

**John Day City Council  
October 8, 2013  
7:00 PM  
Council Chambers  
AGENDA**

1. OPEN AND NOTE ATTENDANCE
2. APPROVAL OF CITY COUNCIL MINUTES OF SEPTEMBER 24, 2013
3. APPEARANCE OF INTERESTED CITIZENS – At this time Mayor Lundbom will welcome the general public and ask if there is anything they would like to add to tonight's agenda.

**ACTION ITEMS:**

4. DISCUSS FOR SIGNATURE APPLICATION FOR CITY COUNTY INSURANCE (CIS) RISK MANAGEMENT INCENTIVE (RMI) PROGRAM
  - Attachment:  
CIS RMI Application
5. UPDATE FROM PUBLIC WORKS DIRECTOR DAVID HOLLAND; NW 3<sup>RD</sup> STREET BRIDGE STRUCTURAL DEFICIENCY
6. DISCUSS LOGISTICS FOR THE COMMUNITY POTLUCK

**OTHER BUSINESS:**

7. OTHER BUSINESS AND UPCOMING MEETINGS
  - Attachment:
    - Electronic message from Mary Ferrioli dated September 25, 2013

**ADJOURN**

**TO:** John Day City Council

**FROM:** Peggy Gray, City Manager

**DATE:** October 4, 2013

**SUBJECT:** Discuss for Signature Application for City County Insurance (CIS) Risk Management Incentive (RMI) Program

- Attachment:  
CIS RMI Application

**BACKGROUND:**

Once again CIS is offering another risk management incentive program. The Risk Management Incentive Program offers funding to their members for projects that will reduce liability claims. The formula for each member's available funding is based on the 2013-14 liability contribution paid by the member. All members are entitled to receive an amount equal to 25% of their 2013-14 liability contribution not to exceed \$5,000, which can be used over the 3-year time period from July 1, 2013 to May 31, 2016. Members whose liability contribution is over \$30,000 can receive an additional \$2,500, if they match that amount. Members whose contribution is between \$20,000 and \$30,000 can receive a prorated amount of additional funding if they match the amount.

I met with the department heads to discuss projects that could reduce liability claims. In the past we used this program to remodel our Dispatch Center and to purchase new narrow band radios for the Police Department. The department heads decided a good project would be to purchase sewer video inspection camera equipment for the Public Works Department.

We have budgeted \$6,000 in the Sewer Fund and \$6,000 in the Jt. Sewer Fund for this purchase in our current budget. Public Works Director David Holland estimates the cost of used sewer video inspection camera equipment anywhere from \$15,000 - \$25,000.

Our liability premium for 2013-14 was over the \$30,000 which gives us the \$2,500 "Member Match." That amount is already incorporated into our total listed; so we are eligible for a total of \$10,000 if we contribute \$2,500. There is no additional pro-rated amount above that according to Joleen Fink of CIS.

With the \$10,000 grant and the \$12,000 we have already budgeted; Public Works Director Holland believes he should be able to find good used sewer video inspection camera equipment.

The equipment would be used to inspect the sewer mains and to locate the problem areas. Seasonally, the City experiences excessive infiltration and inflow (I/I) into the collection system. To determine potential areas of the system that may be experiencing excessive I/I, the City would like to purchase this equipment in order to reduce I/I and to reduce and/or eliminate sewer backups in the City's sewer system. By purchasing this equipment the City would also have the ability to keep and maintain accurate records for maintenance in order to be in compliance with the latest State and Federal Guidelines.

**RECOMMENDATION:**

In order to apply for this program, the application needs to be filled out online and submitted to CIS for approval. By signing the application it commits the City of John Day to continue to participate in CIS' Liability program for a period of three years from the incentive check issuance date. In the unlikely event that we fail to continue to participate with CIS, we agree to reimburse CIS the incentive amount on prorated share based on three years.

I recommend the John Day City Council allows City Manager Gray to sign and submit the application for the CIS Risk Management Incentive program in the amount of \$10,000 for the purchase of sewer video inspection camera equipment.

**TO:** John Day City Council  
**FROM:** Peggy Gray, City Manager  
**DATE:** October 4, 2013  
**SUBJECT:** Update from Public Works Director David Holland; NW 3<sup>rd</sup> Street Bridge Structural Deficiency

**BACKGROUND:**

Public Works Director David Holland has been gathering information from local engineers regarding the structural deficiency of the NW 3<sup>rd</sup> Street Bridge. He would like to update the City Council regarding his findings to date at this council meeting.

**TO:** John Day City Council  
**FROM:** Peggy Gray, City Manager  
**DATE:** October 4, 2013  
**SUBJECT:** Discuss Logistics for the Community Potluck

**BACKGROUND:**

Mayor Lundbom would like to discuss logistics for the Community Potluck honoring our local volunteer firefighters and emergency personnel on Sunday, October 13<sup>th</sup> at 2 p.m.

Commitments so far:

- Mayor Lundbom – hamburgers and hot dogs, napkins, plates, eating utensils and condiments
- Gardner Enterprises – donation of refreshments
- Councilor Steve Schuette – making arrangements for the grill
- Chester's Thriftway – donating hamburger and hot dog buns and potato salad
- Russell's Custom Meats – donating a spaghetti pasta salad
- Secured the Grant County Fairgrounds Pavilion as a backup in case of inclement weather
- Public Works Director Dave Holland will pick up grill from ODF&W; city crew will set up tables and chairs
- Asking community to bring a hot or cold dish and lawn chairs
- Sandy from Land Title said they will be out of town but will bring in a donation (check) to help with the food

**TO:** John Day City Council

**FROM:** Peggy Gray, City Manager

**DATE:** October 4, 2013

**SUBJECT:** Other Business and Upcoming Meetings

Attachment:

- Electronic message from Mary Ferrioli dated September 25, 2013

**OTHER BUSINESS:**

1. Attached is an electronic message from Mary Ferrioli inviting the cities of Grant County to a work session with the County Budget Committee to discuss the concept of forming a city-county partnership for road projects. The work session will be held on Monday, October 14, 2013, 7 p.m. at the Grant County Regional Airport.
2. The solicitation of proposals for the removal of the dangerous building at 405 SE Hillcrest Road were sent out on Wednesday, September 25, 2013 with the deadline for proposals on Friday, October 18, 2013 at 3 p.m.

**UPCOMING MEETINGS AND EVENTS:**

October 10, 2013	10:00 a.m. Council Chambers	Citizens Fire Advisory Committee meeting
October 13, 2013	2:00 p.m. 7 <sup>th</sup> Street Sports Complex	Community Potluck
October 14, 2013	7:00 p.m. Grant County Regional Airport	Work session with County Budget Committee
October 22, 2013	7:00 p.m. Council Chambers	Regular City Council meeting