



MYRTLE CREEK CITY COUNCIL  
REGULAR COUNCIL MEETING AGENDA  
MYRTLE CREEK COUNCIL CHAMBER

**AGENDA PACKET 04/17/2018**

*All city public meetings are being digitally recorded for sound and video camera surveillance.*

The City Council of the City of Myrtle Creek will meet on Tuesday, April 17, 2018 in a Regular Council session at 5:30 PM in the Myrtle Creek Council Chamber, 207 NW Pleasant Street, Myrtle Creek, Oregon.

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired, or for other accommodations for persons with disabilities, should be made at least 48 hours in advance of the meeting to the City Recorder at 541-863-3171.

The City Council reserves the right to add or delete items as needed, change the order of the agenda, and discuss any other business deemed necessary at the time of the study session and/or meeting.

**REGULAR COUNCIL MEETING – 5:30 PM**

*Anyone wishing to speak on an agenda item should complete a Public Comment Form and give it to the City Recorder. Public Comment Forms are located at the entrance to the meeting place. Anyone commenting on a subject not on the agenda will be called upon during the “Citizens Heard on Non-agenda Items” section of the agenda. Comments pertaining to specific agenda items will be taken at the time the matter is discussed by the City Council.*

**1. Call to Order/Roll Call**

**2. Pledge of Allegiance**

**3. Public Presentations**

3.1 Elks National Youth Week Proclamation

**4. Consent Agenda – Requires a motion**

*The consent agenda consists of items of a repeating or routine nature considered under a single action. Any Councilor may have an item on the consent agenda removed and considered separately upon request.*

**Consent Agenda Part I - Requires a motion**

4.1 Approval of minutes of the Regular City Council Meeting for April 3, 2018

**Consent Agenda Part II - Requires a motion**

4.2 Acknowledge receipt of Payroll & Claims Report for March, 2018

**Consent Agenda Part III - Requires a motion**

4.1 Acknowledge receipt of Court Report – March, 2018

4.2 Seniors Escorting Seniors Report – March 2018

4.3 Parks Commission Minutes – March 2018

**5. Department Reports**

*Items for discussion by the City Administrator and Department Heads as needed.*

- 5.1 Finance Officer Report
- 5.2 Police Department Report
- 5.3 Fire Department Report
- 5.4 Public Works Report

**6. Regular Agenda**

*Citizens will be provided the opportunity to offer comments on action items after staff has given their report and if there is an applicant, after they have had the opportunity to speak. Action items are expected to result in motions, resolutions, orders, or ordinances.*

- 6.1 Request submitted by Jo Ann Johnson for donation to support the downtown flower baskets. – *requires a motion*
- 6.2 OLCC Renewal
- 6.3 Tabling Island Annexation – *requires a motion*

**7. Citizens Heard on Non-Agenda Items**

**8. City Administrator Report**

**9. Mayor and Councilor – Committee Reports and Councilor Comments**

**10. Adjournment**

# **Proclamation**

## **Elk's Youth Week Proclamation**

**WHEREAS**, The Benevolent and Protective Order of Elks has designated May 1-7, as Youth Week to honor America's Junior Citizens for their accomplishments, and to give fitting recognition of their services to Community, State, and Nation; and,

**WHEREAS**, the Myrtle Creek Elks Lodge 1943 will sponsor an observance during that week in tribute to the Junior Citizens of this Community; and,

**WHEREAS**, no event could be more deserving of our support and participation than one dedicated to these young people who represent the nation's greatest resource, and who in the years ahead will assume the responsibility for the advancement of our free society; and,

**WHEREAS**, our Youth need the guidance, inspiration and encouragement which we alone can give in order to help develop those qualities of character essential for future leadership; and go forth to serve America; and,

**WHEREAS**, to achieve this worthy objective we should demonstrate our partnership with Youth, our understanding of their hopes and aspirations and a

sincere willingness to help prepare them in every way for the responsibilities and opportunities of citizenship:

**NOW, THEREFORE**, I, Ken Brouillard, Mayor of Myrtle Creek, do hereby proclaim the first week in May as Youth Week, and urge all departments of government, civic, fraternal and patriotic groups, and our citizens generally, to participate wholeheartedly in its observance.

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Honorable Mayor Ken Brouillard



# CITY OF MYRTLE CREEK

## REGULAR MEETING OF THE CITY COUNCIL

**DATE:** April 3, 2018

**PLACE:** Council Chambers, 207 NW Pleasant St., Myrtle Creek, Oregon

**PRESIDING OFFICER:** Mayor Ken Brouillard

**COUNCILORS PRESENT:** Council President Bill Burnett; Councilors: Allan Kusler, Gail Black, Henry Stevens, and Susan Harris

A quorum was present throughout the meeting.

**STAFF IN ATTENDANCE:** City Administrator Sean Negherbon, City Recorder Joshua Norton

**CALL TO ORDER:** Mayor Brouillard called the April 3, 2018 meeting to order at 5:30 PM

### CONSENT AGENDA

#### Approval of March 15, 2016 Council Meeting Minutes

Motion was made by Councilor Stevens and seconded by Councilor Black to approve the minutes of March 20, 2018 as presented. Discussion: Councilor Stevens pointed out a missing word; the correction had been made before the meeting started. Vote: Motion passed unanimously.

### REGULAR AGENDA

#### Seismic Study

City Administrator Negherbon read the staff report into record as written.

Motion was made by Councilor Burnett to direct City Administrator to enter into a contract with Pinnacle Engineering for a seismic study of the City Hall/Police Department Building. Second to the motion was made by Councilor Stevens. Discussion: Councilor Stevens clarified that references would be check for the engineering firm. The City may have to look at budgeting for improvements depending on results of the seismic study. Vote: Motion passed unanimously.

#### Urban Renewal

City Administrator Negherbon read the staff report into record as written.

Councilor Stevens made a motion to direct staff to pursue the development of an Urban Renewal Plan. Second to the motion was made by Councilor Harris. Vote: Motion passed unanimously.

Councilor Harris made a motion to direct staff to take steps to engage Elaine Howard as the Consultant for the development of an Urban Renewal Plan. Second to the motion was made by Councilor Stevens. Vote: Motion passed unanimously.

## **RESOLUTION**

### **APPROVING INCREASES AND DECREASES TO THE 2017-2018 BUDGET BY MAKING AN INTRAFUND TRANSFER OF APPROPRIATIONS**

City Administrator Negherbon read the staff report into record as written and noted that funds from the Fire Camp weren't budgeted and thus not able to be used in this situation. Additional costs were accrued after the County required a certified plumber.

Motion was made by Councilor Black to approve 1 RESOLUTION NO. RES-18-02 APPROVING INCREASES AND DECREASES TO THE 2017-2018 BUDGET BY MAKING AN INTRAFUND TRANSFER OF APPROPRIATIONS. Second to the motion was made by Councilor Stevens. Vote: Motion passed unanimously.

Mayor Brouillard read and adopted the Resolution No.-18-02.

## **CITIZENS HEARD ON NON AGENDA ITEMS**

### **Arthur Montgomery 211 Second Ave. Myrtle Creek**

Mr. Montgomery spoke to the council about his recent house fire in Tri City. Mr. Montgomery thanked the council for welcoming him and gave special thanks to Mayor Brouillard for his work.

### **Marcus Ogle Grand Victorian Theater**

Mr. Ogle gave an update on creating a City Flag. He recommended against simply having the City seal in the center of the flag. He's been looking at Portlandflag.org. Mr. Ogle gave an overview on how the flag should look; 2-3 colors, bright, eye catching. Councilor Stevens would like to see a design that incorporates our past, present, and future. The Council preferred having the communities input after a few designs were created.

## **CITY ADMINISTRATOR REPORT**

City Administrator Negherbon spoke of an application for the Parks Commission that wasn't added to the agenda for this meeting.

Motion was made by Councilor Stevens to appoint Matthew Hald to Parks Commission. Second to the motion was made by Councilor Black. Discussion: Councilor Kusler asked if the applicant was out of city limits or not; he is inside city limits. Vote: Motion passed unanimously.

The city of Canyonville has requested an intergovernmental agreement to cover the certification of their waste water treatment plant until they can get an operator. The City of Canyonville may approach the council at some point in the future.

A certified playground inspector visited our play area at Millsite Park. The only minor issues noted were having a sign posted that the area is for children over 5 years of age and adjust the landing pad for the swing set. The recent complaint about the agility bridge proved to have no merit.

Councilor Harris asked the ordinance for citizens riding four wheelers on public streets. City Administrator recommended calling the police department.

Councilor Burnett recommended May 3<sup>rd</sup> at 3:00pm for the next council work session on ordinances. By consensus council agreed.

## **COUNCILORS AND MAYOR REPORTS**

Councilor Kusler asked for an update on the 2018 Island Annexation; Mayor Brouillard brought him up to speed. The vote will be May 1, 2018. Councilor Kusler thanked the Council for allowing him to take some time away. He also complimented the new street signs.

Councilor Stevens questioned how the minutes are being conducted. Staff reports are submitted into record with the packet. City Recorder Norton is slowly transitioning away from verbatim minutes and into action minutes.

Councilor Harris noted that she directs “off the freeway” traffic into Myrtle Creek via the bridge coming into town. Councilor Harris also complimented the new electric signs various businesses have erected.

Mayor Brouillard announced an Elk’s Lodge proclamation that may be read at the next meeting, with council consideration. Councilor Black commented her appreciation of the City’s recognition of various organizations through proclamations. Mayor Brouillard also stated the question posed by a citizen; could Myrtle Creek declare itself a sanctuary city regarding firearms if the state passes restrictions.

## **ADJOURNMENT**

Mayor Brouillard adjourned the regular meeting of the City Council for April 3, 2018 at 6:35 p.m.

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Ken Brouillard, Mayor

**Attest:** \_\_\_\_\_  
Joshua Norton  
City Recorder



MYRTLE CREEK MUNICIPAL COURT  
THURSDAY - MARCH 15, 2018

<u>BATES, STEPHEN</u>	<u>16-N-93</u>	<u>CM II</u>	<u>\$650.00</u>
		<u>FTA</u>	<u>DISM</u>
		<u>FTA</u>	<u>DISM</u>
		<u>FTA</u>	<u>DISM</u>
<u>THINGVOLL, NOAH</u>	<u>15-N-149</u>	<u>HAR</u>	<u>\$450.00</u>
		<u>FTA</u>	<u>DISM</u>
<u>CAVANER, ZACHARY</u>	<u>16-T-15</u>	<u>DWS</u>	<u>\$1000.00</u>
		<u>FTA</u>	<u>DISM</u>
<u>DEIVERT, JOSHUA</u>	<u>17-N-660</u>	<u>TH 3</u>	<u>\$150.00</u>
		<u>FTA</u>	<u>\$150.00</u>
		<u>FTA</u>	<u>DISM</u>
<u>MAGNUSON-YEAGER, DYANA</u>	<u>17-N-456</u>	<u>HAR</u>	<u>\$375.00</u>
<u>SHIPPEY, DANIELLE</u>	<u>17-N-271</u>	<u>DWS</u>	<u>\$1000.00</u>
		<u>FTA</u>	<u>DISM</u>
<u>COMBS SELENA</u>	<u>17-N-366</u>	<u>TAMERING</u>	<u>DISM</u>
		<u>RUT</u>	<u>\$400.00</u>



MYRTLE CREEK MUNICIPAL COURT  
MONDAY---- MARCH 19, 2018

CALEY, DEANNA	18-T-138	DWS	\$450.00
		NO INS	\$275.00
JOHANSEN, MATTHEW	18-T-121	VSL	\$125.00
FERNANDEZ, AMANDA	18-T-119	DWS	\$450.00
OCAMPO, JOE	18-T-131	FTRV	DISM
PUETZ, CHELSE	18-T-72	FLTY	\$200.00
KVISTAD, RICHARD	18-T-146	DWS	\$310.00
		NO INS	DISM
JOHNSON, ALYSSA	18-T-116	CD	\$200.00
ROIAS, SAMUEL	18-D-177	DUII	\$2,150.00
	18-T-179	FTOTCD	\$265.00
		NO OPS	\$265.00
ZYZNIEWSKI, JADE	18-T-144	NO OPS	\$200.00
HARDGRAVE, RENEE	18-T-142	DWS	\$310.00
BROWN, NICOLAS	18-T-139	DWS	\$310.00
		NO INS	\$210.00

**MYRTLE CREEK MUNICIPAL COURT  
MONDAY---- MARCH 5, 2018**

<b>MYERS, KODY</b>	<b>18-T-114</b>	<b>FTOTCD</b>	<b>\$200.00</b>
<b>McMAHON-LUSTER, BRITT</b>	<b>18-T-81</b>	<b>DWS</b>	<b>\$450.00</b>
<b>McALLISTER, SCOTT</b>	<b>18-T-64</b>	<b>NO INS</b>	<b>\$275.00</b>
		<b>FTRV</b>	<b>\$125.00</b>
<b>JOHNSON, KAYLA</b>	<b>18-T-82</b>	<b>DWS</b>	<b>\$450.00</b>
		<b>NO INS</b>	<b>\$275.00</b>
<b>JEFFERSON, HALINA</b>	<b>18-T-97</b>	<b>DWS</b>	<b>\$450.00</b>
		<b>NO INS</b>	<b>\$275.00</b>
<b>FERNANDEZ, AMANDA</b>	<b>18-T-92</b>	<b>DWS</b>	<b>\$450.00</b>
		<b>NO INS</b>	<b>\$275.00</b>
<b>OLIVER, RICAHRD</b>	<b>18-T-126</b>	<b>DWS</b>	<b>\$450.00</b>
		<b>NO INS</b>	<b>\$275.00</b>
<b>LETHLEAN, DANIEL</b>	<b>18-T-78</b>	<b>DWS</b>	<b>\$450.00</b>
		<b>NO INS</b>	<b>\$275.00</b>
		<b>FTRV</b>	<b>\$125.00</b>
<b>MILLER, JEREMY</b>	<b>18-T-102</b>	<b>NO OPS</b>	<b>\$275.00</b>
		<b>NO INS</b>	<b>\$275.00</b>
<b>MOORE, DARRELL</b>	<b>18-T-87</b>	<b>DWS</b>	<b>\$450.00</b>
		<b>NO INS</b>	<b>\$275.00</b>
<b>RIACH, KERRY</b>	<b>18-T-90</b>	<b>DWS</b>	<b>\$450.00</b>
		<b>NO INS</b>	<b>\$275.00</b>
<b>SPICER, CAMILLE</b>	<b>18-T-84</b>	<b>DWS</b>	<b>\$450.00</b>
<b>SHEPPARD, PARKER</b>	<b>18-N-113</b>	<b>MIP-M</b>	<b>\$200.00</b>
<b>LEHMAN, MASON</b>	<b>18-T-122</b>	<b>DWS</b>	<b>\$310.00</b>
<b>MONHAN, BRADY</b>	<b>18-T-107</b>	<b>FTRV</b>	<b>\$100.00</b>
<b>HIMLIN, TIMOTHY</b>	<b>18-T-103</b>	<b>NO INS</b>	<b>\$200.00</b>
		<b>FTRV</b>	<b>DISM</b>
<b>BENNETT, ASHLEY</b>	<b>18-T-83</b>	<b>DWS</b>	<b>\$310.00</b>
		<b>NO INS</b>	<b>\$200.00</b>
<b>MORENO FRANCOLIN</b>	<b>17-T-702</b>	<b>DWS</b>	<b>DISM</b>
		<b>FTRV</b>	<b>DISM</b>
<b>WEST, DENNY</b>	<b>18-T-63</b>	<b>DWS</b>	<b>\$450.00</b>
		<b>NO INS</b>	<b>\$275.00</b>
<b>WYNEGAR, ROXANNE</b>	<b>18-T-75</b>	<b>NO INS</b>	<b>\$275.00</b>

MYRTLE CREEK MUNICIPAL COURT  
THURSDAY - MARCH 1, 2018

BROWN, JAMES                      15-D-624                      DUII                      \$1405.00

**SENIOR ESCORTING SENIORS  
PO BOX 302  
MYRTLE CREEK, OR 97457**

**541-860-5967**

**TO: City of Myrtle Creek  
Office Manager**

**FROM: Judith M Watkins**

**FAX: 541-863-6851**

**PAGES: 3**

**RE: March 2018 Report**

**DATE: 3-31-2018**

*Judith M Watkins*  
**Office Mgr/Secretary**

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**SENIORS ESCORTING SENIORS  
P.O. BOX 302  
MYRTLE CREEK, OR 97457  
March 2018**

**TRANSPORTS FOR EACH CITY**

<b><u>MYRTLE CREEK</u></b>	<b>34</b>
<b><u>CANYONVILLE</u></b>	<b>2</b>
<b><u>RIDDLE</u></b>	<b>0</b>

**INDIVIDUAL CLIENTS FROM EACH CITY  
(THESE CLIENTS RIDE MORE THAN ONCE A MONTH)**

<b><u>MYRTLE CREEK</u></b>	<b>9</b>
<b><u>CANYONVILLE</u></b>	<b>1</b>
<b><u>RIDDLE</u></b>	<b>0</b>

**SENIORS ESCORTING SENIORS  
P.O. BOX 302  
MYRTLE CREEK, OR 97457  
March 2018**

<b>TOTAL TRANSPORTS:</b>	<b>36</b>
<b>TOTAL MILES:</b>	<b>447</b>
<b>TOTAL GALLONS OF GAS:</b>	<b>21.9</b>
<b>TOTAL TRANSPORT DAYS:</b>	<b>10</b>
<b>TOTAL NUMBER OF PASSENGERS:</b>	<b>17</b>
<b>TOTAL COST:</b>	<b>\$61.80</b>
<b>OUTINGS:</b>	<b>1</b>

**Judith M Watkins  
SECRETARY/OFFICE MANAGER  
541-863-5437  
541-860-5967**

# CITY OF MYRTLE CREEK

207 NW PLEASANT, P.O. BOX 940, MYRTLE CREEK, OR 97457

“WHERE NATURE IS YOUR NEIGHBOR”

## Park Commission Meeting Minutes

March 13, 2018

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### 1. CALL TO ORDER

Chair Turner called the meeting to order at 5:38 PM in Council Chambers.

### 2. ROLL CALL

Commissioners present at the meeting were: Patti Turner, Lannie Stevens and Beverly Powell.

Commissioner Bill Peterson arrived at 5:40 PM. The City of Myrtle Creek was represented by City Administrator Sean Negherbon. Councilor Henry Stevens, citizens Rod Boqua and Calvin Clack were in the audience.

### 3. AUDIENCE PARTICIPATION

Rod Boqua reported that the bridge between play structures in the playground at Millsite Park and that his grandchild is in danger of falling from the bridge. CA Negherbon reported that the bridge is an agility bridge and is on chains for that reason. Children should be able to reach the handrails on the structure. It is up to parents to restrict undersize or underage children from using the various components of the playground. Calvin Clack asked that the commission waive any fees for the Grange using the park for the Easter Egg hunt. The Commission agreed by consensus that fees would be waived.

### 4. APPROVAL OF THE MINUTES

The minutes from January 9, 2018 were reviewed. Motion by Commissioner Stevens and second by Commissioner Powell to approve. Motion passed.

### 5. FINANCIAL STATEMENT

The Commissioners examined the January/February financial statements.

### 6. PARK COMMISSION CONSIDERATION

1. Park Goals and Budget: CA Negherbon shared that the only response he had heard was from Commissioner Stevens on budgetary goals and her thought was that exercise stations would be good for the nature/walking trail. CA Negherbon budgeted \$7500 for this project, contingent upon receiving a grant. The bulk of the budget this year will be for sidewalk repairs throughout the park system. \$10,000 will repair the sidewalks along 4<sup>th</sup> street and add fencing in sections and another \$10,000 has been budgeted to repair all the other unsafe sidewalks throughout the park system. Money was also budgeted for tree trimming as we seem to have an increasing amount of tree problems each year.
2. Commissioner Peterson reported that the logging arch project has not progressed much but he will continue to work on negotiations along with Councilor Stevens.
3. Placement of Evergreen Park sign: CA Negherbon shared that there is enough room in the entry to the park to place the sign right before the gate. The signs with the hours and rules may need to be moved.

Dan Van Cleave said that he could either build a block base for the sign or a concrete base. He will work on the project as time allows.

4. Consideration of application for Parks Commission: The Commissioners considered an application for the Parks Commission. Commissioner Powell moved to recommend Mathew Hald to the Council for a position on the Parks Commission. Peterson seconded the motion. Motion carried unanimously.

#### **7. PARKS REPORT**

CA Negherbon reported that the nature trail project is complete and phase 2 is well underway. Hopefully the RV Park will be completed by summer. The bathroom floors at Millsite have been repainted, and the initial reviews are that it is great. Money has been budgeted to repaint the floors at Creekside and Evergreen if the finish proves to hold up.

#### **8. FUTURE AGENDA ITEMS:**

Evergreen Park Sign, Logging Arch, Natural Planting area, HEAL Program, grants/project, fundraisers

#### **9. GOOD OF THE ORDER:**

Councilor Stevens reported on his meeting with PW Director Pickering regarding the directional signs downtown.

#### **10. ADJOURN 6:43 PM.**

Respectfully submitted,  
Sean Negherbon  
City Administrator





# City of Myrtle Creek

207 NW Pleasant, P.O. Box 940, Myrtle Creek, OR 97457  
 Phone 541-863-3171, Fax 541-863-6851

## FINANCIAL REPORT

Balances as of 03/31/2018 -- 75% of Fiscal Year  
 Comparison - Actual to Budgeted

	Beginning Balance 7/1/2017	Add Revenues	Total Revenue & Carryover	Minus Expenses	%	%	
<b>BUDGETED</b>							
<b>AMOUNT</b>							
			<b>YR TO DATE REVENUES</b>	<b>YR TO DATE EXPENSES</b>	<b>Revenue</b>	<b>Expend</b>	
3,097,508	GENERAL FUND	1,044,944	1,793,531	2,838,475	1,806,479	91.6%	58.3%
2,131,481	SEWER FUND	593,785	1,146,089	1,739,874	1,349,912	81.6%	63.3%
1,354,022	SEWER CONSTRUCTION	1,047,004	323,013	1,370,017	0	101.2%	0.0%
1,579,873	WATER FUND	587,518	854,841	1,442,359	691,258	91.3%	43.8%
1,206,096	WATER CONSTRUCTION	1,100,748	38,547	1,139,295	7,437	94.5%	0.6%
29,929	AIRPORT FUND	24,560	29,722	54,282	26,057	181.4%	87.1%
704,541	STREET FUND	240,371	433,064	673,435	108,992	95.6%	15.5%
1,379,525	WWTP REPAYMENT	531,065	857,239	1,388,305	850,243	100.6%	61.6%
536,843	WTP REPAYMENT	229,985	309,971	539,956	307,775	100.6%	57.3%
430,752	PARK DEVELOPMENT	120,057	185,597	305,654	143,947	71.0%	33.4%
654,977	CAPITAL PROJECTS	375,095	154,088	529,183	58,226	80.8%	8.9%
<b>13,105,547</b>	<b>TOTALS</b>	<b>5,895,132</b>	<b>6,125,703</b>	<b>12,020,835</b>	<b>5,350,325</b>	<b>91.7%</b>	<b>40.8%</b>

Revenue highlights as of 03/31/2018:

Current Property Taxes received:	\$1,129,693	95%	Budgeted for entire year:	\$1,185,105
Prior years Property Taxes	\$ 26,901	67%		40,000
Fines & Court Costs	\$ 91,523	96%		95,000
Sewer User Fees	\$ 947,037	78%		1,217,916
Water User Fees	\$ 832,701	83%		1,004,400
Airport Hangar Rentals	\$ 4,833	97%		5,000
Street Utility Fees	\$ 55,915	100%		48,996

Many hours have been spent compiling the budget for next year, which begins July 1, 2018. We will have had our budget meeting on April 16<sup>th</sup> and I want to thank all the Department heads for their diligence in estimating expenses and staying within their respective budgets. It takes a good team and I believe we do have a great one at the City of Myrtle Creek.

Eadie Calkins  
 Finance Officer

**CITY OF MYRTLE CREEK**

**PAYROLL AND CLAIMS**

**MARCH ~ 2018**

<b>FUND #</b>	<b>FUND DESCRIPTION</b>	<b>BILLS</b>	<b>P/R</b>	<b>TOTAL</b>
100	GENERAL FUND	119,938.21	21,137.18	141,075.39
200	SEWER FUND	27,056.87	25,293.55	52,350.42
210	SEWER CONSTRUCTION	-	-	-
250	WATER FUND	10,166.23	16,364.61	26,530.84
255	METER DEPOSITS	-	-	-
260	WATER CONSTRUCTION	850.00	-	850.00
280	AIRPORT FUND	2,449.42	-	2,449.42
300	STREET FUND	3,286.96	5,428.07	8,715.03
420	SEWER EFFLUENT LOAN	-	-	-
430	WWTP REPAY FUND	334,498.00	-	334,498.00
450	WTP E RES DEBT FUND	-	-	-
500	PARK DEVELOPMENT	5,473.00	-	5,473.00
580	CAPITAL PROJECTS FUND	-	-	-
	<b>TOTAL ALL FUNDS</b>	<b>\$ 503,718.69</b>	<b>\$ 68,223.41</b>	<b>\$ 571,942.10</b>

# Accounts Payable

## Checks by Date - Detail by Check Date

User: ecalkins  
 Printed: 4/4/2018 2:11 PM



City of Myrtle Creek

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
40711	2398 57452 58254	911 SUPPLY UNIFORM ALLOWANCE - POLICE UNIFORM ALLOWANCE - POLICE	03/07/2018	 92.99 -79.99
Total for Check Number 40711:				13.00
40712	2305 INV-ACC38237 INV-ACC38237 INV-ACC38237	ACCELA, INC. #774375 OPERATING SUPPLIES - SEWER MT OPERATING SUPPLIES - STREETS OPERATING SUPPLIES - WATER MT	03/07/2018 Online Bill Pay Online Bill Pay Online Bill Pay	 151.80 8.28 115.92
Total for Check Number 40712:				276.00
40713	1309 640660900	BI-MART MEMBERSHIP & TRAINING - WWTP	03/07/2018	 15.95
Total for Check Number 40713:				15.95
40714	4543 17813005128	CORIX WATER PRODUCTS (US) INC. BLDG & GROUNDS MAINT - PARKS	03/07/2018	 19.03
Total for Check Number 40714:				19.03
40715	2072 55917	CRYSTAL FALLS OPERATING SUPPLIES - SUPP SVCS	03/07/2018	 42.25
Total for Check Number 40715:				42.25
40716	1597 8796 8804 8805	DAY OR NIGHT ELECTRIC AIRPORT IMPROVEMENTS - AIRPORT BLDG & GROUNDS MAINT - AIRPORT BLDG & GROUNDS MAINT - PUB BLDGS	03/07/2018	 315.00 250.00 265.00
Total for Check Number 40716:				830.00
40717	1125 60134 60134 COURT	DOLE COALWELL CONTRACTUAL SERVICES - SUPP SVCS CONTRACTUAL SERVICES - COURT	03/07/2018	 1,610.00 855.60
Total for Check Number 40717:				2,465.60
40718	1448 FEB 2018	DOUGLAS CO MANAGEMENT & FINA COURT ASSESSMENTS - COURT	03/07/2018	 597.07
Total for Check Number 40718:				597.07
40719	1045 850593 850593 850593	DOUGLAS COUNTY FARMERS CO-OP MEMBERSHIP & TRAINING - WWTP OPERATING SUPPLIES - WWTP BLDG & GROUNDS MAINT - WWTP	03/07/2018	 83.96 11.37 177.24

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 40719:	272.57
40720	1610 ORROS187077	FASTENAL COMPANY TOOLS & EQUIPMENT - SEWER MAINT	03/07/2018	238.97
			Total for Check Number 40720:	238.97
40721	1637 6-098-68558	FEDEX REGULATORY SERVICES - WWTP	03/07/2018	52.55
			Total for Check Number 40721:	52.55
40722	1583 629532 629534	FERGUSON ENTERPRISES, INC #3011 LEAK REPAIR - WATER MAINT STREET/STORM LINE MAINT	03/07/2018	91.94 63.76
			Total for Check Number 40722:	155.70
40723	2183 18108	KUNERT ELECTRIC BLDG & GROUNDS MAINT - AIRPORT	03/07/2018	160.00
			Total for Check Number 40723:	160.00
40724	1108 3120	M & M PRINTERS OPERATING SUPPLIES - POLICE	03/07/2018	257.00
			Total for Check Number 40724:	257.00
40725	1407 DPSST IMS ALLIANCE OR Volunteer FF	M C VOLUNTEER FIRE DEPT CONTRACTUAL SVCS & VOLUNTEER - FIF EQUIP MAINT & REPAIR - FIRE MEMBERSHIP & TRAINING - FIRE	03/07/2018	40.00 90.95 275.00
			Total for Check Number 40725:	405.95
40726	2400 CITIZENS BANQ	M C-T C AREA CHAMBER OF COMMEI OPERATING SUPPLIES - PARK DEV	03/07/2018	60.00
			Total for Check Number 40726:	60.00
40727	1140 FEB 2018	OR DEPT OF REVENUE COURT ASSESSMENTS - COURT	03/07/2018	2,750.91
			Total for Check Number 40727:	2,750.91
40728	1251 FEB 2018 FEB 2018 FEB 2018 FEB 2018	OREGON LINEN	03/07/2018	64.25 55.34 26.19 27.46
			Total for Check Number 40728:	173.24
40729	3017 1213991	POLYDYNE, INC SOLIDS HANDLING - WWTP	03/07/2018	2,806.00
			Total for Check Number 40729:	2,806.00
40730	1159 5059257 5059802	QUILL CORPORATION OPERATING SUPPLIES - POLICE EQUIP MAINT & REPAIR - POLICE	03/07/2018	308.75 69.99

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 40730:	378.74
40731	1283 MARCH 2018	CITY OF ROSEBURG CONTRACTUAL SVCS-COURT	03/07/2018 Judge Services	1,250.00
			Total for Check Number 40731:	1,250.00
40732	1175 FEB 2018 FEB 2018 FEB 2018 FEB 2018 FEB 2018 FEB 2018 FEB 2018	SHIRTCLIFF OIL COMPANY GAS - PARK DEV GAS - WWTP GAS - PUBLIC WORKS GAS - FIRE EQUIP MAINT- POLICE GAS - POLICE GAS - PARKS	03/07/2018	15.00 46.60 646.08 380.38 3.00 1,431.47 348.12
			Total for Check Number 40732:	2,870.65
40733	3480 109536-IN 109543-IN	SOUTH DOUGLAS SAW SHOP TOOLS & EQUIPMENT, Stihl MS311 S#18329 TOOLS & EQUIPMENT, Stihl MS170 S#51378	03/07/2018	448.40 158.71
			Total for Check Number 40733:	607.11
40734	1341 March 2018 March 2018 March 2018 March 2018 March 2018 March 2018 March 2018 March 2018 March 2018	SOUTH UMPQUA DISPOSAL	03/07/2018	32.00 99.10 267.30 99.10 79.10 131.15 136.15 79.10 103.10
			Total for Check Number 40734:	1,026.10
40735	1181 2-534712	SOUTH UMPQUA RENTALS CAP PROJ - PARK DEV, Walking Trail	03/07/2018	22.50
			Total for Check Number 40735:	22.50
40736	4456 22263 22263 22263 22263	SOUTHERN OREGON CREDIT SERVIC Refund on Collections-Wilson Refund on Collections-Wilson Refund on Collections-Wilson Refund on Collections-Wilson	03/07/2018	15.00 20.00 27.47 1.59
			Total for Check Number 40736:	64.06
40737	1790 03012018MC	SPRINGBROOK SPECIAL ROAD DISTR CONTRACTUAL SERVICES - SPRINGBROO	03/07/2018	200.00
			Total for Check Number 40737:	200.00
40738	1845 158218	THE STEEL OUTLET, INC OPERATING SUPPLIES - PARK DEV	03/07/2018	900.00
			Total for Check Number 40738:	900.00
40739	6590	SUPPLYWORKS	03/07/2018	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	430186775	BLDG & GROUNDS MAINT - PUB BLDGS		113.20
	430186775	BLDG & GROUNDS MAINT - PARKS		113.20
			Total for Check Number 40739:	226.40
40740	1200	UMPQUA RESEARCH COMPANY	03/07/2018	
	M048256	REGULATORY SERVICES - WWTP		135.00
	M048279	REGULATORY SERVICES - SPRINGBROOK		39.60
	M048286	REGULATORY SERVICES - SPRINGBROOK		20.00
	M048347	REGULATORY SERVICES - SPRINGBROOK		20.00
			Total for Check Number 40740:	214.60
			Total for 3/7/2018:	19,351.95
999022818	1224	OREGON PERS	03/12/2018	
	02282018	Pickup Amount		2,588.73
	02282018	Employer Amount		5,907.70
			Total for Check Number 999022818:	8,496.43
			Total for 3/12/2018:	8,496.43
40741	2398	911 SUPPLY	03/15/2018	
	58876	UNIFORM ALLOWANCE - POLICE		14.24
			Total for Check Number 40741:	14.24
40742	1226	AFLAC INSURANCE	03/15/2018	
	03152018	PR Batch 00001.03.2018 AFLAC INS (Pretax)	PR Batch 00001.03.2018 AFL	273.84
	03152018	PR Batch 00001.03.2018 AFLAC INS	PR Batch 00001.03.2018 AFL	42.49
			Total for Check Number 40742:	316.33
40743	1067	ALL ROCK	03/15/2018	
	588863	AIRPORT IMPROVEMENTS		74.03
			Total for Check Number 40743:	74.03
40744	2137	AVISTA UTILITIES	03/15/2018	
	March 2018	GAS HEAT - SEWER MT	270193	20.82
	March 2018	GAS HEAT - SEWER MT	269006	19.55
	March 2018	GAS HEAT - PUB WORKS	269323	147.74
	March 2018	GAS HEAT - PUB BLDGS	264966	617.79
	March 2018	GAS HEAT - POOL	265671	17.51
	March 2018	GAS HEAT - COMM CTR	268180	170.33
	March 2018	GAS HEAT - FIRE	269650	475.98
	March 2018	GAS HEAT - WWTP	74666	1,558.93
			Total for Check Number 40744:	3,028.65
40745	2288	C & K MARKET	03/15/2018	
	1709634	DOG CONTROL - POLICE		47.97
			Total for Check Number 40745:	47.97
40746	1315	CASCADE FIRE EQUIPMENT CO	03/15/2018	
	89041	SAFETY EQUIPMENT - FIRE		36.48

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 40746:	36.48
40747	1125 60141	DOLE COALWELL CONTRACTUAL SERVICES - COURT	03/15/2018	74.70
			Total for Check Number 40747:	74.70
40748	1940 DCSO-2018-01 DCSO-2018-02	DOUGLAS CO SHERIFF'S OFFICE JAIL EXPENSE - POLICE JAIL EXPENSE - POLICE	03/15/2018	268.92 2,061.72
			Total for Check Number 40748:	2,330.64
40749	8688 287200 287200	DOUGLAS FAST NET AIRPORT IMPROVEMENTS OPERATING SUPPLIES - AIRPORT	03/15/2018	750.00 148.64
			Total for Check Number 40749:	898.64
40750	4529 03152018	HRA VEBA TRUST PR Batch 00001.03.2018 HRA-VEBA Benefit	03/15/2018 PR Batch 00001.03.2018 HR/	3,562.50
			Total for Check Number 40750:	3,562.50
40751	4558 03152018	I.B.E.W. LOCAL UNION 659 PR Batch 00001.03.2018 Union Dues	03/15/2018 PR Batch 00001.03.2018 Unio	245.14
			Total for Check Number 40751:	245.14
40752	1407 MC Chamber	M C VOLUNTEER FIRE DEPT MEMBERSHIP & TRAINING - FIRE	03/15/2018	240.00
			Total for Check Number 40752:	240.00
40753	1039 FEB 2018 600 FEB 2018 85	MSK BUILDING SUPPLY BLDG & GROUNDS MAINT - FIRE TOOLS & EQUIPMENT - PUB WORKS TOOLS & EQUIPMENT - WATER PLANT BLDG & GROUNDS MAINT - AIRPORT BLDG & GROUNDS MAINT - PUBLIC BLDC BLDG & GROUNDS MAINT - PARKS STREET SIGNS - STREETS STREET SIGNS - STREETS MEMBERSHIP & TRAINING - WWTP BLDG & GROUNDS MAINT - AIRPORT CAP PROJ - PARK DEV EQUIP MAINT & REPAIR - PARKS EQUIP MAINT & REPAIR - WATER PLANT EQUIP MAINT & REPAIR - SPRINGBROOK OPERATING SUPPLIES - PARKS OPERATING SUPPLIES - PARK DEV OPERATING SUPPLIES - SEWER MAINT OPERATING SUPPLIES - WATER PLANT OPERATING SUPPLIES - WWTP OPERATING SUPPLIES - AIRPORT	03/15/2018	123.24 19.99 17.48 73.00 10.99 122.98 13.99 13.99 61.18 53.96 114.09 4.59 53.33 45.42 82.16 2.58 5.49 3.99 33.98 29.53
			Total for Check Number 40753:	885.96
40754	1119 275142 275193	MYRTLE CREEK SAW SHOP OPERATING SUPPLIES - PARK DEV OPERATING SUPPLIES - PARKS	03/15/2018	43.75 10.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	275434	EQUIP MAINT & REPAIR - PARKS		5.50
	275516	OPERATING SUPPLIES - PARKS		22.00
	275520	OPERATING SUPPLIES - PARKS		13.00
			Total for Check Number 40754:	94.25
40755	1089	NAPA AUTO PARTS	03/15/2018	
	959837	VEHICLE MAINT & REPAIR - FIRE		12.00
	960540	VEHICLE MAINT & REPAIR - FIRE		46.99
	960627	BLDG & GROUNDS MAINT - AIRPORT		90.99
	960679	VEHICLE MAINT & REPAIR - FIRE		46.99
	960701	VEHICLE MAINT & REPAIR - FIRE		8.20
	960800	EQUIP MAINT & REPAIR - PUB WORKS		37.85
	960890	EQUIP MAINT & REPAIR - PUB WORKS		9.38
	961438	EQUIP MAINT & REPAIR - STREETS		9.88
	961865	EQUIP MAINT & REPAIR - PUB WORKS		19.59
			Total for Check Number 40755:	281.87
40756	1832	NATIONWIDE RETIREMENT SOLUTIO	03/15/2018	
	03152018	PR Batch 00001.03.2018 Nationwide-Deferred C	PR Batch 00001.03.2018 Nati	525.00
	03152018	PR Batch 00001.03.2018 Nationwide-Salary Rec	PR Batch 00001.03.2018 Nati	25.00
	03152018	PR Batch 00001.03.2018 Nationwide-Deferred C	PR Batch 00001.03.2018 Nati	90.20
			Total for Check Number 40756:	640.20
40757	1228	OREGON DEPT OF JUSTICE	03/15/2018	
	03152018	PR Batch 00001.03.2018 Child Support	PR Batch 00001.03.2018 Chil	748.00
			Total for Check Number 40757:	748.00
40758	1137	OREGON DEQ	03/15/2018	
	R67980	DEQ LOAN-INTEREST, WWTP Constr Debt R		62,715.00
	R67980	DEQ LOAN-PRINCIPAL, WWTP Constr Debt I		253,499.00
			Total for Check Number 40758:	316,214.00
40759	1137	OREGON DEQ	03/15/2018	
	R67980 FEE	DEQ LOAN-PROCESS FEE, WWTP Constr De		18,284.00
			Total for Check Number 40759:	18,284.00
40760	1159	QUILL CORPORATION	03/15/2018	
	5059802 CREDIT	OPERATING SUPPLIES - POLICE		-69.99
	5202425	OPERATING SUPPLIES - POLICE		74.99
			Total for Check Number 40760:	5.00
40761	2709	ROSEBURG TIRE PROS	03/15/2018	
	1-58142	VEHICLE MAINT & REPAIR - POLICE		574.48
			Total for Check Number 40761:	574.48
40762	4590	S and D CONSTRUCTION LLC	03/15/2018	
	3618	BLDG & GROUNDS MAINT - PARKS		120.00
			Total for Check Number 40762:	120.00
40763	3405	SAN DIEGO POLICE EQUIPMENT CO	03/15/2018	
	631590	EQUIP MAINT & REPAIR - POLICE		600.34
			Total for Check Number 40763:	600.34



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
40764	1528 35959	SERVICE CENTER BLDG & GROUNDS MAINT - POOL	03/15/2018	10.00
Total for Check Number 40764:				10.00
40765	2704 4027592	STOEL RIVES LLP CONTRACTUAL SERVICES-LEGAL-WTP C	03/15/2018	850.00
Total for Check Number 40765:				850.00
40766	1276 29511	SUNRISE ENTERPRISES of ROSEBURG CONTRACTUAL SERVICES - PUB BLD	03/15/2018	700.00
Total for Check Number 40766:				700.00
40767	1197 RO 17799	TUNE UP CENTER VEHICLE MAINT & REPAIR - WWTP	03/15/2018	71.69
Total for Check Number 40767:				71.69
40768	1220 03152018	U S NATIONAL BANK PR Batch 00001.03.2018 Police Union Dues	03/15/2018 PR Batch 00001.03.2018 Poli	250.00
Total for Check Number 40768:				250.00
40769	1200 M048393 M048394	UMPQUA RESEARCH COMPANY REGULATORY SERVICES - SPRINGBROOK REGULATORY SERVICES - SPRINGBROOK	03/15/2018	20.00 39.60
Total for Check Number 40769:				59.60
40770	1456 191977 191988 193389	WEBBER ENTERPRISES, INC. OPERATING SUPPLIES - POLICE OPERATING SUPPLIES - POLICE OPERATING SUPPLIES - POLICE	03/15/2018	2.85 1.93 8.87
Total for Check Number 40770:				13.65
941031518	050F 03152018 03152018 03152018	UMPQUA BANK-EFTPS (FED) 03/15 PAYROLL - MEDICARE TAXES 03/15 PAYROLL - FEDERAL TAXES 03/15 PAYROLL - FICA TAXES	03/15/2018	1,355.02 3,396.97 5,793.84
Total for Check Number 941031518:				10,545.83
950031518	050S 03152018	UMPQUA BANK-EFTPS (STATE) 03/15 PAYROLL - State WH Taxes	03/15/2018	2,948.34
Total for Check Number 950031518:				2,948.34
Total for 3/15/2018:				364,766.53
40771	2398 59221	911 SUPPLY UNIFORM ALLOWANCE - POLICE	03/26/2018	174.98
Total for Check Number 40771:				174.98
40772	4561 3896665 3896665	ADVANTAGE SECURITY LLC CONTRACTUAL SERVICES - WTP CONTRACTUAL SERVICES - WWTP	03/26/2018 Alarm Alarm	45.95 37.95

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 40772:	83.90
40773	4516 463	B ROCK READY CAPITAL PROJECTS - PARK DEV, Walking T	03/26/2018	827.11
			Total for Check Number 40773:	827.11
40774	1386 03052018	BILL'S TOWING & AUTOMOTIVE VEHICLE MAINT & REPAIR - PUB WORKS	03/26/2018	160.00
			Total for Check Number 40774:	160.00
40775	UB*00098	D PHILLIP & LENETTE BUCHANAN Refund Check Refund Check Refund Check	03/26/2018	9.39 0.62 10.59
			Total for Check Number 40775:	20.60
40776	1315 89034	CASCADE FIRE EQUIPMENT CO OPERATING SUPPLIES - FIRE	03/26/2018	760.00
			Total for Check Number 40776:	760.00
40777	8766 39	CHINOOK INSTITUTE FOR CIVIC LEA MEMBERSHIP & TRAINING - SUPP SVCS	03/26/2018	225.00
			Total for Check Number 40777:	225.00
40778	8777 2283	CHRISTOPHER W. PETERMAN OPERATING SUPPLIES - COURT	03/26/2018	1,650.00
			Total for Check Number 40778:	1,650.00
40779	099C MARCH 2018 MARCH 2018	CITY OF MC - PETTY CASH BLDG & GROUNDS MAINT - PARKS OPERATING SUPPLIES - COURT	03/26/2018	29.40 30.00
			Total for Check Number 40779:	59.40
40780	099W MARCH 2018 MARCH 2018 MARCH 2018 MARCH 2018 MARCH 2018 MARCH 2018 MARCH 2018 MARCH 2018	CITY OF MC - WATER BILLS WATER & SEWER - PUB WORKS WATER & SEWER - PUB BLDGS WATER & SEWER - WWTP WATER & SEWER - LIBRARY WATER & SEWER - FIRE WATER & SEWER - PARKS WATER & SEWER - COMM CTR WATER & SEWER - POOL	03/26/2018 871 2, 1 875, 875-001 502 1135 PARKS 77 108	124.88 248.00 240.19 124.00 132.25 595.77 128.75 68.13
			Total for Check Number 40780:	1,661.97
40781	1302 S8641441.002 S8641441.003	CONSOLIDATED SUPPLY MISC - STREETS LEAK REPAIR - WATER MAINT	03/26/2018	110.40 198.50
			Total for Check Number 40781:	308.90
40782	7980 IN567932 IN567932	CTX - Copytronix - A Xerox Company COPY EXPENSE - PUB WORKS COPY EXPENSE - POLICE	03/26/2018	1.34 2.42

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	IN567932	COPY EXPENSE - WATER PLANT		0.83
	IN567932	COPY EXPENSE - SUPPORT SERVICE		48.58
	IN567932	COPY EXPENSE - COURT		9.28
	IN567932	COPY EXPENSE - SEWER MAINT		0.14
	IN567932	COPY EXPENSE - WWTP		1.18
	IN567932	COPY EXPENSE - PARK DEV		0.08
	IN567932	COPY EXPENSE - STREETS		0.13
	IN567932	COPY EXPENSE - PARKS		0.12
	IN567932	COPY EXPENSE - AIRPORT		0.31
	IN567932	COPY EXPENSE - WATER MAINT		72.18
			Total for Check Number 40782:	136.59
40783	1504	DON JONES AUTOMOTIVE	03/26/2018	
	2018100	EQUIP MAINT & REPAIR - PARKS		545.00
	POLICE	VEHICLE MAINT & REPAIR - POLICE		531.00
			Total for Check Number 40783:	1,076.00
40784	1494	THE DYER PARTNERSHIP, INC	03/26/2018	
	24505	OPERATING SUPPLIES - WATER MAINT		67.50
	24505	SYSTEM IMPROVEMENTS - WATER MAINT		540.00
			Total for Check Number 40784:	607.50
40785	1687	FRONTIER	03/26/2018	
	FEB 2018	TELEPHONE - FIRE SIREN		7.30
	FEB 2018	BLDG & GROUNDS MAINT - AIRPORT		54.74
	FEB 2018	TELEPHONE - POLICE		331.97
	FEB 2018	TELEPHONE - WATER PLANT		241.51
	FEB 2018	TELEPHONE - WWTP		264.91
	FEB 2018	TELEPHONE - SEWER MT		108.21
	FEB 2018	TELEPHONE - SUPP SVCS		680.59
			Total for Check Number 40785:	1,689.23
40786	UB*00102	ROBERT & SHANNON GORMAN	03/26/2018	
		Refund Check		28.52
		Refund Check		37.29
		Refund Check		2.19
			Total for Check Number 40786:	68.00
40787	UB*00101	MEAGAN GRAF	03/26/2018	
		Refund Check		64.12
		Refund Check		83.86
		Refund Check		4.94
			Total for Check Number 40787:	152.92
40788	8678	INTERPRETIVE GRAPHICS / ENVIROS	03/26/2018	
	INV-0079	CAPITAL PROJECTS - PARK DEV, Walking T		1,712.09
			Total for Check Number 40788:	1,712.09
40789	1104	LEGISLATIVE COUNSEL COMM	03/26/2018	
	2018 CRIM CODE	OPERATING SUPPLIES - POLICE		90.00
	2018 CRIM CODE	OPERATING SUPPLIES - COURT		90.00
			Total for Check Number 40789:	180.00
40790	1109	LGPI	03/26/2018	

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	13618	CONTRACTUAL SERVICES - WATER MAIN		30.40
	13618	CONTRACTUAL SERVICES - WATER PLAN		30.40
	13618	CONTRACTUAL SERVICES - SEWER MAIN		30.40
	13618	CONTRACTUAL SERVICES - SEWER PLAN		30.40
	13618	CONTRACTUAL SERVICES - STREETS		30.40
			Total for Check Number 40790:	152.00
40791	2273 02520	LOWE'S BUSINESS ACCOUNT BLDG & GROUNDS MAINT - PARKS	03/26/2018	80.50
			Total for Check Number 40791:	80.50
40792	1108 3167	M & M PRINTERS OPERATING SUPPLIES - POLICE	03/26/2018	40.00
			Total for Check Number 40792:	40.00
40793	1116 249892 249894	MYRTLE CREEK AUTO SUPPLY VEHICLE MAINT & REPAIR - POLICE VEHICLE MAINT & REPAIR - POLICE	03/26/2018	14.70 13.86
			Total for Check Number 40793:	28.56
40794	UB*00103	NOTE BUYERS, LLC Refund Check Refund Check Refund Check	03/26/2018	39.87 52.14 3.07
			Total for Check Number 40794:	95.08
40795	2852 MA121984	OR DEPT OF AVIATION CONTRACTUAL SERVICES - AIRPORT	03/26/2018	50.00
			Total for Check Number 40795:	50.00
40796	1147 FEB 2018 FEB 2018 FEB 2018 FEB 2018 FEB 2018 FEB 2018 FEB 2018 FEB 2018 FEB 2018 FEB 2018 FEB 2018 FEB 2018 FEB 2018	PACIFIC POWER & LIGHT ELECTRIC - PARKS ELECTRIC - POOL ELECTRIC - COMM CTR STREET LIGHTS ELECTRIC - AIRPORT ELECTRIC - SPRINGBROOK ELECTRIC - WATER PLANT ELECTRIC - WWTP ELECTRIC - PUB WORKS ELECTRIC - PUB BLDGS ELECTRIC - SEWER MT ELECTRIC - LIBRARY ELECTRIC - FIRE	03/26/2018	893.80 68.27 96.86 2,694.87 367.22 297.06 2,915.22 10,061.03 150.45 693.70 414.43 366.57 523.25
			Total for Check Number 40796:	19,542.73
40797	4000 800090900579 800090900579 800090900579	PITNEY BOWES - Purchase Power OPERATING SUPPLIES - POLICE OPERATING SUPPLIES - SUPP SVCS OPERATING SUPPLIES - COURT	03/26/2018	130.25 260.50 130.24
			Total for Check Number 40797:	520.99
40798	1154 1006868648	PITNEY BOWES - Rental/Supplies OPERATING SUPPLIES - SUPP SVCS	03/26/2018	192.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 40798:	192.00
40799	8770 27	ROY D. GARREN INC. OPERATING SUPPLIES - PARK DEV	03/26/2018	1,500.00
			Total for Check Number 40799:	1,500.00
40800	4549 03/15 TRIAL	MELVIN "BUD" SMITH CONTRACTUAL SERVICES - COURT	03/26/2018	150.00
			Total for Check Number 40800:	150.00
40801	4628 44079 44079 44079 44079 44079 44079 44079	SPEER HOYT LLC CONTRACTUAL SERVICES - WATER PLAN CONTRACTUAL SERVICES - SEWER PLAN CONTRACTUAL SERVICES - COURT CONTRACTUAL SERVICES - POLICE CONTRACTUAL SERVICES - SEWER MAIN CONTRACTUAL SERVICES - STREETS CONTRACTUAL SERVICES - WATER MAIN	03/26/2018	56.00 56.00 55.00 55.00 56.00 56.00 56.00
			Total for Check Number 40801:	390.00
40802	3530 55107	STAPLES EQUIP MAINT & REPAIR - POLICE	03/26/2018	179.99
			Total for Check Number 40802:	179.99
40803	2735 S Ledbetter	UMPQUA COMMUNITY HEALTH CEN MEMBERSHIP & TRAINING - WWTP	03/26/2018	80.00
			Total for Check Number 40803:	80.00
40804	7979 352927776 352927776	US BANK EQUIPMENT FINANCE COPIER EXPENSE - SUPP SVCS COPIER EXPENSE - FIRE	03/26/2018	199.38 62.25
			Total for Check Number 40804:	261.63
40805	UB*00099	JOSEPH & MELINDA VASS Refund Check Refund Check Refund Check	03/26/2018	4.07 53.83 69.28
			Total for Check Number 40805:	127.18
40806	4045 9803467481 9803467481 9803467482	VERIZON WIRELESS TELEPHONE - POLICE TELEPHONE - FIRE TELEPHONE - POLICE	03/26/2018	230.88 199.16 40.01
			Total for Check Number 40806:	470.05
40807	UB*00100	MICHAEL WILKINS Refund Check	03/26/2018	1.08
			Total for Check Number 40807:	1.08
			Total for 3/26/2018:	35,415.98

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
999031518	1224	OREGON PERS	03/27/2018	
	03152018	Pickup Amount		2,629.39
	03152018	Employer Amount		6,017.06
Total for Check Number 999031518:				8,646.45
Total for 3/27/2018:				8,646.45
888032818	1449	CARD MEMBER SERVICES	03/28/2018	
	MARCH 2018	OPERATING SUPPLIES - SEWER MAINT		105.97
	MARCH 2018	OPERATING SUPPLIES - STREETS		5.78
	MARCH 2018	OPERATING SUPPLIES - SEWER MT		45.00
	MARCH 2018	OPERATING SUPPLIES - WATER MT		45.00
	MARCH 2018	OPERATING SUPPLIES - POLICE		359.98
	MARCH 2018	ECONOMIC DEVELOPMENT - SUPP SVCS		102.77
	MARCH 2018	MEMBERSHIP & TRAINING - SUPP SVCS		41.07
	MARCH 2018	OPERATING SUPPLIES - STREETS		90.79
	MARCH 2018	OPERATING SUPPLIES - SEWER MAINT		1,664.43
	MARCH 2018	OPERATING SUPPLIES - WATER MAINT		1,271.03
	MARCH 2018	MEMBERSHIP & TRAINING - COURT		250.00
	MARCH 2018	MEMBERSHIP & TRAINING - POLICE		365.95
	MARCH 2018	MEMBERSHIP & TRAINING - WATER MT		299.10
	MARCH 2018	MEMBERSHIP & TRAINING - STREETS		13.50
	MARCH 2018	OPERATING SUPPLIES - PARK DEV		8.50
	MARCH 2018	OPERATING SUPPLIES - SUPP SVCS		17.92
	MARCH 2018	OPERATING SUPPLIES - PARKS		44.99
	MARCH 2018	OPERATING SUPPLIES - STREETS		45.00
	MARCH 2018	OPERATING SUPPLIES - WWTP		80.95
	MARCH 2018	OPERATING SUPPLIES - SUPP SVCS		192.00
	MARCH 2018	OPERATING SUPPLIES - WWTP		4.00
	MARCH 2018	MEMBERSHIP & TRAINING - PARKS		68.00
	MARCH 2018	MEMBERSHIP & TRAINING - STREETS		50.00
	MARCH 2018	OPERATING SUPPLIES - WATER MAINT		80.91
Total for Check Number 888032818:				5,252.64
Total for 3/28/2018:				5,252.64
40808	1266	AMERICAN WATER WORKS ASSN	03/30/2018	
	7001525968	MEMBERSHIP & TRAINING - WATER MAIN		345.00
Total for Check Number 40808:				345.00
40809	1431	CHARTER COMMUNICATIONS	03/30/2018	
	0128070032018	TELEPHONE - FIRE		209.96
Total for Check Number 40809:				209.96
40810	1901	COASTAL PAPER & SUPPLY	03/30/2018	
	540163	OPERATING SUPPLIES - SUPP SVCS		74.14
Total for Check Number 40810:				74.14
40811	7980	CTX - Copytronix - A Xerox Company	03/30/2018	
	IN1567931	OPERATING SUPPLIES - FIRE		7.19
Total for Check Number 40811:				7.19

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
40812	1125 60539	DOLE COALWELL CONTRACTUAL SERVICES - COURT	03/30/2018	1,041.60
Total for Check Number 40812:				1,041.60
40813	1045 854424	DOUGLAS COUNTY FARMERS CO-OP BLDG & GROUNDS MAINT - WWTP	03/30/2018	46.52
Total for Check Number 40813:				46.52
40814	1103	EBS TRUST	03/30/2018	
	03312018	PR Batch 00002.03.2018 Dental Premium 5%	PR Batch 00002.03.2018 Den	125.56
	03312018	PR Batch 00002.03.2018 Dental Insurance	PR Batch 00002.03.2018 Den	2,386.04
	03312018	PR Batch 00002.03.2018 Medical Premium 5%	PR Batch 00002.03.2018 Mec	1,329.24
	03312018	PR Batch 00002.03.2018 Medical Insurance	PR Batch 00002.03.2018 Mec	25,255.79
	03312018	PR Batch 00002.03.2018 VISION Premium 5%	PR Batch 00002.03.2018 VIS	20.81
	03312018	PR Batch 00002.03.2018 VISION Premium 95%	PR Batch 00002.03.2018 VIS	395.87
Total for Check Number 40814:				29,513.31
40815	1556 856562	ERA REGULATORY SERVICES - WWTP	03/30/2018	601.40
Total for Check Number 40815:				601.40
40816	1079 10882777 10884900	HACH COMPANY EQUIP MAINT & REPAIR - WWTP EQUIP MAINT & REPAIR - SPRINGBROOK	03/30/2018	6,136.80 1,231.22
Total for Check Number 40816:				7,368.02
40817	4558 03312018	I.B.E.W. LOCAL UNION 659 PR Batch 00002.03.2018 Union Dues	03/30/2018 PR Batch 00002.03.2018 Uni	245.14
Total for Check Number 40817:				245.14
40818	2011 1803017	JAVELINA TRADING COMPANY EQUIP MAINT & REPAIR - WWTP	03/30/2018	57.95
Total for Check Number 40818:				57.95
40819	2351 76500096626 76500096626	LES SCHWAB WAREHOUSE CENT EQUIP MAINT & REPAIR - PUBLIC WORKS EQUIP MAINT & REPAIR - PARKS	03/30/2018	138.30 138.30
Total for Check Number 40819:				276.60
40820	1832	NATIONWIDE RETIREMENT SOLUTIO	03/30/2018	
	03312018	PR Batch 00002.03.2018 Nationwide-Deferred C	PR Batch 00002.03.2018 Nati	90.20
	03312018	PR Batch 00002.03.2018 Nationwide-Salary Rec	PR Batch 00002.03.2018 Nati	40.00
	03312018	PR Batch 00002.03.2018 Nationwide-Deferred C	PR Batch 00002.03.2018 Nati	625.00
Total for Check Number 40820:				755.20
40821	1241 7917	OREGON ASSOC OF CLEAN WATER AC MEMBERSHIP & TRAINING - WWTP	03/30/2018	700.00
Total for Check Number 40821:				700.00
40822	1228 03312018	OREGON DEPT OF JUSTICE PR Batch 00002.03.2018 Child Support	03/30/2018 PR Batch 00002.03.2018 Chil	748.00

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 40822:	748.00
40823	1159 5684759	QUILL CORPORATION OPERATING SUPPLIES - FIRE	03/30/2018	314.99
			Total for Check Number 40823:	314.99
40824	4603 70493	SILKE COMMUNICATIONS SAFETY EQUIPMENT - FIRE	03/30/2018	3,402.40
			Total for Check Number 40824:	3,402.40
40825	8791 Boot Reimburse Boot Reimburse Boot Reimburse	RYAN SMEDLEY MEMBERSHIP & TRAINING - SEWER MAIN MEMBERSHIP & TRAINING - STREETS MEMBERSHIP & TRAINING - WATER MAIN	03/30/2018	34.00 32.00 34.00
			Total for Check Number 40825:	100.00
40826	1195 619033 04/18 619033 04/18 619033 04/18 619033 04/18 619033 04/18 619033 04/18 619033 04/18 619033 04/18 619033 04/18 619033 04/18 619033 04/18	STANDARD INSURANCE LIFE INSURANCE - FIRE LIFE INSURANCE - PARKS LIFE INSURANCE - POLICE LIFE INSURANCE - PUB BLDGS LIFE INSURANCE - STREETS LIFE INSURANCE - WATER PLANT LIFE INSURANCE - WATER MT LIFE INSURANCE - WWTP LIFE INSURANCE - SEWER MT LIFE INSURANCE - SUPP SVCS LIFE INSURANCE - COURT	03/30/2018	299.56 13.79 90.71 4.59 6.13 12.30 19.90 24.46 10.73 27.57 9.20
			Total for Check Number 40826:	518.94
40827	1220 03312018	U S NATIONAL BANK PR Batch 00002.03.2018 Police Union Dues	03/30/2018 PR Batch 00002.03.2018 Poli	250.00
			Total for Check Number 40827:	250.00
40828	1200 M048501 M048566 M048573 M048575	UMPQUA RESEARCH COMPANY REGULATORY SERVICES - WTP REGULATORY SERVICES - WWTP REGULATORY SERVICES - WTP REGULATORY SERVICES - WTP	03/30/2018	20.00 135.00 39.60 20.00
			Total for Check Number 40828:	214.60
40829	1648 524041 530442	USA BLUE BOOK OPERATING SUPPLIES - WWTP OPERATING SUPPLIES - WWTP	03/30/2018	168.01 54.69
			Total for Check Number 40829:	222.70
			Total for 3/30/2018:	47,013.66
888033118	050V March March March	UMPQUA BANK/VISA FEES	03/31/2018	588.27 485.96 51.15



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	March			127.88
	March			25.58
Total for Check Number 888033118:				1,278.84
941033118	050F	UMPQUA BANK-EFTPS (FED)	03/31/2018	
	03312018	FICA Taxes		5,795.66
	03312018	Medicare Taxes		1,355.42
	03312018	Federal WH Taxes		3,411.65
Total for Check Number 941033118:				10,562.73
950033118	050S	UMPQUA BANK-EFTPS (STATE)	03/31/2018	
	950033118	STATE WH TAXES		2,933.48
Total for Check Number 950033118:				2,933.48
Total for 3/31/2018:				14,775.05
Report Total (127 checks):				503,718.69

City of Myrtle Creek

Accounts Payable

Check Amount

Checks by Date - Detail by Check Date

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**PAYROLL**

Cks 15239 - 15260	Ck Date: 03/15/2018	Net Payroll Checks	34,878.98
Cks 15261 - 15287	Ck Date: 03/30/2018	Net Payroll Checks	33,344.43
<b>Grand Total - MARCH 2018 Report</b>			<b>\$ 571,942.10</b>

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# MYRTLE CREEK POLICE

P.O. BOX 940, 215 NW PLEASANT ST., MYRTLE CREEK OR 97457

(541) 863-5222 FAX (541) 863-6690

*"Where Nature Is Your Neighbor"*

## Department Report April 2018

### Training

- The Police Department went through the MILO training with Sutherlin, Winston PD and D.P.S.S.T. at the Winston Fire Hall. Milo is a scenario based video training. The video interaction simulates real life situations and the Officer reacts to the video. The firearms used are life like and record and show where the rounds hit every time a shot is fired.

### Chief's Conference

- I will be at the Chief's Conference from the 10<sup>th</sup> to the 13<sup>th</sup>. I training agenda looks to be very good training. I can report on the conference on the 17<sup>th</sup> council meeting.

### Case update

- The Kenneth Barrett case went to trial on the 5<sup>th</sup> and 6<sup>th</sup> of April. The case had been settled until Mr. Barrett changed his mind on the plea bargain. Barrett waived his right to a jury and proceeded to trial. Barrett was found guilty of online sexual corruption of a child 1<sup>st</sup> and 2nd degree and unlawful possession of a concealed firearm. He has not yet been sentenced, he is being held in the Douglas County Jail.

Respectfully submitted,

Chief Brown  
Myrtle Creek Police

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## *Public Works Report*

*April 2018*

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**Discussion:** Spring clean-up went well. 56 tires, 11 refrigerators, 5 dump trailer loads to land fill, 4 loads of scrap metal, and lots of yard debris.

Hazard waste day is 27<sup>th</sup> and 28<sup>th</sup> of April

### Public works

- Streets
  1. 20 Underground utility requests were performed
  2. Weekly down town garbage collection
  3. Regular street sweeping (weather permitting)
- Sewer
  1. Weekly lift station maintenance
  2. Sewer main cleaning around town (annual system cleaning)
- Water
  1. 17 Delinquent water turn offs – 1 Door hangers
  2. Replaced 1 water services
  3. Monthly meter reading
  4. Installation of new water meters / Radio read

### Parks Department

- Monthly park maintenance

### Water Treatment

- System demand for the month was 9.437 (MG)
- South Umpqua river plant produced 3.331 (MG) 29.4% - 11 days operational
- Spring Brook water plant produced 6.106 (MG) 70.6% - 31 days operational

### Wastewater Treatment

- Treatment facility received 45.478 (MG) of wastewater from both Myrtle Creek and Tri-City
- Myrtle Creek's average influent flow per day 0.714 (MG)
- Myrtle Creek's monthly flow 22.139 (MG)
- Tri-City's average influent flow per day 0.753 (MG)
- Tri-City's monthly flow 23.339 (MG)
- Effluent released to the South Umpqua river 38.740 (MG)
- Effluent sent to the Golf Course 0.0 (MG)

Respectfully Submitted,  
Quinn Pickering  
Public Works Director



March 30, 2018

Dear Friends and Business Owners,

Spring is finally upon us and isn't it beautiful to see the daffodils in full bloom as you enter into our town....Wow!! Color is abounding everywhere we look and it's time to start thinking about adding even more with our City hanging flower baskets.

In late April we will be placing our order for the flower baskets and we would love to order as many as possible to line Main Street and up a couple of the side streets. We believe that it has become a particular item that people look forward to seeing, just as the Christmas tree and lights during the holiday season. It's all about causing our city to shine brightly in beauty!

***Would you join us in these efforts again this year?***

***Enclosed with this flier you will find an envelope where you can send your support. You can sponsor a whole basket for \$60.00 or a half basket for \$30.00***

***As you are writing your check, would you consider adding another \$10.00 to help with the watering and fertilizing expense of having these flowers?***

As many of you know, this is a volunteer program which is sponsored by the Myrtle Creek Lions Club. We raise the funds to order the flowers and pay to have them delivered. Then throughout the summer we hire someone to water them daily, sometimes twice daily depending on the weather.

If you would like to partner with us, please make your check payable to the Myrtle Creek Lions and mail it in the envelope that was provided by May 1<sup>st</sup>.

JoAnne Johnson  
729 S Main St, PMB #29  
Myrtle Creek, OR 97457

***Thank you for helping to make this project possible!***

***Myrtle Creek Lions Club  
JoAnne Johnson***

# Myrtle Creek - City Council Agenda Report

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## Agenda item: OLCC License Renewal for Local Businesses

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Meeting Date: April 17, 2018 Primary Staff Contact: Joshua Norton  
Department: E-Mail:  
Secondary Dept.: Secondary Contact:

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**Issue before the Council:** Renewal of local businesses OLCC license.

**Staff Recommendation:** Approve Liquor License Renewals for the businesses listed

**Background:**

On a yearly basis the Oregon Liquor Control Commission requires an approval from the local government for liquor sales sold in the incorporated area.

**Businesses:**

Abby's Pizza Inn of Myrtle Creek  
Ed & Mo's Diner  
Elks Lodge #1943 Myrtle Creek  
Nan Sing Garden  
Ray's Food Place #17  
**SOCO Coffee Company**

AG Market & Cigs  
El Azteca  
Myrtle Creek Chevron  
North Main Mini Mart  
Smokes & More  
Tommy's All American Burgers  
Dollar General

**Council Options:**

Approve the liquor license renewals.  
Request additional time to consider the renewals

**Potential Motion:**

"A motion to approve the liquor license renewals for the business as listed in the staff report presented by the City Recorder in the April 1, 2018 Council Packet."