

**City of Rainier
Work Session Minutes
October 3, 2011
6:00 p.m.
Rainier City Hall
106 West "B" Street**

Meeting called to order by Council President, Phil Butcher at 6:03 p.m.

Council Present: Phil Butcher, Russ Moon, Scott Cooper, Bill Vilardi and Dave Langford.

Council Absent: Mayor Jerry Cole, Sloan Nelson and Mike Avent.

City Staff Present: Debbie Dudley and Bobby Jo Brusco-Harding.

"B" Street Scope of Work Discussion:

Tom Weatherford, ODOT, stated he would like to see two things at this point: 1) a City staff person assigned as project manager and, 2) a decision on the reduced scope of work for "B" Street from West 3rd to East 2nd Streets. Bark dust, tree types, lights, around 31 light pole locations, designs and sidewalk and sidewalk scoring were part of the discussion. Dudley asked if increased scoring would increase the cost and Weatherford replied it would. Weatherford stated trees would be on both sides of the street. Butcher stated he was checking into underground utilities with Clatskanie PUD that could be done at the same time and the cost could possibly be passed onto the citizens by extending the franchise fee as a possibility. There would be an additional cost for customers to hook up to the underground utilities. The poles could be like the same ones on "A" Street. The trees would cost around \$375 per tree. Butcher asked what the cost would be to the city for ODOT and WHP to add the underground utilities to the project. Weatherford said adding the underground utilities to the engineered plans would be minor depending on who does the design, but the cost for undergrounding the utilities was extremely expensive.

Dudley asked what we were looking at as far as project scheduling. Weatherford stated we were three or four months off where he thought we would be at this point. Weatherford said we were still okay but the project needs to be out for bid by October, 2012. Weatherford said the biggest hurdles are environmental and right-of-ways.

Redefine Organizational Structure Discussion:

Cooper contacted LGPI and they put together a proposal for the Council to study which includes redefining the organizational structure, staffing levels, compensation and union negotiations. Cooper said this will provide a template to work from. Cooper said items could be added or subtracted from LGPI's the proposal and other enterprises could be involved. Dudley stated PSU and Oregon State University both have programs the City may be able to use and grant funding may be available. Dudley suggested checking with

the private sector and with LOC to see what they would charge. Dudley pointed out the proposal included many components and council's recommendation would determine the cost. Moon asked if the project could cost \$23,000.00 and Cooper said it could. Langford said it could take five or six months and wanted to know where the money to pay for it would come. Cooper said that is why he thought it would be a good idea to contact PSU or OSU. Langford asked if there was a fee through PSU or OSU and Cooper said he didn't know but it was a path to explore. Dudley explained the LGPI plan addresses a review of all employees, not just management staff and that may be something that could be reduced in the scope of work. Dudley added that in addition to redefining the organizational structure it also goes addresses the union negotiations. Butcher added possibly a graduate class would be interested in the project. Dudley said this was a roadmap for various opportunities and components and they will bring back more information at the next meeting regarding funding and any other opportunities. Butcher said it was a good roadmap to start with. Moon said it was hard to look at as a tax payer since we are paying \$7,000 a month and then another \$23,000, where will that money be made up and what is the return on investment. Dudley said the return may be indentified when we make sure our organizational structure is where it needs to be. Moon said that doesn't save the City money. Dudley responded that it could in the long run by identifying staffing and compensation issues and Moon said maybe it would. Moon asked how many classifications we had and how many employees we have. Dudley said we have 21 classifications and 17 employees. There was a discussion regarding the tables that included the starting and ending range and all ranges in between. Cooper stated LOC recommended LGPI. Dudley stated this was in conjunction with union negotiations. Moon said he hasn't seen any roadmap or correspondence to LOC. Butcher said it is good information and the LOC and other resources offer grants. Langford said this would take six months before anything is started. Dudley said this starts the dialogue to see what we want to do. Dudley said this was a roadmap and they could bring back information regarding internships or programs at the next meeting and if anyone had anything to add to let them know and they would put it on the list, Butcher agreed. Cooper said if they find out they are under or over staffed it would be a benefit to know. Moon expressed concern regarding health care and Dudley stated that the City is through City/County Insurance Services and they do a market survey. Dudley said the health care plans are designated through the various unions.

The work session was adjourned at 6:50 p.m.

Jerry Cole, Mayor

Attested: _____
Debra Dudley, Recorder

