

WORK SESSION MEETING
CITY OF AMITY, OR

Minutes

A Special Session Meeting was held at 7:00 p.m. on Wednesday March 15, 2023, in the Council Chambers, City Hall, 109 Maddox, Amity, Oregon.

Councilors Present

Councilor Caleb Shield, Councilor Melissa Bojorquez, Councilor Alice Thompson and Mayor Rachel King.

Councilors Present via Zoom

Councilor Sandy McArthur

Councilors Absent

Councilor Denis Saucier and Councilor April Dyche

Staff Present

City Treasurer/Recorder Natasha Johnson and Interim Administrator Rob Daykin

1. CITIZEN COMMENTS/QUESTIONS:

There were none.

2. NEW BUSINESS:

- A. Administrator Recruitment Acceptance of Draft Administrator Profile: COG Director Scott Dadson updated Council regarding recruitment of Administrator. He let Council know to consider if they want process to be in executive session or open to public, and that by holding this meeting in open session, they retain that choice. He went over the drafted Administrator profile. Council discussed each drafted section and gave their recommendations. Scott will incorporate recommendations and changes, then send draft to Mayor to do the final review. Councilor Bojorquez moved to approve the City Administrator profile as presented with amendments, with approval for Mayor King and COG Director Dadson fine tuning vernacular and grammar, and with the pay range of 78k to 84k. Councilor Shields seconded and with no discussion motion passed 3-0. At this time Councilor McArthur was no longer present on Zoom and did not vote.

Interim Administrator Daykin proposed an ordinance to the Council for consideration of the addition of a chapter into the Municipal Code to create an office of City Administrator which will also outline duties and responsibilities. He proposed Council look into modifying the Amity policy for public contracting and purchasing, and amounts therein of the City Administrator authority. Rob wanted to give Council heads up he will be bringing proposed ordinance to the next Council meeting.

3. BUSINESS FROM THE MAYOR & CITY COUNCILORS:

- a. Comments for the Good of the Order – Councilor Dyche was not present at meeting.
- b. Comments for the Good of the Order – Councilor McArthur left zoom early and was not present during comments from Council.
- c. Comments for the Good of the Order – Councilor Bojorquez had nothing to report.
- d. Comments for the Good of the Order – Councilor Saucier was not present at the meeting.
- e. Comments for the Good of the Order – Councilor Shields had nothing to report.
- f. Comments for the Good of the Order – Councilor Thompson had nothing to report.
- g. Mayor’s Report and Final Comments Rachel King – Mayor King updated Council regarding Sewer Rate Study. The current rates will not support Priority 1 improvements. If Council wants to support the 4.9 mil improvements the sewer rates would need to be increased by \$27. She asked Tim Tice with OAWU to look at a 6-year plan and also what the rate increase would be per 1 million dollars of improvements.

She let Council know she asked Public Works if they could get a bid on Enos Street for improvements. The bid came back ranging from \$164k to \$233k. She let Council know each street they want to tackle may cost around 200k. The city will continue looking for grant opportunities.

She reminded the Council will be getting contacted by the Ethics Committee to fill out an annual form and submit and to answer honestly.

She updated Council regarding new state law that will require training as a mandatory reporter and that Juliette’s House can provide the trainings to adults in the community. They just ask for a donation. Mayor King will look more into the legal requirements.

She reminded Council regarding upcoming Daffodil festival and all the different activities leading up to the festival.

Councilor Bojorquez moved to adjourn the meeting. Councilor Shields seconded and with no discussion motion passed 3-0. Mayor King adjourned the meeting at 9:20 p.m.

Approved by City Council April 5, 2023

Rachel King, Mayor

Attest:

Natasha Johnson, City Recorder