



City of Union

Agenda

City Council Meeting

Monday, October 10, 2022 @ 7:00 PM
Leonard Almquist Council Chambers, 342 S. Main St,
Union, OR 97883

	Page
1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL:	
Mayor:	Flint
Councilors:	Farmer, Hawkins, Cox, Richter, Denton and McMillan
2. CORRESPONDENCE PERTINENT TO AGENDA BUSINESS ITEMS:	
3. OLD BUSINESS:	
Public comment is welcome on each subject addressed under the public comment rules stated below.	
4. NEW BUSINESS:	
Public comment is welcome on each subject addressed under the public comment rules stated below.	
4.1. Annual Financial Audit 2021-2022	3
Audit 2021-22 - Pdf	
4.2. Budget Transfer Resolution	4 - 8
Resolution 2022-13 - Pdf	
4.3. S. Gale Street Vacation - 1st Reading	9 - 12
Ordinance 569 - Gale Street Vacation - Pdf	
4.4. CDBG Update	
5. CONSENT AGENDA:	
5.1. Business/Special Meeting Minutes	
• September 12, 2022	13 - 15
City Council - Sep 12 2022 - Minutes - Pdf	
• September 26, 2022 - Special	16 - 17
Council Special Meeting - Sep 26 2022 - Minutes - Pdf	
5.2. Work Session Minutes	
• September 12, 2022	18 - 20
Council Work Session - Sep 12 2022 - Minutes - Pdf	
• September 26, 2022	21 - 22
Council Work Session - Sep 26 2022 - Minutes - Pdf	
5.3. Information Reports	
• Office Manager Monthly Report	23 - 45
September 2022 - Pdf	

- Library Monthly Report 46 - 47
[September 2022 - Pdf](#)
 - Ordinance Officer Monthly Report 48 - 49
[September 2022 - Pdf](#)
 - Fire/EMS Monthly Report 50 - 51
[September 2022 - Pdf](#)
6. **CITY COUNCIL WORKING COMMITTEE UPDATES:**
7. **CITY ADMINISTRATOR / PUBLIC WORKS REPORT:**
- 7.1. Admin Monthly Report 52 - 53
[September 2022 - Pdf](#)
 - 7.2. Public Works Monthly Report 54 - 55
[September 2022 - Pdf](#)
 - 7.3. Wastewater Monthly Report 56 - 57
[September 2022 - Pdf](#)
8. **PUBLIC COMMENT**
Audience members may bring any concern before the Council at this time.
- Public comment rules:*
All public comment is subject to 3 minutes per individual and time may be cut short by the Mayor if the information addressing the Council becomes redundant. All persons addressing the Council must speak at the lectern and prior to speaking must state their name and address.
9. **UPCOMING MEETINGS AND SUGGESTIONS:**
- 9.1. October 24, 2022 Work Session @ 6 pm
 - 9.2. November 14, 2022 Work Session @ 6 pm
 - 9.3. November 14, 2022 Council Meeting @ 7 pm
10. **ADJOURNMENT:**
The City of Union Regular Business Meeting will be streamed live on our Facebook page beginning at 7:00pm. Please like and follow our Facebook page (<http://www.facebook.com/cityofunion.ontheweb>), to be notified and view our live feed. The feed will be monitored and pertinent comments to all matters being discussed will be shared with Council. You may also email comments to admin@cityofunion.com during the meeting, which will be shared with Council at the appropriate time.

For any questions, please contact us at 541-562-5197.

Seating in the Leonard Almquist Chambers is open to the public.

If you have a disability that requires any special materials, services, or assistance, please contact City Hall at 541-562-5197 so we may arrange appropriate accommodations.



Memorandum

Subject: Annual Financial Audit 2021-2022
Meeting: City Council - Oct 10 2022
Prepared For: Mayor and Members of Council
Staff Contact: Doug Wiggins,

BACKGROUND INFORMATION:

Audit presentation was given during the work session.

RECOMMENDATION:

To adopt the Audit as record as presented



Memorandum

Subject: Budget Transfer Resolution
Meeting: City Council - Oct 10 2022
Prepared For: Mayor and Members of Council
Staff Contact: Doug Wiggins,

BACKGROUND INFORMATION:

During the budget hearings and development of the 2022-23 budget, transfers were needed to take place to balance and place the monies in their respective funds.

FINANCIAL IMPACT:

Not moving forward with budget transfers will violate the adopted budget for FY 2022-23.

RECOMMENDATION:

To accept the adopted budget transfers as presented in Resolution 2022-13

ATTACHED:

[Resolution 2022-13 Budget Transfers](#)

[Resolution 2022-13 Appendix Transfers](#)

**CITY OF UNION
RESOLUTION NO. 2022-13**

**A RESOLUTION ALLOCATING THE BUDGETED TRANSFERS FOR THE
FISCAL YEAR 2022-2023 BUDGET**

WHEREAS, administration for the City of Union has studied the budget and determined the transfers originally allocated in the budget FY 2022-2023 may now occur; and,

WHEREAS, the governing body recognizes that the FY 2022-2023 budget was prepared for these transfers upon review of our financial situation; and,

WHEREAS, the governing body recognizes a need to make the attached adjustments to the Fiscal Year 2022-2023 budget (Appendix A) so it may balance as required by Oregon Revised Statutes; and,

NOW, THEREFORE, the City Council, in regular assembly, does hereby declare and resolve that the proposed transfer presented in Appendix A, attached hereto, shall now be applied to the Fiscal Year 2022-2023 budget.

ADOPTED by ____ members of the Common Council voting therefore and approved by the Mayor of the City of Union, this ____ day of _____, 2022

Approved:

Attest:

Leonard Flint, Mayor

Doug Wiggins, City Administrator

2022-2023 Budget - Appendix A

Street Department Transfers			
500-500-5605015	Transfers to	\$ 98,000.00	
100-100-3904820	Transfers In		\$ 5,000.00
520-000-3904820	Transfers In		\$ 8,000.00
510-000-3904820	Transfers In		\$ 85,000.00
		\$ 98,000.00	\$ 98,000.00

General Fund
Bike/Ped fund
Street Reserve Fund

Sewer Department Transfers			
300-300-5605015	Transfer To	\$ 147,000.00	
300-300-5504750	Sewer Debt Fund	\$ 177,000.00	
100-100-3904820	Transfers In		\$ 22,000.00
310-000-3904820	Transfers In		\$ 125,000.00
320-000-3904820	Transfers In		\$ 177,000.00
		\$ 324,000.00	\$ 324,000.00

General Fund
Sewer Reserve Fund
Sewer Debt Fund

Water Department Transfers			
200-200-5605015	Transfer To	\$ 172,000.00	
100-100-3904820	Transfers In		\$ 22,000.00
210-000-3904620	Transfers In		\$ 150,000.00
		\$ 172,000.00	\$ 172,000.00

General Fund
Water Reserves Fund

Emergent Reserve Transfers			
125-000-5605015	Transfer To	\$ 246,658.00	
100-100-3904820	Transfers In		\$ 246,658.00
		\$ 246,658.00	\$ 246,658.00

General Fund

Admin Department Transfers			
100-110-5605015	Transfer To	\$ 376,000.00	
115-000-3904820	Transfers In		\$ 240,000.00
117-000-3904820	Transfers In		\$ 43,000.00
125-000-3904820	Transfers In		\$ 8,000.00
135-000-3904820	Transfers In		\$ 3,000.00
137-000-3904820	Transfers In		\$ 2,000.00
500-500-3904820	Transfers In		\$ 50,000.00
800-800-3904820	Transfer In		\$ 10,000.00
900-900-3904820	Transfer In		\$ 20,000.00
		\$ 376,000.00	\$ 376,000.00

Building Reserve Fund
Vehicle Reserve Fund
Emergency Reserve
Park Reserve Fund
Tree Fund
Street Fund
Ranger Station Fund
Revolving Loan Fund

Fire/EMS Transfers			
--------------------	--	--	--

700-710-5605015	Transfers to	\$ 25,000.00		
700-720-5605015	Transfers to	\$ 25,000.00		
730-000-3904820	Transfers In		\$ 50,000.00	Ems Reseve Fund
		\$ 50,000.00	\$ 50,000.00	

d

d

nd

nd
nd
: Fund

d
d



Memorandum

Subject: S. Gale Street Vacation
Meeting: City Council - Oct 10 2022
Prepared For: Mayor and Members of Council
Staff Contact: Doug Wiggins,

BACKGROUND INFORMATION:

A request from an adjacent property to the street asking for a vacate of Gale street between Arch and Beakman Street.

POLICY IMPLICATIONS:

It has been heard by planning and forwarded to council for their review.

ATTACHED:

[ORD 569 Vacating a portion of S. Gale Street](#)
[Gale St Vacate Legal Description](#)
[Sewer Line Easement Exhibit A Map](#)

**CITY OF UNION
ORDINANCE NO. 562**

AN ORDINANCE VACATING A PORTION S. GALE STREET FROM THE ARCH STREET INTERSECTION TO THE BEAKMAN STREET INTERSECTION IN THE CITY OF UNION, OREGON.

The City Council of the City of Union finds as follows:

1. The property/street depicted for vacation, attached in exhibit A, is owned by the City of Union.
2. An adjacent property owner, applied for a complete vacation of S. Gale Street from the intersection of Arch Street to the Beakman Street intersection.
3. A public hearing was held by the Planning Commission on September 21, 2022, and no public objections were stated or heard at the hearing.
4. One public letter has been received supporting the vacation application.
5. The Planning Commission provided no objection to the request and forwarded the vacation request to Council in favor if a utility easement remained for the sewer line.
6. City Staff advertised this ordinance to be read on October 10, 2022 (Advertised by Agenda for the 1st Hearing) and again on November 14, 2022 (Advertised on all City of Union Utility Bills on October 1, 2022) soliciting comments from the public.
7. Additionally, all landowners within 500 feet of the property were notified by mail of the planning hearing and the final Council reading.
8. Council has reviewed the drawing attached (Exhibit A) and has found no other public use for the property.
9. A sewer line runs in the middle of this unimproved street and a 20-foot utility easement must remain upon vacating the street.

The City of Union does ordain as follows:

Section 1: **Vacation.** As depicted and described in Exhibit A with the depicted utility easement.

Section 2: **Effective date.** This ordinance shall take effect 30 days following the adoption by Council allowing for any land appeals should any be heard.

First Reading: October 10, 2022.

Second reading: November 14, 2022.

Adopted by ____ (____) members of the Council voting therefore and approved by the Mayor of the City of Union this ____ day of ____ 2022.

Mayor, Leonard Flint

ATTEST:

City Administrator, Doug Wiggins

Exhibit
Legal Description
Proposed Vacation of a portion of Gale Street

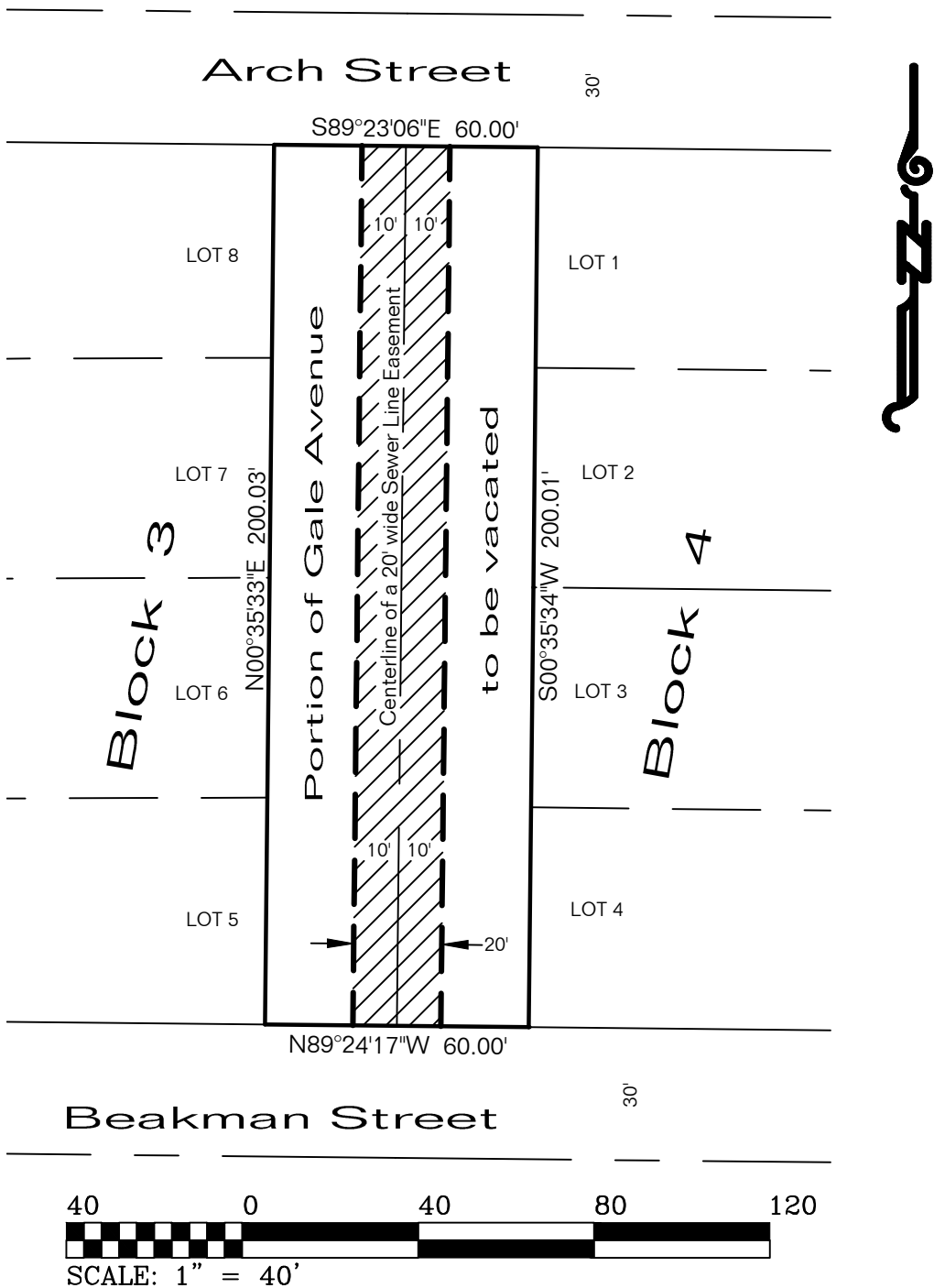
All that portion of Gale Street between the south right-of-way line of Arch Street and the north right-of-way line of Beakman Street, bounded by Block 3 and Block 4, Union, a subdivision of record situated in the Northeast Quarter of the Northwest Quarter of Section 19, Township 4 South, Range 40 East, Willamette Meridian, City of Union, Union County, Oregon;

Containing 12,000 square feet, more or less.

Exhibit A Map

for a 20' wide Sewer Line Easement

10' on either side of the centerline of the to be vacated centerline of Gale Street
between Arch Street and Beakman Street, Union, situated in the NE1/4NW1/4
of Section 19, T4S, R40E, WM, City of Union, Union County, Oregon
October 4, 2022





MINUTES

City Council Meeting

7:00 PM - Monday, September 12, 2022

Leonard Almquist Council Chambers, 342 S. Main St, Union, OR 97883

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL:

The City Council of the City of Union was called to order on September 12, 2022, at 7:11 p.m., in the Leonard Almquist Council Chambers, 342 S. Main St, Union, OR 97883, with the following members present:

PRESENT: Leonard Flint, Susan Hawkins, Leslie McMillan, Terra Richter, and Tim Cox

EXCUSED: John Farmer and Councilor Heidi Denton

2. CORRESPONDENCE PERTINENT TO AGENDA BUSINESS ITEMS:

3. OLD BUSINESS:

4. NEW BUSINESS:

a) Integrator of Record

CA Wiggins said as we discussed at our work session this is two bids for our water system. We would like to use Automated Group, TAG for this.

Terra Richter made a motion to accept the proposal of the Automation Group as integrator of record and allow the administrator and/or mayor to negotiate a contract for services. Leslie McMillan seconded the motion. Carried unanimously.

b) Elected Official Stipend

CA Wiggins said we have been looking at this to encourage participation. He explained the current system. He read the resolution for the record.

Dick Middleton 10th Street said I don't think you should get anything.

Terra Richter made a motion to pass Resolution 22-12 effecting a new elected official stipend Tim Cox seconded the motion. Carried unanimously.

c) CDBG Water Project (Update)

CA Wiggins said we didn't know if we would have everything ready to award the construction portion of this project. We will have a special meeting on

September 26, 2022, to take care of the next step in this project. The bid came in higher than what was budgeted for. We are close to having all the details worked out.

5. CONSENT AGENDA:

5.1. BUSINESS/SPECIAL MEETING MINUTES

- 5.1.1. August 8, 2022
- 5.1.2. August 22, 2022

5.2. WORK SESSION MINUTES

- 5.2.1. August 8, 2022
- 5.2.2. August 22, 2022

5.3. INFORMATION REPORTS

- 5.3.1. Office Manager Report
- 5.3.2. Ordinance Officer Monthly Report
- 5.3.3. Library Monthly Report
- 5.3.4. Fire/EMS Monthly Report
- 5.3.5. Sheriff's Monthly Report
- 5.3.6. Animal Enforcement Officer Monthly Report

RES-3-2022

Tim Cox made a motion made a motion to accept the consent agenda as presented. Terra Richter seconded the motion. Carried unanimously.

6. CITY COUNCIL WORKING COMMITTEE UPDATES:

CA Wiggins said at the Ranger Station is almost complete and it is getting booked. The first booking is on October 7, 2022. We will be installing a TV and internet. We also have to get the underneath of the house insulated. We are looking for someone to come stay at the house free of charge to let us know if there is anything else we missed. Council and staff discussed when the TLT goes into effect.

CA Wiggins said we have been siding the other houses at the ranger station too.

7. CITY ADMINISTRATOR / PUBLIC WORKS REPORT:

- a) August Admin Report
- b) Wastewater Monthly Report
- c) Public Works Monthly Report

8. PUBLIC COMMENT

Dick Middleton 10th Street said there is a limb hanging in a tree and it could come down and hurt someone. It is across the street from the mormon church. I think it should be taken care of as soon as possible.

9. UPCOMING MEETINGS AND SUGGESTIONS:

- a) September 26, 2022 Council Work Session @ 6 pm. Special Meeting at 6:00 p.m.
- b) October 10, 2022 Council Work Session @ 6 pm.
- c) October 10, 2022 Council Meeting @ 7 pm.

10. ADJOURNMENT:

The meeting adjourned at 7:35 p.m.

Mayor

City Administrator



MINUTES

Council Special Meeting

Meeting

6:00 PM - Monday, September 26, 2022

Leonard Almquist Council Chambers, 342 S. Main St, Union, OR 97883

1. CALL TO ORDER, PLEDGE OF ALLEGIANCE, ROLL CALL:

The City Council of the City of Union was called to order on September 26, 2022, at 6:00 p.m., in the Leonard Almquist Council Chambers, 342 S. Main St, Union, OR 97883, with the following members present:

PRESENT: Leonard Flint, John Farmer, Susan Hawkins, Leslie McMillan, Terra Richter, and Tim Cox

EXCUSED: Councilor Heidi Denton

2. NEW BUSINESS:

a) CDBG Water and Telemetry Project

CA Wiggins said I got more information from Mr. Wildman on this project today. We have been working on this with the bidder Mike Becker for two months. It has been a trying process to say the least. We are battling price increases and product price increases.

Dave Wildman from Anderson and Perry said when we get one bid on a project the contractor knows. We have been trying to work with them and they aren't very eager to cut their profits. I gave you all a summary to look over tonight. Mr. Wildman, Council, and staff went over different goals and costs of the projects.

Mr. Wildman discussed what is most important to get completed on this project and what bare minimum they want done. He also said the contractor was made aware of this.

Councilor Hawkins asked Mr. Wildman if the contractor has made changes to his bid prices in the changes. Mr. Wildman answered yes, I am still working on it. I have five separate spread sheets on this.

Mr. Wildman said our options going forward is to reduce this bid. We could seek additional funding, but it would probably be in the form of a loan. We could also close negotiations and re-bid this project.

Council asked Mr. Wildman questions surrounding options on the next steps that could be taken.

CA Wiggins said we have been negotiating for 90 days. We aren't getting answers.

Dick Middleton 10th Street said how many bids. The answer is one. If you can't get cooperation, then eliminate them because they don't care about the job. I thought there was more than one contractor.

CA Wiggins said over half of this project is electrical.

Council discussed the facts of this project and bid process.

CA Wiggins said we have the second half of the ARPA funds, and we have \$300,000 in reserve available. Mr. Wildman said he would like to move the controls and generator for well 2 to well 2.

Mr. Middleton asked if individual parts could be bid out. Mr. Wildman answered no, per the grant we can't do that.

Staff and Council discussed the bare minimum options going forward on this tonight.

John Farmer made a motion to extend the negotiations by 30 days, evaluate the scope, meet with CDBG, and get more information. Leslie McMillan seconded the motion. Carried unanimously.

3. PUBLIC COMMENT:

There wasn't any public comment.

4. ADJOURNMENT:

This meeting adjourned at 6:42 p.m.

Mayor

City Administrator



MINUTES

Council Work Session Meeting

6:00 PM - Monday, September 12, 2022

Leonard Almquist Council Chambers, 342 S. Main St, Union, OR 97883

1. CALL TO ORDER AND ROLL CALL:

The City Council of the City of Union was called to order on September 12, 2022, at 6:00 p.m., in the Leonard Almquist Council Chambers, 342 S. Main St, Union, OR 97883, with the following members present:

PRESENT: Mayor Leonard Flint, Susan Hawkins, Leslie McMillan, Terra Richter, and Tim Cox

EXCUSED: John Farmer and Councilor Heidi Denton

2. PRESENTATIONS:

a) Sheriff's Report

Deputy Johnson said we had an incident with an individual from Medical Springs on Main Street recently and he is in jail currently. He is facing multiple charges from his recent visit to Union. August means back to school so I have been trying to patrol around the school. There has been an increase in calls for driving complaints. I counselled a couple of people today about driving.

There is some clean up going on at the trailer park due to an eviction. Councilor McMillan and Deputy Johnson discussed warnings whether they are verbal or written. Councilor Richter and Deputy Johnson discussed possible new graffiti. Mayor Flint and Deputy Johnson discussed what can be done about places that are frequented by felons. Deputy Johnson and Mayor Flint discussed options. Councilor Hawkins and Deputy Johnson discussed involving parole and probation.

3. UPCOMING BUSINESS DISCUSSIONS:

a) Council Stipend

CA Wiggins said I put together a resolution based on what I understood to be the consensus. Councilor McMillan and CA Wiggins discussed the pay for budget hearings and why. Councilor Cox said we are elected to do a job and if you don't show up, you don't get paid. Councilor Hawkins said I was embarrassed at the budget hearings because our Council was absent. Council

and staff discussed the time commitment that is required for a Councilor and informing people of that commitment.

b) Integrator of Record

CA Wiggins said so right now our current integrator of record is John Russell. He is getting close to retirement. He is the programmer for our system. We put it out for bid and got two back. The biggest difference is one is in house and the other is run from the cloud. We did score the automation group higher because they have specialty staff help that fits our current system. We will ask later that you accept the proposal from Automated Group, TAG so we can begin contract negotiations. Councilor Richter and CA Wiggins discussed the two bids and the different options. Council and staff continued to discuss the details of the two bids.

4. COMMITTEE DISCUSSIONS:

a) Fire/EMS

Councilor Cox said we are having a meeting September 28, 2022 at 7:00 p.m. at the fire hall to discuss the options and get public meetings set up. CA Wiggins said we have a power point put together and show to get public input. Mayor Flint discussed his recent health emergencies and how we can make one large district instead of just merging city and rural fire. He discussed the idea of making services better and improved for several cities all at once. Council discussed the problems that could arise in trying to combine so many fire and EMS districts.

5. ORDINANCE/CHARTER REVIEW:

a) Ordinance Review 30-35

CA Wiggins explained the changes for the ordinances to Council. Council began reviewing the corrections with Councilor Hawkins leading. Council discussed the changes at length including when public comment should be permitted, the order of the agenda, and the powers and duties of the administrator.

Dick Middleton 10th Street said I see it as at the budget hearings the Council was made aware then that the administrator had money to hire part-time help. When the Council agreed to the budget, they gave the administrator permission to hire that help.

6. OTHER:

7. ADJOURNMENT:

The meeting adjourned at 7:06 p.m.

Mayor

City Administrator



MINUTES

Council Work Session Meeting

6:30 PM - Monday, September 26, 2022

Leonard Almquist Council Chambers, 342 S. Main St, Union, OR 97883

1. CALL TO ORDER AND ROLL CALL:

The City Council of the City of Union was called to order on September 26, 2022, at 6:59 p.m., in the Leonard Almquist Council Chambers, 342 S. Main St, Union, OR 97883, with the following members present:

PRESENT: Mayor Leonard Flint, John Farmer, Susan Hawkins, Leslie McMillan, Terra Richter, and Tim Cox

EXCUSED: Councilor Heidi Denton

2. PRESENTATIONS:

3. UPCOMING BUSINESS DISCUSSIONS:

4. COMMITTEE DISCUSSIONS:

a) Ranger Station Project

CA Wiggins said our first building is 99.9% complete. We are finishing up just a few details. Our first renter is here Friday. We are waiting on the internet to finish being installed. We are looking forward to starting this up. I think we have 5 bookings already. We are working on the contract for the property manager. Council and staff discussed the Ranger Station and details surrounding the new Air B&B.

b) ARPA 2nd Round Funds

CA Wiggins said this came in late August. We need to figure out what we are going to do with those funds by the end of this year. The money is sitting in the emergency fund. They discussed if the budget committee will have to meet again.

c) Fire/Ems Updates

Councilor Hawkins said we have a meeting at the fire hall on Wednesday at 7:00 p.m.

5. ORDINANCE/CHARTER REVIEW:

a) Ordinance Review

Council and staff discussed sending the changes over to the city attorney for review.

6. OTHER:

7. ADJOURNMENT:

This meeting adjourned at 7:09 p.m.

Mayor

City Administrator



Memorandum

Subject: Office Manager Report September 2022
Meeting: City Council - Oct 10 2022
Prepared For: Mayor and Members of Council
Staff Contact: Laura Dodds, Office Manager

ATTACHED:

[Adjustments September 2022](#)

[AP's Sept 2022](#)

[Expenses September 2022](#)

[Office Manager Report-September 2022](#)

[Revenue September 2022](#)

Date	Customer Name	Account Number	DR/CR	Adjustment	Reason for Adjustment
9/7/2022	multiple accts	12 accounts	Debit	\$420.00	12 accts @ \$35.00 delinq shut offs
9/7/2022	Savely, Deb	102780046	Credit	(\$110.59)	sewer charges in error
9/7/2022	Union Hotel	105360036	Debit	\$447.56	hotel sewer charges
9/7/2022	Lee, Duane	103790010	Credit	\$20.00	remove admin late fee
9/14/2022	DeLong, Bill	163210000	Debit	\$16.00	Turn off fee
9/14/2022	Savely, Deb	102780046	Debit	\$16.00	Turn On Fee
9/19/2022	Baxter, Cody	102340023	Credit	(\$258.06)	leak adjustment
9/19/2022	Lindsey, Rona	104900015	Debit	\$97.77	to clear a closed acct credit/check sent to her
9/19/2022	Bodeen, Sherry	163350474	Debit	\$9.12	to clear a closed acct credit/check sent to her

Sign

Date

9-28-00

City of Union
Council Approval Report
 (Council Approval Report)

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
3	Aug '22	Aug '22	09/08/22	Allstream, PO Box 734521, Chicago, IL, 60673-4521	/	\$72.65	\$72.65	200-200-5202570	Telephone/Cell	\$5,500.00	\$4,384.29
73	22/23		09/08/22	American Water Works Assoc, PO Box 972997, Dallas, TX, 75397	/	\$389.00	\$389.00	200-200-5202600	Dues/License/Certs	\$2,750.00	\$537.61
2	73242		09/08/22	Anderson-Perry & Associates, PO Box 1107, La Grande, OR, 97850	/	\$1,152.50	\$1,152.50	510-000-5404500	System Improvements	\$302,288.00	\$288,170.65
4	Sept '22	Sept '22	09/13/22	Avista, 1411 E. Mission Ave, Spokane, WA, 99252-0001		\$5.78	\$5.78	100-110-5202501	Heat	\$1,000.00	\$977.24
150	80105572	80105572	09/09/22	Badger Meter, Box 88223, Milwaukee, WI, 53288-0223	✓	\$29.16	\$29.16	200-200-5203800	IT/Computer/Software	\$5,000.00	\$4,232.08
367	55b		09/08/22	Big Red's Handyman & Construction LLC, PO Box 482, Union, OR, 97883		\$1,000.00	\$1,000.00	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
425	reimb	reimb	09/08/22	Bodeen, Sherry, 25500 Gerrish Valley Rd, Yamhill, OR, 97148	✓	\$4.56	\$4.56	200-200-5202991	Misc Expense	\$1,000.00	\$949.29
41	X051171		09/08/22	Box R Water Analysis Lab, 567 N.W. 2nd Street, Prineville, OR, 97754	✓	\$704.00	\$704.00	200-200-5202270	Water Testing	\$4,000.00	\$3,056.00
6	Aug '22	Aug '22	09/08/22	Charter Communications, PO Box 7173, Pasadena, CA, 91109-7173	✓	\$24.91	\$24.91	100-110-5202570	Telephone/Cell	\$750.00	\$676.85
	Aug '22	Aug '22	09/08/22			\$20.95	\$20.95	100-110-5203800	IT/Computer/Software	\$6,500.00	\$6,030.51
	Aug '22	Aug '22	09/08/22			\$109.29	\$109.29	200-200-5202570	Telephone/Cell	\$5,500.00	\$4,384.29

City of Union

Council Approval Report

(Council Approval Report)

Vendor		Description		Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
Aug '22	09/08/22	internet	09/16/22	\$66.74	\$66.74		200-200-5203800	IT/Computer/Software	\$5,000.00	\$4,232.08
Aug '22	09/08/22	phone	09/16/22	\$47.95	\$47.95		300-300-5202570	Telephone/Cell	\$3,000.00	\$2,532.29
Aug '22	09/08/22	internet	09/16/22	\$141.74	\$141.74		300-300-5203800	IT/Computer/Software	\$7,500.00	\$6,507.05
Aug '22	09/08/22	phone	09/16/22	\$33.95	\$33.95		500-500-5202570	Telephone/Cell	\$500.00	\$398.67
Aug '22	09/08/22	internet	09/16/22	\$35.25	\$35.25		500-500-5203800	IT/Computer/Software	\$1,500.00	\$1,284.25
Aug '22	09/08/22	phone	09/16/22	\$87.42	\$87.42		600-600-5202570	Telephone/Cell	\$1,000.00	\$739.16
Aug '22	09/08/22	internet	09/16/22	\$79.99	\$79.99		600-600-5203800	IT/Computer/Software	\$3,000.00	\$2,439.43
Aug '22	09/08/22	phone	09/16/22	\$3.33	\$3.33		700-710-5202570	Telephone/Cell	\$250.00	\$240.01
Aug '22	09/08/22	internet	09/16/22	\$2.63	\$2.63		700-710-5203800	IT/Computer/Software	\$300.00	\$272.11
Aug '22	09/08/22	phone	09/16/22	\$3.33	\$3.33		700-720-5202570	Telephone/Cell	\$750.00	\$581.09
Aug '22	09/08/22	internet	09/16/22	\$2.63	\$2.63		700-720-5203800	IT/Computer/Software	\$500.00	\$472.11
402	Davenport, Chelsea, PO Box 946, Union, OR, 97883									
reimb Sept '22	09/12/22	ranger station	09/16/22	\$1,750.16	\$1,750.16		115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
9	Eagle Office Supplies, 1701 Adams Ave, La Grande, OR, 97850									
91289	09/08/22	contract services	09/16/22	\$29.30	\$29.30		100-110-5202190	Contract Services	\$7,000.00	\$5,684.72
91289	09/08/22	contract services	09/16/22	\$2.20	\$2.20		100-120-5202640	Postage/Shipping	\$250.00	\$241.25
91289	09/08/22	contract services	09/16/22	\$2.20	\$2.20		100-160-5202190	Contract Services	\$750.00	\$741.25
91289	09/08/22	contract services	09/16/22	\$27.11	\$27.11		200-200-5202190	Contract Services	\$5,000.00	\$2,111.66
91289	09/08/22	contract services	09/16/22	\$27.11	\$27.11		300-300-5202190	Contract Services	\$7,000.00	\$2,791.67
405	EO Media Group, PO Box 6020, Bend, OR, 97708									
822EO48973	09/12/22	ballot posting	09/16/22	\$99.75	\$99.75		100-110-5202727	Advertising/Publishing	\$1,300.00	\$1,200.25
822EO48973	09/12/22	library ballot posting	09/16/22	\$89.25	\$89.25		600-600-5202727	Advertising/Publishing	\$50.00	(\$39.25)
34	Fastenal, PO Box 1286, Winona, MN, 55987									
ORLAG134620	09/08/22	supplies	09/16/22	\$62.46	\$62.46		100-130-5202181	Supplies (Janitorial & Op	\$3,500.00	\$2,842.33
ORLAG134620	09/08/22	supplies	09/16/22	\$62.46	\$62.46		500-500-5202181	Supplies (Janitorial & Op	\$6,000.00	\$4,036.93
10	Hometown Hardware, PO Box 1024, Union, OR, 97883									
57525	09/09/22	city hall supplies	09/16/22	\$18.95	\$18.95		100-110-5202181	Supplies (Janitorial & Op	\$6,000.00	\$5,255.13
57564	09/09/22	park supplies	09/16/22	\$115.00	\$115.00		100-130-5202181	Supplies (Janitorial & Op	\$3,500.00	\$2,842.33
57499	09/09/22	ranger station	09/16/22	\$127.95	\$127.95		115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
57524	09/09/22	water dept supplies	09/16/22	\$115.15	\$115.15		200-200-5202181	Supplies (Janitorial & Op	\$40,000.00	\$33,655.63
57523	09/09/22	treatment plant supplies	09/16/22	\$96.30	\$96.30		300-300-5202181	Supplies (Janitorial & Op	\$40,000.00	\$28,340.34
51500	09/09/22	streets supplies	09/16/22	\$191.35	\$191.35		500-500-5202181	Supplies (Janitorial & Op	\$6,000.00	\$4,036.93
57606	09/09/22	library bldg maint	09/16/22	\$50.15	\$50.15		600-600-5202820	Maintenance (Building &	\$10,000.00	\$9,649.86

City of Marion

Council Approval Report

(Council Approval Report)

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
		57557	09/09/22	fire dept supplies	09/16/22	\$9.85	\$9.85	700-710-5202181	Supplies (Janitorial & Op	\$4,000.00	\$3,416.67
		57499	09/09/22	ranger station supplies	09/16/22	\$122.55	\$122.55	800-800-5202181	Supplies (Janitorial & Op	\$1,500.00	\$565.65
		57559	09/09/22	ranger station supplies	09/16/22	\$145.10	\$145.10	800-800-5202181	Supplies (Janitorial & Op	\$1,500.00	\$565.65
							\$992.35	LM HD			
45	Ladco Electric, PO Box 123, Imbler, OR, 97841	9748	09/08/22	contract services	09/16/22	\$362.55	\$362.55	100-110-5202190	Contract Services	\$7,000.00	\$5,684.72
		9748	09/08/22	contract services	09/16/22	\$362.56	\$362.56	200-200-5202190	Contract Services	\$5,000.00	\$2,111.66
		9748	09/08/22	contract services	09/16/22	\$362.56	\$362.56	300-300-5202190	Contract Services	\$7,000.00	\$2,791.67
		9748	09/08/22	contract services	09/16/22	\$362.56	\$362.56	500-500-5202190	Contract Services	\$1,500.00	(\$804.70)
							\$1,450.23	LM HD			
379	Lawson Products, LLC, PO Box 734922, Chicago, IL, 60673-4922	9309740919	09/12/22	supplies	09/16/22	\$41.51	\$41.51	200-200-5202181	Supplies (Janitorial & Op	\$40,000.00	\$33,655.63
							\$41.51	LM HD			
46	LEAF, PO Box 5066, Hartford, CT, 06102-5066	13619133	09/08/22	contract services	09/16/22	\$37.45	\$37.45	100-110-5202190	Contract Services	\$7,000.00	\$5,684.72
		13619133	09/08/22	contract services	09/16/22	\$44.94	\$44.94	200-200-5202192	Copier/Maint	\$800.00	\$665.18
		13619133	09/08/22	contract services	09/16/22	\$44.94	\$44.94	300-300-5202192	Copier/Maint	\$700.00	\$565.18
		13619133	09/08/22	contract services	09/16/22	\$7.49	\$7.49	500-500-5202190	Contract Services	\$1,500.00	(\$804.70)
		13619133	09/08/22	contract services	09/16/22	\$7.49	\$7.49	700-710-5202190	Contract Services	\$500.00	\$365.31
		13619133	09/08/22	contract services	09/16/22	\$7.49	\$7.49	700-720-5202190	Contract Services	\$500.00	\$365.31
							\$149.80	LM HD			
12	League of Oregon Cities, 1201 Court St N.E., Ste 200, Salem, OR, 97301	R18102	09/08/22	LOC conference	09/16/22	\$595.00	\$595.00	100-110-5202010	Travel/Training	\$6,500.00	\$5,905.00
							\$595.00	LM HD			
13	Les Schwab Tire Center, PO Box 970, La Grande, OR, 97850	3200829865	09/09/22	engine 72 repair/maint	09/16/22	\$48.28	\$48.28	700-720-5202500	Vehicle Maintenance	\$2,000.00	\$1,951.72
							\$48.28	LM HD			
424	Lindsey, Rona, PO Box 1471, La Grande, OR, 97850	reimb	09/08/22	final billing credit reimb	09/16/22	\$35.10	\$35.10	200-200-5202991	Misc Expense	\$1,000.00	\$949.29
		reimb	09/08/22	final billing credit reimb	09/16/22	\$52.67	\$52.67	300-300-5202991	Misc Expense	\$1,000.00	\$931.71
		reimb	09/08/22	final billing credit reimb	09/16/22	\$5.00	\$5.00	700-710-5202991	Misc Expense	\$250.00	\$243.50
		reimb	09/08/22	final billing credit reimb	09/16/22	\$5.00	\$5.00	700-720-5202991	Misc Expense	\$250.00	\$243.50
							\$97.77	LM HD			
15	McKesson Medical, PO Box 936279, Atlanta, GA, 31193-6279	19757475	09/08/22	ambulance supplies	09/16/22	\$393.05	\$393.05	700-720-5202181	Supplies (Janitorial & Op	\$12,000.00	\$9,364.80
		19769348	09/08/22	ambulance supplies	09/08/22	\$327.42	\$327.42	700-720-5202181	Supplies (Janitorial & Op	\$12,000.00	\$9,364.80
		19783885	09/08/22	ambulance supplies	09/08/22	\$226.07	\$226.07	700-720-5202181	Supplies (Janitorial & Op	\$12,000.00	\$9,364.80

Page 27 of 51

Council Approval Report
(Council Approval Report)

Vendor		InvoiceNumber		Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
14		Miller's Homecenter & Lumber, 3109 May Lane, La Grande, OR, 97850						\$946.54	LM HD			
480801				09/08/22	ranger station	09/08/22	\$151.38	\$151.38	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
481106				09/08/22	ranger station	09/16/22	\$1,195.10	\$1,195.10	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
481425				09/08/22	ranger station	09/16/22	\$28.70	\$28.70	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
482725				09/08/22	ranger station	09/16/22	\$219.35	\$219.35	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
483039				09/08/22	ranger station	09/16/22	\$1,266.54	\$1,266.54	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
483050				09/08/22	ranger station	09/16/22	\$43.11	\$43.11	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
483075				09/08/22	ranger station	09/16/22	\$65.31	\$65.31	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
483846				09/08/22	public works bldg	09/16/22	\$437.52	\$437.52	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
484103				09/08/22	public works	09/16/22	\$126.00	\$126.00	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
484123				09/08/22	ranger station	09/16/22	\$179.76	\$179.76	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
484324				09/08/22	public works bldg	09/16/22	\$919.95	\$919.95	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
484550				09/08/22	public works bldg	09/16/22	\$427.04	\$427.04	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
484917				09/08/22	ranger station	09/16/22	\$877.92	\$877.92	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
484964				09/08/22	ranger station	09/16/22	\$929.14	\$929.14	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
484964				09/08/22	public works bldg	09/16/22	\$1,886.42	\$1,886.42	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
484969				09/08/22	public works bldg	09/16/22	\$521.99	\$521.99	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
485311				09/08/22	ranger station	09/16/22	\$123.10	\$123.10	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
485158				09/08/22	library maint	09/16/22	\$86.41	\$86.41	600-600-5202820	Maintenance (Building &	\$10,000.00	\$9,649.86
16		Norco, Inc, PO Box 35144, Seattle, WA, 98124-5144						\$9,484.74	LM HD			
35759616				09/09/22	ambulance supplies	09/16/22	\$72.54	\$72.54	700-720-5202181	Supplies (Janitorial & Op	\$12,000.00	\$9,364.80
18		One Call Concepts, 7223 Parkway Drive, Ste 210, Hanover, MD, 21076						\$72.54	LM HD			
2080508				09/08/22	water/sewer locates	09/16/22	\$8.40	\$8.40	200-200-5202190	Contract Services	\$5,000.00	\$2,111.66
2080508				09/08/22	water/sewer locates	09/16/22	\$8.40	\$8.40	300-300-5202190	Contract Services	\$7,000.00	\$2,791.67
239		Oregon DEQ, Business Office, 700 NE Multnomah St. Ste 600, Portland, OR, 97232						\$16.80	LM HD			
WQ23DOM-0861				09/12/22	treatment plant permit	09/16/22	\$3,479.00	\$3,479.00	300-300-5202610	Permits	\$3,000.00	(\$479.00)
17		O'Reilly Enterprises, PO Box 248, Cove, OR, 97824						\$3,479.00	LM HD			
598				09/13/22	new office computer	09/16/22	\$435.00	\$435.00	100-110-5203800	IT/Computer/Software	\$6,500.00	\$6,030.51
598				09/13/22	new office computer	09/16/22	\$435.00	\$435.00	200-200-5203800	IT/Computer/Software	\$5,000.00	\$4,232.08
598				09/13/22	new office computer	09/16/22	\$435.00	\$435.00	300-300-5203800	IT/Computer/Software	\$7,500.00	\$6,507.05
599				09/13/22	gazebo camera maint	09/16/22	\$125.00	\$125.00	600-600-5202820	Maintenance (Building &	\$10,000.00	\$9,649.86
17		O'Reilly Enterprises, PO Box 248, Cove, OR, 97824						\$1,430.00	LM HD			

Council Approval Report

(Council Approval Report)

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
20	Oxarc, PO Box 2605, Spokane, WA, 99220-2605	September '22	09/13/22	IT services	09/16/22	\$203.32	\$203.32	100-110-5203800	IT/Computer/Software	\$6,500.00	\$6,030.51
		September '22	09/13/22	IT services	09/16/22	\$10.00	\$10.00	100-140-5203800	IT/Computer/Software	\$250.00	\$230.00
		September '22	09/13/22	IT services	09/16/22	\$223.34	\$223.34	200-200-5203800	IT/Computer/Software	\$5,000.00	\$4,232.08
		September '22	09/13/22	IT services	09/16/22	\$223.34	\$223.34	300-300-5203800	IT/Computer/Software	\$7,500.00	\$6,507.05
		September '22	09/13/22	IT services	09/16/22	\$55.00	\$55.00	500-500-5203800	IT/Computer/Software	\$1,500.00	\$1,284.25
		September '22	09/13/22	IT services	09/16/22	\$55.00	\$55.00	600-600-5203800	IT/Computer/Software	\$3,000.00	\$2,439.43
		September '22	09/13/22	IT services	09/16/22	\$10.00	\$10.00	700-710-5203800	IT/Computer/Software	\$300.00	\$272.11
		September '22	09/13/22	IT services	09/16/22	\$10.00	\$10.00	700-720-5203800	IT/Computer/Software	\$500.00	\$472.11
		September '22	09/13/22	IT services	09/16/22	\$10.00	\$10.00	800-800-5203800	IT/Computer/Software	\$150.00	\$130.00
						\$800.00					
320	Oxarc, PO Box 2605, Spokane, WA, 99220-2605	31603843	09/08/22	treatment plant supplies	09/16/22	\$27.41	\$27.41	300-300-5202181	Supplies (Janitorial & Op	\$40,000.00	\$28,340.34
		31607212	09/08/22	treatment plant supplies	09/16/22	\$601.96	\$601.96	300-300-5202181	Supplies (Janitorial & Op	\$40,000.00	\$28,340.34
		31618875	09/08/22	treatment plant supplies	09/16/22	\$1,216.95	\$1,216.95	300-300-5202181	Supplies (Janitorial & Op	\$40,000.00	\$28,340.34
		31619964	09/08/22	deposit on chem container return	09/16/22	(\$150.00)	(\$150.00)	300-300-5202181	Supplies (Janitorial & Op	\$40,000.00	\$28,340.34
		31621553	09/08/22	treatment plant supplies	09/16/22	\$580.99	\$580.99	300-300-5202181	Supplies (Janitorial & Op	\$40,000.00	\$28,340.34
		31622076	09/08/22	deposit on chem container return	09/16/22	(\$150.00)	(\$150.00)	300-300-5202181	Supplies (Janitorial & Op	\$40,000.00	\$28,340.34
						\$2,127.31					
329	Quiet Life Construction, PO Box 946, Union, OR, 97883	548	09/08/22	ranger station	09/16/22	\$2,350.00	\$2,350.00	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
								\$2,350.00			
325	Riley Excavation Inc, 1503 Church St, Cove, OR, 97824	2167	09/13/22	system improv/Fir street extension	09/16/22	\$2,134.00	\$2,134.00	210-000-5404500	System Improvements	\$363,082.00	\$363,082.00
								\$2,134.00			
96	Royal Rock, PO Box 116, Cove, OR, 97824	917018	09/08/22	sewer supplies	09/16/22	\$259.35	\$259.35	300-300-5202181	Supplies (Janitorial & Op	\$40,000.00	\$28,340.34
		917018	09/08/22	system improv/sewer line on N First	09/16/22	\$526.55	\$526.55	310-000-5404500	System Improvements	\$50,000.00	\$48,093.54
								\$785.90			
366	SAIF Corp, 400 High Street SE, Salem, OR, 97312	1000955211	09/12/22	workmans comp	09/16/22	\$116.66	\$116.66	100-110-5202710	Insurance/Property/Liabili	\$5,500.00	\$1,897.75
		1000955211	09/12/22	workmans comp	09/16/22	\$281.99	\$281.99	200-200-5202710	Insurance/Property/Liabili	\$23,500.00	\$6,348.44
		1000955211	09/12/22	workmans comp	09/16/22	\$281.99	\$281.99	300-300-5202710	Insurance/Property/Liabili	\$23,500.00	\$6,348.44
		1000955211	09/12/22	workmans comp	09/16/22	\$97.24	\$97.24	500-500-5202710	Insurance/Property/Liabili	\$5,000.00	\$2,706.12
		1000955211	09/12/22	workmans comp	09/16/22	\$24.31	\$24.31	600-600-5202710	Insurance/Property/Liabili	\$3,500.00	\$347.22
		1000955211	09/12/22	workmans comp	09/16/22	\$72.93	\$72.93	700-710-5202710	Insurance/Property/Liabili	\$12,000.00	\$2,541.62
		1000955211	09/12/22	workmans comp	09/16/22	\$72.93	\$72.93	700-720-5202710	Insurance/Property/Liabili	\$12,500.00	\$3,041.62
		1000955211	09/12/22	workmans comp	09/16/22	\$24.31	\$24.31	800-800-5202710	Insurance/Property/Liabili	\$4,500.00	\$1,347.22
						\$972.36					

City of Union
Council Approval Report
 (Council Approval Report)

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
297	Aug '22	T-Mobile, PO Box 742596, Cincinnati, OH, 45274-2596 ✓			09/16/22	\$11.26	\$11.26	200-200-5203800	IT/Computer/Software	\$5,000.00	\$4,232.08
		09/08/22 mobile internet			09/16/22	\$11.27	\$11.27	300-300-5203800	IT/Computer/Software	\$7,500.00	\$6,507.05
426	1760	Treat'em Right Refrigeration, 760 Ruckman Ave, Imbler, OR, 97841			09/16/22	\$170.00	\$170.00	200-200-5202880	Equipment Repair/Maint	\$4,000.00	\$3,398.87
		09/12/22 ice machine maint ✓			09/16/22	\$170.00	\$170.00	300-300-5202880	Equipment Repair/Maint	\$12,000.00	\$5,752.04
		09/12/22 ice machine maint			09/16/22	\$170.00	\$170.00	500-500-5202880	Equipment Repair/Maint	\$4,000.00	\$3,830.00
		09/12/22 ice machine maint			09/16/22	\$170.00	\$170.00				
83	Aug '22	Union Market, PO Box 886, Acct #2013, Union, OR, 97883			09/16/22	\$34.93	\$34.93	300-300-5202181	Supplies (Janitorial & Op	\$40,000.00	\$28,340.34
		09/08/22 supplies			09/16/22	\$57.14	\$57.14	100-110-5202181	Supplies (Janitorial & Op	\$6,000.00	\$5,255.13
		09/08/22 supplies ✓			09/16/22	\$40.78	\$40.78	100-130-5202181	Supplies (Janitorial & Op	\$3,500.00	\$2,842.33
		09/08/22 supplies			09/16/22	\$54.39	\$54.39	700-710-5202181	Supplies (Janitorial & Op	\$4,000.00	\$3,416.67
		09/13/22 fire dept supplies			09/16/22	\$187.24	\$187.24				
26	Aug '22	US Cellular, Dept. 0205, Palatine, IL, 60055-0205			09/16/22	\$33.66	\$33.66	200-200-5202570	Telephone/Cell	\$5,500.00	\$4,384.29
		09/08/22 public works			09/16/22	\$33.66	\$33.66	300-300-5202570	Telephone/Cell	\$3,000.00	\$2,532.29
		09/08/22 wwtp ✓			09/16/22	\$53.28	\$53.28	700-720-5202570	Telephone/Cell	\$750.00	\$581.09
		09/08/22 ambulance			09/16/22	\$120.60	\$120.60				
69	79298	USA Blue Book, PO Box 9004, Gurnee, IL, 60031-9004			09/16/22	\$219.63	\$219.63	300-300-5202181	Supplies (Janitorial & Op	\$40,000.00	\$28,340.34
		09/09/22 treatment plant supplies ✓			09/16/22	\$66.60	\$66.60	300-300-5202181	Supplies (Janitorial & Op	\$40,000.00	\$28,340.34
		09/09/22 treatment plant supplies			09/16/22	\$228.84	\$228.84	300-300-5202181	Supplies (Janitorial & Op	\$40,000.00	\$28,340.34
		09/12/22 supplies			09/27/22	\$515.07	\$515.07				
423	reimb	Wagoner, Michael, PO Box 545, Union, OR, 97883 ✓			09/16/22	\$88.20	\$88.20	500-500-5202841	Dust Abatement	\$1,500.00	\$835.80
		09/08/22 dust abatement reimb			09/16/22	\$88.20	\$88.20				
1	Aug '22	Wex Bank, PO Box 6293, Carol Stream, IL, 60197-6293 ✓			09/16/22	\$70.40	\$70.40	100-120-5202490	Fuel	\$500.00	\$404.60
		09/08/22 ordinance fuel			09/16/22	\$157.63	\$157.63	100-130-5202490	Fuel	\$1,250.00	\$579.71
		09/08/22 park fuel			09/16/22	\$243.32	\$243.32	200-200-5202490	Fuel	\$3,500.00	\$1,776.53
		09/08/22 public works fuel			09/16/22	(\$0.37)	(\$0.37)	200-200-5202490	Fuel	\$3,500.00	\$1,776.53
		09/08/22 prompt pay credit			09/16/22	(\$0.37)	(\$0.37)	300-300-5202490	Fuel	\$4,000.00	\$2,981.04
		09/08/22 prompt pay credit			09/16/22	\$255.76	\$255.76	300-300-5202490	Fuel	\$4,000.00	\$2,981.04
		09/08/22 wwtp fuel			09/16/22	\$74.55	\$74.55	500-500-5202490	Fuel	\$3,500.00	\$2,601.77
		09/08/22 streets fuel			09/16/22	\$305.15	\$305.15	700-720-5202490	Fuel	\$3,000.00	\$1,991.48
		09/08/22 medic 9			09/16/22	(\$0.37)	(\$0.37)	700-720-5202490	Fuel	\$3,000.00	\$1,991.48
		09/08/22 prompt pay credit			09/16/22	(\$0.37)	(\$0.37)				

Page 30 of 57

City of Marion
Council Approval Report
(Council Approval Report)

Vendor											
Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance		
Aug '22	09/08/22	ranger station fuel	09/16/22	\$30.39	\$30.39	800-800-5202490	Fuel	\$250.00	\$154.35		
321	ZiplyFiber, PO Box 740416, Cincinnati, OH, 45274-0416				\$1,136.09	LM HD					
Sept '22	09/12/22	phone/internet	09/16/22	\$156.67	\$156.67	200-200-5202570	Telephone/Cell	\$5,500.00	\$4,384.29		
					\$156.67	LM HD					
Total Bills To Pay:					\$37,077.88						

City of Union

Council Approval Report

(Council Approval Report)

Vendor		Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
3	Aug '22	Aug '22	09/08/22	Allstream, PO Box 734521, Chicago, IL, 60673-4521	09/16/22	\$72.65	\$72.65	200-200-5202570	Telephone/Cell	\$5,500.00	\$4,384.29
73	22/23		09/08/22	American Water Works Assoc, PO Box 972997, Dallas, TX, 75397	09/16/22	\$389.00	\$389.00	200-200-5202600	Dues/License/Cents	\$2,750.00	\$537.61
2	73242		09/08/22	Anderson-Perry & Associates, PO Box 1107, La Grande, OR, 97850	09/16/22	\$1,152.50	\$1,152.50	510-000-5404500	System Improvements	\$302,288.00	\$288,170.65
4	Sept '22		09/13/22	Avista, 1411 E. Mission Ave, Spokane, WA, 99252-0001	09/16/22	\$5.78	\$5.78	100-110-5202501	Heat	\$1,000.00	\$977.24
150	80105572	80105572	09/09/22	Badger Meter, Box 88223, Milwaukee, WI, 53288-0223	09/16/22	\$29.16	\$29.16	200-200-5203800	IT/Computer/Software	\$5,000.00	\$4,232.08
367	55b		09/08/22	Big Red's Handyman & Construction LLC, PO Box 482, Union, OR, 97883	09/16/22	\$1,000.00	\$1,000.00	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
425	reimb	reimb	09/08/22	Bodeen, Sherry, 25500 Gerrish Valley Rd, Yamhill, OR, 97148	09/16/22	\$4.56	\$4.56	200-200-5202991	Misc Expense	\$1,000.00	\$949.29
213	chestnut street		09/14/22	BOLI, 800 NE Oregon St. #1045, Portland, OR, 97232-2180	09/16/22	\$250.00	\$250.00	510-000-5404500	System Improvements	\$302,288.00	\$288,170.65
41	X051171		09/08/22	Box R Water Analysis Lab, 567 N.W. 2nd Street, Prineville, OR, 97754	09/16/22	\$704.00	\$704.00	200-200-5202270	Water Testing	\$4,000.00	\$3,056.00

City of Union

Expenditures Register Approval

We, the Union City Council, do hereby certify and declare that we reviewed the demands enumerated and referred to in the foregoing expense pay list. We acknowledge the signature of the City Administrator indicates that he/she has reviewed and approved each of the foregoing expenditures. And, that the expenditures, as revise above, are to the best of our knowledge accurate and are just claims against the City, and that there are funds available for payment thereof in the City treasury.

Approved for distribution on this 13 day of Sept., 2022

Council Member Heidi A. Denton

Council Member Ly. McMillan

City Administrator [Signature]

Council Approval Report

(Council Approval Report)

Vendor		InvoiceNumber		Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
2		Anderson-Perry & Associates, PO Box 1107, La Grande, OR, 97850										
73356		09/26/22	GIS engineering	09/30/22			\$443.00	\$443.00	200-200-5202120	Engineering	\$20,000.00	\$19,611.25
73325		09/27/22	CDBG	09/30/22			\$2,060.00	\$2,060.00	210-000-5405990	CDBG Water Grant	\$1,750,000.00	\$1,724,592.86
73324		09/27/22	general engineering	09/30/22	✓		\$962.50	\$962.50	300-300-5202120	Engineering	\$20,000.00	\$17,608.75
73356		09/26/22	GIS engineering	09/30/22			\$443.00	\$443.00	300-300-5202120	Engineering	\$20,000.00	\$17,608.75
367		Big Red's Handyman & Construction LLC, PO Box 482, Union, OR, 97883										
58		09/26/22	ranger station-garage	09/30/22	✓		\$2,175.00	\$2,175.00	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
428		Challis, James, 64427 Airport Ln, La Grande, OR, 97850										
reimb		09/26/22	closed acct credit reimb	09/30/22			\$206.43	\$206.43	200-200-5202991	Misc Expense	\$1,000.00	\$949.29
reimb		09/26/22	closed acct credit reimb	09/30/22	✓		\$281.36	\$281.36	300-300-5202991	Misc Expense	\$1,000.00	\$931.71
reimb		09/26/22	closed acct credit reimb	09/30/22			\$25.00	\$25.00	700-710-5202991	Misc Expense	\$250.00	\$243.50
reimb		09/26/22	closed acct credit reimb	09/30/22			\$25.00	\$25.00	700-720-5202991	Misc Expense	\$250.00	\$243.50
139		Connected Professional Accountants, LLC, PO Box 1024, La Grande, OR, 97850										
FY 21-22		09/26/22	audit services	09/30/22			\$2,750.00	\$2,750.00	100-110-5202140	Audit Services	\$2,400.00	\$2,400.00
FY 21-22		09/26/22	audit services	09/30/22			\$4,125.00	\$4,125.00	200-200-5202140	Audit Services	\$3,600.00	\$3,600.00
FY 21-22		09/26/22	audit services	09/30/22			\$4,125.00	\$4,125.00	300-300-5202140	Audit Services	\$3,750.00	\$3,750.00
FY 21-22		09/26/22	audit services	09/30/22	✓		\$1,375.00	\$1,375.00	500-500-5202140	Audit Services	\$1,500.00	\$1,500.00
FY 21-22		09/26/22	audit services	09/30/22			\$137.50	\$137.50	600-600-5202190	Contract Services	\$2,500.00	\$1,942.48
FY 21-22		09/26/22	audit services	09/30/22			\$412.50	\$412.50	700-710-5202140	Audit Services	\$500.00	\$500.00
FY 21-22		09/26/22	audit services	09/30/22			\$412.50	\$412.50	700-720-5202140	Audit Services	\$500.00	\$500.00
FY 21-22		09/26/22	audit services	09/30/22			\$412.50	\$412.50	800-800-5202140	Audit Services	\$500.00	\$500.00
299		Cox, Timothy, 615 N College, Union, OR, 97883										
1st Qtr 22-23		09/26/22	council stipend	09/30/22	✓		\$225.00	\$225.00	100-110-5202040	Mayor/Council	\$12,500.00	\$12,500.00
427		Davenport, Chelsea Lyn, PO Box 946, Union, OR, 97883										
22-001		09/26/22	ranger station interior design	09/30/22	✓		\$1,500.00	\$1,500.00	800-800-5202190	Contract Services	\$0.00	\$0.00
402		Davenport, Chelsea, PO Box 946, Union, OR, 97883										
reimb Sept 2022		09/26/22	ranger station	09/30/22	✓		\$286.50	\$286.50	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12
358		Denton, Heidi, 1488 W Bryan, Union, OR, 97883										
1st Qtr 22-23		09/26/22	council stipend	09/30/22	✓		\$225.00	\$225.00	100-110-5202040	Mayor/Council	\$12,500.00	\$12,500.00

City of Union

Council Approval Report

(Council Approval Report)

Vendor		Description		Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
350	Farallon Consulting, 975 5th Ave. Northwest, Issaquah, WA, 98027	✓	09/26/22 45532	09/30/22	\$1,650.00	\$1,650.00	210-000-5405990	CDBG Water Grant	\$1,750,000.00	\$1,724,592.86
						\$1,650.00	LM			
109	Farmer, John, PO Box 1173, Union, OR, 97883	✓	09/26/22 council stipend	09/30/22	\$225.00	\$225.00	100-110-5202040	Mayor/Council	\$12,500.00	\$12,500.00
						\$225.00	LM			
106	Flint, Leonard, 840 N Fourth, Union, OR, 97883	✓	09/26/22 mayor stipend	09/30/22	\$375.00	\$375.00	100-110-5202040	Mayor/Council	\$12,500.00	\$12,500.00
						\$375.00	LM			
406	Griffiths, Krista, 59262 High Valley Rd, Union, OR, 97883	✓	09/27/22 clothing allowance	09/30/22	\$100.00	\$100.00	200-200-5202430	Clothing	\$1,200.00	\$815.91
			09/27/22 clothing allowance	09/30/22	\$100.00	\$100.00	300-300-5202430	Clothing	\$1,200.00	\$815.91
						\$200.00	LM			
44	Hawkins, Susan, PO Box 788, Union, OR, 97883	✓	09/26/22 council stipend	09/30/22	\$225.00	\$225.00	100-110-5202040	Mayor/Council	\$12,500.00	\$12,500.00
						\$225.00	LM			
46	LEAF, PO Box 5066, Hartford, CT, 06102-5066		09/26/22 contract services	09/30/22	\$37.45	\$37.45	100-110-5202190	Contract Services	\$7,000.00	\$5,684.72
13728879			09/26/22 contract services	09/30/22	\$44.94	\$44.94	200-200-5202192	Copier/Maint	\$800.00	\$665.18
13728879			09/26/22 contract services	09/30/22	\$44.94	\$44.94	300-300-5202192	Copier/Maint	\$700.00	\$565.18
13728879		✓	09/26/22 contract services	09/30/22	\$7.49	\$7.49	500-500-5202190	Contract Services	\$1,500.00	(\$804.70)
13728879			09/26/22 contract services	09/30/22	\$7.49	\$7.49	700-710-5202190	Contract Services	\$500.00	\$365.31
13728879			09/26/22 contract services	09/30/22	\$7.49	\$7.49	700-720-5202190	Contract Services	\$500.00	\$365.31
						\$149.80	LM			
15	McKesson Medical, PO Box 936279, Atlanta, GA, 31193-6279		09/26/22 ambulance supplies	09/30/22	\$90.39	\$90.39	700-720-5202181	Supplies (Janitorial & Ope	\$12,000.00	\$9,364.80
19829946		✓	09/26/22 ambulance medical supplies	09/30/22	\$14.56	\$14.56	700-720-5202181	Supplies (Janitorial & Ope	\$12,000.00	\$9,364.80
						\$104.95	LM			
178	McMillan, Leslie, PO Box 92, Union, OR, 97883	✓	09/26/22 council stipend	09/30/22	\$225.00	\$225.00	100-110-5202040	Mayor/Council	\$12,500.00	\$12,500.00
						\$225.00	LM			
271	Old West Federal Credit Union, PO Box 2711, Omaha, NE, 68103-2711		09/26/22 LOC conference	09/30/22	\$356.00	\$356.00	100-110-5202010	Travel/Training	\$6,500.00	\$5,905.00
Sept '22		✓	09/26/22 LOC conference	09/30/22	\$125.84	\$125.84	100-110-5202010	Travel/Training	\$6,500.00	\$5,905.00
Sept '22			09/26/22 Notary Stamp	09/30/22	\$31.90	\$31.90	100-110-5202181	Supplies (Janitorial & Ope	\$6,000.00	\$5,255.13
Sept '22			09/26/22 adobe	09/30/22	\$38.96	\$38.96	100-110-5202181	Supplies (Janitorial & Ope	\$6,000.00	\$5,255.13
Sept '22			09/26/22 cash back reward	09/30/22	(\$11.70)	(\$11.70)	100-110-5202181	Supplies (Janitorial & Ope	\$6,000.00	\$5,255.13

Council Approval Report
(Council Approval Report)

Vendor		Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
239	Oregon DEQ, Business Office, 700 NE Multnomah St. Ste 600, Portland, OR, 97232	Sept '22	09/26/22	Norton	09/30/22	\$18.35	\$18.35	100-110-5202181	Supplies (Janitorial & Ope	\$6,000.00	\$5,255.13
		Sept '22	09/26/22	Notary Book	09/30/22	\$65.00	\$65.00	100-110-5202181	Supplies (Janitorial & Ope	\$6,000.00	\$5,255.13
		Sept '22	09/26/22	cash back reward	09/30/22	(\$27.06)	(\$27.06)	100-110-5202181	Supplies (Janitorial & Ope	\$6,000.00	\$5,255.13
		Sept '22	09/26/22	rackspace	09/30/22	\$81.30	\$81.30	100-110-5202181	Supplies (Janitorial & Ope	\$6,000.00	\$5,255.13
		Sept '22	09/26/22	cash back reward	09/30/22	(\$1.47)	(\$1.47)	100-130-5202181	Supplies (Janitorial & Ope	\$3,500.00	\$2,842.33
		Sept '22	09/26/22	supplies	09/30/22	\$222.74	\$222.74	100-130-5202181	Supplies (Janitorial & Ope	\$3,500.00	\$2,842.33
		Sept '22	09/26/22	supplies	09/30/22	\$18.08	\$18.08	100-130-5202181	Supplies (Janitorial & Ope	\$3,500.00	\$2,842.33
		Sept '22	09/26/22	supplies	09/30/22	\$45.20	\$45.20	100-130-5202181	Supplies (Janitorial & Ope	\$3,500.00	\$2,842.33
		Sept '22	09/26/22	adobe	09/30/22	\$58.46	\$58.46	200-200-5202181	Supplies (Janitorial & Ope	\$3,500.00	\$2,842.33
		Sept '22	09/26/22	rackspace	09/30/22	\$162.60	\$162.60	200-200-5202181	Supplies (Janitorial & Ope	\$40,000.00	\$33,655.63
		Sept '22	09/26/22	Norton	09/30/22	\$18.32	\$18.32	200-200-5202181	Supplies (Janitorial & Ope	\$40,000.00	\$33,655.63
		Sept '22	09/26/22	adobe	09/30/22	\$58.46	\$58.46	300-300-5202181	Supplies (Janitorial & Ope	\$40,000.00	\$33,655.63
		Sept '22	09/26/22	rackspace	09/30/22	\$162.60	\$162.60	300-300-5202181	Supplies (Janitorial & Ope	\$40,000.00	\$28,340.34
		Sept '22	09/26/22	Norton	09/30/22	\$18.32	\$18.32	300-300-5202181	Supplies (Janitorial & Ope	\$40,000.00	\$28,340.34
		Sept '22	09/26/22	cash back reward	09/30/22	(\$10.34)	(\$10.34)	300-300-5202181	Supplies (Janitorial & Ope	\$40,000.00	\$28,340.34
		Sept '22	09/26/22	treatment plant supplies	09/30/22	\$195.19	\$195.19	300-300-5202181	Supplies (Janitorial & Ope	\$40,000.00	\$28,340.34
		Sept '22	09/26/22	supplies	09/30/22	\$7.49	\$7.49	600-600-5202181	Supplies (Janitorial & Ope	\$5,500.00	\$4,867.47
		Sept '22	09/26/22	supplies	09/30/22	\$36.68	\$36.68	600-600-5202181	Supplies (Janitorial & Ope	\$5,500.00	\$4,867.47
		Sept '22	09/26/22	supplies	09/30/22	\$17.69	\$17.69	600-600-5202181	Supplies (Janitorial & Ope	\$5,500.00	\$4,867.47
		Sept '22	09/26/22	return	09/30/22	(\$18.99)	(\$18.99)	600-600-5202181	Supplies (Janitorial & Ope	\$5,500.00	\$4,867.47
239	Oregon DEQ, Business Office, 700 NE Multnomah St. Ste 600, Portland, OR, 97232	Sept '22	09/26/22	return	09/30/22	(\$8.99)	(\$8.99)	600-600-5202181	Supplies (Janitorial & Ope	\$5,500.00	\$4,867.47
		Sept '22	09/26/22	return	09/30/22	(\$13.00)	(\$13.00)	600-600-5202181	Supplies (Janitorial & Ope	\$5,500.00	\$4,867.47
		Sept '22	09/26/22	supplies	09/30/22	\$24.46	\$24.46	600-600-5202181	Supplies (Janitorial & Ope	\$5,500.00	\$4,867.47
		Sept '22	09/26/22	supplies	09/30/22	\$227.96	\$227.96	600-600-5202181	Supplies (Janitorial & Ope	\$5,500.00	\$4,867.47
		Sept '22	09/26/22	cash back reward	09/30/22	(\$5.04)	(\$5.04)	600-600-5202181	Supplies (Janitorial & Ope	\$5,500.00	\$4,867.47
		Sept '22	09/26/22	supplies	09/30/22	\$12.89	\$12.89	600-600-5202181	Supplies (Janitorial & Ope	\$5,500.00	\$4,867.47
		Sept '22	09/26/22	books	09/30/22	\$14.95	\$14.95	600-600-5203410	Library Books/Magazines	\$8,000.00	\$7,992.05
		Sept '22	09/26/22	supplies	09/30/22	\$138.78	\$138.78	700-720-5202181	Supplies (Janitorial & Ope	\$12,000.00	\$9,364.80
		Sept '22	09/26/22	cash back reward	09/30/22	(\$2.77)	(\$2.77)	700-720-5202181	Supplies (Janitorial & Ope	\$12,000.00	\$9,364.80
						\$2,058.86					
48	OTEC, PO Box 226, Baker City, OR, 97814	Sept '22	09/26/22	city hall	09/30/22	\$94.24	\$94.24	100-110-5202540	Electricity	\$900.00	\$762.12
		Sept '22	09/26/22	city park	09/30/22	\$94.19	\$94.19	100-130-5202540	Electricity	\$1,500.00	\$1,312.04
48	OTEC, PO Box 226, Baker City, OR, 97814	Sept '22	09/26/22	transfer station	09/30/22	\$49.52	\$49.52	100-150-5202540	Electricity	\$700.00	\$599.55
		Sept '22	09/26/22	public works	09/30/22	\$110.67	\$110.67	200-200-5202540	Electricity	\$32,000.00	\$26,478.40
		Sept '22	09/26/22	public works	09/30/22	\$53.73	\$53.73	200-200-5202540	Electricity	\$32,000.00	\$26,478.40
		Sept '22	09/26/22	city well	09/30/22	\$245.00	\$245.00	200-200-5202540	Electricity	\$32,000.00	\$26,478.40

City of Union
Council Approval Report
 (Council Approval Report)

Vendor		Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
		Sept '22	09/26/22	city well	09/30/22	\$2,189.78	\$2,189.78	200-200-5202540	Electricity	\$32,000.00	\$26,478.40
		Sept '22	09/26/22	city hall	09/30/22	\$94.25	\$94.25	200-200-5202540	Electricity	\$32,000.00	\$26,478.40
		Sept '22	09/26/22	city hall	09/30/22	\$94.25	\$94.25	300-300-5202540	Electricity	\$38,000.00	\$30,511.87
		Sept '22	09/26/22	treatment plant	09/30/22	\$1,456.43	\$1,456.43	300-300-5202540	Electricity	\$38,000.00	\$30,511.87
		Sept '22	09/26/22	lift station	09/30/22	\$81.01	\$81.01	300-300-5202540	Electricity	\$38,000.00	\$30,511.87
		Sept '22	09/26/22	fulton st pumphouse	09/30/22	\$2,114.38	\$2,114.38	300-300-5202540	Electricity	\$38,000.00	\$30,511.87
		Sept '22	09/26/22	street lights	09/30/22	\$2,145.75	\$2,145.75	500-500-5202540	Electricity	\$27,000.00	\$22,597.81
		Sept '22	09/26/22	dearborn st lights	09/30/22	\$59.20	\$59.20	500-500-5202540	Electricity	\$27,000.00	\$22,597.81
		Sept '22	09/26/22	library	09/30/22	\$159.75	\$159.75	600-600-5202540	Electricity	\$3,000.00	\$2,686.45
		Sept '22	09/26/22	ranger station	09/30/22	\$34.45	\$34.45	800-800-5202540	Electricity	\$1,500.00	\$1,360.30
		Sept '22	09/26/22	ranger station	09/30/22	\$39.28	\$39.28	800-800-5202540	Electricity	\$1,500.00	\$1,360.30
							<u>\$9,115.88</u>				
21		Pepsi-Cola of Eastern Oregon, PO Box F, La Grande, OR, 97850									
Sept '22		09/26/22	supplies		09/30/22	\$13.00	\$13.00	300-300-5202181	Supplies (Janitorial & Ope	\$40,000.00	\$28,340.34
							<u>\$13.00</u>				
397		Prince, Ronetta, PO Box 537, Union, OR, 97883									
Sept '22		09/26/22	cleaning contract		09/30/22	\$225.00	\$225.00	100-110-5202190	Contract Services	\$7,000.00	\$5,684.72
Sept '22		09/26/22	cleaning contract		09/30/22	\$225.00	\$225.00	600-600-5202190	Contract Services	\$2,500.00	\$1,942.48
							<u>\$450.00</u>				
22		Quill Corporation, PO Box 37600, Philadelphia, PA, 19101-0600									
27494281		09/27/22	supplies		09/30/22	\$26.67	\$26.67	100-110-5202181	Supplies (Janitorial & Ope	\$6,000.00	\$5,255.13
27646581		09/26/22	supplies		09/30/22	\$58.28	\$58.28	100-110-5202181	Supplies (Janitorial & Ope	\$6,000.00	\$5,255.13
27752287		09/26/22	supplies		09/30/22	\$23.33	\$23.33	100-110-5202181	Supplies (Janitorial & Ope	\$6,000.00	\$5,255.13
27755976		09/26/22	supplies		09/30/22	\$6.49	\$6.49	100-110-5202181	Supplies (Janitorial & Ope	\$6,000.00	\$5,255.13
27931306		09/26/22	supplies		09/30/22	\$19.99	\$19.99	100-110-5202181	Supplies (Janitorial & Ope	\$6,000.00	\$5,255.13
27494281		09/27/22	supplies		09/30/22	\$6.67	\$6.67	100-120-5202181	Supplies (Janitorial & Ope	\$250.00	\$136.09
27494281		09/27/22	supplies		09/30/22	\$49.99	\$49.99	200-200-5202181	Supplies (Janitorial & Ope	\$40,000.00	\$33,655.63
27646581		09/26/22	supplies		09/30/22	\$102.02	\$102.02	200-200-5202181	Supplies (Janitorial & Ope	\$40,000.00	\$33,655.63
27752287		09/26/22	supplies		09/30/22	\$23.33	\$23.33	200-200-5202181	Supplies (Janitorial & Ope	\$40,000.00	\$33,655.63
27755976		09/26/22	supplies		09/30/22	\$6.50	\$6.50	200-200-5202181	Supplies (Janitorial & Ope	\$40,000.00	\$33,655.63
27494281		09/27/22	supplies		09/30/22	\$49.99	\$49.99	300-300-5202181	Supplies (Janitorial & Ope	\$40,000.00	\$28,340.34
27646581		09/26/22	supplies		09/30/22	\$102.02	\$102.02	300-300-5202181	Supplies (Janitorial & Ope	\$40,000.00	\$28,340.34
27752287		09/26/22	supplies		09/30/22	\$23.33	\$23.33	300-300-5202181	Supplies (Janitorial & Ope	\$40,000.00	\$28,340.34
27755976		09/26/22	supplies		09/30/22	\$6.50	\$6.50	300-300-5202181	Supplies (Janitorial & Ope	\$40,000.00	\$28,340.34
27646581		09/26/22	supplies		09/30/22	\$14.58	\$14.58	500-500-5202181	Supplies (Janitorial & Ope	\$6,000.00	\$4,036.93
27646581		09/26/22	supplies		09/30/22	\$14.58	\$14.58	800-800-5202181	Supplies (Janitorial & Ope	\$1,500.00	\$665.65
							<u>\$534.27</u>				
210		R & C Fire Extinguishers, 63312 Watson St., La Grande,, OR, 97850									
12039		09/26/22	ranger station		09/30/22	\$74.50	\$74.50	115-000-5403203	Land/Buildings	\$506,150.00	\$472,477.12

Council Approval Report
(Council Approval Report)

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
306	Richter, Terra, PO Box 184, Union, OR, 97883	1st Qtr 22-23	09/26/22	council stipend	09/30/22	\$225.00	\$74.50 <i>LM</i> <i>TH</i>	100-110-5202040	Mayor/Council	\$12,500.00	\$12,500.00
182	Secretary of State, 255 Capitol St. NE Ste 500, Salem, OR, 97310	FY 21/22	09/26/22	audit service fees	09/30/22	\$250.00	\$225.00 <i>LM</i> <i>TH</i>	100-110-5202600	Dues/License/Certs	\$3,250.00	\$2,056.89
381	Tactical Business Group, 4497 Brownridge Terrace, Suite 102, Medford, OR, 97504	OR-COU-2022-02	09/26/22	ambulance billing	09/30/22	\$1,200.00	\$250.00 <i>LM</i> <i>TH</i>	700-720-5202152	Billing/ALS Fees	\$12,000.00	\$6,225.75
88	Union Rural Fire Dept, PO Box 317, Union, OR, 97883	1058	09/26/22	rent/utilities	09/30/22	\$959.60	\$1,200.00 <i>LM</i> <i>TH</i>	700-710-5202280	Rent/Fire & Ambulance	\$13,000.00	\$10,069.04
1058			09/26/22	rent/utilities	09/30/22	\$959.60	\$1,919.20 <i>LM</i> <i>TH</i>	700-720-5202280	Rent/Fire & Ambulance	\$13,000.00	\$10,069.03
Total Bills To Pay:							\$41,707.25				

City of Union

Expenditures Register Approval

We, the Union City Council, do hereby certify and declare that we reviewed the demands enumerated and referred to in the foregoing expense pay list. We acknowledge the signature of the City Administrator indicates that he/she has reviewed and approved each of the foregoing expenditures. And, that the expenditures, as revise above, are to the best of our knowledge accurate and are just claims against the City, and that there are funds available for payment thereof in the City treasury.

Approved for distribution on this 27 day of Sept, 2022.

Council Member 

Council Member 

City Administrator 

CASH SUMMARY COMPARED TO BUDGET (Expenses) September 2022

Department	2022-2023 Budget	Current Expenses	YTD Expenses	Variance	% Budget Expended
GENERAL FUND					
Administration	\$ 632,004.00	\$ 16,094.38	\$ 42,444.15	\$ 589,559.85	6.7%
Building Maintenance Rsv	\$ 536,150.00	\$ 17,162.44	\$ 36,208.88	\$ 499,941.12	6.8%
Vehicle/Equip Rsv	\$ 132,350.00	\$ -	\$ 21,515.00	\$ 110,835.00	16.3%
Public Safety	\$ 103,003.00	\$ 1,430.40	\$ 18,453.60	\$ 84,549.40	17.9%
Emergency Event	\$ 547,650.00	\$ -	\$ -	\$ 547,650.00	0.0%
Parks Department	\$ 38,956.00	\$ 1,856.01	\$ 6,713.07	\$ 32,242.93	17.2%
Park Rsv	\$ 10,650.00	\$ -	\$ -	\$ 10,650.00	0.0%
Special Tree Fund	\$ 10,930.00	\$ -	\$ -	\$ 10,930.00	0.0%
Court	\$ 2,950.00	\$ 10.00	\$ 518.25	\$ 2,431.75	17.6%
Recycling	\$ 800.00	\$ 49.52	\$ 149.97	\$ 650.03	18.7%
Planning	\$ 33,566.00	\$ 1,234.66	\$ 3,678.17	\$ 29,887.83	11.0%
Total General Fund	\$ 2,049,009.00	\$37,837.41	\$129,681.09	\$ 1,919,327.91	6.3%

WATER FUND					
Water Department	\$ 770,450.00	\$ 27,561.55	\$ 96,951.33	\$ 673,498.67	12.6%
Water Rsv	\$ 2,138,082.00	\$ 5,844.00	\$ 31,251.14	\$ 2,106,830.86	1.5%
Total Water Fund	\$ 2,908,532.00	\$ 33,405.55	\$128,202.47	\$ 2,780,329.53	4.4%

SEWER FUND					
Sewer Department	\$ 856,950.00	\$ 34,233.63	\$ 113,291.37	\$ 743,658.63	13.2%
Sewer Rsv	\$ 722,400.00	\$ 526.55	\$ 63,644.80	\$ 658,755.20	8.8%
Sewer Debt	\$ 377,065.00		\$ 29,371.94	\$ 347,693.06	7.8%
Total Sewer Fund	\$ 1,956,415.00	\$ 34,760.18	\$206,308.11	\$ 1,750,106.89	10.5%

SYSTEM DEVELOPMENT FUND (SDC)					
System Development	\$ 98,827.00	\$ -	\$ -	\$ 98,827.00	0.0%
Total SDC	\$ 98,827.00	\$ -	\$0.00	\$ 98,827.00	0.0%

STREET FUND					
Street Department	\$ 338,000.00	\$ 11,021.25	\$ 51,439.99	\$ 286,560.01	15.2%
Street Rsv	\$ 679,892.00	\$ 1,402.50	\$ 14,367.35	\$ 665,524.65	2.1%
Bike/Ped Path	\$ 69,962.00	\$ -	\$ -	\$ 69,962.00	0.0%
Total Street Fund	\$ 1,087,854.00	\$ 12,423.75	\$65,807.34	\$ 1,022,046.66	6.0%

LIBRARY FUND					
Library Department	\$ 192,000.00	\$ 7,148.82	\$ 29,933.08	\$ 162,066.92	15.6%
Total Library Fund	\$ 192,000.00	\$ 7,148.82	\$29,933.08	\$ 162,066.92	15.6%

EMERGENCY SERVICES FUND					
Unappropriated Funds	\$ 88,431.00		\$ -		
Fire Department	\$ 151,846.00	\$ 4,057.80	\$ 22,286.44	\$ 129,559.56	14.7%
Ambulance Department	\$ 146,523.00	\$ 7,261.10	\$ 34,064.43	\$ 112,458.57	23.2%
EMS Vehicle/Equip Rsv	\$ 214,293.00	\$ -	\$ -	\$ 214,293.00	0.0%
Total EMS Fund	\$ 512,662.00	\$ 11,318.90	\$56,350.87	\$ 456,311.13	11.0%
RANGER STATION FUND					
Ranger Station	\$ 38,350.00	\$ 3,799.43	\$ 10,850.14	\$ 27,499.86	28.3%
Total Ranger Station	\$ 38,350.00	\$ 3,799.43	\$10,850.14	\$ 27,499.86	28.3%
DOWNTOWN REVOLVING LOAN FUND (DRL)					
DRL Fees/Loans	\$ 36,790.00	\$ -	\$ -	\$ 36,790.00	0.0%
Total DRL	\$ 36,790.00	\$ -	\$0.00	\$ 36,790.00	0.0%
GRAND TOTAL	\$ 8,880,439.00	\$140,694.04	\$ 627,133.10	\$ 8,253,305.90	7.1%

City of Union, Oregon



PO Box 529
342 S. Main Street
Union, OR 97883

Phone: 541-562-5197
Fax: 541-562-5196
www.cityofunion.com

Home to the Buffalo Peak Golf Course

MEMORANDUM

October 3, 2022

TO: Doug Wiggins, City Administrator
FROM: Laura Dodds, Office Manager

SUBJECT: Office Manager Staff Report – September 2022

The following financial report shows revenues/expenditures:

- ❖ Total revenue for the month: **\$141,954.68**
- ❖ Total expenditures (includes payroll) for the month: **\$140,694.04**
- ❖ A total of **\$111,104.83** was billed out in utility bills for the month
- ❖ We delivered **63** delinquent notices on September 29th. Delinquent accounts will be shut off if no attempt is made to pay or payment arrangements made by October 5th. Shut off date will be October 6th.
- ❖ Total amount billed for late fees assessed **\$1530.00**
- ❖ Attached with this report you will find a budget summary of revenues and expenditures up to date by department, print out of adjustments done to customer accounts for September, Accounts payable's for the month of September.

CASH SUMMARY COMPARED TO BUDGET (Revenues)**September 2022**

Source	2022-2023 Budget	Current Receipts	YTD Receipts	Variance	% Budget Collected
GENERAL FUND					
Beginning Cash	\$ 1,363,929.00	\$ -	\$1,114,463.19	\$ 249,465.81	81.7%
Property Taxes	\$ 100,000.00		\$ 3,469.84	\$ 96,530.16	3.5%
Delinquent Taxes	\$ 6,000.00	\$ 1,019.66	\$ 1,708.25	\$ 4,291.75	28.5%
Interest	\$ 2,000.00		\$ 162.41	\$ 1,837.59	8.1%
Franchise Fees	\$ 100,000.00		\$ 27,620.04	\$ 72,379.96	27.6%
Oregon Liquor Revenue	\$ 36,000.00	\$ 3,631.19	\$ 10,764.32	\$ 25,235.68	29.9%
Cigarette Tax	\$ 1,500.00	\$ 127.44	\$ 429.95	\$ 1,070.05	28.7%
Oregon Shared Revenue	\$ 22,000.00		\$ 5,653.27	\$ 16,346.73	25.7%
Transient Lodging Tax	\$ 1,500.00		\$ -	\$ 1,500.00	0.0%
Liquor License Fees	\$ 200.00	\$ 45.00	\$ 90.00	\$ 110.00	45.0%
License/Permits	\$ 100.00		\$ -	\$ 100.00	0.0%
Land Use Fees	\$ 3,500.00	\$ 50.00	\$ 220.00	\$ 3,280.00	6.3%
Burn Permits	\$ 1,200.00	\$ 15.00	\$ 15.00	\$ 1,185.00	1.3%
Court Fines	\$ 750.00		\$ -	\$ 750.00	0.0%
City Surplus Sales	\$ 1,000.00		\$ -	\$ 1,000.00	0.0%
Misc Revenue	\$ 10,000.00	\$ 7,038.14	\$ 8,877.46	\$ 1,122.54	88.8%
COVID Funds	\$ -		\$ 246,658.62	\$ (246,658.62)	
Transfers From Other Funds	\$ 591,658.00		\$ -	\$ 591,658.00	0.0%
Total General Fund	\$ 2,241,337.00	\$11,926.43	\$1,420,132.35	\$ 821,204.65	63.4%
WATER FUND					
Cash on Hand	\$ 548,282.00	\$ -	\$ 685,342.19	\$ (137,060.19)	125.0%
Interest	\$ 1,150.00		\$ 239.07	\$ 910.93	20.8%
Water Bills	\$ 450,000.00	\$ 49,833.38	\$ 164,384.14	\$ 285,615.86	36.5%
Set-up Fees	\$ 1,100.00	\$ 25.00	\$ 225.00	\$ 875.00	20.5%
Installation Fees	\$ 5,000.00		\$ 200.00	\$ 4,800.00	4.0%
CDBG Grant	\$ 1,750,000.00		\$ -	\$ 1,750,000.00	0.0%
Water Project Fees	\$ 150,000.00		\$ -	\$ 150,000.00	0.0%
Transfers In	\$ 100,000.00		\$ -	\$ 100,000.00	0.0%
Misc Revenue	\$ 3,000.00	\$ 216.89	\$ 600.88	\$ 2,399.12	20.0%
Total Water Fund	\$ 3,008,532.00	\$ 50,075.27	\$ 850,991.28	\$ 2,157,540.72	28.3%
SEWER FUND					
Cash on Hand	\$ 1,030,244.78	\$ -	\$1,030,245.21	\$ (0.43)	100.0%
Interest	\$ 1,100.00		\$ 239.07	\$ 860.93	21.7%
Sewer Bills	\$ 610,000.00	\$ 52,403.56	\$ 157,035.37	\$ 452,964.63	25.7%
Set-up Fees	\$ 1,000.00	\$ 25.00	\$ 225.00	\$ 775.00	22.5%
Septic Fees	\$ 100.00		\$ -	\$ 100.00	0.0%
Installation Fees	\$ 5,000.00		\$ 50.00	\$ 4,950.00	1.0%

Billed Labs	\$ 3,000.00		\$ 50.00	\$ 2,950.00	1.7%
Transfers In	\$ 302,000.00		\$ -	\$ 302,000.00	0.0%
Misc Revenue	\$ 1,250.00	\$ 216.90	\$ 15,279.62	\$ (14,029.62)	1222.4%
Total Sewer Fund	\$ 1,953,694.78	\$ 52,645.46	\$1,203,124.27	\$ 750,570.51	61.6%

SYSTEM DEVELOPMENT FUND (SDC)

Cash on Hand	\$ 98,827.00	\$ -	\$ 98,826.31	\$ 0.69	100.0%
Misc Revenue	\$ -	\$ -	\$ -	\$ -	
Water Development Charge	\$ -	\$ -	\$ -	\$ -	0.0%
Sewer Development Charge	\$ -	\$ -	\$ -	\$ -	0.0%
Water New Growth	\$ -	\$ -	\$ -	\$ -	0.0%
Total SDC	\$ 98,827.00	\$ -	\$ 98,826.31	\$ 0.69	100.0%

STREET FUND

Cash on Hand	\$ 477,220.49	\$ -	\$ 477,220.49	\$ -	100.0%
State Gas Taxes	\$ 155,000.00	\$ 14,774.80	\$ 40,361.26	\$ 114,638.74	26.0%
Street Install Fees	\$ 500.00		\$ -	\$ 500.00	0.0%
Park Lights Grant	\$ 13,000.00	\$ -	\$ -	\$ 13,000.00	
CDBG Grant	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00	0.0%
Transfers from Other Funds	\$ 143,000.00		\$ -	\$ 143,000.00	0.0%
Total Street Fund	\$ 888,720.49	\$ 14,774.80	\$ 517,581.75	\$ 371,138.74	58.2%

LIBRARY FUND

Cash on Hand	\$ 60,500.00	\$ -	\$ 81,212.15	\$ (20,712.15)	134.2%
Taxes Levied	\$ 125,000.00	\$ 761.55	\$ 3,948.52	\$ 121,051.48	3.2%
Grant Funds	\$ 1,500.00		\$ -	\$ 1,500.00	0.0%
Misc Revenue	\$ 5,000.00	\$ 78.26	\$ 547.91	\$ 4,452.09	11.0%
Total Library Fund	\$ 192,000.00	\$ 839.81	\$ 85,708.58	\$ 106,291.42	44.6%

EMERGENCY SERVICES FUND

Cash on Hand	\$ 382,823.01	\$ -	\$ 382,823.01	\$ -	100.0%
Interest	\$ 500.00		\$ 119.54	\$ 380.46	23.9%
EMS Surcharge Fees	\$ 125,000.00	\$ 10,628.00	\$ 31,831.66	\$ 93,168.34	25.5%
Ambulance Svc Fees	\$ 65,000.00	\$ 99.91	\$ 8,453.77	\$ 56,546.23	13.0%
Burn Permits	\$ 1,200.00	\$ 15.00	\$ 15.00	\$ 1,185.00	1.3%
Transfers In	\$ 50,000.00		\$ -	\$ 50,000.00	0.0%
Misc Income	\$ 1,000.00		\$ 25.00	\$ 975.00	2.5%
Grant Funds	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00	0.0%
Total EMS Fund	\$ 626,523.01	\$ 10,742.91	\$ 423,267.98	\$ 203,255.03	67.6%

RANGER STATION FUND

Cash on Hand	\$ 18,100.00	\$ -	\$ 22,194.26	\$ (4,094.26)	122.6%
Interest	\$ 150.00		\$ 39.80	\$ 110.20	26.5%
Rent	\$ 10,000.00	\$ 900.00	\$ 2,680.00	\$ 7,320.00	26.8%
Transfers In	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	
Misc Revenue	\$ 100.00	\$ 50.00	\$ 300.00	\$ (200.00)	300.0%

Total Ranger Station	\$ 38,350.00	\$ 950.00	\$ 25,214.06	\$ 13,135.94	65.7%
DOWNTOWN REVOLVING LOAN FUND (DRL)					
Cash on Hand	\$ 16,530.00	\$ -	\$ 16,537.51	\$ (7.51)	100.0%
Interest	\$ 10.00	\$ -	\$ -	\$ 10.00	0.0%
Loan Fees		\$ -	\$ -	\$ -	0.0%
Transfers In	\$ 20,000.00		\$ -	\$ 20,000.00	0.0%
Loan Payments Rec'd	\$ 250.00		\$ -	\$ 250.00	0.0%
Total DRL	\$ 36,790.00	\$ -	\$ 16,537.51	\$ 20,252.49	45.0%
GRAND TOTAL	\$ 9,084,774.28	\$ 141,954.68	\$4,641,384.09	\$ 4,443,390.19	51.1%



Memorandum

Subject: Library Monthly Report
Meeting: City Council - Oct 10 2022
Prepared For: Mayor and Members of Council
Staff Contact: Tiffany Derichsweiler, Library Lead

ATTACHED:

[Library Monthly Report September 2022](#)

September Monthly Report 2022

	Statistics	
	This Year	Last Year
Paton Count	624	616
Circulation Count:		896
Adult		291
Children		328
Audios		120
Videos		154
Music CD's	0	3
Materials Added	50	141
Materials Discarded	60	161
Reference Questions	34	123
Programs for Patrons	5	12
Participants	65	38
Computer Usage	104386	1642.0 hrs.
New Patrons	7	12
ILL Requests	246	197
Out of City Limit Usage		101
Notary	0	3

Events and Additions:

information incomplete until SAGE is able to produce statistical reports again.

Library WiFi is turned off at 7 PM to protect the library & city from citizens' illicit searches after hours.

IT has found a way to track our computer usage.

The figure (104386) reflects the number of requests sent to web pages by patrons using our internet.

This service was only started on Sept 23, so that figure only reflects the last week of the month.

Assuming that is an average use our patrons made an

estimated 417544 requests to web pages in the month of September.

In an effort to increase newspaper circulation I'm placing new editions on the rocking chair upstairs, and posting periodically on the library's social media pages.

I am endeavoring to increase patron feedback

and participation through social media posts.



Memorandum

Subject: Ordinance Officer Monthly Report
Meeting: City Council - Oct 10 2022
Prepared For: Mayor and Members of Council
Staff Contact: Dianna Arena, Ordinance Officer

ATTACHED:

[Ordinance Officer Monthly Report Sept 2022](#)

September 2022

TO:

Doug Wiggins, City Administrator
Leonard Flint, Mayor
City Council

FROM:

Dianna Arena, Ordinance Officer

JOB FOCUS:

Handling Citizen Complaints
Right of Way Issues
Enforcing City Ordinances
Education on Ordinances

Complaints:

- 1-Abandoned vehicle blocking driveway. Was red tagged and someone removed it.
- 1-Regarding an incessant barking dog. Went to the area of complaint, nothing was observed or heard.
- 2-Noxious weed complaints. Knapweed and Kochia. Properties identified and letters and emails sent. Property owners have begun removal and spraying.
- 1-Regarding one property on S. Third. Burning at night while burn ban is in effect. Tall weeds and grasses. Contacted homeowner and explained about fire restrictions/cooking over fire and the management needed concerning overgrown yard/r.o.w.
- 1-Email concerning odor coming from property outside of home on W. Arch. Have tried to contact homeowner. No answer. Left message. No reply. Will call again and send a letter as well.

Right of way issues (vehicles/camp trailers):

5 letters sent. 3 compliances-2 no comply, will follow up on.

Noxious weeds/Overgrown grasses:

6 letters sent. 2 completed. 1 started. 2 no comply, will follow up on.

Refrigerator Outside in Yard:

1 letter sent to property owner on education of properly securing doors for safety reasons regarding children, and to be in compliance with ordinance. Will check back on since letter was recently sent.

Basketball hoop on right of way:

1 letter sent educating resident to please move hoop off when kids are done playing to keep r.o.w. with a clear vision for traffic. Will check back on since recently sent .

Other:

15 letters sent to residents regarding education on dumping recyclables outside of bins.



Memorandum

Subject: Fire/EMS Monthly Report
Meeting: City Council - Oct 10 2022
Prepared For: Mayor and Members of Council
Staff Contact:

ATTACHED:

[Fire-EMS Monthly Report Sept 2022](#)

The fire and ambulance service had various calls this past month.

The fire department calls consisted of 3 lift assists, 2 mutual aid calls with LaGrande, 1 structure fire, assisting the ambulance service with driving for them, 3 misc fires, 1 fire alarm, 1 landing zone for Lifeflight, 1 motor vehicle crash, and 2 meetings.

The ambulance calls consisted of 3 lift assists, 4 breathing issues, 1 overdose, 1 motor vehicle crash, 1 chest pain, 3 weakness, 1 nausea, 1 altered mental status, 1 mutual aid for LGFD, 1 fire standby, and 1 meeting.

The EMT class has started in LG and we have 1 participant. This will be a benefit to our service.



Memorandum

Subject: Admin Monthly Report
Meeting: City Council - Oct 10 2022
Prepared For: Mayor and Members of Council
Staff Contact: Doug Wiggins,

ATTACHED:

[Admin Report October 2022](#)

City of Union, Oregon



PO Box 529
342 S. Main Street
Union, OR 97883

Home to the Buffalo Peak Golf Course

Phone: 541-562-5197
Fax: 541-562-5196
www.cityofunion.com

CITY ADMINISTRATOR REPORT September 2022

Ranger Station:

The first building was put into service and has been rented. It appears the weekends on the building are filling up fast. On the remaining buildings, the siding is done on the second building minus a roof peak but should be finished shortly. Painting is near complete on the middle building. The third building siding has been completed and the top half of the building has been painted. Shutters are being completed and painted. Once completed they will be installed on each house.

Water/Sewer:

CDBG news – Negotiations with Becker Construction continue along with looking and trimming some lesser important areas from the project. It is hoped we will be reaching a full agreement within the next couple of weeks. As discussed with Council we have reached out to Business Oregon for our options should we decide to rebid the project.

The screen project timeline has been updated and indicates the project to finish in February or March of 2023. We did take down the primary clarifier and found the issue and have sent it to Eagle Carriage for the fix. The Clarifier will need repainted, and we are working on getting that lined up as we clean the clarifier.

Library:

The friends of the Library will be running around and working on campaigning for the Levy. Tiffany continues weeding older non-desirable books and movies from the Library. Numbers continue to be up from previous years, but down as compared to the summer activity.

Streets:

Chestnut street construction should begin by mid-October. It is estimated to take about ten days to complete the street barring inclement weather.

Parks:

There hasn't been much progress at the Parks as far as planning. However, we are beginning to winterize the park and will be shutting down the irrigation system by mid-late October. It was nice the MSU group stepped up and painted the playground area. Fencing is in the works as soon as the contractor frees up.

Doug Wiggins
City Administrator



Memorandum

Subject: Public Works Monthly Report
Meeting: City Council - Oct 10 2022
Prepared For: Mayor and Members of Council
Staff Contact: Paul Phillips, Public Works Lead

ATTACHED:

[Public Works Monthly Report September 2022](#)

City of Union Council Report for Public Works Department September 2022

Water: We took our semiannual TTHM & HAA5 water samples and just pulled our source water assessment samples from both wells along with our two routine monthly coliform samples. Handed out shutoff notices and did the monthly water meter reads.

Sewer: Supplied Lindley Construction with a few parts as they completed the retaining wall at the facility. We took the primary clarifier offline and drained it. Discovered the shaft that goes from the motor to the mixing arm in the bottom of the clarifier is broken and we are currently having a new shaft built. With any luck we plan to have that fixed by October 14th. Plans are to pressure wash and clean the clarifier and have it repainted then put it back online.

Ranger Station: We have spent the majority of our time at this facility as we stripped siding off the South building reinstalled trim metal on the center building and pressure washed it and it is currently in the process of being painted. The North garage has had the siding removed and the garage has been cleaned up a little as it will be getting new siding soon. We are hoping to finish painting the middle unit and the South unit in October and hopefully the garage as well.

Paul Phillips

Public Works Lead

October 3, 2022



Memorandum

Subject: September 2022
Meeting: City Council - Oct 10 2022
Prepared For: Mayor and Members of Council
Staff Contact: Heather Daggett, Wastewater

ATTACHED:

[Wastewater Report September 2022](#)

Wastewater Report September 2022

Drying Beds & Sludge removal – Currently 4 of 4 drying beds are occupied. Drying bed 4 has sludge from the secondary digester to make room until we can land apply in the fall. Drying beds 2&3 have sludge from the Primary Clarifier that was taken offline for repairs. Drying bed 1 has product from Catherine Creek hides to dispose of in a proper manner.

Maintenance / Repair –

- Blower Services and Maintenance
- RBC Maintenance: oils, Grease, and cleaning
- SBC: Grease
- Oregon Street Lift Station (grease and maintenance)

Effluent - Effluent discharge is going to Buffalo Peaks Golf Course, we are sending an average of 130,000 gallons a day to the Golf Course Pond.

Other –

- Annual Flow meter calibrations
- Sent out Annual sludge and effluent labs
- Locate service with camera on Century Dr
- Hauled 17 loads of sludge to the Field

Influent –

- We are seeing a lot more trash in the wastewater than normal and double the medical supplies coming down the wastewater system than I have seen in the past

Public Works – Helped mow the park one day.

DEQ - Continue working with DEQ on our permit renewal, first draft and review period has come to a close now we continue with the next steps.

Projects / Future

- **Start Project to fix the Primary Clarifier**
Remove broken shaft and took to Eagle Carriage
- **New Screen Project**
 - Continue working with Anderson Perry on the Influent Screen
- **PLC**
 - Site visit hopefully soon from TAG.