

CITY COUNCIL

Business Meeting Agenda

Tuesday, January 2, 2024, 6:00 PM
City Hall, 420 Sixth Ave



1. Call to Order/ Roll Call/Pledge of Allegiance

2. 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.

3. Announcements, Correspondence, Awards and Proclamations

4. Public Input — Limited to 5 minutes or less per speaker per Mayor's discretion

5. Public Hearing – None

6. Consent Agenda - None

7. Action Items

- a) 24-R-01: 2024 Recognized Holidays
- b) 24-R-02: 2024 Council Meeting Schedule
- c) 24-R-03: Election of Council President
- d) 24-R-04: Authorizing Signatures for Banking Services
- e) 24-R-05 Volunteer / Workers Compensation

8. Reports from Councilors

9. City Manager Report

- a) Planning Staff Weekly Office Hours
- b) Planning Commission Hearing - 12/20/23
- c) Meetings Report

10. Good of the Order

11. 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, Gold Hill, OR 97525. Information can also be viewed at www.cityofgoldhill.com

This meeting is broadcast live at:
https://youtube.com/@cityofgoldhilloregon?si=DLkh9r_-mNI2Na8P

RESOLUTION 24-R-01

City of Gold Hill

**A RESOLUTION OF THE CITY OF GOLD HILL TO DECLARE LEGAL HOLIDAYS
AND CLOSING OF CITY HALL TO OBSERVE THE HOLIDAY**

WHEREAS, the City Council of the City of Gold Hill has the vested authority and power to regulate working conditions and standards for the City staff, and

WHEREAS, the City has established a standard to observe all federally recognized holidays.

NOW, THEREFORE BE IT RESOLVED, that the following days shall be declared as legal holidays for 2024 and that the City Hall shall be officially closed for business for the observance of these holidays:

January 1	New Year's Day
January 15	Martin Luther King Jr Day
February 19	Presidents' Day
May 27	Memorial Day
June 19	Juneteenth
July 4	Independence Day
September 2	Labor Day
October 14	First Nations Day / Columbus Day
November 11	Veterans Day
November 28	Thanksgiving
November 29	Day After Thanksgiving
December 25	Christmas Day

ADOPTED by the City Council this _____ day of January, 2024

ATTEST:

D. Larez, City Recorder

SIGNED and APPROVED this _____ day of January, 2024

Ronald A. Palmer, Mayor

RESOLUTION 24-R-02

City of Gold Hill

A RESOLUTION OF THE CITY OF GOLD HILL TO SET COUNCIL MEETINGS

WHEREAS, the City Charter of the City of Gold Hill has vested authority and power to the City Council to conduct business, and

WHEREAS, the City has established a standard to observe all federally recognized holidays.

NOW, THEREFORE BE IT RESOLVED, that the City Council shall meet a minimum of once a month with the following schedule:

1. Regular Council Meetings. The Council shall meet at 6:00 p.m. on the first Tuesday of each month in the City Hall Council Chamber or at any place that the Council may direct. In the event a regularly scheduled meeting falls on an official holiday, the meeting shall be held at the same hour on the next following day that is not a holiday.
2. Special Meetings. The Mayor, or in the Mayor's absence, the Presiding Officer may call a special meeting of the Council. Three Councilors may also call a special meeting by filing a request with the City Recorder. Notice shall be given to each Councilor at least 24 hours in advance of the meeting.
3. Emergency Meetings. An emergency meeting of the Council may be called on less than 24 hours' notice provided that an actual emergency exists. The minutes of such meeting must describe the emergency justifying less than 24 hours' notice and, and the Council must be able to point to some reason why the meeting could not be delayed.
4. Workshop Meetings. Workshop meetings may be scheduled as necessary by the Mayor or at the request of the majority of the members of the Council. Workshop meetings are informal sessions to review upcoming issues, receive special reports, conduct goal setting sessions and for special training purposes.
5. Executive Sessions. An executive session (a meeting closed to the public) may be held in accordance with the Oregon Public Meetings Law. The Mayor or Presiding Officer or any two members of the Council may call any regular, special, or emergency meeting into executive session by citing the specific provision of ORS 192.660 which authorizes the session.

ADOPTED by the City Council this _____ day of January, 2024

ATTEST:

D. Larez, City Recorder

SIGNED and APPROVED this _____ day of January, 2024

Ronald A. Palmer, Mayor

RESOLUTION No. 24-R-03

City of Gold Hill

A RESOLUTION ELECTING THE CITY COUNCIL PRESIDENT

WHEREAS, the City Charter has vested power in the City Council to conduct business, and

WHEREAS, the City Resolution 12-R-11 established rules for the Council, and states, "At the first meeting of each calendar year, the Council shall elect a president from its tenure membership," and

WHEREAS, the Council President shall act as Presiding Officer in the Mayor's absence,

NOW, THEREFORE BE IT RESOLVED, Councilor _____ has been elected Council President for 2024.

ADOPTED by the City Council this _____ day of January, 2024

ATTEST:

D. Larez, City Recorder

SIGNED and APPROVED this _____ day of January, 2024

Ronald A. Palmer, Mayor

RESOLUTION No. 24-R-04

City of Gold Hill

**A RESOLUTION AUTHORIZING SIGNATURES, FOR BANKING SERVICES ON
BEHALF OF THE CITY OF GOLD HILL AND RESCINDING RESOLUTION 23-R-3**

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF GOLD HILL, OREGON, RESOLVES
AS FOLLOWS:

SECTION 1. In compliance with Chapter V, Section 22 of the Gold Hill Charter, the
following positions are authorized to sign on behalf of the City, orders for payment or
withdrawal of money:

Mayor
Council President
City Recorder
City Manager

SECTION 2. All prior authorizations are hereby superseded.

SECTION 3. Any designated depository ("Bank") of the City of Gold Hill is authorized and
directed to honor and pay any checks, drafts, or other orders for payment of money
withdrawing funds from any account of the City when bearing the signatures of the person
listed in Section One of this resolution. The Bank is authorized and directed to honor and
to charge the City for such checks, drafts, or other orders for the payment of money
provided they resemble the signatures duly certified to and filed with the Bank by the City.

SECTION 4. This resolution is effective upon adoption.

ADOPTED by the City Council this _____ day of January, 2024

ATTEST:

D. Larez, City Recorder

SIGNED and APPROVED this _____ day of January, 2024

Ronald A. Palmer, Mayor

RESOLUTION NO. 24-R-05

City of Gold Hill

A resolution extending workers' compensation coverage to volunteers of Gold Hill in which Gold Hill elects the following:

Pursuant to ORS 656.031, workers' compensation coverage will be provided to the classes of volunteers listed in this resolution, noted on CIS payroll schedule, and verified at audit:

1. Public Safety Volunteers

Applicable _____ **Non-applicable** **X**

An assumed monthly wage of n/a will be used for public safety volunteers in the following volunteer positions (check all that apply):

- ☐ Police reserve
- ☐ Search and rescue
- ☐ Firefighter
- ☐ Emergency medical personnel
- ☐ Ambulance drivers
- ☐ Other

2. Volunteer boards, commissions, and councils for the performance of administrative duties.

Applicable **X** **Non-applicable** _____

An aggregate assumed annual wage of \$2,500 will be used per each volunteer board, commission, or council for the performance of administrative duties. The covered bodies are (list each body):

- a. The Mayor
- b. City Councilors
- c. The Budget Committee

3. Manual labor by elected officials.

Applicable **X** **Non-applicable** _____

An assumed monthly wage of \$800 per month will be used for public officials for the performance of non-administrative duties other than those covered in paragraph 2 above

4. Non-public safety volunteers

Applicable **X** **Non-applicable** _____

All non-public safety volunteers listed below will track their hours and Oregon minimum wage will serve as assumed wage for both premium and benefits calculations. CIS will assign the appropriate classification code according to the type of volunteer work being performed. (List specific non-public safety volunteers below)

- ☒ Parks and recreation – *Assist with Parks cleanup & maintenance*
- ☐ Senior center
- ☐ Public works
- ☐ Library
- ☒ Other – *Assist with clerical/Administrative city functions*

5. Public Events

Applicable _____ **Non-applicable** X

Volunteers at the following public events will be covered under workers' compensation coverage using verified hourly Oregon minimum wage as basis for premium and/or benefit calculation: (List specific events)

6. Community Service Volunteers/Inmates

Applicable _____ **Non-applicable** X

Pursuant to ORS 656.041, workers' compensation coverage will be provided to community service volunteers commuting their sentences by performing work authorized by

7. Other Volunteers

Volunteer exposures not addressed here will have workers' compensation coverage if, prior to the onset of the work provided that the city of Gold Hill;

- a. Provides at least two weeks' advance written notice to CIS underwriting requesting the coverage
- b. CIS approves the coverage and date of coverage
- c. CIS provides written confirmation of coverage

The city of Gold Hill agrees to maintain verifiable rosters for all volunteers including volunteer name, date of service, and hours of service and make them available at the time of a claim or audit to verify coverage.

Now, therefore, be it resolved by the City of Gold Hill to provide workers' compensation coverage as indicated above.

ADOPTED by the City Council this _____ day of January, 2024

ATTEST:

D. Larez, City Recorder

SIGNED and APPROVED this _____ day of January, 2024

Ronald A. Palmer, Mayor