

WORK SESSION OF THE COUNCIL CITY OF AMITY, OR

Minutes

Work Session of the City of Amity City Council was held at 5:00 p.m. on Wednesday, December 21, 2022, in the Council Chambers, City Hall, 109 Maddox, Amity, Oregon.

Councilors Present:

Councilor Melissa Bojorquez, Councilor McArthur, and Mayor Rachel King

Councilors Present via Zoom

None

Councilors Absent

Councilor Cody Goings, Councilor Acie Dunlap, Council President April Dyche

Staff Present

City Administrator Michael Thomas

CITIZEN COMMENTS/QUESITONS:

- A. Citizen Comments: No comments

NEW BUISINESS:

- A. USDA/RD Business Grant: Administrator Thomas mentioned that the City has an opportunity to receive a grant for business development in the Spring of 2023. This grant is an annual grant, and since it is different than the other current USDA grant, we are eligible to apply for it. Administrator Thomas seeks Council input as to whether this is something to pursue.

Councilor Bojorquez asked what the grant may be used for, and Mayor King replied by reading the grant information. Based on the uses Mayor King read, Administrator Thomas proposed some ideas for possible grant applications, to include hosting a career fair or funding Chemeketa Community College business programs. Mayor King stated that if the City wanted to pursue these options it would need to prepare a detailed application that would include specific uses and a detailed budget. Councilor McArthur concurred. Mayor King and Councilor McArthur discussed using it for technical assistance to provide to businesses, which would be beneficial.

Mayor King asked if the stipulation of less than \$1 million in revenue and less than 50 employees applied to the City or the businesses and if either qualified. Administrator Thomas replied that every business was below 50 employees, he wasn't sure about the revenue, and would need to investigate that. Mayor King asked if we had any issues with applying for this grant with USDA, which Administrator Thomas said no.

Mayor King recommended that Council could track some ideas into the future. Councilor Bojorquez mentioned using the funding for to create/operate the Visit Amity website and conduct community engagement. Administrator Thomas mentioned this could also be used to start a "business incubator." Mayor King asked if the grant could be used to fund RDI's project. Administrator Thomas said he would ask.

Councilor McArthur stated she would like to see us obtain this grant to help establish more local businesses, to include restaurants.

- B. Water System Improvement Project: Administrator Thomas stated that he had presented the offer to Mr. Howard, and he countered it. The City, Administrator Thomas, then offered its ‘last, best, and final’ offer and explained the relevant terms. While no response date was provided, it is likely that we’ll hear from Mr. Howard in the new year. Administrator Thomas went on to state that while we wait, construction will continue.

Administrator Thomas also detailed the construction progress thus far. Mayor King asked whether the pipe work could be done in stages, to which Administrator Thomas replied the plan was to accomplish that all at once. Mayor King asked if the permits were still good. Administrator Thomas replied they were. He also stated that USDA is operating under the legal opinion the City provided and is continuing to approve pay applications, which are averaging \$300,000 for each application. Mayor King asked if there were any possible delays or cost overruns, to which Administrator Thomas replied “no.”

Mayor King then asked for a meeting in January to begin the coordination with the Tribal Leadership to accomplish our historical information kiosk, which is a requirement of the project.

- C. \$2 Million ARPA Project: Administrator Thomas reviewed the progress made with Keller (Engineers) regarding the two ARPA funded projects. He stated that Amity Public Works provided some insightful information about the alignment of one of the projects, which would facilitate an easier build.

The other project along Goucher, may require a change in route to also facilitate easier construction, despite being a slightly longer path. There was discussion of tying in this project with the proposed housing development along Oak St. The consensus being that if the developers are already required to buildout this infrastructure, the City may save some costs and possible redundant construction. Mayor King asked if Keller had allowed for the proposed Transportation System Plan (TSP) developments in their planning for this water main. Administrator Thomas said he would need to check. Administrator Thomas stated that Keller is currently on schedule to complete the project by the deadline. He also stated that Keller currently projected to be on budget, but this could be an issue going forward. Mayor King then stated her proposal regarding possible future cost overruns. Councilor McArthur thought this was a good idea.

(At this point the City Recorder interrupted to state that there was a plumbing leak in the bathroom that needed attention.)

The conversation wrapped up. Councilor Bojorquez asked about the limitations of the ARPA requirements on payments and construction deadlines. Mayor King and Administrator Thomas both replied on the restrictions. Administrator Thomas also detailed what street repairs would be accommodated as a part of this project.

Mayor King asked again about the TSP, and Administrator Thomas pointed out the planned route on the map. Councilor Bojorquez asked about fire hydrants and the appropriate flows, and Mayor King answered.

- D. Miscellaneous: Administrator Thomas interjected at this point. He stated to Councilor McArthur that Public Works and Law Enforcement were aware of the stolen stop sign on 2nd & Enos.

Mayor King asked about our TMDL plan and Administrator Thomas mentioned that our plans were good. He also complimented Gary Mathis for taking that project on and getting it accomplished ahead of schedule. Administrator Thomas then quickly detailed the Wastewater Facilities Planning Survey (WWFPS), which will help the city meet its TMDL needs. Councilor Bojorquez asked if there are funding opportunities to undertake the WWFPS, which he and Mayor King both answered affirmatively.

Mayor King discussed the plan for starting the sewer work, then Administrator Thomas then discussed the options for undertaking the work. Councilor Bojorquez asked for more information about how the plan addresses stormwater, to which Administrator Thomas answered. Councilor McArthur asked about the work to clean up the city's drainage system, which is prone to back up. Councilor Bojorquez then asked about ODOT's requirement regarding stormwater, which Administrator Thomas answered, and Mayor King elaborated upon that answer.

(At this point the City Recorder interrupted give an update regarding the plumbing leak in the bathroom.)

COUNCILOR COMMENTS:

- A. Councilor Dunlap: Councilor Dunlap was not present.
- B. Councilor Bojorquez: Councilor Bojorquez had a few comments about changing the Christmas Done Bright for 2023. Councilor McArthur agreed that improving the event for next year would be smart.
- C. Councilor Dyche: Councilor Dyche was not present.
- D. Councilor Goings: Councilor Goings was not present.
- E. Councilor McArthur: Councilor McArthur had no comments and there were no comments or questions for her.
- F. Mayor King: Mayor King asked about when she needed to assign new Councilor Points of Contact. She also requested some changed to next year's "Christmas Done Bright" to be more inclusive and to add a new category and a new award for it. Councilor Bojorquez mentioned a yard sign.

Mayor King advocated for the Red Cross Blood Drive on December 28th. And asked if the City signed up for another drive in August.

Mayor King then also brought up a citizen's complaint that was emailed to Council. Administrator Thomas detailed the situation. Councilor Bojorquez asked if there are any restrictions on the property owner, that we could implement. Administrator Thomas detailed what steps the City may take with the appropriate documentation and in accordance with ordinance. Councilor McArthur stated that some of the complaint was not valid, but she could understand the confusion. Mayor King agreed.

The Administrator also mentioned that the complaint lodged may not be fully resolved. Councilor McArthur said that the rights of the individual needs to be respected, while the Mayor stated that we can be judicious about code enforcement. Councilor McArthur stated that following-up with the citizen who emailed the complaint would be a good thing to do, while also asking the person to file an official complaint with the city.

Councilor King adjourned the meeting at 6:17 PM.

Approved by City Council January 4, 2022

Rachel King, Mayor

Attest:

Natasha Johnson, City Recorder