

ADAIR VILLAGE CITY COUNCIL-Final
City Hall - 6030 Wm. R Carr Av.
****Tuesday, November 7, 2023 - 6:00pm****

1. ROLL CALL – Flag Salute

2. CONSENT CALENDAR: - *The following items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member so requests, in which case the item will be discussed before the Consent Calendar is considered. If any item involves a potential conflict of interest, Council members should so note before adoption of the Consent Calendar.*

- a. Minutes – City Council Meeting – October 3, 2023 (Attachment A)
- b. Bills List through – October 30, 2023 (Attachment B) \$116,380.68

3. PUBLIC COMMENT (Please limit comments to 3 minutes)

4. STAFF REPORTS:

- a) Sheriff's Report (Attachment C) Pat Hare
- b) CSO Report (Attachment D) Pat Hare
- c) City Administrator (Attachment E) Pat Hare
- d) Public Works Report (Attachment F) Pat Hare
- e) Financial Report (Attachment G) Pat Hare

5. OLD BUSINESS:

- a) Cell Tower Ground Lease (Attachment H) Pat Hare
Action: Discussion
- b) Water/Wastewater Rates (Attachment I, I1) Pat Hare
Action: Discussion

6. NEW BUSINESS:

- a) Community Service Consortium (Attachment J) Pegge McGuire
Action: Discussion

7. ORDINANCES, RESOLUTIONS, AND PROCLAMATIONS:

- a) N/A Pat Hare
Action: Decision

8. EXECUTIVE SESSION

- a) N/A
Action: n/a

9. COUNCIL and MAYOR COMMENTS:

10. ADJOURNMENT:

Next meetings -

City Council –Tuesday, December 5, 2023, 6:00 PM
Planning Commission – December 19, 2023, 6:00pm

The Community Center is accessible to person with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting by calling City Offices at 541-745-5507 or e-mail "karla_mcgrath@adairvillage.org", or Oregon Relay Services by dialing 7-1-1. The City of Adair Village is an Equal Opportunity Employer.

The order in which items on the Agenda are addressed by the City Council may vary from the order shown on the Agenda.

**ADAIR VILLAGE
CITY COUNCIL MINUTES
6030 William R. Carr Avenue
Tuesday, Oct 3, 2023 – 6:00 PM**

Agenda Item	Action
<p>1. Roll Call: City Council Members present: Councilors Officer, Ray, and Mayor Currier were present. Councilor Fuller was absent. City Administrator Hare was present. The minutes were taken by CA Hare.</p>	<p>Mayor Currier called the meeting to order at 6:00 PM. and led the flag salute.</p>
<p>2. Consent Calendar Attachment A Minutes of the September 5, 2023, City Council Meeting Attachment B Bills List through September 31, 2023 (\$115,982.74).</p>	<p>Councilor Officer moved to approve the Consent Calendar. Councilor Ray seconded. Unanimous Approval (4-0).</p>
<p>3. Public Comment</p>	<p>None.</p>
<p>4. Staff Reports 4a. Attachment C – Sheriff’s Report - CA Hare presented the report.</p>	<p>Council received the report.</p>
<p>4b. Attachment D– CSO Report - CA Hare presented the report.</p>	<p>Council received the report.</p>
<p>4c. Attachment E– City Administrator’s Report Administration</p> <ul style="list-style-type: none"> • Payroll – Staff have worked closely with Caselle and this month’s payroll will be through our new software. We’re still working to get the financials updated and the new budget in. • Tangent – The rain always brings a new challenge in Tangent as they are on septic system that leak during the rainy season. This means staff will be called out more. • City Planner – The City of Philomath has offered the job to a candidate that Chris Workman and I interviewed for the position and were hoping that they can start mid-October. <p>Property/Businesses</p> <ul style="list-style-type: none"> • AVIS – Staff installed some new warning signs out at the site and DEQ has made comments back on the first proposal. • Downtown – Civil West and I received a quote from a firm to work with to get drawings and digital renderings of the downtown. • Restaurant –I talked with the potential Tennant, and they are still looking at the beginning of spring. <p>Major Projects/Engineering</p> <ul style="list-style-type: none"> • Water Plant – The nest project that we will be looking at for the water plant is a new backwash pump. The existing pump is 	<p>Council received the report.</p>

<p>still one of the originals.</p> <ul style="list-style-type: none"> • Calloway Creek – The bridge has had some setbacks due to the weather, but they are hoping to have the excavation work done in the next few weeks. • Wastewater Plant – Civil west and I are still working with the company that built the screen to get things working correctly. They are sending one of their technicians out this month. • Water Lines – Staff will be working over the next few months to replace all the water lines in Cory Court. There have been a few different leaks there and the saddles are in bad condition. 	
<p>4d. Attachment F – Public Works Report CA Hare presented the report.</p>	<p>Council received the report.</p>
<p>4e. Attachment G – Financial Report CA Hare presented the report. The balance in the Local Government Investment Pool is approximately \$3,881,501.20. Last year in September, the balance was \$3,854,063.18.</p>	<p>Council received the report.</p>
<p>5a. Old Business – (Attachment H) Cell Tower Ground Lease</p>	
<p>6 New Business</p> <p>6a. (Attachment I) Community Service Consortium</p> <p>6b. (Attachment J, J1) Downtown Renderings</p>	
<p>7 Ordinance, Resolutions, and Proclamations</p> <p>7a. (Attachment K) – Resolution 2023 -8 Removing Judge Position</p>	<p>City Administrator read the resolution by title</p> <p>Councilor Officer moved to approve the resolution. Councilor Ray seconded. Unanimous Approval (4-0).</p>
<p>8. Executive Session</p>	
<p>9. Council and Mayor Comments</p>	
<p>10. Adjournment: City Council –Tuesday, Nov 7, 2023, 6:00 PM Planning Commission – Tuesday, Oct 17, 2023, 6:00pm</p>	<p>Mayor Currier adjourned the meeting at 7:42 p.m.</p>

Oct 2023 Bills	Date	Amount
	10/3/2023	\$16,730.52
	10/3/2023	\$24,971.01
	10/3/2023	\$24,964.85
	10/12/2023	\$24,175.23
	10/20/2023	\$16,281.70
	10/24/2023	\$9,257.37

Total \$116,380.68

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
690 Bank of America									
09232023	1	Credit Card Charges	Invoice	09/23/2023	10/23/2023	1,266.82		1,266.82	100-000-28000
Total 09232023:						1,266.82	.00	1,266.82	
Total 690 Bank of America:						1,266.82	.00	✓ 1,266.82	75875
870 Benton County Oregon									
4816	1	Road Signs	Invoice	09/29/2023	10/29/2023	160.00		160.00	200-410-52002
Total 4816:						160.00	.00	✓ 160.00	
4817	1	Road Signs	Invoice	09/29/2023	10/29/2023	80.00		80.00	200-410-52002
Total 4817:						80.00	.00	✓ 80.00	
Total 870 Benton County Oregon:						240.00	.00	✓ 240.00	25876
890 Best Pots Inc									
A-515337	1	Standard Rented Unit	Invoice	09/30/2023	10/30/2023	106.64		106.64	500-420-52019
Total A-515337:						106.64	.00	106.64	
Total 890 Best Pots Inc:						106.64	.00	✓ 106.64	25877
1410 Century Link									
09162023	1	541-928-8372 054B	Invoice	09/16/2023	10/16/2023	98.46		98.46	500-420-52110
Total 09162023:						98.46	.00	✓ 98.46	
09252023	1	503-131-4410 130b	Invoice	09/25/2023	10/25/2023	53.95		53.95	500-420-52110
Total 09252023:						53.95	.00	✓ 53.95	
Total 1410 Century Link:						152.41	.00	✓ 152.41	25878
1550 City of Corvallis									
4510597	1	Fuel	Invoice	09/01/2023	10/15/2023	707.61		707.61	500-420-52014
Total 4510597:						707.61	.00	✓ 707.61	
4510751	1	Fuel	Invoice	09/01/2023	10/15/2023	358.02		358.02	500-420-52014
Total 4510751:						358.02	.00	✓ 358.02	
4510932	1	Fuel	Invoice	09/15/2023	10/15/2023	848.33		848.33	500-420-52014
Total 4510932:						848.33	.00	✓ 848.33	
Total 1550 City of Corvallis:						1,913.96	.00	✓ 1,913.96	25879
1800 Consumers Power Inc.									
09192023	1	1152401	Invoice	09/19/2023	10/19/2023	35.78		35.78	100-300-52109
09192023	2	1152400	Invoice	09/19/2023	10/19/2023	1,194.00		1,194.00	200-410-52109
09192023	3	1152406	Invoice	09/19/2023	10/19/2023	155.21		155.21	100-900-52109
09192023	4	1152409	Invoice	09/19/2023	10/19/2023	35.98		35.98	100-900-52109

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
09192023	5	1152410	Invoice	09/19/2023	10/19/2023	67.90		✓ 67.90	510-430-52109
09192023	6	1152411	Invoice	09/19/2023	10/19/2023	79.49		✓ 79.49	500-420-52109
09192023	7	1152413	Invoice	09/19/2023	10/19/2023	101.05		✓ 101.05	510-430-52109
09192023	8	1152414	Invoice	09/19/2023	10/19/2023	35.05		✓ 35.05	500-420-52109
09192023	9	1152415	Invoice	09/19/2023	10/19/2023	35.05		✓ 35.05	100-900-52109
09192023	10	1152419	Invoice	09/19/2023	10/19/2023	35.05		✓ 35.05	500-420-53502
09192023	11	1152420	Invoice	09/19/2023	10/19/2023	289.48		✓ 289.48	510-430-52109
Total 09192023:						2,064.04	.00	2,064.04	
Total 1800 Consumers Power Inc.:						2,064.04	.00	✓ 2,064.04	25880
1930 Corvallis Rental Equipment Inc.									
433579	1	Rental Equipment for Streets	Invoice	09/22/2023	10/22/2023	581.40		581.40	200-410-52011
Total 433579:						581.40	.00	✓ 581.40	
433696	1	Rental Equipment for Streets	Invoice	09/20/2023	10/20/2023	558.60		558.60	200-410-52011
Total 433696:						558.60	.00	✓ 558.60	
Total 1930 Corvallis Rental Equipment Inc.:						1,140.00	.00	✓ 1,140.00	25881
2300 Delapoer Kidd Attorneys at Law									
1989	1	General City matters	Invoice	10/02/2023	11/02/2023	875.00		875.00	100-900-52017
Total 1989:						875.00	.00	875.00	
Total 2300 Delapoer Kidd Attorneys at Law:						875.00	.00	✓ 875.00	25882
2520 Edge Analytical, Inc									
23-26553	1	Quarterly TOC	Invoice	09/01/2023	10/01/2023	113.40		113.40	500-420-52104
Total 23-26553:						113.40	.00	✓ 113.40	
23-29663	1	Lab work	Invoice	09/27/2023	10/27/2023	40.00		40.00	500-420-52104
Total 23-29663:						40.00	.00	✓ 40.00	
Total 2520 Edge Analytical, Inc:						153.40	.00	✓ 153.40	25883
2670 Ferguson Enterprises Inc									
1221901	1	software support	Invoice	09/12/2023	10/12/2023	2,635.05		2,635.05	500-420-52011
Total 1221901:						2,635.05	.00	2,635.05	
Total 2670 Ferguson Enterprises Inc:						2,635.05	.00	✓ 2,635.05	25884
7510 Kristopher Schendel									
2304	1	Code Enforcement	Invoice	09/26/2023	10/05/2023	2,500.00		2,500.00	100-900-52019
Total 2304:						2,500.00	.00	2,500.00	
Total 7510 Kristopher Schendel:						2,500.00	.00	✓ 2,500.00	25885
3950 Linn-Benton Community College									
7161	1	Printing code enforcement parking t	Invoice	09/29/2023	10/29/2023	101.37		✓ 101.37	100-900-52019
									25886

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 7161:						101.37	.00	101.37	
Total 3950 Linn-Benton Community College:						101.37	.00	101.37	
7508 McKenna Ziegler 00005	1	Cleaning Services Sept	Invoice	10/01/2023	10/05/2023	350.00		350.00	100-900-52019
Total 00005:						350.00	.00	350.00	
Total 7508 McKenna Ziegler:						350.00	.00	✓ 350.00	25887
4480 Mission Communications 1080563	1	Service Package Water Storage	Invoice	09/25/2023	10/25/2023	970.80		970.80	500-420-52022
Total 1080563:						970.80	.00	970.80	
Total 4480 Mission Communications:						970.80	.00	✓ 970.80	25888
7512 Morgan French 10032023	1	Reimbursement for CC expense to	Invoice	10/03/2023	10/05/2023	41.16		41.16	500-420-52002
Total 10032023:						41.16	.00	41.16	
Total 7512 Morgan French:						41.16	.00	✓ 41.16	25889
4670 NW Natural 09272023	1	1407224-3	Invoice	09/27/2023	10/26/2023	16.61		16.61	100-900-52109
Total 09272023:						16.61	.00	16.61	
Total 4670 NW Natural:						16.61	.00	✓ 16.61	25890
4800 One Call Concepts Inc 3090313	1	OR Utility Notification Center	Invoice	09/30/2023	10/30/2023	23.75		23.75	500-420-52109
3090313	2	OR Utility Notification Center	Invoice	09/30/2023	10/30/2023	23.75		23.75	510-430-52109
Total 3090313:						47.50	.00	47.50	
Total 4800 One Call Concepts Inc:						47.50	.00	✓ 47.50	short off to 10/10 25891
5360 Pat Hare 10022023	1	Refund for use of personal credit ca	Invoice	10/02/2023	10/03/2023	43.90		43.90	100-900-52002
Total 10022023:						43.90	.00	43.90	
Total 5360 Pat Hare:						43.90	.00	✓ 43.90	25892
6320 Spaeth Lumber & Home Center 2309-149721	1	Water softener crystals	Invoice	09/08/2023	10/08/2023	600.42		600.42	500-420-52002
Total 2309-149721:						600.42	.00	600.42	
Total 6320 Spaeth Lumber & Home Center:						600.42	.00	✓ 600.42	25893
7493 The Party Store 543035-2.REP	1	Founders day	Invoice	09/26/2023	10/01/2023	711.44		711.44	100-300-52111
Total 7493 The Party Store:						711.44	.00	✓ 711.44	25894

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 543035-2.REP:						711.44	.00	711.44	
Total 7493 The Party Store:						711.44	.00	711.44	
7290 Willamette Valley Processors									
1653	1	Emergency Management	Invoice	09/27/2023	10/05/2023	800.00		✓ 800.00	100-900-52019
Total 1653:						800.00	.00	800.00	
Total 7290 Willamette Valley Processors:						800.00	.00	800.00	25895
Total :						16,730.52	.00	16,730.52	
Grand Totals:						16,730.52	.00	16,730.52	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-000-28000	1,266.82	.00	1,266.82
100-300-52109	35.78	.00	35.78
100-300-52111	711.44	.00	711.44
100-900-52002	43.90	.00	43.90
100-900-52017	875.00	.00	875.00
100-900-52019	3,751.37	.00	3,751.37
100-900-52109	242.85	.00	242.85
200-410-52002	240.00	.00	240.00
200-410-52011	1,140.00	.00	1,140.00
200-410-52109	1,194.00	.00	1,194.00
500-420-52002	641.58	.00	641.58
500-420-52011	2,635.05	.00	2,635.05
500-420-52014	1,913.96	.00	1,913.96
500-420-52019	106.64	.00	106.64
500-420-52022	970.80	.00	970.80
500-420-52104	153.40	.00	153.40
500-420-52109	138.29	.00	138.29
500-420-52110	152.41	.00	152.41
500-420-53502	35.05	.00	35.05
510-430-52109	482.18	.00	482.18
Grand Totals:	16,730.52	.00	16,730.52

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10/3/23

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
09/23	15,420.46	.00	15,420.46
10/23	1,310.06	.00	1,310.06

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
Grand Totals:	16,730.52	.00	16,730.52

Ap copy of Payroll Run

City of Adair Village

Unpaid Invoice Report - 4
Posting period: 10/23

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Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
7513 Alec Lathrop									
10052023	1	pks	Invoice	10/03/2023	10/05/2023	584.34		584.34	100-300-50058
10052023	2	str	Invoice	10/03/2023	10/05/2023	146.08		146.08	200-410-50058
10052023	3	W	Invoice	10/03/2023	10/05/2023	1,606.93		1,606.93	500-420-50058
10052023	4	WW	Invoice	10/03/2023	10/05/2023	438.25		438.25	510-430-50058
10052023	5	SD	Invoice	10/03/2023	10/05/2023	146.09		146.09	520-440-50058
Total 10052023:						2,921.69	.00	2,921.69	
Total 7513 Alec Lathrop:						2,921.69	.00	2,921.69	25896
7515 Dakota Trufant									
10052023	1	Parks	Invoice	10/03/2023	10/05/2023	244.98		244.98	100-300-50058
10052023	2	Streets	Invoice	10/03/2023	10/05/2023	61.25		61.25	200-410-50058
10052023	3	Water	Invoice	10/03/2023	10/05/2023	673.71		673.71	500-420-50058
10052023	4	Wastewater	Invoice	10/03/2023	10/05/2023	183.74		183.74	510-430-50058
10052023	5	Storm Drain	Invoice	10/03/2023	10/05/2023	61.24		61.24	520-440-50058
Total 10052023:						1,224.92	.00	1,224.92	
Total 7515 Dakota Trufant:						1,224.92	.00	1,224.92	25897
7514 David Kemper									
10052023	1	October 5 2023 payroll	Invoice	10/03/2023	10/05/2023	916.22		916.22	510-430-50052
Total 10052023:						916.22	.00	916.22	
Total 7514 David Kemper:						916.22	.00	916.22	25898
7440 Karla McGrath									
10052023	1	Admin	Invoice	10/03/2023	10/05/2023	464.84		464.84	100-100-50018
10052023	2	Streets	Invoice	10/03/2023	10/05/2023	154.95		154.95	200-410-50018
10052023	3	Water	Invoice	10/03/2023	10/05/2023	1,549.46		1,549.46	500-420-50018
10052023	4	Wastewater	Invoice	10/03/2023	10/05/2023	852.20		852.20	510-430-50018
10052023	5	Storm Drain	Invoice	10/03/2023	10/05/2023	77.47		77.47	520-440-50018
Total 10052023:						3,098.92	.00	3,098.92	
Total 7440 Karla McGrath:						3,098.92	.00	3,098.92	25899
4240 Matt Lydon									
10052023	1	Streets	Invoice	10/03/2023	10/05/2023	521.09		521.09	200-410-50050
10052023	2	Water	Invoice	10/03/2023	10/05/2023	3,126.52		3,126.52	500-420-50050
10052023	3	Wastewater	Invoice	10/03/2023	10/05/2023	1,302.72		1,302.72	510-430-50050
10052023	4	Storm Drain	Invoice	10/03/2023	10/05/2023	260.53		260.53	520-440-50050
Total 10052023:						5,210.86	.00	5,210.86	
Total 4240 Matt Lydon:						5,210.86	.00	5,210.86	25900
7512 Morgan French									
10052023	1	Parks	Invoice	10/03/2023	10/03/2023	617.73		617.73	100-300-50054
10052023	2	Streets	Invoice	10/03/2023	10/03/2023	154.43		154.43	200-410-50054
10052023	3	Water	Invoice	10/03/2023	10/03/2023	1,698.75		1,698.75	500-420-50054
10052023	4	Wastewater	Invoice	10/03/2023	10/03/2023	463.29		463.29	510-430-50054
10052023	5	Storm Drain	Invoice	10/03/2023	10/03/2023	154.43		154.43	520-440-50054

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 10052023:						3,088.63	.00	3,088.63	25901
Total 7512 Morgan French:						3,088.63	.00	3,088.63	
5360 Pat Hare									
10052023	1	Admin	Invoice	10/03/2023	10/05/2023	4,680.37		4,680.37	100-100-50010
10052023	2	PS	Invoice	10/03/2023	10/05/2023	425.49		425.49	100-200-50010
10052023	3	Water	Invoice	10/03/2023	10/05/2023	1,701.95		1,701.95	500-420-50010
10052023	4	WW	Invoice	10/03/2023	10/05/2023	1,276.47		1,276.47	510-430-50010
10052023	5	SD	Invoice	10/03/2023	10/05/2023	212.74		212.74	520-440-50010
10052023	6	STR	Invoice	10/03/2023	10/05/2023	212.75		212.75	200-410-50010
Total 10052023:						8,509.77	.00	8,509.77	25902
Total 5360 Pat Hare:						8,509.77	.00	8,509.77	
Total :						24,971.01	.00	24,971.01	
Grand Totals:						24,971.01	.00	24,971.01	

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-100-50010	4,680.37	.00	4,680.37
100-100-50018	464.84	.00	464.84
100-200-50010	425.49	.00	425.49
100-300-50054	617.73	.00	617.73
100-300-50058	829.32	.00	829.32
200-410-50010	212.75	.00	212.75
200-410-50018	154.95	.00	154.95
200-410-50050	521.09	.00	521.09
200-410-50054	154.43	.00	154.43
200-410-50058	207.33	.00	207.33
500-420-50010	1,701.95	.00	1,701.95
500-420-50018	1,549.46	.00	1,549.46
500-420-50050	3,126.52	.00	3,126.52
500-420-50054	1,698.75	.00	1,698.75
500-420-50058	2,280.64	.00	2,280.64
510-430-50010	1,276.47	.00	1,276.47
510-430-50018	852.20	.00	852.20
510-430-50050	1,302.72	.00	1,302.72
510-430-50052	916.22	.00	916.22
510-430-50054	463.29	.00	463.29
510-430-50058	621.99	.00	621.99
520-440-50010	212.74	.00	212.74
520-440-50016	77.47	.00	77.47
520-440-50050	260.53	.00	260.53
520-440-50054	154.43	.00	154.43
520-440-50058	207.33	.00	207.33
Grand Totals:	24,971.01	.00	24,971.01

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
10/23	24,971.01	.00	24,971.01
Grand Totals:	24,971.01	.00	24,971.01

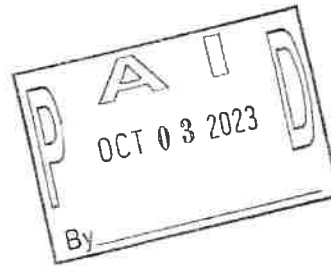
Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
1610 Civil West Engineering Services Inc									
1001.001B.009	1	General services	Invoice	10/02/2023	11/02/2023	255.00		255.00	500-420-52020
1001.001B.009	2	General Services	Invoice	10/02/2023	11/02/2023	1,100.00		1,100.00	510-430-52020
1001.001B.009	3	General Services	Invoice	10/02/2023	11/02/2023	425.00		425.00	100-900-52020
1001.001B.009	4	General Services	Invoice	10/02/2023	11/02/2023	1,684.00		1,684.00	100-900-52020
Total 1001.001B.009:						3,464.00	.00	3,464.00	
1001.028.037	1	WWTP	Invoice	10/02/2023	11/02/2023	2,623.50		2,623.50	510-430-52020
Total 1001.028.037:						2,623.50	.00	2,623.50	
1001.032.026	1	HMGP waterline replacement	Invoice	10/02/2023	11/02/2023	18,877.35		18,877.35	500-420-53503
Total 1001.032.026:						18,877.35	.00	18,877.35	
Total 1610 Civil West Engineering Services Inc:						24,964.85	.00	24,964.85	
Total :						24,964.85	.00	24,964.85	
Grand Totals:						24,964.85	.00	24,964.85	

25903

[Signature]
10/3/23

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-900-52020	2,109.00	.00	2,109.00
500-420-52020	255.00	.00	255.00
500-420-53503	18,877.35	.00	18,877.35
510-430-52020	3,723.50	.00	3,723.50
Grand Totals:	24,964.85	.00	24,964.85



Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
10/23	24,964.85	.00	24,964.85
Grand Totals:	24,964.85	.00	24,964.85

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
150 A & B Septic									
61046	1	Work for Tangent	Invoice	09/06/2023	10/15/2023	1,635.00		1,635.00	100-900-52115
		Total 61046:				1,635.00	.00	✓ 1,635.00	
61092	1	Work for Tangent	Invoice	09/11/2023	10/11/2023	95.00		95.00	100-900-52115
		Total 61092:				95.00	.00	✓ 95.00	
61093	1	Work for Tangent	Invoice	09/11/2023	10/11/2023	375.00		375.00	100-900-52115
		Total 61093:				375.00	.00	✓ 375.00	
61158	1	Work for Tangent	Invoice	09/15/2023	10/15/2023	1,920.00		1,920.00	100-900-52115
		Total 61158:				1,920.00	.00	✓ 1,920.00	
61159	1	Work for Tangent	Invoice	09/15/2023	10/15/2023	325.00		325.00	100-900-52115
		Total 61159:				325.00	.00	✓ 325.00	
61160	1	Work for Tangent	Invoice	09/15/2023	10/15/2023	200.00		200.00	100-900-52115
		Total 61160:				200.00	.00	✓ 200.00	
61176	1	Work for Tangent	Invoice	09/19/2023	10/19/2023	200.00		200.00	100-900-52115
		Total 61176:				200.00	.00	✓ 200.00	
61177	1	Work for Tangent	Invoice	09/19/2023	10/19/2023	200.00		200.00	100-900-52115
		Total 61177:				200.00	.00	✓ 200.00	
61196	1	Work for Tangent	Invoice	09/19/2023	10/19/2023	645.00		645.00	100-900-52115
		Total 61196:				645.00	.00	✓ 645.00	
61197	1	Work for Tangent	Invoice	09/19/2023	10/19/2023	1,180.00		1,180.00	100-900-52115
		Total 61197:				1,180.00	.00	✓ 1,180.00	
61198	1	Work for Tangent	Invoice	09/19/2023	10/19/2023	375.00		375.00	100-900-52115
		Total 61198:				375.00	.00	✓ 375.00	
61285	1	Work for Tangent	Invoice	09/26/2023	10/26/2023	200.00		200.00	100-900-52115
		Total 61285:				200.00	.00	✓ 200.00	
61302	1	Work for Tangent	Invoice	09/27/2023	10/27/2023	200.00		200.00	100-900-52115
		Total 61302:				200.00	.00	✓ 200.00	
61343	1	Work for Tangent	Invoice	09/29/2023	10/29/2023	1,355.00		1,355.00	100-900-52115

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 61343:						1,355.00	.00	1,355.00	
Total 150 A & B Septic:						8,905.00	.00	✓ 8,905.00	25904
830 Benton County Sheriff									
122413	1	Law Enforcement Services	Invoice	10/03/2023	11/03/2023	9,570.00		9,570.00	100-200-52019
Total 122413:						9,570.00	.00	9,570.00	
Total 830 Benton County Sheriff:						9,570.00	.00	✓ 9,570.00	25905
1340 Caselle Inc.									
128047	1	Monthly Software Hosting Fees	Invoice	10/01/2023	11/01/2023	600.75		600.75	500-420-52114
128047	2	Monthly Software Hosting Fee	Invoice	10/01/2023	11/01/2023	400.50		400.50	100-900-52114
128047	3	Monthly Software Hosting Fee	Invoice	10/01/2023	11/01/2023	200.25		200.25	510-430-52114
128047	4	Monthly Software Hosting Fee	Invoice	10/01/2023	11/01/2023	66.75		66.75	200-410-52114
128047	5	Monthly Software Hosting Fee	Invoice	10/01/2023	11/01/2023	66.75		66.75	520-440-52114
Total 128047:						1,335.00	.00	1,335.00	
Total 1340 Caselle Inc.:						1,335.00	.00	✓ 1,335.00	25906
1910 Corvallis Power Equipment									
91823CA	1	Equipment maintenance	Invoice	09/30/2023	10/30/2023	76.45		76.45	100-300-52022
Total 91823CA:						76.45	.00	76.45	
Total 1910 Corvallis Power Equipment:						76.45	.00	✓ 76.45	25907
2520 Edge Analytical, Inc									
23-26552	1	Lab Work	Invoice	10/03/2023	11/03/2023	295.20		295.20	500-420-52104
Total 23-26552:						295.20	.00	295.20	
Total 2520 Edge Analytical, Inc:						295.20	.00	✓ 295.20	25908
2670 Ferguson Enterprises Inc									
1225544	1	Software Support	Invoice	09/20/2023	10/20/2023	34.80		34.80	500-420-52011
Total 1225544:						34.80	.00	34.80	
Total 2670 Ferguson Enterprises Inc:						34.80	.00	✓ 34.80	25909
5300 Pacific Power/PacificCorp									
10262023	1	02099381-001 7	Invoice	10/26/2023	11/26/2023	2,205.27		2,205.27	500-420-52109
Total 10262023:						2,205.27	.00	2,205.27	
Total 5300 Pacific Power/PacificCorp:						2,205.27	.00	2,205.27	25910
5780 Republic Services #452									
0452-00509875	1	3-0452-0023479	Invoice	09/30/2023	10/30/2023	42.11		42.11	100-900-52109
Total 0452-005098753:						42.11	.00	✓ 42.11	

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 5780 Republic Services #452:						42.11	.00	42.11	25911
6020 Schaefer's Recreation Equipment Co									
141635-1	1	Carboy	Invoice	09/07/2023	10/15/2023	75.28		75.28	200-410-52002
Total 141635-1:						75.28	.00	75.28	
141794-1	1	Carboy	Invoice	09/15/2023	10/15/2023	570.28		570.28	200-410-52002
Total 141794-1:						570.28	.00	570.28	
142192-1	1	Carboy	Invoice	09/28/2023	10/28/2023	1,065.84		1,065.84	200-410-52002
Total 142192-1:						1,065.84	.00	1,065.84	
Total 6020 Schaefer's Recreation Equipment Co:						1,711.40	.00	1,711.40	25912
Total :						24,175.23	.00	24,175.23	
Grand Totals:						24,175.23	.00	24,175.23	

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10/12/23

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-200-52019	9,570.00	.00	9,570.00
100-300-52022	76.45	.00	76.45
100-900-52109	42.11	.00	42.11
100-900-52114	400.50	.00	400.50
100-900-52115	8,905.00	.00	8,905.00
200-410-52002	1,711.40	.00	1,711.40
200-410-52114	66.75	.00	66.75
500-420-52011	34.80	.00	34.80
500-420-52104	295.20	.00	295.20
500-420-52109	2,205.27	.00	2,205.27
500-420-52114	600.75	.00	600.75
510-430-52114	200.25	.00	200.25
520-440-52114	66.75	.00	66.75
Grand Totals:	24,175.23	.00	24,175.23

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
09/23	10,769.76	.00	10,769.76
10/23	13,405.47	.00	13,405.47
Grand Totals:	24,175.23	.00	24,175.23

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
860 BENTON COUNTY TAX COLLECTOR									
11152023	1	Property Taxes	Invoice	10/19/2023	11/15/2023	200.70		✓ 200.70	100-900-52199
11152023	2	Property Taxes	Invoice	10/19/2023	11/15/2023	2,526.66		✓ 2,526.66	100-900-52199
11152023	3	Property Taxes	Invoice	10/19/2023	11/15/2023	2,507.18		✓ 2,507.18	100-900-52199
11152023	4	Property Taxes	Invoice	10/19/2023	11/15/2023	621.98		✓ 621.98	100-900-52199
11152023	5	Property Taxes	Invoice	10/19/2023	11/15/2023	2,751.75		✓ 2,751.75	100-900-52199
Total 11152023:						8,608.27	.00	8,608.27	
Total 860 BENTON COUNTY TAX COLLECTOR:						8,608.27	.00	✓ 8,608.27	25913
890 Best Pots Inc									
A-516216	1	Standard Rented Unit	Invoice	10/12/2023	11/12/2023	155.76		155.76	500-420-52019
Total A-516216:						155.76	.00	155.76	
Total 890 Best Pots Inc:						155.76	.00	✓ 155.76	25914
1520 CIS TRUST									
NOVEMBER 20	1	Employee Health Ins	Invoice	10/15/2023	11/15/2023	959.92		959.92	100-100-51010
NOVEMBER 20	2	Employee Health Ins	Invoice	10/15/2023	11/15/2023	127.99		127.99	100-200-51010
NOVEMBER 20	3	Employee Health Ins	Invoice	10/15/2023	11/15/2023	511.96		511.96	100-300-51010
NOVEMBER 20	4	Employee Health Ins	Invoice	10/15/2023	11/15/2023	319.97		319.97	200-410-51010
NOVEMBER 20	5	Employee Health Ins	Invoice	10/15/2023	11/15/2023	3,007.74		3,007.74	500-420-51010
NOVEMBER 20	6	Employee Health Ins	Invoice	10/15/2023	11/15/2023	1,215.90		1,215.90	510-430-51010
NOVEMBER 20	7	Employee Health Insurance	Invoice	10/15/2023	11/15/2023	255.97		255.97	520-440-51010
Total NOVEMBER 2023 FINAL INVOICE:						6,399.45	.00	6,399.45	
Total 1520 CIS TRUST:						6,399.45	.00	✓ 6,399.45	25915
1800 Consumers Power Inc.									
10092023	1	1152418	Invoice	10/09/2023	11/08/2023	178.11		178.11	510-430-52109
Total 10092023:						178.11	.00	178.11	
Total 1800 Consumers Power Inc.:						178.11	.00	✓ 178.11	25916
7518 Net Assets									
111-202309	1	Lien Search Software	Invoice	10/02/2023	10/15/2023	47.00		47.00	100-900-52114
Total 111-202309:						47.00	.00	47.00	
Total 7518 Net Assets:						47.00	.00	✓ 47.00	25917
5780 Republic Services #452									
0452-00511147	1	WWTP	Invoice	10/18/2023	11/18/2023	63.11		63.11	510-430-52109
Total 0452-00511147.ADJ:						63.11	.00	63.11	
Total 5780 Republic Services #452:						63.11	.00	✓ 63.11	25918
7274 US Bank Equipment Finance									
512956004	1	Equipment Finance	Invoice	10/16/2023	10/31/2023	131.00		131.00	100-900-52023

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
Total 512956004:						131.00	.00	131.00	
Total 7274 US Bank Equipment Finance:						131.00	.00	131.00	✓ 25919
7030 USA Blue Book									
INV00152686	1	Chemicals	Invoice	10/03/2023	11/02/2023	434.44		434.44	500-420-52001
Total INV00152686:						434.44	.00	434.44	
Total 7030 USA Blue Book:						434.44	.00	✓ 434.44	25920
7130 Verizon									
9946135583	1	Phone	Invoice	10/06/2023	11/05/2023	99.59		99.59	510-430-52110
9946135583	2	Phone	Invoice	10/06/2023	11/05/2023	99.59		99.59	500-420-52110
9946135583	3	Phone	Invoice	10/06/2023	11/05/2023	65.38		65.38	100-900-52110
Total 9946135583:						264.56	.00	264.56	✓ 25921
Total 7130 Verizon:						264.56	.00	264.56	
Total :						16,281.70	.00	16,281.70	
Grand Totals:						16,281.70	.00	16,281.70	

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10/20/23

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-100-51010	959.92	.00	959.92
100-200-51010	127.99	.00	127.99
100-300-51010	511.96	.00	511.96
100-900-52023	131.00	.00	131.00
100-900-52110	65.38	.00	65.38
100-900-52114	47.00	.00	47.00
100-900-52199	8,608.27	.00	8,608.27
200-410-51010	319.97	.00	319.97
500-420-51010	3,007.74	.00	3,007.74
500-420-52001	434.44	.00	434.44
500-420-52019	155.76	.00	155.76
500-420-52110	99.59	.00	99.59
510-430-51010	1,215.90	.00	1,215.90
510-430-52109	241.22	.00	241.22
510-430-52110	99.59	.00	99.59
520-440-51010	255.97	.00	255.97
Grand Totals:	16,281.70	.00	16,281.70

Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
10/23	16,281.70	.00	16,281.70
Grand Totals:	16,281.70	.00	16,281.70

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
1410 Century Link									
10112023	1	541-745-5858 873b	Invoice	10/11/2023	11/11/2023	99.70		99.70	510-430-52110
Total 10112023:						99.70	.00	99.70	
10162023	1	541-928+8372 054b	Invoice	10/24/2023	11/04/2023	99.90		99.90	510-430-52110
Total 10162023:						99.90	.00	99.90	
Total 1410 Century Link:						199.60	.00	199.60	25922
1550 City of Corvallis									
4513567	1	Fuel	Invoice	10/15/2023	11/15/2023	500.08		500.08	500-420-52014
Total 4513567:						500.08	.00	500.08	
Total 1550 City of Corvallis:						500.08	.00	500.08	25923
7519 Hole in One Locating									
2854	1	Line Locate at 6030 NE Wm R Carr	Invoice	09/24/2023	10/24/2023	400.00		400.00	500-420-52011
Total 2854:						400.00	.00	400.00	
Total 7519 Hole in One Locating:						400.00	.00	400.00	25925
7510 Kristopher Schendel									
2305	1	Compliance Services	Invoice	10/20/2023	11/20/2023	2,500.00		2,500.00	100-900-52019
Total 2305:						2,500.00	.00	2,500.00	
Total 7510 Kristopher Schendel:						2,500.00	.00	2,500.00	25924
4290 Measure-Tech Inc.									
18125	1	Annual calibrations	Invoice	10/24/2023	11/24/2023	1,394.04		1,394.04	510-430-52011
Total 18125:						1,394.04	.00	1,394.04	
Total 4290 Measure-Tech Inc.:						1,394.04	.00	1,394.04	25927
7518 Net Assets									
111-202308	1	Conduits Software	Invoice	10/16/2023	11/05/2023	16.00		16.00	100-900-52114
Total 111-202308:						16.00	.00	16.00	
Total 7518 Net Assets:						16.00	.00	16.00	25928
4940 Oregon Dept of Administrative Services									
ARG65098	1	2006 Toyota Prius	Invoice	10/20/2023	11/20/2023	2,232.10		2,232.10	500-420-52014
ARG65098	2	2006 Prius	Invoice	10/20/2023	11/20/2023	858.50		858.50	510-430-52014
ARG65098	3	2006 Prius	Invoice	10/20/2023	11/20/2023	343.40		343.40	100-300-52014
Total ARG65098:						3,434.00	.00	3,434.00	
Total 4940 Oregon Dept of Administrative Services:						3,434.00	.00	3,434.00	25929

Invoice Number	Sequence Number	Description	Type	Invoice Date	Due Date	Invoice Amount	Discount Amount	Net Invoice Check Amount	GL Account Number
999 Utility Refund									
1373.04	(10/23) 1	Water	Invoice	10/23/2023	11/23/2023	8.19		8.19	500-420-52105
1373.04	2	Wastewater	Invoice	10/23/2023	11/23/2023	5.46		5.46	510-430-52105
Total 1373.04:						13.65	.00	13.65	
Total 999 Utility Refund:						13.65	.00	13.65	25924
7290 Willamette Valley Processors									
1713	1	Emergency Management	Invoice	10/20/2023	11/20/2023	800.00		800.00	100-900-52019
Total 1713:						800.00	.00	800.00	25930
Total 7290 Willamette Valley Processors:						800.00	.00	800.00	
Total :						9,257.37	.00	9,257.37	
Grand Totals:						9,257.37	.00	9,257.37	

Handwritten signature and date: 10/24/23

Summary by General Ledger Account Number

GL Account Number	Debit	Credit	Net
100-300-52014	343.40	.00	343.40
100-900-52019	3,300.00	.00	3,300.00
100-900-52114	16.00	.00	16.00
500-420-52011	400.00	.00	400.00
500-420-52014	2,732.18	.00	2,732.18
500-420-52105	8.19	.00	8.19
510-430-52011	1,394.04	.00	1,394.04
510-430-52014	858.50	.00	858.50
510-430-52105	5.46	.00	5.46
510-430-52110	199.60	.00	199.60
Grand Totals:	9,257.37	.00	9,257.37

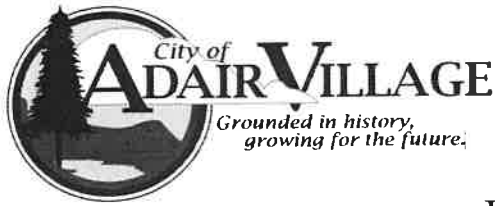
Summary by General Ledger Posting Period

GL Posting Period	Debit	Credit	Net
09/23	400.00	.00	400.00
10/23	8,857.37	.00	8,857.37
Grand Totals:	9,257.37	.00	9,257.37

ADAIR VILLAGE PATROL
September 25, 2023 - October 24, 2023

Benton County Sheriff's Office - Adair Patrol Activity Log

Date/Time	Call #	Total Time	Deputy	Con- tacts	Traffic		Arrests		Notes
					Warn	Cite	Cite	Cust	
Patrol									
092523 03:20:17	2023190546	0:58:42	Young						no activity
092523 12:05:50	2023190757	0:22:16	Bottoff						PATROLLED CITY STREETS, SCHOOL_ZONE, ADAIR PARK. No stops/cites.
092623 11:24:44	2023191407	1:35:19	Bottoff	1	2				PATROLLED SCHOOL_ZONE. 1 citizen contact at Adair County Park. 2 warnings school zone, speed.
092723 04:09:23	2023191970	1:16:58	Lundy						no activity
092723 16:04:11	2023192380	0:49:11	Savage						SRD at SC School Event.
092723 17:13:19				3					Assisted with traffic control for SC cross country meet. Students/runners were crossing 1 spot on Ryals. Multiple citizen contacts, but no stops or cites issued. Patrolled streets, worked on computer work, while running stationary radar.
092723 23:00:32	2023192430	2:18:33	Bottoff						PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/PARK/ODFW/CALLOWAY CREEK. NO ACTIVITY.
092823 04:44:51	2023192591	2:04:58	Hardison						1 stop, 1 warning, 0 cites
092923 04:01:16	2023192675	1:00:26	Lyman	1					1 stop, 1 warning, 0 cites
092923 10:07:02	2023193373	2:07:42	Lyman	1					no activity
100223 02:07:24	2023193497	1:01:10	Blaser						no activity
100323 23:51:25	2023195345	1:00:48	Sinclair						PATROLLED SCHOOL/ODFW/CALLOWAY CREEK/BUSINESSES/CITY STREETS/HIGHWAY 99W.
100323 15:07:27	2023196642	2:08:45	Hardison						No stops. Geography tour with new deputy
100423 20:04:35	2023197107	0:19:50	Macken						removed debris from road on ryals
100423 20:04:35	2023197326	1:00:00	Moser						no activity
100523 10:51:11	2023197657	0:14:55	Blaser						School zone patrol. On the look out for resident driving golf cart on city streets again, after getting extra patrol request on that issue. No signs of golf carts on public roadways. 1 citizen contact. No stops or cites.
100523 15:14:36	2023197825	0:27:48	Bottoff	1					PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/PARK/BUSINESSES/ODFW/CALLOWAY CREEK.
100623 03:59:01	2023198187	2:01:05	Hardison						no activity
100623 10:07:15	2023198311	0:53:28	Blaser						no activity
100623 19:25:08	2023198650	1:00:00	Moser						no activity
100923 01:17:57	2023200142	2:04:44	Drongesen						PATROLLED NEIGHBORHOODS, HIGHWAY, AND PARK
100923 12:31:02	2023200430	0:30:20	Lundy						no activity
101023 23:20:24					2				PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/BUSINESSES/ODFW/CALLOWAY CREEK. ONE TRAFFIC STOP/TWO WARNINGS GIVEN FOR TRAFFIC VIOLATIONS.
101123 00:33:14	2023201389	3:07:10	Hardison						patrolled a few streets on my way through the area. 0 stops
101223 00:10:15	2023201421	0:09:19	Hesseling						PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/ODFW/BUSINESSES/CALLOWAY CREEK. ONE TRAFFIC STOP/TWO WARNINGS GIVEN FOR TRAFFIC VIOLATIONS.
101323 22:44:41	2023202052	2:01:53	Hardison						PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/BUSINESSES/CALLOWAY CREEK. TWO TRAFFIC STOPS/FOUR WARNINGS GIVEN FOR TRAFFIC VIOLATIONS.
101623 00:26:03	2023203425	3:04:26	Hardison						no activity
101723 23:58:55	2023204922	1:06:25	Young						PATROLLED CITY STREETS/HIGHWAY 99W/SCHOOL/BUSINESSES/COUNTY PARL/ODFW/CALLOWAY CREEK. NO ACTIVITY/HEAVY FOG.
101823 09:23:57	2023206227	2:05:48	Hardison						no activity
101823 09:23:57	2023206408	1:04:36	Blaser						no activity
101823 12:32:50	2023206539	1:29:14	Lundy						no activity



PUBLIC WORKS
OPERATIONS AND MAINTENANCE REPORT

PERIOD: 9/20/2023 to 10/20/2023

WATER USE / DISTRIBUTION REPORT

WATER USE REPORT

Water Produced: 5,131,744

Average Usage per Day 165k

WATER DISTRIBUTION REPORT

Maintenance Activity: Alyrica has finished all main line drilling for their fiber optics. Locating should slow down as they only have services to install.

Collected quarterly; third quarter samples have been completed.

WASTEWATER TREATMENT REPORT

Flows into the WWTP are slowly increasing. Staff have been monitoring the new headworks and working with the contractors on corrections.

Total Monthly Influent: 2.3 million Gallons

STORM WATER COLLECTION SYSTEM REPORT

Maintenance Activity: Storm drains remain clear. Staff daily clears and monitors all storm drains.

STREETS MAINTENANCE REPORT

Maintenance Activity: Streets are in decent shape. Staff will work on some small potholes this fall.

CITY HALL / PARKS AND WETLANDS

Maintenance Activity: Staff have been keeping up with mowing. The dry weather has slowed grass growth.

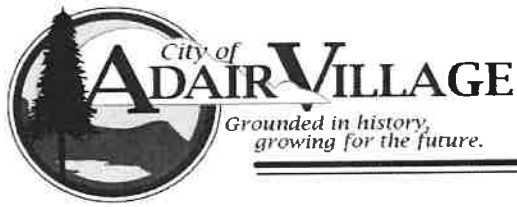
WATER TREATMENT PLANT

Maintenance Activity: Staff have been running the water plant 40 hours a week starting in the last week in September. With wetter cooler weather and the ability to pump more water we can cut our run times down during the work week.

WASTEWATER TREATMENT PLANT

Maintenance Activity: The wastewater treatment plant continues to run well. Staff had the Imhoff cone cleaned by A and B septic just after the start up of the new headworks.

Completed by Matt Lydon, Public Works Supervisor



CITY ADMINISTRATOR'S REPORT November 7, 2023, Council Meeting

Administration

- **Payroll** – Staff have worked closely with Caselle and this month's payroll will be through our new software. We're still working to get the financials updated and the new budget in.
- **Tangent** – The rain always brings a new challenge as they are on septic system that leak during the rainy season. This means staff will be called out more.
- **City Planner** – The new planner started November 1st and we're just working on getting him acclimated to Oregon Land Use Laws.

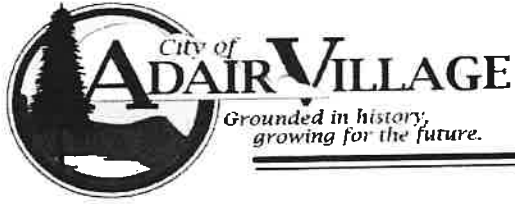
Property/Businesses

- **AVIS** – The signs that the city was directed to put up apparently don't meet the guidelines for DEQ. I told our partners that the next ones are on them.
- **Downtown** – The City and Moore Iacofano Goltsman, Inc have entered into an agreement for the downtown work.
- **Restaurant** – I talked with the potential Tennant, and they are still looking at the beginning of spring.

Major Projects/Engineering

- **Water Plant** – Public works staff are getting quotes to have the clear well cleaned by divers. Civil West is working on getting a quote and scope of work for the backwash pump.
- **Calloway Creek** – Dennis Derby and KND Engineering are currently working on a master plan for the rest of the Weigle property.
- **Wastewater Plant** – City staff and engineers are still working with Wildish to fix some issues with the new headworks. While they're working on it the 1-year warranty doesn't start.
- **Water Lines** – Civil West submitted the application, next will be 6 month to one year review period.

Location	Date	Violator	Case #	Follow Up Date	Up (Y/N)	Fine/Fee (Y/N)
5224 Laurel Dr NE	8/4/2023	Property Maintenance / Parking	23-0801	9/22/2023	N	
3111 Willamette Ave NE	8/4/2023	Property Maintenance	23-0805	10/4/2023	getting volunteers	N
3120 Willamette Ave NE	9/22/2023	Keeping Junk	23-0911	10/23/2023	Y	N
220 Azalea Dr NE	9/22/2023	Keeping Junk	23-0912	10/23/2023	Y	N
8046 Barbary Dr NE	9/22/2023	Keeping Junk	23-0913	10/23/2023	ng has been hired	
5150 Willamette Ave NE	9/22/2023	Keeping Junk	23-0915	10/23/2023	; two extra weeks.	
8759 Box Edler	9/29/2023	Couch in yard for 2 weeks - set to be picked up Monday	23-0916	10/6/2023	Y	N
8255 Hyacinth Ct NE	9/29/2023	Somebody living in an RV. (Moving Nov 4)	23-0917	11/4/2023	hecking on Nov 4.	N
8251 Hyacinth Ct NE	9/29/2023	Dumpers at location for two weeks.	23-0918	10/6/2023	Y	N
6329 William Carr	9/29/2023	Trashcan in the street - nobody home house posted	23-0919	Ongoing Observation	Y	N
6241 William Carr	9/29/2023	Vacant house. Moved trashcans to side of house.	23-0920	10/6/2023	Y	N
5170 Willamette	9/29/2023	Trashcans in beauty strip - notice left on door	23-0921	10/6/2023	Y	N
5173 Willamette	9/29/2023	Truck Parked on unimproved pad - notice sent	23-0922	10/29/2023	n area on 10/6/23	N
255 Azalea Dr NE	9/29/2023	Car on unimproved pad - notice sent	23-0923	10/29/2023	Y	N
6405 William Carr	10/6/2023	Yard bin in street	23-0101	10/13/2023	Y	N
113 Columbia	10/6/2023	Keeping Junk	23-0103	11/3/2023	Y	N
6241 William Carr	10/6/2023	Derelict Vacant Structure	23-0102	11/3/2023	Y	N
5221 Laurel Dr NE	10/12/2023	Abandon Veh (white truck)	23-0103	10/20/2023	Y	N
6400 blk William Carr	10/20/2023	Trash can on sidewalk	23-0104	10/27/2023	Y	N
169 Azalea Dr	10/20/2023	Trash can on sidewalk	23-0105	10/27/2023	Y	N
171 Azalea Dr	10/20/2023	Trash can on sidewalk	23-0106	10/27/2023	Y	N



STAFF REPORT
Attachment G – Financial Report
November 7, 2023, Council Meeting

We have approximately \$3,925,110.59 in the Local Government Investment Pool (LGIP). In October we had \$3,881,501.20. Last year in October, we had \$2,971,803.96. We also currently have approximately \$104,573.77 in Citizens Bank.



Client Services
OREGON STATE TREASURY
PO Box 11760
Harrisburg, PA 17108-1760

ADAIR VILLAGE CITY OF

ACCOUNT STATEMENT

For the Month Ending
October 31, 2023

Client Management Team

Jeremy King

Key Account Manager
213 Market Street
Harrisburg, PA 17101-2141
1-855-678-5447 (1-855-O5T-LGIP)
kingj@pfrmam.com

Rachael Miller

Client Consultant
213 Market Street
Harrisburg, PA 17101-2141
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millerr@pfrmam.com

DeWayne Fields

Client Service Representative
213 Market Street
Harrisburg, PA 17101-2141
1-855-678-5447 (1-855-O5T-LGIP)
fieldsd@pfrmam.com

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Cover/Disclosures
Summary Statement
Individual Accounts

Accounts Included in Statement

4333
ADAIR VILLAGE CITY OF

Important Messages

Oregon LGIP will be closed on 11/23/2023 for Thanksgiving Day.

ADAIR VILLAGE CITY OF
PAT HARE
6030 WILLIAM R CARR AVE
ADAIR VILLAGE, OR 97330

Online Access www.oregon.gov/lcip

Customer Service 1-855-678-5447



OREGON
STATE
TREASURY

Important Disclosures

Account Statement
For the Month Ending October 31, 2023

Important Disclosures

This statement is for general information purposes only and is not intended to provide specific advice or recommendations. PFM Asset Management LLC ("PFMAM"), as administrator for the Oregon State Treasury (Treasury), provides administrative and operational support for the Oregon Local Government Investment Pool (LGIP or pool). Information about the LGIP can be found in the Information Statement found on Treasury's website at www.oregon.gov/ligip.

Questions About an Account This monthly statement is intended to detail the activity of any accounts held by participants in the pool. Please review the detail pages of this statement carefully. Any inquiries or requests for further information should be directed to PFMAM Client Services at (855) OST-LGIP or (855) 678-5447.

Any disputes/objections to any of transactions in a statement should be addressed, within 60 days of receipt of the statement, to PFM Asset Management, LLC, Compliance Department, 213 Market Street, Harrisburg, PA 17101. To protect your rights, if you initially report orally any inaccuracy or discrepancy, you should confirm the report in writing. Participants may also contact Treasury directly at (800) 452-0345.

Portfolio Treasury manages the pool in the same manner it oversees the management of state funds and in accordance with the prudent investor rule (ORS 293.726). The pool is commingled with state funds in the Oregon Short Term Fund (OSTF), which is not managed as a stable net asset value fund. Participants should be aware that preservation of principal is not assured by Treasury; the Oregon Investment Council, or the OSTF Board. Furthermore, account balances are not guaranteed or otherwise protected by Treasury, PFMAM, the FDIC, or any other government agency. Investment in securities involves risks, including the possible loss of the amount invested.

Compliance with Tax Law and Debt Covenants Treasury and PFMAM make no representations as to whether the pool complies with Section 148 of the Internal Revenue Code of 1986. Accordingly, the pool may not be appropriate for the investment of bond proceeds. Bond covenants may also restrict the investment of bond proceeds and may preclude the pool as a permitted investment option. Participants should discuss arbitrage rebate, yield restriction, and other applicable bond provisions with their bond counsel prior to depositing bond proceeds in the pool.

Key Terms and Definitions

Current Yield, for the purpose of the pool, is the average of the annualized variable interest rate set by Treasury over the last seven days. The yields quoted should not be considered a representation of the yield of the fund in the future, since the yield is not fixed.

Dividends represent interest paid on a pool account. Interest is accrued daily on each pool account based on an account's closing balance and a variable interest rate set by Treasury. Interest is paid to accounts on the last business day of the month.

Monthly distribution yield, for the purpose of the pool, represents the net change in the value of one share (normally \$1.00 per share) resulting from all dividends declared during the month by a fund expressed as a percentage of the value of one share at the beginning of the month. This resulting net change is then annualized by multiplying it by 365 and dividing it by the number of calendar days in the month.

Purchasers represent all credits to a pool account, including those initiated by an account's owner and its authorized agents, those initiated by another pool participant and its authorized agents, those initiated by approved third-party entities (e.g., state agencies), and those initiated by Treasury and its authorized agents (e.g., dividends). **Redemptions** represent all debits from a pool account, including those initiated by an account's owner and its authorized agents, and those initiated by Treasury and its authorized agents (e.g., fees).



Account Statement - Transaction Summary

For the Month Ending **October 31, 2023**

ADAIR VILLAGE CITY OF - ADAIR VILLAGE CITY OF - 4333

Oregon LGIP		Asset Summary	
		October 31, 2023	September 30, 2023
Opening Balance	3,896,247.09		3,896,247.09
Purchases	28,863.60	3,925,110.59	
Redemptions	(0.10)		
Closing Balance	\$3,925,110.59	\$3,925,110.59	\$3,896,247.09
Dividends	16,252.08		
Total		\$3,925,110.59	\$3,896,247.09



Account Statement

For the Month Ending **October 31, 2023**

ADAIR VILLAGE CITY OF - ADAIR VILLAGE CITY OF - 4333

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Balance
Oregon LGIP					
Opening Balance					3,896,247.09
10/02/23	10/02/23	LGIP Fees - Received ACH (1 @ \$0.10 - From 4333) - September 2023	1.00	(0.10)	3,896,246.99
10/06/23	10/06/23	SFMS Fr:OLCC OLCC Tax (Liquor)	1.00	1,274.20	3,897,521.19
10/06/23	10/06/23	Transfer from BENTON COUNTY - BENTON COUNTY FINANCE DEPT	1.00	230.12	3,897,751.31
10/10/23	10/10/23	SFMS Fr:Administrative Services, Dept of Qtrly HB 3400 Local Option Tax Dist	1.00	486.15	3,898,237.46
10/17/23	10/17/23	ODOT - ODOT PYMNT	1.00	10,520.36	3,908,757.82
10/17/23	10/17/23	SFMS Fr:Administrative Services, Dept of City Cigarette Tax	1.00	100.69	3,908,858.51
10/31/23	11/01/23	Accrual Income Div Reinvestment - Distributions	1.00	16,252.08	3,925,110.59
Closing Balance					3,925,110.59

	Month of	Fiscal YTD
	October	July-October
Opening Balance	3,896,247.09	3,814,419.82
Purchases	28,863.60	170,691.22
Redemptions	(0.10)	(60,000.45)

Closing Balance 3,925,110.59
 Average Monthly Balance 3,903,517.17
 Monthly Distribution Yield 4.90%

Closing Balance	3,925,110.59	3,925,110.59
Dividends	16,252.08	58,681.86

**BEFORE THE CITY COUNCIL
OF THE
CITY OF ADAIR VILLAGE, OREGON**

In the Matter of Establishing Water Rates)
That Will Enable the City to Undertake Necessary)
Improvements and Upgrades to the Water Facilities)
And Transmission Lines and to Cover Basic)
Operating and Maintenance Costs)

RESOLUTION 2023 -- #9

WHEREAS, the City of Adair Village established, adopted, and codified a Water Code via Ordinance 00/01 #3 and a Sewer Code via Ordinance 90-03; and

WHEREAS, the these Ordinances allow the City Council to periodically review the charges and to make any changes via resolution; and

WHEREAS, while the leakage in the present system has been reduced from 80 percent to 30 percent, which means that the City must treat 1000 gallons of water for every 700 gallons it sells, water loss remains a significant issue; and

WHEREAS, the present water charges no longer cover the costs of operations and maintenance for either system, nor do they allow any money to be put in reserve for upgrades needed by the system; and

WHEREAS, the outside water assessment does not reflect the charges incurred to maintain the water charges no longer cover the costs of operations and maintenance for either system, nor do they allow any money to be put in reserve for upgrades needed by the system; and

WHEREAS, the City must update charges for the water utility in order to be able to pay for the increasing operating costs and for the main water transmission to be replaced; now therefore,

IT IS HEREBY RESOLVED that the rates, charges, and fees associated with the City of Adair Village water system are as follows:

Section 1. Rates and dates of change are presented below.

Date	Present Rate Cost per 1,000 gallons	January 1, 2024 Cost per 1000 gallons	January 1, 2025 Cost per 1,000 gallons
Water	\$4.85	\$4.95	\$5.05
Date	Present Base Rate	January 1, 2024 Base Rate	January 1, 2025 Base Rate
Water/Base Rate	\$48.00	\$52.80	55.45

Section 2. Costs for other utility services shall be raised as follows:

- A. Connection to City water-
 - ¾" meter- Cost of meter, plus \$75 per hour
 - 1" or larger meter- Cost of meter, plus \$80 per hour
- B. Application for new service- \$30.00
- C. Delinquent fee- \$15.00
- D. Shutoff Notice- \$30.00
- E. Shutoff (with turn on)- \$60.00
- F. Deposit for new Service \$130.00
- G. Outside City Limits Water Assessments 10% increase to base fee

Section 3. The initial increase shall go into effect for the billing period for the month of January 2024, which is based on the water usage from December 20th to January 20th.

Section 4. The second increase shall go into effect for the billing period for the month of January 2025, which is based on the water usage from December 20th to January 20th.

DATED: This 5th day of December 2023.

Mayor

City Administrator

**BEFORE THE CITY COUNCIL
OF THE
CITY OF ADAIR VILLAGE, OREGON**

In the Matter of Establishing Wastewater Rates)
That Will Enable the City to Undertake Necessary)
Improvements and Upgrades to the Wastewater Facilities)
And Transmission Lines and to Cover Basic)
Operating and Maintenance Costs)

RESOLUTION 2023 -- 10

WHEREAS, the City of Adair Village established, adopted, and codified a Sewer Code via Ordinance 90-03; and

WHEREAS, the City introduced an addition to the Sewer Code establishing sewer user charges via Ordinance 90-04; and

WHEREAS, these Ordinances allow the City Council to periodically review the charges and to make any changes via resolution; and

WHEREAS, the City must update charges for the wastewater utility in order to be able to pay for the increasing operating costs and for the new wastewater plant project; now therefore,

WHEREAS, wastewater rates should reflect the Consumer Price Index (CPI),

IT IS HEREBY RESOLVED that the rates, charges, and fees associated with the City of Adair Village wastewater system are as follows:

Section 1. Residential wastewater rates for the 2024-25 fiscal year shall be raised by \$3.00 and rates for the 2025 -26 fiscal year shall be raised by \$3.00 Rates are presented below.

Date	Present	July 1, 2024
Wastewater Rate	\$ 62.50	\$ 65.50
		July 1, 2025
		\$ 68.50

Section 2. The initial charges shall go into effect for the billing period for the month of July 2024. Initial readings for July 2024 billing take place on July 20th through 22nd and are billed to customers at the end of July.

This Resolution shall be effective immediately following its adoption by the City Council.

Passed by the City Council, this _____ of _____, 2023.

Mayor

City Administrator

