George Chadwick for the next year to work with the City on our ongoing groundwater monitoring and reporting associated with the wastewater percolation ponds as required by DEQ; this year we added the development of a TMDL (Total Maximum Daily Loads) Implementation Plan that is required by DEQ.

City Manager Gray explained the John Day River does not currently meet some water quality standards; as such, TMDLs are to be established and since the City of John Day operates a wastewater Treatment Plant with a permit to discharge treated effluent into some percolation ponds adjacent to the river, we need to develop a TMDL Implementation Plan showing that the City has implemented practices, enacted ordinances, and adopted a development code that are helpful in reducing the temperature and bacteria loading into the John Day River. She noted a copy of the draft TMDL Implementation Plan is included in the council packets.

The Consulting Agreements No(s). 2011-01 and No. 2012-01 with D. George Chadwick, Jr. were included in the council packets for comparison to the previous year; changes in the new agreement are as follows:

- Changed Agreement Number from 2011-01 to 2012-01
- Changed the dates in the introduction (7/1/2012) and Section 3 to July 1, 2012 through June 30, 2013
- Added TMDL Implementation Plan to Section 1
- Added \$2/hr. to rate in Section 4

Councilor Doug Gochnour asked if the City had a Plan B in case Mr. Chadwick no longer wants to provide this service. City Manager Gray stated we don't have a Plan B as George has always provided this service. Councilor Don Caldwell stated George is young and he thought he would be around for awhile.

Mayor Lundbom questioned why there wasn't a workman's compensation clause in this agreement; City Manager Gray stated he is a contractor and would be responsible for his own workman's compensation insurance. City Manager Gray stated she would contact Mr. Chadwick to see if he has the workman's comp insurance.

**Councilor Chris Labhart moved to allow Mayor Lundbom to sign Consulting Agreement No. 2012-01 with George Chadwick and to have the City Manager check on the workman compensation requirement. Councilor Doug Gochnour seconded the motion, the motion passed unanimously.**

**Agenda Item No. 5 – Discuss for Signature Professional Service Agreement with PARC Resources**

City Manager Gray stated the draft Professional Service Agreement included in the council packet is a rough draft due to the short time frame because of the 4<sup>th</sup> of July holiday. This agreement is to hire PARC Resources to serve as the City of John Day's capital campaign counsel for the new fire station.

The cost for PARC services will be split between the City of John Day and the John Day Rural Fire Protection District. Mr. Foster's proposed schedule of work outlines the activities, timeframe and costs. He has proposed a twenty-four (24) month process with extensive local meetings, monthly conference calls, written reports, and an aggressive grant strategy that would result in 8-10 actual grant applications

submitted on behalf of the project. In addition, PARC Resources offers capital campaign services for a local fund-raising effort by the community to seek private donations as part of this campaign strategy. This support includes development of a feasibility study, a capital campaign plan, development of a “case for support”, local campaign strategy, and training for volunteer fund-raisers in the John Day region. Their not-to-exceed price for completing this work as described is \$41,658; their hourly billable rate is \$99 per hour. The current bid includes all associated travel and printing costs for interim reports and grant application submittals. Their bid includes providing electronic versions of all materials provided under the contract as well as a hard copy of each grant submitted on behalf of the project. All meetings and presentations are included in the budget, so no additional costs are expected unless the City of John Day requests additional services from PARC Resources.

Mayor Lundbom questioned how the City Council would be kept in the loop; City Manager Gray stated Mr. Foster will meet directly with the City Council as stated in the proposed work schedule. Schedule 1.1 showing the proposed work schedule will be included in the next council agenda.

**Councilor Doug Gochnour moved to approve the agreement with PARC Resources and authorized the City Manager to sign the agreement upon further legal review by the City Attorney. Councilor Chris Labhart seconded the motion, the motion passed unanimously.**

#### **Agenda Item No. 6 – Discuss 2013 League of Oregon Cities Legislative Priorities**

City Manager Gray stated for the past three months, eight policy committees have worked to identify and propose specific action as part of the League of Oregon Cities effort to develop a pro-active legislative agenda for the 2013 session. They have identified 19 legislative objectives as set forth in the ballot and legislative recommendation materials that were included in the council packets.

The LOC Board of Directors has made long term commitments to two issues critical to cities: revenue and land use reform. As a result of their designation as top legislative priorities on an ongoing basis neither of these issues appears on the ballot.

Each city is being asked to review the recommendations of the policy committees and provide input to the LOC Board of Directors as it prepares to adopt the League’s 2013 legislative agenda. The League is asking cities to review the proposals and discuss them with staff and return the ballot indicating the top four issues that our city council would like to see the League focus on in the 2013 session. The deadline for response is July 31, 2012. The board of directors will then review the results of the survey, along with the recommendations of the policy committees and determine the League’s 2013 legislative agenda.

The John Day City Council reviewed and discussed the recommendation of the policy committees and it was the consensus of the Council to submit the following top four legislative priorities for 2013 to the League of Oregon Cities:

- A. The Jobs/Economic Development Initiative that supports funding for industrial site development.
- C. Allow local governments a more flexible use of transient lodging tax revenues.
- K. Pass legislation renewing the 9-1-1 tax.
- Q. Recapitalize the Special Public Works Fund, Water Wastewater Fund, Water Conservation, Reuse and Storage Grant Program, and the Clean Water State Revolving Fund.

**Agenda Item No. 7 – Other Business and Upcoming Meetings**

1. League of Oregon Cities bulletins were included in the council packets. City Manager Gray informed the Council that the League of Oregon Cities Annual Conference will be held in Salem this year with registration opening July 3rd. The Conference is scheduled for September 27 -29<sup>th</sup>.
2. A newsletter from Representative Cliff Bentz was included in the council packets.
3. The City of John Day will be hosting the next LOC Small Cities meeting for Region 8 on July 19<sup>th</sup> from 11:00 a.m. – 1:00 p.m., lunch will be served.
4. The quarterly staff report was included in the council packets. City Manager Gray went through the staff report with the City Council. Establishing a vacation leave donation policy and/or adding an emergency fund bank policy to the new employee handbook was discussed. Councilor Labhart stated Grant County had recently established a vacation leave policy; City Manager Gray stated she would call County Clerk Brenda Percy to get a sample of her policy and run it by the City Attorney.
5. The Council was informed that Bruce Ward received his permits from ODOT for ingress and egress for DR Johnson's lot by McDonalds.
6. Councilor Gene Officer stated he would be absent for the July 24, 2012 council meeting.

**Adjourn**

There being no further business before the Council, Councilor Steve Schuette made a motion to adjourn the meeting. Councilor Don Caldwell seconded the motion and the motion passed unanimously. The meeting was adjourned at 7:36 p.m.

Respectfully Submitted:

Peggy Gray  
City Manager

ACCEPTED BY THE CITY COUNCIL, JULY 24, 2012

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Mayor Ron Lundbom