

**CITY OF HUBBARD
CITY COUNCIL MEETING MINUTES
JULY 12, 2022**

CALL TO ORDER: The Hubbard City Council meeting was called to order by Mayor Charles Rostocil at 6:00 p.m.

FLAG SALUTE: Mayor Charles Rostocil led the group in reciting the Pledge of Allegiance.

CITY COUNCIL PRESENT: Mayor Charles Rostocil, City Councilor James Yonally, City Councilor Robert Prinslow, City Councilor Tyler Thomas.

EXCUSED: City Councilor James Audritsh.

STAFF PRESENT: Director of Administration/City Recorder Vickie Nogle, Public Works Superintendent Michael Krebs, Police Chief Dave Rash, Public Works Administrative Manager Melinda Olinger, Administrative Assistant / Court Clerk Julie Hedden, Interim Fire Chief Michael Kahrmann.

City Councilor Tyler Thomas asked for Item C to be pulled out from the consent agenda for further discussion.

City Councilor Robert Prinslow asked for Item G to be pulled out from the consent agenda for further discussion.

AWARDS PRESENTATION – Police Chief David Rash. Police Chief David Rash presented Police Officer Christopher Davis with a life-saving award that he received from the Washington County Sheriff's Department when he was a deputy with their agency.

HUBBARD HOP FESTIVAL INC. DONATIONS REQUEST – Joseph Steininger. Hubbard Hop Festival Board Member Joseph Steininger said they did not have a sponsor for the games and asked the City Council if the City would consider this sponsorship in the amount of \$1500.

Mayor Charles Rostocil asked Director of Administration/City Recorder Vickie Nogle if the funds that were set aside for the Hubbard Farmers Market could be reallocated to the sponsorship of the Hubbard Hop Festival.

Director of Administration/City Recorder Vickie Nogle stated yes, if that is what the City Council wants to do.

Mayor Charles Rostocil/City Councilor Robert Prinslow made a motion the City re-appropriate the \$1500 in funds set aside for the Farmers Market Committee to be redirected as a donation to be used to sponsor the games at the 2022 Hubbard Hop Festival. Mayor Charles Rostocil, City Councilor James Yonally, City Councilor Tyler Thomas and City Councilor Robert Prinslow were in favor. Motion passed unanimously.

APPEARANCE OF INTERESTED CITIZENS. Rocky Sherwood, 2622 Nina Place, Hubbard, thanked Police Chief Dave Rash and the Hubbard Police Department for providing support to the City of Gervais during their 4th of July Parade. R. Sherwood stated the Gervais Police Department would be coming to Hubbard to provide support during the Hop Festival. He thanked the Mayor and City Council for all their hard work and dedication to the Community.

Rocky Sherwood said his Hubbard Planning Committee had a successful event in Gervais, and some of the Gervais citizens will be coming to help with the Harvest Festival event that his group will be putting on.

Rocky Sherwood said he wanted to recognize all the City employees for their work. He went on to congratulate Michael Kahrmann on his promotion to Interim Fire District Chief and said he appreciates all the hard work he does for the Community.

MAYOR'S AND/OR COUNCIL'S PRESENTATIONS. None.

STAFF REPORTS:

POLICE DEPARTMENT- Police Chief Dave Rash. Police Chief Dave Rash said he sent out the Metcom stat reports and it shows they were very busy this past month. Self-initiated activity was 264 for the month, there were 18 arrests, 151 citations written and 527 calls for service. D. Rash stated they are working Grants and that allows more officers to be out working traffic safety.

Police Chief Dave Rash said National night out is August 2, and he will have Police Administrative Assistant Molly Schwartz get information out regarding who has signed up. As of now there are two signed up on this side of the highway and the fifty-five & Over Mobile Home Park on the other side of the highway will also be hosting an event.

Police Chief Dave Rash stated they are setting up an active shooter instructor course, involving some of the other small agencies in the area to train together and become instructors. The goal is to have the training come together by Christmas.

HUBBARD FIRE DISTRICT – Interim Chief Michael Kahrmann. Interim Fire Chief Michael Kahrmann said he took over as Interim Fire Chief on July 1, 2022, while the Board of Directors figure out what direction they want to go with the Fire District. He stated he has been with the Fire District for 17 years and is happy to serve.

Interim Fire Chief Michael Kahrmann stated they have hired 2 permanent staff members that filled vacancies, and they have also received a grant from the Oregon State Fire Marshalls Office for seasonal staffing which will allow them to hire 2 individuals or 1 person to work every single day in the summer.

Interim Fire Chief Michael Kahrmann said the Dorm remodel is moving along, slower than he would like, but it is progressing.

ADMINISTRATION DEPARTMENT – Director of Administration/City Recorder Vickie Nogle. City Councilor Robert Prinslow asked Director of Administration/City Recorder Vickie

PAGE 3 – CITY COUNCIL MEETING MINUTES JULY 12, 2022

Nogle if the effective date of August 1, 2021 – June 30, 2021, was correct on Exhibit B in the packet, the Hubbard Salary Schedule for Represented employees, Item G on the consent agenda.

Director of Administration/City Recorder Vickie Nogle said that exhibit should have an effective date of August 1, 2021- June 30, 2022.

Mayor Charles Rostocil said this item will be placed back in the consent agenda to be approved with the corrected dates.

Director of Administration/City Recorder Vickie Nogle said the Financial Consultant is working on the bank reconciliations and is scheduled to do the Supplemental Budget in August.

Director of Administration/City Recorder Vickie Nogle said the deadline to get the completed election applications in is August 25.

Director of Administration/City Recorder Vickie Nogle said we have received an application for the planned development for the Broadacres property, and the review will potentially be scheduled for the August Planning Commission meeting.

PUBLIC WORKS DEPARTMENT-Public Works Superintendent Michael Krebs. City Councilor Tyler Thomas asked Public Works Superintendent Mike Krebs in regards to Item C on the consent agenda, and the different widths of the sidewalks, will the sidewalks that have to be replaced be replaced as is, or will they have to be replaced using today's sidewalk codes.

Public Works Superintendent Mike Krebs said technically by today's codes the sidewalks need to be brought up to the standards of the area they are in. For example, an area like 5th Street that is busy, they need to be 5' feet wide; however, it can look strange to have different widths when it is piecemealed together like this, but in time, we will get to where they are all uniform.

Mayor Charles Rostocil asked the question, if someone only has a couple of sections of their sidewalk that needs to be replaced, would they just replace those sections, or the entire length to come up to code.

Public Works Superintendent Mike Krebs said the code states any work needs to be brought up to current code, but in his opinion it looks rather odd, kind of like a patchwork. He stated if someone is just replacing a couple of sections, he is in favor of just replacing it as is, or to the old standard, then it has good walking surface but it doesn't look like it doesn't belong.

City Councilor Tyler Thomas said that makes sense, and getting the damage fixed is the first priority, and replacing sections as is, will help lower the cost to citizens and get the repairs done quicker.

Public Works Superintendent Mike Krebs stated we have budgeted more for sidewalks and there is more incentive to residents, we have changed the Ordinance to state that we can offer to pay for 50% of the project up to \$1500.

Public Works Superintendent Mike Krebs stated we have received the contract from the Railroad on the G Street sidewalk over the railroad tracks and it now needs to be sent to legal for review. He said the contract is giving us permission to put the sidewalk in and also state that we will be responsible for all monetary issues that come from it, and their quote is \$49,000, which gives us the permits and lengthens the crossing.

Public Works Superintendent Mike Krebs said he is out of the office until August. 1, 2022.

Public Works Superintendent Mike Krebs said they have installed the new baseball backstop on the north field at Barendse Park that was donated by the Barendse family.

Mayor Charles Rostocil thanked Public Works Superintendent Mike Krebs for getting the monthly Hubbard Public Works preliminary dashboard, a summary of the status of various projects, submitted in the packet. This document will be included in the monthly City Council packet.

Public Works Superintendent Mike Krebs said they are still waiting for the pump for the Splash Fountain and if it comes in before the Hop Festival, he will get it installed and running for the event.

Public Works Superintendent Mike Krebs said they have sent out 6 notices to residents for sidewalk repairs, and has not heard from any of those citizens if they might have a hardship or problems covering the cost.

Item C on the Consent Agenda will be put back in as written.

CONSENT AGENDA.

- A) Approval of June 2022 Check Register Report.**
- B) Approval of the Collective Bargaining Agreement between the City of Hubbard and Hubbard Police Officer Association 2021-2024 (*City of Hubbard Contract No. 0002*), and authorize the Mayor to sign.**
- C) Resolution No. 716-2022. A Resolution repealing Resolution No. 469-2008 and adopting a Sidewalk Program. (*Refer to Public Works Administrative Manager Report*)**
- D) Resolution No. 733-2022. A Resolution extending the City of Hubbard's Workers Compensation coverage to volunteers of the City of Hubbard, and repealing Resolution No. 729-22022.**
- E) Resolution No. 734-2022. A Resolution adopting a job description for the Public Works Office Assistant and repealing Resolution No. 657-2018. (*Refer to Public Works Administrative Manager Report*)**

- F) **Resolution No. 736-2022. A Resolution authorizing an Intergovernmental Agreement between the Cities of Hubbard, Aurora, Silverton, Mt. Angel, Donald, Gervais, and Sheridan, and repealing Resolution No. 642-2018.**
- G) **Resolution No. 737-2022. A Resolution for Compensation Ranges for Non-Represented Employees and amending Represented Employees, and repealing Resolution No. 730-2022.**
- H) **Approval of the agreement between the Mid-Willamette Valley Council of Governments and the City of Hubbard for Land Use Planning Services July 1, 2022 through June 30, 2023, and authorizing the Mayor to sign.**
- I) **Approval to move Police Officer Mark Wai from probation, and from step A to step B of the Hubbard Salary Schedule, effective August 1, 2022.**
- J) **Approval of Oregon Texas Line – Brandon Jackson, Park Use application for the Functional Fitness Camp (CrossFit) event on Saturday, September 2, 2022, at Rivenes Park, from 7:00 p.m. – 9:00 p.m. contingent upon receipt of the required insurance documentation. (Refer to Public Works Administrative Manager Report)**
- K) **Authorize the Public Works Administrative Manager, to use Docu-sign to sign the Marion County Subrecipient Agreement BO-4578-22, as required by Marion County Board of Directors. (Refer to Public Works Administrative Manager Report)**
- L) **Authorize Public Works Superintendent Mike Krebs to assign the Marion County ARPA Water Systems Improvement Project to the Hubbard City Engineer Project Manager Matt Wadlington, Civil West Engineering Services, Inc., as allowed in the Personal Services Agreement. (Refer to the Public Works Administrative Manager Report)**
- M) **Approve the Contract for services between Grove, Mueller & Swank, P.C., and the City of Hubbard.**
- N) **Accept the engagement letter from Grove, Mueller & Swank, P.C., for audit services year ending June 30, 2022, and authorize the Mayor to sign.**

MSA/City Councilor James Yonally /City Councilor Robert Prinslow, motioned to approve Consent Agenda as read and with the typographical corrections as noted. Mayor Charles Rostocil, City Councilor James Yonally, City Councilor Tyler Thomas and City Councilor Robert Prinslow were in favor. Motion passed unanimously.

OTHER CITY BUSINESS. None.

ADJOURNMENT - (NEXT REGULAR CITY COUNCIL MEETING IS AUGUST 9, 2022, AT 7:00 P.M.) MSA/City Councilor Robert Prinslow /City Councilor James Yonally motioned to

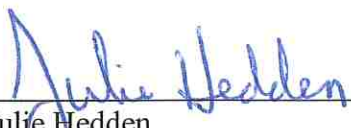
PAGE 6 – CITY COUNCIL MEETING MINUTES JULY 12, 2022

adjourn the meeting. Mayor Charles Rostocil, City Councilor James Yonally, City Councilor Tyler Thomas and City Councilor Robert Prinslow were in favor. Meeting adjourned at 7:42 p.m.

ATTEST:



Charles Rostocil, Mayor

Vickie L. Nogle MMC
Director of Administration / City Recorder
Recording

Julie Hedden
Administrative Assistant / Court Clerk
Transcribing