



# CITY COUNCIL MEETING

February 12, 2018

**CALL TO ORDER:** Mayor Ray Heuberger called the meeting to order at 6:59 PM. The Pledge of Allegiance was said and Randy Cranston said a prayer. Councilors present: Gene Ditter, James Kingsbury, Michael Taylor and Jim Crowther. Staff Present: Alan Frost, Public Works Director; Myrna Harding, Account Specialist; Katie Scott, City Recorder; Steve Tabor, City Attorney; and Lisa Brosnan, City Planner. There were 22 people in the audience.

- Mayor Heuberger made note that the City Council cannot hear comment and/or engage in conversation pertaining to the Starr Street Subdivision at this time.

## **ADDITIONS OR MODIFICATIONS TO THE AGENDA –**

- Removal of Ordinance 739
- Change of Ordinance 738 to Ordinance 711J

## **PRESENTATIONS/COMMENTS FROM THE PUBLIC**

- **North Santiam School District (NSSD):** Tass Morrison, Member of the North Santiam School Board of Directors; Bradley Phelps, Student Representative/ASB President; and Evan Smith, Board Member, presented the prepared PowerPoint to the Council.

## **PUBLIC HEARING: UGB/ANNEXATION/ZONE CHANGE/COMPREHENSIVE MAP PLAN**

**AMENDMENT** – Expansion of Urban Growth Boundary to include 9.85 acres. Annexation of 9.85 acres into the City Limits. Corresponding Zone Change and Comprehensive Plan Map Amendment to rezone and designate 8.85 acres to the Public (P) zone for use by the City of Sublimity for a public park and maintenance yard, and 1.00 acres to Low Density Residential (R-1) zone for the portion of the subject site with an existing residence.

Lisa Brosnan read the required items into the record. Mayor Heuberger opened the public hearing, and Lisa Brosnan presented the prepared staff report.

Mayor Heuberger opened the hearing to comments from the public.

Those in favor: Greg Atkin, 527 NE Hilltop Ct, is in favor for additional parkland in the City. Stated he would like to see the entirety of the property purchased if the opportunity arises. Recommends that this moves forward whether the water rights are obtained or not.

Those against: None

Lisa addressed a question that was given at the Planning Commission Meeting; What happens if the UGB/Annexation goes through, but the City does not get the water rights and is left with Public land within the City Limits. The Ordinances first reading will happen at next months meeting, and the second reading will be delayed until after the water rights are acquired. Discussion of the agreement and comments from the public at the Planning Commission hearing followed.

Status of the water rights was discussed. Alan spoke with the engineer who placed the application, it is a 12-month process that was submitted late May, early June. There have been no red flags thus far.

Mayor Heuberger closed the Public Hearing.

Councilor Kingsbury asked if Marion County has reviewed this. Lisa answered that there have been many discussions with Marion County and they are in favor. They will be reviewing it formally as a staff decision within the next month or so.

Discussion of the Planning Commission public comments followed.

Councilor Ditter asked where the money will come from to pay for the property. He has heard from the public that they all like a small community and don't want to go outside the UGB. Development of the park may not happen for 5-10 years down the road. Somewhere along the line there will be a large additional cost, and eventually more land will be brought in as developable land. Discussion of purchasing land followed.

Councilor Taylor agrees regarding expanding the UGB, but the majority of the land is Public, not R1. He would not be supportive of expanding the UGB to bring in more R1. He is confident that the property is public and will be used for a park.

Councilor Crowther believes this is a good use, the City needs park ground.

Councilor Kingsbury stated that he would not be in favor of expanding the UGB for additional R1.

**MOTION:** Councilor Crowther moved to adopt the findings as presented in the staff report and approve the Urban Growth Boundary Expansion (UGB 18-01), Annexation (ANX 18-01), Zone Change (ZC 18-01), and Comprehensive Plan Map Amendment (CPMA 18-01). Seconded by Councilor Taylor. 4 ayes: Crowther, Taylor, Heuberger, Kingsbury; 1 nay: Ditter. Motion carries 4-1.

**Public Hearing: Supplemental Budget** Proposed supplemental budget changes to the Storm Water SDC Fund- Materials and Services Appropriation.

Myrna Harding stated that the supplemental budget was necessary due to a line item being omitted in the Storm SDC Fund for contracted Services at the time of the 2017-2018 Budget. With the contract with Mr. Donovan being funded with SDC funds, it was necessary to have this added at this time. A public notice was published for a supplemental budget amendment.

Motion was made by Councilor Crowther. Seconded by Councilor Taylor. 5 ayes, motion carries. Councilor Crowther withdrew his motion.

Mayor Heuberger opened the public hearing and asked for comments from the public. No comments were made.

Mayor Heuberger closed the public hearing.

**MOTION:** Councilor Crowther moved to approve the proposed supplemental budget for the Storm water SDC fund. Seconded by Councilor Taylor. 5 ayes, motion carries.

## **STAFF REPORTS**

- A. **Tom Barber, Police** – Deputy Barber was absent. Monthly report was in council packets.
- B. **Alan Frost, Public Works** – There were comments from residents at the Hassler 4 subdivision hearing regarding low water pressure and flow. Public Works contacted homeowners, but each homeowner stated that they did not have a problem. They performed tests and static levels were 46psi, and with faucets open there was a residual of 40psi. The City's lines are well suited for that subdivision. A Supervisory control and Data Acquisition (SCADA) trial system was installed at Well 4. This allows for more effective and quick monitoring at wells. The cost is 1,400 dollars at each site if decide to purchase. Discussion of water rights for 12.5 acres near Hassler followed.
- C. **Myrna Harding, Office** – Boldt, Carlisle, & Smith extended the due date from January 31<sup>st</sup> to February 28<sup>th</sup> deadline for the audit. Brad will be at next month's meeting to give his report. Katie will be attending an Ethics Training and a cash handling class. Myrna will be going to a Budget Training and the CIS Conference at the end of the month. There is a CIS review tomorrow, and an all staff meeting on February 15<sup>th</sup>. The Caselle Permit n Force Module will be updated on February 26<sup>th</sup>. This permit tracks all the building permits and mapping from Marion County among

other things. The Wave Franchise Contract is coming up due, and they would like to start discussing it.

D. **Attorney –** Nothing to report.

#### **ACTION ITEMS:**

A. **Appoint Budget Committee:** The budget committee has one open position. The City has received one letter of interest from a Jacob Peters, city resident.

**MOTION:** Councilor Ditter moved to appoint Jacob Peters to the budget committee. Seconded by Councilor Kingsbury. 5 ayes, motion carries.

B. **Carol as Contracted or Part-Time Employee:** Councilor Kingsbury stated that Katie and Myrna have expressed an interest in the ability to call Carol to assist during the elections process and budgeting process. It would be less than 20 hours per year. Many questions could probably be answered over the phone. Discussion followed. Item was tabled at this time.

C. **Expenditures: January 2018:** There was a discussion of contracts.

**MOTION:** Councilor Crowther moved to pay the bills as presented. Seconded by Councilor Kingsbury. 5 ayes, motion carries.

D. **Meeting Minutes – January 8, 2018 & January 22, 2018**

**MOTION:** Councilor Ditter made a motion to approve the minutes of the City Council meeting on January 8 and the special City Council meeting on January 22, 2018 as presented. Seconded by Councilor Crowther. 5 ayes, unanimously approved.

#### **Resolutions/Ordinances**

- **Ordinance 711J:** Water meter costs have increased and the increase that is presented is to reflect that increase. The deposit increase is to go along with the water rate increase that was enacted last year. Renters are currently paying a \$75 deposit, which does not cover a month of rent. Mayor Heuberger read the Ordinance into the record. Council is in agreement to have ordinance read into the record twice. Mayor Heuberger read the ordinance into the record a second time.

**MOTION:** Councilor Ditter moved to accept Ordinance 711J as read. Seconded by Councilor Kingsbury. 5 ayes, motion carries.

- **Resolution 1718-9: Transfer of Funds due to unforeseen circumstances.**

**MOTION:** Councilor Ditter moved to accept Resolution 1718-9. Seconded by Councilor Taylor. 5 ayes, motion carries.

- **Resolution 1718-10: Authorizing Application for Grant.** A grant that is available through the Oregon Parks and Recreation Department. The Grant requires a match of 50%, this does not need to be in cash, but can be donated materials, or labor, similar to the grant at Church Park. This grant is for Early Settlers Park to make bathrooms ADA compliant with ramps and walkways.

**MOTION:** Councilor Kingsbury moved to approve Resolution 1718-10. Seconded by Councilor Crowther. 5 ayes, motion carries

- **Resolution 1718-11: Authorizing signers on the City Credit Card Accounts.** Discussion of need for additional credit cards. Myrna informed council of the current monitoring of credit cards.

**MOTION:** Councilor Crowther moved to adopt Resolution 1718-11. Seconded by Councilor Ditter. 5 ayes, unanimously approved.

**Continuing Business:** None

#### **INFORMATION ITEMS:**

- A. January Revenue Statement: There was a discussion of revenue in SDC's and Park reservations.
- B.

## **COMMITTEE REPORTS**

**Raymond Heuberger:** Nothing further

**James Kingsbury:** Nothing further.

**Gene Ditter:** Nothing further

**Jim Crowther:** Nothing further

**Michael Taylor:** System Development Charges are moving along. Myrna informed councilor Taylor that the Home Builder's Association has contacted us and requested that they receive 90 days' notice. The SDC's will now be coming to council in May.

Randy Cranston informed the council that the hearing for the Starr St subdivision has been continued. Written comments are currently being accepted and the hearing will continue March 5<sup>th</sup>.

Diane Kaser, 440 NE Cherry St, informed the council that she had submitted a written proposal to the Council and the Planning Commission. They have received it but are unable to discuss the subdivision at this time. She was informed that once a decision is made by the Planning Commission, her proposal for purchasing park land can be discussed.

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