

**CITY OF MERRILL
SPECIAL BUSINESS MEETING
(ORS 192.640(3))**

Tuesday, January 20, 2026
12:30 P.M.

Meeting to be held at the Merrill City Hall, 301 E. Second Street, Merrill, OR

MEETING CALLED TO ORDER:

Mayor Guthrie called the Tuesday, January, 2026 Special Business Meeting to order at 12:33 p.m.

ROLL CALL:

Roll call was taken with the following members of Council and others being present: Councilor Johnson, Councilor Gatliff, Councilor Baley, Councilor McCollam, Mayor Guthrie and City Recorder Hernandez.

FLAG SALUTE:

The **Flag Salute** immediately followed with Mayor Guthrie taking the lead.

MAYOR STATEMENT:

Mayor Guthrie asked that everyone please turn cell phones on silence. All meetings are recorded. When addressing the City Council, please speak clearly and state your name.

PUBLIC COMMENT:

Mayor Guthrie stated the public is invited to provide their comments and opinions to the City Council at this time on issues of concern. Non-emergency issues brought up in this form will not be considered tonight other than in this preliminary discussion, but if found warranted, may be considered at a future meeting of the city council. Public comment is limited to five minutes per person.

No public comment followed.

CONSENT AGENDA:

Any item on the Consent Agenda will be removed and considered as a part of the regular agenda upon the request of any member of the City Council or public.

NEW BUSINESS:

- **Appoint Interim Public Works Director:** The Public Works Director position is at the appointment of City Council. Utility Worker Taylor has no interest in the position, and the late Public Works Director Matthews has mentored Utility Worker Roman Vazquez to fill the position. Councilor Johnson made a motion to appoint Utility Worker Roman Vazquez Interim Public Works Director. Councilor McCollam 2nd the motion. The motion passed 4-0 in favor. With Interim Public Works Director Roman Vazquez appointment, he is now authorized to hire a Seasonal/Part-Time Utility Worker. If the new hire's job performance is acceptable, the Utility Worker hours may be increased to full-time with benefits.
- **Approve Pay Increase:** Level 1 Public Works Director Pay Schedule is \$22.16. Each certification is a \$1.00 pay increase. Councilor Gatliff made a motion to approve a pay increase to \$22.16. Councilor Johnson 2nd the motion. The motion passed 4-0 in favor.
- **Discuss Testing:** Interim Public Works Director Roman Vazquez has submitted his application for testing, which takes 30 days to process. After processing, with no corrections necessary, Interim Public Works Director Roman Vazquez can schedule testing, which will be at Klamath Community College. Five tests in total will be required for the same certification level that the late Public Works Director Matthews held.
- **Discuss Employee Utility Billing:** City Recorder Hernandez stated each employee living inside city limits receives free water and sewer as a benefit. Once an employee is terminated, quits, or retires, the employee's services resume receiving a utility bill. City Recorder Hernandez inquired into a time frame before billing

