

**John Day City Council
February 9, 2016
7:00 PM
Council Chambers
AGENDA**

1. **OPEN AND NOTE ATTENDANCE**
2. **APPROVAL OF CITY COUNCIL MINUTES OF JANUARY 26, 2016**
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. **OPEN SEALED BIDS FOR SURPLUS PROPERTY SALE AND AWARD TO THE HIGHEST BIDDER**
 - Attachment:
 - Advertisement
5. **REVIEW AND DISCUSS SAMPLE INTERVIEW QUESTIONS FOR CITY MANAGER RECRUITMENT PROCESS**
 - Attachment:
 - Sample Interview Questions

OTHER BUSINESS:

6. **OTHER BUSINESS AND UPCOMING MEETINGS**
 - Attachments:
 - LOC Bulletins

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TO: John Day City Council
FROM: Peggy Gray, City Manager
DATE: February 5, 2016
SUBJECT: Open Sealed Bids for Surplus Property Sale and Award to the Highest Bidder
Attachment:

- Advertisement

BACKGROUND:

On March 24, 2015 the Council declared the following items as surplus property:

1978 Ford Van, duel wheels (old ambulance)
1988 Chevy 1 ton, 2 wheel, cab and chassis
1989 Ford 1 ½ ton with duel wheels and dump bed
1994 Chevy S-10 4x4
1997 Chevy 350 Vortec 4x4 cab and chassis ¾ ton (no reverse)
2001 Ford 4 door car (old police car)
8' Disc plow

We advertised the above surplus property for sale this month. The advertisement is included in your council packets. Sealed bids were accepted until January 29, 2016, 5 p.m.

RECOMMENDATION:

The City received several sealed bids, I recommend the Council allow Mayor Lundbom to open the sealed bids and award the surplus property to the highest bidder for each piece of equipment.

TO: John Day City Council

FROM: Peggy Gray, City Manager

DATE: February 5, 2016

SUBJECT: Review and Discuss Sample Interview Questions for City Manager Recruitment Process

Attachment:

- Sample Interview Questions

BACKGROUND:

At your last council meeting you discussed the list of interview questions prepared by City Attorney Jeremy Green. It was the consensus of the Council to have each councilor review the list and choose the questions they would like to use for the interview process for the new city manager.

It was decided that each councilor would choose up to 15 interview questions; they could also expand on the city attorney's questions or develop their own questions by the February 9, 2016 council meeting.

I have included the list of questions developed by City Attorney Jeremy Green for your convenience.

TO: John Day City Council
FROM: Peggy Gray, City Manager
DATE: February 5, 2016
SUBJECT: Other Business and Upcoming Meetings
Attachments:

- LOC Bulletins

OTHER BUSINESS:

1. LOC Bulletins are included in your council packets.
2. On Monday, February 1, 2016 we interviewed Oren Wyss of Tillamook, OR; Mr. Wyss's latest position was in Richland, WA as a Wastewater Treatment Plant Operator and has a WA State group 4 certification. He applied and received reciprocity in Oregon (Level 4 Wastewater Treatment) and applied for the collections 2 exam. For the past 18 years Mr. Wyss has worked in the wastewater industry.

I have offered Mr. Wyss the Wastewater Treatment Plant Operator position and he accepted. As he needs to find a place to stay, we have not agreed upon a hire date as of the time of this agenda.

3. Mayor Lundbom will give an update regarding the meeting with the Oregon Director of Aviation Mitch Swecker on January 28, 2016.
4. The Town of Canyon City would like to schedule a Joint meeting of our Public Works Committees; we're looking at Monday, February 22, 2016 at 5:30 p.m. I sent a message to the Public Works Committee Members, Councilors Paul Smith, Louis Provencher and Gregg Haberly. Please let me know of your availability. Councilor Paul Smith stated he could make it if that date works for the other committee members.

UPCOMING MEETINGS:

February 22, 2016	5:30 p.m. John Day City Council Chambers	Tentative date for Joint Public Works Committee meeting with Town of Canyon City
February 23, 2016	7:00 p.m. Council Chambers	Regular City Council meeting - goal setting session