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Rules of Conduct for Public Hearings

1. No person shall be disorderly, abusive, or disruptive of the orderly conduct of the hearing.
2. Persons shall not testify without first receiving recognition from the presiding officer and stating their full name and residence address.
3. No person shall present irrelevant, immaterial, or repetitious testimony or evidence.
4. There shall be no audience demonstrations such as applause, cheering, display of signs, or other conduct disruptive of the hearing.

CITY OF MILLERSBURG CITY COUNCIL MEETING

Millersburg City Hall
4222 NE Old Salem Road
Albany OR 97321
October 9, 2018 @ 6:30 p.m.

Agenda

- A. CALL TO ORDER
- B. ROLL CALL
- C. PLEDGE OF ALLEGIANCE
- D. CHANGES AND ADDITIONS TO THE AGENDA
- E. CONSENT AGENDA
 - 1) Approval of September 11, 2018 City Council Meeting Minutes
 - 2) Approval of Council Approval Report for Monthly City BillsAction: _____
- F. PRESENTATIONS
 - 1) Linn County Sheriff's Office Report
 - 2) Community Service Awards
- G. PUBLIC COMMENT
- H. COUNCIL MEMBER AND STAFF COMMENTS
- I. CITY MANAGER'S REPORT
 - 1) Project Updates
 - 2) City Council Candidate Forum
- J. CITY ATTORNEY'S REPORT
- K. UNFINISHED BUSINESS
None

L. NEW BUSINESS

None

M. CLOSING PUBLIC COMMENT

N. CLOSING COUNCIL COMMENT

O. ADJOURNMENT

Note: Council may adjourn to executive session in accordance with ORS 192.660.

Upcoming Meetings & Events:

October 16, 2018 @ 6:00 p.m. – Planning Commission Meeting

October 17, 2018 @ 7:00 p.m. – City Council Candidate Forum hosted by Albany Chamber of Commerce

October 23, 2018 @ 4:00 p.m. – City Council Work Session

The location of the meeting is accessible to the disabled. If you have a disability that requires accommodation to attend or participate, please notify the Millersburg City Hall in advance by calling 541-928-4523.



September 11, 2018 City Council Minutes

4222 NE Old Salem Road

Albany, OR 97321

6:30 p.m.

A. CALL TO ORDER: Called to order by Mayor Lepin at 6:29 p.m.

B. ROLL CALL

Councilors Present: Mayor Jim Lepin, Councilors Scott Cowan, Dave Harms, Scott McPhee, Don Miller

Councilors Absent: None

Staff Present: Kevin Kreitman, City Manager; Janelle Booth, Assistant City Manager/City Planner; Forrest Reid, City Attorney

Presenters: Albany Fire Chief John Bradner, Linn County Sheriff Deputy Brandon Fountain

C. PLEDGE OF ALLEGIANCE

D. CHANGES AND ADDITIONS TO THE AGENDA

1) During the Executive Session held prior to the regular meeting, the Council was briefed on a request to appropriate up to \$17,000 to Cable Huston for support in evaluating the City's options and responses to the upcoming MS4 permit.

Action: **Motion to Appropriate up to \$17,000 to Cable Huston for MS4 Permit Support made by Councilor Scott Cowan; seconded by Councilor Scott McPhee.**

Mayor Jim Lepin:	Aye
Councilor Scott Cowan:	Aye
Councilor Dave Harms:	Aye
Councilor Scott McPhee:	Aye
Councilor Don Miller:	Aye

E. CONSENT AGENDA

1) Approval of August 14, 2018 City Council Meeting Minutes

2) Approval of revised Council Approval Report for Monthly City Bills

Action: **Motion to Adopt Consent Agenda made by Councilor Don Miller; seconded by Council Scott Cowan.**

Mayor Jim Lepin:	Aye
Councilor Scott Cowan:	Aye
Councilor Dave Harms:	Aye
Councilor Scott McPhee:	Aye
Councilor Don Miller:	Aye

F. PRESENTATIONS

1) Monthly Report from the Linn County Sheriff's Office.

Mayor Jim Lepin introduced Linn County Sheriff Office Deputy Brandon Fountain then Mayor Lepin noted that he'd asked Sergeant Greg Klein for information regarding the number of alarm responses, specifically the addresses so the Council can evaluate the occurrences focusing on those with multiple calls. Even though there were only nine, it takes several hours by the LCSO to process.

Discussion followed regarding how to address businesses that have frequent alarms. There was also discussion about enforcement of various issues such as right-of-ways, streets, nuisances, etc. City Manager, Kevin Kreitman and City Attorney, Forrest Reid, clarified the process.

Deputy Fountain asked citizens to be aware of the potential for scams and increased theft as the holiday season nears and take steps to ensure their safety and security.

2) Albany Fire Department (AFD) Report

Fire Chief John Bradner of the Albany Fire Department (AFD) presented a report for July and August of their responses to Millersburg. He thanked the City of Millersburg for their faith and trust in AFD to protect Millersburg. He noted that Millersburg's percent of the calls over the time period came to 19% with an average response time of 8 minutes and 30 seconds and is confident that when the new Millersburg station, Station 15, comes into service, the response time will be less.

Chief Bradner shared the recent letter sent to Millersburg businesses regarding upcoming fire inspections AFD will be doing. On the back of the letter is a checklist for businesses to follow before AFD arrives.

There was some discussion about open burning. Chief Bradner said that AFD enforces the Department of Environmental Quality (DEQ) regulations regarding open burning which opens October 1, 2018. He said that Linn County would likely open burning during that time. City Manager Kreitman noted there might be concerns now that the regulations will be enforced.

Chief Bradner finished his report by highlighting a few upcoming events for AFD.

- 1) Saturday, September 15 - the Millersburg Celebration. There will be a brush rig with two crew members who will be staffing the new Station 15 and in addition, two of the officers who will be assigned to the station.
- 2) Tuesday, September 18, AFD is going through an ISO Evaluation whereas the district is evaluated for fire insurance rating. Mayor Lepin noted that one of the reasons to have the temporary fire station is to positively affect the ISO rating to receive a higher score. Chief Bradner said the goal is to maintain an ISO three rating but ideally to improve to a class two rating.
- 3) October 1 - Station 15 is scheduled to open, staffed with 2 personnel. On November 1st it will transition to a full type 1 engine equipped with advanced life support capability with a full 3-person crew.

- 4) October 6 – AFD Treasure Hunt. He gave a brief report on the history of the treasure hunt then noted the two Albany staffed stations will be a part of the event this year, Station 11 downtown and Station 15 Millersburg. He mentioned they would be setting up a side-by-side as well as potentially bringing the ATV for a show and tell.

Mayor Lepin opened for public comment. Resident Gary Keehn, Clearwater, asked if AFD would be providing monthly reporting. City Manager Kreitman said most likely quarterly.

G. PUBLIC COMMENT

- 1) Resident Gary Keehn, Clearwater, asked about the permit program for existing businesses. City Manager Kreitman noted that the Fire Code Permit Program is for new installations only; however, AFD would be looking at adherence to the fire code as part of the normal inspection process. If there is a code violation, AFD would work with the business to help them correct.
- 2) Resident Gary Keehn, Clearwater, asked about the status of the site on Old Salem Road with a code violation. City Manager Kreitman said AFD went in to inspect and found them not in compliance in the power coating section so the AFD ordered them to shut down the powder coating operation.

H. COUNCIL MEMBER AND STAFF COMMENTS

- 1) Mayor Lepin said he received two letters of thanks from the ABC House for the donation.
- 2) Mayor Lepin brought up the Millersburg Celebration and thanked the chair, Jenny Wolfenbarger, and the committee for the work they did. City Recorder, Kim Wollenburg, showed the medals runners will receive. Mayor Lepin then shared the Celebration had received tremendous support from local businesses. Mayor Lepin requested City Recorder Wollenburg to pull all of the Celebration bills and provide a report to the Council at the next meeting.
- 3) Next Mayor Lepin provided an update regarding the progress around City-owned industrial property. Due to confidentiality issues, he was unable to provide specific details but remains positive about the potential for the property and future use. He noted that because we are taking our time to do what's best for the City, the City isn't under pressure to sell. He specifically provided information on:
 - i. Pacific Power Substation - it is under design, not purchased, but is planned to be complete in 2020.
 - ii. Intermodal Facility – The proposal is due by the end of September with a decision to be made by ODOT by the end of the year. He and the team working on this are confident our chances of award are good.
 - iii. I-5 Interchange – It is still slotted to happen. ODOT doesn't know when; however, if Millersburg gets the intermodal project, ODOT will likely speed up their timeline. Resident Gary Keehn, Clearwater, asked what ODOT's plans are. Mayor Lepin said he can't answer that but believes extra lanes will have a higher priority. There followed some discussion on what exits would then be closed.

I. CITY MANAGER'S REPORT

1) Project Updates

Assistant City Manager/City Engineer Janelle Booth provided an overview of City projects and went over the staff report. Highlighted projects included:

- i. Stormwater Master Plan: Cardno completed the modeling. Plan is to get together and schedule the meeting in October but may not be until November. Purpose of meeting is to discuss the proposed projects and talk about long term, including strategies. Short term projects, like the creek mowing and plugging culverts, are not included but will be discussed. Mayor Lepin asked about the short term projects and the impact this fall. Assistant City Manager/City Engineer Booth said they are still being planned.
- ii. Park Inspection: Assistant City Manager/City Engineer Booth shared a specific paragraph from the inspection report and said the full report would be posted to the website. The Park received a favorable report for its upkeep and maintenance.
- iii. Crooks Creek Brush Removal: Because of the anticipated value of the work, the City has to go out for quote. We received one quote but are having trouble getting additional responses. City Manager Kreitman reported that we've been unsuccessful in getting anyone to do code-enforcement mowing as well. Currently, only one contractor has been identified who is willing to do the work and has the required insurance. Assistant City Manager/City Engineer Booth confirmed that the main creek, Old Salem Road to Millersburg Drive will be done this fall, but the channel along Hoffman Estate will not. Assistant City Manager/City Engineer Booth thought the work could be done by the middle of October.
- iv. Crack Sealing: Received one quote late. Others wouldn't quote because they can't fit the work in this year. The plan is to move forward with the one quote and do another RFQ next year for additional work.
- v. Parks Master Plan: Assistant City Manager/City Engineer Booth shared the RFQ. The plan is to post September 14.

Mayor Lepin opened the meeting to public comment regarding the project updates.

1) Robert Wrightman, Millersburg Drive:

- i. Noted that NW Natural Gas installed a line some time ago and that crushed rock is in the ditch. He is concerned that rock may cause water to back up. Assistant City Manager/City Engineer Booth said that when she went out there previously, it was not impeding the water but she would revisit.
- ii. Asked about 3268 Millersburg Drive and when the City was going to get it mowed. City Manager Kreitman noted that the City issued a letter and when the time expired, the City notified the owner we would have it mowed if it was not completed by the due date. However, we have been unable to find a contractor able to address the concern at this point and we are still attempting to find a contractor(s). The City does not have the equipment to address what is required. City Attorney Forrest Reid said we have a process in place but not the resources or the staff time to get the work done. City Manager Kreitman said that for next year, the City will attempt to

establish a contract with contractor someone earlier who can do this type of work.

- iii. Asked about the building in wetland (end of Lauren Avenue). City Manager Kreitman noted that it was a children's play structure. City Attorney Reid said that they could put it in the wetland as it is not a permanent structure.

- 2) City Manager Kreitman reviewed staff report requesting the Council approve a stay on the requirement in the Land Use Code for a Conditional Use Permit for home occupations in some instances. There was some discussion regarding the noted criteria being recommended.

Action: **Motion to Approve a Stay on Home Occupations being Required to get a Conditional Use Permit made by Councilor Scott Cowan; seconded by Councilor Don Miller.**

Mayor Jim Lepin: Aye
Councilor Scott Cowan: Aye
Councilor Dave Harms: Aye
Councilor Scott McPhee: Aye
Councilor Don Miller: Aye

- J. CITY ATTORNEY'S REPORT
None

- K. UNFINISHED BUSINESS
None

- L. NEW BUSINESS

- 1) Public Meetings Compliance Resolution 2018-19

City Manager Kreitman gave a brief introduction then turned the presentation over to City Attorney Reid. He used the example of Councilors attending the upcoming Millersburg Celebration and how the Resolution applies. He shared that this Resolution allows three or more Councilors to be at a public function and not be in violation of the public meeting law. He noted that they may not discuss City business and if a citizen approaches a group of three or more and wants to ask a question regarding City business, a Councilor must separate from group or no business is to be discussed. Exhibit A was passed around for Councilors to sign that they had heard about and understand the Resolution.

Action: **Motion to Approve Resolution 2018-19 made by Councilor Scott McPhee; seconded by Councilor Don Miller.** Resolution 2018-19

Mayor Jim Lepin: Aye
Councilor Scott Cowan: Aye
Councilor Dave Harms: Aye
Councilor Scott McPhee: Aye
Councilor Don Miller: Aye

- 2) Fire Code Permit Program Resolution 2018-20

City Manager Kreitman introduced the Fire Code Permit Program and went over it, specifically discussing fireworks. He noted that there is no current program so that if someone wanted to sell fireworks in Millersburg, they only have to go

through the State Fire Marshall. Under the Fire Code Permit Program, they would not only have to get approved by the State but would have to get a permit through and be inspected by AFD.

Action: **Motion to Adopt Resolution 2018-20 Adopting, Implementing, and Apply the City of Albany Fire Code Permit Program made by Councilor Scott Cowan; seconded by Councilor Dave Harms.** Resolution 2018-20

Mayor Jim Lepin: Aye
Councilor Scott Cowan: Aye
Councilor Dave Harms: Aye
Councilor Scott McPhee: Aye
Councilor Don Miller: Aye

3) Street Sweeping Contract Award

City Manager Kreitman went over the staff report regarding approval of the Street Sweeping contract, including the procurement process. He also noted that once there is a plan in place, the map of scheduled street sweeping would be posted on website.

Action: **Motion to Award the Street Sweeping Contract to Wheat LLC made by Councilor Scott McPhee; seconded by Councilor Dave Harms.**

Mayor Jim Lepin: Aye
Councilor Scott Cowan: Aye
Councilor Dave Harms: Aye
Councilor Scott McPhee: Aye
Councilor Don Miller: Aye

4) 2018 Elections Candidate Forum Resolution 2018-21

Mayor Lepin introduced idea of a proposed candidate forum. City Attorney Reid said the ballots would be out October 12 with the suggestion of having the forum sometime the week of October 15. City Attorney Reid noted he'd spoken with the Secretary of State's office to assure the City could do this and not get into trouble. The Resolution is the result of the discussions with the Secretary of State. Discussion followed regarding the specifics of the proposed policy and revisions to the Resolution. City Manager Kreitman noted the City would reach out to the candidates for Council to let them know of the forum and to determine availability.

Action: **Motion to Adopt Resolution 2018-21, as amended, Adopting a Policy Regarding Process and Procedures for City-Sponsored Political Candidate Forums for Candidates Seeking Elected Positions for City of Millersburg made by Councilor Scott McPhee; seconded by Councilor Dave Harms.**

Resolution 2018-21

Mayor Jim Lepin: Aye
Councilor Scott Cowan: Aye
Councilor Dave Harms: Aye
Councilor Scott McPhee: Aye
Councilor Don Miller: Aye

5) Satisfaction of Lien Resolution 2018-22

City Manager Kreitman went over the background of the lien filed in 2010 against a property on Knox Butte for work done to clean up the property.

Recently the property was sold and the City received a check in the amount of the lien to fully pay off the lien.

Action: **Motion to Adopt Resolution 2018-22 Acknowledging Satisfaction of the Lien Imposed in Resolution 2010-12 and Removing Lien Against the Real Property Located at 3115 NE Knox Butte Road, Albany, and Recording Same with Linn County, Oregon, Clerk's Office; made by Councilor Scott Cowan; seconded by Councilor Scott McPhee.**

Resolution 2018-22

Mayor Jim Lepin:	Aye
Councilor Scott Cowan:	Aye
Councilor Dave Harms:	Aye
Councilor Scott McPhee:	Aye
Councilor Don Miller:	Aye

M. CLOSING PUBLIC COMMENT

- 1) Resident Doreen Akers, 2275 Sonora, asked about in-home daycare under decision to stay Conditional Use Permit requirements for home occupations. City Manager Kreitman clarified that the use would need to be evaluated to see if it met the criteria of no more than two visitors per hour.

N. CLOSING COUNCIL COMMENT

- Councilor Harms said he was appreciative of the positive report for the Park but would like to see the gutter fixed.
- Councilor McPhee mentioned the walk paths at the Park and noted they'd been painted but wondered about the plan going forward. Assistant City Manager/City Engineer Booth said that the short-term is the paint but there is a need to look at longer term. We could replace the path but the roots would still be a problem. She suggested addressing in the Parks Master Plan RFQ about how to handle. City Manager Kreitman said we might want the consultants for the Parks Master Plan to consider whether we have the right vegetation in the Park to make maintenance easier.
- Councilor Cowan asked about the Millersburg Drive/Morningstar Lift Station. Assistant City Manager/City Engineer Booth said we are waiting to do final seeding until closer to when it will begin to rain. He asked about the piles, and Assistant City Manager/City Engineer Booth confirmed the piles would be removed.
- City Manager Kreitman confirmed there is no work session the end of September.
- Councilor Miller said he believes the City should not be responsible for removing the culverts on Mr. Hoffman's property.
- Councilor Cowan asked about whether the Council would be invited to the opening of the Fire Station come October 1st. City Manager Kreitman said the Council would be invited when the grand opening is scheduled. City Attorney Reid noted that Councilor Cowan had brought up the idea to bring a Fire Station to Millersburg ten years ago. City Manager Kreitman said a budget amendment would be coming to Council in October to update the budget for the 3-person staffing at the Fire Station beginning November 1st.
- Councilor McPhee asked about the new County road (realignment of Morningstar Road) planned to be constructed across from Love's on the

property purchased by Samaritan Health. No one has heard anything in the last three months.

- Councilor Cowan brought up the new radar speed signs and noted he has asked folks if they are slowing people down and those he spoke to said it has.
- Mayor Lepin asked the audience how the meeting could be better for the future. Councilor Cowan appreciated those who attended but would like to see more residents in the audience. Mayor Lepin thanked City Manager Kreitman for his transparency and communication and always questioning “the right thing to do.”

O. ADJOURNMENT

Meeting adjourned at 8:47 p.m.

Respectfully submitted:

Kimberly Wollenburg
City Recorder

Reviewed by:

Kevin Kreitman
City Manager

Upcoming Meetings:

September 11, 2018 @ 6:30 p.m. – City Council Meeting

September 18, 2018 @ 6:00 p.m. – Planning Commission Meeting

These minutes are not final until approved by the City Council.

City of Millersburg
Council Approval Report
 (Council Approval Report)

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
667		Birchfield Heating & Air Conditioning, Inc., 438 Queen Avenue SW, Albany, OR, 97321									
	35168	08/28/18	Temporaty Station	09/11/18	\$2,128.00	\$2,128.00	01-4403	Temporaty Station	\$295,000.00	\$175,198.33	
						\$2,128.00					
282		Bureau of Labor and Industries, 800 NE Oregon St.,#1045, Portland, OR,									
	09132018	09/13/18	Temporaty Station	09/13/18	\$250.00	\$250.00	01-4403	Temporaty Station	\$295,000.00	\$175,198.33	
	09132018.2	09/13/18	Temporaty Station	09/13/18	\$250.00	\$250.00	01-4403	Temporaty Station	\$295,000.00	\$175,198.33	
						\$500.00					
Total Bills To Pay:						\$2,628.00					

**City of Millersburg
Council Approval Report
(Council Approval Report)**

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
43 Aflac, 1932 Wynnton Road, Columbus, GA,		271133	09/11/18	SUPPLEMENTAL MEDICAL INSURANCE	10/01/18	\$49.08	\$49.08	01-1213	SUPPLEMENTAL MEDI	\$0.00	\$3,878.16
							\$49.08				
684 Better Portable Toilets, Inc., PO Box 3190, Albany, OR, 97321		9809	09/07/18	MILLERSBURG CELEBRATION	09/18/18	\$680.00	\$680.00	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$6,068.17)
							\$680.00				
685 Eclectic Edge Events, LLC, PO Box 5862, Eugene, OR, 97405		2018-181	09/16/18	MILLERSBURG CELEBRATION	09/23/18	\$695.00	\$695.00	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$6,068.17)
							\$695.00				
483 MetLife - Group Benefits, PO Box 804466, Kansas City, MO, 64180-4466		45896 09132018	09/13/18	DENTAL & VISION INSURANCE	10/01/18	\$589.76	\$589.76	01-1214	DENTAL & VISION INSU	\$9,600.00	\$8,930.08
							\$589.76				
41 Providence Health Plan, PO Box 4167, Portland, OR, 97208-4167		110171 09102018	09/10/18	MEDICAL INSURANCE	10/01/18	\$6,625.95	\$6,625.95	01-1211	MEDICAL INSURANCE	\$85,000.00	\$64,093.97
							\$6,625.95				
56 Republic Services #450, PO Box 78829, Phoenix, AZ, 85062-8829		0450-002702134	08/31/18	CITY HALL MAINTENANCE & SUPPLIES	09/20/18	\$37.52	\$37.52	01-1309	CITY HALL MAINTENAN	\$22,000.00	\$20,293.75
							\$37.52				
Scott Brockett		08062018	08/06/18	MILLERSBURG CELEBRATION	09/15/18	\$1,200.00	\$1,200.00	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$6,068.17)
							\$1,200.00				
231 Sunbelt Rentals, Inc, PO Box 409211, Atlanta, GA, 30384-9211		82489152-0002	09/17/18	MILLERSBURG CELEBRATION	09/17/18	\$1,935.40	\$1,935.40	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$6,068.17)
							\$1,935.40				
Total Bills To Pay:							\$11,812.71				

**City of Millersburg
Council Approval Report
(Council Approval Report)**

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
668 A to Z Party Rental, 995 Commercial Street SE, Salem, OR, 97302		433691-3.2	09/17/18	MILLERSBURG CELEBRATION	09/17/18	\$196.30	\$196.30	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$10,578.57)
							\$196.30				
688 Angie Grace Photography, 3312 NE Nehalem Avenue, Albany, OR, 97321		252238	09/21/18	MILLERSBURG CELEBRATION	09/21/18	\$400.00	\$400.00	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$10,578.57)
							\$400.00				
690 Christine Xthona		09192018	09/19/18	Millersburg Celebration	09/19/18	\$25.00	\$25.00	01-1115	Millersburg Celebration	\$0.00	(\$7,337.00)
							\$25.00				
689 Michael Ann McIverny		09252018	09/25/18	MILLERSBURG CELEBRATION	09/25/18	\$171.53	\$171.53	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$10,578.57)
							\$171.53				
328 Valley Merchant Police, Inc, PO Box 14, Albany, OR, 97321		273235	09/20/18	MILLERSBURG CELEBRATION	09/20/18	\$546.00	\$546.00	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$10,578.57)
							\$546.00				
Total Bills To Pay:							\$1,338.83				

City of Millersburg
Council Approval Report
(Council Approval Report)

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
7 4S Sign, LLC, 30255 HWY 34, Albany, OR, 97321		46193	09/18/18	PARK SUPPLIES & MAINTENANCE	09/18/18	\$472.65	\$472.65	01-2302	PARK SUPPLIES & MAI	\$55,000.00	\$43,053.61
							\$472.65				
197 Albany Lock & Key, 217 Main SE, Albany, OR, 97321		65716	09/20/18	CITY HALL MAINTENANCE & SUPPLIES	10/09/18	\$270.00	\$270.00	01-1309	CITY HALL MAINTENAN	\$22,000.00	\$20,256.23
							\$270.00				
74 Albany-Millersburg Economic Development Corporatio, 435 W 1st. Ave, Albany, OR, 97321		09142018	09/14/18	ALBANY-MILLERSBURG ECONOMIC DEVELOPMENT CORP (AMED)	10/09/18	\$7,500.00	\$7,500.00	01-1337	ALBANY-MILLERSBURG	\$30,000.00	\$30,000.00
							\$7,500.00				
692 Allen & LaPorte General Contracting, Inc., P.O. Box 808, Albany, OR, 97321		10118	10/01/18	Temporaty Station	10/09/18	\$57,375.00	\$57,375.00	01-4403	Temporaty Station	\$295,000.00	\$175,448.33
							\$57,375.00				
202 Annis Holsworth		09122018	09/12/18	PARKS & RECREATION - CITIZEN REIMBURSEMENT PROGRAM	10/09/18	\$200.00	\$200.00	01-2301	PARKS & RECREATION	\$15,000.00	\$11,836.80
							\$200.00				
539 Barrett Business Services Inc., 421 Water Avenue NE, Albany, OR, 97321		3081720	09/20/18	Contracted Services - Johnston w/e 7/22/18	10/20/18	\$93.60	\$93.60	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
		3086267	09/14/18	Contracted Services - Bowen w/e 9/9/18	10/14/18	\$380.25	\$380.25	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
		3086267	09/14/18	Contracted Services - Hesberg w/e 9/9/18	10/14/18	\$364.65	\$364.65	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
		3086267	09/14/18	Contracted Services - Yeager w/e 9/9/18	10/14/18	\$195.00	\$195.00	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
		3087071	09/20/18	Contracted Services - Amanda Johnston w/e 7/8/18	10/20/18	\$93.60	\$93.60	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
		3087072	09/20/18	Contracted Services - Johnston w/e 7/15/18	10/20/18	\$93.60	\$93.60	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
		3087237	09/20/18	Contracted Services - Johnston w/e 7/22/18	10/20/18	\$93.60	\$93.60	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
		3087238	09/20/18	Contracted Services - Johnston w/e 8/5/18	10/20/18	\$93.60	\$93.60	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
		3087239	09/20/18	Contracted Services - Johnston w/e 8/12/18	10/20/18	\$93.60	\$93.60	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
		3087263	09/20/18	Contracted Services - Johnston w/e 9/9/18	10/20/18	\$140.40	\$140.40	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
		3087264	09/20/18	Contracted Services - Johnston w/e 9/2/18	10/20/18	\$93.60	\$93.60	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
		3087266	09/20/18	Contracted Services - Johnston w/e 8/26/18	10/20/18	\$93.60	\$93.60	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
		3087267	09/20/18	Contracted Services - Johnston w/e 8/19/18	10/20/18	\$93.60	\$93.60	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
		3087281	09/21/18	Contracted Services - Hesberg w/e 9/16/18	10/21/18	\$491.72	\$491.72	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
		3087281	09/21/18	Contracted Services - Bowen w/e 9/16/18	10/21/18	\$507.00	\$507.00	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
		3088214	09/27/18	Contracted Services - Johnston w/e 9/16/18	10/27/18	\$46.80	\$46.80	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
		3088230	09/28/18	Contracted Services - Bowen w/e 9/23/18	10/28/18	\$253.50	\$253.50	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
		3088230	09/28/18	Contracted Services - Hesberg w/e 9/23/18	10/28/18	\$508.30	\$508.30	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
		3089109	10/05/18	Contracted Services - Hesberg w/e 9/30	10/05/18	\$546.98	\$546.98	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
		3089109	10/05/18	Contracted Services - Bowen w/e 9/30	10/05/18	\$380.25	\$380.25	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54

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Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance	
							\$4,657.25					
667	Birchfield Heating & Air Conditioning, Inc., 438 Queen Avenue SW, Albany, OR, 97321											
563296	09/25/18	Temporaty Station	10/25/18	\$2,128.00	\$2,128.00	01-4403	Temporaty Station	\$295,000.00	\$175,448.33			
							\$2,128.00					
442	Brad Hulburt											
09302018	09/30/18	PARKS & RECREATION - CITIZEN REIMBURSEMENT PROGRAM	10/09/18	\$60.00	\$60.00	01-2301	PARKS & RECREATION	\$15,000.00	\$11,836.80			
							\$60.00					
607	Business Connections, Inc., P.O. Box 566, Salem, OR, 97308-0566											
072209212018	09/21/18	TELEPHONE	10/10/18	\$42.95	\$42.95	01-1358	TELEPHONE	\$7,000.00	\$6,371.15			
							\$42.95					
300	Capitol Asset & Pavement Services, Inc, 204 N. 1st Street, Suite C, Silverton, OR, 97381											
566	09/05/18	STREET & ROAD REPAIR - Pavement Inspection	10/05/18	\$4,500.00	\$4,500.00	02-1322	STREET & ROAD REPAI	\$35,000.00	\$35,000.00			
566	09/05/18	STREET & ROAD REPAIR - Streetsaveronline Subscription	10/05/18	\$750.00	\$750.00	02-1322	STREET & ROAD REPAI	\$35,000.00	\$35,000.00			
							\$5,250.00					
694	Capitol Dental Care, 3000 Market Street SE, Salem, OR, 97301											
09262018	09/26/18	PARK SHELTER USER FEES	10/09/18	\$40.00	\$40.00	01-2102	PARK SHELTER USER	\$5,000.00	\$4,785.00			
							\$40.00					
596	Cardno, Inc., P.O. Box 123400, Dallas, TX, 75321-3400											
509739	09/12/18	STORMWATER MASTER PLAN	10/12/18	\$9,225.75	\$9,225.75	03-1321	STORMWATER MASTE	\$65,000.00	\$58,307.07			
							\$9,225.75					
625	Cascade Fire Equipment, P.O. Box 4248, Medford, OR, 97501											
094094	09/05/18	EQUIPMENT/FURNISHINGS FOR NEW STATION	10/09/18	\$400.69	\$400.69	01-4305	EQUIPMENT/FURNISHI	\$125,000.00	\$34,642.30			
							\$400.69					
237	Cascade Outdoor Power Equipment, , , ,											
15660	10/01/18	EQUIPMENT/FURNISHINGS FOR NEW STATION	10/09/18	\$254.49	\$254.49	01-4305	EQUIPMENT/FURNISHI	\$125,000.00	\$34,642.30			
							\$254.49					
26	Century Link, PO Box 91155, Seattle, WA,											
224B 09202018	09/20/18	O&M COLLECTION SYSTEM	10/11/18	\$50.31	\$50.31	04-1305	O&M COLLECTION SYS	\$175,000.00	\$158,306.14			
							\$50.31					
466	CH2MHill Engineers, Inc, PO Box 201869, Dallas, TX, 75320-1869											
381156783	08/27/18	MORNINGSTAR AND ATI PUMP STATION UPGRADES	09/27/18	\$6,302.49	\$6,302.49	04-1403	MORNINGSTAR AND AT	\$385,000.00	\$359,761.98			

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		676583CH001	10/08/18	MORNINGSTAR AND ATI PUMP STATION UPGRADES	11/08/18	\$16,651.58	\$16,651.58	04-1403	MORNINGSTAR AND AT	\$385,000.00	\$359,761.98
							\$22,954.07				
48	Cintas Corporation-172, PO Box 650838, Dallas, TX, 75265-0838										
	172441009	09/04/18	CITY HALL MAINTENANCE & SUPPLIES	10/10/18	\$69.61	\$69.61	01-1309	CITY HALL MAINTENAN	\$22,000.00	\$20,256.23	
	172441008	09/04/18	PARK SUPPLIES & MAINTENANCE	10/10/18	\$79.80	\$79.80	01-2302	PARK SUPPLIES & MAI	\$55,000.00	\$43,053.61	
	172441010	09/04/18	PARK SUPPLIES & MAINTENANCE	10/10/18	\$90.61	\$90.61	01-2302	PARK SUPPLIES & MAI	\$55,000.00	\$43,053.61	
							\$240.02				
18	Comcast, PO Box 34744, Seattle, WA, 98124-1744										
	0213455 09222018	09/22/18	CITY HALL UTILITIES	10/12/18	\$321.23	\$321.23	01-1317	CITY HALL UTILITIES	\$15,000.00	\$11,992.01	
							\$321.23				
691	Cornerstone Foundation System LLC, 140 Art Mill Lane, Roseburg, OR, 97471										
	10042018	10/04/18	Temporaty Station	10/04/18	\$9,750.00	\$9,750.00	01-4403	Temporaty Station	\$295,000.00	\$175,448.33	
							\$9,750.00				
78	Daily Journal of Commerce, PO Box 86, Minneapolis, MN, 55486-2812										
	743949660	09/19/18	BIDS PUBLICATION	10/09/18	\$308.20	\$308.20	01-1306	BIDS PUBLICATION	\$500.00	\$500.00	
							\$308.20				
659	David Evans & Associates, Inc., Dept LA 24340, Pasadena, CA, 91185-4340										
	428791	09/19/18	PCPI EXPENSE	10/19/18	\$2,708.05	\$2,708.05	02-1303	PCPI EXPENSE	\$20,000.00	\$18,967.80	
	428791	09/19/18	SEWER PCPI	10/19/18	\$2,708.05	\$2,708.05	04-1303	SEWER PCPI	\$15,000.00	\$13,967.79	
	428791	09/19/18	PCPI EXPENSE	10/19/18	\$2,708.05	\$2,708.05	05-1303	PCPI EXPENSE	\$15,000.00	\$13,967.79	
							\$8,124.15				
327	De Lage Landen Financial Services, Inc., PO Box 41602, Philadelphia, PA, 19101-1602										
	60628277	09/08/18	CONTRACTED SERVICES	10/01/18	\$392.15	\$392.15	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54	
							\$392.15				
242	Dick Welker Construction Inc., PO Box 1032, Albany, OR, 97321										
	2834	09/16/18	STORM DRAINS & DITCHES	10/16/18	\$1,200.00	\$1,200.00	03-1331	STORM DRAINS & DITC	\$21,000.00	\$18,363.09	
							\$1,200.00				
251	Dustin Patton										
	10052018	10/05/18	TELEPHONE	10/05/18	\$35.00	\$35.00	01-1358	TELEPHONE	\$7,000.00	\$6,371.15	
							\$35.00				
272	Earth2O, PO Box 70, Culver, OR, 97734										
	472521	10/02/18	CITY HALL MAINTENANCE & SUPPLIES	10/30/18	\$31.79	\$31.79	01-1309	CITY HALL MAINTENAN	\$22,000.00	\$20,256.23	
							\$31.79				
335	EC Electrical Construction Co, PO Box 4300, Portland, OR, 97208										
	168465	10/03/18	MILLERSBURG CELEBRATION	11/03/18	\$674.36	\$674.36	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$11,892.40)	

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							\$674.36				
703	Eileen Schneider	09192018	09/19/18	LIBRARY SERVICES	10/09/18	\$40.00	\$40.00	01-1340	LIBRARY SERVICES	\$3,000.00	\$2,280.00
							\$40.00				
696	EZ-Access, 700 Milwaukie Avenue N, Algonia, WA, 98001-7408	IN586249	09/26/18	Temporaty Station	10/26/18	\$13,653.72	\$13,653.72	01-4403	Temporaty Station	\$295,000.00	\$175,448.33
							\$13,653.72				
481	Ferguson Waterworks, PO Box 847411, Dallas, TX, 75284-7411	0694761	09/10/18	PARK SUPPLIES & MAINTENANCE	10/10/18	\$36.56	\$36.56	01-2302	PARK SUPPLIES & MAI	\$55,000.00	\$43,053.61
		0696787	09/14/18	PARK SUPPLIES & MAINTENANCE	10/10/18	\$43.70	\$43.70	01-2302	PARK SUPPLIES & MAI	\$55,000.00	\$43,053.61
							\$80.26				
Fire Department, P.O. Box 490, Albany, OR, 97321-0144		MB-2018-5	09/13/18	EQUIPMENT/FURNISHINGS FOR NEW STATION	09/13/18	\$7,978.71	\$7,978.71	01-4305	EQUIPMENT/FURNISHI	\$125,000.00	\$34,642.30
		MB-2018-6	09/28/18	EQUIPMENT/FURNISHINGS FOR NEW STATION	09/28/18	\$2,132.21	\$2,132.21	01-4305	EQUIPMENT/FURNISHI	\$125,000.00	\$34,642.30
		MB-2018-7	10/03/18	EQUIPMENT/FURNISHINGS FOR NEW STATION	10/03/18	\$6,713.64	\$6,713.64	01-4305	EQUIPMENT/FURNISHI	\$125,000.00	\$34,642.30
							\$16,824.56				
16	Forrest Reid	September 2018	10/01/18	CITY ATTORNEY	11/01/18	\$6,075.00	\$6,075.00	01-1316	CITY ATTORNEY	\$80,000.00	\$49,200.00
							\$6,075.00				
608	Garten Services, Inc., P.O. Box 13970, Salem, OR, 97309	M62162	09/28/18	CITY HALL MAINTENANCE & SUPPLIES	10/28/18	\$78.29	\$78.29	01-1309	CITY HALL MAINTENAN	\$22,000.00	\$20,256.23
		M62162	09/28/18	CONTRACTED SERVICES	10/28/18	\$664.92	\$664.92	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
							\$743.21				
1	Greater Albany Public School District 8J, 718 Seventh Avenue SW, Albany, OR,	10012018	10/01/18	PMNT TO GAPS	10/09/18	\$126,499.23	\$126,499.23	01-5331	PMNT TO GAPS	\$356,400.00	\$356,400.00
							\$126,499.23				
705	Helen Keever	09142018	09/14/18	LIBRARY SERVICES	10/09/18	\$40.00	\$40.00	01-1340	LIBRARY SERVICES	\$3,000.00	\$2,280.00
							\$40.00				
49	Home Depot, Home Depot Credit Service/Dept. 32 - 2501856748, PO Box 9001043, Louisville, KY, 40290-1043	2593320	09/13/18	MILLERSBURG CELEBRATION	10/01/18	\$14.94	\$14.94	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$11,892.40)
		6563541	09/13/18	PARK SUPPLIES & MAINTENANCE	10/01/18	\$22.30	\$22.30	01-2302	PARK SUPPLIES & MAI	\$55,000.00	\$43,053.61
							\$37.24				

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566 Jake Gabell		10052018	10/05/18	TELEPHONE	10/05/18	\$35.00	\$35.00	01-1358	TELEPHONE	\$7,000.00	\$6,371.15
							\$35.00				
706 Janet Denos		09182018	09/18/18	PARKS & RECREATION - CITIZEN REIMBURSEMENT PROGRAM	10/09/18	\$68.00	\$68.00	01-2301	PARKS & RECREATION	\$15,000.00	\$11,836.80
							\$68.00				
582 Jenny Wolfenbarger		10042018	10/04/18	Millersburg Celebration - VIP Event Badges	10/09/18	\$28.67	\$28.67	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$11,892.40)
10042018		10/04/18		Millersburg Celebration - Website Domain Connection	10/09/18	\$60.00	\$60.00	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$11,892.40)
10042018		10/04/18		Millersburg Celebration - Rope, t-posts, misc hardware	10/09/18	\$75.85	\$75.85	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$11,892.40)
10042018		10/04/18		Millersburg Celebration - Domain	10/09/18	\$21.35	\$21.35	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$11,892.40)
							\$185.87				
593 Jessica Staley		09132018	09/13/18	PARKS & RECREATION - CITIZEN REIMBURSEMENT PROGRAM	10/09/18	\$84.00	\$84.00	01-2301	PARKS & RECREATION	\$15,000.00	\$11,836.80
							\$84.00				
425 Jim Lepin		10032018	10/03/18	MILEAGE	10/03/18	\$90.47	\$90.47	01-1351	MILEAGE	\$1,500.00	\$1,271.10
							\$90.47				
194 K&D Engineering, PO Box 725, Albany, OR, 97321		41054	08/31/18	Temporaty Station	09/30/18	\$2,724.75	\$2,724.75	01-4403	Temporaty Station	\$295,000.00	\$175,448.33
							\$2,724.75				
20 Koontz, Perdue, Blasquez & Co., P.C., PO Box 605, Albany, OR, 97321		61079	08/31/18	ACCOUNTING & AUDIT	09/30/18	\$144.00	\$144.00	01-1302	ACCOUNTING & AUDIT	\$20,000.00	\$17,902.00
61203		09/30/18		ACCOUNTING & AUDIT	10/30/18	\$96.00	\$96.00	01-1302	ACCOUNTING & AUDIT	\$20,000.00	\$17,902.00
							\$240.00				
634 Krysia McDaniel		06262018.2	06/26/18	PARKS & RECREATION - CITIZEN REIMBURSEMENT PROGRAM	10/09/18	\$12.80	\$12.80	01-2301	PARKS & RECREATION	\$25,000.00	\$11,330.22
							\$12.80				
695 L.N. Curtis and Sons, Dept 34921, P.O. Box 39000, San Francisco, CA, 94139		INV214676	09/05/18	EQUIPMENT/FURNISHINGS FOR NEW STATION	10/05/18	\$450.26	\$450.26	01-4305	EQUIPMENT/FURNISHI	\$125,000.00	\$34,642.30
							\$450.26				
39 LifeMap Billing, PO Box 6840, Portland, OR, 97228-6840											

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		IN0382499	09/15/18	DISABILITY INSURANCE	10/04/18	\$139.74	\$139.74	01-1212	DISABILITY INSURANC	\$3,200.00	\$2,633.54	
		\$139.74										
19	Linn County Planning and Building, PO Box 100, Albany, OR, 97321											
August 2018		10/02/18	PMNT TO LINN CO BUILDING DEPT		10/02/18	\$71,651.81	\$71,651.81	01-5332	PMNT TO LINN CO BUIL	\$380,000.00	\$380,000.00	
July 2018		09/24/18	PMNT TO LINN CO BUILDING DEPT		09/24/18	\$23,443.94	\$23,443.94	01-5332	PMNT TO LINN CO BUIL	\$380,000.00	\$380,000.00	
September 2018		10/03/18	PMNT TO LINN CO BUILDING DEPT		10/03/18	\$53,537.70	\$53,537.70	01-5332	PMNT TO LINN CO BUIL	\$380,000.00	\$380,000.00	
		\$148,633.45										
697	Linn County Print & Supplies, 330 3rd Avenue SW, Albany, OR, 97321											
0-180913-1		09/13/18	CITY HALL MAINTENANCE & SUPPLIES		10/13/18	\$15.00	\$15.00	01-1309	CITY HALL MAINTENAN	\$22,000.00	\$20,256.23	
		\$15.00										
204	Linn County Road Department, 3010 Ferry Street SW, Albany, OR, 97322											
082920182		08/29/18	MILLERSBURG CELEBRATION		08/29/18	\$100.00	\$100.00	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$11,892.40)	
		\$100.00										
153	Linn County Surveyor, PO Box 100, Albany, OR, 97321											
10032018		10/03/18	OFFICE EXPENSES		10/03/18	\$12.48	\$12.48	01-1352	OFFICE EXPENSES	\$20,000.00	\$17,202.09	
		\$12.48										
449	Mary Messersmith											
09102018		09/10/18	PARKS & RECREATION - CITIZEN REIMBURSEMENT PROGRAM		09/10/18	\$79.20	\$79.20	01-2301	PARKS & RECREATION	\$15,000.00	\$11,836.80	
		\$79.20										
707	Megan Garland											
607110		08/08/18	PARKS & RECREATION - CITIZEN REIMBURSEMENT PROGRAM		10/09/18	\$40.00	\$40.00	01-2301	PARKS & RECREATION	\$15,000.00	\$11,836.80	
		\$40.00										
701	Mendy Lou Posey											
09202018		09/20/18	LIBRARY SERVICES		10/09/18	\$40.00	\$40.00	01-1340	LIBRARY SERVICES	\$3,000.00	\$2,280.00	
		\$40.00										
27	Metereaders, LLC., PO Box 1902, Lake Oswego, OR, 97035											
8532		10/01/18	O&M TRANSMISSION LINES		11/01/18	\$872.55	\$872.55	05-1304	O&M TRANSMISSION LI	\$80,000.00	\$1,880.32	
		\$872.55										
702	Michelle Schrader											
08172018		08/17/18	LIBRARY SERVICES		10/09/18	\$40.00	\$40.00	01-1340	LIBRARY SERVICES	\$3,000.00	\$2,280.00	
		\$40.00										
662	Mid-Valley Gravel Co, PO Box 1089, Philomath, OR, 97370											
43009		09/30/18	Temporaty Station		10/30/18	\$56,219.00	\$56,219.00	01-4403	Temporaty Station	\$295,000.00	\$175,448.33	
		\$56,219.00										

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55 Mid-Valley Newspapers, PO Box 742548, Cincinnati, OH, 45274-2548		98204-1	09/30/18	BIDS PUBLICATION	09/30/18	\$143.80	\$143.80	01-1306	BIDS PUBLICATION	\$500.00	\$500.00
							\$143.80				
698 Outdoor Fence Company, Stanco Mfg., Inc., 2780 19th Street SE, Salem, OR, 97302		1805092	09/12/18	CONTRACTED SERVICES	09/22/18	\$22,880.00	\$22,880.00	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
		1812726	09/12/18	CONTRACTED SERVICES	09/22/18	\$2,084.00	\$2,084.00	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
							\$24,964.00				
23 Pacific Power, PO Box 26000, Portland, OR, 97256-0001		0066 09262018	09/26/18	CITY HALL UTILITIES	10/12/18	\$727.61	\$727.61	01-1317	CITY HALL UTILITIES	\$15,000.00	\$11,992.01
		0066 09262018	09/26/18	PARK SUPPLIES & MAINTENANCE	10/12/18	\$315.78	\$315.78	01-2302	PARK SUPPLIES & MAI	\$55,000.00	\$43,053.61
		0066 09262018	09/26/18	STREET LIGHTS POWER	10/12/18	\$2,838.50	\$2,838.50	02-1323	STREET LIGHTS POWE	\$40,000.00	\$35,723.13
		0066 09262018	09/26/18	O&M COLLECTION SYSTEM	10/12/18	\$1,160.28	\$1,160.28	04-1305	O&M COLLECTION SYS	\$175,000.00	\$158,306.14
		007 10022018	10/02/18	O&M COLLECTION SYSTEM	10/18/18	\$67.87	\$67.87	04-1305	O&M COLLECTION SYS	\$175,000.00	\$158,306.14
							\$5,110.04				
6 Petro Card, PO Box 34243, Seattle, WA, 98124-1243		C366240	09/30/18	PARK SUPPLIES & MAINTENANCE	10/12/18	\$141.81	\$141.81	01-2302	PARK SUPPLIES & MAI	\$55,000.00	\$43,053.61
							\$141.81				
693 Phil Bond Construction, P.O. Box 322, Donald, OR, 97020		710	09/22/18	Temporaty Station	10/22/18	\$800.00	\$800.00	01-4403	Temporaty Station	\$295,000.00	\$175,448.33
							\$800.00				
15 Pitney Bowes Global Financial, PO Box 371887, Pittsburgh, PA, 15250-7887		1009436634	09/21/18	POSTAGE AND SHIPPING	10/21/18	\$50.99	\$50.99	01-1327	POSTAGE AND SHIPPI	\$1,000.00	\$609.39
		1009436634	09/21/18	POSTAGE	10/21/18	\$101.99	\$101.99	04-1327	POSTAGE	\$2,500.00	\$1,630.91
		1009436634	09/21/18	POSTAGE	10/21/18	\$101.99	\$101.99	05-1327	POSTAGE	\$2,500.00	\$1,630.89
							\$254.97				
191 Poe's Backhoe Service, 6590 SE 7 Mile Lane, Albany, OR, 97321		1085	09/26/18	PARK SUPPLIES & MAINTENANCE	10/26/18	\$8,770.00	\$8,770.00	01-2302	PARK SUPPLIES & MAI	\$55,000.00	\$43,053.61
							\$8,770.00				
447 R.L Reimers Company, 3939 Old Salem Road Suite# 200, Albany, OR, 97321		218528	10/05/18	MORNINGSTAR AND ATI PUMP STATION UPGRADES	10/05/18	\$140,332.10	\$140,332.10	04-1403	MORNINGSTAR AND AT	\$385,000.00	\$359,761.98
							\$140,332.10				
644 Rescue Response Gear Inc., 14771 Bluegrass Loop, Sisters, OR, 97759		52331	09/22/18	EQUIPMENT/FURNISHINGS FOR NEW STATION	10/22/18	\$236.23	\$236.23	01-4305	EQUIPMENT/FURNISHI	\$125,000.00	\$34,642.30
							\$236.23				
687 Rite Way Electric, Inc., 2904 Three Lakes Road SE, Albany, OR, 97322											

City of Millersburg
Council Approval Report
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Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
		349828	09/30/18	Temporaty Station	09/30/18	\$14,136.00	\$14,136.00	01-4403	Temporaty Station	\$295,000.00	\$175,448.33
		\$14,136.00									
704	Sarah Kretschmer										
09192018		09/19/18	LIBRARY SERVICES		10/09/18	\$40.00	\$40.00	01-1340	LIBRARY SERVICES	\$3,000.00	\$2,280.00
		\$40.00									
699	Stover, Evey and Jackson, 809 SW Western Blvd, Corvallis, OR, 97333										
3758		09/12/18	EQUIPMENT/FURNISHINGS FOR NEW STATION		09/12/18	\$2,844.00	\$2,844.00	01-4305	EQUIPMENT/FURNISHI	\$125,000.00	\$34,642.30
		\$2,844.00									
529	Terri Christenson										
10022018		10/02/18	LIBRARY SERVICES		10/09/18	\$40.00	\$40.00	01-1340	LIBRARY SERVICES	\$3,000.00	\$2,280.00
		\$40.00									
664	US Bank Equipment Finance, P.O. Box 790448, St Louis, MO, 63179-0448										
367684586		09/27/18	CONTRACTED SERVICES		10/22/18	\$120.00	\$120.00	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54
		\$120.00									
700	US Bank, P.O. Box 790428, St Louis, MO, 63179-0428										
5736 09202018		09/20/18	Millersburg Celebration - Background checks		09/20/18	\$40.00	\$40.00	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$11,892.40)
5736 09202018		09/20/18	Millersburg Celebration - Greeters		09/20/18	\$50.00	\$50.00	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$11,892.40)
5736 09202018		09/20/18	Millersburg Celebration - Trash cans, chain, misc		09/20/18	\$173.50	\$173.50	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$11,892.40)
5736 09202018		09/20/18	Millersburg Ccelebration - Chamber Greeters		09/20/18	\$19.00	\$19.00	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$11,892.40)
5736 09202018		09/20/18	Millersburg Celebration - Radio Advertising		09/20/18	\$500.00	\$500.00	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$11,892.40)
5736 09202018		09/20/18	MILLERSBURG CELEBRATION		09/20/18	\$23.10	\$23.10	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$11,892.40)
5736 09202018		09/20/18	Millersburg Celebration - Totes		09/20/18	\$554.04	\$554.04	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$11,892.40)
5736 09202018		09/20/18	Millersburg Celebration - Chamber Greeters		09/20/18	\$40.75	\$40.75	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$11,892.40)
5736 09202018		09/20/18	Millersburg Celebration - Radio Advertising		09/20/18	\$960.00	\$960.00	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$11,892.40)
5736 09202018		09/20/18	Millersburg Celebration - Radio Advertising		09/20/18	\$499.80	\$499.80	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$11,892.40)
5736 09202018		09/20/18	Millersburg Celebration - Pizza for Volunteers & Staff		09/20/18	\$60.95	\$60.95	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$11,892.40)
5736 09202018		09/20/18	Millersburg Celebration - Pizza for Volunteers & Staff		09/20/18	\$52.70	\$52.70	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$11,892.40)
5736 09202018		09/20/18	Millersburg Celebration - Background check		09/20/18	\$10.00	\$10.00	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$11,892.40)
5736 09202018		09/20/18	Millersburg Celebration - Advertising		09/20/18	\$200.00	\$200.00	01-1326	MILLERSBURG CELEBR	\$10,000.00	(\$11,892.40)
5736 09202018		09/20/18	MEETINGS & TRAINING		09/20/18	\$106.18	\$106.18	01-1335	MEETINGS & TRAINING	\$8,000.00	\$7,025.00
5736 09202018		09/20/18	Chamber Membership Forum Luncheon		09/20/18	\$60.00	\$60.00	01-1335	MEETINGS & TRAINING	\$8,000.00	\$7,025.00
5736 09202018		09/20/18	Meetings - Planning Commission Work Session		09/20/18	\$35.97	\$35.97	01-1335	MEETINGS & TRAINING	\$8,000.00	\$7,025.00
5736 09202018		09/20/18	MEETINGS & TRAINING - Investors		09/20/18	\$45.77	\$45.77	01-1335	MEETINGS & TRAINING	\$8,000.00	\$7,025.00
5736 09202018		09/20/18	OFFICE EXPENSES		09/20/18	\$10.00	\$10.00	01-1352	OFFICE EXPENSES	\$20,000.00	\$17,202.09
5736 09202018		09/20/18	OFFICE EXPENSES		09/20/18	\$15.95	\$15.95	01-1352	OFFICE EXPENSES	\$20,000.00	\$17,202.09

City of Millersburg
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Vendor										
InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance	
5736 09202018	09/20/18	OFFICE EXPENSES	09/20/18	\$204.87	\$204.87	01-1352	OFFICE EXPENSES	\$20,000.00	\$17,202.09	
5736 09202018	09/20/18	Office Expenses - Domain renewal	09/20/18	\$39.98	\$39.98	01-1352	OFFICE EXPENSES	\$20,000.00	\$17,202.09	
5736 09202018	09/20/18	Office Expense - Domain renewals	09/20/18	\$109.02	\$109.02	01-1352	OFFICE EXPENSES	\$20,000.00	\$17,202.09	
5736 09202018	09/20/18	OFFICE EXPENSES	09/20/18	\$38.89	\$38.89	01-1352	OFFICE EXPENSES	\$20,000.00	\$17,202.09	
5736 09202018	09/20/18	OFFICE EXPENSES	09/20/18	\$27.67	\$27.67	01-1352	OFFICE EXPENSES	\$20,000.00	\$17,202.09	
5736 09202018	09/20/18	OFFICE EXPENSES	09/20/18	\$69.57	\$69.57	01-1352	OFFICE EXPENSES	\$20,000.00	\$17,202.09	
5736 09202018	09/20/18	OFFICE EXPENSES	09/20/18	\$99.99	\$99.99	01-1352	OFFICE EXPENSES	\$20,000.00	\$17,202.09	
5736 09202018	09/20/18	OFFICE EXPENSES	09/20/18	\$4.86	\$4.86	01-1352	OFFICE EXPENSES	\$20,000.00	\$17,202.09	
5736 09202018	09/20/18	OFFICE EXPENSES	09/20/18	\$6.44	\$6.44	01-1352	OFFICE EXPENSES	\$20,000.00	\$17,202.09	
5736 09202018	09/20/18	OFFICE EXPENSES - Purchase in Error on Credit Card	09/20/18	\$25.00	\$25.00	01-1352	OFFICE EXPENSES	\$20,000.00	\$17,202.09	
5736 09202018	09/20/18	OFFICE EXPENSES	09/20/18	\$32.98	\$32.98	01-1352	OFFICE EXPENSES	\$20,000.00	\$17,202.09	
5736 09202018	09/20/18	Rental Property - Smoke Detectors	09/20/18	\$109.91	\$109.91	01-1357	RENTAL PROPERTY	\$5,000.00	\$5,000.00	
5736 09202018	09/20/18	PARK SUPPLIES & MAINTENANCE - Gloves	09/20/18	\$99.50	\$99.50	01-2302	PARK SUPPLIES & MAI	\$55,000.00	\$43,053.61	
5736 09202018	09/20/18	PARK SUPPLIES & MAINTENANCE	09/20/18	\$45.95	\$45.95	01-2302	PARK SUPPLIES & MAI	\$55,000.00	\$43,053.61	
5736 09202018	09/20/18	EQUIPMENT/FURNISHINGS FOR NEW STATION	09/20/18	\$26.39	\$26.39	01-4305	EQUIPMENT/FURNISHI	\$125,000.00	\$34,642.30	
5736 09202018	09/20/18	Temporaty Station	09/20/18	\$2,012.00	\$2,012.00	01-4403	Temporaty Station	\$295,000.00	\$175,448.33	
5736 09202018	09/20/18	Temporaty Station	09/20/18	\$76.97	\$76.97	01-4403	Temporaty Station	\$295,000.00	\$175,448.33	
5736 09202018	09/20/18	PCPI EXPENSE	09/20/18	\$137.66	\$137.66	02-1303	PCPI EXPENSE	\$20,000.00	\$18,967.80	
5736 09202018	09/20/18	MISCELLANEOUS - Postage	09/20/18	\$23.72	\$23.72	02-1311	MISCELLANEOUS	\$2,000.00	\$2,000.00	
					\$6,649.08					
328	Valley Merchant Police, Inc, PO Box 14, Albany, OR, 97321									
273244	09/30/18	CONTRACTED SERVICES	09/30/18	\$252.00	\$252.00	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54	
					\$252.00					
551	Verizon, PO Box 660108, Dallas, TX, 75266-0108									
9814907078	09/19/18	CITY HALL UTILITIES	10/11/18	\$40.01	\$40.01	01-1317	CITY HALL UTILITIES	\$15,000.00	\$11,992.01	
					\$40.01					
8	Weis Plumbing, 4492 Aztec Loop NE, Albany, OR, 97321									
4062	09/13/18	Temporaty Station	10/13/18	\$175.00	\$175.00	01-4403	Temporaty Station	\$295,000.00	\$175,448.33	
					\$175.00					
85	Xterma Pest Control, Inc., P.O. Box 321, Sweet Home, OR, 97386									
09132018	09/13/18	CONTRACTED SERVICES - Pest Control	10/09/18	\$50.00	\$50.00	01-1332	CONTRACTED SERVIC	\$99,500.00	\$42,264.54	
					\$50.00					

City of Millersburg
Council Approval Report
(Council Approval Report)

Vendor			InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
Total Bills To Pay:								<u>\$711,132.89</u>				



U.S. BANK
P.O. BOX 6343
FARGO ND 58125-6343



ACCOUNT NUMBER
STATEMENT DATE 09-20-2018
AMOUNT DUE \$6,609.08
NEW BALANCE \$6,609.08
PAYMENT DUE ON RECEIPT

000000504.01 SP 0.510 106481732708387 P
CITY OF MILLERSBURG
ATTN KIM WOLLENBURG
4222 OLD SALEM RD
ALBANY OR 97321-7377

AMOUNT ENCLOSED
\$

Please make check payable to
U.S. BANK

U.S. BANK
P.O. BOX 790428
ST. LOUIS, MO 63179-0428

000660908 000660908

Please tear payment coupon at perforation.

CORPORATE ACCOUNT SUMMARY

Previous Balance	Purchases And Other Charges	Cash Advances	Cash Advance Fees	Late Payment Charges	Credits	Payments	New Balance
\$6,987.75	\$6,649.08	\$0.00	\$0.00	\$0.00	\$40.00	\$6,987.75	\$6,609.08

CORPORATE ACCOUNT ACTIVITY

CITY OF MILLERSBURG

TOTAL CORPORATE ACTIVITY
\$6,987.75 CR

Post Date	Tran Date	Reference Number	Transaction Description	Amount
09-04	08-31	74798268247000000000163	PAYMENT - THANK YOU 00000 C	4,264.15 PY
09-07	09-06	74798268250000000000993	PAYMENT - THANK YOU 00000 C	2,723.60 PY

NEW ACTIVITY

JANELLE BOOTH CREDITS \$0.00 PURCHASES \$212.15 CASH ADV \$0.00 **TOTAL ACTIVITY \$212.15**

Post Date	Tran Date	Reference Number	Transaction Description	Amount
08-27	08-26	24492158238717825640885	EB WATER RIGHTS BOOT 801-413-7200 CA	25.00
09-13	09-11	24610438255010184469802	THE HOME DEPOT #4029 CORVALLIS OR	187.15

CUSTOMER SERVICE CALL

800-344-5696

ACCOUNT NUMBER

STATEMENT DATE 09/20/18
DISPUTED AMOUNT .00

ACCOUNT SUMMARY

PREVIOUS BALANCE	6,987.75
PURCHASES & OTHER CHARGES	6,649.08
CASH ADVANCES	.00
CASH ADVANCE FEES	.00
LATE PAYMENT CHARGES	.00
CREDITS	40.00
PAYMENTS	6,987.75
ACCOUNT BALANCE	6,609.08

SEND BILLING INQUIRIES TO:

U.S. BANK
P.O. Box 6335
Fargo, ND 58125-6335

AMOUNT DUE

6,609.08



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- [Current Balance Summary](#)
- [Monthly Summary](#)
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- [Month to Date Trans](#)
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- [IP Statement Guide](#)
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- Information
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- [ACH Payee Instructions](#)
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▶ Tools / Forms
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Reports - Balance Summary Report as of 10-08-2018
[View and Sort](#)

MILLERSBURG CITY OF Show inactive accounts :

3049 - MILLERSBURG CITY/PERLENFEIN W PARK ZUHL

Investment Type	Balance
Oregon LGIP	\$92,734.43
Subtotal	\$92,734.43

3063 - MILLERSBURG EAGLES NEST/MILLERSBURG DR

Investment Type	Balance
Oregon LGIP	\$328,404.59
Subtotal	\$328,404.59

3064 - CITY OF MILLERSBURG STREET SDCS

Investment Type	Balance
Oregon LGIP	\$1,017,359.68
Subtotal	\$1,017,359.68

3065 - CITY OF MILLERSBURG PARK SDCS

Investment Type	Balance
Oregon LGIP	\$324,414.51
Subtotal	\$324,414.51

3839 - MILLERSBURG CITY OF/WETLANDS PROJECT

Investment Type	Balance
Oregon LGIP	\$26,646.28
Subtotal	\$26,646.28

5809 - MILLERSBURG CITY OF

Investment Type	Balance
Oregon LGIP	\$10,687,244.70
Subtotal	\$10,687,244.70

Grand total \$12,476,804.19

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TO: Millersburg City Council
VIA: Kevin Kreitman, City Manager
FROM: City Staff
DATE: October 3, 2018 for Council Meeting October 9, 2018
SUBJECT: Project Updates Memo

Monthly Update on Projects:

Staff are currently in the process of implementing many projects and activities in the City to address objectives of the Strategic Plan, direction from Council, and needs Staff have identified. In order to facilitate tracking these tasks, a Gantt chart has been developed. As Staff continue to work on these tasks, the Gantt chart will be periodically updated and provided for Council and public information. The most recent version of Gantt chart will be provided at the October 9 meeting.

There are many tasks currently in progress. An overview of several specific tasks is provided below.

Stormwater Master Plan Update:

Cardno has submitted the draft Stormwater Master Plan and Staff are currently reviewing the document. An overview of the master plan and the recommended projects will be presented at the Council work session on October 23. This meeting will be advertised to the public. Based upon the outcome of this meeting, the final report will be presented for adoption at either the November or December Council meeting.

Temporary Fire Station 15:

As of 5:00 p.m. on October 1, Millersburg Fire Station 15 opened for service. It will be one of the stations included in Albany's Treasure Hunt event on October 6. There are a number of items remaining to be completed at the station over the next few weeks, including landscaping, flag poles, gutters, and a permanent sign. A formal opening ceremony will be scheduled in the near future.

Sewer Lift Stations Construction:

Construction on the ATI Sewer Lift Station is underway. The new lift station structure was installed on October 2. Backfilling and piping connection work is currently being done. The new lift station is scheduled to be up and running on temporary power by the end of October or early November, until permanent power is established and final work is completed in December.

Final site restoration at the Morningstar Lift Station has been completed. The disturbed soil will be hydroseeded and the fence along Millersburg Drive, which was removed during the Millersburg Drive Improvements Project, will be restored.

Crooks Creek and North Tributary Vegetation Removal:

Vegetation removal on Crooks Creek and its north tributary was awarded to Poe Excavation. Brush cutting on the north tributary of Crooks Creek began on October 4. It is anticipated that the work on the north tributary will take approximately 3 days. Once the north tributary is finished, the contractor will cut brush within the main channel of Crooks Creek from Old Salem Road to Millersburg Drive. It is anticipated that this work will take approximately 1 week. City Staff are contacting property owners to notify them of the work.

Crack Sealing Sweetwater Subdivision and Millersburg Drive west of Woods Road:

The crack sealing project was awarded to Toploc Asphalt Maintenance for an amount not to exceed \$10,000 (the amount budgeted for this project was \$25,000). Contracting has been completed, and we anticipate receiving a schedule from the contractor soon. Once the schedule is determined, it will be posted to the website and reader board as notification to residents.

Street Sweeping:

The City's street sweeping contract was awarded last month and the new sweeper (Wheat, LLC) will begin sweeping City streets in October. Sweepings will take place the third week of the month, beginning on Wednesdays. The first sweeping of all City streets will take place October 17-19. An additional once-a-month sweeping of Millersburg Drive, Alexander Lane, Conser Road, and Woods Road will take place on October 5. After the first month, the schedule will be revisited and adjusted if needed. A map of City streets to be swept and the schedule will be posted on the City website.

Woods Road Paving:

Pavement patching and full width overlay on Woods Road is scheduled to take place October 3-5. The contractor for the Lone Oak subdivision is required to patch Woods Road in the location of the sewer line work. This work is being extended to provide a full street width overlay at an estimated cost to the City of approximately \$6,000. Due to the location and extent of the work, it is necessary to close this section of Woods Road during paving activities.

Parks Master Plan RFQ:

The Parks Master Plan RFQ was advertised on September 14, with qualifications due by October 5. A list of proposals will be provided at the Council meeting. Submittals will be evaluated by Staff, with the intent to present the contract with the selected company to Council for approval at the November 13, 2018 Council meeting.