

\*\*\*TO BE PUBLISHED\*\*\*

Minutes for the Woodburn City Council Meeting on March 6<sup>th</sup>, 2023:

The meeting began at 7:00pm with the Pledge of Allegiance. In attendance was Mayor Kelsey, Clerk-Treasurer Cummins, Superintendent Walls, Chief Parker as well as Council Members Sarrazine, Gerig, and Watts. Councilman Martin and Councilwoman Thompson were not present. Sarah Jones and others with the Allen County Planning Commission were also present.

Chief's Report: The Chief mentioned that at the Board of Works and Public Safety meeting that took place earlier this evening, the Board discussed two standard operating policies for the department and that in the near future, the entire set of policies will be presented to the Board of Works and Public Safety for their review.

Superintendent's Report: The Superintendent gave an update on the utility departments.

Mayor's Report: The Mayor explained a recently discovered issue. Apparently, the solar panels at the water plant were never properly activated within AEP's system and only now will the City receive credit for their produced power. The Mayor gave an update on the sidewalk project to resume on Center Street on March 29<sup>th</sup>. The project should be completed by the end of June.

Clerk-Treasurer's Report: The meeting minutes were presented from the February 20<sup>th</sup> meeting. After discussion, Councilman Gerig moved to accept the minutes from the February 20<sup>th</sup> meeting as presented, second by Councilwoman Sarrazine, all present in favor. The warrants were presented. After discussion, Councilman Watts moved to pay the warrants as presented, second by Councilwoman Sarrazine, all present in favor. The Clerk-Treasurer presented end of year financials for the Council to consider. This included revenue and expenditures guidelines, fund beginning and end balances, as well as fund balance comparisons since 2016 for better understanding of long-term trends in spending. The Clerk-Treasurer presented calculated totals that are either owed to the City by residents or to residents from the City on all accounts that were billed improperly. The Clerk-Treasurer is asking for approval to issue checks to those accounts that were overbilled and issue invoices for all accounts that were underbilled during the last calendar year lookback period. After discussion, Councilman Gerig moved as proposed, second by Councilwoman Sarrazine, all present in favor. The Clerk-Treasurer presented a request to sponsor a local MDA event. After discussion, it was determined that while this was a worthwhile event, since it was not being held within the City, it therefore would not be considered at this time.

Councilmen's Report: Nothing to report.

Audience: A resident asked for a sewer credit on his utility bill due to an issue involving a leak in his crawl space. After discussion, Councilwoman Sarrazine moved to modify his utility bill to reflect the average sewer usage for his upcoming bill as well as the two most recently generated bills, second by Councilman Watts, all present in favor. Sarah went over details regarding the All-In-Allen Comprehensive Plan and why the City would consider Resolution 23-270 (Adopt All-In-Allen Comprehensive Plan). After discussion, Councilman Watts moved to read Resolution 23-270 in full, second by Councilman Gerig, all present in favor. Councilman Watts moved to approve the first reading of Resolution 23-270, second by Councilman Gerig, all present in favor. Councilman Watts moved to adopt Resolution 23-270, second by Councilwoman Sarrazine, all present in favor. Resolution 23-270 is

adopted as presented.

Councilwoman Sarrazine moved to adjourn the meeting, second by Councilman Gerig, all present in favor. Meeting was adjourned at 8:12pm.

Go to [www.cityofwoodburn.org](http://www.cityofwoodburn.org) to see previously approved minutes and recent community news.