

1 City of Prairie City

2 CITY COUNCIL MEETING

3 January 9, 2013

4 Attended: Alvan Cooley, Mayor
5 Carole Garrison, Councilor
6 Gary Waterhouse, Councilor
7 Les Church, Councilor
8 Dennis Lynch, Councilor
9 Butch Goslin, Councilor
10 Viola Rose, Councilor
11 Mike Rose
12 Kevin Dahlen
13 Christine Dahlen
14 Chris Camarena
15 Ray Wenger
16 Roger McKinley
17 Scott Moore
18

19 The meeting was called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.
20 Mayor Alvan Cooley and Councilors Viola Rose and Butch Goslin were sworn in. Roll call was
21 taken, Les Church being absent but arrived at 6:05. The minutes of the December 12 meeting were
22 considered. **MSP: To approve the minutes as written, Carole Garrison/Dennis Lynch. All**
23 **members voted in favor.**
24

25 The Mayor addressed the group and said they would dispense with the regular meeting procedure in
26 order to accommodate the orientation. He stated that he uses basic Roberts Rules of Order and tries
27 to keep the meetings short and productive (close to one hour.) Meetings will start with the call to
28 order, flag salute and approval of minutes. The council was instructed to ask to be recognized
29 before speaking and not to carry on side conversations or all talk at once. He said those in the
30 audience wishing to address the council are give 3 to 5 minutes, but once anyone begins to repeat
31 themselves they will be cut off. He then introduced Deputy Scott Moore as the deputy assigned to
32 the city through the Law Enforcement Contract. He noted that Moore has been reporting any street
33 light outages to public works to make sure they get fixed. He also said the city has provided him
34 with a replacement cell telephone since the old one has not been returned by the Sheriff's Office.
35

36 The council was asked to reaffirm their agreement to abide by the Council Meeting Procedural
37 Rules and the City Council Policies of Conduct and Communications as required each January by
38 Resolution 2012-12. It was noted that the new members, Rose and Goslin, had not picked up their
39 meeting packets from the post office and therefore did not have copies of the documents. Signature
40 sheets were provided to them and to Les Church. The Mayor asked Dennis Lynch to read the
41 resolution adopting the documents and the members were asked to sign the acknowledgements of
42 agreement to abide by them. Dennis Lynch said he did not want to sign his agreement and wanted
43 another workshop to go over them. Carole Garrison said they had already adopted them and the
44 intent was that the members would and should follow them as adopted. It was agreed that if they

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1 were to be changed again it should be discussed in a workshop. Garrison, Waterhouse, Cooley,
2 Church, Goslin and Rose signed their agreement forms.

3
4 The Mayor turned the meeting over to the City Recorder for the orientation portion of the meeting.
5 Each member was given hard copies of the following:

- 6
7 Contact/Staff/Meeting Information Sheet
8 Overview of Public Works Departments
9 Vision, Mission and Goals (explained that goals should be considered when making decisions)
10 Ethical Decision Making handout
11 League of Oregon Cities City Councilor Handbook
12 Ethics Guide (reminded that it is each member's responsibility to file annually)
13 Municipal Code and Charter
14 Personnel Policy (in process of being updated)
15 Law Enforcement Contract
16 2012-2013 Budget
17 June 30, 2012 Audit
18 Training Information
19 Informational handouts on city councillorship

20
21 The Recorder said that she tries to mail out meeting packets the Friday before the meeting so they
22 will have the information they need ahead of time to review it. Occasionally the packets may not
23 be available until later if she has not received all the needed information. She encouraged the
24 council members to call or stop by with questions prior to meetings, or if they would like to find out
25 more background about a particular issue, and to occasionally stop by and check their inboxes.

26
27 It was agreed that a workshop should be held on January 23 to discuss whether or not to continue
28 operation of the landfill when the current trench is full.

29
30 **Accounts Payable: MSP: To pay the bills, Les Church/Carole Garrison. All members voted**
31 **in favor.** Each council member was given a copy of a Revenue and Expenditure report for July 1,
32 2012 through January 3, 2013. It was noted that Materials & Services in the Water Fund is at 83%
33 already and should be at 50% or lower. Also, a resolution for a budget transfer will need to be done
34 for the reservoir painting project as the amount budgeted was incorrect.

35
36 The council members were asked to update their contact information on a sheet provided by the
37 City Recorder.

38
39 **7:10 pm** It was moved and seconded to adjourn, all members voted in favor.

40
41 _____
42 Diane Clingman, City Recorder

43 Approved by the City Council this ____
44 day of _____, 2012 and

45 signed by the Mayor.

46 _____
47 Alvan F. Cooley, Mayor
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