



CITY COUNCIL MEETING

January 13, 2020

CALL TO ORDER: Mayor James Kingsbury called the meeting to order at 7:0 PM. The Pledge of Allegiance was said, and Randy Cranston said a prayer. Councilors present: Michael Taylor, Jim Crowther, Brian Schumacher, and Greg Atkin. Staff Present: Myrna Harding, Finance/Office Manager; Alan Frost, Public Works Director; Katie Scott, City Recorder; Milan Castillo, City Attorney; and Deputy Barber, Police. There was 15 persons in the audience.

ADDITIONS OR MODIFICATIONS TO THE AGENDA – Addition to Action Items: Extension of RV application

SWEAR IN PLANNING COMMISSION MEMBER: Mayor Kingsbury swore in Ron Etzel as a planning commission member.

PRESENTATIONS/COMMENTS FROM THE PUBLIC –

- A. Joey Nations for Congress: He came earlier today and dropped off pamphlets. He will have an open house on February 1st from 3-4:30 PM at the Wooden Nickel in Sublimity.
- B. Grove, Mueller & Swank – Audit Report: Katherine Wilson presented the City's Financial audit for the 2018-2019 fiscal year.
- C. CERT Presentation: Jamie Mattison, Team Leader, Tigger, Xavier, and Harley were present to give a presentation on the Stayton Sublimity CERT Team. They presented a prepared PowerPoint explaining what the CERT Program does. There are 13 members from Stayton and 25 from Stayton making a total of 38 members. There are 13 CERT teams in Marion County. Meetings are held on the 7th and 13th of the month at the Sublimity Fire Department. There is a Facebook page called the Stayton Sublimity Emergency page that the City can link with their Facebook page and website.

CONSENT AGENDA:

- A. Meeting Minutes – December 9, 2019
- B. Approval of Budget Calendar

MOTION: Councilor Atkin moved to adopt the consent agenda. Seconded by Councilor Crowther. 5 ayes, motion carries.

STAFF REPORTS

- A. **Tom Barber, Police** – Deputy Barber was absent. Myrna noted that there were no audible alarm calls for the month of December.
- B. **Milan Castillo, City Attorney-** Nothing to report.
- C. **Alan Frost, Public Works** – Alan presented his prepared staff report for Public Works. HE gave an update on the Subdivisions. The tentative start date for Greyson Estates in mid-February. The park restrooms have been shut down at 2:30 PM due to vandalism. They are currently working on moving to the new public works facility.
- D. **Myrna Harding, Office** – Myrna presented her prepared staff report for the office. She gave an update on the Xpress BillPay system and staff meetings.

NEW BUSINESS: None

ACTION ITEMS:

- A. Appoint Budget Officer

MOTION: Councilor Crowther moved to appoint Myrna as the Budget Officer. Seconded by Councilor Taylor. 5 ayes, motion carries.

- B. Appoint Budget Committee Member:

MOTION: Councilor Taylor moved to appoint Asia Reardon to the Sublimity Budget Committee. Seconded by Councilor Atkin. Ayes: Taylor, Crowther, Atkin, Schumacher. Nays: Kingsbury. Motion carries 4-1.

- C. Easement Vacation: Alan noted that the easements will no longer be needed because they will be tied into the new construction of the subdivision (Greyson Estates) for water lines and a private sanitary sewer easement at the end of Main Street. These should be vacated subject to the final plat being recorded.

MOTION: Councilor Crowther moved to vacate the current easement subject to recording of the final plat. Seconded by Councilor Taylor. 5 ayes, motion carries.

- D. Appraiser Evaluations: Councilor Crowther presented the appraisals that were received from the City's appraiser for Greyson Estates and the Bella Terra Estates Phase 2 subdivision.

MOTION: Councilor Crowther made a motion to take 7% cash for the Bella Terra Estates Phase 2 subdivision. Seconded by Councilor Atkin. 5 ayes, motion carries.

- E. RV Hardship: An individual is living in an RV in the Hassler Subdivision. There was a discussion between the City and the attorney regarding City Codes and the Fair Housing Act. Council directed Myrna to contact the owner tomorrow and assist in filling out a hardship application.

ORDINANCES/RESOLUTIONS:

- A. **Ordinance 741:** An Ordinance amending the City of Sublimity's Development Code to clarify existing language, remove unnecessary language, meet state land use requirements, and modify parkland dedication requirements for subdivisions.

MOTION: Councilor Crowther made a motion to read the Ordinance twice. Seconded by Councilor Atkin. 5 ayes, motion carries.

Mayor Kingsbury read the Ordinance 741 once in full.
Mayor Kingsbury read Ordinance 741 by title the second time.

MOTION: Councilor Crowther made a motion to adopt Ordinance 741 as presented amending the Sublimity Development Code. Seconded by Councilor Atkin. 5 ayes, motion carries.

- B. **Resolution 1920-5:** A Resolution for the Destruction of Files. Councilor Crowther asked how documents are destroyed. Katie noted that they are shredded using a shredding company that will shred on site.

MOTION: Councilor Crowther made a motion to approve Resolution 1920-5 as presented. Seconded by Councilor Taylor. 5 ayes, motion carries.

- C. **Resolution 1920-6:** Volunteer Resolution. This Resolution provides for Workers Comp coverage for volunteers.

MOTION: Councilor Taylor made a motion to approve Resolution 1920-6. Seconded by Councilor Atkin.

MOTION: Councilor Taylor made a motion to table the initial motion for Resolution 1920-6 until the City attorney can get more information.

CONTINUING BUSINESS:

- A. **Document Storage:** This was discussed during goals session
- B. **Codifying City Ordinance:** Discussed during goals session
- C. **IT for Council Chambers:** Councilor Taylor gave an update. The IT may come in at \$5000.00 and gives ownership of the equipment to the City.
- D. **Street Inventory:** Alan and the Mayor will be in contact regarding the street inventory. Alan has been in contact with WesTech Engineering
- E. **Street Extension:** This will be continued and may require an executive session.
- F. **Transportation Plan:** Alan will be applying for a grant for the Transportation Plan.

INFORMATION ITEMS

- A. Annual SDC Report
- B. December Revenue Statement
- C. Expenditures – December 2019
- D. December Water Reports
- E. Ordinance Notifications

Comments from the Public:

- Bradley Reardon: Noted that the CC&R's for Hassler Subdivision are only for Phase One of the subdivision.
- Wayne Stedronsky asked if the City has anything stated in the City's ordinances about homelessness. Currently
- Jamie Mattison commented on the volunteer resolution. She is a volunteer and is covered through Marion County.

COMMITTEE REPORTS:

Mayor Kingsbury: Is continuing to work with the City of Stayton regarding sewer.

Michael Taylor: Planning Commission is keeping up their good work. He is working with the long-term facilities committee and short-term maintenance needs with the school. The school is looking at approximately \$450,000 of maintenance needs.

Greg Atkin: Asked Alan about the cross walk by the school. Alan will check with Deputy Barber.

Brian Schumacher: Gave an update on the job opening for the City. It will be posted in the newspaper this Wednesday. Interviews will be held the week of the 27th – 31st

Adjournment: Councilor Crowther moved to adjourn the meeting. Seconded by Councilor Taylor. Meeting adjourned at 8:45 PM.