



CITY COUNCIL MEETING

April 13, 2020

CALL TO ORDER: Mayor James Kingsbury called the meeting to order at 6:00 PM via teleconference. 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; Carrie Connelly, Attorney; and Lisa Brosnan, Planner. There was 3 persons in the audience.

ADDITIONS OR MODIFICATIONS TO THE AGENDA –

Addition of presentation from Jim Kingsbury and Stacy Hollenbeck on the Sublimity graduating seniors. Addition of a Motion to address legal action to be added to the agenda immediately following the public hearing.

PUBLIC HEARING: Zone Change and Comprehensive Plan Map Amendment ZC/CPMA 2020-01 –

Zoning and Comprehensive Plan Map Amendment for a 2.2-acre site that is currently zoned Low-Density Residential (R-1). The proposed zoning and Comprehensive Plan Map designation is Medium-Density Residential (R-2).

Mayor Kingsbury opened the public hearing at 6:02 PM and asked the council for any ex parte contact, conflict of interest, bias, or site visits. None was noted.

Lisa Brosnan read the required items into the record and presented the prepared staff report.

Mayor Kingsbury opened the hearing to comments from the public. It was noted that no public was present at City Hall for public comment during the hearing.

Those in favor: None

Neutral: None

Those opposed: None

MOTION: Councilor Atkin moved to approve Zone Change Comprehensive Plan Map Amendment ZC/CPMA 2020-01. Seconded by Councilor Crowther. Ayes: Crowther, Atkin, Taylor, Schumacher, Kingsbury. Motion carries 5-0.

Mayor Kingsbury closed the hearing at 6:16 PM

ACTION ITEM:

C. To address legal action: Carrie noted that the City has received a Notice of Intent to Appeal of the decision issued on March 9th. There have been two amended notices filed and based on consideration of the final decision the Council wishes an opportunity to reconsider the decision and will withdraw the final decision.

MOTION: Councilor Atkin made a motion to withdraw the City's final decision on application RV 20-01 currently on appeal to LUBA, and direct staff to notify LUBA, the applicant, and all interested parties accordingly and further moves to direct staff to bring back a conditional approval based on the existing record in this matter and all applicable criteria. Seconded by Councilor Taylor. Ayes: Crowther, Atkin, Taylor, Schumacher, Kingsbury. Motion carries 5-0.

PRESENTATIONS/COMMENTS FROM THE PUBLIC –

- A. Stacy Hollenbeck, Susanne Stefani, and Mayor Kingsbury presented the idea of posting banners or yard signs to celebrate the Sublimity senior graduating class of 2020. There is a chance that

the funding for this could come from the Booster Club or District Office. These could be posted the first or second week in May. Susanne will reach out to the booster club and the district office in regard to funding.

CONSENT AGENDA:

- A. Meeting Minutes – March 9, 2020

MOTION: Councilor Atkin moved to approve the consent agenda. Seconded by Councilor Taylor. Ayes: Crowther, Atkin, Taylor, Schumacher, Kingsbury. Motion carries 5-0.

STAFF REPORTS

- A. **Tom Barber, Police** – Absent. No police reports were submitted for the month.
- B. **Alan Frost, Public Works** – Alan presented his prepared staff report. City Hall file room improvements are moving along quickly. The ADA ramp in front of City Hall will hopefully be done during the City Hall closure. Tony Schumacher is doing an exceptional job as a new employee. Rose will not be brought back on until she is more comfortable doing so with the current COVID pandemic. Leak detection found some small leaks on Seventh Street and quite a bit of electrolysis on the copper lines, possibly due to the excessive ground water in the area. There will be multiple water line repairs due to this. Flow meters will be installed at Well 1 and Well 3 in hopes of finding additional leak loss. Mayor Kingsbury read a comment from Wayne Stedronsky. He has noted that some of the fire hydrants need a fresh coat of paint and asked if the City get some high school volunteers to paint them. Alan noted this is a fire department issue, so he will speak with Chief Hume. Wayne also commented that many dogs are off leash at the City park, can the City place a notice reminding them that they must remain on leash. Alan also noted that the City hydrants will be flushed on Monday, April 20th.
- C. **Milan Castillo, City Attorney**- Mayor Kingsbury noted that Mike Alley's attorney has contacted Milan about the storm drain line that runs under their garage. Discussion followed. Staff will be in contact with the Alley's.
- D. **Myrna Harding, Office** – Myrna presented her prepared staff report for the office. The financial statements for March will be in next month's packets. The file room is moving along nicely. Myrna will order the video equipment for the Council Chambers tomorrow. The total cost of this project is around \$3,400. Progress on the budget has been a moving target due to the current state. Myrna noted that the temp employee is scheduled to start on May 4th, and this is contingent on the Governors executive orders. Katie will not be able to train this employee.

NEW BUSINESS: None

ACTION ITEMS:

- A. Parks and Recreation Committee Term Limits:

MOTION: Councilor Crowther moved to set the term limits as presented. Seconded by Councilor Schumacher. Ayes: Crowther, Atkin, Taylor, Schumacher, Kingsbury. Motion carries 5-0.

- B. Appoint Myrna as interim City Recorder:

MOTION: Councilor Atkin moved to appoint Myrna Harding as interim City Recorder at Katie Scott's absence. Seconded by Councilor Crowther. Ayes: Crowther, Atkin, Taylor, Schumacher, Kingsbury. Motion carries 5-0.

ORDINANCES/RESOLUTIONS:

- A. **Resolution 1920-8:** A Resolution updating the Capitol Improvement Project (CIP) Plan. Mayor Kingsbury read the Resolution into the record. Myrna noted that the Parks Master Plan can be fully covered by System Development Charges.

MOTION: Councilor Crowther made a motion to adopt Resolution 1920-8. Seconded by Councilor Taylor. Ayes: Crowther, Atkin, Taylor, Schumacher, Kingsbury. Motion carries 5-0.

- B. **Resolution 1920-9:** A Resolution for the application of a grant for a Transportation System Plan. Mayor Kingsbury read the Resolution into the record.

MOTION: Councilor Taylor made a motion to adopt Resolution 1920-9. Seconded by Councilor Crowther. Ayes: Crowther, Atkin, Taylor, Schumacher, Kingsbury. Motion carries 5-0.

- C. **Resolution 1920-12:** Transfer Resolution. Mayor Kingsbury read the Resolution into the record. Councilor Atkin noted that a group in the community is making cloth masks to distribute to the vulnerable population as well as citizens of the community. A large portion of the funds are anticipated to be covered by donations and grants.

MOTION: Councilor Crowther made a motion to adopt Resolution 1920-12. Seconded by Councilor Schumacher. Ayes: Crowther, Atkin, Taylor, Schumacher, Kingsbury. Motion carries 5-0.

CONTINUING BUSINESS:

- A. **Codifying City Ordinance:** This will be a priority after the COVID-19 crises is over.
B. **Street Inventory:** This is in the works.
C. **Street Extension:** This is in the works.
D. **Transportation Plan:** The Council approved the application for a grant at tonight's meeting. The grant application is due in June.

Comments from the Public:

- Joe Wolf asked where the City is in regard to the Melrose Extension. Discussion followed. The City has been told that an Urban Growth Boundary change would not be approved at this time. Discussion of this will continue.
- Dolores Morris asked Alan if there have been any issues with items being flushed down toilets that shouldn't be. No, not within the City.

INFORMATION ITEMS

- A. CIS Assessment Report
B. March Revenue Statement
C. Expenditures – March 2020
D. March Water Reports
E. Ordinance Notifications

COMMITTEE REPORTS:

Mayor Kingsbury: Continues to talk with the Mayor of Stayton regarding the sewer.

Michael Taylor: The school has moved to online learning and have handed out Chrome books for the students to use. They are also handing out lunches to students during the week.

Jim Crowther: Nothing to report.

Greg Atkin: Is working on his project to make masks for the community. There are six staff and nine residents at Marian Estates that are positive for COVID-19. One resident did pass away the other day. There are many City residents that are not leaving their houses due to the virus. The cloth masks will help stop the spread of the virus.

Brian Schumacher: Nothing to report at this time.

Adjournment:

MOTION: Councilor Crowther moved to adjourn the meeting. Seconded by Councilor Taylor. Ayes: Crowther, Atkin, Taylor, Schumacher, Kingsbury. Motion carries 5-0. Meeting adjourned at 7:21 PM.