**CITY OF SODAVILLE**

**REGULAR SESSION**

**COUNCIL MINUTES**

**30723 Sodaville Road City Hall**

**December 15,2021**

**Call TO ORDER**

Mayor Lori McAllen called regular session meeting to order of the city of Sodaville city council to order at 7:00pm at City Hall, 30723 Sodaville RD, in the City of Sodaville, county of Linn and state of Oregon.

**PLEDGE OF ALLEGIANCE**

Mayor Lori McAllen led the Pledge of Allegiance

**ROLL CALL**

Present for the meeting was Mayor Lori McAllen, Council Present Rodger Perry, Councilor Ray Jackman, Councilor Adina Olivares and Councilor Jeff Hensley. JD Burns public works director was present.

**VISITORS**

No visitors present.

**BILLS**

Councilor Ray Jackman made a motion to approve the bills and Council President Rodger Perry Second.

**MINUTES**

The minutes from November were not completed for approval at this time.

**PUBLIC COMMENT**

No public comment

**CITY ADMINISTRATOR’S REPORT**

We are in the process of hiring another city administrator, so Mayor McAllen gave the report.

Petty Cash $ 500.00

Oregon State Treasury Pool $ 129,379.93

Chase Checking Account $ 30,773.25

There are no longer water restrictions starting December 19th although the city still requests responsible water usage. The city paid approximately $94,000 in water and trucking this year approximately $74,000 above budgeted amount.

Linda (our accountant) is working on trying to re-organize our financial report, because it was felt that the last administrator was unaware of where to categorize some of the P&L - it’s all in there - just not categorized correctly. Linda is also reviewing our tax payout’s and it seems the city was a little behind. Some of it had to do with the last administrator falling behind and the way the city chose to pay taxes. The mayor decided to start paying monthly instead of quarterly to try help with forecasting and to facilitate more accurate payments. At this time, it’s felt that all payments have been caught up corrected.

We currently have a City Recorders position open and as of now we have one applicant – there just doesn’t seem to be a lot of interest for people starting a new career during the holiday season.

Right now, with all the administrations changes the mayor is having a hard time figuring out all the permitting requirements - both for the city and state. When she has time, she was going to go back through past records and ordinances to try and get a better understanding of how to manage - any assistance would be appreciated.

The city has been approved for a $60,000 dollar grant to help offset the losses we accrued during last summer’s drought.

**PUBLIC WORKS**

JD is encouraged by the amount of snowpack and rain that we’ve gotten so far this year. He said he is trying to secure a truck for next year, but kind of needs to know what the expected budget is for next year. JD wasn’t happy with our last trucking supplier and thought we should try to secure a different vendor if possible.

Currently working on creating and updating manuals. One that requires a lot of attention is the Water Management Conservation Plan (WMCP) which is a manual that tracks all the city’s water information. It was turned in once but was rejected needing more information and more precise terminology. JD has reached out to OHWU for help, but they wanted $12,000 to assist. Part of the requirement is to read meters daily among other things. JD said he has been coming in on Saturdays to read them but doesn’t want to occupy all his weekends - Adina said her and her husband could help take readings on weekends. JD needed to assign himself days to just work on these manuals and the council needs to help where possible.

Also need to straighten out and reorganize the cities MSDS books, it doesn’t look like it has been addressed for several years.

Currently working on streets report to turn into the state and it should be complete and turned in by next month.

**PARKS**

JD reported that the Soda-water catch basin was plugged going to the drain he thought it could possibly be crushed. He has talked with a couple contractors about cleaning out, but thought they were a little expensive - so he thought he would try to suck out debris with a shop vac.

JD reported that the court at the park was getting covered in moss. Some discussion on how to resolve JD said he was going to try a couple.

**STREET**

Some complaints on Vine and Knowle about how rough the roads are - some paving has been done, but it’s busted up so it’s hard for the city to maintain. Suggestion was to breakup and convert back to all gravel.

**OLD BUSINESS**

The mayor has been working with our representatives about the grants the city has secured for water improvement. According to Mellissa the money doesn’t cover the cost of a truck, but it could help with the Inter-Tie and new meters. They want to know if we still had interest in the Inter-Tie because they informed in the past that we might not. The mayor informed them that yes, we still have an interest the representatives stated they are trying to get full funding.

**NEW BUSINESS**

No New business.

**PUBLIC COMMENT**

No Public comment.

**ADJOURN**

Councilor Jackman made a motion to adjourn and President Council Perry second.