

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

February 9, 2016

Adjourned Meeting

COUNCILORS PRESENT:

Ron Lundbom, Mayor
Steve Schuette, Council President
Paul Smith, Councilor
Louis Provencher, Councilor
Gregg Haberly, Councilor

COUNCILORS ABSENT:

Lisa Weigum, Councilor
Donn Willey, Councilor

STAFF PRESENT:

Peggy Gray, City Manager
Lance Woodcock, Public Works Director

GUESTS PRESENT:

Daniel Pogue, Kimberly

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 Lisa Weigum and Donn Willey, who were absent and excused.

Agenda Item No. 2 – Approval of City Council Minutes of January 26, 2016

The minutes of the January 26, 2016 adjourned meeting were included in the agenda packets and were presented for the Council's approval.

Councilor Steve Schuette made a motion to approve the minutes of January 26, 2016 as presented. Councilor Louis Provencher seconded the motion, the motion passed unanimously.

Agenda Item No. 3 - Appearance of Interested Citizens

Mayor Lundbom welcomed those in attendance and asked everyone to please sign in.

Agenda Item No. 4 – Open Sealed Bids for Surplus Property Sale and Award to the Highest Bidder

Councilor Louis Provencher moved to allow Mayor Lundbom to open the sealed bids and award the surplus property to the highest bidder for each piece of equipment. Councilor Paul Smith seconded the motion, the motion passed unanimously.

The City of John Day received 19 sealed bids, Mayor Lundbom opened the sealed bids and the John Day City Council awarded the surplus property to the following highest bidders:

Bidder	Surplus Equipment Item	Bid
Jack Bowling	1989 Ford 1 ½ Ton	\$1,550.00
Bob Warren	1989 Chevy 1 Ton	\$ 360.00
Daniel Pogue	1994 Chevy S-10	\$ 825.00
Gordon Larson	8’ Disc Plow	\$ 401.00
Andrew Martin	2001 Ford – Police Car	\$1,050.00
Darin Aichele	1997 Chevy 350	\$ 250.00
Ken Gronwald	1978 Ford Van	<u>\$ 501.26</u>
Total		\$4,937.26

Agenda Item No. 5 – Review and Discuss Sample Interview Questions for City Manager Recruitment Process

The John Day City Council discussed and reviewed a list of sample interview questions that were included in the council packets for the city manager recruitment process. City Manager Gray stated the Council could choose any question, combine or expand upon any questions or develop their own questions. It was suggested to limit the number of questions to 15.

After much discussion the council chose the following interview questions:

- #1. Combine this question with question #3.
- #4. Change the word “dealing” to “working.”
- #6. Change the word “dealing” to “working.”
- #7.
- #9.
- #11.
- #14.
- #16.
- #23.
- #26. Take out “If you were designated as” to “As the” at the beginning of the question.
- #33. Combine this question with questions #34 and #35.
- #37.
- #40.
- #45.
- #46.
- #47.
- #49.

City Manager Gray stated she would type up the list of questions and send them to the Councilors for their review. It was noted the Administrative Committee and one community member will initially screen

the applicants and select a maximum of five candidates which most closely fit the candidate standards, profile, criteria, and policy directives. City Manager Gray noted the committee may conduct interviews, to assist in the process.

Agenda Item No. 6 – Other Business and Upcoming Meetings

1. The LOC Bulletins were included in the council packets.
2. The John Day City Council was informed that Oren Wyss of Tillamook, OR was hired as the City's new Wastewater Treatment Plant Operator. 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.
3. Mayor Lundbom updated the Council regarding the meeting with the Oregon Director of Aviation Mitch Swecker.
4. The City's water/sewer agreements with the Town of Canyon City expire June, 2016. The Town of Canyon City has requested a joint meeting of the cities Public Works Committees on Monday, February 22, 2016 at 5:30 p.m. The meeting will be held at John Day City Hall Council Chambers.
5. City Manager Gray informed the Council that City Attorney Jeremy Green recommends the Mayor and each Councilor use city email addresses instead of their personal email addresses. It was the consensus of the Council to have the City Manager set up individual city email addresses for the Mayor and each Councilor.

Adjourn

There being no further business before the Council, Councilor Steve Schuette made a motion to adjourn the meeting. Councilor Gregg Haberly seconded the motion and the motion passed unanimously. The meeting was adjourned at 8:15 p.m.

Respectfully Submitted:

Peggy Gray
City Manager

ACCEPTED BY THE CITY COUNCIL, FEBRUARY 23, 2016

Mayor Ron Lundbom