

**CITY OF SILVERTON
CITY COUNCIL WORK SESSION MINUTES**

Zoom Web Conference Platform

July 19, 2021 6:00 p.m.

I. OPENING CEREMONIES – Call to Order, Pledge of Allegiance & Roll Call

Mayor Palmer called the work session to order at 6:00 p.m. and explained the meeting was being held through Zoom consistent with practice during the pandemic.

Present	Absent	
<u> X </u>	<u> </u>	Mayor Kyle Palmer
<u> X </u>	<u> </u>	Council President Jason Freiling
<u> X </u>	<u> </u>	Jim Sears
<u> X </u>	<u> </u>	Jess Miller
<u> X </u>	<u> </u>	Dana Smith
<u> X </u>	<u> </u>	Elvi Cuellar Sutton
<u> X </u>	<u> </u>	Crystal Neideigh

Staff Present:

City Manager, Ron Chandler; Deputy City Manager/Finance Director, Kathleen Zaragoza; Community Development Director, Jason Gottgetreu; Chief of Police, Jim Anglemier; Assistant to the City Manager/City Clerk, Melissa Molek and Assistant Finance Director, Sheena Lucht

II. DISCUSSION ITEMS

2.1 Paid Maternity/Paternity Leave

Deputy City Manager/Finance Director Zaragoza explained that at the May 3, 2021 City Council meeting staff was requested to bring back information regarding offering paid maternity/paternity leave to employees. She explained that staff reached out to City County Insurance (CIS) and asked if the City was able to offer paid maternity/paternity leave to employees, CIS indicated that the City cannot carve out a paid leave program for only maternity/paternity leave. She explained that in 2019, the Oregon Legislature passed HB 2005 which created a paid Family and Medical Leave Insurance (PFMLI) program. This program requires employers to provide up to 12 weeks of paid time off to new parents and employees who need to care for ill family members or themselves. The funding of the program will begin January 1, 2022 and employees will be able to utilize the program starting January 1, 2023. She explained the employment department is going to administer the program and they are currently working on how the program will be laid out and how the funds can be accessed. Deputy City Manager/Finance Director Zaragoza explained what the process would be for this program and how it would work for employers with 25+ employees it will require a partial match from the employer and employee; however the entity could decide to pay the employee portion.

Councilor Smith asked if there is a statewide fund or local expense that is created for this program. Deputy City Manager/Finance Director Zaragoza explained that entities will pay into a large pool through

the employment department and that any employee in Oregon can access it. She explained that the only way the City would not have to participate in the program is if the City created its own equivalent program and there was local funding for it. There was discussion on what percentage the employer and employee could pay and Deputy City Manager/Finance Director Zaragoza explained the Legislature will be making a decision on how the program will work by September 2022. Staff will look into the budget and see what the budget impact would be for the percentages.

Councilor Sutton asked what will be in place now to support employees before January 1, 2022 who will be on maternity/paternity leave other than disability and other items that the City has already set in place. Deputy City Manager/Finance Director Zaragoza mentioned that the City cannot carve out specific time for this type of leave per CIS and explained what the City currently has in place for leave.

Councilor Sears asked how this program would work with FMLA. Deputy City Manager/Finance Director Zaragoza explained with this place that even if an employee does not meet the qualifications of OFLA/FMLA and have made the \$1,000 in the base year they would be protected under this plan.

2.2 Mandatory Reporting Options

City Manager Chandler explained that City Council asked staff to prepare information regarding mandatory reporting requirement for City employees and discussed that the State Legislature adopted and the Governor signed House Bill 3071 during the 2021 legislative session. He said this bill modified the definition of "public or private official" with mandatory duty to report suspected abuse to include all state and local elected officials. He said that this makes Police Officers and City Councilors Mandatory Reporters now and explained that failure to do so is a class A violation. City Manager Chandler asked for Council direction on having all City staff be Mandatory Reporters and the training that it involves.

Councilor Neideigh is in favor of offering the training and getting more reporters, but not making it mandatory for staff and committee members. She wanted to know what the costs would be associated with the training.

Councilor Sears asked about training opportunities since they are Mandatory Reporters. City Manager Chandler said they will be looking into the training.

Mayor Palmer is in favor of staff getting the training but not being Mandatory Reporter, but is hesitant on expanding that to City committees.

Councilor Smith is in favor of mandatory training for City employees but only encouraged reporting and agreed to not require it for City Committees.

Councilor Sutton thinks the training could be offered to the committee members and be required for staff.

Councilor Miller supports having the training but not making reporting mandatory and asked what the training opportunities would be. Chief of Police Anglemier gave an overview of what the training may look like.

2.3 American Recovery Plan Act (ARPA) Funding

Deputy City Manager/Finance Director Zaragoza explained that Cities in Oregon will directly receive more than \$680 million through the Coronavirus State and Local Recovery Fund (SLFRF) Program. She explained that Cities are divided into two groups based on the formula outlined in the statute to distribute funds and direct payments to cities with populations over 50,000 and to non-entitled cities will be distributed by the State. Deputy City Manager/Finance Director Zaragoza explained that Silverton's total anticipated portion of the funds is \$2,357,090.25. She explained that funds will be paid with two payments; half will be paid during the 2021-2022 fiscal year and the other half will be paid in the 2022-2023 fiscal year. She said all funds have to be obligated by 2024 and spent by 2026. She explained that the funds must fit into one of four categories:

- 1) To respond to the COVID-19 public health emergency or its negative economic impacts.

- 2) To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to such eligible workers of the recipient, or by providing grants to eligible employers that have eligible workers who performed essential work.
- 3) For the provision of government services, to the extent of the reduction in revenue of such recipient due to the COVID-19 public health emergency, relative to revenues collected in the most recent full fiscal year of the recipient prior to the emergency, and
- 4) To make necessary investments in water, sewer or broadband infrastructure.

She explained that in her GFOA training questions arose asking if these funds cover buildings/ infrastructure and/or streets improvements; and they do.

Councilor Freilinger would like to see about 45% of the funds go to businesses and essential workers who were impacted by COVID.

Councilor Sutton wanted to know if the funds could be used for improvements in the Mill St/Second St section of town and what the City employees would do with the funds.

2.4 2021 Ice Storm After-Action Report

City Manager Chandler explained that an after action report was submitted by Petra Schuetz and in June he conducted a "FEMA Hot Wash" exercise with the employees to identify what went well, what needed improvement and actions the City can take in the future to improve and be better prepared during the next emergency. City Manager Chandler pointed out positive points that came from emergency responders and staff member who coordinated with each other to get communication out the best they could. He explained that the event would have been improved by looking into when the Emergency Operations Center is activated and to look into FEMA training opportunities in the future. He asked for Council's thoughts on the Ice Storm event and discussion followed regarding communication and interpreting needs and gratitude to staff members who were involved.

III. COUNCIL COMMUNICATIONS

City Manager Chandler mentioned a water report was sent out and conservation notices have been posted.

Councilor Miller was excited to see sharrows appear on N Water Street near Silverton Inn & Suites.

Councilor Smith wanted clarification on the status on the issue tracker regarding the fencing along the paved path before it splits near the pool parking and the upgrade to the Water Treatment Plant. City Manager Chandler said he will give an update to the Council tomorrow on the Water Treatment Plant upgrade.

Councilor Freilinger asked about when the goal setting will be scheduled for this fiscal year. City Manager Chandler explained that there is money budgeted and staff will be contacting the League of Oregon Cities to get this scheduled.

Councilor Sutton wanted Council to direct staff to look into assessing the safety due to overlying branches and trees along the walking zones to schools.

IV. ADJOURNMENT

Councilor Smith made a motion to adjourn and Mayor Palmer adjourned the meeting at 7:29 p.m.

Respectfully submitted by:

/s/Sheena Lucht, Assistant Finance Director