

**City of Gold Hill City Council
Meeting Minutes
August 26, 2019**

Mayor Newport called the meeting to order at **6:02 p.m.**; immediately followed by the **Pledge of Allegiance**.

- 1) Roll Call:** Mayor Newport, Councilors Cannon, Studebaker, Palmer and Wilson responded as present; Councilor Hinkley was excused. **QUORUM PRESENT.**

Discussion was held regarding voting by proxy. Councilor Hinkley requested that Councilor Studebaker vote for her on certain issues, and City Manager Staven observed the request. It was agreed by the Council to allow it.

2) Agenda Adjustments:

2.1AB 017 – Vote to Seat a New Council Member

Councilor Studebaker opened the discussion by asking the two candidates, Melia Biedscheid and Robert Lowe, what their top two or three priorities would be if seated on the Council. Discussion continued on whether or not the Council was satisfied with the number of applicants for the position. While Councilor Wilson wanted to reopen the vacant position to seek more candidates, the majority decided to proceed with the vote to seat a new Council member. Councilor Studebaker moved; seconded by Councilor Canon. All members voted for candidate Rob Lowe (including Councilor Hinkley by Proxy), with the exception of Councilor Wilson, who abstained from the vote.

2.2AB 018 – Swearing in a New Council Member

After the majority vote for Rob Lowe, Mayor Newport swore him in as the newest City Councilor.

- 3) Public Input: NONE**
- 4) Public Hearing: NONE**
- 5) Presentations: NONE**
- 6) Staff Reports: NONE**
- 7) Proclamations: NONE**
- 8) Resolutions: NONE**

9) Ordinances:

9.1 AB 019 – Ordinance 19-03 Transient Lodging Tax – Second and Final Reading.
Councilor Palmer moved that Ordinance 19-03 be approved; seconded by Councilor Lowe. All in favor. **MOTION PASSED.**

10) Consent Agenda:

10.1 Approval of City Council Meeting Minutes for August 12, 2019
Councilor Palmer moved that the Meeting Minutes be approved; Councilor Canon seconded. All in favor. **MOTION PASSED.**

10.2 FY16-17 Audit Adoption
Councilor Canon moved that the Audit be Adopted; seconded by Councilor Palmer. All in favor, including Councilor Hinkley by Proxy. **MOTION PASSED.**

10.3 – 10.6 Approval of A/P Checks
Councilor Palmer moved that the A/P Checks currently under discussion would be approved as is; Councilor Canon seconded. Councilors Canon and Lowe then abstained from the vote, all others in favor. **MOTION PASSED.**

Prior to the previous vote, Council held discussion regarding why the A/P checks were on the agenda. It was agreed that going forward, the Finance Committee (which includes Councilors Wilson, Studebaker, and Hinkley) would approve A/P Checks, and the City Council would accept their recommendations. It was suggested that the Finance Committee would begin regular bi-weekly meetings for such actions. As a result, a new Motion was proposed that A/P Checks be removed from the Council Meeting Agenda and referred to the Finance Committee in the future. Councilor Canon moved; Councilor Palmer seconded. All in favor. **MOTION PASSED.**

11) Old Business:

11.1 Contract Amendment Approval of Law Enforcement Service Contract between Jackson County and the City of Gold Hill (tabled item from 08/12/19)
Discussion was held, and all Councilors agreed that there is no point in having a Community Services Officer writing code violations if there is no court in Gold Hill available to prosecute the offenders. The court's opening has been delayed because no suitable judge has been found. Contract Amendment was tabled again, and City Manager Staven was asked to produce a candidate for Judge by the next Council meeting.

11.2 City Web Site Update (tabled item from 08/12/19)
City Web Site Update was tabled again, due to Councilor Hinkley's absence.

12) New Business

12.1 Christmas Lighting & Decoration Proposal – Carol Holm

Citizen Carol Holm provided the Council with a detailed plan for Christmas decorations in downtown Gold Hill. See attached flyer with the information that she provided. Her plan was met with an overwhelming positive response – several residents pledged donations on the spot, including Mayor Newport for \$100, Councilor Canon for \$200, and \$100 from the Schoonovers. Council also agreed to let City Manager Staven proceed with contacting Pacific Power regarding the installation of electrical outlets on 15 downtown street lamps.

12.2 “Citizen of the Year” Nominations – City Manager Staven

There were three candidates for Gold Hill's “Citizen of the Year”, the Gold Hill Can-Do, Carol & Larry Holm, and Jan & Bob Sears. After vote by secret ballot, Jan & Bob Sears were elected as the 2019 Citizens of the Year, and their names will be added to the plaque at City Hall.

12.3 Selection of Voting Delegates for LOC Business Meeting – City Manager Staven

Councilor Palmer moved that Mayor Newport be selected as the Voting Delegate at the LOC meeting; Councilor Lowe seconded. All in favor. **MOTION PASSED.**

Councilor Palmer moved that Councilor Studebaker be selected as the Alternate Voting Delegate at the LOC meeting; Councilor Lowe seconded. All in favor; Councilor Studebaker abstained from voting for himself. **MOTION PASSED.**

12.4 “If I Were Mayor” Student Contest – City Manager Staven

City Manager Staven explained to the Council that the League of Cities (LOC) offered a statewide annual student contest. The Mayor and all Council members thought it was a fine idea for Gold Hill to participate in the contest. City Manager Staven to coordinate with the schools.

13) City Manager Report: City Manager Staven only had one update: The quarterly Personnel and Budget committee meetings need to be scheduled with the Council. After some discussion, it was agreed that the meetings would be held in October due to member's availability.

14) Mayor Comments: Mayor Newport had some concerns regarding if we spray pesticides, and are they bee friendly? He also mentioned the sewer repairs at 360 Riverside, and it was determined that they would be conducted on Wednesday, August 28. Mayor Newport was pleased with our Audit progress so far, and City Manager Staven reported to him that FY17-18 was more than 50% complete. We are still on track to meet our target of being caught up by the end of the year. As a final note, Mayor Newport conveyed the exciting information that for the first time since 2015, the City has all positions fully staffed.

15) Councilor Comments: NONE

Before recessing the meeting, Mayor Newport asked if any citizens had anything else they wanted to mention. Residents asked when blacktop would be poured over the trench across 5th Avenue (between Chavner and Ambrose), and were informed that it would be soon, but that more gravel would be added in the meantime to make it smoother.

Mayor Newport recessed the meeting at 7:35 p.m. to enter into an executive session per Oregon Revised Code 192.660 (2) (a).

Mayor Newport adjourned the meeting at 8:20 p.m.

Minutes Approved by: _____


Pete Newport, Mayor

Attested by: _____


Jessica Simpson, City Recorder