

BOARDMAN CITY COUNCIL- REGULAR MEETING – AUGUST 18, 2009

Mayor Chet Phillips called the meeting to order at 7:00 p.m. and he led the group in the Pledge of Allegiance. Roll call was taken:

Council present: Jerry Johnson, Randy Yates, LaVern Gertlar, Chet Phillips, Jill Pambrun, Christie Perry, and Steve Doherty

Staff: Karen Pettigrew- City Manager, Jackie McCauley- Acting Recorder, Barry Beyeler, John Russell, and Loren Dieter

YAC: Absent

Audience: Jeff McCauley

APPROVAL OF MINUTES

Councilor Pambrun motioned to approve the minutes of August 4, 2009 as presented. Councilor Doherty seconded the motion. Motion passed unanimously.

PUBLIC COMMENT

Mayor Phillips had audience members introduce themselves.

ACTION ITEMS

City Manager Evaluation Review

Mayor Phillips led the discussion regarding the City Manager's annual review. He, along with Councilor Perry's assistance, had prepared a draft Evaluation Form and the Purpose and Process Statement for the Council's consideration. The Mayor said he takes this review very seriously and wants each Councilor to spend time filling out the Evaluation Form. A compilation of all Evaluation Forms will be prepared for the September 15, 2009 Executive Session for the City Manager's review. The City Manager will be given a copy of the compilation prior to the review and will also have completed an Evaluation Form.

Mayor Phillips said this year's review will establish a base for performance for next year's review. He does not think it's fair to an employee if they don't know the base of what the Council is looking for.

Councilor Perry believes the Evaluation Form should be filled out as a group, and not individually. This would eliminate the need for compiling the results. She would like an Executive Session to do this. Mayor Phillips was concerned that individuals could be swayed if it were to be done as a group.

Several of the Councilors said they would like to individually fill out the Evaluation Form. The question was whether the forms should be tabulated during an Executive Session or before hand and presented at the Executive Session.

Mayor Phillips asked for Council's consensus on pre-tabulating a compilation of the Evaluation Forms, as opposed to compiling them as a group in Executive Session. The Council was unable to reach a consensus on this because one Councilor was not in agreement.

Mayor Phillips asked for the individual Evaluation Forms to be handed into Councilor Perry, or himself between September 1st and September 15th. Councilor Perry asked to defer this responsibility to another Councilor as she has no experience with job evaluations. Councilor Johnson volunteered to work with the Mayor in tabulating the Evaluation Forms.

Mayor Phillips presented the 10-point grading system he wants to use for the Evaluation Form. Councilor Gertlar felt it was not fair to the City Manager to evaluate her without goals having been established ahead of time. He feels the City Manager should have had input on these goals. The Mayor asked City Manager Pettigrew if goals and expectations have ever been made known to her.

She replied she has a Job Description and would be happy to give the Council a copy. Councilor Pambrun reminded the Council an annual Job Evaluation of the City Manager had been done last year. Several Councilors felt the City Manager should not be evaluated on performance areas that are not in her Job Description and would like the Job Description used to write the Evaluation Form. The draft Evaluation Form and the 10-point grading system were further discussed in detail and it was decided the Mayor and the City Manager would work together to draft a new Evaluation Form to present to Council at the September 1, 2009 Council meeting.

Meeting was recessed at 8:05pm

Meeting resumed at 8:13pm

ACTION ITEMS CONTINUED

Strategic Action Plan Workshop

Mayor Phillips and City Manager Pettigrew attended a NEACT meeting in LaGrande where Stimulus Funds were distributed. The Mayor is upset that Boardman did not technically qualify for any of these funds. He thought Boardman should have had the opportunity to apply. Earlier this year, he said we needed to be prepared, if we could, to have an opportunity at this money, but the application led the City to believe that our projects did not qualify for funding. He said he has made it a personal agenda to bring more housing and amenities to Boardman to make our City grow. The Port of Morrow will receive \$10.7 million of these funds for transportation. The Mayor feels the City should take advantage of the Port's successes.

The Mayor would like to schedule a workshop with the Council and City Staff to prioritize a list of projects and to update the City's Strategic Action Plan. He recommends using Paul Koch as the facilitator. Mr. Koch has agreed to charge the City \$1000.00 for his services. He is the consultant the City used to prepare and update the Strategic Action Plan in the past.

Councilor Yates moved to hold the workshop on Saturday September 12, 2009 at 8:00 am to update our Strategic Action Plan and to hire Paul Koch as the facilitator. Councilor Gertlar seconded the motion. Motion passed unanimously.

REPORTS, CORRESPONDENCE AND DISCUSSION

City Manager

- Gave an update on the Port's effort to obtain Corps of Engineer land between the Marina and the Port. The Port is working on a master plan and wants the tribes approval before submitting it to the Corps of Engineers.
- In September in LaGrande and The Dalles are Wind Power workshops. If any Councilors are interested, she can give them more information.
- A representative from International Rescue Committee visited her and said they now have 4 students enrolled at our schools. Those students speak Burundi and will be enrolled in the ESL programs at the school.
- Boardman has had its first case of West Nile Virus in a horse. The City is providing Deet insect repellent to its Police and Public Works Departments.
- Reminded the Council of the August 19, 2009 Planning Commission Hearing for the IAMP.
- City Mayors/Managers meeting will be at City Hall on August 20, 2009 at 2pm.
- The City Park lost an old tree last week and we had to have a tree company come. The wood is being moved to the lagoon area for storage. She knows of a family in need who could use the wood.

- Community Development Director Beyeler put together a memo for Council's consideration of projects the City needs to do. Three or four of the projects need to be done early this fiscal year. She has talked with the City's Finance Director to see where the funds would come from.
- The City plans to reapply for a State Transportation Enhancement Grant for the S. Main Street project when it comes up again. Councilor Johnson asked about the possibility of hiring a City Engineer. The City Manager said it would not be feasible to do so at this time.

Council Comments

Councilor Johnson said the Blalock Court area is having problems with chronic code offenders. He suggested updating the Municipal Code to help curb these type of chronic offenders. Code Compliance Official Russell suggested raising the fines and updating the vehicle ordinance. City Manager Pettigrew said staff will work on new language to present to the Council at a future meeting.

Councilor Pambrun had hired a RHS athlete to weed her flower garden. She said many students hire out for odd jobs to help pay for participating in sports and recommended them.

Councilor Yates asked about the five-year contract the City has with the Boardman Seniors on the Boardman Senior Center. City Manager Pettigrew believes their lease is up in a year, but will look into the exact date.

Councilor Yates is working on recognizing the Boardman Seniors who were instrumental in getting the Senior Center built. He showed the Council a drawing of a landscaping project similar to what he would like to do at the Senior Center with rocks, bricks and park benches.

Councilor Yates is working on a memorial bench for LaVern Bozarth. He will get costs on the project for the Council's consideration.

Mayor's Comments

- Met Jim Piro, PGE's new CEO. PGE is committed to keeping the coal-fired plant in operation until 2040. They plan to bring online a gas-fired operation in 2013 or 2014. Mr. Piro has an interest in keeping PGE employees living in Boardman. The Mayor has two more meetings with PGE employees to discuss this issue further.
- The August 20th Mayors/Managers meeting will focus on working with the Schools to develop community recreation areas. Mark Burroughs is a guest speaker as is County Commissioner LeAnn Rea, who will be speaking on a water issue.
- He is serious about the opportunity to bring interest and recognition to Boardman. He appreciates the Council's support and is looking forward to the workshop.

The meeting was adjourned at 9:15pm

Chet Phillips – Mayor

Jackie McCauley – Acting Recorder