

LYONS CITY COUNCIL REGULAR MEETING

Tuesday, April 28, 2020, 6:30pm

To help prevent the spread of COVID-19 and to protect the citizens of our community, the City of Lyons will hold its meetings electronically, in accordance with the State of Oregon Executive Order 20-16.

This meeting is being held electronically via www.Zoom.us

Please register in advance at:

<https://us02web.zoom.us/meeting/register/tZYodO6uqjovG9aYg9kLpiWHTyKAQ57rELGf>

(copy & paste)

After registering, you will receive a confirmation email containing instructions on how to join the meeting.

AGENDA

CALL TO ORDER w/pledge

ROLL CALL

Declaration of Conflict of Interest/Bias/Ex Parte (if any)

PRESENTATION – Volunteer Award

CONSENT AGENDA

Minutes February 25th, 2020

Bills paid February 26th – March 24th, 2020

Bills paid March 24th – April 28th, 2020

NEW BUSINESS

Resolution 528-2020 Declaring State of Emergency

UNFINISHED BUSINESS

Auditor Selection

7th Street Repair Project Contractor Selection

Cemetery Driveway Project Contractor Selection

Scholarship Review & Selection

Budget Preparation – Final Requests

PUBLIC COMMENTS – Received prior to meeting (if any)

COUNCIL QUESTIONS/COMMENTS

NEXT MEETINGS

Budget Committee Meeting – May 12th at 6:30 pm via Zoom

City Council Regular Meeting – May 26th at 6:30 pm via Zoom

ADJOURN

This agenda is subject to change.

CITY OF LYONS VOLUNTEER PRESENTATION AWARD 2020

April is National Volunteer month. This year I would like to recognize Joseph's Storehouse of Hope, led by Troy Gulstrom, and assisted by his group of volunteers.

Once a month this group distributes food boxes in our community, to any family who has the need. They have encountered some difficulties during the COVID-19 restrictions but are modifying their practices to continue their mission. They are committed to serving our community especially during this time, when so many people are in need.

Please join me in honoring Joseph's Storehouse of Hope volunteers.

Thank you, for your outstanding commitment in serving our community!





CITY OF LYONS

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LYONS, OREGON 97358
cityoflyons@wavecable.com

CITY COUNCIL MEETING MINUTES

February 25, 2020

Council Present: Mayor Lloyd Valentine, Councilor Mike Wagner, Councilor Troy Donohue, Councilor Jessica Ritchie, Councilor Mark Orr

Council Absent: None

Employees Present: Micki Valentine – City Recorder, Richard Berkey – Public Works, Brenda Harris – Librarian

Public Present: Barbara Orr, Sam Scott

Opened w/pledge: @ 6:30 pm by Mayor Lloyd Valentine

Additions to Agenda/Conflict of Interest/Ex-Parte/Bias: None declared

Presentations: None

Consent Agenda: The report provided is bills paid January 28th, 2020 – February 25th, 2020 and the minutes are from January 28th, 2020. *Mike motions to accept the consent agenda which includes the minutes and bills paid – Troy seconds – motion carried with all in favor – none opposed.*

Public Comment: None

Liaison Report: Sheriff's Report is read by Mayor Lloyd. Mike notes the extra hours this month. Jessica asks about a call where vehicle wasn't towed - Mike responds.

Correspondence: None

New Business

- Budget Preparation – Calendar – Goals – Micki wanted to review items for the budget. Street repair was discussed. Budget request forms have been distributed. Budget calendar is reviewed, and all seats are filled on the budget committee. Jessica asks about lights for welcome sign – discussion.
- Audit RFP Progress – RFP for audit was prepared with attorney's help. It was sent to 4 different firms and waiting for proposals.
- Mark Orr – Homeless Camping Ordinance – Mark asks if there are any rules about homeless camping – Micki said there is a sign at the park that states 'no camping'. She has included information from Salem's proposals. The City has put covers with locks over power outlets to discourage use. Council discusses adopting an ordinance that

addresses issue of blocking sidewalks and public areas (parks, library, city hall). Micki will send to our attorney.

- TMDL Annual Update – Micki met with the DEQ representative and included the report she submitted to DEQ. Troy asks about ditches and council discusses. City engineer checks on driveway approaches in the City.

Unfinished Business

- Sam Scott has a letter regarding 18th Street from his attorney and gives a copy to each councilor that they read. Mark asks if it involves the old office – Sam says the bank owns it. His daughter and kids live in the office. He is doing everything he can to obtain the property. The bank has been slow to respond. Micki got an update from the bank today that they are ready to move forward. The paperwork is being filed this week. Mark asks if Sam will have a legal right and Sam says once the papers are transferred into his name he will.
- Welcome Sign Update – Seth Philippi is waiting for approval from the Boy Scouts of America for the Eagle Scout project. So far, the expenses have been \$300 for engineered plans and \$270 for powder coating. Seth will be doing the footings and would like suggestions for the base..

Library Report

- Brenda says the library board did not meet this month and reads the report. Four new computers were installed. The four computers are enough (*to serve the patrons*). She reviews the attendance log. She is working on the summer reading program. Mark comments they get a lot of traffic between 11 and 2 on certain days.

Staff Report

- Public Works – Maintaining the properties.
- Cemetery – Maintaining. The cemetery maps are done just waiting to receive them from county.
- Parks – Micki emailed Brian Carroll (Linn Co. Parks & Rec.) about the beavers and he sent a reply with trapper names and phone numbers. A dead beaver was found on the west side of the ponds. If they are doing damage on private property, the owner can euthanize. Richard has finished the picnic tables.
- Library – None
- Streets – Micki has been keeping in touch with ODOT on the grant. The Birch St. sign was damaged and been reported to Linn County, but is hasn't been replaced. The population signs have been replaced.
- Office – One building permit for a shop and two mechanical/plumbing permits were applied for. The grocery store is still looking at Lyons. The flagpole project has been submitted for the grant and will be reviewed on the 18th. Micki attended the DEQ meeting. The computers have had a few problems and the phone is still having issues. Reminder for Councilors about the ethics email. The office will be open from 8am to 8p for the May election. For the November election - Mayor Lloyd Valentine, Councilor Mike Wagner and Councilor Mark Orr's positions will be up for election.
- Complaint List – Email from attorney is included about the 18th Street property. The bank will file pleadings with the court this week. Then the bank will be responsible for

the property. The bank may choose to sell the property and then pass responsibility for eviction and clean up to the purchaser. Mark asks about the trapper that Brian Carroll gave information about. He wonders why Linn County isn't paying. Troy said last time Brian was here he said Linn County was too broke to pay for it. Discussion

- Request for Quotes have been sent out for the 7th Street repair and Cemetery project.
- Financial Report – No questions.

Commissioners Report

- Cemetery – None
- Transportation & Parks – Troy says it's the same old issue of the beavers.
- Safety & Police – None
- Library – None
- Building Improvements – Mike says that ODOT came and put gravel in the sink hole by his property. ODOT also sucked out the drain and indicated they may lay some pavement this summer.

Councilor Requests/Future Agenda Requests/Announcements

- Mark would like any road work done to follow ODOT's rules.
- Jessica would like a time frame for 18th Street and Council discusses.

Next Meeting – The next Council meeting is on March 24, 2020 at 6:30pm. *Mike motions to adjourn the meeting – motion carried with all in favor – none opposed.*

Adjourned @ 8:10 pm

Transcribed by Carol Hendricks, Assistant City Recorder
MV

2:45 PM

04/20/20

City of Lyons
Paid Bills Report
 March 25 through April 28, 2020

Name	Date	Memo	Account	Class	Paid Amount
PTC	03/31/2020	A# 100232 Inv #111371	001 - Columbia Bank Chec...		
		City phone - 2167	1810 - G_Uilities	General	-47.18
		Library Phone - 2366	4810 - L_Uilities	Library	-43.50
		Shop phone - 3167	1810 - G_Uilities	General	-34.98
		City fax - 5167	1810 - G_Uilities	General	-40.41
TOTAL					-166.07
PERS	04/03/2020	02270	001 - Columbia Bank Chec...		
		02270	955 - PERS-Employee	General	-189.88
		02270	960 - PERS-Employer	General	-551.05
		02270	955 - PERS-Employee	Library	-134.66
		02270	960 - PERS-Employer	Library	-588.93
		02270	955 - PERS-Employee	Street	-47.47
		02270	960 - PERS-Employer	Street	-137.66
TOTAL					-1,649.65
IRS	04/03/2020	93-6033785	001 - Columbia Bank Chec...		
		93-6033785	910 - Federal Taxes		-1,085.00
		93-6033785	930 - Medicare-Employer		-124.34
		93-6033785	925 - Medicare-Employee		-124.34
		93-6033785	920 - FICA-Employer		-531.63
		93-6033785	915 - FICA-Employee		-531.63
TOTAL					-2,396.94
OR Dept of Revenue	04/03/2020	0512072-7	001 - Columbia Bank Chec...		
		0512072-7	950 - St. Unemployment		-8.57
		0512072-7	935 - OR Withholding		-625.00
TOTAL					-633.57
CIS Trust	04/06/2020		001 - Columbia Bank Chec...		
		Bsc Lf, AD&D - MV	1560 - G_Health Benefits	General	-3.12
		Hlth,Dntl,Vis,BscLf,AD&D - BH	4600 - L_Health Benefits	Library	-713.09
			2100 - *Payroll Liabilities	Library	-6.84
			2100 - *Payroll Liabilities	Library	-71.04
			980 - Elective Insurance	Library	-23.80
			2100 - *Payroll Liabilities	Library	-1.00
TOTAL					-818.89
INTUIT QB PAYROLL	04/06/2020	Acct # 154449556,	001 - Columbia Bank Chec...		
		Direct Deposit Fee	1860 - G_Banking Fees	General	-12.00
TOTAL					-12.00
OR Dept of Revenue	04/07/2020	0512072-7	001 - Columbia Bank Chec...		
		0512072-7	945 - WBF Employer		-15.08
		0512072-7	940 - WBF Employee		-16.00
TOTAL					-31.08
QuickBooks Payroll S...	04/08/2020	Created by Payroll Service on 04/03/2020	001 - Columbia Bank Chec...		
QuickBooks Payroll Ser...		Created by Payroll Service on 04/03/2020	2110 - Direct Deposit Liabilit...		-6,204.49
TOTAL					-6,204.49
OR Dept of Revenue	04/08/2020	0512072-7	001 - Columbia Bank Chec...		
		0512072-7	934 - OR State Transit Tax		-24.56

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City of Lyons
Paid Bills Report
March 25 through April 28, 2020

Name	Date	Memo	Account	Class	Paid Amount
TOTAL					-24.56
MEHAMA ACE	04/08/2020	20060	001 · Columbia Bank Chec...		
		blue masking tape	1700 · G_Clean, Maint & Re...	General	-19.98
TOTAL					-19.98
PAPE MACHINERY	04/09/2020	Acct # 418985 Inv # 11934028,11942431,11949031, 11...	001 · Columbia Bank Chec...		
		mower maint & parts	1720 · G_Maint & Repair- T...	General	-137.77
TOTAL					-137.77
Sign Crafters of Oregon	04/09/2020	Acct #544 Inv # 10798	001 · Columbia Bank Chec...		
		kiosk map replacements	5780 · C_Supplies	Cemetery	-319.56
TOTAL					-319.56
Stayton Ace Hardware	04/09/2020	Cust.# 60, Ordr #42612	001 · Columbia Bank Chec...		
		padlocks	1720 · G_Maint & Repair- T...	General	-71.94
TOTAL					-71.94
MOONLIGHT MAINTEN...	04/09/2020	March	001 · Columbia Bank Chec...		
		city hall	1700 · G_Clean, Maint & Re...	General	-55.00
		Library x 2	1710 · G_Clean, Maint & Re...	General	-130.00
TOTAL					-185.00
Columbia Bank CC	04/09/2020	4798510054419276	001 · Columbia Bank Chec...		
		Dogi-Bags	1745 · G_City Park Expenses	General	-141.56
TOTAL					-141.56
Davison Auto Parts Inc	04/09/2020	Inv# 8390670, 8393855	001 · Columbia Bank Chec...		
		grease	1720 · G_Maint & Repair- T...	General	-8.92
		wrench	1725 · G_Tools & Equipmen...	General	-5.89
TOTAL					-14.81
Linn County Road Dep...	04/09/2020	229-20	001 · Columbia Bank Chec...		
		Population signs - w/installation	3720 · S_Maint. & Repair S...	Street	-933.13
TOTAL					-933.13
Quill Corporation	04/09/2020	A# 2798613 Inv# 5872607,5892450,5892779,5924652	001 · Columbia Bank Chec...		
		HP ink & toner	4770 · L_Copying Costs & ...	Library	-177.97
		recorder, glue, sticks, fasteners	4780 · L_Supplies General	Library	-111.92
TOTAL					-289.89
Linn County Planning ...	04/09/2020	Mar 2020	001 · Columbia Bank Chec...		
		L-2004 Stifel	1660 · G_Bldg Permit - Stat...	General	-71.70
		L-2004 Stifel	1650 · G_Building Permits -...	General	-836.51
		L-2005 Jungwirth	1660 · G_Bldg Permit - Stat...	General	-8.70
		L-2005 Jungwirth	1650 · G_Building Permits -...	General	-72.51
		L-2006 Kennard	1660 · G_Bldg Permit - Stat...	General	-68.82
		L-2006 Kennard	1650 · G_Building Permits -...	General	-605.63
TOTAL					-1,663.87
MEHAMA ACE	04/09/2020	20060 Inv # 14261	001 · Columbia Bank Chec...		

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City of Lyons
Paid Bills Report
March 25 through April 28, 2020

Name	Date	Memo	Account	Class	Paid Amount
		nuts/bolts, crackstop	1720 · G_Maint & Repair- T...	General	-15.87
TOTAL					-15.87
Wilco	04/09/2020	Account #200543	001 · Columbia Bank Chec...		
		Cornerstone Plus, Dynamark Blue	1720 · G_Maint & Repair- T...	General	-174.97
TOTAL					-174.97
BiMart	04/09/2020		001 · Columbia Bank Chec...		
		2 headphones w/mic - returned	1619 · G_Computer Purchase	General	-29.98
TOTAL					-29.98
NW Natural	04/09/2020	Acct #321388-1, & #2117533-6	001 · Columbia Bank Chec...		
		City Hall 321388-1	1810 · G_Uilities	General	-54.31
TOTAL					-54.31
Speer Hoyt LLC	04/09/2020	Inv # 55333	001 · Columbia Bank Chec...		
		18th St, camping info	1640 · G_City Attorney	General	-120.00
TOTAL					-120.00
Security Alarm Corpor...	04/09/2020	Cust.# 7236007 Inv #778778	001 · Columbia Bank Chec...		
		City Hall security	1810 · G_Uilities	General	-39.95
		Library security	4810 · L_Uilities	Library	-49.95
TOTAL					-89.90
Amazon	04/10/2020	O#111-2022660-1642615	001 · Columbia Bank Chec...		
		2 mic/headphones for desktops	1619 · G_Computer Purchase	General	-98.48
TOTAL					-98.48
US Postal Service	04/15/2020		001 · Columbia Bank Chec...		
		permit to LC	1780 · G_Admin, Copy, Offi...	General	-8.25
TOTAL					-8.25
MOONLIGHT CREATI...	04/17/2020	Mask Donation	21 · Petty Cash		
		20 masks for public meetings	1648 · G_Community Donati...	General	-60.00
TOTAL					-60.00
Stayton Builders Mart	04/20/2020	Cust.# 4940 Inv# 2004-032943	001 · Columbia Bank Chec...		
		bolts for picnic tables	1745 · G_City Park Expenses	General	-13.52
TOTAL					-13.52
MOONLIGHT MAINT...	04/20/2020	March	001 · Columbia Bank Chec...		
		clean carpet	1710 · G_Clean, Maint & Re...	General	-215.00
TOTAL					-215.00
MEHAMA ACE	04/20/2020	20060 Inv # 14321	001 · Columbia Bank Chec...		
		paint for sign	1745 · G_City Park Expenses	General	-22.44

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City of Lyons
Paid Bills Report
March 25 through April 28, 2020

Name	Date	Memo	Account	Class	Paid Amount
TOTAL					-22.44
Ace Chemical Toilets	04/20/2020	Inv #88204	001 - Columbia Bank Chec...		
		Dec 2019 portapot cleaning	1745 - G_City Park Expenses	General	-200.00
TOTAL					-200.00
CANON Financial Serv...	04/20/2020	Contract #3091, Inv #21349326	001 - Columbia Bank Chec...		
		Monthly Contract Charge	1770 - G_Copier Costs	General	-69.40
		BW per copy charge (2077 x 0.0106)	1770 - G_Copier Costs	General	-22.02
		Color per copy charge (1147 x 0.078)	1770 - G_Copier Costs	General	-89.47
TOTAL					-180.89

City of Lyons
Paid Bills Report
 February 26 through March 24, 2020

Name	Date	Memo	Account	Class	Paid Amount
PTC	02/28/2020	A# 100232 Inv #110490	001 · Columbia Bank Che...		
		City phone - 2167	1810 · G_Utilities	General	-34.79
		Library Phone - 2366	4810 · L_Utilities	Library	-44.09
		Shop phone - 3167	1810 · G_Utilities	General	-35.18
		City fax - 5167	1810 · G_Utilities	General	-38.92
TOTAL					-152.98
US Postal Service	03/02/2020		001 · Columbia Bank Che...		
		roll of stamps & frwrd fee	1780 · G_Admin, Copy, Offi...	General	-55.62
TOTAL					-55.62
Amazon	03/02/2020	O#111-7978714-4256246	001 · Columbia Bank Che...		
		address sign	5830 · C_Grounds Mainten...	Cemetery	-28.95
TOTAL					-28.95
	03/02/2020	Service Charge	004 · LGIP 3011	General	
		Service Charge	1860 · G_Banking Fees	General	-0.15
TOTAL					-0.15
CIS Trust	03/05/2020		001 · Columbia Bank Che...		
		Bsc Lf, AD&D MV	1560 · G_Health Benefits	General	-3.12
		Hlth,Dnti,Vis,Bsc Lf, AD&D BH	4600 · L_Health Benefits	Library	-713.09
			2100 · *Payroll Liabilities	Library	-6.84
			2100 · *Payroll Liabilities	Library	-71.04
			980 · Elective Insurance	Library	-23.80
			2100 · *Payroll Liabilities	Library	-1.00
TOTAL					-818.89
IRS	03/05/2020	93-6033785	001 · Columbia Bank Che...		
		93-6033785	910 · Federal Taxes		-1,048.00
		93-6033785	930 · Medicare-Employer		-120.31
		93-6033785	925 · Medicare-Employee		-120.31
		93-6033785	920 · FICA-Employer		-514.48
		93-6033785	915 · FICA-Employee		-514.48
TOTAL					-2,317.58
OR Dept of Revenue	03/05/2020	0512072-7	001 · Columbia Bank Che...		
		0512072-7	950 · St. Unemployment		-8.30
		0512072-7	935 · OR Withholding		-597.00
TOTAL					-605.30
PERS	03/05/2020	02270	001 · Columbia Bank Che...		
		02270	955 · PERS-Employee	General	-189.18
		02270	960 · PERS-Employer	General	-548.98
		02270	955 · PERS-Employee	Library	-133.92
		02270	960 · PERS-Employer	Library	-585.68
		02270	955 · PERS-Employee	Street	-47.29
		02270	960 · PERS-Employer	Street	-137.15
TOTAL					-1,642.20
INTUIT QB PAYROLL	03/05/2020	Acct # 154449556, P1-56066745	001 · Columbia Bank Che...		
		Direct Deposit Fee	1860 · G_Banking Fees	General	-10.00
TOTAL					-10.00

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City of Lyons
Paid Bills Report
February 26 through March 24, 2020

Name	Date	Memo	Account	Class	Paid Amount
INTUIT QB PAYROLL	03/06/2020	Acct # 154449556, O#100101987371821	001 · Columbia Bank Che...		
		QB Payroll annual renewal	1622 · G_Computer Softwa...	General	-613.22
TOTAL					-613.22
QuickBooks Payroll Service	03/09/2020	Created by Payroll Service on 03/03/2020	001 · Columbia Bank Che...		
QuickBooks Payroll Service		Created by Payroll Service on 03/03/2020	2110 · Direct Deposit Liabili...		-5,999.37
TOTAL					-5,999.37
Postal Connections	03/09/2020		001 · Columbia Bank Che...		
		cemetery map laminated	5780 · C_Supplies	Cemetery	-24.00
TOTAL					-24.00
PC Energy Pratum Co-op	03/10/2020		21 · Petty Cash		
		fuel for equipment	1720 · G_Maint & Repair- T...	General	-28.32
TOTAL					-28.32
Ace Chemical Toilets	03/11/2020	Inv #90148	001 · Columbia Bank Che...		
		Feb 2020 portapot cleaning	1745 · G_City Park Expens...	General	-200.00
TOTAL					-200.00
PAPE MACHINERY	03/11/2020	Acct # 418985 Inv # 11882179, 11908204 crdt, 11908...	001 · Columbia Bank Che...		
		mower/equip maint., oil	1720 · G_Maint & Repair- T...	General	-91.30
TOTAL					-91.30
MOONLIGHT MAINTENAN...	03/11/2020	February	001 · Columbia Bank Che...		
		city hall	1700 · G_Clean, Maint & R...	General	-55.00
		Library x 2	1710 · G_Clean, Maint & R...	General	-130.00
TOTAL					-185.00
MEHAMA ACE	03/11/2020	20060 Inv # 13979	001 · Columbia Bank Che...		
		trash bags	1745 · G_City Park Expens...	General	-9.99
TOTAL					-9.99
Quill Corporation	03/11/2020	A# 2798613 Inv# O#89211221	001 · Columbia Bank Che...		
		hnd sp & refills	1700 · G_Clean, Maint & R...	General	-30.56
		hnd sp & refills	1710 · G_Clean, Maint & R...	General	-30.56
TOTAL					-61.12
Speer Hoyt LLC	03/11/2020	Inv # 54910	001 · Columbia Bank Che...		
		LC IGA, 18th St	1640 · G_City Attorney	General	-100.00
TOTAL					-100.00
Amazon	03/12/2020	O#111-2631583-4949019	001 · Columbia Bank Che...		
		2 Multi-surface cleaner	1700 · G_Clean, Maint & R...	General	-15.00
TOTAL					-15.00
US Postal Service	03/17/2020		001 · Columbia Bank Che...		

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City of Lyons
Paid Bills Report
February 26 through March 24, 2020

Name	Date	Memo	Account	Class	Paid Amount
		permit to LC	1780 - G_Admin, Copy, Off...	General	-8.25
TOTAL					-8.25
All Pro Webworks, LLC	03/18/2020	website hosting	001 - Columbia Bank Che...		
		website hosting	1624 - G_Website Hosting	General	-85.00
TOTAL					-85.00
NW Natural	03/24/2020	Acct #321388-1, & #2117533-6	001 - Columbia Bank Che...		
		City Hall 321388-1	1810 - G_Uilities	General	-19.00
		Library 2117533-6	4810 - L_Uilities	Library	-23.00
TOTAL					-42.00
Security Alarm Corporation	03/24/2020	Cust.# 7236007 Inv #763710	001 - Columbia Bank Che...		
		City Hall security	1810 - G_Uilities	General	-39.95
		Library security	4810 - L_Uilities	Library	-49.95
TOTAL					-89.90
Brenda Harris	03/24/2020	March Rcpts Reimb.	001 - Columbia Bank Che...		
		8 Books	4960.2 - L_Books New	Library	-125.02
		DVDs - Frozen II	4900 - L_Audio Visual Mate...	Library	-22.96
		Ready to Read SRP	4905 - L_Grant Expenses	Library	-29.00
		5 DVDs	4900 - L_Audio Visual Mate...	Library	-17.00
		SRP supplies	4905 - L_Grant Expenses	Library	-92.94
TOTAL					-286.92
Quill Corporation	03/24/2020	A# 2832024 Inv# 6074625	001 - Columbia Bank Che...		
		toilet paper	1700 - G_Clean, Maint & R...	General	-46.49
		toilet paper	1710 - G_Clean, Maint & R...	General	-46.50
TOTAL					-92.99
PAPE' MACHINERY	03/24/2020	Acct # 418985 Inv # multiple	001 - Columbia Bank Che...		
		mower maint & parts	1720 - G_Maint & Repair- T...	General	-264.61
TOTAL					-264.61
MEHAMA ACE	03/24/2020	20060 Inv # 14082,14136,14142	001 - Columbia Bank Che...		
		caution tape, cable for swingset - covid	1745 - G_City Park Expens...	General	-53.10
		primer paint	1720 - G_Maint & Repair- T...	General	-9.98
TOTAL					-63.08
CANON Financial Services,...	03/24/2020	Contract #3091, Inv #21235123	001 - Columbia Bank Che...		
		Monthly Contract Charge	1770 - G_Copier Costs	General	-69.40
		BW per copy charge (1194 x 0.0106)	1770 - G_Copier Costs	General	-12.66
		Color per copy charge (509 x 0.078)	1770 - G_Copier Costs	General	-39.70
TOTAL					-121.76
Linn County Planning and ...	03/24/2020	Feb 2020	001 - Columbia Bank Che...		
		L-1947 Repucci	1660 - G_Bldg Permit - Sta...	General	-53.46
		L-1947 Repucci	1650 - G_Building Permits ...	General	-623.71
		L-2001 Thompson	1660 - G_Bldg Permit - Sta...	General	-24.03
		L-2001 Thompson	1650 - G_Building Permits ...	General	-202.35
		L-2003 Wagner	1660 - G_Bldg Permit - Sta...	General	-11.58
		L-2003 Wagner	1650 - G_Building Permits ...	General	-72.38
TOTAL					-987.51

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City of Lyons
Paid Bills Report
February 26 through March 24, 2020

Name	Date	Memo	Account	Class	Paid Amount
COPIERS NORTHWEST	03/24/2020	CN25857-01 INV2119317	001 - Columbia Bank Che...		
		copier	4770 - L_Copying Costs & ...	Library	-11.86
TOTAL					-11.86
Pacific Power	03/24/2020	A# 17183111-001 9	001 - Columbia Bank Che...		
		City Hall electric	1810 - G_Utilities	General	-139.73
		Library electric	4810 - L_Utilities	Library	-251.23
		street lights	1815 - G_Street Lights	General	-2,055.33
		Shop electric	1810 - G_Utilities	General	-35.12
TOTAL					-2,481.41



CITY OF LYONS

PHONE: (503)859-2167
FAX: (503)859-5167
WWW.CITYOFLYONS.ORG

449 5TH STREET
LYONS, OREGON 97358
cityoflyons@wavecable.com

RESOLUTION No. 548-2020

DECLARING STATE OF EMERGENCY CONCERNING COVID-19

A Resolution for the City of Lyons, Oregon Ratifying the Declaration of a State of Emergency, signed by Mayor Lloyd Valentine on April 28, 2020.

WHEREAS, the City of Lyons has the authority granted under ORS Chapter 401 and the Lyons Emergency Operations Plan, that provides direction to the City, its officials, and others in the event of an emergency that exists within the City; and

WHEREAS, the City Recorder, acting as the Emergency Operations Manager, under City of Lyons Emergency Operations Plan hereby requests the Lyons City Council to proclaim the existence of a "state of emergency" for the City of Lyons concerning COVID-19; and

WHEREAS, a Proclamation declaring a "state of emergency" for the City of Lyons has been prepared and attached hereto; and

WHEREAS, The State of Oregon, pursuant to ORS 401.309(1); authorizes the governing body of Oregon cities and counties to declare a local state of emergency; and

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

That the City Council hereby declares and proclaims that the City of Lyons is in a "state of emergency" and directs the Mayor of Lyons to execute said Proclamation.

That the Proclamation attached hereto is incorporated herein and made a part of this resolution.

IT IS FURTHER DECLARED, that emergency procurement of goods and services are authorized pursuant to ORS 279B.080, and all other applicable laws and rules.

IT IS FURTHER DECLARED, that public meetings held by the city council, budget committee, and planning commission will be held according to State of Oregon

Governor's Executive Order 20-16, which allows public meetings to be held electronically without physical space made available to the public.

This resolution shall become effective immediately upon passage by the City Council and signature of the Mayor.

PASSED by the Lyons City Council and approved by the Mayor this 28th day of April 2020.

COPY

Lloyd Valentine - Mayor

Date _____

Attest:

COPY

Micki Valentine - City Recorder

	<u>Aye</u>	<u>Nay</u>
Mayor Valentine	___	___
Pro Tem Ritchie	___	___
Councilor Donohue	___	___
Councilor Orr	___	___
Councilor Wagner	___	___

PROCLAMATION
Declaring a State of Emergency
For the City of Lyons

WHEREAS, the City of Lyons has the authority granted under ORS Chapter 401 and the Lyons Emergency Operations Plan, that provides direction to the City, its officials, and others in the event of an emergency that exists within the City: and

WHEREAS, the Lyons Emergency Operations Plan designates the City Recorder as the City of Lyons Emergency Manager; and

WHEREAS, the Lyons Emergency Operations Plan empowers the Mayor or Emergency Manager to request the Lyons City Council to proclaim the existence of a “state of emergency” for the City of Lyons; and

WHEREAS, the novel coronavirus (COVID-19) is a respiratory disease that may result in serious illness or death and is easily transmissible from person to person; and

WHEREAS, on January 31, 2020, the United States Department of Public Health and Human Services Secretary Alex Azar declared a public emergency for the COVID-19 beginning on January 27, 2020; and

WHEREAS, on March 8, 2020, Governor Kate Brown declared a state of emergency exists in all counties in the State of Oregon due to the number of confirmed cases of COVID-19 in the State; and

WHEREAS, on March 13, 2020, the President of the United States Donald Trump declared a public emergency for COVID-19 beginning on March 13, 2020: and

WHEREAS, on March 16, 2020, Linn County Board of Commissioners signed a proclamation of emergency due to the number of confirmed cases of COVID-19 in the County, thus enabling Linn County government to take extraordinary measures; and

WHEREAS, the health, safety and welfare of Lyons residents, businesses, visitors, and staff is of utmost importance to the City and additional future measures may be needed to protect the community; and

WHEREAS, the City may require additional assistance in the future, and a formal declaration of emergency allows additional resources to flow to the City in a timely fashion; and

WHEREAS, existing conditions related to the COVID-19 warrant the proclamation of emergency, as defined in the Lyons Emergency Operations Plan: and

WHEREAS, Lyons City Council met and passed by resolution this Proclamation declaring a “state of emergency” for the City of Lyons; and

NOW, THEREFORE, I, Lloyd Valentine, Mayor of the City of Lyons, do hereby proclaim with City Council authorization, a “state of emergency” in the City of Lyons; and that during the existence of said emergency, the powers, functions, and duties of the Lyons Emergency Plan Manager of this city shall be those prescribed by state law and resolutions of this City. Said “state of emergency” shall exist for a period of time during which conditions of COVID-19 exist which have given rise to the Proclamation. The local emergency for the COVID-19 shall continue until terminated by the Mayor of the City of Lyons, State of Oregon.

PROCLAIMED this 28th day of April 2020

IT IS FURTHER DECLARED, that emergency procurement of goods and services are authorized pursuant to ORS 279B.080, and all other applicable laws and rules.

IT IS FURTHER DECLARED, that public meetings held by the city council, budget committee, and planning commission will be held according to State of Oregon Governor’s Executive Order 20-16, which allows public meetings to be held electronically without physical space made available to the public.

COPY

_____ Date _____

Mayor – Lloyd Valentine

ATTEST:

COPY

Micki Valentine – City Recorder

Emergency Operations Plan Manager

AUDIT RFP COMPARISONS

COST	3 YEAR COST	BUSINESS NAME	DATE RECEIVED
\$7,500/yr	\$22,500	ACCUITY LLC	2/20/2020

COST	3 YEAR COST	BUSINESS NAME	DATE RECEIVED
\$9,000 Audit \$3,800 Review \$3,800 Review	\$16,600	KOONTZ & BLASQUEZ	3/9/2020
or \$6,000 Audit	\$18,000	"	"
or \$3,800 Review	\$11,400	"	"

COST	3 YEAR COST	BUSINESS NAME	DATE RECEIVED
\$11,000 Audit \$6,400 Review \$6,650 Review	\$24,050	UMPQUA VALLEY FINANCIAL	3/13/2020



Accuity, LLC
 CERTIFIED PUBLIC ACCOUNTANTS

City of Lyons
 Attn: City Recorder
 449 5th Street
 Lyons, OR 97358

We are pleased to have the opportunity to present this proposal to provide our services to the City of Lyons for the years ending June 30, 2020, 2021, and 2022. Our proposal provides the information you requested, as well as additional information about our firm and our services that we believe are important to the City in its selection process.

We understand the scope of audit work will include auditing all funds of the City of Lyons in accordance with auditing standards generally accepted in the United States of America. We understand the objective of the services to be provided and commit to performing those services within the timeframe required by the City.

Our fee for the fiscal year ending June 30, 2020, 2021, and 2022 is listed in the table below. Our fee is inclusive of all services outlined below, including all staff time and out-of-pocket expenses. Our fee is based on the anticipated cooperation of the City's staff, as well as the assumption that the books will be closed and balanced, and all appropriate accounts reconciled to the applicable detail. If significant additional time is necessary beyond the work contemplated, we will discuss it with the City Recorder and arrive at a new fee estimate before we incur the additional costs. Such additional services may be set out in a supplemental agreement.

Fee proposal

Fiscal Year Ending	FEE PROPOSAL	
	Municipal Audit	Additional Services
June 30, 2020	\$7,500	Standard Rates
June 30, 2021	\$7,500	Standard Rates
June 30, 2022	\$7,500	Standard Rates

* Rates vary by staff level. Current range is \$75 - \$200 per hour

We encourage communication throughout the year and do not charge additional fees for questions, consultations, and information requests.

KOONTZ, BLASQUEZ
ASSOCIATES, P.C.
CERTIFIED PUBLIC ACCOUNTANTS

City of Lyons
449 5th Street
Lyons, Oregon 97358

We are pleased to have the opportunity to present this proposal to provide our services to the City of Lyons for the years ending June 30, 2020, 2021, and 2022. Our proposal provides information about our firm and its services that we believe are important to the City in its selection process.

We understand the scope of audit work will include auditing all funds of the City of Lyons in accordance with auditing standards generally accepted in the United States of America and the Minimum Standards for Audits of Oregon Municipal Corporations. If necessary, the federal compliance audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Alternatively, our review services will include reviewing all funds of the City of Lyons in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants. We understand the objective of the services to be provided and commit to performing those services within the timeframe required by the City. All staff assigned to this engagement, as listed in the Summary of Qualifications section of this proposal, are properly licensed to perform municipal audits in the State of Oregon.

Fees for Professional Services

Our fees for the fiscal years ending June 30, 2020, 2021, and 2022 are listed in the table below. These fees are inclusive of all services outlined below, including all staff time and out-of-pocket expenses, including mileage, per diem, and reproduction costs. These fees are based on the anticipated cooperation of the City's staff, as well as the assumption that the books will be closed and balanced, and all appropriate accounts reconciled to the applicable detail. If significant additional time is necessary beyond the work contemplated, we will discuss it with City management and arrive at a new fee estimate before we incur the additional costs. Such additional services may be set out in a supplemental agreement. Barring unforeseen circumstances or a substantial change in scope of our professional services, our fees in subsequent years will not increase in excess of three percent annually.

Fiscal Year Ending	FEE PROPOSAL			
	Financial Review	Financial Audit	Single Audit (in addition to financial audit)	Additional Services
June 30, 2020	\$3,800	\$6,000	\$3,000	Standard Hourly Rates *
June 30, 2021	\$3,800	\$6,000	\$3,000	Standard Hourly Rates *
June 30, 2022	\$3,800	\$6,000	\$3,000	Standard Hourly Rates *

* Rates vary by staff level. Current range is \$48 - \$208 per hour.

SCHEDULE OF ESTIMATED AUDIT HOURS

The proposed schedule for audit services for the City of Lyons for the fiscal year ending June 30, 2020 is as follows:

Proposed Audit Schedule

Engagement Letter & Contract	April 1 - May 1
Pre-audit Conference, Planning Engagement	April 1 - May 15
Preliminary and General Procedures	April 1 - May 31
Field Work	April 20 - July 31
Prepare Draft Audit Reports	August 20 - November 1
Technical Review	November 1 - November 30
Exit Conference	August 20 - November 1
Prepare, Sign & Review Final Audit	November 1 - December 1
Present Final Audit to City Council	December meeting

Name	Position	Hourly Rate	Estimated Hours On-site	Estimated Hours Off-site	Total	Estimated Fees 2020
Steve Tuchscherer	Engagement Manager	\$ 175	0	16	16	\$ 2,800
Bess Robbins	Senior Manager	150	0	11	11	1,650
Bill Romo	Communications Manager	130	8	14	22	2,860
Savannah Crawford	Senior Associate	130	8	7	15	1,950
Kylee Hodges	Junior Associate	90	8	6	14	1,260
Savannah Hansen	Support Staff	\$ 80	0	6	6	\$ 480
Total Estimates			24	60	84	\$ 11,000

PROPOSED FEES - SUMMARY

CITY OF LYONS		
Fiscal Year	Engagement Type	Fee
2019-20	Audit	\$ 11,000
2020-21	Review	6,400
2021-22	Review	\$ 6,650

The all-inclusive maximum fee for the 2019-20 **audit** is \$11,000 for the City of Lyons. The fee for the following fiscal years is less because City Recorder, Micki Valentine requested a fee quote for a review engagement rather than a full financial statement audit. Should the City Council choose to only perform a **review engagement** for the 2019-20 fiscal year, the fee for that review will be **\$6,150**. The proposed fee for the above fiscal year does not include amounts for Single Audit work that may be necessary. If a Single Audit becomes necessary, the fee will increase \$3,000. If other unanticipated complications or changes to auditing standards and GASB requirements occur during any audit period, we will inform the City Manager of the estimated additional fees and the reason for the changes prior to beginning such additional work.

AUDITOR RFP

I, _____, motion to award the Auditor RFP

to: _____.

Is there a second?

All in Favor?

All Opposed?

	<u>Aye</u>	<u>Nay</u>
Mayor Valentine	___	___
ProTem Ritchie	___	___
Councilor Donohue	___	___
Councilor Orr	___	___
Councilor Wagner	___	___



NORTH SANTIAM PAVING CO.

SITE DEVELOPMENT AND
ROADWAY CONTRACTORS

41203 Kingston-Lyons Drive SE - PO Box 516 Stayton, OR 97383 - Office: 503.769.3436 - Fax: 503.769.7358 - CCB #53247

SITWORK PROPOSAL

March 18, 2020

RE: 7th and Elm AC patching - Lyons

We are pleased to provide the following quotation as per "Request for Quote" dated 2/25/2020

Repair settled roadway from the corner of 7th and Elm southerly for approximately 250 feet;
3 areas totally approximately 700 sq ft

OPTION 1; Skin patching

- Clean and tack low areas
- Prelevel and compact first lift of asphalt
- Place and compact second lift of AC to produce smooth roadway
- Sand seal all edges

Lump Sum Price:

\$ 5,800

OPTION 2; Saw cut, remove, compact and pave

- Saw cut perimeter of all 3 areas
- Excavate AC
- Grade and compact all areas
- Place two, 2" lifts of AC for 4" minimum total thickness of AC.
- Sand seal all edges

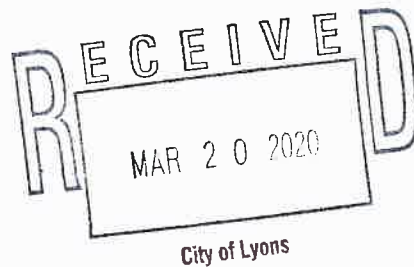
Lump Sum Price:

\$ 8,000

Should you have any questions regarding this proposal, please do not hesitate to contact me at our office.
(503) 769-3436.

Thank you,


Bill Lulay PE & PLS



Proposal

Canyon Contracting L.L.C.

"Serving Customers Since 1987"
P.O. Box 57
Stayton, Oregon 97383
Ph. (503)769-2584 Fax (503)769-6058
CCB # 120248

Submitted To : Micki Valentine - City Recorder

Phone # : 503-859-3167
Email : cityoflyons@wavecable.com
Address : 449 5th St, Lyons, OR.
Site Address : 7th & Elm St.
Date : 3/20/2020

We hereby submit Estimates for :

7th Street Repair

includes : approx.. estimated qty's.

- a. Set up temporary traffic control.
- b. Saw cut three area's on 7th street near and at Elm St. that show sign's of base failure.
- c. Remove existing a.c. and excavate area's to a depth of 16" below existing a.c. grade.
- d. Compact 12" of 3/4"-0" crushed quarry rock in excavated area's
- e. Replace a.c. with new 4" thick a.c. in two 2" thick compacted lifts.
- f. Seal a.c. joints with rubberized joint seal material.

not included :

- a. Density testing
- b. Any hydro seeding or erosion control
- c. Surveying or staking
- d. Topsoil

Notes: Area #1 - 11' x 10', area #2 - 17' x 10', area #3 - 8' x 10'.

* work to begin as soon as weather permits. Completion within approximately two weeks of start date.

Total Square Footage : 360

Estimated Total Cost

\$6,186.00

six thousand one hundred eighty six dollars and zero cents

Authorized Signature

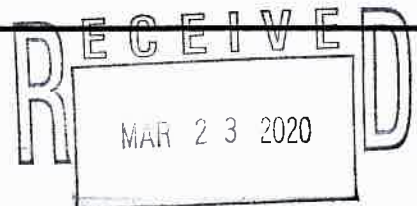
Brian Adams
Brian Adams

Date : 3-20-20

Owners Signature

Date : _____

Payment Terms: Progress payments to be made on the 10th of each month based on a percentage of work completed. Proposal may be withdrawn by us if not accepted within 30 days.



Canyon Contracting L.L.C.

"Serving Customers Since 1987"

P.O. Box 57

Stayton, Oregon 97383

Ph. (503)769-2584 Fax (503)769-6058

CCB # 120248

To : **Micki Valentine - City Recorder**

Phone # : 503-859-3167

Email : cityoflyons@wavecable.com

Date : 3/20/2020

Job : **7th Street Repair**

Site : Lyons, OR.

Estimated Bid Items

Item	Description	Est.Qty.	Units	Unit Price	Total Price
	7th Street				
1	Temporary Traffic Control	1	Ls	933.60	\$933.60
2	16" Depth Roadway Excavation & 12" Base Rock Placement	360	Sf	9.24	\$3,326.40
3	4" Thick A.C. in Two 2" Thick Compacted Lifts	360	Sf	5.35	\$1,926.00
Total Estimated Cost :					\$6,186.00

Authorized Signature :



Brian Adams

Date :

3-20-20

Acceptance Signature :

Title :

Date :

7th STREET REPAIR PROJECT

I, _____, motion to award the 7th Street Repair project

To: _____

Is there a second?

All in Favor?

All Opposed?

	<u>Aye</u>	<u>Nay</u>
Mayor Valentine	___	___
ProTem Ritchie	___	___
Councilor Donohue	___	___
Councilor Orr	___	___
Councilor Wagner	___	___



NORTH SANTIAM PAVING CO.

SITE DEVELOPMENT AND
ROADWAY CONTRACTORS

41203 Kingston-Lyons Drive SE - PO Box 516 Stayton, OR 97383 - Office: 503.769.3436 - Fax: 503.769.7358 - CCB #53247

SITWORK PROPOSAL

March 18, 2020

RE: Fox Valley Cemetery; 45883 Lyons-Mill City Dr

We are pleased to provide the following quotation as per "Request for Quote" dated 2/25/2020

1. Construct 550 feet by 10 foot wide gravel driveway from southwest corner by new fence, north to the north boundary thence east to the existing roadway.
2. Grade and rock entire existing roadway; 905' by 10' in width
3. Construct paved approach per Linn County standards at southwest corner of site. Includes 12" of crushed rock and 4" depth of AC. Approach to be 12' in width, 13' in length with 10' radius on both sides

WORK INCLUDES:

- **PROPOSED GRAVEL ROADWAY**
- Mobilization
- Traffic control
- Excavate sod and remove excess from site on proposed driveway
- Remove branches as needed.
- Construct smooth roadway surface
- Place and compact nominal 6" thickness of 1"-0 crushed rock
- **EXISTING DRIVEWAY**
- Grade existing driveway to provide a more consistent surface
- Place 3" nominal thickness of crushed rock
- Remove branches at east entrance
- **NEW PAVED APPROACH AT SOUTHWEST CORNER**
- Construct paved entrance at southwest corner per Linn County Standards as noted above
- Obtain and pay for all Linn County road department permits.

CONDITIONS:

- Proposal is based on mutually agreeable contract. Work can start when weather permits.
- Bond not included, add 1% if required

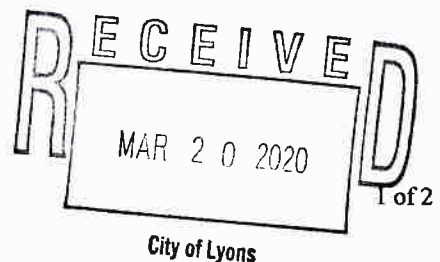
Lump Sum Price:

\$ 23,300

Should you have any questions regarding this proposal, please do not hesitate to contact me at our office. (503) 769-3436.

Thank you,

Bill Lulay PE & PLS



Proposal

Canyon Contracting L.L.C.

"Serving Customers Since 1987"
P.O. Box 57
Stayton, Oregon 97383
Ph. (503)769-2584 Fax (503)769-6058
CCB # 120248

Submitted To : Micki Valentine - City Recorder

Phone # : 503-859-3167
Email : cityoflyons@wavecable.com
Address : 449 5th St., Lyons, OR.
Site Address : Fox Valley Cemetery
Date : 3/20/2020

We hereby submit Estimates for :

Parking Lot Approach, Rocking, and Roadway Rocking

includes : approx.. estimated qtys.

- a. Dig out and rock approx. 720 sf for new driveway approach.
- b. Acquire County approach permit and pave new approach 4" thick in two 2" thick compacted lifts.
- c. Excavate and rock approx. 10,815 sf of new parking area with 8" thick compacted crushed rock on grade fabric.
- d. Excavate and rock approx. 2,736 sf of new roadway connecting new parking lot to existing cemetery roadway with 6" thick compacted crushed rock on grade fabric.
- e. All excavated material to be hauled off site for disposal.

not included :

- a. Any hydro seeding or erosion control
- b. Surveying or staking
- c. Topsoil
- d. Density Testing

* work to begin as soon as weather permits. Completion within approximately two weeks of start date.

Estimated Total Cost

\$29,360.00

twenty nine thousand three hundred sixty dollars and zero cents

Authorized Signature

Brian Adams

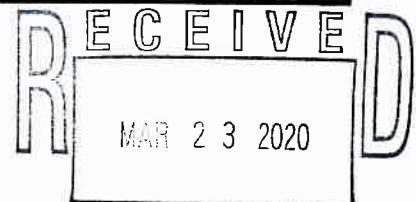
Date : 3-20-20

Brian Adams

Owners Signature

Date : _____

Payment Terms: Progress payments to be made on the 10th of each month based on a percentage of work completed. Proposal may be withdrawn by us if not accepted within 30 days.



Canyon Contracting L.L.C.

"Serving Customers Since 1987"

P.O. Box 57

Stayton, Oregon 97383

Ph. (503)769-2584 Fax (503)769-6058

CCB # 120248

To : **Micki Valentine - City Recorder**

Phone # : 503-859-3167

Fax # : cityoflyons@wavecable.com


Date : 3/20/2020

Job : **Cemetery Driveway & Approach**

Site : Fox Valley Cemetery, Lyons, OR.

Estimated Bid Items

Item	Description	Est.Qty.	Units	Unit Price	Total Price
	6th Street				
1	Mobilization	1	LS	1867.00	\$1,867.00
2	Excavation of Parking Lot	10815	SF	0.69	\$7,446.00
3	Roadway Excavation	2736	SF	1.02	\$2,795.00
4	8" Thick Parking Lot Base Rock w/Fabric	10815	SF	1.05	\$11,336.00
5	6" Thick Roadway Base Rock w/Fabric	2736	SF	0.85	\$2,335.00
6	4" Thick Paved Driveway Approach	720	SF	4.97	\$3,581.00
Total Estimated Cost :					\$29,360.00

Authorized Signature : 
 Brian Adams

Date : 3-20-20

Acceptance Signature : _____
 Title : _____
 Date : _____

CEMETERY DRIVEWAY PROJECT

I, _____, motion to award the Cemetery Driveway project
to: _____

Is there a second?

All in Favor?

All Opposed?

	<u>Aye</u>	<u>Nay</u>
Mayor Valentine	___	___
ProTem Ritchie	___	___
Councilor Donohue	___	___
Councilor Orr	___	___
Councilor Wagner	___	___

SCHOLARSHIP SELECTION MOTION

I, _____, motion to award a scholarship

To: _____, in the amount of \$ _____

(If there is a second recipient)

I, further, motion to award a second scholarship

To: _____, in the amount of \$ _____

Is there a second

All in Favor?

All Opposed?

	<u>Aye</u>	<u>Nay</u>
Mayor Valentine	___	___
ProTem Ritchie	___	___
Councilor Donohue	___	___
Councilor Orr	___	___
Councilor Wagner	___	___

Budget Planning & Goal Setting

Budget Year 2020-2021

- Current Fiscal Year
 - Flag pole at City Hall – waiting on results of grant
 - Cemetery driveway entrance, extend from center to West parking lot
 - Welcome Sign

- Upcoming Fiscal Year 2020-2021
 - Cemetery driveway entrance west side of cemetery
 - Flag pole at City Hall – if not completed
 - Welcome Sign – if not completed
 - Repair street at corner of 7th Street & Elm, repave Elm – Birch
 - Crackseal – streets other than Timberview Subdivision

- Future Ideas
 - Library – New Building
 - Cemetery – Add gravel to existing driveway
 - Create pathways & landscaping improvements
 - Streets – crackseal/overlay, improve stormwater drainage
 - Public Safety – Sheriff's Contract, enforcement codes
 - Parks – permanent restroom facilities, new play equipment, new splash park
 - Buildings – Shop improvements for heat and restroom facility w/running water
 - Land/property acquisition
 - Sewer System



BUDGET REQUEST

Please provide me with your budget request for the upcoming fiscal year. Requests will be included if funds allow.

All budget requests are subject to approval of the council and budget committee.

You may provide your request in some other manner than this form.

PLEASE RETURN BY APRIL 28TH, 2020

Your Name: _____

Short Term - through the 2020-2021 Year

Long Term - save for future needs
