**CITY OF JOHN DAY**

**CITY COUNCIL MINUTES MARCH 26, 2024**

**COUCILORS PRESENT:**

**COUNCILORS ABSENT**

David Holland, Councilor

Chris Labhart, Councilor

Eric Bush, Councilor

Edwin Newby, Councilor

Ron Phillips, Councilor

Sherrie Rininger, Council President

**STAFF PRESENT:**

Melissa Bethel, City Manager

Rob Gaslin – Contract Finance

Jeremy Green—City Attorney

Casey Myers, Public Works Director

Don Gabbard, Fire Chief

**Agenda Item No. 1—Call Meeting to Order**

The City Council meeting was called to order at 6:30 pm.

**Agenda Item No. 2—Pledge of Allegiance**

The City Council stood for the Pledge of Allegiance.

**Agenda Item No. 3—Roll Call and Attendance**

All councilors were present.

**Agenda Item No. 4—Amend or Accept Regular Agenda**

The Council added an RFP for Hydrological and Water Quality Monitoring Services to the agenda.

**Agenda Item No. 5—Public Comments**

Bruce Ward: Mr. Ward elaborated on issues that have been brought to Council’s attention that are worth talking about. One being the City handing over projects to contractors when there are contractors in the area and believes it is an unethical way to do business along with other issues.

**Agenda Item No. 6—Consent Agenda**

Items on the consent agenda for approval:

1. Accounts Payable through March 19, 2024
2. Minutes of February 13 and 27, 2024
3. Reappointment of Neale Ledgerwood to the Planning Commission term to expire January 2028

Councilor Holland brought up concerns regarding the amount of information portrayed in the minutes.

Councilor Phillips inquired what Central Square is on the check register. Council was informed that this is the Utility Billing program.

***Councilor Bush moved and Councilor Newby second to approve the consent agenda. Motion passes unanimously.***

**Agenda Item No. 7—Approval of draft RFP for Engineering of Final Design and Construction for Wastewater System improvements**

Mr. Green, City attorney recommended council approve the RFP subject to any final legal revisions and City Manager approval.

Councilor Holland asked about the terminology on the RFP where is states “City of John Day Request for Proposal- Wastewater System’s Owner’s Rep Engineering Services.” Mr. Green stated that is a placeholder until final revisions are made.

***Councilor Bush moved and Councilor Philips second to approve the RFP for Engineering of Final Design and Construction for Wastewater System improvements subject to final legal review and City Manager approval. Motion passes unanimously.***

**Agenda Item No. 8—Approval of draft RFP for Hydrological and Water Quality Monitoring Services**

Green recommends council approve this RFP subject to any final legal revisions and City Manager approval. Green advised the RFP is time senstive.

***Councilor Bush moved and Councilor Philips second to approve the RFP for the Hydrological and Water Quality Monitoring Services subject to final legal review and City Manager approval. Motion passes unanimously.***

**Agenda Item No. 8—Approval of lease for a portion of city owned building at 300 Barnes Ave in Seneca with Grant County Cybermill**

Green advised council approve this subject to appropriate legal revisions. He pointed out the lease agreement should be made effective no later than the date that the tenant obtains possession of the premises.

Chantal Desjardin; Cybermill representative: Desjardin wanted to clarify the lease was not signed not due to the nonprofit. Grant County Cybermill has expressed revisions that were needed for the Agreement. There still is not clarity that the IT server room is shared by all parties so she asked for that to be remedied before signing that contract. She wanted to clarify if the intent of the effective date is to receive back payment of rent to the date of occupation. Green said he would be happy to consider any revisions that get sent to him to include those in the lease.

Green suggested that Bethel and himself work with the nonprofit over the next couple weeks to figure out the appropriate rental amount.

Council came to a consensus to table this discussion until all of the information is obtained.

**Agenda Item No. 9—Approval of Invoice for High Desert Aggregate & Paving, Inc. for East 7th Street project ($414,449)**

Myers, Public Works Director stated this project was approved and passed unanimously by Council in May of 2023. The minutes stated all of the funding for this project is there and appointed to the correct places. The project is complete.

Councilor Holland has concerns that delay of payment has happened multiple times within the last 2 years. He hopes in the future, delays like this won’t happen.

***Councilor Bush moved and Councilor Holland second to approve the payment of $414,449 to High Desert Aggregate & Paving, Inc for the East 7th Street project. Motion passes unanimously.***

**Agenda Item No. 10—City of John Day financial update**

There has been so much changeover in the City that project tracking and payments have been one of the most stressful parts for Gaslin. He provided the amount of cash the City has as of today, which doesn’t include the checks going out. Gaslin gave an update on where the City stands financially.

The City was awarded a SCA grant for the East 7th Street Project so there will be some funds reimbursed from that project.

Councilor Holland brought up the trouble that Public Works has had with their wells working properly. The equipment is wearing out and not functioning properly. Last year council made sure there was money budgeted for this issue and asked where the City is at with that. Bethel stated the money might have been budgeted but revenue might have been overinflated for some of the funds and the money might not actually be there.

**Agenda Item No. 11—City Manager Comments**

Bethel’s goal is to be more transparent with Canyon City so they feel more comfortable with what they are going to pay. In April she is hoping to get a rate study RFP on the agenda. Bethel and Gaslin are going to start working on the budget.

**Agenda Item No. 12—Mayor and Council Comments**

Councilor Rininger said the Chamber of Commerce has talked about getting the Cities to do a clean up day.

Desjardin would like to see the planning commission undergo some training regarding their goals and responsibilities.

**Adjourn:**

There being no further business before council the meeting was adjourned. At 7:33 pm The next regular scheduled meeting is April 9th, 2024

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Melissa Bethel, CM