



City of

**GOLD HILL**

P.O. Box 308 • Gold Hill, OR 97525  
(541) 855-1525 Fax (541) 855-4501

**GOLD HILL CITY COUNCIL  
COUNCIL MEETING AGENDA  
May 20, 2019  
Regular council Meeting at 6:00 P.M.**

The City of Gold Hill will meet on Monday May 20, 2019, at 6:00 P.M. For the regular City Council Meeting in the Council Chambers, 420 6<sup>th</sup> Avenue. The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to the City Recorder at 541-855-1525. Council Meetings are recorded.

**Call to Order/ Roll Call/Pledge of Allegiance**

**Agenda Adjustments**

Adjustments to the agenda are limited to a change in the order of business to accommodate visitors making presentations or citizens who are attending for the purpose of a single agenda item. Adjustments in the form of additions to the agenda are discouraged because the general public has had no prior notice of their consideration, and therefore interested persons will not have an opportunity to participate. Adjustments in the form of deletions from the agenda may be accomplished here so long as there is disclosure of the reason for the deletion and an indication as to when or if the item will be placed on a future agenda.

**Public Input**

*Limited to 5 minutes or less per Mayors discretion.*

**1. Consent Agenda:**

- 1.1 Approve Council Minutes, May 06, 2019**
- 1.2 Approve AP checks May 2019**

**2. Old Business**

- 2.1 Park fees – CM**
- 2.2 Gold Dust day**

**3. New Business**

- 3.1 Ordinance 19-03 addressing water connection for Trent Nistler**
- 3.2 Arborist to examine Second Ave trees**
- 3.3 Vacant council seat - Dell resignation**

**4. City Manager's Report**

- 4.1 Committee to develop 'tolerance resolution' membership**

**4.2 Purchase of CAT Skid Steer loader for Public Works**

**4.3 10% State withholding issue**

**5. Motion to go into Executive Session:**

**Executive Session: Per Oregon Revised Statutes 192.660 (2)(a)(Closed)To consider the employment of a public officer, employee, staff member or individual agent .**

**5.1 Return into Open session to provide direction to City Manager and/or Motion(s) from Council.**

**Public Input**

*Limited to 5 minutes or less per Mayors discretion.*

**Adjournment**

*Note: This agenda and the entire agenda packet, including staff reports, referenced documents, resolutions and ordinances are available at the Gold Hill City Hall in advance of each meeting 420 6th Avenue (P.O. Box 308), Gold Hill, OR 97525. Information can also be viewed at [www.ci.goldhill.or.us](http://www.ci.goldhill.or.us)*



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1.1

## **GOLD HILL CITY COUNCIL COUNCIL MEETING MINUTES**

**May 06, 2019**

Regular Council meeting at 6:00 P.M.

### **Mayor Newport leads the Call to order/pledge of Allegiance at 6p.m.**

Councilor's West and Dell were absent at the time of roll call. West arrived late in meeting at 7:30.

**Agenda Adjustment's:** Executive meeting moved to end of regular meeting.

**Public input:** Logan Young-operates the local gas station, says he will be putting in lights to illuminate the streets for safety.

Tom D.-States the traffic speed sign by Figaro's is confusing. Councilor Hinkley addressed the issue. Councilor Hinkley states they changed the school zone and are in the process of updating the sign. Councilor Studebaker gives a shout-out to Tom for his efforts in the cleanup job.

Margaret Dials-states she would like to see the trees saved and not pulled out by O.D.O.T. Councilor Studebaker says replacing the trees would be a better option. Councilor Studebaker states that we do not have the proper trees planted anyway. The mess will be cleaned up and flowers will be put in their place. Margaret feels that the city should contact an arborist.

### **1. Appearance:**

**1.2 JCSO Sheriff Sickler Presentation:** Sheriff Sickler presented the jail plan. The plan has been going on a little over 2 years. Sheriff Sickler provided an 8 minute video that showed the lack of jail space. Sheriff Sickler also presented information about cost effectiveness. 2017- Increased by 62 beds. In the last year the number of calls to 911 went down. The jail has been overcrowded since 1985.

### **2. Consent Agenda:**

**2.1 Approve council Minutes, April 22, 2019:** Moved to the next meeting.

**2.2 Approve accounts payable April 2019:** Moved to the next Meeting.

### **3. Motion to go into Executive Session:**

Executive Session: Per Oregon Revised Statutes 192.660 (2)(a)(Closed) To consider the employment of a public officer, employee, staff member or individual agent.

**3.1 Return into open session to provide direction to City Manager and/or motion(s) from Council. -**

**4. Old Business**

**4.1 Review Council Goals:** Moved to next meeting.

**4.2 city Recorder recruitment-Audit status:** Moved to next meeting.

**4.3 Senior center Lecture series:** Councilor Studebaker gave an update

**5. New Business**

**5.1 Law Enforcement Service District Resolution:** Following the discussion the council motioned to approve 02-R-19. Motioned by Councilor Palmer, Second by Councilor Hinkley, yes vote by Councilor Wilson. Abstained votes by Councilor West, and Councilor Studebaker.

**6. City manager`s Report**

**6.1 Committee to develop `tolerance resolution`:** Councilor`s West and Dell were appointed to the committee put together by CM Rob Lowe.

**Mayor Newport adjourned the meeting at 7:38 P.M.**

Minutes Approved by: \_\_\_\_\_  
Pete Newport, Mayor of Gold Hill

Minutes Submitted by: \_\_\_\_\_  
Cary Randall, Administrative Office Clerk

# Accounts Payable

## Computer Check Register



1.2

User: Denise  
 Printed: 05/16/2019 - 2:39PM  
 Batch: 00002.05.2019 - 05162019  
 Bank Account: UMPQ

| Check | Vendor No | Vendor Name                 | Date      | Invoice No      | amount    |
|-------|-----------|-----------------------------|-----------|-----------------|-----------|
| 18945 | ACME      | Acme Fire                   | 5/16/2019 | B25856          | 170.00    |
|       |           | Check 18945 Total:          |           |                 | 170.00    |
| 18913 | AMER      | Alsco                       | 5/16/2019 | LMED1687492     | 49.25     |
|       |           |                             |           | LMED1690135     | 46.43     |
|       |           | Check 18913 Total:          |           |                 | 95.68     |
| 18914 | BERKADIA  | Berkadia G                  | 5/16/2019 | 010509803       | 20,224.33 |
|       |           | Check 18914 Total:          |           |                 | 20,224.33 |
| 18915 | Brenntag  | Brenntag Pacific, Inc       | 5/16/2019 | BPI942290       | 1,217.12  |
|       |           | Check 18915 Total:          |           |                 | 1,217.12  |
| 18916 | C&K       | C & K Market                | 5/16/2019 | 05062019        | 14.97     |
|       |           | Check 18916 Total:          |           |                 | 14.97     |
| 18917 | CPI       | Central Pipeline Inc        | 5/16/2019 | 13103           | 597.50    |
|       |           |                             |           | 13102           | 1,365.00  |
|       |           |                             |           | 13100           | 2,008.43  |
|       |           |                             |           | 13101           | 1,000.00  |
|       |           | Check 18917 Total:          |           |                 | 4,970.93  |
| 18918 | CENT      | Centro Print Solutions      | 5/16/2019 | 218712          | 293.10    |
|       |           | Check 18918 Total:          |           |                 | 293.10    |
| 18919 | CIVILWES  | Civil West Engineering Serv | 5/16/2019 | 1603.001.04.15  | 1,450.00  |
|       |           |                             |           | 1603.001.02.004 | 2,757.60  |
|       |           |                             |           | 1603-004.17     | 400.00    |
|       |           | Check 18919 Total:          |           |                 | 4,607.60  |
| 18920 | LUCKYSIX  | LUCKY SIX CONSTRUCTIO       | 5/16/2019 | 04242019        | 1,200.00  |
|       |           | Check 18920 Total:          |           |                 | 1,200.00  |

| Check | Vendor No | Vendor Name                  | Date      | Invoice No     | amount   |
|-------|-----------|------------------------------|-----------|----------------|----------|
| 18921 | CRAT2     | Crater Sand And Gravel       | 5/16/2019 |                |          |
|       |           |                              |           | 135409         | 770.00   |
|       |           |                              |           | 134898         | 770.00   |
|       |           |                              |           | 134691         | 365.00   |
|       |           | Check 18921 Total:           |           |                | 1,905.00 |
| 18922 | DARD      | Dardanelles                  | 5/16/2019 |                |          |
|       |           |                              |           | ARCHAPRMAY     | 948.22   |
|       |           | Check 18922 Total:           |           |                | 948.22   |
| 18923 | DATA CW   | Data Center West             | 5/16/2019 |                |          |
|       |           |                              |           | 707739         | 245.97   |
|       |           | Check 18923 Total:           |           |                | 245.97   |
| 18924 | FORRESTD  | David Forrest Consulting, LL | 5/16/2019 |                |          |
|       |           |                              |           | JVAV/2019/0037 | 246.75   |
|       |           | Check 18924 Total:           |           |                | 246.75   |
| 18925 | GATTELE   | Gatt Electric Inc.           | 5/16/2019 |                |          |
|       |           |                              |           | 50619          | 263.08   |
|       |           | Check 18925 Total:           |           |                | 263.08   |
| 18926 | HILT      | Hilton Fuel                  | 5/16/2019 |                |          |
|       |           |                              |           | 12568          | 150.00   |
|       |           |                              |           | 13111          | 53.00    |
|       |           | Check 18926 Total:           |           |                | 203.00   |
| 18927 | LOWESH    | Lowe's Home Improvement      | 5/16/2019 |                |          |
|       |           |                              |           | 11534          | 147.59   |
|       |           | Check 18927 Total:           |           |                | 147.59   |
| 18928 | MAIN      | Main Building Supply         | 5/16/2019 |                |          |
|       |           |                              |           | 2268574        | 55.92    |
|       |           |                              |           | 2272390        | 12.76    |
|       |           |                              |           | 2268573        | 53.81    |
|       |           | Check 18928 Total:           |           |                | 122.49   |
| 18929 | MFCP      | Motion & Flow Control Prodt  | 5/16/2019 |                |          |
|       |           |                              |           | 7288492        | 9.22     |
|       |           | Check 18929 Total:           |           |                | 9.22     |
| 18930 | NAPA      | Napa Auto Parts              | 5/16/2019 |                |          |
|       |           |                              |           | 286642         | 53.08    |
|       |           |                              |           | 287683         | 70.66    |
|       |           |                              |           | 287451         | 13.99    |
|       |           | Check 18930 Total:           |           |                | 137.73   |
| 18931 | NEIL      | Neilson Research             | 5/16/2019 |                |          |
|       |           |                              |           | 230556         | 112.00   |
|       |           | Check 18931 Total:           |           |                | 112.00   |

| Check | Vendor No | Vendor Name                 | Date      | Invoice No     | amount    |
|-------|-----------|-----------------------------|-----------|----------------|-----------|
| 18932 | OREMAY    | Oregon Mayors Association   | 5/16/2019 | 19-222062      | 106.00    |
|       |           | Check 18932 Total:          |           |                | 106.00    |
| 18933 | PACII     | Pacific Power               | 5/16/2019 | 3359051-010-3  | 395.64    |
|       |           |                             |           | 3359051-003-8  | 219.24    |
|       |           |                             |           | 3359051-001-2  | 283.59    |
|       |           |                             |           | 3359051-011-1  | 39.43     |
|       |           |                             |           | 3359051-007-9  | 29.66     |
|       |           |                             |           | 3359051-009-5  | 1,714.27  |
|       |           | Check 18933 Total:          |           |                | 2,681.83  |
| 18934 | PERSSRC   | Personnel Source            | 5/16/2019 | 147969         | 1,036.00  |
|       |           |                             |           | 147813         | 888.00    |
|       |           | Check 18934 Total:          |           |                | 1,924.00  |
| 18935 | DPETERS   | DAVID PETERSON              | 5/16/2019 | 190507         | 483.14    |
|       |           | Check 18935 Total:          |           |                | 483.14    |
| 18936 | KDP       | Certified Public Accountant | 5/16/2019 | 1036812        | 15,240.00 |
|       |           | Check 18936 Total:          |           |                | 15,240.00 |
| 18937 | QUILL     | Quill Corp.                 | 5/16/2019 | 6887443        | 126.99    |
|       |           |                             |           | 6993466        | 42.44     |
|       |           | Check 18937 Total:          |           |                | 169.43    |
| 18938 | RogDisp   | Rogue Shred                 | 5/16/2019 | 2660293        | 22.35     |
|       |           | Check 18938 Total:          |           |                | 22.35     |
| 18939 | SIERRASP  | Sierra Springs              | 5/16/2019 | 12022924042719 | 43.03     |
|       |           | Check 18939 Total:          |           |                | 43.03     |
| 18940 | SOS       | SOS Alarm                   | 5/16/2019 | M656673        | 197.90    |
|       |           | Check 18940 Total:          |           |                | 197.90    |
| 18941 | SURESPRA  | SURE SPRAY                  | 5/16/2019 | 2019-08        | 100.00    |
|       |           | Check 18941 Total:          |           |                | 100.00    |
| 18942 | CORPWAR   | CORPORATE WAREHOUSE         | 5/16/2019 | 64168          | 1,939.55  |
|       |           | Check 18942 Total:          |           |                | 1,939.55  |

# Accounts Payable GL Distribution Report



User: Denise  
 Printed: 5/16/2019 - 2:40 PM  
 Batch: 00002.05.2019 - 05162019  
 Fiscal Period: 11  
 JE Date: 05/16/2019

| Fund               | DR Amount        | CR Amount        | Account Number | Description      |
|--------------------|------------------|------------------|----------------|------------------|
| 10 GENERAL FUND    | 0.00             | 22,192.77        | 10-0-106-00    | Cash In Treasury |
|                    | 22,192.77        | 0.00             | 10-0-214-00    | Accounts Payable |
|                    | <u>22,192.77</u> | <u>22,192.77</u> |                |                  |
| 30 STREET FUND     | 0.00             | 5,061.26         | 30-0-106-00    | Cash In Bank     |
|                    | 5,061.26         | 0.00             | 30-0-214-00    | Accounts Payable |
|                    | <u>5,061.26</u>  | <u>5,061.26</u>  |                |                  |
| 35 SEWER FUND      | 0.00             | 39.43            | 35-0-106-00    | Cash In Bank     |
|                    | 39.43            | 0.00             | 35-0-214-00    | Accounts Payable |
|                    | <u>39.43</u>     | <u>39.43</u>     |                |                  |
| 40 WATER FUND      | 0.00             | 13,319.60        | 40-0-106-00    | Cash In Treasury |
|                    | 13,319.60        | 0.00             | 40-0-214-00    | Accounts Payable |
|                    | <u>13,319.60</u> | <u>13,319.60</u> |                |                  |
| 50 WATER BOND FUND | 0.00             | 20,224.33        | 50-0-106-00    | Cash In Treasury |
|                    | 20,224.33        | 0.00             | 50-0-214-00    | Accounts Payable |
|                    | <u>20,224.33</u> | <u>20,224.33</u> |                |                  |



**Payments Greater than or Equal to \$1,000**

| <u>Date</u> | <u>Payee</u>           | <u>Amount</u> | <u>Description</u>                  |
|-------------|------------------------|---------------|-------------------------------------|
| 16-May      | Berkadia               | \$20,224.33   | Final payment on 1981 Water bond    |
| 16-May      | Brenntag Pacific       | \$1,217.12    | Soda Ash for water plant            |
| 16-May      | Central Pipeline       | \$4,970.93    | Multiple invoices Jan. - April 2019 |
| 16-May      | Civil West Engineering | \$4,607.60    | WTP and WWFP issues and advice      |
| 16-May      | Lucky Six Construction | \$1,200.00    | 8 custom planters for downtown      |
| 16-May      | Crater Sand            | \$1,905.00    | Decorative rock                     |
| 16-May      | PP & L                 | \$2,681.83    | April power bills                   |
| 16-May      | Personnel Source       | \$1,924.00    | Dan Rowton (Public Works)           |
| 16-May      | KDP                    | \$15,240.00   | Audit accounting services           |
| 16-May      | Canon copier           | \$1,939.55    | toner for Canon copier              |
|             |                        |               |                                     |
|             |                        |               |                                     |
|             |                        |               |                                     |



## Gold Hill Parks

Effective **July 1, 2019** the city will collect a \$4.00 per vehicle parking fee at the Gold Hill Sports Park on Hwy 234. Funds raised by parking fees help us maintain and improve city parks. The fee is charged *per vehicle*, with a 15 minute grace period to allow for dropping off and picking up in the parking lot.

Payment compliance will be monitored by both city staff and the Jackson County Sheriff and violators can be fined up to \$50 as per Ordinance 10.04.150.

For the convenience of regular park visitors, **Annual Park Passes** will be available for purchase at city hall. A pass for a full calendar year costs \$20.00, and offers unlimited visits to city parks. Discounted passes are available at \$10.00 for ;

- Individuals 60 and older
- Military active duty or veterans

Park passes purchased after July 1<sup>st</sup> will sell for half-price, and will expire on December 31 of the year purchased.

Parking fees apply to the Boat ramp, Skate Park and main parking areas. The fees *do not* apply to vehicles parked at the Little League fields. No fee will be collected from visitors who enter the park on foot or by non-motorized means.

The \$4.00 parking fee will be waived for vehicles associated with a group rental of the Sports Park.

**Commercial entities** such as Rafting companies and Fishing guides are required to purchase a Gold Hill business license *plus* pay a negotiated annual parking fee.

Thank you for your cooperation.



3.1

## Water service to Trent Nistler property

There is a private residence being constructed on tax lot 500, Map 36 3w 16, above the city reservoirs. The property abuts city land, and can be annexed once Gold Hill adopts the County Riparian ordinance. It is being developed by Trent Nistler, who has improved the Reservoir road at his expense.

Given the proximity to the reservoirs, I propose providing city water to the property. The developer will be responsible for all costs associated with the pump station, wiring and piping. Our city codes and SDC's allow for such connections:

SDC fee for water connections *outside city limits* : \$3,535.80 (vs. \$2,130 inside city)

Our codes allow the city to negotiate agreements for water service outside city limits ( 13.04.340 and 13.04.390). The city benefits from both a generous SDC payment and an additional rate payer.

Mike Bollweg is evaluating the plans and specifications to insure proper installation of the system. Once approved by SOWT, installation will be completed by CPI, our approved vendor at homeowner's expense. Customer is responsible for all maintenance and servicing of their system, which will be installed on the customer side of the water meter.

3.1

# Gold Hill - City Council Agenda Report

Meeting Date: May 20, 2019

**Agenda Title:**

Department: Administration

Staff Contact: Rob Lowe, City Manager

**Brief Summary for Agenda:** Ordinance approving Trent Nistler homesite connectivity to Municipal water system. Easement granted *ingress, egress and utilities*.

**Issue before the Council:** Council approval of an ordinance allowing a water connection to a property outside city limits. While our code permits these connections *with a negotiated agreement*, (Ord. 13.04.390) our Planner at RVCOG suggested an Ordinance to approve the connection.

**Staff Recommendation:** Petitioner has met all requirements of our municipal code; Their property is adjacent to city and can be annexed when Jackson County will allow. Mr Nistler has improved Reservoir road at his expense, and is providing the city with a parking area for recreational use. As all costs are borne by petitioner, city benefits from increased SDC fee and monthly base rate. Petitioner has submitted an agreement to annex property when possible as per our 13.04.340.

**Background/Discussion:** Prior Council deliberated and approved an easement to the Nistler property to allow construction of a home on that private parcel. Our Municipal fee schedule anticipates such connections and established a fee of \$3,535.80 for out-of-city water connections. Monthly base rate of \$64 is double standard water rate. Petitioner has reviewed connection with Mike Bollweg who signed off on the connection.

**Related City Policies:** City benefitted by having Reservoir road improved and a parking area created for future recreational use. Both SDC fee and monthly fee are double the usual amount, providing a financial benefit to the city.  
Fiscal Policy

**Council Options:** a) Approve Ordinance in favor of allowing water connection b) Refer matter to CM for further study c) Decline to approve the Ordinance.

**Potential Motion(s):** "I move that we approve Ordinance 19-03 allowing municipal water connection to the Nistler property".

**ORDINANCE 19-03****AN ORDINANCE FOR THE CITY OF GOLD HILL APPROVING OUT OF CITY CONNECTION TO MUNICIPAL WATER SYSTEM**

WHEREAS, The City of Gold Hill has determined that certain property owned by Trent and Cherie Nistler is adjacent to city property, and

WHEREAS, said property is suitable for annexation to the City of Gold Hill when feasible, and

WHEREAS, The City Council has determined that future economic development of our community includes both internal growth and by expanding our boundaries, and

WHEREAS, Owners of affected property agree to cover all expenses associated with connectivity to the municipal water system in a legal manner, and

WHEREAS, Owners of affected property have entered into a negotiated agreement with the City establishing the conditions under which this connection will be allowed

NOW THEREFORE, THE CITY OF GOLD HILL ORDAINS AS FOLLOWS:

Property known as 363W16 tax lot 500 and 363W15 tax lot 2700 known as the Nistler property shall be allowed connection to the Gold Hill municipal water system.



City of

**GOLD HILL**

P.O. Box 308 • Gold Hill, OR 97525  
(541) 855-1525 Fax (541) 855-4501

3.3

May 14, 2019

Dear Zach;

Would you kindly sign the following statement, to confirm your resignation from the city Council?

Thank you,

A handwritten signature in blue ink, appearing to be 'Zach', is written over the 'Thank you,' text.

I, Zachariah Dell do hereby resign my seat on the Gold Hill city Council, effective this date.

A handwritten signature in black ink, 'Zachariah Dell', is written above a horizontal line.

Zachariah Dell

A handwritten date '5/16/2019' is written above a horizontal line.

Date

4.3

**Rob Lowe**

---

**From:** SHORT Michelle <Michelle.SHORT@odot.state.or.us>  
**Sent:** Thursday, May 16, 2019 4:00 PM  
**To:** Rob Lowe; DALE Amy \* SOS  
**Cc:** pete.newport@ci.goldhill.or.us; BONAWITZ Joe S \* III; BOEDIGHEIMER Shari L  
**Subject:** City County Apportionment MAY 2019 10% Withholding

Good Afternoon ~

The City of Gold Hill's City Apportionment distribution for May 2019 in the amount of \$7,822.95 was reduced by 10% for a withholding of \$782.30. A check in the amount of \$7,040.65 was processed yesterday.

If you have any questions or concerns please don't hesitate to contact me.

*Michelle Short*

Michelle Short, MBA, OPMA  
Revenue & Expenditure Accountant III  
ODOT, Financial Services Branch  
355 Capitol St. NE  
Salem, OR 97301-3871  
Direct Line: 503-986-4373  
Fax No: 503-986-3210

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