

Board of Public Works and Safety

March 5, 2026

5:15 P.M.

Mayor, Jeff Westlake called the Board of Public Works and Safety meeting to order at 5:15 PM Thursday, March 5, 2026. Present were board members Jerry Leonhard and Steve McIntosh. Also, present were Lori Phillips, and Dustin Mock.

Call to Order – All present

Revised Agenda

Motion by Leonhard, seconded by McIntosh to approved the revised agenda.

Minutes of Board of Public Works and Safety Meeting of February 5, 2026

Motion by Leonhard, seconded by McIntosh to approve the minutes of the February 5th, 2026 Board of Public Works and Safety Meeting as presented. Chair voted aye.

James Jackson Company – Pay request #20 – Wet Weather Pump Station – Contract 4A

Motion by Leonhard, seconded by McIntosh to approve pay request #20. Chair voted aye.

Work completed in January: \$13,500

Retainage held = \$1,350

Payment at this time = \$12,150

Dustin Mock, Police Chief – New Hire recommendation

Motion by McIntosh, seconded by Leonhard to approve hiring Zachariah Stanford for a full-time police officer. Chair voted aye.

Sewer Tap Application – 613 North Charles Street (Lakeside Health & Wellness)

Motion by Leonhard, seconded by McIntosh to approve the sewer tap application. Chair voted aye.

Leak Adjustment – 1214 South Bridge Street

The adjustment is for the months of October, November, and December. The leak has been repaired and verified that it qualifies for an adjustment. All paperwork is in order. The sewage adjustment is in the amount of \$172.42. Motion by Leonhard, seconded by McIntosh to approve the sewage adjustment. Chair voted aye.

Right -of-Way Utilities Permit – Application #4 - 950 West Votaw Street

This permit is for underground directional bore by Comcast. All Paperwork is in order. Motion by Leonhard, seconded by McIntosh to approve the right-of-way permit. Chair voted aye.

Right-of-Way Utilities Permit – Application #5 – 711 W. 7th Street

This permit is for underground directional bore by Comcast. All paperwork is in order. Motion by McIntosh, seconded by Leonhard to approve the right-of-way permit. Chair voted aye.

Baker Tilly Advisory Group – Agreement for 2026 Financial services; \$4,600 per month

This agreement will provide the following financial services: Fiscal sustainability plan, utility reports, Continuing Disclosure Services, Capital Asset, assist with budget planning, tax levy, debt management, and Council summary reports. Motion by Leonhard, seconded by McIntosh to approve the agreement for 2026. Chair voted aye.

Discussion regarding Centralized Dispatch

Jeff – After giving it a thought and considering that this is just a study, he would like to have a discussion about doing the study.

Steve – The study doesn't mean that we will agree to the project (centralized dispatch). However, at the last council meeting, Dave Golden commented that not doing the study is a terrible injustice to taxpayers. Steve has reconsidered and agrees that the study should be done. He noted that he wants all parties involved in the study to participate and give all information requested.

Jerry – Questioned why 911 calls won't be forwarded to the city and noted that he is not in favor of doing the study.

Motion by McIntosh, seconded by Mayor Westlake to request a new agreement from Barry Ritter (Ritter Strategic Services) to complete a study for centralized dispatch. Leonhard voted nay. Motion did pass.

Amended Agreement to Purchase Real Estate – 311 North Meridian Street

Wes noted that Tim and Jane Miller wanted reassurances in the agreement that if the outside wall of 309 North Meridian Street was damaged during the demo of 311 North Meridian, that the City of Portland will make the necessary repairs. The amendment gives these reassurances. Motion by Leonhard, seconded by McIntosh to approve the amended agreement. Chair voted aye.

Jutte Excavating – Pay Request #3 – EQ Basin

Pay application for October 2 thru December 12, 2025.

Total work completed at this time: \$1,772,550.32

Retainage held: \$177,255.03

Payment at this time: \$1,595,295.29

Motion by Leonhard, seconded by McIntosh to approve pay request #3, Chair voted aye.

Choice One Engineering – Agreement for CCMG 2026 Professional Services

Motion by Leonhard, seconded by McIntosh to approve the agreement in the amount of \$8,500. Chair voted aye.

Interlocal Agreement Between the County and City of Portland for the purchase of Public Safety Radios

Motion by Leonhard, seconded by McIntosh to approve the agreement in the amount of \$1,046,531.50. Chair voted aye.

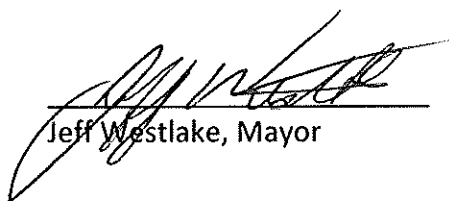
The amount will be appropriately shared between Police and Fire. Some revisions may need to be made at a later time in regards to the smart feature (\$288 per phone after the first year). Wes noted that a Joint Board will need to be formed. The board should comprise of: City Attorney, Mayor, Commissioner, Auditor and Clerk Treasurer.

Adjourn Motion to adjourn at 5:48 by Leonhard, seconded by McIntosh.

ATTEST:



Lori Phillips, Clerk-Treasurer



Jeff Westlake, Mayor