**City of Sodaville**

Regular Session Minutes

January 20, 2022

7:00 PM – City Hall

**CALL TO ORDER**

Mayor Roger Perry called a Regular Session Meeting of the City of Sodaville City Council to order at 7:00 p.m. at City Hall, 30723 Sodaville Rd., in the City of Sodaville, County of Linn and State of Oregon.

**PLEDGE OF ALLEGIANCE**

Mayor Roger Perry led the flag salute.

 **ROLL CALL**

Present for the meeting were Mayor Pro Tem Roger Perry, Councilor Jeff Hensley, Councilor Adina Olivares and JD Burns, Public Works Director. Council President Ray Jackman had an excused absence.

**VISITORS**

Peggy Bishop, Sodaville Citizen was in attendance.

**BILLS**

Councilor Jeff Hensley moved to approve the January 2022 Bills. Councilor Adina Olivares seconded the motion. Motion carried 3:0

Yes-Mayor Pro Tem Roger Perry

Yes-Councilor Jeff Hensley

Yes-Councilor Adina Olivares

**MINUTES**

Councilor Adina Olivares moved to approve the November 18, 2021 Regular Session Minutes. Councilor Jeff Hensley seconded the motion. Motion carried 3:0

Yes-Mayor Pro Tem Roger Perry

Yes-Councilor Jeff Hensley

Yes-Councilor Adina Olivares

Minutes from the December 15, 2021 meeting are not available at this time.

**PUBLIC COMMENT**

Peggy Bishop addressed the City Council inquiring about the Notice on the Water Bills recommending water conservation, however the City website says there are no water restriction. It was discussed that conservation and mindfulness about water usage is always a good idea, the wells are producing but not yet at full usage. Ms. Bishop also questioned what the status was on water trucks, however this topic is tabled at this time.

**CITY ADMINSTRATORS REPORT**

**City Finances>** \*\*available reports were reviewed by the City Council, these were created by our Accountant and read by Mayor Roger Perry.

**City Update**>Our accountant is coming onsite weekly to assist while we work towards filling the City Administrator vacancy. A notice will be posted on the City bulletin boards. This notice is to inform the citizens that City Hall is closed and that we are in a transitory phase.

**PUBLIC WORKS REPORT**

**Water Update**>Director Burns noted that our water level readings are more accurate now that we are not trucking in water, still a slight fluctuation. He reinforced that Citizens still need to be mindful of their water usage.

Wells running at max rest time as of 1/11/22

 **Street Update**> Street Report, filed and approved on 12/21/21

 **Park Update**>None

**OLD BUSINESS**

**Resolution 21-09** was Reaffirmed, authorizing changes to the title of *City Administrator* to *City Recorder*. Printed copies available, and Mayor Roger Perry read the resolution. Some spelling errors were identified and Councilor Adina Olivares will be responsible for correcting those errors. The Resolution was voted on and approved with edits. Councilor Jeff Hensley moved to approve the reaffirmation of Resolution 21-09. Councilor Adina Olivares seconded the motion. Motion carried 3:0

Yes-Mayor Pro Tem Roger Perry

Yes-Councilor Jeff Hensley

Yes-Councilor Adina Olivares

**Recruiting for City Recorder Position**: the Council reviewed available applicants, discussed potential interviews and utilization of Temporary Staff via LOC. Eligible Candidates will be invited for an interview.

**ECAG Deobligation-:** request for deobligation of ECAG funds was made by USDA representative, monies for rehabilitation for Wells, engineering. Issue tabled.

**NEW BUSINESS**

**Resignation of Mayor Lori McAllen**. Effective 12/31/21.

Councilor Adina Olivares moved to accept Mayor McAllen’s resignation. Councilor Jeff Hensley seconded the motion. Motion carried 3:0

Yes-Mayor Pro Tem Roger Perry,

Yes-Councilor Jeff Hensley

Yes-Councilor Adina Olivares

**Transition Plan for Mayors position and open City Recorders position**. Discussion of measures needing to be taken to meet mandatory tasks while the City is in transition. Roger Perry, Council President will take over as Mayor Pro Tem till end of year. Filling temporary vacancy of Council President will be tabled for now. Councilor Adina Olivares will enter Qsheets , and be responsible for entering data into QuickBooks and creating monthly water invoices.

**Co-signer of City Checks>**Mayor Lori McAllen (ret) will be removed from the account and Councilor Adina Olivares will be added.

**City Website**>Councilor Jeff Hensley will meet with Mayor Lori McAllen (ret) and take over management of the website temporarily until the City Recorder position is filled.

**PUBLIC COMMENT**

Peggy Bishop inquired about the status of the bathrooms. JD Burns Director noted they are winterized and closed.

**ADJOURN**

Councilor Jeff Hensley moved to adjourn the meeting at 7:38 p.m. and Councilor Adina Olivares seconded the motion. Motion carried 3:0

Yes-Mayor Pro Tem Roger Perry,

Yes-Councilor Jeff Hensley

Yes-Councilor Adina Olivares

Minutes accepted this 17th day of February, 2022.

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Mayor Roger Perry Councilor Ray Jackman

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Councilor Jeff Hensley Councilor Adina Olivares