



# CITY COUNCIL MEETING

February 10, 2020

**CALL TO ORDER:** Mayor James Kingsbury called the meeting to order at 7:00 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 5 persons in the audience.

**ADDITIONS OR MODIFICATIONS TO THE AGENDA** – Addition to Action Items: Contract with Sebens Enterprises for Background Checks

**PRESENTATIONS/COMMENTS FROM THE PUBLIC –**

- A. Scott Sword running for House District 17 introduced himself.
- B. Dolores Morris is concerned over the speeding on Starr Street in front of the school. There is only one speed sign located on Starr Street.

**CONSENT AGENDA:**

- A. Meeting Minutes – January 13, 2020 and January 13, 2020 work session. Mayor Kingsbury noted that he was a nay on the budget committee appointment.

**MOTION:** Councilor Atkin moved to adopt the consent agenda as modified. Seconded by Councilor Taylor. 5 ayes, motion carries.

**STAFF REPORTS**

- A. **Tom Barber, Police** – Deputy Barber presented his staff report. There was 52 calls for service. There was an increase in alarm calls for the month from Power. Deputy Barber gave Council stats from the radar trailer for 2013 – 2019. School crosswalks and speed signs for the school are on hold with the county because they do not do any striping during the winter months. Signage and striping must be done at the same time.
- B. **Milan Castillo, City Attorney**- Nothing to report.
- C. **Alan Frost, Public Works** – Alan noted his report will come under action items.
- 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. Garten Shredding will be at the office on February 14<sup>th</sup>. She is currently working on the budget.

**NEW BUSINESS:** None

**ACTION ITEMS:**

- A. Utility Maintenance Worker 1 position: Alan gave the recommendation to hire Tony Schumacher at the advertised wage of \$19.72 contingent on a background check and drug test, with a starting date of March 9<sup>th</sup>.  
Councilor Schumacher recused himself from the conversation and the vote.

**MOTION:** Councilor Taylor made a motion to hire Tony Schumacher as Utility Worker 1 with a start date of March 9<sup>th</sup> at the rate \$19.72 per hour. Seconded by Councilor Atkin. 4 ayes, motion carries. Councilor Schumacher recused himself from voting.

- B. Temporary Office Assistant Position. Councilor Schumacher presented the options for the temporary position while a staff member is out on maternity leave. The Mayor, Myrna, and Brian

met with a temp agency. They would take care of the process of hiring. The other option is to hire in house, and the City would do the hiring process. Katie's last day will be April 22<sup>nd</sup>.

**MOTION:** Councilor Crowther move to hire through the temporary service. Seconded by Councilor Schumacher. 5 ayes, motion carries.

- C. Storm Drain Project North of Crest Street: Alan presented the storm drain upgrade that has been on the City's wastewater master plan, CIP list and SDC Methodology for years. He would like to move forward with the project of enclosing the ditch. In order to begin with construction in the next fiscal year, the surveying and bid document would need to be done in this year's budget. Mayor Kingsbury asked if there is a need for this. Alan noted that the new subdivision to the East there is an increase in flow down the ditch and it is a safety hazard. Discussion followed. The cost for the entire project is one hundred thousand. Twenty-five thousand for surveying and bids would come from this year's budget. Councilor Crowther declared a conflict of interest and recused himself from the vote.

**MOTION:** Councilor Taylor moved to move forward and spend the money on the planning and engineering portion of the project. Seconded by Councilor Atkin. 4 ayes, motion carries. Councilor Crowther recused himself from the vote.

- D. Willamette Valley Railroad Letter of Support: Mayor Kingsbury spoke with Kevin Mannix and he is looking for a letter of support from the City of Sublimity. His company is going to purchase and restore service of the line. The rail line runs from Woodburn to Stayton and does not run through the City of Sublimity. The City would not be on the hook for any payment towards the railroad. Discussion followed. Council is in agreement to send a letter of support for the Restoration of the Railroad Line.

- E. Contract with Sebens Enterprises, LLC for background check services: Councilor Schumacher presented the contract to Council.

**MOTION:** Councilor Crowther made a motion to enter into an agreement with Sebens Enterprises, LLC. Seconded by Councilor Schumacher. 5 ayes, motion carries.

#### **ORDINANCES/RESOLUTIONS:**

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

**MOTION:** Councilor Taylor made a motion to adopt Volunteer Resolution 1920-6. Seconded by Councilor Crowther. 5 ayes, motion carries.

#### **CONTINUING BUSINESS:**

- A. **SDC Methodology (Resolution 1718-14):** This Resolution allows for the annual adjustment of SDC's due to inflation. This was discussed at the work session for city goals.
- B. **Document Storage:** Alan gave an update. Dailey Construction will be ready to submit for a permit in the near future.
- C. **Codifying City Ordinance:** This was discussed during the goal's session
- D. **IT for Council Chambers:** Councilor Taylor gave an update. The City would own all the equipment and there would be a small monthly fee for the streaming services. \$3,300.76 is the cost and installation of the equipment along with training for its use. The electrical work is 1,490. The total cost is under \$5000.00.

**MOTION:** Councilor Taylor moved to move forward with IT for Council Chambers. Seconded by Councilor Crowther. 5 ayes, motion carries.

- E. **Street Inventory:** Move discussion to next month.
- F. **Street Extension:** Move discussion to next month.
- G. **Transportation Plan:** Discussed during goal session

## **INFORMATION ITEMS**

- A. Community Prosperity Initiative Grant – The City received a grant from Marion County, and will receive it for three years. Discussion followed.
- B. January Revenue Statement
- C. Expenditures – January 2020
- D. January Water Reports
- E. Ordinance Notifications

## **COMMITTEE REPORTS:**

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

**Michael Taylor:** Nothing to report.

**Jim Crowther:** Nothing to report.

**Greg Atkin:** Gave an update on the new police Sergeant.

**Brian Schumacher:** Noted that employees would like to donate sick leave to another employee. He would like to work with the City Administrator in Aumsville to update the City's handbook.

## **Comments from the Public:**

- Wayne Stedronsky asked if there will be anything placed in the budget to purchase a radar trailer. Councilor Atkin noted that it is going to be discussed for the budget. Wayne asked if the Utility Worker 1 applicant has any relation to Brian. Yes, it is his son which is why Brian recused himself from voting and the hiring process. He did not participate in any of the interviews or making a decision for hiring.
- Dolores Morris thanked Alan for getting the light on the Welcome to Sublimity Sign. It looks very nice with the light.

**Adjournment:** Meeting adjourned at 8:15 PM.