

REGULAR MEETING OF THE COUNCIL  
CITY OF AMITY, OR

Minutes

Regular Meeting of the City of Amity City Council was held at 7:00 p.m. on Wednesday, November 2, 2022, in the Council Chambers, City Hall, 109 Maddox, Amity, Oregon.

Councilors Present:

Councilor Melissa Bojorquez, Councilor Acie Dunlap, Councilor April Dyche, Councilor Sandy McArthur, and Mayor Rachel King

Councilors Present via Zoom

None

Councilors Absent

Councilor Cody Goings and Councilor Denis Saucier

Staff Present

City Administrator Mike Thomas, City Recorder Natasha Johnson, and CFO Kathy Taylor (via Zoom)

**CONSENT AGENDA:**

Councilor Dyche moved to approve the Consent Agenda. Councilor Bojorquez seconded and with no discussion motion passed 4-0.

**CITIZEN COMMENTS/QUESTIONS:**

- A. Yamhill County Sheriff's Report: Deputy Herr let Council know the YCSO participated in Amity's local "trunk-o-treat" and ran out of candy. He then stated that they had only one call for service Halloween night in Amity, and that call was quickly handled. Mayor King asked for more patrol on the highway and the crossing during school times. There were no further comments for Sheriff's Office.
- B. DIG Report: No DIG Report presented. There were no comments or questions for DIG.
- C. Citizen Comments: Citizen Lucetta Elmer introduced herself to Council and those present. She stated she is running for State Representative of OR House District 24 and advocated for her candidacy.

Next, Citizen Caleb Shields introduced himself to Council and that he is running for Council via write in campaign.

There were no further Citizen comments.

**OLD BUSINESS:**

None.

**NEW BUSINESS:**

- A. Councilor Saucier's Resignation: Mayor King described Councilor Saucier's resignation letter. She explained to Council that he is on the ballot and what may occur if he is elected. Councilor Bojorquez moved to approve Councilor Saucier's resignation. Councilor McArthur seconded and with no discussion motion passed 4-0.
- B. Auditor's Presentation of Amity's Fiscal Year 2022 Audit: Administrator Thomas introduced City's Auditor Russ Ries to Council. Auditor Ries presented Amity's audit. He described to Council the difference between this year and last year's audit report. This year Amity is reporting on GAAP instead of cash basis. He went over the auditors' opinions and said the city is receiving a clean audit report on city's financial statements, which is very good. He went through each of the city's revenue funds and detailed their financial status. He then went through each of the footnotes, explaining what they meant, and how they differed from previous years. He then discussed the city's long-term debt. He went over the city's pension liabilities in some detail.

Mayor King interjected that Amity's pension liabilities were never included in past audits as they were done on a cash basis. She stated she appreciated the extra fidelity in the audit to explain the pensions. He continued detailing the remaining pension obligations within the audit.

He continued and discussed the City's single audit and why the city needed to do accomplish one. He stated that the city will also receive a clean single audit report and was compliant and had good internal control. He asked if any councilor's had any questions from him.

Mayor King had two questions. She asked about the pages being out of order and that Councilor Bojorquez's name was misspelled and her term ends in 2024 and not 2022. Auditor Ries said he will correct the errors before sending the final audit.

Councilor Bojorquez made motion approve the auditor's findings and approve Amity's FY 2021-2022, Audit. Councilor Dyche seconded motion and with no discussion motion passed 4-0.

- C. Oregon Mayor's Association Recommendation on Homelessness: Administrator Thomas detailed OMA's recommendation regarding homelessness. He summarized the different recommendations and then turned it over to Mayor King. Mayor King told council she is all for this and either way this will go to the state, so it will look better if we're in agreement. Councilor Dunlap asked if the city has the resources necessary to provide homeless services. Mayor King answered that if the OMA's plan is approved it would provide more resources to Amity. Councilor Dunlap then asked for more clarification on the potential funds' use. Mayor King explained there is a list of different services these funds may be used for. Mayor King elaborated that we could also use the funds to turn the community center into warming or a cooling shelter as one of the services.

Councilor Bojorquez motioned to support OMA's efforts and notify the LOC of our support by the November 4<sup>th</sup> deadline. Councilor McArthur seconded the motion and with no discussion motion passed 4-0.

- D. City Employee ARPA Funded Premium Pay: Administrator Thomas went over the necessity and reasoning for compensating city employees using ARPA funds, known as “premium pay.” He also stated that he is not eligible to receive these funds, so this was not greed motivated. Mayor King told council that she is the one that brought up the idea to Administrator Thomas and had him look into it and if there were funds available.

Councilor Dunlap asked if the previous Superintendent, Mathis, would be included. Mayor King explained these are for current employees and he no longer employed with the city.

Councilor Bojorquez asked if there is a time limit on spending the ARPA funds. Mayor King replied by December 2024. Councilor Dunlap asked if we could get the funds to employees by December. Administrator Thomas explained yes, but also mentioned HR’s recommendation of splitting the funds half December and half January.

Councilor Bojorquez feels it is a good use and the city does have a small staff that worked thru the pandemic and this plan still leaves ARPA funds to use if needed.

Councilor Dyche has mixed feelings and giving bonuses to public employees. She understands works hard and small staff and agrees they deserve it, but still has mixed feelings.

Administrator Thomas added this would also help with motivating our current employees while taking on extra duties, being that the city is down public works superintendent and could be for some time. Councilor Bojorquez also recognizes that our city employees are under paid.

Councilor Bojorquez made motion to approve this one-time “premium pay” reward, using ARPA funds, in the amount of \$30,000 to the City of Amity’s employees, as presented in the City Administrator’s report. McArthur seconded the motion. Councilor Dyche asked if it would go to employees this fiscal year or next or split. Administrator Thomas explained would be brought to staff (HR) to determine but if Council wanted, they could choose when funds given to employees. Council agreed to leave it with staff. With no further discussion motion passed 4-0.

- E. Tree Removal Partnership: Administrator Thomas went over background regarding tree removal at 212 Stanley and why city is helping with the cost.

### **DEPARTMENT REPORTS:**

City Administrator Report: City Administrator Thomas submitted his report and thanked Council, staff, elected officials, and volunteers for helping with the City’s pumpkin event. He also thanked everyone that donated to the event, to include Heiser Farms and Erin Rainey. He then thanked the librarians for hosting a book giveaway event last weekend. Finally, he read Councilor Goings’ (who couldn’t attend the meeting) suggestion to council. Councilor Goings’ idea for next year is to close Goucher St due to “Trunk R Treat.” There were no further comments or questions for the City Administrator.

City Recorder/Treasurer Report: Recorder Johnson submitted her report and thanked council

and all the volunteers for helping with pumpkin event. There were no comments or questions for the City Recorder.

Public Works Report: Administrator Thomas updated Council that we have negotiated contracts for a new DRC. He also updated Council on projects public works has accomplished recently. He then updated Council on the superintendent hiring process and working with a hiring company to help our recruitment for the public works superintendent. Mayor King updated Council on Administrator Thomas' managing of Public Works and establishing priorities during the transition. She thanked him for taking on the extra tasks. Councilor Dyche also thanked staff also for taking on extra tasks. There were no further comments or questions for Public Works.

Library Report: Librarian Jenkins submitted her report and was not present at the meeting. There were no comments or questions for the library.

City Engineer Billing Report: Billing report submitted. There were no comments or questions regarding billing.

City Attorney/Planner Billing Report: Billing report submitted. Mayor King asked about the grant specialist invoice and if they could break it down more into more detail. There were no further comments or questions regarding billing.

#### **BUSINESS FROM THE MAYOR & CITY COUNCILORS:**

Councilor President April Dyche Comments: Councilor Dyche updated council on the Christmas parade and that Santa will be at the Fire Dept after the parade. The Fire Department has received the new Christmas decorations. She asked Administrator Thomas regarding ODOT or PGE adding more lighting at the intersection at Rice Ln and Trade. Administrator Thomas deflected to Mayor King. She replied she will be reaching out to PGE then ODOT regarding this. Administrator Thomas let Council know the city received the ODOT permit for the Christmas parade. There were no further comments for Councilor Dyche.

Councilor Sandy McArthur Comments: Councilor McArthur had nothing to report. There were no comments for Councilor McArthur.

Councilor Goings Comments: Councilor Goings was not present at the meeting. There were no further comments for Councilor Goings.

Councilor Bojorquez Comments: Councilor Bojorquez updated council and city staff the feedback received from businesses regarding events and that many business managers and staff wished they knew about the events. She recommends handing out flyers to businesses in the future. She then clarified an answer to a question asked at the Town Hall, regarding why someone out of city limits can't be on Council. She researched it and it is a State Law that one has to be in city limits; it is not a city law. There were no comments for Councilor Bojorquez.

Councilor Dunlap Comments: Councilor Dunlap had nothing to report. There were no comments for Councilor Dunlap.

Councilor Saucier Comments: Councilor Saucier was not present at the meeting. There were no comments for Councilor Saucier.

Mayor King Comments: Mayor King updated council regarding how the Administrator kept her updated with the status of City projects. She thanked everyone for coming to the meeting., and that it has been a council goal to improve attendance. She then said she will be attending a “small cities” meeting on November 10. Councilor Bojorquez added she will also be attending the meeting. Councilor Dunlap interjected that that Recology’s customer service number, as shown on their bills, is disconnected. Administrator Thomas said he will contact Recology. There were no further comments for Mayor King.

Councilor Bojorquez moved to adjourn meeting at 8:35 pm. Councilor Dyche seconded and without discussion motion passed 4-0

**Approved by the City December 7, 2022**

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Rachel King, Mayor

**Attest:**

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Natasha Johnson, City Recorder