

COUNCIL MEETING MINUTES

DECEMBER 14, 2020

DATE COUNCIL CHAMBERS, CITY HALL, CITY OF WOODBURN, COUNTY OF MARION, STATE OF OREGON, DECEMBER 14, 2020

CONVENED The meeting convened at 7:00 p.m. with Mayor Swenson presiding.

ROLL CALL

Mayor Swenson	Present
Councilor Carney	Present -via video conferencing
Councilor Cornwell	Present -via video conferencing
Councilor Schaub	Present -via video conferencing
Councilor Morris	Present- via video conferencing
Councilor Ellsworth	Present -via video conferencing
Councilor Cabrales	Present -via video conferencing

Staff Present (via video conferencing): City Administrator Derickson, City Attorney Shields, Assistant City Administrator Row, Economic Development Director Johnk, Police Chief Ferraris, Finance Director Turley, Deputy Police Chief Pilcher, Assistant City Attorney Granum, Human Resources Director Gregg, Parks and Recreation Manager Cuomo, City Recorder Pierson

OUTGOING CITY COUNCILOR PRESENTATION

Mayor Swenson thanked outgoing Councilors Lisa Ellsworth and Eric Morris for their service to the City of Woodburn.

OATH OF OFFICE AND ELECTION OF COUNCIL PRESIDENT

City Recorder Pierson administered the Oath of Office to Councilor Debbie Cabrales (Ward I), Councilor Alice Swanson (Ward II), Councilor Benito Puente Jr. (Ward VI) and Mayor Eric Swenson.

Mayor Swenson announced that the vote for Council President would be by electronic ballot. Ballot forms were emailed to the Council to vote. City Recorder Pierson read the ballots aloud and announced that Councilor Carney was unanimously elected Council President.

ANNOUNCEMENTS

The Mayor announced the following Holiday Closures:

City Hall will be closed beginning at noon on December 24 and will reopen for regular business hours on December 28. The Library will be open 10am-2pm on December 24th for curbside material pickup and drop off only and closed on December 25. Transit Services will be closed December 25. City Hall, the Library and Transit Services will be closed January 1.

PRESENTATIONS

Audit - Katherine Wilson with Grove, Mueller & Swank, P.C., informed the Council that the audits for the City and the URA are complete and provided some highlights from the audit. She also noted that the City received an unmodified opinion.

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Emergency Business Assistance Program - Economic Development Director Johnk provided an update on the Emergency Business Assistance Program.

COVID-19 Update – Parks and Recreation Manager Cuomo and Human Resources Director Gregg provided an update on COVID-19 in Woodburn.

CONSENT AGENDA

- A. Woodburn City Council minutes of November 23, 2020,
 - B. Acceptance of a Public Utility Easement at 591 Gatch Street, Woodburn, OR 97071 (Tax Lot 051W18AA05700),
 - C. Liquor License Application for Las Islas,
 - D. Certified Election Results – November 3, 2020 General Election,
 - E. Building Activity for November 2020,
 - F. Crime Statistics through October 2020.
- Police Chief Ferraris briefed the City Council on the rising auto thefts in Woodburn. **Carney/Cabrales....** adopt the Consent Agenda. The motion passed unanimously.

AWARD OF CONSTRUCTION CONTRACT FOR THE PARR ROAD MUNICIPAL WATER SUPPLY WELL PROJECT

Public Works Project and Engineering Director Liljequist provided a staff report. **Carney/Schaub...** award the construction contract for the Parr Road Municipal Water Supply Well Project to the lowest responsible and responsive bidder, Holt Services, Inc., in the amount of \$434,683.00. The motion passed unanimously.

AWARD OF CONSTRUCTION CONTRACT FOR THE SANTIAM LIFT STATION REMOVAL PROJECT

Public Works Project and Engineering Director Liljequist provided a staff report. **Carney/Swanson...** award the construction contract for the Santiam Lift Station Removal Project to the lowest responsible and responsive bidder, Canby Excavating, Inc., in the amount of \$60,950.00. The motion passed unanimously.

CITY ADMINISTRATOR'S REPORT

The City Administrator reported the following:

- Welcomed new City Councilors and let them know they are setting up an orientation for them and they will start scheduling for it in early January.
- Love INC. has moved in to the Family Resource Center.
- The City has modified our CARES business assistance grant to help non-profits.
- Working on an outline for the Police Chief Recruitment.

MAYOR AND COUNCIL REPORTS

Councilor Schaub stated that she was excited to be a delivery car for 300 loaves of bread at Love Santa. She also welcomed the new Councilors.

Councilor Cornwell thanked everyone for all their hard work this year, she thanked Sharon for all her work and thanked the Mayor for her gift and also thanked him for reaching out to the homeless

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person downtown and reaching out to him. Merry Christmas everyone.

Councilor Cabrales welcomed the new Councilors and happy holidays to everyone.

Councilor Swanson stated that she appreciates the cooperation that occurs in the city of Woodburn.

Councilor Puente thanked the Council and the City for their work during COVID.

Councilor Carney welcomed the new Councilors and wished everyone a Merry Christmas.

Mayor Swenson welcomed new Councilors and spoke about goal setting in the coming year.


ADJOURNMENT

Carney/Schaub... Mayor Swenson adjourned the meeting at 9:16 p.m.

APPROVED _____


ERIC SWENSON, MAYOR

ATTEST _____


Heather Pierson, City Recorder
City of Woodburn, Oregon