

CITY of CASCADE LOCKS

AGENDA

CITY COUNCIL MEETING, Monday, October 22, 2018, 7:00 PM, CITY HALL

Purpose: The City Council meets on the 2nd and 4th Mondays of each month to conduct city business.

1. **Call to Order/Pledge of Allegiance/Roll Call.**
2. **Additions or amendments to the Agenda.** (The Mayor may add items to the agenda after it is printed and distributed only when required by business necessity and only after an explanation has been given. The addition of agenda items after the agenda has been printed is otherwise discouraged.)
3. **Adoption of Consent Agenda.** (Consent Agenda may be approved in its entirety in a single motion. Items are considered to be routine. Any Councilor may make a motion to remove any item from the Consent Agenda for individual discussion.)
 - a. **Approval of October 8, 2018 Minutes.**
 - b. **Ratification of the Bills in the Amount of \$72,810.04**
4. **Public Hearing:**
5. **Action Items:**
 - a. **Appointment to Committees.**
 - b. **Approve CH2M Contract Amendment for 2018-2019 Fiscal Year.**
6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** (Comments on matters not on the agenda or previously discussed.)
7. **Reports and Presentations.**
 - a. **City Committees.**
 - b. **Hood River County Sheriff Matt English Contract Options.**
 - c. **CA Zimmerman Report.**
8. **Mayor and City Council Comments.**
9. **Other matters.**
10. **Executive Session as may be required.**
11. **Adjournment.**

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for person with disabilities, should be made at least 48 hours in advance of the meeting by contacting the City of Cascade Locks office at 541-374-8484.

1. **Call to Order/Pledge of Allegiance/Roll Call.** City Council President Bobby Walker called the meeting to order at 7:00PM. Present were Mayor Cramblett (via phone) CM's Glenda Groves, Bruce Fitzpatrick, Richard Randall and Carl Zerfing. CM Deanna Busdieker was excused. Also present were CA Zimmerman, Finance Officer Marianne Bump, Deputy Recorder Marilyn Place, Brenda Wood, Butch Miller, Kathy Tittle, Julie Caldwell-Wagner, Port Manager Paul Koch and Port Economic Development Director Don Mann.
2. **Additions or amendments to the Agenda.** None
3. **Adoption of Consent Agenda.**
 - a. **Approval of September 24, 2018 Minutes.**
 - b. **Ratification of the Bills in the Amount of \$354,502.55. Motion:** CM Randall moved to approve the consent agenda, CM Zerfing seconded. The motion passed unanimously by CM's Groves, Randall, Fitzpatrick, Zerfing, Walker and Mayor Cramblett.
4. **Public Hearing:** None.
5. **Action Items:**
 - a. **Appointment to Committees.** None.
6. **Appearance of Interested Citizens to Share a Variety of Perspectives on Issues Facing Our Community.** No Citizens appeared.
7. **Reports and Presentations.**
 - a. **City Committees.** None
 - b. **City Administrator Zimmerman Report.** CA Zimmerman said the Fire Hall Town Hall meeting is October 15, 2018 at 6:00PM at the Fire Hall. It will be an appreciation potluck for our Fire and EMS crews with hamburgers and hotdogs provided by the City.

CA Zimmerman said Friends of the Museum will be presenting a depiction of what the new museum could look like at a meeting on October 29, 2018 at 7:00PM at the Port Pavilion.

CA Zimmerman said the rebuild for Benson and Watts Streets has begun. The lowest bid for the project, \$123,561.00 came from Crestline in The Dalles. The project should be completed by November 7, 2018.

CA Zimmerman said the second Monday in November is Veterans Day and we will cancel our regularly scheduled City Council meeting until the Monday after Thanksgiving.
8. **Mayor and City Council Comments.**

CM Fitzpatrick said he is grateful he was born in the USA and grateful for being there.

CM Zerfing said he is glad to see things going well. He said he hates spending the money but if we need to then we need to.

CM Randall thanked Nancy Renault for all she does through the Fire Auxiliary. He said the Fire Hall meeting is also an appreciation dinner for the fire fighters and asked everyone to show up and find out the condition of the EMS and the problems we have.

CM Randall thanked the Business Association for hosting the Candidates Night. He said there is an Initiative called the 103 Initiative and it will impact Hood River County's desire to put a Food and Beverage Tax on the ballot in March or May, 2019. He reminded everyone to do their homework regarding the different ballot measures and to get out and vote.

CM Groves said she was grateful for her family. She thanked the staff for doing a great job. She said the Magical History Tour on the Sternwheeler that raises money for the Museum was great and a good time.

Mayor Cramblett said he was thankful that his wife and kids continue to put up with him. He said the Gambler 500 went well and he congratulated Thunder Island Brewing for their five year anniversary.

CM Walker said he was grateful for his family and his mom celebrating her 80th Birthday.

9. **Other matter.** None.

10. **Executive Session Per ORS 192.660 (2) (e) Real Property Transaction.** Council moved into Executive Session at 7:11PM. Present were City Council President Bobby Walker, Council Members Glenda Groves, Bruce Fitzpatrick, Richard Randall, Carl Zerfing and Mayor Cramblett (via phone.) Also present were City Administrator Gordon Zimmerman, Deputy Recorder Marilyn Place, Port Manager Paul Koch and Port Economic Development Director Don Mann.

11. **Adjournment. Motion:** CM Groves moved to adjourn, CM Randall seconded. The motion passed unanimously by CM's Groves, Randall, Fitzpatrick, Zerfing, Walker and Mayor Cramblett. The meeting adjourned at 8:00PM.

Prepared by
Marilyn Place

APPROVED:

Mayor Cramblett

BLANKET VOUCHER APPROVAL

PAGE NO.

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DEPARTMENT: CITY OF CASCADE LOCKS
COVER SHEET AND SUMMARY

| DATE: | DESCRIPTION: | AMOUNT: |
|-------------|--------------|--------------|
| 10/5/2018 | AP | \$ 33,566.61 |
| 10/12/2018 | PR | \$ 39,243.43 |
| GRAND TOTAL | | \$ 72,810.04 |

APPROVAL:

Mayor

Report Criteria:

Report type: GL detail

| Check Number | GL Period | Check Issue Date | Vendor Number | Invoice No. | Payee | Description | GL Account | Amount |
|--------------|-----------|------------------|---------------|-------------|----------------------------------|--|------------|----------|
| 9878 | 10/18 | 10/05/2018 | 6966 | 01410018SJ | American Messaging | Paging Service | 5140562110 | 7.50 |
| Total 9878: | | | | | | | | |
| 9879 | 10/18 | 10/05/2018 | 6920 | 65092 | Anderson Perry & Associates Inc. | Design Engineer Sep 2018 | 2141562025 | 8,000.00 |
| 9879 | 10/18 | 10/05/2018 | 6820 | 65093 | Anderson Perry & Associates Inc. | Professional Services (Funding) through | 3141562030 | 595.74 |
| 9879 | 10/18 | 10/05/2018 | 6820 | 65094 | Anderson Perry & Associates Inc. | Professional Services (Cultural) through | 3141562030 | 5,735.00 |
| Total 9879: | | | | | | | | |
| 9880 | 10/18 | 10/05/2018 | 7094 | 870 | Bernadette Murray-Macioce | Admin, Post to facebook, letters, ads | 0840562110 | 800.00 |
| Total 9880: | | | | | | | | |
| 9881 | 10/18 | 10/05/2018 | 6900 | V803378 | BSK Associates | water testing | 2140562150 | 800.00 |
| Total 9881: | | | | | | | | |
| 9882 | 10/18 | 10/05/2018 | 560 | OCT1518 | CARR, SHIRLEY | Brochure Delivery | 0840562101 | 2,587.00 |
| Total 9882: | | | | | | | | |
| 9883 | 10/18 | 10/05/2018 | 6979 | SEP2018 | Cartormation, Inc. | GIS Service for City | 5140562190 | 1,000.00 |
| Total 9883: | | | | | | | | |
| 9884 | 10/18 | 10/05/2018 | 670 | 100001500S | CASCADE LOCKS LIGHT CO. | fire station | 0540562439 | 569.67 |
| 9884 | 10/18 | 10/05/2018 | 670 | 1000030200 | CASCADE LOCKS LIGHT CO. | Pump Lift Station | 3140562070 | 26.30 |
| 9884 | 10/18 | 10/05/2018 | 670 | 100003500 S | CASCADE LOCKS LIGHT CO. | res. no 2 | 2140562070 | 40.38 |
| 9884 | 10/18 | 10/05/2018 | 670 | 100038200 S | CASCADE LOCKS LIGHT CO. | well house | 2140562070 | 2,378.45 |
| 9884 | 10/18 | 10/05/2018 | 670 | 100379100 S | CASCADE LOCKS LIGHT CO. | treatment plant | 3140562070 | 2,334.71 |
| 9884 | 10/18 | 10/05/2018 | 670 | 100381300 S | CASCADE LOCKS LIGHT CO. | Warehouse | 2140562070 | 54.90 |
| 9884 | 10/18 | 10/05/2018 | 670 | 103742700 S | CASCADE LOCKS LIGHT CO. | Wasco Crk Lift Station | 3140562070 | 71.15 |
| 9884 | 10/18 | 10/05/2018 | 670 | 200120000 S | CASCADE LOCKS LIGHT CO. | Cemetery Water | 1740562551 | 193.92 |
| 9884 | 10/18 | 10/05/2018 | 670 | 300155100 S | CASCADE LOCKS LIGHT CO. | main lift station | 3140562070 | 704.43 |
| 9884 | 10/18 | 10/05/2018 | 670 | 300155900 S | CASCADE LOCKS LIGHT CO. | museum | 0140762630 | 163.49 |
| 9884 | 10/18 | 10/05/2018 | 670 | 300171900 S | CASCADE LOCKS LIGHT CO. | Mail Lighting | 5140562800 | 61.00 |

| Check Number | GL Period | Check Issued Date | Vendor Number | Invoice No. | Payee | Description | GL Account | Amount |
|--------------|-----------|-------------------|---------------|-------------|--------------------------------|--------------------------------------|------------|----------|
| 9884 | 10/18 | 10/05/2018 | 670 | 300183900 S | CASCADE LOCKS LIGHT CO. | moody lift station | 2140562070 | 29.34 |
| 9884 | 10/18 | 10/05/2018 | 670 | 301981200 S | CASCADE LOCKS LIGHT CO. | Bike Path | 0140162552 | 32.63 |
| 9884 | 10/18 | 10/05/2018 | 670 | 600135000 S | CASCADE LOCKS LIGHT CO. | City Hall Utilities | 0140162552 | 516.87 |
| 9884 | 10/18 | 10/05/2018 | 670 | 600136900 S | CASCADE LOCKS LIGHT CO. | 87 Ruckel | 3140562070 | 38.67 |
| 9884 | 10/18 | 10/05/2018 | 670 | 600149800 S | CASCADE LOCKS LIGHT CO. | City Hall Irrigation | 0140162552 | 319.41 |
| 9884 | 10/18 | 10/05/2018 | 670 | 601368800 S | CASCADE LOCKS LIGHT CO. | radio tower | 0540562439 | 61.11 |
| Total 9884: | | | | | | | | |
| 9885 | 10/18 | 10/05/2018 | 900 | SEP2018 | CITY OF CASCADE LOCKS | Senior Sewer Substity | 0140862025 | 7,598.43 |
| Total 9885: | | | | | | | | |
| 9886 | 10/18 | 10/05/2018 | 1120 | A203852 | COLUMBIA HARDWARE, LLC | premix Soil for PCT Monument setting | 0140462520 | 249.70 |
| 9886 | 10/18 | 10/05/2018 | 1120 | B218604 | COLUMBIA HARDWARE, LLC | Flat Bar Steel | 0140462520 | 223.44 |
| 9886 | 10/18 | 10/05/2018 | 1120 | B219165 | COLUMBIA HARDWARE, LLC | EMS Supplies | 0540562440 | 23.58 |
| Total 9886: | | | | | | | | |
| 9887 | 10/18 | 10/05/2018 | 1760 | ORHOD6105 | FASTENAL | Gloves and Rags | 2140562560 | 295.01 |
| 9887 | 10/18 | 10/05/2018 | 1760 | ORHOD9105 | FASTENAL | Gloves & Rags | 5140562560 | 62.61 |
| Total 9887: | | | | | | | | |
| 9888 | 10/18 | 10/05/2018 | 2020 | 1315450 | GENERAL PACIFIC INC. | Oregon Mines | 5141562009 | 178.11 |
| Total 9888: | | | | | | | | |
| 9889 | 10/18 | 10/05/2018 | 7076 | 2594023-111 | NW Associatin of Fire Trainers | Conference | 0540562020 | 575.00 |
| Total 9889: | | | | | | | | |
| 9890 | 10/18 | 10/05/2018 | 4020 | ME123360 | ODOT-FUEL SALES | EB97 | 0540562420 | 775.00 |
| 9890 | 10/18 | 10/05/2018 | 4020 | ME123360 | ODOT-FUEL SALES | EC90 | 0540562420 | 51.68 |
| 9890 | 10/18 | 10/05/2018 | 4020 | ME123360 | ODOT-FUEL SALES | E220685 | 0540562420 | 161.00 |
| 9890 | 10/18 | 10/05/2018 | 4020 | ME123360 | ODOT-FUEL SALES | E93 | 0540562420 | 122.52 |
| 9890 | 10/18 | 10/05/2018 | 4020 | ME123360 | ODOT-FUEL SALES | E94 | 0540562420 | 93.33 |
| 9890 | 10/18 | 10/05/2018 | 4020 | ME123360 | ODOT-FUEL SALES | E95 | 0540562420 | 172.60 |
| 9890 | 10/18 | 10/05/2018 | 4020 | ME123360 | ODOT-FUEL SALES | E192469 | 0540562420 | 38.67 |
| 9890 | 10/18 | 10/05/2018 | 4020 | ME123360 | ODOT-FUEL SALES | E192649 | 2140562530 | 72.83 |
| Total 9890: | | | | | | | | |

| Check Number | GL Period | Check Issue Date | Vendor Number | Invoice No. | Payee | Description | GL Account | Amount |
|--------------|-----------|------------------|---------------|-------------|----------------------------------|----------------------------------|------------|----------|
| 9890 | 10/18 | 10/05/2018 | 4020 | ME123360 | ODOT-FUEL SALES | E206091 | 3140562530 | 20.76 |
| 9890 | 10/18 | 10/05/2018 | 4020 | ME123360 | ODOT-FUEL SALES | E215687 | 5140562200 | 192.74 |
| 9890 | 10/18 | 10/05/2018 | 4020 | ME123360 | ODOT-FUEL SALES | E236094 | 5140562200 | 436.02 |
| Total 9890: | | | | | | | | 1,411.19 |
| 9891 | 10/18 | 10/05/2018 | 4070 | 8090338 | ONE CALL CONCEPTS, INC. | Regular Tickets | 5140562110 | 36.75 |
| Total 9891: | | | | | | | | 36.75 |
| 9892 | 10/18 | 10/05/2018 | 6769 | 09-18-560 | PARC Resources, LLC | Annexation Project - SEP 2018 | 0140262075 | 596.00 |
| 9892 | 10/18 | 10/05/2018 | 6769 | 09-18-560 | PARC Resources, LLC | Annexation Project - Sep 2018 | 0740562115 | 952.00 |
| 9892 | 10/18 | 10/05/2018 | 6769 | 09-18-561 | PARC Resources, LLC | City Planning Sep 2018 | 0140262075 | 64.50 |
| 9892 | 10/18 | 10/05/2018 | 6769 | 09-18-561 | PARC Resources, LLC | City Planning Sep 2018 | 0140262090 | 64.50 |
| Total 9892: | | | | | | | | 1,677.00 |
| 9893 | 10/18 | 10/05/2018 | 7055 | 871 | Pixel Dust Studio | Graphic Design Service | 0840562114 | 280.00 |
| Total 9893: | | | | | | | | 280.00 |
| 9894 | 10/18 | 10/05/2018 | 4910 | 211944714 | Christine and Michael Cartwright | Refund Deposit | 5121130 | 71.43 |
| Total 9894: | | | | | | | | 71.43 |
| 9895 | 10/18 | 10/05/2018 | 5510 | 7205336008- | STAPLES CONTRACT & COMMERCIAL | toners, Calendars, Paper | 0140162010 | 276.47 |
| Total 9895: | | | | | | | | 276.47 |
| 9896 | 10/18 | 10/05/2018 | 6070 | 056938 | TWGW, INC NAPA AUTO PARTS | hose fitting, nylon sleeve, hose | 0140462520 | 18.67 |
| Total 9896: | | | | | | | | 18.67 |
| 9897 | 10/18 | 10/05/2018 | 6110 | WATER2018 | U.S. POSTAL SERVICE | Mail Water Letter | 0140162055 | 224.42 |
| Total 9897: | | | | | | | | 224.42 |
| 9898 | 10/18 | 10/05/2018 | 6210 | 691107 | USA BLUEBOOK | replacement test tubes 10ml | 2140562560 | 233.19 |

City of Cascade Locks

Check Register - By Check No.

Page: 4

Check Issue Dates: 10/1/2018 - 10/17/2018

Oct 05, 2018 03:18PM

Check Number GL Period Check Issue Date Vendor Number Invoice No. Payee Description GL Account Amount

Total 9898:

233.19

Grand Totals:

33,566.61

Summary by General Ledger Account Number

| GL Account | Debit | Credit | Proof |
|--------------|----------|------------|------------|
| 01-21010 | .00 | 2,773.68- | 2,773.68- |
| 01-401-62010 | 276.47 | .00 | 276.47 |
| 01-401-62055 | 224.42 | .00 | 224.42 |
| 01-401-62552 | 868.91 | .00 | 868.91 |
| 01-402-62075 | 660.50 | .00 | 660.50 |
| 01-402-62090 | 64.50 | .00 | 64.50 |
| 01-404-62520 | 265.69 | .00 | 265.69 |
| 01-407-62690 | 163.49 | .00 | 163.49 |
| 01-408-62025 | 249.70 | .00 | 249.70 |
| 05-21010 | .00 | 2,093.77- | 2,093.77- |
| 05-405-62020 | 775.00 | .00 | 775.00 |
| 05-405-62420 | 640.00 | .00 | 640.00 |
| 05-405-62439 | 630.78 | .00 | 630.78 |
| 05-405-62440 | 47.99 | .00 | 47.99 |
| 07-21010 | .00 | 952.00- | 952.00- |
| 07-405-62115 | 952.00 | .00 | 952.00 |
| 08-21010 | .00 | 2,080.00- | 2,080.00- |
| 08-405-62101 | 1,000.00 | .00 | 1,000.00 |
| 08-405-62110 | 800.00 | .00 | 800.00 |
| 08-405-62114 | 280.00 | .00 | 280.00 |
| 17-21010 | .00 | 193.92- | 193.92- |
| 17-405-62551 | 193.92 | .00 | 193.92 |
| 21-21010 | .00 | 13,507.54- | 13,507.54- |
| 21-405-62070 | 2,503.07 | .00 | 2,503.07 |
| 21-405-62150 | 2,587.00 | .00 | 2,587.00 |
| 21-405-62530 | 121.67 | .00 | 121.67 |
| 21-405-62560 | 295.80 | .00 | 295.80 |
| 21-415-62025 | 8,000.00 | .00 | 8,000.00 |
| 31-21010 | .00 | 9,469.76- | 9,469.76- |
| 31-405-62070 | 3,177.26 | .00 | 3,177.26 |
| 31-405-62530 | 20.76 | .00 | 20.76 |
| 31-415-62030 | 6,271.74 | .00 | 6,271.74 |
| 51-21010 | .00 | 2,495.94- | 2,495.94- |
| 51-21130 | 71.43 | .00 | 71.43 |
| 51-405-62110 | 44.25 | .00 | 44.25 |
| 51-405-62190 | 1,000.00 | .00 | 1,000.00 |
| 51-405-62200 | 628.76 | .00 | 628.76 |
| 51-405-62560 | 115.50 | .00 | 115.50 |

| GL Account | Debit | Credit | Proof |
|----------------------|------------------|-------------------|------------|
| 51-405-52800 | 61.00 | .00 | 61.00 |
| 51-415-52009 | 575.00 | .00 | 575.00 |
| Grand Totals: | 33,566.61 | 33,566.61- | .00 |

Report Criteria:
Report type: GL detail



CASCADE LOCKS STAFF REPORT

Date Prepared: October 16, 2018

For City Council Meeting on: October 22, 2018

TO: Honorable Mayor and City Council

PREPARED BY: Gordon Zimmerman, City Administrator

SUBJECT: Approval of CH2M Contract Amendment for 2018-2019 Fiscal Year.

SYNOPSIS: Please find enclosed the contract extension from CH2M, our wastewater plant operator since 1984. The requested increase this is 3.6% or \$3,384 to bring the contract total to \$94,853. We also include an equipment line item of \$4,000 for the repair budget.

Our current arrangement provides us with about three hours of on-site time about five days a week. The company is also readily available on an emergency basis and does some reporting work for us such as the reapplication for the NPDES Permit due July 1. Because Ch2M also operates the Hood River Wastewater Treatment Plant we are able to transfer about a truckload of organic load each week.

The new operator for the plant has improved our total suspended solids in the effluent that we send to Hood River for further processing from about 0.5% TSS to about 2.5% TSS, a fivefold improvement.

We are still attempt to treat our wastewater as well as we can as we begin the Wastewater System Improvement Project to begin next year.

CITY COUNCIL OPTIONS: Accept or reject the proposed amendment.

RECOMMENDED MOTION: "I move to approve the proposed 3.6% increase on contract costs from Ch2M for the operation of the wastewater treatment plant."

FINANCIAL REVIEW: The City budgeted \$96,000 in the 2018-2019 Fiscal Budget for this contract.





AMENDMENT NO. 12
to the
AGREEMENT FOR WASTEWATER FACILITIES
OPERATIONS, MAINTENANCE, AND MANAGEMENT SERVICES
for the
CITY OF CASCADE LOCKS, OREGON

This Amendment No. 12 (the "Amendment") to the Agreement for Wastewater Facilities Operations, Maintenance and Management Services for the City of Cascade Locks, Oregon, dated July 1, 2006 (the "Agreement") is made and entered into this ___ day of _____, 2018 by and between the City of Cascade Locks, Oregon (hereinafter "Owner") and Operations Management International, Inc. (hereinafter "CH2M HILL OMI").

NOW THEREFORE, Owner and CH2M HILL OMI agree to amend the Agreement as follows:

1. Article 4.1 is hereby deleted in its entirety and is replaced with the following:

"Owner shall pay to CH2M HILL OMI as total compensation for services performed under this Agreement a Base Fee of Ninety Four Thousand Eight Hundred Fifty Three Dollars (\$94,853) for the contract year commencing on July 1, 2018 and ending June 30, 2019. Subsequent years' Base Fees shall be determined as hereinafter specified. Upon each contract year negotiation, CH2M HILL OMI shall continue to invoice Owner at the previous amount until the new contract price is agreed upon. Upon written notice agreement between the parties as to the new contract year base fee, CH2M HILL OMI shall issue an invoice retroactively adjusting the previous Base Fee amount."

2. Article 4.10 is hereby added to this Agreement:

In the event sludge from the City of Cascade Locks has to be disposed at a landfill or land applied outside Hood River County, an additional cost will be incurred and invoiced monthly to the Owner.

This Amendment together with all previous Amendments and the Agreement constitute the entire agreement between the Parties and supersedes all prior oral and written understandings with respect to the subject matter set forth herein. Unless specifically stated all other terms and conditions of the Agreement shall remain in full force and effect. Neither this Amendment nor the Agreement may be modified except in writing signed by an authorized representative of the Parties.

The Parties, intending to be legally bound, indicate their approval of this Amendment by their signatures below.

**OPERATIONS MANAGEMENT
INTERNATIONAL, INC.**

CITY OF CASCADE LOCKS, OREGON

Authorized Signature: _____

Authorized Signature: _____

Name: Gary Young
 Title: Designated Manager
 Date: _____

Name: Tom Cramblett
 Title: Mayor
 Date: _____

