

City of Sodaville

Regular Session Agenda

April 18, 2024

7:00 PM – City Hall

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Visitors**
5. **Bills**
6. **Minutes**
 - March 21, 2024
7. **Public Comment**

This is the time to speak to the City Council or Mayor on any subject **including what is listed** on this Agenda except for Public Hearings. Time limit is 3 minutes per person.
8. **City Recorder's Report**
 - City Finances
 - City Update
9. **Public Works Report**
 - Water Update
10. **New Business:**
 - A. Well #5
 - B. Brandi Libra take Oath of Office
11. **Old Business**
 - A. City Attorney
 - B. Jackman Well Project
12. **Council Reports**
13. **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.
14. **Adjourn**

PUBLIC COMMENT There are two times at every regular City Council meeting when the public has an opportunity to address the City Council. The first time is reserved for questions or statements regarding items appearing on the agenda, except public hearings and the merits of land use issues. The second time is at the end of the agenda. At this time, you can address the City Council on any matter of public concern, other than an agenda item. The Mayor will announce the time for public comment, and invite persons to address the City Council. Each person has three minutes to address the City Council. ***PUBLIC COMMENT is not accepted during the meeting other than at those times.*** The Council reserves the right to enter into Executive Session as needed to conduct City business in accordance with Oregon Public Meeting Law as clarified in the Oregon Attorney General's Public Records and Meetings Manual or advised by counsel.

Individuals needing special accommodations such as sign language, foreign language interpreters or equipment for the hearing impaired must request such services at least 48 hours prior to the City Council meeting by calling 541-258-8882.

"The City of Sodaville is an equal opportunity provider and employer."

8. City Recorder Update

City Finances

The finance reports will be attached pending city accountant input.

City Updates

I am very excited to be serving the community of Sodaville. Due to illness and being so very new I apologize for the water bills getting in the mail a day late. We are still making progress with our city's water system.

9. Public Works Update

Water

The city's wells produced 491838 gallons.

The city trucked in 0 gallons.

Reservoir -+ 0

The city sold 434611 gallons

Difference of 57227 gallons. 11.65% Loss

- Oregon Health Authority 2024 Water System Survey in its entirety is available upon request.

Streets

Parks

10.A. Well #5

Staff Summary

Update will be provided by Mayor Brian Lewis

Suggested Motion:

n/a

10.B. Brandi Libra Oath of Office

Staff Summary

Mayor to give Oath of Office

11.A. City Attorney

Staff Summary

Mannix Attorney at Law submitted a proposed representation agreement. The attorney meets the qualifications.

Suggested Motion: I make a motion to accept Mannix proposed representation agreement

11.B. Jackman Well Project

Staff Summary

Update will be provided by Mayor Brian Lewis

City of Sodaville

Regular Session Minutes

March 21, 2024

7:00 PM – City Hall

1. Call to Order

Mayor Brian Lewis called the meeting to order at 7:00PM.

2. Pledge of Allegiance

Mayor Lewis led the Pledge of Allegiance.

3. Roll Call

Councilors: Mayor Brian Lewis, Council President Roger Perry, Councilor Jeff Hensley, Councilor Adina Olivares, Councilor Joe Parsons.

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

4. Visitors

Steve McKamey, Waterloo City Recorder Brandi Libra, Councilor Emeritus Ray Jackman, Peggy Bishop, Sarah Brown (Lebanon Local).

5. Bills

Council President Perry moved to pay outstanding bills, second by Councilor Hensley.

Yes: Mayor Brian Lewis, Council President Roger Perry, Councilor Jeff Hensley, Councilor Adina Olivares, Councilor Joe Parsons.

No: N/A.

Abstain: N/A.

Motion passes.

6. Minutes

- February 8, 2024 Work Session

- Council President Perry moved to adopt the February 8, 2024 work session minutes, second by Councilor Parsons.

- Yes: Mayor Brian Lewis, Council President Roger Perry, Councilor Jeff Hensley, Councilor Adina Olivares, Councilor Joe Parsons.

- No: N/A.

- Abstain: N/A.

- *Motion passes.*

- February 15, 2024 Regular Meeting

- Council President Perry moved to approve the February 15, 2024 regular session minutes, second by Councilor Olivares.

- Yes: Mayor Brian Lewis, Council President Roger Perry, Councilor Jeff Hensley, Councilor Adina Olivares, Councilor Joe Parsons.

- No: N/A.

- Abstain: N/A.

- *Motion passes.*

7. Public Comment

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- Public comment was received from Peggy Bishop.

8. City Recorder's Report

The Council reached a consensus to work with OAWU to complete the Water Management Conservation Plan.

9. Public Works Report

- Councilor Parsons moved to donate \$200 to Sandridge Charter School for the emergency project, second by Councilor Olivares.
- Yes: Mayor Brian Lewis, Council President Roger Perry, Councilor Jeff Hensley, Councilor Adina Olivares, Councilor Joe Parsons.
- No: N/A.
- Abstain: N/A.
- *Motion passes.*

10. New Business:

A. Legal Counsel RFP

- Councilor Olivares moved to issue RFP 2024-1, second by Councilor Hensley.
- Yes: Mayor Brian Lewis, Council President Roger Perry, Councilor Jeff Hensley, Councilor Adina Olivares, Councilor Joe Parsons.
- No: N/A.
- Abstain: N/A.
- *Motion passes.*

B. OCWCOG Meals on Wheels

- *No action taken.*

C. Resolution 2024-03 LGIP Transfer

- Councilor Hensley moved to adopt Resolution 2024-03, second by Council President Perry.
- Yes: Mayor Brian Lewis, Council President Roger Perry, Councilor Jeff Hensley, Councilor Adina Olivares, Councilor Joe Parsons.
- No: N/A.
- Abstain: N/A.
- *Motion passes.*

11. Old Business

A. Audit Plan of Action

- Councilor Parsons moved to adopt the Corrective Action Plan, second by Councilor Hensley.

- Yes: Mayor Brian Lewis, Council President Roger Perry, Councilor Jeff Hensley, Councilor Adina Olivares, Councilor Joe Parsons.
- No: N/A.
- Abstain: N/A.
- *Motion passes.*

12. Council Reports

13. 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.

- Public comment was received from Steve McKamey.
- City Administrator/Recorder Alex McHaddad gave his final remarks.

14. Adjourn

15. Executive Session - ORS 192.660 (2)(a) & (2)(i)

- Councilor Parsons moved to adjourn into executive session under ORS 192.660 (2)(a) & (2)(i), second by Councilor Olivares.
- Yes: Mayor Brian Lewis, Council President Roger Perry, Councilor Jeff Hensley, Councilor Adina Olivares, Councilor Joe Parsons.
- No: N/A.
- Abstain: N/A.
- *Executive session began at 8:08PM.*

Executive Session ended at 8:50PM.

- Councilor Parsons moved to appoint Brandi Libra City Administrator/Recorder conditional upon a background check, second by Councilor Olivares.
- Yes: Mayor Brian Lewis, Council President Roger Perry, Councilor Jeff Hensley, Councilor Adina Olivares, Councilor Joe Parsons.
- No: N/A.
- Abstain: N/A.
- *Motion passes.*
- Councilor Parsons moved to make Brandi Libra an account manager of the City's LGIP account conditional upon a background check and remove Alex McHaddad, second by Councilor Olivares.
- Yes: Mayor Brian Lewis, Council President Roger Perry, Councilor Jeff Hensley, Councilor Adina Olivares, Councilor Joe Parsons.
- No: N/A.
- Abstain: N/A.
- *Motion passes.*
- Councilor Hensley moved to make Brandi Libra signer on the City's Chase bank account and to give her access to a City credit card conditional upon a background check, and remove Alex McHaddad; second by Councilor Parsons.

- Yes: Mayor Brian Lewis, Council President Roger Perry, Councilor Jeff Hensley, Councilor Adina Olivares, Councilor Joe Parsons.
 - No: N/A.
 - Abstain: N/A.
 - *Motion passes.*
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- Mayor Lewis appointed Brandi Libra to be Budget Officer for the City of Sodaville for the 2024-2025 fiscal year conditional upon a background check.
 - Councilor Hensley moved to confirm Brandi Libra to be Budget Officer for the City of Sodaville for the 2024-2025 fiscal year conditional upon a background check, second by Councilor Parsons.
 - Yes: Mayor Brian Lewis, Council President Roger Perry, Councilor Jeff Hensley, Councilor Adina Olivares, Councilor Joe Parsons.
 - No: N/A.
 - Abstain: N/A.
 - *Motion passes.*
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- Council President Perry moved to increase the Public Works Director salary by 3%, second by Councilor Hensley.
 - Yes: Mayor Brian Lewis, Council President Roger Perry, Councilor Jeff Hensley, Councilor Adina Olivares, Councilor Joe Parsons.
 - No: N/A.
 - Abstain: N/A.
 - *Motion passes.*
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- Council President Perry moved to adjourn, second by Councilor Hensley.
 - Yes: Mayor Brian Lewis, Council President Roger Perry, Councilor Jeff Hensley, Councilor Adina Olivares, Councilor Joe Parsons.
 - No: N/A.
 - Abstain: N/A.
 - *Meeting adjourned at 8:59PM.*