

Mayor Vernon Mosser

Council Members:

*Ila Skyberg, Council President
Corey Adams
Rita Baller
Allan Bramall
Laurie Toney*

City Staff

City Recorder: *Sue Hollis*
Office Coordinator: *Debra Bernard*
Office Specialist: *Amber Deibel*
Library: *Melissa Hansen & Denise Willms*
Public Works Director: *Jeff Brown*

BEFORE THE COUNCIL OF THE CITY OF WILLAMINA SITTING FOR THE TRANSACTION OF BUSINESS

RESOLUTION NUMBER 12.13-001 *A Resolution of the Willamina City Council Declaring Surplus Property and Authorizing its Sale or Other Disposition*

The City Council of the City of Willamina, Oregon, on the 11th of October, 2012, sat in Regular Session for the transaction of business.

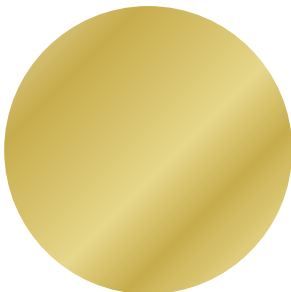
WHEREAS, the City of Willamina owns the following equipment which is no longer needed or used: Samsung Telephone System including router and 6 phone sets.

WHEREAS, the City has determined that no public purpose would be furthered by retaining ownership of the above said property, and that the property should be sold, donated to charity organization, or discarded;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLAMINA:

1. **THAT** the above said property be advertised for sale to the highest bidder, donated to a charity organization, or discarded as deemed appropriate by the City Recorder or Public Works Director; and
2. **THAT** this resolution shall become effective immediately upon adoption.

PASSED and ADOPTED by the City Council of the City of Willamina this **11th day of October, 2012.**



Vernon Mosser, Mayor

ATTEST:

Sue Hollis, City Recorder



Mayor Vernon Mosser

Council Members:

Ila Skyberg, Council President
Corey Adams
Rita Baller
Allan Bramall
Laurie Toney

City Staff:

City Recorder, *Sue Hollis*
Library: *Melissa Hansen; Denise Wilms*
Office Coordinator: *Debbie Bernard*
Office Specialist: *Amber Deibel*
Public Works Director: *Jeff Brown*

**BEFORE THE COUNCIL OF THE CITY OF WILLAMINA
SITTING FOR THE TRANSACTION OF BUSINESS**

RESOLUTION NUMBER 12.13-002

**A RESOLUTION AMENDING THE FY 2012/13 BUDGET & MAKING
APPROPRIATIONS**

WHEREAS, the City Council of the City of Willamina, Oregon, adopted Resolution #11.12-017, A Resolution Adopting the FY 2012/13 Budget, Making Appropriations & Imposing and Categorizing Taxes, on June 28, 2012; and

WHEREAS, on November 8, 2012, the Friends of the Library donated \$3,000 to the Willamina Public Library for the specific purposes set forth in Exhibit A (attached hereto and by this reference made a part hereof); and

WHEREAS, Oregon Budget Law [ORS 294.326(3)], permits expenditure in the year of receipt of gifts to the local government for a specific purpose upon enactment of a resolution authorizing the expenditure;

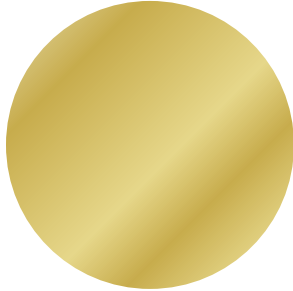
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willamina that the General Fund, Library Department, Children’s Programs line item shall be increased by \$3,000, and the overall total for the General Fund shall be increased from \$606,000 to \$609,000; and

BE IT RESOLVED that the amounts in the General Fund for the fiscal year beginning July 1, 2012 and for the purposes shown below are hereby appropriated:

GENERAL FUND 10	
Personal Services	173,400
Materials & Services	399,700
Capital Outlay	9,200
Transfers	11,500
Contingencies	15,200
Total	609,000

BE IT RESOLVED that this appropriation increases the total budget for FY 2012/13 from \$3,635,400 to \$3,638,400, of which \$3,619,200 is appropriated and \$19,200 reserved for future expenditures.

PASSED and ADOPTED by the City Council of the City of Willamina this 14th day of December, 2012.



Vernon Mosser, Mayor

Attest:

Sue Hollis, City Recorder

Attachment – Exhibit A

F/RESOLUTIONS/2012-13/12.13-002



Mayor Corey Adams

City Staff

Council Members:
Ila Skyberg, President
Rita Baller
Gary Hill
Laurie Toney

City Recorder: Sue Hollis
Office Coordinator: Debra Bernard
Office Specialist II: Amber Deibel
Library: Melissa Hansen & Denise Willms
Public Works Director: Jeff Brown

**BEFORE THE COUNCIL OF THE CITY OF WILLAMINA
SITTING FOR THE TRANSACTION OF CITY BUSINESS**

RESOLUTION NUMBER: 12.13-003

***In the Matter of Authorizing Access to Information and Making
Transfers between Accounts, Direct Deposits & Wire Transfers
for Payroll and Accounts Payable at the Bank of America;
Modifying Current Signature Authority & Access to Safe
Deposit Box***)
)
)
)
)

WHEREAS, the City Council of the City of Willamina, Oregon, on the 8th day of July, 2010, sat in regular session for the transaction of business and adopted Resolution #10.11-001, establishing the Bank of America as its primary repository for City funds for day-to-day financial transactions, and designated signature, transfer, direct deposit and information access to same; and

WHEREAS, the City Recorder position has been designated as the Financial Officer for day-to-day authorized operations and requires access to and information about these accounts and to the City's Safe Deposit Box; and

WHEREAS, Sue C Hollis, City Recorder, remains authorized to have access to any information regarding all City of Willamina Accounts at the Bank of America, and to make necessary transfers and direct deposits to and from all City of Willamina accounts at the Bank of America, and to access any Safe Deposit Box rented by the City; and

WHEREAS, the City Council desires to change the designated signature authority on its Bank of America accounts:

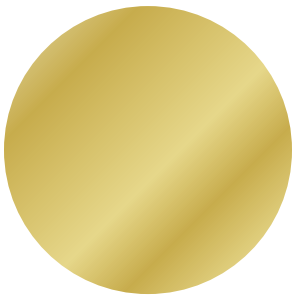
NOW, THEREFORE, BE IT RESOLVED by the Willamina City Council as follows:

1. **THAT** any two (2) of the following persons are authorized to sign checks on account numbers 002689507603 (Primary Checking) and 004540082733 (Payroll) and to open and have access to a Safe Deposit Box:

Corey Adams, Mayor
Ila Skyberg, Council President
Rita Baller, City Councilor

2. **THAT** the authority outlined herein is effective immediately and shall remain in effect until rescinded, or until term of office or employment with the City has ended; and
3. **THAT** this resolution rescinds Resolution #10.11-001 in its entirety; and
4. **THAT** this resolution shall become effective immediately upon adoption.

PASSED and ADOPTED by the City Council of the City of Willamina this 10th day of January 2013.



Corey Adams, Mayor

ATTEST:

Sue C Hollis, City Recorder

F/RESOLUTIONS/2012-13/12.13-003



Mayor Corey Adams

Council Members:
Ila Skyberg, Council President
Rita Baller
Gary Hill
Laurie Toney

City Staff
City Recorder: Sue Hollis
Office Coordinator: Debra Bernard
Office Specialist II: Amber Deibel
Library: Melissa Hansen & Denise Willms
Public Works Director: Jeff Brown

**BEFORE THE COUNCIL OF THE CITY OF WILLAMINA
SITTING FOR THE TRANSACTION OF CITY BUSINESS**

RESOLUTION NUMBER: 12.13-004

*In the Matter of Authorizing Information)
Access and Modification of Required)
Signatures for the Willamina Cemetery)
Savings Account #5002906 at First Federal)*

WHEREAS, the City Council of the City of Willamina, Oregon, on the 22nd day of September, 2011, sat in regular session for the transaction of business and adopted Resolution 11.12-002, establishing signature, information and transfer authority for the Willamina Cemetery Savings Account #5002906; and

WHEREAS, the City Council desires to modify that authority;

NOW, THEREFORE, BE IT RESOLVED by the Willamina City Council as follows:

- 1. **THAT** the following persons are authorized to sign required forms, make deposits and withdrawals, and obtain information regarding the Willamina Cemetery Savings Account #5002906:

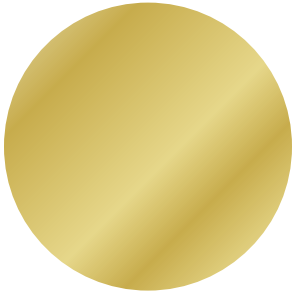
Corey Adams, Mayor
Ila Skyberg, Council President
Rita Baller, City Councilor

- 2. **THAT** the following person is authorized to have access to any and all information regarding the Willamina Cemetery Savings Account #5002906, but has no signature authority and may not authorize withdrawals from the account;

Sue C Hollis, City Recorder

3. **THAT** this resolution rescinds Resolution #11.12-002 in its entirety; and
4. **THAT** this resolution shall become effective immediately upon adoption.

PASSED and **ADOPTED** by the City Council of the City of Willamina this **10th** day of **January, 2013**.



Corey Adams, Mayor

ATTEST:

Sue Hollis, City Recorder

F/RESOLUTIONS/2012-13/12-13.004



Mayor Corey Adams

Council Members

Ila Skyberg, Council President
Rita Baller
Gary Hill
Laurie Toney

City Staff

City Recorder: Sue Hollis
Office Coordinator: Debra Bernard
Office Specialist II: Amber Deibel
Library: Melissa Hansen & Denise Willms
Public Works Director: Jeff Brown

**BEFORE THE COUNCIL OF THE CITY OF WILLAMINA
SITTING FOR THE TRANSACTION OF CITY BUSINESS**

RESOLUTION NUMBER: 12.13-005

***In the Matter of Granting Authorization)
for Information, Required Signatures,)
and Transfers into and out of the Local)
Government Investment Pool Account)
#5566)***

WHEREAS, the City Council of the City of Willamina, Oregon, on the 8th day of July, 2010, sat in regular session for the transaction of business and adopted Resolution #10.11-002, confirming Pool Account #5566 in the Local Government Investment Pool (hereafter called "LGIP") as a repository for City funds and authorized specified persons to sign required forms, make deposits and transfers to established accounts, and obtain information regarding said account; and

WHEREAS, funds in this account may only be transferred to authorized accounts; and

WHEREAS, the City Council now desires to modify this signature and information authority;

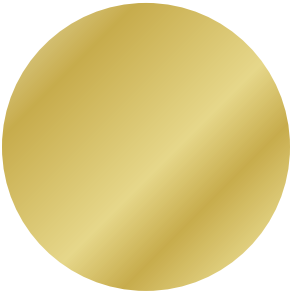
NOW, THEREFORE, BE IT RESOLVED by the Willamina City Council as follows:

1. **THAT** the following persons are authorized to sign required forms, make deposits and transfers to established accounts, and obtain information regarding the City of Willamina LGIP Account # 5566:

Sue Hollis, City Recorder
Corey Adams, Mayor
Ila Skyberg, Council President
Rita Baller, City Councilor

2. **THAT** the authority outlined herein is effective immediately and shall remain in effect until rescinded, or until term of office or employment with the City has ended; and
3. **THAT** this resolution rescinds Resolution #10.11-002 in its entirety; and
4. **THAT** this resolution shall become effective immediately upon adoption.

PASSED and ADOPTED by the City Council of the City of Willamina this 10th day of January, 2013.

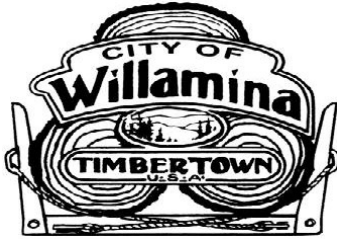


Corey Adams, Mayor

ATTEST:

Sue Hollis, City Recorder

F/RESOLUTIONS/2012-13/12.13-005



Mayor Corey L Adams

Council Members:

*Ila Skyberg, Council President
Rita Baller
Allan Bramall
Gary L Hill Jr
Laurie Toney*

City Staff

City Recorder: *Sue Hollis*
Office Coordinator: *Debra Bernard*
Office Specialist: *Amber Deibel*
Library: *Melissa Hansen & Denise Willms*
Public Works Director *Jeff Brown*

BEFORE THE COUNCIL OF THE CITY OF WILLAMINA SITTING FOR THE TRANSACTION OF BUSINESS

RESOLUTION NUMBER 12.13.006

*In the Matter of Authorizing Transfer of \$19,000 from the Sewer Fund Contingency
to Specified Sewer Fund Materials & Services Line Items*

WHEREAS, there were two large unanticipated expenses from the Sewer Fund as a result of a city-wide power outage that occurred on December 7, 2012 that affected the Washington Street Pump Station; and

WHEREAS, said expenses were damages to the generator for the Pump Station which subsequently caused sewage to back up into the old high school; and

WHEREAS, Council authorized payment of the repairs to the generator on January 10, 2013, and payment for cleanup of the sewage backup on February 14, 2013; and

WHEREAS, both expenses have been submitted to the City's appropriate insurance carriers, but the decision about whether they will pay some or all of the costs has not been made; and

WHEREAS, these expenses were unexpected and not planned for in the budget, there are not sufficient funds in the Materials & Services Category to cover them plus the remainder of the necessary operational expenses for this fiscal year; and

WHEREAS, there are funds available in the Sewer Fund Contingency;

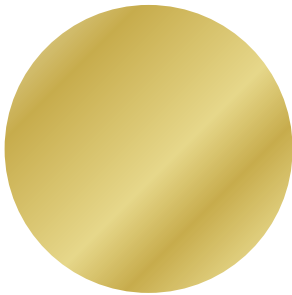
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLAMINA :

Section 1. THAT \$19,000 shall be transferred from the Sewer Fund Contingency (Line Item #040-100-9005) to the following line items:

<u>Amount</u>	<u>Line Item #</u>	<u>Purpose</u>
\$11,630	#040-100-6067 (Equipment Repair & Maintenance)	Repairs to the generator
\$ 7,370	#040-100-6410 (Contracted Services)	Sewage spill cleanup

Section 2. THAT this resolution shall become effective immediately upon adoption

PASSED and ADOPTED by the City Council of the City of Willamina this **14th day of February, 2013.**



Corey L Adams, Mayor

ATTEST:

Sue Hollis, City Recorder



Mayor Corey L Adams

Council Members:

*Ila Skyberg, Council President
Rita Baller
Allan Bramall
Gary L Hill Jr
Laurie Toney*

City Staff:

City Recorder: *Sue C Hollis*
Library: *Melissa Hansen & Denise Willms*
Office Coordinator: *Debra Bernard*
Office Specialist: *Amber Deibel*
Public Works Director: *Jeff Brown*

**BEFORE THE COUNCIL OF THE CITY OF WILLAMINA
SITTING FOR THE TRANSACTION OF BUSINESS**

RESOLUTION NUMBER 12.13-007

A Resolution Adopting a Policy on Use of Excessive Force

WHEREAS, the City Council of the City of Willamina intends from time to time to apply for Community Development Block Grants to assist with a variety of eligible projects; and

WHEREAS, grantees of this program are required to adopt a policy on excessive force related to nonviolent civil rights demonstrations;

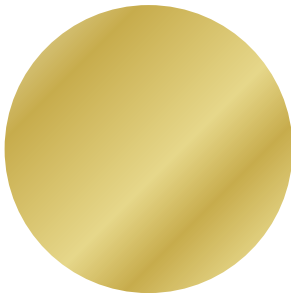
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLAMINA that it is the policy of the City;

Section 1. THAT its law enforcement personnel shall not use excessive force against any individuals engaged in nonviolent civil rights demonstrations; and

Section 2. THAT applicable state and local laws that prohibit physically barring entrances to or exits from a facility or location which is the subject of such nonviolent civil rights demonstrations within its jurisdiction shall be enforced; and

Section 3. THAT this resolution shall become effective immediately upon adoption.

PASSED and ADOPTED by the City Council of the City of Willamina this 14th day of March, 2013.



Corey L Adams, Mayor

ATTEST:

Sue Hollis, City Recorder

F/RESOLUTIONS/2012-2013/12-13.007



Mayor Vernon Mosser

Council Members:

Ila Skyberg, Council President
Rita Baller
Allan Bramall
Gary L Hill Jr
Jeri St Onge
Laurie Toney

City Staff:

City Recorder, Sue Hollis
Library: Melissa Hansen; Denise Wilms
Office Coordinator: Debbie Bernard
Office Specialist: Amber Deibel
Public Works Director: Jeff Brown

**BEFORE THE COUNCIL OF THE CITY OF WILLAMINA
SITTING FOR THE TRANSACTION OF BUSINESS**

RESOLUTION NUMBER 12.13-013

**AMENDING RESOLUTION # 12.13-008, CREATING THE POSITION OF
HONORARY CITY COUNCILOR**

WHEREAS, on April 11, 2013, the City Council of the City of Willamina, Oregon, adopted Resolution #12.13-008, Creating the Position of Honorary City Councilor; and

WHEREAS, Council wishes to amend the duties and responsibilities shown in Exhibit A thereto;

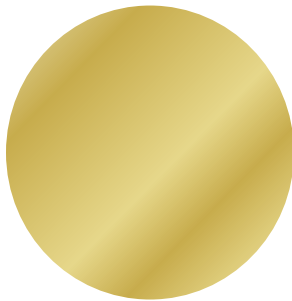
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willamina;

Section 1. That item 10 shall be added to the duties and responsibilities shown in Exhibit A, attached hereto and made a part hereof, as follows:

- 10) Honorary Councilor can make or second motions, but s/he will not count towards a quorum or vote on any motion, including a motion that s/he makes.**

Section 3. That this resolution shall become effective immediately upon adoption.

PASSED and ADOPTED by the City Council of the City of Willamina this 9th day of May, 2013.



Corey L Adams, Mayor

Attest:

Sue Hollis, City Recorder

Attachment – Exhibit A



Mayor Vernon Mosser

Council Members:

Ila Skyberg, Council President
Rita Baller
Allan Bramall
Gary L Hill Jr
Jeri St Onge
Laurie Toney

City Staff:

City Recorder, *Sue Hollis*
Library: *Melissa Hansen; Denise Wilms*
Office Coordinator: *Debbie Bernard*
Office Specialist: *Amber Deibel*
Public Works Director: *Jeff Brown*

**BEFORE THE COUNCIL OF THE CITY OF WILLAMINA
SITTING FOR THE TRANSACTION OF BUSINESS**

RESOLUTION NUMBER 12.13-009

**A RESOLUTION AMENDING THE FY 2012/13 BUDGET & MAKING
APPROPRIATIONS**

WHEREAS, the City Council of the City of Willamina, Oregon, adopted Resolution #11.12-017, A Resolution Adopting the FY 2012/13 Budget, Making Appropriations & Imposing and Categorizing Taxes, on June 28, 2012; and amended same with Resolution #12.13-008, on December 14, 2012; and

WHEREAS, the City has received a \$10,000 Walkway/Bikeway grant from the Oregon Department of Transportation (hereafter called "ODOT") that was not expected to be received when the budget was developed; and

WHEREAS, the grant is for the specific purpose of replacing a section of sidewalk on South Main Street between Lamson Street and the Willamina Creek Bridge; and

WHEREAS, Oregon Budget Law [ORS 294.326(3)(b)(A) & (3)(B)(i)], permits expenditure in the year of receipt of funds to the local government for a specific purpose that was not foreseen when the budget was prepared upon enactment of a resolution authorizing the expenditure;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willamina that the Street Fund budget shall be increased by \$10,000; and

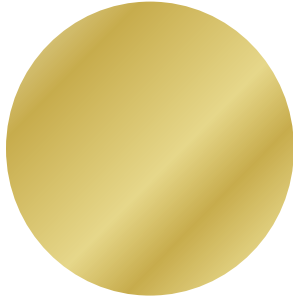
Section 1. Revenues - Line Item 020-000-4135 (ODOT Sidewalk/Bikeway Grant) shall be established with a total of \$10,000; and

Section 2. Materials & Services – Line Item 020-100-6066 (Sidewalk Repair & Maintenance) shall be increased from \$5,000 to \$15,000; and

Section 3. That this resolution shall become effective immediately upon adoption.

BE IT FURTHER RESOLVED that this appropriation increases the total budget for FY 2012/13 from \$3,638,400 to \$3,648,400, of which \$3,629,200 is appropriated and \$19,200 reserved for future expenditures.

PASSED and ADOPTED by the City Council of the City of Willamina this 11th day of April, 2013.



Ila Skyberg, Council President

Attest:

Sue Hollis, City Recorder

F/RESOLUTIONS/2012-13/12.13-009



Mayor Vernon Mosser

Council Members:

*Ila Skyberg, Council President
Rita Baller
Allan Bramall
Gary L Hill Jr
Jeri St Onge
Laurie Toney*

City Staff:

City Recorder, *Sue Hollis*
Library: *Melissa Hansen; Denise Wilms*
Office Coordinator: *Debbie Bernard*
Office Specialist: *Amber Deibel*
Public Works Director: *Jeff Brown*

**BEFORE THE COUNCIL OF THE CITY OF WILLAMINA
SITTING FOR THE TRANSACTION OF BUSINESS**

RESOLUTION NUMBER 12.13-010

AUTHORIZING FILING CLAIMANT STATEMENT WITH ING

WHEREAS, the City of Willamina, Oregon, has received two Claimant Statement Forms from ING USA Annuity and Life Insurance Company, Des Moines, Iowa, regarding an annuity held by Anna Christine Helland who has bequeathed funds to the Willamina City Library and the Willamina Museum from Contract #RFA00415525; and

WHEREAS, one of the documents required to process the claim is a corporate resolution or meeting minutes naming the individual authorized to submit the Claimant Statement and containing their signature;

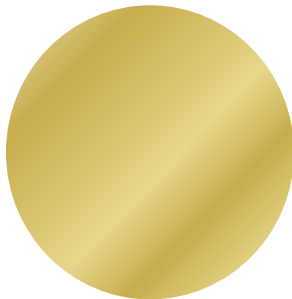
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willamina;

Section 1. That Council President, Ila Skyberg, is hereby designated as the individual authorized to submit the Claimant Statement; and

Section 2. That her signature is shown below; and

Section 3. That this resolution shall become effective immediately upon adoption.

PASSED and ADOPTED by the City Council of the City of Willamina this 11th day of April, 2013.



Ila Skyberg, Council President

Attest:

Sue Hollis, City Recorder



Mayor Vernon Mosser

Council Members:

Ila Skyberg, Council President
Rita Baller
Allan Bramall
Gary L Hill Jr
Jeri St Onge
Laurie Toney

City Staff:

City Recorder, *Sue Hollis*
Library: *Melissa Hansen; Denise Wilms*
Office Coordinator: *Debbie Bernard*
Office Specialist: *Amber Deibel*
Public Works Director: *Jeff Brown*

**BEFORE THE COUNCIL OF THE CITY OF WILLAMINA
SITTING FOR THE TRANSACTION OF BUSINESS**

RESOLUTION NUMBER 12.13-011

**A RESOLUTION AUTHORIZING WRITE-OFF OF BAD DEBT
& SENDING ACCOUNTS TO COLLECTIONS**

WHEREAS, the financial records of the City of Willamina, Oregon, contain a large number of water and sewer service bills from at least the last 13 years that remain unpaid; and

WHEREAS, these appear in the City’s General Ledger as Accounts Receivable; and

WHEREAS, in 2012, the City entered into an agreement with Credits Incorporated of Hermiston, Oregon, for collections services for utility and court accounts; and

WHEREAS, in order to remove these past due water and sewer bills from the General Ledger, City Council must declare them as bad debt at which time they will be sent to collections;

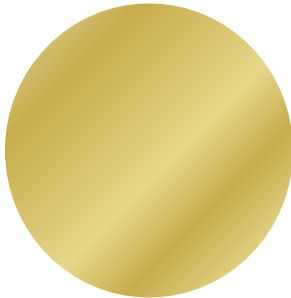
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willamina:

Section 1. THAT the Water/Sewer Accounts shown in Exhibit A, “Bad Debt Collections Report,” attached hereto and by this reference made a part hereof, are hereby declared as bad debt; and

Section 2. THAT said accounts shall be sent to Credits Incorporated for collection; and

Section 3. THAT this resolution shall become effective immediately upon adoption.

PASSED and ADOPTED by the City Council of the City of Willamina this 11th day of April, 2013.



Ila Skyberg, Council President

Attest:

Sue Hollis, City Recorder

Attachment

Resolution #12.13-009

F/RESOLUTIONS/2012-13/12.13-011

Page 1 of 1



Mayor Vernon Mosser

Council Members:

Ila Skyberg, Council President
Rita Baller
Allan Bramall
Gary L Hill Jr
Jeri St Onge
Laurie Toney

City Staff:

City Recorder, *Sue Hollis*
Library: *Melissa Hansen; Denise Wilms*
Office Coordinator: *Debbie Bernard*
Office Specialist: *Amber Deibel*
Public Works Director: *Jeff Brown*

**BEFORE THE COUNCIL OF THE CITY OF WILLAMINA
SITTING FOR THE TRANSACTION OF BUSINESS**

RESOLUTION NUMBER 12.13-012

A RESOLUTION AUTHORIZING MAYOR TO EXECUTE GRANT CONTRACT, NAMING INDIVIDUALS AUTHORIZED TO REQUEST CASH PAYMENTS, AND AUTHORIZING DEPOSIT OF FUNDS TO LOCAL GOVERNMENT INVESTMENT POOL ACCOUNT #5566

WHEREAS, the City of Willamina was awarded a Community Development Block Grant (hereafter called "CDBG") for \$99,000 in February, 2013; and

WHEREAS, entering into the grant contract requires certain authorizations and delegations;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willamina:

Section 1. **THAT** the Mayor is authorized to sign the CDBG Grant Contract and any related certifications therein (attached hereto as Exhibit A and by this reference made a part hereof); and

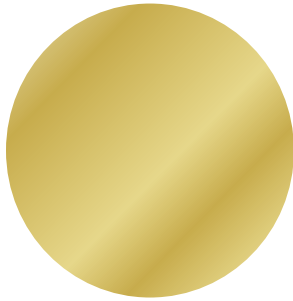
Section 2. **THAT** the following persons are authorized to request payments under the contract, and their signatures on the Authorized Signature Card Form (attached hereto as Exhibit B and by this reference made a part hereof); and

Sue Hollis, City Recorder
Ila Skyberg, Council President
Rita Baller, City Councilor

Section 3. **THAT** the City hereby opts to have payments deposited in its existing Local Government Investment Pool Account #5566, and authorize the Mayor to execute the Deposit Option Notification (attached hereto as Exhibit C and by this reference made a part hereof); and

Section 4. THAT this resolution shall become effective immediately upon adoption.

PASSED and ADOPTED by the City Council of the City of Willamina this 11th day of April, 2013.



Ila Skyberg, Council President

Attest:

Sue Hollis, City Recorder

Attachments – Exhibit A (CDBG Grant Contract)
Exhibit B (Authorized Signature Card for Cash Payments on Oregon Business
Development Department Awards)
Exhibit C (Deposit Option Notification)

F/RESOLUTIONS/2012-13/12.13-012



Mayor Vernon Mosser

Council Members:

*Ila Skyberg, Council President
Rita Baller
Allan Bramall
Gary L Hill Jr
Jeri St Onge
Laurie Toney*

City Staff:

City Recorder, *Sue Hollis*
Library: *Melissa Hansen; Denise Wilms*
Office Coordinator: *Debbie Bernard*
Office Specialist: *Amber Deibel*
Public Works Director: *Jeff Brown*

**BEFORE THE COUNCIL OF THE CITY OF WILLAMINA
SITTING FOR THE TRANSACTION OF BUSINESS**

RESOLUTION NUMBER 12.13-013

**AMENDING RESOLUTION # 12.13-008, CREATING THE POSITION OF
HONORARY CITY COUNCILOR**

WHEREAS, on April 11, 2013, the City Council of the City of Willamina, Oregon, adopted Resolution #12.13-008, Creating the Position of Honorary City Councilor; and

WHEREAS, Council wishes to amend the duties and responsibilities shown in Exhibit A thereto;

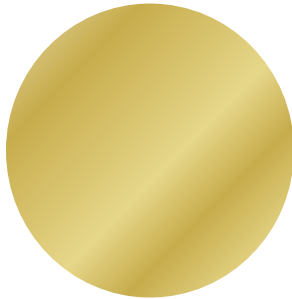
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willamina;

Section 1. That item 10 shall be added to the duties and responsibilities shown in Exhibit A, attached hereto and made a part hereof, as follows:

- 10) *Honorary Councilor can make or second motions, but s/he will not count towards a quorum or vote on any motion, including a motion that s/he makes.***

Section 3. That this resolution shall become effective immediately upon adoption.

PASSED and ADOPTED by the City Council of the City of Willamina this 9th day of May, 2013.



Corey L Adams, Mayor

Attest:

Sue Hollis, City Recorder

Attachment – Exhibit A



Mayor Corey L Adams

Council Members:

*Ila Skyberg, Council President
Rita Baller
Allan Bramall
Gary L Hill Jr
Jeri St Onge
Laurie Toney*

City Staff:

City Recorder: *Sue C Hollis*
Library: *Melissa Hansen & Denise Wilms*
Office Coordinator: *Debra Bernard*
Office Specialist: *Amber Deibel*
Public Works Director: *Jeff Brown*

**BEFORE THE COUNCIL OF THE CITY OF WILLAMINA
SITTING FOR THE TRANSACTION OF BUSINESS**

RESOLUTION NUMBER 12.13-014

**A RESOLUTION APPROVING PROPOSED 2013/14 RATE SCHEDULE FOR
RECOLOGY WESTERN OREGON (FORMERLY WESTERN OREGON WASTE)**

WHEREAS, Recology Western Oregon (hereinafter called "Recology") is the franchise holder for the provision of solid waste collection services in the City of Willamina; and

WHEREAS, Ordinance #551 sets out the terms and conditions of the franchise; and

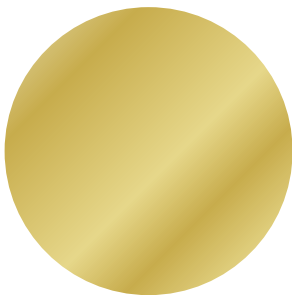
WHEREAS, Section 9, Rates, of that Ordinance provides a process for rate changes upon the request of the provider; and

WHEREAS, Recology has submitted a proposed rate increase in accordance with the requirements of Section 9 of the Ordinance; and

WHEREAS, a public hearing on the proposed rates was held on June 13, 2013, and due consideration has been given to all relevant factors;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLAMINA that the proposed rate schedule for solid waste collection services by Recology Western Oregon, attached hereto as Exhibit A and by this reference made a part hereof, is approved and shall be effective July 1, 2013.

Passed and adopted by the Willamina City Council this **13th** day of **June 2013**.



Corey L Adams, Mayor

ATTEST:

Sue Hollis, City Recorder

Attachment – Exhibit A

F/RESOLUTIONS/2012-2013/12.13-014

Resolution #12.13-014



Mayor Corey L Adams

Council Members:

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**BEFORE THE COUNCIL OF THE CITY OF WILLAMINA
SITTING FOR THE TRANSACTION OF BUSINESS**

RESOLUTION NUMBER 12-13.015

Increasing Rates for the Use and Sales of Water & Sewer Services

WHEREAS, Ordinance 529-A states that rates and fees for the use and sale of water and sewer services in the City of Willamina shall be prescribed by resolution; and

WHEREAS, the last rate increase was adopted by Resolution #11.12-015 on June 14, 2012; and

WHEREAS, costs related to loans for water and sewer system improvements, and increased costs for maintenance of the City's water and sewer systems make it necessary to increase both water and sewer rates;

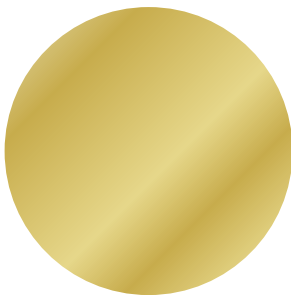
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLAMINA :

Section 1. THAT the City Council hereby approves a 5% increase in water rates and a 3% increase in sewer rates as shown on the schedule attached, as Exhibit "A," said rates to be effective with June 16-July 15, 2013, billing ; and

Section 2. THAT Exhibit A to Resolution 11-12.015 is hereby repealed in its entirety; and

Section 3. THAT this resolution shall become effective immediately upon adoption

PASSED and ADOPTED by the City Council of the City of Willamina this **13th day of June, 2013.**



Corey L Adams, Mayor

ATTEST:

Sue Hollis, City Recorder

Attachment – Exhibit A

F/RESOLUTONS/2012-2013\12.13-015



Mayor Vernon Mosser

Council Members:

*Ila Skyberg, Council President
Rita Baller
Allan Bramall
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Laurie Toney*

City Staff:

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Public Works Director: *Jeff Brown*

**BEFORE THE COUNCIL OF THE CITY OF WILLAMINA
SITTING FOR THE TRANSACTION OF BUSINESS**

RESOLUTION NUMBER 12.13-016

**A RESOLUTION AUTHORIZING WRITE-OFF OF MUNICIPAL COURT
BAD DEBT & SENDING ACCOUNTS TO COLLECTIONS**

WHEREAS, the financial records of the City of Willamina, Oregon, contain a number of fines assessed by the Municipal Court from 1995 through June 30, 2010, that remain unpaid; and

WHEREAS, these appear in the City’s General Ledger as Accounts Receivable; and

WHEREAS, in 2012, the City entered into an agreement with Credits Incorporated of Hermiston, Oregon, for collections services for utility and court accounts; and

WHEREAS, in order to remove these unpaid Municipal Court fines from the General Ledger, City Council must declare them as bad debt at which time they will be sent to collections;

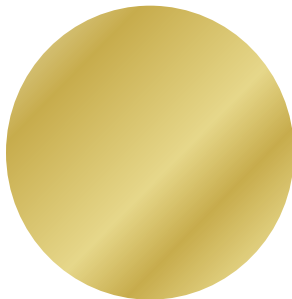
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Willamina:

Section 1. THAT the Municipal Court accounts identified by Docket Number and/or Citation Number shown in Exhibit A, attached hereto and by this reference made a part hereof, are hereby declared as bad debt; and

Section 2. THAT said accounts shall be sent to Credits Incorporated for collection; and

Section 3. THAT this resolution shall become effective immediately upon adoption.

PASSED and ADOPTED by the City Council of the City of Willamina this **13th** day of **June, 2013.**



Corey L Adams, Mayor

Attest:

Sue Hollis, City Recorder

Attachment – Exhibit A
F/RESOLUTIONS/2012-13/12.13-016



Mayor Corey L Adams

Council Members:

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**BEFORE THE COUNCIL OF THE CITY OF WILLAMINA
SITTING FOR THE TRANSACTION OF BUSINESS**

RESOLUTION NUMBER 12-13.017

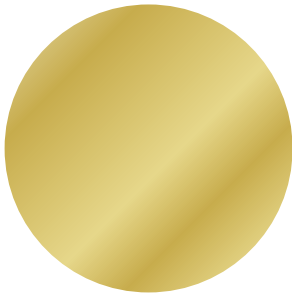
A Resolution Declaring the City's Election to Receive State Revenues

The City of Willamina ordains as follows:

Section 1. THAT pursuant to ORS 221.770, the city hereby elects to receive state revenues for fiscal year 2013-2014.

Section 2. THAT this resolution shall become effective immediately upon adoption.

PASSED and ADOPTED by the City Council of the City of Willamina this **13th day of June, 2013.**



Corey L Adams, Mayor

ATTEST:

Sue Hollis, City Recorder

I certify that a public hearing was held before the Budget Committee on May 23, 2013, and a public hearing before the City Council was held on June 13, 2013, giving citizens an opportunity to comment on use of State Revenue Sharing.

Sue C Hollis, City Recorder

F/RESOLUTIONS/2012-2013/12.13-017



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**BEFORE THE COUNCIL OF THE CITY OF WILLAMINA
 SITTING FOR THE TRANSACTION OF BUSINESS**

RESOLUTION NUMBER 12.13-018

**A RESOLUTION ADOPTING THE FY 2013/14 BUDGET, MAKING APPROPRIATIONS
 & IMPOSING AND CATEGORIZING TAXES**

ADOPTING THE BUDGET

BE IT RESOLVED that the City Council of the City of Willamina, Oregon, hereby adopts the budget for fiscal year 2013//2014 in the sum of \$2,212,190, as amended.

MAKING APPROPRIATIONS

BE IT RESOLVED that the amounts for the fiscal year beginning July 1, 2013 and for the purposes shown below are hereby appropriated:

GENERAL FUND 10	
City Council	10,800
Administration	76,700
Public Protection	209,600
Municipal Court	43,200
Parks	63,900
Library	110,700
Planning & Development	48,200
YCOM	20,000
Museum	13,900
Transfers	0
Contingencies	9,500
Total	606,500
STREETS FUND 20	
Personal Services	49,000
Materials & Services	87,000
Capital Outlay	3,000
Transfers	0
Contingencies	7,000
Total	146,000
STREETS SDC FUND 21	
Capital Outlay	6,020
Total	6,020

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WATER FUND 30	
Personal Services	153,500
Materials & Services	314,700
Capital Outlay	8,000
Transfers	67,900
Contingencies	10,500
Total	554,600
WATER SDC FUND 31	
Transfers	3,020
Total	3,020
WATER RESERVE FUND 32	
Capital Outlay	0
Total	0
WASTE WATER FUND 40	
Personal Services	160,500
Materials & Services	183,500
Capital Outlay	6,000
Transfers	201,000
Contingencies	12,000
Total	563,000
WASTE WATER SDC FUND 41	
Transfers	4,070
Total	4,070
UTILITY CAPITAL FUND 50	
Debt Service	240,800
Reserved for Future Expenditure	11,220
Total	252,020
SPECIAL REVENUE FUND 60	
Materials & Services	42,000
Capital Outlay	0
Contingencies	3,350
Total	45,350
DOWNTOWN LOAN FUND 61	
Capital Outlay	25,150
	25,150
BUILDING REPAIR & IMPROVEMENTS RESERVE FUND 70	
Capital Outlay	0
Total	0
WILLAMINA CEMETERY FUND 80	
Materials & Services	5,960
Contingencies	500
Total	6,460
TOTAL APPROPRIATIONS	
	2,200,970
Reserved for Future Expenditure	11,220
TOTAL BUDGETED	
	2,212,190

IMPOSING THE TAX

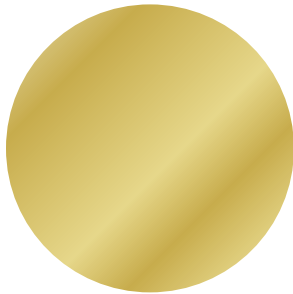
BE IT RESOLVED that the City Council of the City of Willamina hereby imposes the taxes provided for in the adopted budget at the permanent rate of 4.2039 per \$1,000 of assessed value for operations, estimated to be \$300,000; and that these taxes are hereby imposed and categorized for the tax year 2013-2014 upon the assessed value of all taxable property.

CATEGORIZING THE TAX

	General Government Limitation	Excluded from Limitation
General Fund	4.2039/\$1,000	
Category Total	4.2039/\$1,000	
Total Levy	4.2039/\$1,000	

BE IT RESOLVED that this resolution shall become effective July 1, 2013.

PASSED and ADOPTED by the City Council of the City of Willamina this 27th day of June, 2013.



Corey L Adams, Mayor

Attest:

Sue Hollis, City Recorder

F/RESOLUTIONS/2012-13/12.13-018



Mayor Corey L Adams

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**BEFORE THE COUNCIL OF THE CITY OF WILLAMINA
SITTING FOR THE TRANSACTION OF BUSINESS**

RESOLUTION NUMBER 12.13.019

In the matter of transfers between funds in Fiscal Year 2012-2013:

WHEREAS, the FY 2012/13 Budget as adopted by the City Council on June 28, 2012, contains certain transfers between funds; and

WHEREAS, sufficient revenues were received during the year to allow such transfers;

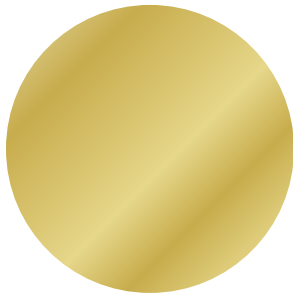
NOW THEREFORE, BE IT RESOLVED by the City Council of Willamina, Oregon, that:

Section 1. The following transfers totally \$269,500 are hereby approved:

- a. Transfer of \$1,500 from General Fund (10) to Willamina Cemetery Fund (80)
- b. Transfer of \$67,000 from Water Fund (30) to the Utility Capital Fund (50) for debt service
- c. Transfer of \$25,000 from Sewer Fund (40) to Water Fund (30) as a loan
- d. Transfer of \$176,000 from Sewer Fund (40) to Utility Capital Fund (50) for debt service.

Section 2. This resolution shall be effective immediately upon adoption.

PASSED and ADOPTED by the City Council of the City of Willamina this 27th day of June, 2013.



Corey L Adams, Mayor

Attest:

Sue Hollis, City Recorder

F/RESOLUTIONS/2012-2013/R12.13-019

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**BEFORE THE COUNCIL OF THE CITY OF WILLAMINA
SITTING FOR THE TRANSACTION OF BUSINESS**

RESOLUTION NUMBER 12.13.020

In the matter of transfers between funds in Fiscal Year 2012-2013:

WHEREAS, the FY 2012/13 Budget as adopted by the City Council on June 28, 2012, contains certain transfers between funds; and

WHEREAS, sufficient revenues were received during the year to allow such transfers;

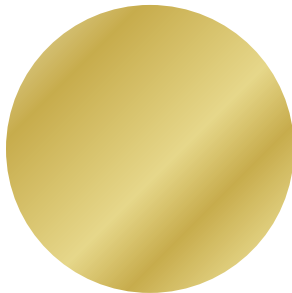
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Sue Hollis, City Recorder

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