

MINUTES
MAUPIN CITY COUNCIL MEETING/WORKSESSION
July 14, 2015
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PRESIDING: Mayor Frank Kay

COUNCIL PRESENT: Frank Kay, Carol Rager, Suzanne Knapp,
Jon Helquist, Randy Bechtol, Denis Carlsen

COUNCIL ABSENT: Lynn Ewing

Visitors Present: Kathie Richey, Karen DuPuis, Ralph Wimmer, Tamara Wimmer,
Donna Henderson

CALL TO ORDER. The meeting was called to order by Mayor Kay at 6:00 p.m.

ROLL CALL. Roll call was taken by Mayor Kay.

PLEDGE OF ALLEGIANCE. Mayor Kay led council and audience in Pledge of Allegiance.

CITY STAFF RE-ORGANIZATION & JOB DESCRIPTIONS CHANGES AND APPROVAL, STAFF PERFORMANCE EVALUATIONS. City Staff Re-organization & Job Descriptions changes were discussed. Final (June 30, 2015) job descriptions were reviewed with changes suggested previously by Council. It was moved by Councilor Carlsen, seconded by Councilor Bechtol, and passed unanimously; the Council approves the latest Job Descriptions (June 30, 2015) as presented.

Mayor Kay indicated that annual Staff Performance Evaluations have been completed, except for Park Managers (Howard & Janet Vejar) which will be completed soon. There were no major issues with any of our Staff's performance. Council members can review those written evaluations at city hall.

DISCUSSION/CLARIFICATION OF MAYOR'S AUTHORITY—FINANCIALLY & STAFF MANAGEMENT/DEPLOYMENT. Discussion continued on clarification of the Mayor's authority regarding expenditure of City funds and his/her authority to manage/deploy staff. Council was presented with an updated version of City Ordinance 269 (November 30, 2005) suggested and drafted by City Attorney Sumner. It includes financial limitations that were adopted in 1996 and continued in 2005. The new version from Attorney Sumner has increased the financial parameters to reflect current costs of goods/services. The draft also includes clarification of Mayor's authority as the "Purchasing Manager" for the City, including his/her authority to designate others (specifically the City Recorder & Public Works Director/Operations Manager) to contract/purchase goods and services for the City. The Council discussed how to limit this authority without disrupting/delaying decision-making. One of the guidelines

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suggested was if the expenditure is within the approved City budget, then the Mayor/designees are able to authorize that expenditure. Discussion will continue on a financial limit (even if in the budget) and staff salary payments other than budgeted overtime pay.

The Council also discussed the tragic fire that destroyed long-time Maupin resident and current part-time Park employee John Odegard's home in early July. It was moved by Councilor Carlsen, seconded by Councilor Bechtol, and passed unanimously; the Council authorizes \$500 be given to John (\$250 in cash and \$250 to open a savings/donation account at Rivermark Community Credit Union in Maupin).

Mayor Kay acknowledged, on attendance to the CIS Benefits – Employer Open Enrollment Meeting of July 7th in The Dalles, Employee Health Insurance coverage for calendar year 2016 needs to be committed by July 24th. Some people in the audience thought that we could decide in October. Council agreed to discuss/decide the plan for City Staff at the July 22nd Council meeting.

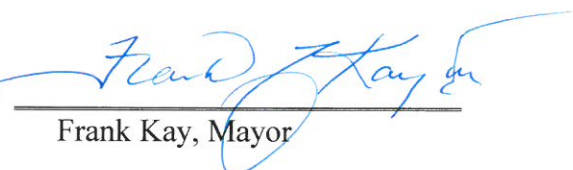
A proposal to purchase a commercial grade mini-tractor lawnmower, backhoe, post hole digger, and trencher was discussed. The proposal was about \$14,000 to \$15,000 for a 50 hour used machine, that normally sells for \$21,000 plus when new. Staff & Mayor were asked to do further research to ensure we are getting the “best buy”.

Mayor Kay announced that he and Council President Ewing would perform a comprehensive review of June 2015 finances, including bank statements, payroll, and invoices prior to next week's City Council meeting on July 22nd. They will report then.

ADJOURN. Mayor Kay adjourned the meeting at 8:00 p.m.

Respectfully submitted by
Frank Kay, Mayor

SIGNED: _____


Frank Kay, Mayor