

**Ukiah City Council
Regular Meeting – June 7, 2016**

**Present: Mayor Clint Barber, Council Members: Linda Kerr, Louise McKinnon, and Randy Scarlett City Recorder Donna Neumann Meter Reader: Ed Shank
Excused Absences: Council Member Tyanna Aguilar Maintenance: Nancy Porter
Public: None**

MEETING CALLED TO ORDER

Flag Salute

Minutes/Bills

Motion by Clint Barber second by Randy Scarlett to approve May 2016 Minutes.
Unanimous Approval

Motion by Louise McKinnon second by Linda Kerr to approve May 2016 paid invoices.
Unanimous Approval

PUBLIC COMMENTS:

- Randy Scarlett reported all of the housing located at the old Dale Ranger District will be coming up for auction/bid. The buildings must be removed and all debris removed.
- The wagon train's water wagon will be in Ukiah to fill the water tank.

City Recorder Report

Donna Neumann Reported:

- Motorcycle Group will be coming through Ukiah between July 7 and July 11.
- Final invoice and documentation was sent to Mike Barry, ODOT for the Main Street Project. 1-A put one more topping on Pendleton Street and the berm was seeded by the Ukiah 4-H Group
- Election forms will be out soon. This is for the Mayor's position and two council members.
- Preliminary audit has started with Cockburn & McClintock, CPAs
- Doug Graets is cleaning the Senior Center dining room, hallway and bathrooms with an emergency contract.
- The memorial arch in memory of Cleve and Delores Hinton has been installed at the cemetery.
- No responses received for vacant council seat.
- Clarification to Goals: Change to read Community Park Upgrades

Maintenance Report/Meter Reader:

Clint Barber Reported:

- Maintenance at the Restroom at the City Park completed.
- The chlorinator at the Booster Station has been cleaned.

- Breaker installed for the reader board. Need to call Sign Man, Pendleton to complete the installation and provide training.
- Installed new meter at Gallant property.
- Sent meter registers in for repair
- Attended Short School on May26 put on by Oregon Association of Water Utilities
- On June 15th or 16th Hans Schroeder from OR Association of Water Utilities will be in Ukiah.
- Fire hydrants should be flushed.

Fire Department

The consensus of the City Council to have a letter written to the Fire Chief to see if the training and meeting are being held as required.

Ukiah Website

The website now has a calendar.

Safety Committee Report

Randy Scarlett Reported: Replaced all of the lag bolts on the bumper boards in the City Park.

Planner/Consultant

No Report:

OLD BUSINESS

Revised Maintenance Job Descriptions

Fourth of July

Louise McKinnon will be responsible for organizing the Barbeque. She will hold an organizational meeting later in June.

NEW BUSINESS

Budget

Resolution No. 2016-06-07-#1 Making Appropriations

Motion made by Clint Barber second by Linda Kerr to approve Resolution No. 2016-06-07-#1, Resolutions Making Appropriations to Fiscal Year 2016-2017 Budget.

Unanimous Approval

Resolution 2016-06-07-#2 Declaring the City's Election to Receive State Revenues

Motion made by Clint Barber second by Louise McKinnon to approve Resolution 2016-06-07-#2, Resolution Declaring the City's Election to Receive State Revenues for Fiscal Year 2016-2017 Budget. Unanimous Approval

Resolution 2016-06-07-#3, Establishing Worker's Compensation Coverage for Volunteers – City of Ukiah

Motion made by Clint Barber second by Louise McKinnon to approve Resolution 2016-06-07-#3 Establishing Worker's Compensation Coverage for Volunteers, City of Ukiah for Fiscal Year 2016-2017 Budget. Unanimous approval

Letter Regarding Status of Volunteer Fire Department

City Recorder to draft letter to Volunteer Fire Chief requesting his attendance at July 5th meeting on status of fire meetings, any changes to volunteer fire fighters. Motion made by Clint Barber second by Randy Scarlett to draft letter to Fire Chief Pat Picard. Unanimous approval


Proposed Survey for the City of Ukiah – Making a Better Place to Live

Motion made by Linda Kerr second by Louise McKinnon to mail the proposed survey on making Ukiah a better place to visit and live prepared by Norma Barber. Request for survey to be returned to the City of Ukiah Office, mail, or leave at Rhodes Store. Unanimous approval

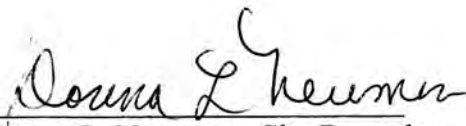
Goals for 2016 2017

Complete the Community Park Upgrades
Acquire Automated Electronic Defibrillator

Adjourned 8:20 PM



Clint Barber, Mayor



Donna L. Neumann, City Recorder

CITY OF UKIAH — Resolution No. 2016-06-07-#1

RESOLUTION MAKING APPROPRIATIONS

BE IT RESOLVED, that the Ukiah City Council hereby adopts the budget for the fiscal year 2016-2017 in the total amount of \$261,527 on file with the City of Ukiah and to be filed with the Umatilla Courthouse by September 30, 2016.

BE IT RESOLVED, that the amounts for the fiscal year beginning July 1, 2016, and for the purposes shown below are hereby appropriated:

GENERAL FUND

Personal Services	\$ 3,343
Materials & Services	\$ 9,827
Capital Outlay	\$ 0
Transfers	\$ 7,688
Operating Contingencies	\$ 1,912
Estimated Property Tax	\$ 16,000
Unappropriated Fund Balance	\$ 0
Fund Total	\$ 22,770.

COMMUNITY PARK FUND

Personal Services	\$ 1,872
Materials & Services	\$ 2,978
Capital Outlay	\$ 0
Operating Contingencies	\$ 0
Estimated Property Tax	\$ 0
Unappropriated Fund Balance	\$ 0
Fund Total	\$ 4,850.

STREET FUND

Personal Services	\$ 2,581
Materials & Services	\$ 23,064
Capital Outlay	\$ 0
Operating Contingencies	\$ 0
Estimated Property Tax	\$ 0
Unappropriated Fund Balance	\$ 0
Fund Total	\$ 25,645.

WATER FUND

Personal Services	\$ 7,726
Materials & Services	\$ 22,801
Capital Outlay	\$ 0
Total Debt Service	\$ 37,403.
Operating Contingencies	\$ 5,390
Unappropriated Fund Balance	\$ 0
Fund Total	\$ 73,320.

SENIOR CENTER FUND

Personal Services	\$ 0
Materials & Services	\$ 6,478
Total Contingencies	\$ 0
Fund Total	\$ 6,478.

PUBLIC SAFETY FUND

Materials & Services	\$ 2,009
Capital Outlay	\$ 0
Operating Contingencies	\$ 1,570
Unappropriated Fund Balance	\$ 0
Fund Total	\$ 3,579.

CEMETERY FUND

Personal Services	\$ 246
Materials & Services	\$ 2,727
Capital Outlay	\$ 0
Operating Contingencies	\$ 0
Unappropriated Fund Balance	\$ 0
Fund Total	\$ 2,973

SEWER FUND

Personal Services	\$ 7,885.
Materials & Services	\$ 20,954
Capital Outlay	\$ 0
Total Debt Service	\$ 22,649
Operating Contingencies	\$ 27,533
Unappropriated Fund Balance	\$ 0
Fund Total	\$ 79,021.

9-1-1 FUND

Total Expenditures	\$ 0.
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SYSTEM UPGRADE FUND

Reserved for M/S	\$ 34,403
Operating Contingency	\$ 3,500
Fund Total	\$ 37,903.

LONG RANGE PROJECTS FUND

Materials & Services	\$ 1,500
Total Capital Outlay	\$ 0
Fund Total	\$ 1,500

**CITY OF UKIAH RESOLUTION
MAKING APPROPRIATIONS (PAGE 2)
Resolution No. 2016-06-07-#1**

**NON-APPROPRIATED BUDGET
REQUIREMENTS**

SEWER RESERVE FUND

Debt Service	\$	3,488
Fund Total	\$	3,488.

SEWER RESERVE FUND

Debt Service	\$	0
Fund Total	\$	0.

IMPOSING THE TAX


BE IT RESOLVED that the Ukiah City Council hereby imposes the taxes provided in the adopted budget at the rate of \$ 2.68 per \$1000 of assessed value for operations; and that these taxes are hereby imposed and categorized for tax year 2016-2017 upon the assessed value of all taxable property within the district.

CATEGORIZING THE TAX

GENERAL FUND \$ 2.68/ \$1,000

The above resolution statements were approved and declared adopted by the Ukiah City Council on this 7th day of June 2016.

ATTEST:



Mayor, Clint Barber



Recorder, Donna L. Neumann

CITY OF UKIAH
Volunteer Resolution 2015-06-07-#3

WHEREAS, CITY COUNTY INSURANCE SERVICES (CIS) requires a resolution extending workers' compensation coverage to volunteers of CITY OF UKIAH (CITY) and in which CITY elects the following:

Pursuant to ORS 656.031, workers' compensation coverage will be provided to the classes of volunteers listed in this resolution, noted on CIS payroll schedule, and verified at audit:

1. Public Safety Volunteers

An assumed monthly wage of \$800.00 per month, per volunteer will be used for public safety volunteers in the following volunteer positions:

FIREFIGHTER

2. Volunteer boards, commissions, and councils for the performance of administrative duties.

An aggregate assumed annual wage of \$2,500 will be used per each volunteer board, commission, or council for the performance of administrative duties. The covered body is:

CITY COUNCIL.

3. Manual labor by elected officials.

An assumed monthly wage of \$800 per month will be used for public officials for the performance of non-administrative duties other than those covered in paragraph 2 above

PARKS AND MAINTENANCE

MINOR WATER AND SEWER REPAIRS

4. Non-public safety volunteers

All non-public safety volunteers listed below will track their hours and Oregon minimum wage will serve as assumed wage for both premium and benefits calculations. CIS will assign the appropriate classification code according to the type of volunteer work being performed. (List specific non-public safety volunteers below)

TO BE NAMED WHEN VOLUNTEER TIME NEEDED.

Other Volunteers

Volunteer exposures not addressed here will have workers' compensation coverage if, prior to the onset of the work provided that CITY

- a. Provides at least two weeks' advance written notice to CIS underwriting requesting the coverage
- b. CIS approves the coverage and date of coverage

CITY agrees to maintain verifiable rosters for all volunteers including volunteer name, date of service and hours of service and make them available at the time of a claim or audit to verify coverage.

NOW THEREFORE, BE IT HEREBY RESOLVED that the City Council does agree to provide workers' compensation coverage as indicated above.

PASSED AND ADOPTED this 7th day of June 2016.



CLINT BARBER, Mayor

ATTEST:



DONNA L. NEUMANN, City Recorder

CITY OF UKIAH
RESOLUTION 2016-06-07-#2

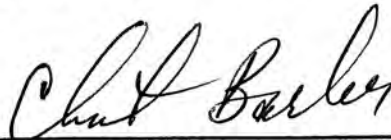
RESOLUTION DECLARING THE CITY'S ELECTION TO RECEIVE STATE
REVENUES

WHEREAS the City of Ukiah desires to receive State Revenue Sharing pursuant to ORS 221.770; and

WHEREAS, in order to receive State Revenue Sharing the City must issue a declaration to receive said revenue.

NOW THEREFORE BE IT HEREBY RESOLVED that the City of Ukiah elects to receive State Revenue for fiscal year 2016-2017.

PASSED AND ADOPTED by the City Council of the City of Ukiah on the 7th day of June 2016



CLINT BARBER, Mayor

Attest:



DONNA L. NEUMAN, City Recorder

*I certify that a Public Hearing before the **Budget Committee** was held on **May 19, 2016** and a Public Hearing before the **City Council** was held on **June 7, 2016** giving citizens an opportunity to comment on the use of State Revenue Sharing.*



Donna L. Neumann, City Recorder