



CITY COUNCIL NOVEMBER 02, 2015 **AGENDA**
REGULAR MEETING 7:00 PM
City Hall, 1001 Bridge St. Vernonia OR 97064

Mission Statement

The City of Vernonia pledges to be an ethical and responsive government using community collaboration to foster leadership and a vision for civic improvement while providing a safe, peaceful, economically viable community.

1. Call to Order and Pledge of Allegiance – Mayor Parrow

2. Additions or Removal of Agenda Itemsp. 1

3. Mayor Report

Letter from Airport Committee requesting the surplus of FEMA Trailer.....p. 2

Letter from Airport Committee requesting the surplus of Tractor and Mower.....p. 3

4. Councilor Committee Meeting Reports

5. Topics from the Floor/Audience Participation

6. Consent Agenda for Approval

A. City Council Meeting Minutes for October 19th, 2015.....p. 4-6

B. Airport Committee Meeting Minutes for April 23rd, 2015.....p. 7

C. Airport Committee Meeting Minutes for May 28th, 2015.....p. 8-9

D. Monthly Departmental Update – October 2015.....p. 10-12

7. Unfinished Business

None

8. New Business

A. Airport Culvert Project.....p. 13-17

9. Business from Departments

A. Police Department – Chief Conner

10. Ordinances/Resolutions

A. Resolution 16-15:

“A Resolution Authorizing Interfund Loan from the General Fund Contingency to the Airport Fund.”

.....p.18

B. Resolution 17-15:

“A Resolution Declaring Certain Real Property of the City of Vernonia and Vernonia Airport No Longer Needed for Public Use and Authorizing Sale of Such Property”..... p.19-20

11. Correspondence

Indoor Clean Air Act changes effective January 1, 2016.....p. 21-23

12. Items from Mayor, Councilors, City Administrator

13. Action Items Summary – Interim City Recorder

Adjournment

AMERICANS WITH DISABILITIES ACT NOTICE

Please contact the City Recorder, Vernonia City Hall, 1001 Bridge Street, Vernonia, OR 97064 (Phone No. 503-429-5291) at least 48 hours prior to the scheduled meeting time if you need an accommodation. TCC users please call Oregon Telecommunications Relay Service at 1-800-735-2900.

October 23, 2015

To: Vernonia City Council

From: Vernonia Airport Committee

Re: Surplus FEMA trailer

The Airport Committee, at the October 22, 2015 committee meeting recommends by majority vote to surplus the FEMA trailer for sale and proceeds go to airport fund to fund a smaller unit for an FBO lounge for pilots. The larger trailer is really too big to use a pilot's lounge.

 (Committee Secretary)

 (Committee Chair)

October 21, 2015

To: Vernonia City Council

From: Vernonia Airport Committee

Re: Surplus of Ford 9N tractor and Jacobson Reel Mower

The Airport Committee, at the May 28, 2015 committee meeting recommends by majority vote to surplus the above items, so we can dispose of them.


Georgeanna Seager Airport Secretary


Rick Gwin Airport Committee Chair



CITY COUNCIL OCTOBER 19, 2015
REGULAR MEETING 7:00 PM **MINUTES**
City Hall, 1001 Bridge St. Vernonia OR 97064

Mission Statement

The City of Vernonia pledges to be an ethical and responsive government using community collaboration to foster leadership and a vision for civic improvement while providing a safe, peaceful, economically viable community.

1. Call to Order and Pledge of Allegiance – Mayor Parrow

Mayor Parrow called the meeting to order at 7:04 p.m.

In attendance: Mayor Parrow; Councilors Tierney, Hult, & McNair

Absent: Councilor Seager

2. Additions or Removal of Agenda Items.....p. 1

Councilor McNair made a motion to accept the agenda as written, Councilor Tierney seconded, motion passed.

3. Mayor Report

4. Councilor Committee Meeting Reports

Councilor McNair reported on the Cemetery Committee Meeting in September. The minutes from this meeting were not submitted to City Council. The Committee wanted the new Urn Garden to get added to the GIS system. They also wanted the rest of the Cemetery to be updated in the GIS system. They also want the headstone requirements to be sent to the service providers in the area so the issue of people purchasing the wrong size/type of headstone is minimized. They would like the dead tree by the arbor to be removed and the fence repaired. They would also like to encourage more people from outside the Committee to attend their meetings. The meetings occur on the 2nd Tuesday of the month. Councilor McNair apologized for the lateness of his report.

5. Topics from the Floor/Audience Participation

6. Consent Agenda for Approval

A. City Council Meeting Minutes for October 12th, 2015.....p. 2-5

Councilor McNair complimented the Interim City Recorder on how comprehensive the minutes were. Councilor McNair made a motion to accept the Minutes from the October 12th, 2015 City Council Meeting as written, Councilor Tierney seconded the motion, motion passed.

B. City Council Work Session Minutes for October 12th, 2015.....p. 6-11

Councilor McNair made a motion to accept the Minutes from the October 12th, 2015 City Council Work Session as written, Councilor Tierney seconded the motion, motion passed.

7. Unfinished Business

A. Javalation Revisited.....p. 12-26

Although City Administrator reported on the progress of this, no action can currently be taken on this item as staff hasn't heard back from WOEC. Councilor Tierney asked about the size of the spaces Tillamook has and what the size of Javalation footprint would be. City Administrator Mitchell specified that Javalation's Sample Lease and the Tillamook Open Space Resolutions are different. Councilor McNair wants to reconsider the size/layout of the space provided for Javalation and to pursue planning on roughing in infrastructure for multiple businesses in that area. If the City does the upgrades to this property, he would like to see a plan to maximize revenue and minimize cost. City Administrator Mitchell stated that she didn't think there would be enough space to allow for Javalation, the traffic lanes, and more renters.

Councilor Hult asked whether the Planning Commission should be doing this and sending a recommendation. City Administrator Mitchell stated that it was too early in the process to ask them to do the

work on this without knowing what City Council is thinking about this item. Councilor Parrow stated that he thought it made sense to continue the sidewalk from where the Health Center’s sidewalk ends to Rose Avenue.

If ODOT doesn’t approve of Javalation’s proposal, the entry to their site could alternately be on Cougar Avenue and the driveway could be circular. Mayor Parrow stated that he thought putting in the Water and Sewer infrastructure made sense whether it was for Javalation or another entity, especially since the cost of putting those in is projected to be only a couple thousand dollars.

City Administrator Mitchell stated that the items she presented were just for Council to entertain the notion, not to make a decision tonight. Mayor Parrow asked whether there was a possibility to do a land swap with WOEC rather than buying the parcel from WOEC outright. City Administrator Mitchell stated that she would have to research the subject to find out if there were any City properties adjacent to WOEC.

8. New Business

A. Dissolution of the CDBG Grant Lease Agreement.....p. 27-49

City Administrator Mitchell outlined the recommendations of the IFA letter that was included in the Council Packet. Councilor McNair made a motion that the City Council dissolve the CDBG Grant Lease Agreement between the City of Vernonia, Vernonia Senior Citizen, Inc., and Vernonia Cares Food Bank Inc. date September 28th, 2015, and Authorize the City Administrator to sign the formal dissolution document, Councilor Tierney seconded the motion, motion passed.

B. MOA between City of Vernonia, Vernonia Seniors, and Vernonia Cares Food Bank.....p. 50

Councilor McNair made a motion to Authorize the City Administrator to sign the Memorandum of Understanding between the City of Vernonia, Vernonia Senior Citizen, Inc., and Vernonia Cares Food Bank Inc., Councilor Hult seconded the motion, motion passed.

9. Business from Departments

A. Police Department – Chief Conner

B. City Administrator Report – J. Mitchell

Staff measured the 3 existing houses on Knickerson Creek. One of them is in compliance, two are not. The City Planner recommended that the two out of compliance should attempt to get variances from Planning Commission and potentially that standard would be allowed for the remaining lot that borders the other side of Knickerson Creek. Councilor McNair asked who approved the plan before. City Administrator Mitchell stated that it was an oversight on the part of the past City Planner. Councilor McNair mentioned that the setbacks may have to do with more than just flood hazard reduction or fish-bearing status. City Administrator Mitchell reported that the City Planner thinks that before a variance is allowed, it should be looked at by the Planning Commission and the Legal Department.

Regarding the fence at the Cemetery, the fence is there to show the boundary between the Cemetery and the neighbors. The intention is to fix it in the winter when the foliage is down and it will be easiest to do. One person that had an issue with the headstone requirements is interested in being on the Cemetery Committee.

City Administrator Mitchell will have a report on the LaChapelle issue ready for the meeting on the November 2nd Council Meeting, even though she will not be in attendance.

10. Ordinances/Resolutions

11. Items from Mayor, Councilors, City Administrator

Council Consensus was to add the Action Item of the Walk Your Wheels Ordinance to the agenda for the next meeting. City Administrator Mitchell will draft a track change.

Councilor McNair asked about the status of the Manual for the Public Works Department. City Administrator Mitchell said that the staff meeting would be held tomorrow, so she would find out from Public Works then. City Administrator Mitchell reminded Council that staff needs direction on the Animal Ordinance issue. Mayor Parrow suggested that Council send recommendations to the Interim City Recorder by Friday the 23rd.

12. Action Items Summary – City Administrator

City Administrator Mitchell will submit a report on the LaChapelle issue in time for the November 2nd, 2015 Council Meeting.

City Administrator Mitchell will get an Amendment for Walk Your Wheels ready in time for the November 2nd, 2015 Council Meeting.

Adjournment

Mayor Parrow adjourned the meeting at 7:55 p.m.

These minutes were approved at the November 2nd, 2015 City Council meeting.

Nicholas D. Welch, Interim City Recorder

Randall J. Parrow, Mayor

AIRPORT COMMITTEE MEETING

April 23, 2015 6:30 PM

City Hall 1001 Bridge St, Vernonia, OR 97064

MINUTES

Airport Members Present: Rick Gwin, Doug Davenport, Tim Bero, Georgeanna Seager, secretary. **ABSENT:** Kieth Crimin

Council Liaison Present: Jil Hult absent

Airport Manager: Mike Seager

Call to Order Rick Gwin called the meeting to order at 6:30pm

Approval or additions to agenda Georgeanna Seager made the motion to accept the agenda as printed: Doug Davenport seconded. All in favor, motion approved.

Approval of minutes Doug Davenport made the motion to accept the minutes of October 23, 2014. Georgeanna Seager seconded the motion, all in favor, motion carried.

Topics from the floor: none

Old business:

FEMA trailer: A work party was scheduled for May 17th @ 9am, to raise the trailer and get it on blocks & remove tires.

New Business: none

Correspondence/Discussion: none

Letters: none

Committee member report:

Staff report: Mike Seager reported that Rick Gwin, Doug Davenport and himself bought a 7 reel gang mower to mow the airport.

Next meeting: May 28, 2015 @ 6:30 pm

Adjournment: 6:49 pm

Airport Committee approved the April 23, 2015 minutes on May 28, 2015

These minutes were approved at the November 2nd, 2015 City Council meeting.

Nicholas D. Welch, Interim City Recorder

Randall J. Parrow, Mayor

AIRPORT COMMITTEE MEETING

May 28, 2015 6:30 PM

City Hall 1001 Bridge St, Vernonia, OR 97064

MINUTES

Airport Members Present: Rick Gwin, Doug Davenport, Georgeanna Seager, secretary.

ABSENT: Kieth Crimin, Tim Bero

Council Liaison: Jil Hult absent

Airport Manager: Mike Seager present

Call to Order Rick Gwin called the meeting to order at 6:31pm

Approval or additions to agenda: Mike Seager added surplus of tractor and mower to new business.

Georgeanna Seager made the motion to accept the agenda as amended: Doug Davenport seconded. All in favor, motion approved.

Approval of minutes Doug Davenport made the motion to accept the minutes of April 23, 2015, Georgeanna Seager seconded the motion, all in favor, motion carried.

Topics from the floor: none

Old business:

FEMA trailer: Part of the tires were removed and blocked up. We still have a few more to remove.

New Business:

1. FEMA trailer, utilities, water/sewer/electricity. Georgeanna Seager brought up the suggestion of looking into how much it is going to cost to have West Oregon Electric to hook up the trailer. Rick Gwin also brought up that we would have a monthly base charge just to have the power hooked up and ready to use. Would the airport committee be able to pay this bill every month? Water would be no problem as the City owns it. The trailer is of no use without water and electricity.
2. Brush piles, will be cleaned up when weather permits and Rick can get us the back hoe to work the piles.
3. Surplus tractors, Mike Seager brought up that we need to make a recommendation to the City Council to surplus the Ford 9N tractor and the Jacobson Reel Mower for scrap. Doug Davenport made the motion and Georgeanna Seager 2nd, all in favor motion passed. Send the recommendation to Gian Polo and Josette Mitchell.

Correspondence/Discussion: none

Letters: none

Committee member report: NONE

Staff report: Mike Seager reported that Rick Gwin, Doug Davenport and himself bought a 7 reel gang mower to mow the airport.

Next meeting August 27, 2015 @ 6:30 pm

Adjournment: 6:45 pm

Airport Committee approved the May 28, 2015 minutes on October 22, 2015

These minutes were approved at the November 2nd, 2015 City Council meeting.

Nicholas D. Welch, Interim City Recorder

Randall J. Parrow, Mayor



Monthly Departmental Update

OCTOBER 2015

UTILITY BILLING

- Reminders:
 - 11/16 Utility Bills are due
 - 11/17 Late Fees will be applied to past due accounts
 - 11/30 Past Due accounts will be Shut Off

POLICE DEPARTMENT - VPD

The total number of calls for service and officer initiated activity for **August and September 2015** was 590.

October 01, 2015-October 28, 2015 - The total number of Calls for service and officer initiated is 265.

Nuisance Violations:

- 259 Total Violations (121 Properties w/ Average of two violations per house)
- 41 Trash
- 14 Dangerous Structure
- 52 Potential Vermin Habitat
- 1 Stagnant Water
- 16 Junk Vehicles
- 21 Attractive Nuisance
- 22 Obstruction to Public Right of Way
- 58 Noxious Vegetation
- 27 Trees
- 4 Ditches
- 3 Commercial Zone Violations

FINANCE

- The City has already received information from the Double Dog Dare U Events group to set up the 12 Bridges Relay for 2016. It will be held sometime in July and they are also adding a walking relay race on a separate weekend. They have been asked to provide information to be posted on the City's website and Facebook page to make sure the community is made aware of the event.
- All requested information has been sent to the Auditors and we hope to have a final copy of the report sometime next month.
- Staff has been working on updating some of the forms found on the City's website. We are also working with the web master to make it more user friendly. If anyone has any suggestions, feel free to let us know.
- Dan Titus has started putting up the restrooms at Spencer Park. He has been making a lot of progress and they should be ready for use soon.

- WWTP project is moving along nicely. The first pay request was submitted and should be ready for payment early next week.
- The City Recorder position was posted this month. It can be found on the City's website, in the Vernonia's Voice and on the League of Oregon Cities website. Anyone interested is encouraged to read the job description or call City Hall for information. Applications due by November 13th, 2015.
- Staff has been reorganizing the office and have made a few changes in order to make better use of space and to streamline our functionality. We are also going through filling cabinets and purging unnecessary files, freeing up much needed space.

PUBLIC WORKS

- Staff installed 2 new water services this month, and replaced 2 water services. The 2 replacements were on Alder St. They were replaced as they were leaking beyond repair. One of the new water services is located on Polk Ave. and the other is located on Mist Drive
- Staff has been working on installing the underground utilities for the new Spencer Park restroom. The new restroom construction is moving forward faster than we hoped.
- Public Works has done some street sweeping in the last couple of weeks and plans to continue until the leaves are done falling. The street sweeper has had some maintenance done in the last week, including changing of the fluids and the main drive belt.
- Two staff members attended training this month on street sweeper repair and tech.
- Two water leaks were repaired, both on Mist Dr. on an old 2" water line that will need to be replaced in the near future.
- The Water Plant operations take more time than usual this time of year as leaves plug up the intake causing to plant to shut down until the leaves are cleared. Staff is working with ODFW on a cost share program that will involve installing an automatic backflush system that will clear the leaves without having to do it manually. If all goes as planned this will be installed by next year.
- The Wastewater project is moving along at a rapid pace with all the dry weather that we have had.

LIBRARY

- Shannon has been on maternity leave during the month of October and library support staff will welcome her back in November. Baby Faye and all of the Romtvedt family are doing well.
- The library was pleased to have Portland author, Molly Gloss, in attendance on October 26. The book group and other interested library patrons enjoyed discussing Ms Gloss's book, *Falling from Horses*, as well as her writing in general.
- Several new books have been added to the library's collection with donations made in memory of long time and beloved member of the community, Faith Reynolds.
- Toddler Time and Pre-school Story time have been well-attended by enthusiastic youngsters and parents during October.

GIS/ LAND USE PLANNING

- Reorganized archive file room to incorporate historic Planning and Land Use files.
- Provided staff support on 8-10 small projects with maps and information.
- Continue to work on improving water billing system. Directing attention to improving meter reads, billing, etc. to close the gap on known revenue and usage gaps.
- Worked with City Administrator on a GIS/Planning job description and project list.

PARKS

- ALL PARK PROPERTIES
- Parks Supervisor utilized community service workers to remove graffiti from restrooms and City properties.
- Winterized park properties; relocating picnic tables for flood season, final mowing, replaced light bulbs, clearing pathways, etc.
 - HAWKINS
 - Pulled post cable out, replace with smaller diameter cable and straightened up posts.
 - Cleaned up and trimmed the bushes around the bathroom and the park sign.
 - Trimmed three cedar trees around the scout cabin.
 - ANDERSON
 - Worked on the riding lawn mower, installed quick disconnect fittings on battery terminals for battery charger. Installed extensions on 2 of the downspouts around the picnic shelter.
 - VERNONIA LAKE
 - Replaced all of the lightbulbs as ALL were burned out, hood covering the light fixtures is secured using set screws and many were stripped which required them to be drilled out and replaced with different screws.
 - Cleared off the linear path with leaf blower 2 times this season "ongoing"
 - ORA BOLMEIER
 - Consulted with City Administrator and Public Works foreman for the installation of new posts and cable for fencing of the perimeter of the park.
 - NEW SPENCER
 - Assisted public works with the initial work required for installation of water, power and sewer.
 - Mowed and fertilized the entire park.
 - Utilized community service worker for graffiti removal and sweeping of basketball court.
 - REGULAR MAINTENANCE
 - Regularly scheduled maintenance of the parks including bathroom cleaning and trash removal continues.

CITY ADMINISTRATION

- City Administrator attended the Construction meeting for the WWTP, the project is progressing well, they will continue to work on completing the in ground trail sections as long as dry weather permits.
- City Administrator has been working with ODFW and DSL to identify the necessary resolution to the wetland encroachment at Nickerson Ridge. Parties will be meeting in November.
- Staff has asked Tetra Tech for an estimate to provide a No-Rise report regarding the trail height at completion of the WWTP. Once staff receives the estimate, concurrence with funding sources will be necessary prior to issuing a Notice to Proceed. If the trail remaining lower will in fact not cause flooding downstream the City may save funds, once needed for bringing the trail up the entire 6 feet.
- City Hall staff has been reorganizing City Hall to increase the functionality of the office space.
- The City received the Notice of Satisfactory Threshold Review for the Rose Avenue CDBG grant application. The application will now be sent to the Ratings and Ranking Committee. Awards will be announced in November 2015.

CITY OF VERNONIA

CITY COUNCIL AGENDA ITEM

November 2nd, 2015

From: Josette Mitchell, City Administrator
To: Mayor and City Council
Re: Airport Culvert Project

Agenda Item Summary:

Two weeks ago Councilor Seager informed staff that the culvert that drains the Vernonia Airport runway has collapsed and needs removal and repair. Councilor Seager asked staff to determine where the funds would come from to purchase the culvert and rock required for the repair.

Staff has determined the cost of the culvert project:

Approx. costs

\$ 7,000.00 -200 ft. of 30 inch plastic culvert
\$ 1,000.00 – (4) loads of 3/4in minus gravel for backfill
\$ 8,000.00 TOTAL

The Airport Fund does not have the funds available to cover the cost of the repair. However the Airport Fund could take \$500.00 out of Airport Operational Materials and \$1000.00 out of Airport Contingency, for a total of \$1500.00 to put towards this project. The remaining balance of the repair costs is 6500.00.

Staff has determined that the only fund that could loan the Airport Fund the capital required for the purchasing of culvert project materials is the Contingency line item of the General Fund. Interfund Loans must be paid back to the original fund in no more than 5 fiscal years.

Staff has attached the profit and loss budgets for these funds for your review.

Additionally Council at this meeting is being asked to surplus the old equipment at the Airport, and also being asked to surplus the FEMA trailer the Airport received from the County in 2013. The IGA the City and County signed in 2013 does not prohibit the City from selling the asset.

If Council approves the surplus of these items the funds received from sale or scrapping of these items should be ear marked to replace the funds loaned to the Airport fund out of General Fund Contingency.

Subsequently the remainder of outstanding balance will be divided into 5 annual payments to be paid to the General Fund Contingency.

Project Cost	Funds from Airport Fund	Funds Received from Surplus Items	Remaining Cost	Yrs. of Repayment	Annual Payments
8000.00	-0.00	-0.00	8000.00	/5	1600.00
8000.00	-1500.00	-0.00	6500.00	/5	1300.00
8000.00	-1500.00	-1000.00	5500.00	/5	1100.00
8000.00	-1500.00	-2000.00	4500.00	/5	900.00
8000.00	-1500.00	-3000.00	3500.00	/5	700.00
8000.00	-1500.00	-4000.00	2500.00	/5	500.00

Attachments:

- Map outlining project
- Airport Budget – Profit and Loss to date
- General Fund Budget – Profit and Loss to date

If Council is in favor of this loan, during the Resolution section of the meeting Council would have to adopt Resolution 16-15 "A Resolution Authorizing Interfund Loan from the General Fund Contingency to the Airport Fund"

Upper Green 200 ft. section of culvert was replaced four (4) years ago by volunteer effort and materials.

Red 200 ft. section of culvert is in need of replacement from collapse last winter.

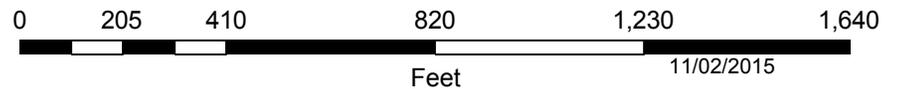
Lower Green 60 ft. section of culvert is concrete and does not replacing.



October 23, 2015
11:37:42 AM

This map was generated to support city business. The City of Vernonia makes every effort to keep this information current and accurate. However, the city is not responsible for errors, misuse, omissions, or misinterpretations. There are no warranties, expressed or implied, including the warranty of merchantability or fitness for a particular purpose, accompanying this map. Official determinations of parcel boundaries, flood zones, or natural resource restrictions by authorized persons only.

City of Vernonia GIS
www.vernoniageographic.org



10/28/15
Cash Basis

City of Vernonia
08 - Airport - Profit & Loss Budget vs. Actual
July 1 through October 28, 2015

	Jul 1 - Oct 28, 15	Budget	% of Budget
Income			
1401-00 · Available Cash on Hand	3,124.10	3,153.00	99.1%
AIRPORT INCOME			
1407-00 · Hangar Rent	1,540.72	4,300.00	35.8%
1461-00 · Rents & Leases	0.00	1,800.00	0.0%
Total AIRPORT INCOME	1,540.72	6,100.00	25.3%
PARKS INCOME			
1410-10 · Airport Park Fees	280.00	0.00	100.0%
Total PARKS INCOME	280.00	0.00	100.0%
Total Income	4,944.82	9,253.00	53.4%
Gross Profit	4,944.82	9,253.00	53.4%
Expense			
OTHER EXPENSES			
1600-00 · Operational Materials	0.00	1,000.00	0.0%
1620-10 · Electricity	192.00	780.00	24.6%
1625-01 · Memberships / Dues	0.00	30.00	0.0%
1630-00 · Insurance	2,565.77	2,734.00	93.8%
9998-00 · Contingency	0.00	1,909.00	0.0%
9998-01 · Unappropriated Ending Fund Bal	0.00	2,800.00	0.0%
Total OTHER EXPENSES	2,757.77	9,253.00	29.8%
Total Expense	2,757.77	9,253.00	29.8%
Net Income	<u>2,187.05</u>	<u>0.00</u>	<u>100.0%</u>

City of Vernonia
01 - General - Profit & Loss Budget vs. Actual
July 2015 through June 2016

	Jul '15 - Jun 16	Budget	% of Budget
Income			
ADMIN INCOME - GENERAL FUND			
0401-00 · Available Cash on Hand	132,813.45	99,434.00	133.6%
1404-00 · Interest Earned	1,693.49	5,000.00	33.9%
1416-00 · Administrative Fees	0.00	92,300.00	0.0%
1419-00 · Business License Fees	1,870.00	8,000.00	23.4%
1425-01 · Liquor License Fee/Renewal	0.00	200.00	0.0%
1488-04 · Miscellaneous Income	932.35		
Total ADMIN INCOME - GENERAL FUND	137,309.29	204,934.00	67.0%
OPS INCOME - GENERAL FUND			
5407-00 · Property Taxes - Current Year	8,169.28	630,000.00	1.3%
5407-01 · Property Taxes - Prior Years	9,480.05	25,000.00	37.9%
5443-00 · Cable Franchise Fee	232.76	800.00	29.1%
5443-01 · Electricity Franchise Fees	27,983.47	85,000.00	32.9%
5443-02 · Garbage Franchise Fees	7,132.10	13,000.00	54.9%
5443-03 · Nat Gas Franchise Fees	5,131.91	17,000.00	30.2%
5443-04 · Telephone Franchise Fees	0.00	6,300.00	0.0%
5443-05 · LS Network Franchise Fee	569.10	1,800.00	31.6%
5444-01 · Telephone Land Use Rent-AT&T	2,549.00	7,400.00	34.4%
5446-00 · State Revenue Sharing	4,453.32	15,000.00	29.7%
5449-00 · State Cigarette Tax	3,498.44	2,000.00	174.9%
5452-00 · State OLCC Tax	7,618.90	26,000.00	29.3%
Total OPS INCOME - GENERAL FUND	76,818.33	829,300.00	9.3%
POLICE INCOME - GENERAL FUND			
8419-00 · Fingerprint/Report Fees	20.00		
Total POLICE INCOME - GENERAL FUND	20.00		
Total Income	214,147.62	1,034,234.00	20.7%
Gross Profit	214,147.62	1,034,234.00	20.7%
Expense			
PAYROLL EXPENSES			
1500-00 · Salaries	32,177.27	117,720.00	27.3%
1508-01 · Insurance Benefits	6,503.89	43,211.00	15.1%
1509-00 · Medicare	435.59	1,707.00	25.5%
1509-01 · FICA	1,862.37	7,299.00	25.5%
1510-00 · Retirement Benefits	1,941.03	14,126.00	13.7%
1512-00 · Workers Comp Ins	611.67	1,206.00	50.7%
1512-01 · Oregon WBF	31.09	55.00	56.5%
Total PAYROLL EXPENSES	43,562.91	185,324.00	23.5%
OTHER EXPENSES			
1600-00 · Operational Materials	1,216.45		
1600-10 · Janitorial Supplies	332.06	1,500.00	22.1%
1602-00 · Bank Service Charges	32.40	500.00	6.5%
1605-00 · Office Supplies	7,475.22	6,000.00	124.6%
1610-00 · Vehicle / Equipment O&M	0.00	500.00	0.0%
1610-01 · Vehicle/Equip Fuel	603.88	800.00	75.5%
1615-00 · Build O&M	623.19	3,000.00	20.8%
1620-00 · Telephone	2,134.38	8,000.00	26.7%
1620-05 · Natural Gas	170.78	1,700.00	10.0%
1620-10 · Electricity	2,708.49	9,400.00	28.8%
1625-00 · Education/Training	784.22	2,500.00	31.4%
1625-01 · Memberships / Dues	5,723.99	7,500.00	76.3%
1630-00 · Insurance	24,781.31		
1635-00 · Professional Services	7,000.00	20,000.00	35.0%
1660-00 · Advertising	185.00	200.00	92.5%
1680-00 · Miscellaneous	-808.49		
1680-01 · CC Rider Donation	3,500.00	3,500.00	100.0%
1680-02 · VCLC Expense	712.05	4,500.00	15.8%
1740-73 · Brownsfield Grant/Hazardous	353.75		

10/29/15
Cash Basis

City of Vernonia
01 - General - Profit & Loss Budget vs. Actual
July 2015 through June 2016

	Jul '15 - Jun 16	Budget	% of Budget
2230-00 · GIS Intern Contract	1,872.00	0.00	100.0%
4645-01 · HVAC Contract	0.00	575.00	0.0%
4645-02 · Security/Fire Alarm Contract	1,713.04	5,300.00	32.3%
5630-00 · Prop/Liability Insurance	500.00	27,412.00	1.8%
5630-01 · Staff Bonds	150.00	700.00	21.4%
5635-00 · Legal Services - Retainer	8,108.49	20,000.00	40.5%
5645-00 · Copier Contract	1,876.67	6,050.00	31.0%
5645-03 · Website Maint Contract	480.00	1,500.00	32.0%
5645-04 · Computer Maint Contract	8,429.70	10,000.00	84.3%
5650-70 · Vehicle Lease	343.72	400.00	85.9%
5660-00 · Postage	1,225.06	3,700.00	33.1%
5665-01 · Retiree Insurance Benefit Exp	5,745.24	17,537.00	32.8%
9998-00 · Contingency	0.00	18,258.00	0.0%
Total OTHER EXPENSES	87,972.60	181,032.00	48.6%
Total Expense	131,535.51	366,356.00	35.9%
Net Income	82,612.11	667,878.00	12.4%

Resolution 16-15

A Resolution Authorizing Interfund Loan from the General Fund Contingency to the Airport Fund

WHEREAS, the City of Vernonia desires to remain compliant with Oregon Budget law and maintain balanced operating funds, and

WHEREAS, the 2015-16 budget for the Airport Fund is insufficient to pay for the emergency repair to the runway culvert, and

WHEREAS, the General Fund has sufficient cash reserves to permit short term lending to other Funds, and

WHEREAS, the Airport Fund would be projected to experience cash shortfalls this fiscal year, and

WHEREAS, Oregon law permits interfund borrowing to address short term cash shortages with municipal budgets, and

WHEREAS, the Airport Fund is expected to be able to repay the interfund loan granted.

NOW AND THEREFORE be it resolved that the Airport Fund be permitted to borrow up to \$____ from the General Fund, Contingency line item; and that this loan be repaid to the originating fund over the course of a maximum five (5) fiscal years starting in fiscal year 2016-17.

Vote:

_____ Ayes: _____ Nays: _____ Absent: _____ Abstain: _____

APPROVED this _____ day of _____November_____, 2015

Randall J. Parrow, Mayor

Attest:

Nicholas Welch, Interim City Recorder

RESOLUTION NO. 17-15

RESOLUTION DECLARING CERTAIN REAL PROPERTY OF THE CITY OF VERNONIA and VERNONIA AIRPORT NO LONGER NEEDED FOR PUBLIC USE AND AUTHORIZING SALE OF SUCH PROPERTY

WHEREAS, the City of Vernonia (“City”) and the Vernonia Airport (“Airport”) owns certain improved real property (“Property”) located at the Vernonia Municipal Airport, and more particularly described in Exhibit “A”, which is attached hereto and incorporated herein by reference; and

WHEREAS, the City is not currently using the property for a public purpose; and

WHEREAS, ORS 271.310 authorizes the City to sell real property when such property is no longer needed for a public use and when the public interest will be furthered by selling the property;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF VERNONIA RESOLVES AS FOLLOWS:

1. The property described in Exhibit “A” is no longer needed for public use, and the public interest will be furthered by selling the Property in a negotiated sale;
2. The City’s City Administrator is hereby authorized to take all necessary steps to advertise the property for sale and negotiate offers for such Property,

Introduced and adopted the ____ day of November, 2015 by the following vote:

Ayes: _____ Nays: _____ Abstain: _____ Absent: _____

Signed by me, Randall J. Parrow, Mayor, in authentication of its adoption this ____ day of November, 2015.

Randall J. Parrow, Mayor

Attest: _____
Nicholas D. Welch, Interim City Recorder

Exhibit “A”

Surplus Items from Vernonia Airport

- **FEMA trailer**
- **Jacobson reel mower**
- **Ford 9N tractor**



Vernonia Chamber <vernoniachamberofcommerce@gmail.com>

Important changes to the Indoor Clean Air Act

Ashley Baggett <abaggett@tphfcc.org>
To: vernoniachamberofcommerce@gmail.com

Fri, Oct 23, 2015 at 11:38 AM

Good Morning,

I am Ashley Baggett the Tobacco Prevention Coordinator for The Public Health Foundation of Columbia County. I am hoping we can collaborate. Effective January 1, 2016 the Indoor Clean Air Act is changing to include inhalant delivery devices. The Indoor Clean Air Act, which prohibits smoking indoors and within 10 feet of doors, open windows, air intake vents, and accessibility ramps.

I have attached a question and answer page detailing the changes that are necessary for businesses to know. Would you be willing to work with me to share the message. Possible outreach ideas:

- Posting the Q and A to the Chamber website.
- E-mailing it out to the Chamber members
- Social media
- Sharing the link to Oregon Health Authority: <http://healthoregon.org/morefreshair>

Thank you in advance for your time and attention.

Ashley

Ashley Baggett

Coordinator, Tobacco Prevention

The Public Health Foundation of Columbia County

2370 Gable Road

St. Helens, OR 97051

Phone: (503) 397-4651 x2007

Cell: (503) 396-2074

Check out the new Smokefree Oregon website at: smokefreeoregon.com



Indoor Clean Air Act (ICAA) Expansion Effective January 1, 2016

What is new about the ICAA?

- The Oregon Indoor Clean Air Act (ICAA), which prohibits smoking indoors and within 10 feet, has been expanded to include the use of “inhalant delivery systems.”
- People may not use e-cigarettes and other inhalant delivery systems in any indoor public spaces in Oregon, in cars with minors under the age of 18, or within ten feet of doors, windows that open, air intake vents, or accessibility ramps.

What are inhalant delivery systems?

- Inhalant delivery systems are devices that can be used to deliver nicotine and other substances in the form of a vapor or aerosol. These include e-cigarettes, vape pens, e-hookah, and other devices.

Why is it a problem if people are exposed to e-cigarette vapor or aerosol?

- Preliminary testing of e-cigarettes has identified chemicals known to cause cancer and birth defects in first and secondhand e-cigarette vapor. (Source: University of California, San Francisco, Center for Tobacco Control Research and Education.¹)
- The Food and Drug Administration (FDA) analyzed samples of e-cigarettes and found carcinogens and detectable levels of other toxic chemicals.²

Why is Oregon doing this?

- The ICAA protects all Oregonians from the potential harms of e-cigarettes and other inhalant delivery systems. This is an important step toward protecting our kids and reducing their exposure to nicotine and tobacco.

Are there any exceptions to the law?

- The law permits healthcare facilities to allow inhalant delivery systems on site for the purpose of administering medical marijuana.

Can I put a substance other than nicotine in my e-cigarette or other inhalant delivery system and use it in an area covered by the Indoor Clean Air Act?

- No. The law defines inhalant delivery systems as devices that can be used to deliver nicotine, cannabinoids, or other substances. Cannabinoids are chemical compounds found within the cannabis or marijuana plant.

Does the law mean customers can no longer aerosolize or vape inside of a vape shop?

- That is correct. The law prohibits the use of inhalant delivery systems indoors and within 10 feet of doors, windows that open, accessibility ramps, and air intake vents.

Am I required to post signs on my business that vaping is no longer allowed?

- Yes. Beginning January 1st “No smoking or vaping” signs need to be placed at all entrances and exits.

¹ <http://www.tobacco.ucsf.edu/9-chemicals-identified-so-far-e-cig-vapor-are-california-prop-65-list-carcinogens-and-reproductive-t>

² <http://www.fda.gov/NewsEvents/PublicHealthFocus/ucm173146.htm>

Where do I get those signs for my business?

- Download printable signs at:
<http://public.health.oregon.gov/PreventionWellness/TobaccoPrevention/EducationalResources/Pages/index.aspx>

What are the consequences for not following the law?

- If a business is not in compliance with the law, they could incur fines up to \$500 per day for each violation.

As an employer, how do I comply with the law?

- Talk with your customers and employees about the law.
- Provide training to employees on how to ask visitors and patrons not to smoke or vape.
- Prohibit smoking and use of inhalant delivery systems in the workplace and within 10 feet of all entrances, exits, accessibility ramps that lead to and from an entrance or exit, windows that open, and air-intake vents.
- Post signs at all building entrances and exits.
- Mark as non-smoking/vaping outdoor seating or dining areas that are within 10 feet of entrances, exits, and accessibility ramps that lead to and from an entrance or exit, windows that open, and ventilation intakes.
- Provide support for employees who smoke or vape to quit.
 - Encourage them to call Oregon's toll-free **QUIT LINE at 800-QUIT-NOW (800-784-8669)** or, for Spanish, is **1.855.DEJELO-YA (1.855.335356.92)**
 - Or go to www.quitnow.net/oregon and www.quitnow.net/oregonsp (Spanish).

Who's enforcing the law?

- All Local Public Health Authorities (LPHAs) work with the Oregon Health Authority (OHA) for enforcement of the Oregon Indoor Clear Air Act. LPHAs respond to complaints of violation and work with businesses to come into compliance.

How do I report someone breaking the law?

- People may report violations of the law anonymously online at:
<https://public.health.oregon.gov/PreventionWellness/TobaccoPrevention/SmokefreeWorkplaceLaw/Pages/complaints.aspx> or call 1-866-621-6107.

Where can I find out more information about the ICAA?

- Visit <http://healthoregon.org/morefreshair>

Can I adopt a worksite policy stronger than the state ICAA law?

- Yes. A business owner can make their entire property smokefree or tobacco free. Contact the local Tobacco Prevention Coordinator for more information.

For additional questions contact the local Tobacco Prevention Coordinator:

Ashley Baggett

The Public Health Foundation of Columbia County

abaggett@tphfcc.org or (503) 397-4651 x2007