

Board of Works and Public Safety Meeting 9/7/2021:

The meeting began at 5:30pm with the Pledge of Allegiance. In attendance was Mayor Kelsey, Clerk-Treasurer Cummins, Superintendent Walls as well as Board Member Heckley. Chief Parker and Board Member Hoepfner were not present.

Chief's Report: Officer Cowan was present to take any questions on behalf of the police department.

Superintendent's Report: The Superintendent presented a situation regarding a resident on Ash Street who has an issue with drainage on her property. The issue involves a roughly 2-inch line on her property that is not owned by the City. She has asked for the City to write a letter explaining that this 2-inch line is not the City's property. After discussion, it was determined that the Clerk-Treasurer will write a letter to the resident as requested. During discussions with BF Goodrich, it was determined that they were indeed using water for unintended purposes. At this point, the service will remain off until a meter is installed. There are no updates regarding the clean closure of the lagoons. A resident is having issues with moving water from his property after disconnecting his sump pump from the City system and is asking for solutions. No immediate solutions were identified.

Clerk-Treasurer's Report: Minutes were presented from the meeting on 8/16/2021. After inspection, Mayor Kelsey moved to approve the minutes from 8/16/2021 as presented, second by Board Member Heckley, all present in favor. The Clerk-Treasurer explained that the current Deputy Clerk, Janet P., will retire at the end of this calendar year and that her replacement will be Kim H. The conditions of that employment were presented to the board for consideration. After discussion, Mayor Kelsey moved to hire Kim H. under the conditions of her potential offer letter, which among other things, has a start date of January 3rd, 2022 as the Deputy Clerk for the City of Woodburn, second by Board Member Heckley, all present in favor. Mayor Kelsey moved to approve the potential contract presented between the City of Woodburn and Kim H. for training under the current Deputy Clerk and/or the current Clerk-Treasurer as presented, second by Board Member Heckley, all present in favor. The Clerk-Treasurer presented a potential offer letter for Caleb C., which among other things, describes a start date of today. Mayor Kelsey moved to accept the offer letter to Caleb C. as presented, second by Board Member Heckley, all present in favor. The Clerk-Treasurer presented a draft of the 2022 Utility Spending Guidelines and took comments for changes to be implemented and then presented at a future meeting.

Mayor's Report: Nothing to report.

Board Member's Report: Board Member Hoepfner mentioned prior to the meeting that there is a fire hydrant near Woodlan High School that is overrun with growth and had asked that the growth be eliminated for easier access to the hydrant. He also mentioned that the signage at Ash and Bull Rapids needs to be addressed as only the Bull Rapids sign is present there.

Audience: Nothing to report.

Mayor Kelsey moved to adjourn the meeting, second by Board Member Heckley, all present in favor. Meeting was adjourned at 6:29pm.