

WORK SESSION OF THE COUNCIL  
CITY OF AMITY, OR

Minutes

A Work Session of the City of Amity City Council was held at 8:30 a.m. on Saturday, February 10, 2018 in the Council Chambers, City Hall, 109 Maddox, Amity, Oregon.

Councilors Present

Council Advisor William Daley, Councilor Caralyn Miller, Councilor Rudy van Soolen, Councilor Max Walker, and Mayor Michael Cape.

Councilors Absent

Councilor Dawn King; Councilor Joshua Simonson

Staff Present

City Administrator Justin Hogue, City Treasurer/Recorder Jackie Loos, Police Chief Chris Bolek

**COUNCIL TRAINING:**

- a. Oregon Association of Water Utilities (OAWU) Presentation- Heath Cokeley, Circuit Rider/Programs Manager talked about his role in the water sector and Jeff Crowther, Wastewater Technician talked about his role in the wastewater sector. In regards to water, they discussed the City's current infrastructure and the amount of time that staff would need to oversee projects. They talked about water loss and replacement of water meters to correct some of the water loss issues the City is experiencing. They talked about the priority of getting the larger reservoir tank operational.

Next, they talked about wastewater and the current treatment plant facility. They talked about dissolved oxygen (DO) sensors and that they may not be operating properly. They discussed the need for the City to have an updated Wastewater Master Plan and possible funding to accomplish that. They also discussed lagoon profile.

OAWU talked about the collections system and lift stations. The Trade Street lift station is functioning well, the Jellison Avenue lift station is not in as good of shape, and the Oak Street lift station is in need of immediate repair as only one pump is currently working. Their overall recommendations are to work towards more FTE's in the Public Works Department and preventative maintenance on equipment. They also discussed creating a maintenance program and finding ways to achieve staff longevity and cross-training. Lastly, rates were discussed. The Council would like to see a rate study as well as a salary study.

- b. Police Chief Chris Bolek Presentation- Bolek handed out a packet, which described Police Department needs. He and the Council discussed the required items needed to meet the State of Oregon evidentiary maintenance standards. They discussed the need for more secure computer systems and cell phones. They talked about the overall facility needs, which included more functional space for them to process evidence, records storage, and secure arms storage. Next they discussed personnel needs, such as testing, additional insurance and possible incentives for the reserves. Lastly, they discussed equipment and vehicle needs.

The Council decided to continue the goal-setting session to February 24, 2018 at 8:30 a.m. to go over the survey results and set goals for 2018.

Mayor Cape adjourned the work session.

**Approved by City Council March 7, 2018**

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Michael Cape, Mayor

**Attest:**

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Jackie Loos, City Recorder