

CITY OF IMBLER
MINUTES-MONTHLY COUNCIL MEETING

DATE June 4th, 2018

MAYOR MCLEAN CALLED THE MONTHLY COUNCIL MEETING TO ORDER AT 6:59 P.M.

IN ATTENDANCE

Mayor Present: Mike McLean

Council Present: Jason Berglund, Herman Ortmann, Corrine Wilfong, Rick Vicek, Joan Harding

Council Absent: Mark Howell

Budget Committee Present: Ruth Zemke, Bertie Harris, Deana Barry, Dave Fessler, Teresa Dewey

Staff Present: Jennifer Toepke/City Recorder

Guests Present: Dave Fessler, Duane Barry, Julia Bennett

BUDGET COMMITTEE MEETING

7:00-8:00 p.m.

CHAIRMAN ZEMKE CALLED THE BUDGET COMMITTEE MEETING TO ORDER AT 7:01 P.M.

-Chairman Zemke noted that the previously Levied Taxes needed Approval

APPROVE LEVIED TAXES

MMSC: Rick Vicek, Herman Ortmann

-The Approved 2018/19 Budget Document and Notice of Budget Hearing was distributed for the committee's review, including the proposed adjusted Line Items and Unappropriated Ending Fund Balance's for the Council to Adopt, as follows:

GENERAL FUND/Detailed Requirements

- Line Item 2 PERSONNEL – Decrease from \$7,424 to \$3,712
- Line Item 3 PAYROLL TAXES - Decrease from \$2,700 to \$509
- Line Item 32 UNAPPROPRIATED ENDING FUND BALANCE – Increase from \$24,937 to \$30,840

WATER SYSTEM FUND/Special Fund Resources & Requirements

- Line Item 16 PERSONNEL – Decrease from \$31,936 to \$22,675
- Line Item 27 PAYROLL TAXES – Decrease from \$12,875 to \$3,107
- Line Item 30 UNAPPROPRIATED ENDING FUND BALANCE – Increase from \$119,727 to \$138,756

ROAD FUND/Special Fund Resources & Requirements

- Line Item 17 PERSONNEL - Increase from \$0 to \$173
- Line Item 18 PAYROLL TAXES – Increase from \$0 to \$24
- Line Item 30 UNAPPROPRIATED ENDING FUND BALANCE – Decrease from \$8,105 to \$7,908

-Chairman Zemke explained what said adjustments are applicable to and that they were decreases, not increases

-Mayor McLean explained that there was an error in the calculation of Personnel Services and Payroll Taxes in the Approved Budget, hence the need for the adjustment. He also highlighted that there will be a new Budget Document Worksheet for next year which will be more user friendly.

BUDGET COMMITTEE MEETING ADJOURNED AT 8:02 P.M.

MMSC: Corrine Wilfong, Mike McLean

APPROVAL OF ADOPTED 2018/19 BUDGET

MMSC: Mike McLean, Herman Ortmann

APPROVAL OF PRIOR MEETING MINUTES

- Correct the spelling of Councilor "Vicek"
- On future MM's add Council Absent

MMSC: Joan Harding, Corrine Wilfong

APPROVAL OF BILL PAYMENTS

- In future meetings only print Check Register to review Bill Payments
- Add a quarterly report for Water Billing Balances

MMSC: Herman Ortmann, Rick Vicek, Mike McLean

STAFF REPORTS

Mayor McLean:

- Attendance by Mayor McLean, Watermaster Kleen, City Recorder Toepke of the OAWU's Small Water System Training Course in Pendleton during May
- Toepke resigned as Water Meter Reader; Watermaster Kleen filled the position

City Recorder Toepke:

- Addressed reason(s) for resigning as Water Meter Reader
 - Summarized OAWU's Small Water System Training Course
 - Mayor McLean, Councilor Harding, City Recorder Toepke, attended the LOC's Municipal Fundamentals & Ethics Training in Baker City in May. Highlighted to Council Members reference note taking on documents, usage of personal cell phones and email accounts – all would be includable in an inquiry
 - Spoke to the unfortunate error of the inaccurate over-usage fee charged to 42 customers on May's Water Billing
 - Continuing to familiarize with the Utility Billing Software – awaiting formal training
 - Website Management taken over and in the future create a Social Media Account
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UNFINISHED BUSINESS

-LS Network Franchise: Approve Ordinance

- Mayor McLean summarized: A franchise for a phone/internet system; will not cost the City anything – the City will get paid a Franchise Fee
- Ordinance to be forwarded via email to the Councilor's and then vote on it at the next meeting on Monday, July 2, 2018

-Opt Out of Marijuana Sales in City Limits

APPROVE RESOLUTION

MMSC: Joan Harding, Herman Ortmann

- Continue with the Ballot Title and refer to City Attorney as necessary
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NEW BUSINESS

-Imbler Summerville 4th of July Parade

Wednesday, July 4, 2018 at 12:00 p.m. - Meet @ the School at 11:00 a.m.

- Porta Potty
- Same route as last year; Councilors to assist in organizing
- Obtain permit from ODOT and Sheriff's Office for Traffic Control
- Volunteers needed to pass out Popsicles
- Picture's for Website

-New Employees

Councilor Vicek noted that new employee's should be voted on by the Council

APPROVAL OF HIRING NEW EMPLOYEES

MMSC: Rick Vicek, Joan Harding

-Monthly Council Meeting Agenda

Councilor Vicek pointed out in addition to the Agenda being posted on the website, it must be posted in the window of the City Office and preferably the Post Office as well

-LOC 93rd Annual Conference, September 27-29, 2018 in Eugene

Councilor Wilfong wants to attend; City will cover the registration fee; obtain more information

-Election Calendar: Re-election of Council Members; General Elections Deadline is August 28, 2018

-Rick Vicek will not be filing for re-election

-Discussion of positions being 2 or 4 year terms

-Mark Howell & Herman Ortmann may be retiring from the Council

-Teresa Dewey will file to be elected to the Council; wants to file for an empty position, not compete with someone who will refile for their position

-Other possible candidates that may file for the Council: Bob Trotter, Adam Smithe

-Recycling Center

Councilor Ortmann thanked Dave Fessler for his ongoing volunteer work of managing the recycle bins

-Lawn Mowing

Larry Grim is now contracted to mow the City lawns

-Sprinkler System

Water Master Kleen needs to be briefed on operation system

-Animal Ordinance

Time to consider designing and approving an ordinance about Animal's allowed in City Limits to avoid future problems

MONTHLY COUNCIL MEETING ADJOURNED AT 8:32 p.m.

MMSC: Rick Vicek, Herman Ortmann

MMSC: Motion Made Seconded Carried

Jennifer C. Toepke

City Recorder

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