



City of

**GOLD HILL**

**GOLD HILL CITY COUNCIL  
COUNCIL MEETING MINUTES  
January 07, 2019**

**Due to the lack of a quorum, CM Lowe announced a change in procedure.**

Mayor Newport swore in Councilor Wilson and Councilor Hinkley and Councilor Palmer who took their seats.

**There were no Agenda adjustments**

Meeting was called to order at 6:10 pm by Mayor Newport. Councilors Dell, Silva and West were marked absent. Councilor Studebaker has not yet been sworn in.

**1. Appearance ;**

**1.1 Joshua Loomis - 'Youth for Christ' organization** Spoke briefly to introduce himself. He has been the host of the youth center for 5 months, The center exists to provide a safe, loving place for youth after schools. Youth clubs are open from 3pm to 6pm. Councilor Palmer asked about their hours of operation. Gold Hill is one of many other aspects of their Ministry ("Campus Life" is another)

**2. Consent Agenda:**

**2.1 Approve Council Minutes, December 03, 2018** Councilor Palmer made motion to approve, was seconded by Councilor West. Motion was approved.

**2.2 Approve Accounts Payable December 2018** Motion was made by Councilor Palmer, seconded by Councilor West. Councilor Palmer inquired about the \$30,000 monthly invoice from RVSS. Mayor Newport asked about reviewing paperwork before the checks are mailed. CM agreed to advise Mayor when AP checks are signed. Motion passes. Councilor West arrived.

**3. Old Business:**

**3.1 2<sup>nd</sup> reading of update to Resolution 13-R-17** CM Lowe explained the basis of this issue; being the City workers compensation policy from CIS. We were NOT covering non-public safety volunteers such as a Councilor who volunteers to cover city hall. The Resolution was read at the December meeting ; this is the required second reading. Councilor Hinkley discussed other volunteers

doing work for the city. Mayor Newport read the Resolution by title. Councilor Palmer made a motion to pass the Resolution seconded by Councilor Wilson.

**3.2 Financial Officer Status report** CM Lowe explained that former Mayor Stanley requested these two summaries. Councilor West inquired as to the status of outstanding audits. CM explained a meeting is being setup with all accounting personnel. Mayor Newport provided further details.

### **3.3 City Manager status report**

Mayor Newport announced a brief recess to seat the new Councilors. New meeting commenced at 6:33 pm.

## **4. New Business**

**4.1 The Oath of Office to be given to Councilor Elect's** Done previously.

**4.2 The City Council to elect a Council President** CM explained the procedure and process. Councilor-elect Studebaker was proposed, Councilor Wilson nominated Brad Studebaker, seconded by Councilor Palmer. motion passed. (Councilor Hinkley and Councilor West voted no) . Vote ended in a tie, Mayor Newport voted yes.

**4.3 Approve changes to the Umpqua bank signature card** CM explained need to add two signers, and delete two prior signers. Councilor West proposed adding Councilor Hinkley, Councilor Wilson proposed adding Councilor Studebaker. Motion passes. A Separate motion is proposed (Councilor Wilson, seconded by Councilor Palmer) ; to delete Councilor Silva and Mayor Stanley. Motion passes. CM Lowe will take the signed minutes to Umpqua bank to initiate the changes.

**4.4 The Mayor establishes a "Personnel Committee"** Discussion among Councilors regarding possible conflicts of interest. Councilor West brought up her concerns. Councilor Canon suggested waiting until full council is available to discuss this. Mayor Newport chose Councilors Palmer and Hinkley

**4.5 SOU MBA Marketing class internship opportunity** Councilor Hinkley explained the internship program, asked for permission to approach SOU. Mayor Newport explained to audience why interns are needed in Gold Hill. Motion offered by Councilor Hinkley, seconded by Councilor Palmer. Motion passed. Purpose is to train the intern for future employment. Details need to be worked out, but initial challenge will be for intern to perform backup for Dawn.

**4.6 Approve Councilor(s) attendance of SOREDI 2019 Business conference** Councilors Hinkley and Palmer as well as Mayor Newport indicated an interest in attending. Conference is focused on economic development. CM explained how approval process for attendance works, and asked councilors to report back to council. Pete explained how SOREDI works to bring business to the Rogue Valley.

**4.7 Appoint a new Budget Officer** Mayor Newport asked that Council act early in the year on Budget. Councilor Palmer clarified that the city recorder is also the financial officer. Citizen Alford agreed that it is logical and effective to appoint our Recorder to be the Budget Officer. Mayor Newport asked to table this motion for additional study. Will be on agenda for the **February 2019 meeting**.

## **5. City Manager's Report**

**5.1 Keep Oregon Moving road reports – CM** CM explained nature of this ODOT survey. Will complete and submit to ODOT

**5.2 Update on WWFP – CM** Plan is in regulatory phase...DEQ studying it. Plan is to hold multiple meetings with experts in the field. Plan is available from the CM. Councilor Hinkley asked if

doing work for the city. Mayor Newport read the Resolution by title. Councilor Palmer made a motion to pass the Resolution seconded by Councilor Wilson.

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there will be public hearings? Councilor Alford questioned how many options will be available to the city?

**5.3 Homelessness/city ordinances (9.24.010) – CM** Council was invited to review an article provided by CIS. Councilor West discussed her concerns. Gold Hill does not ticket or arrest anyone for camping violations. JCSO does enforce our anti-camping ordinance.

**5.4 Public Works staffing – CM** CM is recruiting to fill a vacancy for a Utility Worker/Operator. Will work with our personnel committee once applicants are selected. A meeting was set for Wed 01/09 at 9:00am.

**5.5 Review 2018 CIS policy manual template – CM** Same as above, CIS has asked that we review, customize and adopt a new version of their manual template. CM will provide our personnel committee with copies for their review.

**5.6 Water Master plan status ; funds for Seismic details.** An amendment to our Water Master plan is being completed by Civil West. The State has ordered a full seismic review done on ANY infrastructure projects. To cover the cost of that analysis, the State offered grant funds to offset some expenses. CM received grant funds of \$20,000 from business Oregon.

**5.7 Communications with our residents; newsletter, possible reader board and city website.** Councilor Hinkley is redesigning the city website; CM is writing a newsletter to residents monthly. Resident Margaret Dials discussed CanDO efforts to purchase a reader board for the city. Councilor Hinkley gave a report on the status of the city website.

**5.8 Storm sewer update** Public Works is repairing the storm sewers in the neighborhood of first avenue and Chavner street. This area floods badly, and needs attention. Councilor West inquired about filtering the water flowing towards the river

**5.9 JCSO status** CM gave brief status of the current contract. The lead deputy wants to appear before Council in the future. The city does not operate any Neighborhood watch programs.

**Public Input :** Mayor Newport suggested that "Public input" be moved to the beginning of the meeting so individuals do not have to sit through the Agenda.

Resident Lorraine Parks spoke, informing us that the City Museum is closing for several months due to a lack of volunteers. She asks the City to support the Historical Society

Steve Keisling spoke as President of CanDo. They hope to collaborate with the city on civic improvement projects. Discussed development of hiking trails on Nugget Butte. July 13 is the date for the 2019 'King of the Rogue'. Whitewater park representatives have met with State regulatory agencies, and there are no major blocks to development. City will be added to their email list.

**Mayor Newport adjourned the meeting at 07:30 pm**

Minutes approved by:   
Peter Newport, Mayor of Gold Hill

Minutes submitted by:   
Robert Lowe, City Manager