Regular Council meeting of Oct. 15, 2013.

Present Were: Mayor Spieth, Councilmembers Koepke, Naillon, Neal, Hart and Roley. Absent: None.

Meeting called to order by Mayor Spieth. Pledge of Allegiance given.
Copies of the Oct. 1st meeting minutes were read and approved.

There were no scheduled appearances.

Clerk Jones reported that the owner of Pilot West, the firm constructing the North End Reservoir, had stopped by City Hall this afternoon and reported that everything is moving forward as planned. It is his hope that the project will be completed and operational this fall, depending upon weather. He wants everything completed and clean-up started when the tank arrives. The tank was ordered a little over three weeks ago; construction of the tank itself could take up to 6-7 weeks but he put in a request for earlier completion. If the weather holds, they will not request a winter shutdown.

Discussion on the AWC Benefit Trust program. Motion by Koepke and seconded by Neal Resolution #528, providing for the City of Oroville to join the Association of Washington Cities Employee Benefit Trust, be passed as read and that the Mayor be authorized to execute the Interlocal Agreement creating a joint self-insured health and welfare benefit program to be administered by the Trustees for the purposes of providing self-insured benefits to Beneficiaries. Motion carried.

Clerk reported that the city's insurance carrier stated that unless the Chamber was under the direction and control of the city, the city would be unable to provide insurance for their proposed "leased" RV parking lot. Clerk will notify Clyde Andrews that the city can not provide coverage and will forward Clyde the info she received.

Jones discussed the next phase of utility billing and credit card payments. The new utility billing program has been installed and bill processing has been outsourced for two months now. The next step to "on-line" bill pay with credit card will be through Invoice Cloud. Users can sign up for e-statements (which also includes delinquent notices) and can pay with their credit card for a "convenience fee". Instead of the 62¢ cost of the outsourced statement mailing, the cost for "Invoice Cloud" is reduced to 40¢ and there is no additional cost for Canadian postage. There is a monthly fee of $75. and the convenience fee that user's will pay for the service should cover card fees, etc. Jones learned at the Vision Municipal Solutions conference Oct. 9-11 that Invoice Cloud will take about 4 months to receive. Clerk also stated that Visions has now completed the new "miscellaneous" billing software, (now called Receivables) which Oroville uses for ambulance billing, airport statements, and other miscellaneous bills the city sends out. The purchase of this program will be tabled to the next budget workshop. Motion by Naillon and seconded by Koepke the Mayor and Clerk be authorized to sign the agreement to proceed with Invoice Cloud. Motion carried.

Finally, Jones discussed the fact that with the installation of the utility billing program and the cash management programs (the final two of four software programs the city has been converting to over the last four years) the existing computer hardware is now experiencing unanticipated serious response delays, creating concerns for office staff, particularly the amount of time spent waiting for accounts to come up when waiting on customers. The existing operating system is Windows XP, which will no longer be updated and could create issues in the future. The hardware needs to be updated in order to assure proper operations of all the software programs. Jones read a quote from Visions Municipal Solutions (the firm that the city has contracted with for both software and hardware) in the amount of $18,976.74, which includes 1 Business Class Server; 4 Business Class Workstations w/Office 2013 Home

and Business (we currently have the 2003 version): 1 Business Class Small form factor PC for the Counter and includes all onsite installation services (including mileage, accommodations and per diem expenses for the 4-5 day installation set-up). It also includes transfer of all existing software setup, re-installation of the original ASP utility billing software, if necessary. Naillon stated he felt the quote was very reasonable, considering all the hardware and installation services that would be provided, including compatibility verification. Mayor Spieth added that it was certainly important that the city stay up-to-date with technology. Clerk stated that knows that some money had been budgeted for computer upgrades but wasn't sure of the amount, but that Visions had stated that if necessary, the city could complete the purchase in two installments, if necessary. Motion by Roley and seconded by Naillon that the city proceed with needed hardware upgrades. Motion carried.

Koepke questioned the condition of the Canadian Flag and Hart responded that the American Legion is in charge of those flags and that he would make sure it was replaced.

Ambulance Coordinator Donahue reported that she was still seeking additional students for the EMR class (she will allow up to 10) and that she was still working with council committee re: tuition and student's / city's participation and revised tuition reimbursement agreement.

Koepke complained about "Yard Sale" signs that were consistently being placed on the side of a box, weighted down with big rocks, then left on city sidewalks (particularly those sale signs that are placed weekly and are from residents outside city limits). Some pick up their signs, leaving the rocks on the city sidewalk. He thinks they should be charged with littering. Koepke also requests better enforcement of the maximum of three yard sales annually, as some places have yard sales weekly. Warnstaff stated he and his officers would monitor more closely. Motion by Koepke and seconded by Roley the Oct. 15th payroll of $40,816.71, #16085-16108 be approved and that vouchers #16109-16152, totaling $77,570.43 be paid and the meeting be adjourned at 7:25 p.m. Motion carried.

Minutes approved _____   _____
                                                                            Mayor

                                  _____
                                  Clerk