

**City of Sodaville**  
**Regular Session & Supplemental Budget Hearing Minutes**  
**April 21, 2022**  
**7:00 PM – City Hall**

**1) Call to Order**

Mayor Roger Perry called the meeting to order at 7:00PM

**2) Pledge of Allegiance**

Mayor Roger Perry led the Pledge of Allegiance.

**3) Roll Call**

Councilors Present: Mayor Roger Perry, Council President Adina Olivares, Councilor Jeff Hensely, Councilor Ray Jackman (arrived late), Councilor Brian Lewis.

Staff Present: City Recorder Alex McHaddad, Public Works Director J D Burns.

**4) Visitors**

Tammy Lewis, Mayor Emeritus Nick Heineck, Budget Committee Member Peggy Bishop, Joe Parsons.

**5) Bills**

Adina moves the bills, second by Jeff, ALL VOTE YES.

Councilor Hensley moved to pay the bills, second by Councilor Jackman.

Yes: Mayor Roger Perry, Council President Adina Olivares, Councilor Jeff Hensely, Councilor Ray Jackman, Brian Lewis.

No: N/A.

*Motion passes.*

**6) Minutes**

- March 17, 2022 Regular Session. Councilor Hensely moved to accept the minutes, second by Councilor Lewis.

Yes: Mayor Roger Perry, Council President Adina Olivares, Councilor Jeff Hensely, Councilor Ray Jackman, Brian Lewis.

No: N/A.

*Motion passes.*

- April 7, 2022 Special Session. Councilor Hensely moved to accept the minutes, second by Councilor Lewis.

Yes: Mayor Roger Perry, Council President Adina Olivares, Councilor Jeff Hensely, Councilor Ray Jackman, Brian Lewis.

No: N/A.

*Motion passes.*

7) **Public Comment**

Mrs. Peggy Bishop announced that a medical hardship dwelling will be vacated by the end of April.

Mayor Emeritus Nick Heineck - referenced City well ordinance. Has two wells on his property, and wants the City to allow him to upgrade and improve wells on property, located in the lower part of the city. Councilors briefly discussed residential water use policy. City Recorder McHaddad committed to review the request and applicable ordinances before presenting a resolution at the next Council meeting.

Mrs. Bishop asked if citizens will be apprised of administrative problems that have occurred in the City's government. City Recorder McHaddad expressed that past administrative problems will be noted publicly, and that a second city website is in development to post official documents that will make City government more transparent. City Hall is open to openly discuss any problems with residents.

Mr. Joe Parsons expressed concerns with the quality of gravel streets because they are becoming unusable and will continue to degrade during the next rainy season. Mayor Perry noted that the City had contracted with Linn County for grading services in the past. Council President Olivares reminded the audience that Westview is a private street. Director Burns verified that Vina and Knoll are owned by the City, and their quality is in decline. Councilor Jackman asked if the City has a scraper box for the tractor, and Director Burns verified that the City owns a scraper box.

8) **City Recorder's Report**

City Recorder McHaddad reviewed the written City Recorder's report.

Councilor Hensely moved to authorize monthly payments of the loan to AgCo Finance via ACH, second by Councilor Jackman.

Yes: Mayor Roger Perry, Council President Adina Olivares, Councilor Jeff Hensely, Councilor Ray Jackman, Brian Lewis.

No: N/A.

*Motion passes.*

Council President Olivares will file the City's Lobbyist Client/Employer report with the assistance of the City Recorder.

Councilor Jackman moved to authorize payment of a QuickBooks Online subscription via bank draft, second by Council President Olivares.

Yes: Mayor Roger Perry, Council President Adina Olivares, Councilor Jeff Hensely, Councilor Ray Jackman, Brian Lewis.

No: N/A.

*Motion passes.*

The City Recorder will place the water bill payment assistance contract with Community Services Consortium on the next Council meeting agenda, and procure additional information from CSC about the program.

**9) Public Works Report**

Director Burns reviewed the Public Works Report. City officials hung door tags announcing the new meter installation project, and announced that wells are already in the process of installation.

Council President Olivares asked if water will be turned off temporarily during installation. Director Burns confirmed 30 minute installation turn-off times, and noted that installation will occur between May 16-27.

Mayor Perry fixed the City's truck. He was thanked by Council President Olivares and Councilor Hensely.

Director Burns noted that whoever is on call will not have to read meters. He and City Recorder McHaddad met with the Brownsville City Administrator, and an on-call contract is on the agenda tonight. The Council will also consider an amendment to Ordinance 15-03 for height around the meter. Clarification was established with Council President Olivares that the Public Works Director receives the first call if he is needed, followed by the City of Brownsville if he is unavailable. Councilors will fill out the on-call calendar after the meeting has ended.

**10) New Business**

**a) Resolution No. 22-01: A RESOLUTION DECLARING THE TRANSFER OF FUNDS FROM THE STATE POOL ACCOUNT #4043**

City Recorder McHaddad reviewed the item.

Councilor Jackman moved to adopt Resolution 22-01, second by Councilor Hensely.

Yes: Mayor Roger Perry, Council President Adina Olivares, Councilor Jeff Hensely, Councilor Ray Jackman, Brian Lewis.

No: N/A.

*Motion passes.*

**b) Resolution No. 22-02: A RESOLUTION AMENDING SODAVILLE ORDINANCE 15-03**

City Recorder McHaddad reviewed the item.

Councilor Jackman moved to read the ordinance by title only and adopt Resolution 22-02, second by Council President Olivares.

Yes: Mayor Roger Perry, Council President Adina Olivares, Councilor Jeff Hensely, Councilor Ray Jackman, Brian Lewis.

No: N/A.

*Motion passes.*

**c) Supplemental Budget Hearing (Resolution No. 22-03)**

I move to adopt Resolution No. 22-03.

Mayor Perry opened the public hearing at 7:51.  
City Recorder McHaddad reviewed the supplemental budget.  
Mayor Perry requested public comment, and none was received.  
Mayor Perry closed the public hearing at 7:55.

Councilor Hensely asked how much the city currently spends on meters. Director Burns confirmed that there are no expenditures. A few should have been replaced per year. The previous Public Works Director had a replacement schedule for a while but it ended. There are no replacement parts for current meters.

Council President Olivares moved to adopt Resolution 22-03, second by Councilor Jackman.

Yes: Mayor Roger Perry, Council President Adina Olivares, Councilor Jeff Hensely, Councilor Ray Jackman, Brian Lewis.

No: N/A.

*Motion passes.*

**d) Contract Review Board: Public Hearing on Intergovernmental Agreement with the City of Brownsville**

Mayor Perry called the public hearing of the Contract Review Board to order in at 7:58.

City Recorder McHaddad and Director Burns reviewed the item. Director Burns noted that the City of Brownsville has the same meters that the City of Sodaville is installing.

Mayor Perry closed the public hearing of the Contract Review Board at 8:00

Councilor Jackman moved to adopt the Local Government Public Works Cooperative Assistance Agreement with the City of Brownsville, second by Councilor Lewis.

Yes: Mayor Roger Perry, Council President Adina Olivares, Councilor Jeff Hensely, Councilor Ray Jackman, Brian Lewis.

No: N/A.

*Motion passes.*

**e) 2022-2023 Budget Overview & Budget Committee Appointment**

City Recorder McHaddad reviewed Budget Committee appointments.

Mayor Perry appointed Tammy Lewis for a Budget Committee term ending in 2022.

Councilor Jackman moved to confirm the appointment of Tammy Lewis, second by Councilor Hensely.

Yes: Mayor Roger Perry, Council President Adina Olivares, Councilor Jeff Hensely, Councilor Ray Jackman.

No: N/A.

Abstain: Councilor Lewis.

*Motion passes.*

Roger nominates Joe Parsons for term ending 2024. Ray moves, Adina seconds, all vote yes.

Mayor Perry appointed Joe Parsons for a Budget Committee term ending in 2024. Councilor Jackman moved to confirm the appointment of Joe Parsons, second by Council President Olivares.

Yes: Mayor Roger Perry, Council President Adina Olivares, Councilor Jeff Hensely, Councilor Ray Jackman, Brian Lewis.

No: N/A.

*Motion passes.*

Roger nominates Kirk Keller. Jeff moves to approve, second by Ray. All vote yes.

Mayor Perry appointed Kirk Keller for a Budget Committee term ending in 2023. Councilor Jackman moved to confirm the appointment of Joe Parsons, second by Council President Olivares.

Yes: Mayor Roger Perry, Council President Adina Olivares, Councilor Jeff Hensely, Councilor Ray Jackman, Brian Lewis.

No: N/A.

*Motion passes.*

Mr. Keller informed Council President Olivares of his resignation in writing.

**f) RFP 2022-1: Potable Water Transportation**

City Recorder McHaddad reviewed the item. Councilor Jackman owns a firm that may bid on it the RFP, so he will have to abstain. The City contacted the GEC and will ensure that procedures are followed to comply with State Ethics Law. This RFP is out of compliance with the City's procurement policy from 1994, which is also out of compliance with current State law. A new policy must be written in compliance with current law.

City Recorder McHaddad requested that Mayor Perry appoint him Assistant to the Mayor for the purpose of acting as the City's purchasing agent in lieu of the Mayor as per Ordinance 94-01. Mayor Perry appointed City Recorder McHaddad to be Assistant to the Mayor. The appointment is not subject but Council approval. The Council may fix compensation for the role, but the City Recorder considers these duties to be a part of his existing job description.

Councilors discussed changes to the RFP. Councilor Jackman asked that the RFP only cover travel from Lebanon to Sodaville, not from the location where transport vehicles are stored. Councilor Hensely asked that a price range be removed from the document. “City wells” needs to be changed to “City storage facilities.”

Director Burns will call potential bidders and post the RFP in public.

Additional discussion included the difference in water prices between Lebanon and Sweet Home; whether the size of a transportation vehicle should be specified; the problem of securing firm commitments from contractors during the previous water shortage periods; and the potential future purchase of a truck and trailer even if the City builds the InterTie.

Councilor Lewis moved to adopt RFP 2022-1 as amended, second by Councilor Hensely.

Yes: Mayor Roger Perry, Council President Adina Olivares, Councilor Jeff Hensely, Brian Lewis.

No: N/A.

Abstain: Councilor Ray Jackman.

*Motion passes.*

## **11) Old Business**

- **City RV Ordinance Enforcement**

City Recorder McHaddad reviewed existing Ordinances regarding RV dwellings and suggested changes. Councilor Lewis suggested additional RV dwelling uses permitted due to economic hardship, and provided a written summary of his proposal. The Council is required to vote to initiate an amendment to the City’s Zoning and Development Ordinance before it can be considered at a meeting.

Councilor Jackman moved to initiate an amendment to the Zoning and Development Ordinance correctly integrating Section 4.032, and amending Section 4.032 to permit additional 6-month extensions due to an emergency declaration or economic hardship; second by Councilor Hensely.

Yes: Mayor Roger Perry, Council President Adina Olivares, Councilor Jeff Hensely, Councilor Ray Jackman, Brian Lewis.

No: N/A.

*Motion passes.*

## **12) Public Comment**

This is the time to speak to the City Council or Mayor on any subject **other than what is listed** on this Agenda except for Public Hearings. Time limit is 3 minutes per person.

Mrs. Bishop asked if the Community Services Consortium water bill assistance program covered water leaks. The City Recorder will review this with CSC prior to the meeting.

## **13) Council Reports**

#### **14) Adjourn**

Mrs. Bishop asked the Council for an executive session to review a document exempt from public inspection.

Councilor Jackman moved to adjourn into executive session under ORS 192.660(2)(f), second by Mayor Perry.

Yes: Mayor Roger Perry, Council President Adina Olivares, Councilor Jeff Hensely, Councilor Ray Jackman, Brian Lewis.

No: N/A.

*Motion passes.*

The Council entered into executive session at 9:10 and ended at 9:15. The Council took no action.