



CITY OF
JOHN DAY

CITY COUNCIL MEETING AGENDA

Tuesday October 14, 2025

REGULAR MEETING: 6:30 pm

John Day Fire Station

316 S Canyon Blvd, John Day, OR 97845

(541)575-0028 www.cityofjohnday.com

This meeting is open to the public. This agenda includes a list of the principal subjects anticipated to be considered at the meeting. However, the agenda does not limit the ability of the Council to consider additional subjects. Meetings may be canceled without notice. Zoom Meeting participants should use the "raise your hand" feature during these times to alert the moderator that they would like to speak.

Join Zoom Meeting

City of John Day is inviting you to a scheduled Zoom meeting.

<https://zoom.us/j/95867942253?pwd=dHE5c3djSEx4OFBuZndPQU5HMGN3QT09>

Meeting ID: 958 6794 2253

Passcode: 776959

Regular Meeting:

Call to Order: Regular John Day Council Meeting 6:30 pm.

1. Call John Day City Council Meeting to Order

1. Pledge of Allegiance

2. Roll Call

3. Amend or Accept Regular Agenda

4. Public Comments (*Please Limit to 3 Minutes*)

Public Comments are an opportunity to present information or speak on an issue that is not on the agenda. Comments are limited to 3 minutes for each person. Visitors may state their comments and should not expect the council to engage in back and forth dialogue regarding the comment, council may either choose to add it to a follow up meeting or direct City Manager to follow up with the speaker.

5. Consent Agenda

All matters listed within the Consent Agenda have been distributed to every member of the City Council for reading and study, are considered routine, and will be enacted by one motion of the Council. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request.

- a. AP through 10-1-25
- b. Minutes of CC Mtg 9-23-25

6. Appointment of "Pit Stop" committee (applications on file)
 - a. Shannon Adair
 - b. Elaine Mezzo
 - c. Susan Church
 - d. Richard LaMountain
 - e. Larry DeCew
 - f. Councilor Swank
 - g. Councilor Labhart
7. **Set date for Council Rules and Procedures workshop -Goal #3**

Other Business:

8. City Manager Comments:
 - a. Strategic Plan Survey – Extended deadline
 - b. LOC 100 Year Anniversary fall Conference report
 - c. November Council meeting on the 18 due to holidays
9. Mayor and Council Comments:
10. Adjournment: Next Regular Meeting: October 28, 2025

Report Criteria:

Report type: Invoice detail

Check Type = {<>} "Adjustment" {AND} {<>} "EFT"

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
BOX R WATER ANALYSIS							
10/01/2025	760414	1062	BOX R WATER ANALYSIS	X063498	02-000-64100	51.00	51.00
10/01/2025	760414	1062	BOX R WATER ANALYSIS	X063499	02-000-64100	51.00	51.00
10/01/2025	760414	1062	BOX R WATER ANALYSIS	X063517	02-000-64100	785.00	785.00
Total 760414:							887.00 ✓
CARPENTER'S CONSTRUCTION							
10/01/2025	760415	17720	CARPENTER'S CONSTRUCTION	1127	02-000-62900	500.00	500.00 ✓
Total 760415:							500.00
CIS							
10/01/2025	760416	1103	CIS	JND-I2025LB	10-000-63300	31,492.14	31,492.14
10/01/2025	760416	1103	CIS	JND-I2025PR	10-000-63300	67,120.07	67,120.07
Total 760416:							98,612.21 ✓
CONSOLIDATED SUPPLY COMPANY							
10/01/2025	760417	1118	CONSOLIDATED SUPPLY COMPANY	S012582875.0	02-000-62900	1,326.49	1,326.49
Total 760417:							1,326.49 ✓
ED STAUB & SONS PROPANE							
10/01/2025	760418	1168	ED STAUB & SONS PROPANE	CL411108	26-050-63100	422.58	422.58
Total 760418:							422.58 ✓
GMP CONSULTANTS							
10/01/2025	760419	1205	GMP CONSULTANTS	25-328	06-000-64100	6,116.67	6,116.67
Total 760419:							6,116.67 ✓
GRANT ESD							
10/01/2025	760420	1219	GRANT ESD	2526022 AUG	03-000-64798	203.11	203.11
10/01/2025	760420	1219	GRANT ESD	2526048	03-000-64798	230.02	230.02
Total 760420:							433.13 ✓
HIGH DESERT OFFICE EQUIPMENT							
10/01/2025	760421	1238	HIGH DESERT OFFICE EQUIPMENT	120514	01-050-63800	44.00	44.00
Total 760421:							44.00 ✓
IUOE LOCAL 701 DUES OFFICE							
10/01/2025	760422	17685	IUOE LOCAL 701 DUES OFFICE	IUOE092025	26-000-20251	666.00	666.00 ✓
Total 760422:							666.00
LEVI TICKNER							
10/01/2025	760423	17770	LEVI TICKNER	1060	02-000-64100	1,200.00	1,200.00 ✓

Check Issue Date	Check Number	Vendor Number	Payee	Invoice Number	Invoice GL Account	Invoice Amount	Check Amount
Total 760423:							1,200.00
NORTH CENTRAL LABS							
10/01/2025	760424	1378	NORTH CENTRAL LABS	525527	03-000-64250	259.38	259.38
Total 760424:							259.38 ✓
TEEL'S PLUMBING LLC							
10/01/2025	760425	1501	TEEL'S PLUMBING LLC	1683	02-000-63550	390.00	390.00
Total 760425:							390.00 ✓
TIDEWATER CONTRACTORS INC.							
10/01/2025	760426	1511	TIDEWATER CONTRACTORS INC.	60343	02-000-62900	263.00	263.00
Total 760426:							263.00 ✓
TRIANGLE OIL							
10/01/2025	760427	1524	TRIANGLE OIL	128923	03-000-63400	862.45	862.45
Total 760427:							862.45 ✓
VERIZON							
10/01/2025	760428	1538	VERIZON	6123106849	02-000-64798	108.43	108.43
Total 760428:							108.43 ✓
VISA							
10/01/2025	760429	1540	VISA	VISA2957 SE	06-000-63800	158.93	158.93
Total 760429:							158.93 ✓
Grand Totals:							112,250.27

Summary by General Ledger Account Number

GL Account	Debit	Credit	Proof
01-000-20000	.00	12,522.19-	12,522.19-
01-000-20251	31.10	.00	31.10
01-000-63300	8,285.06	.00	8,285.06
01-000-64798	316.67	.00	316.67
01-050-63300	3,776.66	.00	3,776.66
01-050-63800	44.00	.00	44.00
01-050-64798	68.70	.00	68.70
02-000-20000	.00	21,520.12-	21,520.12-
02-000-20251	70.49	.00	70.49
02-000-62900	2,089.49	.00	2,089.49
02-000-63300	14,704.06	.00	14,704.06
02-000-63550	390.00	.00	390.00
02-000-63800	13.00	.00	13.00
02-000-64100	4,125.89	.00	4,125.89
02-000-64798	127.19	.00	127.19
03-000-20000	.00	22,567.75-	22,567.75-

GL Account	Debit	Credit	Proof
03-000-20251	80.85	.00	80.85
03-000-62710	19,164.24	.00	19,164.24
03-000-63400	995.39	.00	995.39
03-000-64100	2,038.89	.00	2,038.89
03-000-64250	259.38	.00	259.38
03-000-64798	29.00	.00	29.00
06-000-20000	.00	14,295.09-	14,295.09-
06-000-20251	20.73	.00	20.73
06-000-63300	12,222.48	.00	12,222.48
06-000-63800	12.99	.00	12.99
06-000-64100	2,038.89	.00	2,038.89
10-000-20000	.00	1,229.51-	1,229.51-
10-000-20251	4.15	.00	4.15
10-000-63300	1,225.36	.00	1,225.36
26-000-20000	.00	40,115.61-	40,115.61-
26-000-20251	458.68	.00	458.68
26-000-63100	242.97	.00	242.97
26-000-63300	15,083.45	.00	15,083.45
26-050-63100	179.61	.00	179.61
26-050-63300	24,150.90	.00	24,150.90
Grand Totals:	112,250.27	112,250.27-	.00

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

Report Criteria:

Report type: Invoice detail

Check.Type = {<>} "Adjustment" {AND} {<>} "EFT"



CITY OF JOHN DAY
CITY COUNCIL MINUTES September 23, 2025

COUCILORS PRESENT:

Sherrie Riningger, Mayor
Chris Labhart, Councilor
Bradley Hale, Councilor
Ron Phillips, Councilor
Vern Pifer, Councilor
Heather Swank, Councilor
Meloni Cochran, Councilor

COUNCILORS ABSENT

STAFF PRESENT:

Melissa Bethel, City Manager
Rob Gaslin, Contract Finance
Nick Ducote, Contract grant writer & administrator

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

Councilor Hale made a motion to approve the agenda as published. The motion was seconded by Councilor Swank and passed unanimously.

Agenda Item No. 5—Public Comments

No public comments were made.

Agenda Item No. 6—Consent Agenda

- a. Accounts Payable through 9-16-25
- b. Minutes of City Council Meeting 8-12-2025 & 8-26-2025
- c. New Liquor License: 603 W Main Street

Councilor Phillips made a motion to accept the consent agenda. The motion was seconded by Councilor Pifer and passed unanimously.

Agenda Item No. 7—Formal Introduction of new Public Works Director: Luis Campos

Campos introduced himself to Council and the public and is excited to be here.

Agenda Item No. 8—Resolution 25-10; A Resolution declaring personal property surplus and authorizing its disposal (two (2) Conex containers 8x20)

This was a request from Council. Public Works is currently utilizing 2 of these containers. This Resolution is to make sure the City would be able to sell the other 2 containers if Public Works decides they don't have a need for them.

Councilor Cochran made a motion to adopt Resolution 25-10; A Resolution declaring personal property surplus and authorizing its disposal (two (2) Conex containers 8x20). The motion was seconded by Councilor Pifer and passed unanimously.

Agenda Item No. 9—Discussion regarding placing a 3% Marijuana tax on the 2026 general election ballot

This is a process. Council will have to come back with a Resolution and an Ordinance. There will also be a ballot initiative.

Councilor Labhart made a motion that the City refers the referendum to the voters a resolution involving a 3% tax on local marijuana dispensaries. The motion was seconded by Councilor Phillips and passed unanimously.

Agenda Item No. 10—WWTP Update—Ducote Consulting

Ducote gave an update on the Waste Water Treatment Plant. He discussed some of the high notes that have taken place. The CDBG Grant was 100% spent down prior to the deadline. Federal funding of \$4,500,000 is still in process. CwM-H2O and Yellow Jacket drilling are coordinating a schedule on the final drilling of the wells.

Agenda Item No. 11—Financial Update—Rob Gaslin

Gaslin presented a budget to actual report to Council.

Agenda Item No. 12—Motion to take Eric Bush off and add Meloni Cochran to the City checking account

Councilor Swank made a motion to take Eric Bush off of the City checking account and add Meloni Cochran to the City checking account. The motion was seconded by Councilor Labhart and passed unanimously.

Agenda Item No. 13—City Manager Comments

a. Strategic Plan Survey

There is a survey on our website as well as packets in the office for the public to fill out.

b. Mattress Recycling Event

There is a mattress recycling event happening on Saturday October 4th. This is an opportunity for citizens to drop off used/old mattresses for free and they will handle the rest.

Agenda Item No. 14—Mayor and Council Comments

Mayor Rininger brought up some questions Mr. Provencher had at the last meeting. Mayor Rininger went over these questions and answered all of them to the best of her ability. She wanted to make sure people know if they have questions they can come to the City Manager or Council members because that is what they are here for.

Councilor Phillips made a comment that he is still receiving compliments about Public Works and how great they are doing.

Adjourn:

The next regular council meeting is October 14th, 2025.

There being no further business before council the meeting was adjourned.